WASHTENAW COUNTY
CONTINUUM OF CARE (CoC) BOARD

JANUARY 28, 2026 | 3:30-5:00PM

ZOOM WEBINAR

MEETING ID: 861 8385 1022

PASSCODE: 121540

TIME	AGENDA ITEM
3:30pm	1. Call to Order
3:33pm	2. Welcome and Introductions
3:38pm	3. Public Comment
3:40pm	4. Approval of Agenda **(ACTION)**
3:42pm	5. Approval of the December Minutes **(ACTION)**
3:45pm	6. 2026 PIT Count Methodology **(ACTION)** – Andrew Kraemer, OCED
3:55pm	7. Resolution to Uphold the 2024 HUD Continuum of Care Funding Competition and Renewal Rankings for FY2025 **(ACTION)** – Kristin Kunes, OCED
4:10pm	8. CoC Letters of Support **(ACTION)** – U.S. Department of Veteran Affairs Homeless Providers Grant and Per Diem, Per Diem Only, and Service Center Notice of Funding Opportunity Auston Schneider, Salvation Army of Washtenaw County Jan Little, Michigan Ability Partners Breanna Kammer, Disability Network Eastern Michigan
4:20pm	9. Residential Displacement Response Taskforce – Kristin Kunes, OCED
4:35pm	10. Winter Shelter Updates– Emergency Shelter Providers Shelter Association of Washtenaw County (SAWC) Interfaith Hospitality Network (IHN) SOS Community Services Ozone House SafeHouse
4:55pm	11. Public Comment
4:58pm	12. Board Member Updates
5:00pm	13. Adjournment

Washtenaw County CoC Board Membership

Members shall serve a minimum of two-year terms but may elect to serve more

Board Position	Term and Type	Board Member
WHA Director	Appointed	Amanda Carlisle
CoC At-Large Representative	Elected	Aaron Cooper, Avalon Housing, Executive Director
Homeless or Housing Program Representative	Appointed by WHA OC	Nicole Adelman, Shelter Association of Washtenaw County (SAWC), Executive Director
Homeless or Housing Program Representative	Appointed by WHA OC	Jan Little, Michigan Ability Partners (MAP), Executive Director
Faith Community Representative	Elected	Jim Mogensen, Religious Action for Affordable Housing (RAAH)
Domestic Violence Provider Representative	Elected	Kim Montgomery, SafeHouse Center, Program and Services Director
WHA Board Member	Appointed by WHA OC	Rhonda Weathers, SOS Community Services, Executive Director
WHA Board Member	Appointed by WHA OC	Vacant
Washtenaw County Sheriff or designee	Appointed	Alex Thomas
OCED Director or designee	Appointed	Toni Kayumi
Ann Arbor Housing Commission Director or designee	Appointed	Jennifer Hall, Director of Ann Arbor Housing Commission (AAHC)
Regional Workforce Development Director or designee	Appointed	Johnny Epps, Michigan Works Southeast
CMH Director or designee	Appointed	Katie Hoener, Program Administrator
Housing Access for Washtenaw County Director/Supervisor or designee	Appointed	Amanda Guanco, HAWC Call Center Supervisor
Substance Use Services Agency Director or designee	Appointed	Vacant
Another Township or City Highest Elected Official or designee	Appointed	Renee Smith, Former City of Ypsilanti
Public Health Director or designee	Appointed	Ruth Kraut, Deputy Health Officer
CoC At-Large Representative	Elected	Tish Lee, Legal Services of South Central Michigan (LSSCM), Director
Ypsilanti Housing Commission Director or designee	Appointed	Zachary Fosler, Director of Ypsilanti Housing Commission (YHC)
City of Ann Arbor Mayor or designee	Appointed	John Hieftje, Former Mayor, Co-Chair
McKinney Vento Liaison	Elected	Kellie Rutledge, Ozone House Director
Lived Experience Representative	Elected, September 2026	Vanessa Pankey
Lived Experience Representative	Elected, August 2027	KJ Pedri, Homelessness Solidarity Network
Youth Advisory Board Representative	Elected	Le'Mia Brown or Jayla Allen

Washtenaw County CoC Board Membership

Members shall serve a minimum of two-year terms but may elect to serve more

Youth Advisory Board Representative	Elected	Lakayah Webb or Jayla Allen
Washtenaw County Michigan Department of Health and Human Services Director or designee	Appointed	Renee Adorjan, MDHHS Director OR Alice Seipelt, Community Coordinator
Ann Arbor Veterans Administration Representative	Elected	Gabriel Parra, Health Care for Homeless Veterans Coordinator
County Administration	Appointed	Greg Dill, County Administrator OR Andrew DeLeeuw, County Commissioner
Private Funder Representative	Elected	Shekinah Singletery, Trinity Health
Ann Arbor Police Chief or designee	Appointed	Chief Andre Anderson
Ypsilanti Police Chief or designee	Appointed	Vacant
CoC Non-Funded Agency Representative	Appointed by WHA OC	Elizabeth Alpert, Washtenaw Intermediate School District (WISD)
Institute of Higher Education Representative	Elected, September 2026	Neeraja Aravamudan, Director of the Edward Ginsberg Center
Washtenaw County Board of Commissioners Chair or designee	Appointed, September 2027	Andy LaBarre, Co-Chair

WASHTENAW COUNTY
CONTINUUM OF CARE (CoC) BOARD

DECEMBER 17, 2025 | 3:30-5:00PM
ZOOM WEBINAR

TIME	AGENDA ITEM
3:30pm	1. Call to Order 3:33pm
3:33pm	2. Welcome and Introductions
3:43pm	3. Public Comment
3:45pm	4. Approval of Agenda **(ACTION)** Pedri moves to add an item for winter sheltering efforts and hopes to establish an item on agendas moving forward Hieftje seconds Motion is approved Hieftje move Epps seconds Agenda is approved
3:47pm	5. Approval of the November Minutes **(ACTION)** Seipelt moves Kayumi seconds Minutes are approved
3:50pm	6. HUD CoC Funding Status – *Kristin Kunes, CoC Supervisor (OCED)* Kunes gives an overview of the status of the current NOFO. Highlights include: • There is currently litigation against HUD due to the NOFO policy priorities and timeline • The NOFO was pulled back in response • Currently, our CoC is in a holding pattern, and we are continuing to wait • There is another hearing on the 19th • Gap funding analyses continue to be a large priority with the first lapse in funding being in March • There is a lot of great working happening on the local and state levels to address this (see MLive article in packet about Alpha House)

	• Kunes encourages folks to continue to do advocacy and to subscribe to trusted news sources regarding homelessness like The National Alliance to End Homelessness. There is also a letter template in your packet that can be used for this purpose as well
3:55pm	7. CoC Subcommittee Updates – *Andy LaBarre, Co-Chair* LaBarre gives updates on subcommittee. Highlights include: • The subcommittee is focusing on presenting gap analyses and potential modifications to funding guidelines to the BOC • The subcommittee met with BOC leadership to give an update and start to develop idea on how the board can provide funding to fill gaps • There have also been efforts to connect with local municipal partners and get the media involved (see MLive article in packet about Alpha House) Cooper shares that last week the city administrator held a forum about what challenges are currently facing Ann Arbor, and the CoC was well represented. Highlights that there are steps to incorporating others into this discussion. Kunes highlights that it is important to make a strategy surrounding client-level communications and hopes it will be a future conversation with the board. Next steps include: • There is a BOC leadership meeting on December 30th, and the first working meeting for the BOC in the new year is January 21st. At the leadership meeting, BOC is looking at the funding plan for the next year • Some partners are meeting with AAACF to start to convene public and private funders • There was discussion about a BOC townhall in the upcoming weeks and months surrounding this topic
4:05pm	8. 2026 Point In Time Count – *Andrew Kraemer, CoC Data and Evaluation Specialist (OCED)* Kraemer gives an overview of what the PIT count is, who and what are included, how it is performed, routes, and how this year differs from previous years There is a broad discussion concerning cancelation of some of the routes. Kraemer responds that they are keeping stops that have had folks in the past (rest areas, park and rides, etc) but that they are eliminating routes that include some gas stations, etc that have not historically found people due to feedback from volunteers. There are questions surrounding the security of the ArcGIS system. Kraemer explains that the system is encrypted end-to-end and that only county staff have the ability to pull data. He reassures the board that they would not be using this system if it was not highly secured. There is discussion about what questions will be on the survey, and Kraemer explains that HUD has not released the survey questions yet and that there will be both paper and electronic surveys. There is feedback expressed that paper surveys are not the best way to start a conversation with folks.

	Concerns are voiced about recording folks' exact location. Kraemer says there is really no situation where this information would be released, but it is used for street outreach. Kraemer goes into the methodology required by HUD and asks the board to consider if this conversation should have every year or if it can be left to the CoC lead. • Several board members agree that it should be a board discussion every year • As a result, this topic will be revisited in January
4:15pm	9. Understanding the CoC System: Current Design, Best Practices, and Program Models – *Kristin Kunes, CoC Supervisor with Avalon, MAP, and SOS Program Staff* Kunes presents about the CoC System and different pathways within the system. Highlights include: • Discussion about values surrounding housing first principles • Understanding current programs for permanent supportive housing • Understanding current programs for rapid rehousing There is hope that this conversation will be revisited in a future meeting.
	10. Winter warming update *(Agenda item added)* Pedri expresses that she is interested in getting more regular updates on winter sheltering and that the board should be more timely in addressing issues before the season ends. She hopes to get updates on use, capacity, and current needs. She suggests that daytime warming staff and folks with lived experience should be represented on the Winter Shelter Taskforce. There is a comment about how this may not be the right space for that conversation, but some agree that in the past there have been more frequent updates.
4:55pm	11. Public Comment Sam, Volunteer Collective at Purple House: Sam expresses that the overnight shelter she volunteers at can fit 16 people a night, and most of the people that utilize that resource are folks that have been trespassed from Delonis. She shares that she believes there needs to be more spaces for people who have been trespassed from Delonis. Additionally, she shares that people should not be banned rom the only place they can sleep. She adds that Purple House has been trying to approach the problem of bus tokens, as they are very much needed. The costs for the season that the collective would need is around $15,000 which is far out of their budget. She hopes that in the future, funding could go towards buses being free in the winter time or a discount for purchasing tokens in bulk. Katy, Daytime Warming Center: Katy wants to introduce herself as staff of the Daytime Warming Center and expresses that she would like to be a part of the Winter

	Shelter Taskforce. She shares that this season has been more difficult because they have lost three staff members.
5:00pm	12. Adjournment Fosler moves Weathers seconds Meeting is adjourned at 5:07

ACTION ITEM SUMMARY

WASHTENAW COUNTY CONTINUUM OF CARE (CoC) BOARD | January 28, 2026

2026 Point-in-Time (PIT) Count Methodology

The Point-in-Time (PIT) count is a count of sheltered and unsheltered homeless persons on a single night in January. HUD requires that CoCs conduct an annual count of homeless persons who are sheltered in emergency shelter, transitional housing, and Safe Havens on a single night, and a bi-annual count of the unsheltered population. HUD requires CoCs to submit PIT count data and information on the methodology used to generate their sheltered and unsheltered counts. HUD uses this information to ensure the data collected is valid and reliable. The information is also used to evaluate the progress CoCs are making on reducing homelessness generally and among specific subpopulations. HUD uses this information to inform annual appropriations for homelessness programs and score CoCs during the CoC Program Competitions; it is also an important source for local programs and system planning. The 2026 PIT count methodology was first reviewed with the CoC Board on December 17th, 2025. The 2026 PIT Count will be held on January 28th.

Current Action Needed:

Approval of the 2026 PIT Count Methodology for use on January 28th, 2026.

Motion:

The CoC Board approves the 2026 PIT Count Methodology.

Resolution to Uphold the 2024 HUD Continuum of Care Funding Competition and Renewal Rankings for FY 2025

On December 23, 2025, the U.S. District Court ordered HUD to proceed with processing eligible FY 2025 CoC renewal projects under the reopened FY24–25 Notice of Funding Opportunity (NOFO), excluding the obligation of funds and final award decisions while the Order remains in effect. In response, HUD has reopened the FY24–25 CoC NOFO with an application window from January 9, 2026 through February 9, 2026. CoCs are required to either renew FY24 projects or submit priority listings and any applicable reallocation, replacement, or new project applications in accordance with the original FY24–25 NOFO requirements. HUD will conduct all standard reviews and anticipates selection of awards no later than late March 2026, pending further court direction.

To ensure continuity, transparency, and timely compliance with HUD requirements, the CoC Board is asked to affirm a resolution upholding the previously approved 2024 HUD CoC Funding Competition process, including Renewal Rankings and associated funding decisions. This resolution authorizes CoC staff to submit anything required by HUD in e-snaps by the February 9, 2026 deadline in alignment with the FY24–25 NOFO, existing Board-approved rankings, and applicable regulations. Upholding this resolution allows the CoC to move forward efficiently within the constrained timeline while preserving Board intent and minimizing disruption to renewal projects and system operations.

Current Action Needed:

Approve the resolution to uphold the 2024 HUD CoC Funding Competition and Renewal Rankings for FY25.

Motion:

The CoC Board approves the Resolution.

CoC Letters of Support for the U.S. Department of Veteran Affairs Homeless Providers Grant and Per Diem, Per Diem Only, and Service Center Notice of Funding Opportunity

Each year, the CoC Board is asked to review requests for Letters of Support from CoC Member agencies seeking funds to support program operations. The Salvation Army of Washtenaw County, Michigan Ability Partners, and Disability Network Eastern Michigan are all requesting Letters of Support from the CoC to supplement their application for funds under the Grant Per Diem (GPD) 2027 Notice of Funding Opportunity. This NOFO responds to the mounting need in communities to end homelessness in unique and targeted ways tailored to the needs of diverse populations of Veterans and to the unique skills and resources in different communities. Funding under this NOFO is available for two different service models to support Veterans experiencing homelessness with their move to permanent housing: transitional supportive housing, under which applicants may apply for any combination of five bed models (i.e., BH, CT, HH, LD and SI Transitional Housing) or service centers. The GPD Program is the VA's largest transitional housing program for Veterans experiencing homelessness and is permanently authorized under Public Law 109-461. Applications are due 4:00 pm. EST, February 18, 2026.

Salvation Army of Washtenaw County Staples Hope House

Bridge Housing, one of the Transitional Housing models eligible under this NOFO for which Salvation Army is applying, is intended to be used for short-term stays in transitional housing by Veterans with pre-identified permanent housing destinations (e.g., HUD-VASH, SSVF, community options). Washtenaw County currently has 10 GPD beds, all operated by The Salvation Army. The Salvation Army's partnership has been essential to our system to end veteran homelessness. The Salvation Army has been operating the GPD program out of their building located at 3660 Packard Street since 2022 and has reduced by 1 bed during this operating period. The CoC has reduced its GPD beds since the last NOFO from 23 to 10 due to the closure of Michigan Ability Partners 12 GPD beds and our own reduction of 1 bed, however there is a continued need for the 10 GPD beds operated by Salvation Army Veterans' Hope House. At the time of writing this, 8 out of the 10 GPD beds are filled at Staples Veterans' Hope House.

The Salvation Army is an active member of the CoC and critical participant in its efforts to end veteran homelessness in Washtenaw County. The Salvation Army has engaged in the county's efforts for the Built for Zero (BFZ) initiative to obtain a functional zero of homelessness for the veteran homelessness community in Washtenaw County.

Current Action Needed:

Approval of the Letter of Support for Salvation Army's GPD application.

Motion:

The CoC Board approves the Letter of Support.

Michigan Ability Partners Supportive Services for Veteran Families (SSVF) Program

Since 2014, MAP and its staff have effectively implemented the SSVF program in Washtenaw County, as a sub-grantee of Wayne Metro CAA. MAP is applying to be the sole grantee for SSVF in Washtenaw County as they continue to be a lead agency in serving homeless Veterans. To do this work, MAP is fully engaged in bi-monthly Coordinated Entry Oversight and Evaluation and bi-weekly Community Housing Prioritization (CHP) Committee meetings. During CHP meetings, clients are prioritized based on acuity and severity of need and referred to available permanent housing units, including SSVF. This process, implemented in August of 2014, has allowed Washtenaw CoC to house those experiencing homelessness more quickly, efficiently, and effectively. MAP has not only fully participated in this process but has been essential and diligent in working to achieve the goal on the national campaign Built For ZERO.

The aim of the provision of supportive services is to assist very low-income Veteran families residing in permanent housing to remain stably housed and to rapidly transition those not currently in permanent housing to stable housing. Assistance in obtaining or retaining permanent housing is a fundamental goal of the SSVF Program. SSVF emphasizes the placement of homeless Veterans and Veteran families. SSVF aligns with our CoC's mission and Plan to End Homelessness.

Current Action Needed:

Approval of the Letter of Support for MAP's GPD application.

Motion:

The CoC Board approves the Letter of Support.

Disability Network Eastern Michigan (DNEM)

Pending Details from DNEM which are due by 12pm on 1/28/26.

Current Action Needed:

Approval of the Letter of Support for DNEM's GPD application.

Motion:

The CoC Board approves the Letter of Support.

Washtenaw County Continuum of Care

2026 Point-in-Time Count Methodology

Introduction

The Point-in-Time (PIT) count is a count of sheltered and unsheltered homeless persons on a single night in January. HUD requires that Continuums of Care conduct an annual count of homeless persons who are sheltered in emergency shelter, transitional housing, and Safe Havens on a single night.

HUD requires CoCs to submit PIT count data and information on the methodology used to generate their sheltered and unsheltered counts. HUD uses this information to ensure the data are valid and reliable and to evaluate the progress CoCs are making on reducing homelessness generally and among specific subpopulations. This information is also used by HUD to score CoCs during CoC Program Competitions and is an important source for local program and system planning.

This document outlines Washtenaw County CoCs PIT Count Methodology used to carry out the PIT count. For reference and more detailed information, please refer to HUD's PIT Count Methodology Guide[i].

Sheltered PIT Count Methodology

Standards

HUD has outlined three standards for conducting a count of people who are homeless and in shelter (emergency shelter, Safe Haven, or transitional housing projects) on the night of the count. You can view these beginning on page 14 of HUD's PIT Count Methodology Guide.

Approaches

Main approaches to generate accurate sheltered PIT Counts:

- ☑ Complete census count
- ☐ Random sample and extrapolation
- ☐ Non-random sample and extrapolation

Washtenaw County CoC uses a complete coverage count for the sheltered count because all CoC projects collect complete and accurate data from all clients for each population and subpopulation characteristic.

Data Collection

Methods used to gather and calculate subpopulation data for sheltered homeless persons:

- ☑ HMIS
- ☐ HMIS plus Extrapolation
- ☐ Interview of sheltered persons
- ☐ Samples of PIT interviews plus extrapolation

CoC selected HMIS to collect and calculate the sheltered PIT Count data due to strong HMIS coverage and data quality and the regular trainings we hold on program entry/exit protocol. In addition to ensuring good data quality year-round, the HMIS System Administrator conducts a number of trainings with Contributing HMIS Organizations to prepare for the PIT count and subsequent data pulls. Training topics include training on data quality, program entry/exit protocol, and running reports to ensure data completeness.

Unsheltered PIT Count Methodology

Standards

HUD has outlined three standards for conducting a count of people who are homeless and unsheltered on the night of the count. These can be viewed beginning on page 17 of HUD's PIT Count Methodology Guide.

Approaches

CoCs may complete their unsheltered count on the night designated for the count (i.e., "night of the count" approach), over the 7 days following the night of the count (i.e., "post-night"), or through a combination of these approaches. Post-night counts are typically service-based counts.

- ☑ Night of the Count Complete Census
- ☑ Night of Count- known locations
- ☐ Night of Count- random sample
- ☐ Post-Night Service-based count
- ☐ HMIS

Washtenaw County CoC will conduct a complete census for its unsheltered count but will use elements of a known location to ensure it did not miss any unsheltered persons. We select this methodology because the CoC covers a relatively compact geographic area and has the resources to deploy approximately 30 enumerators to canvas the entire geography. Known locations will be incorporated into the plan, based on outreach staff knowledge of where unsheltered homeless persons usually stay.

Data Collection

In addition to the surveys, the CoC may utilize the PIT Count Data Extrapolation Tool in conjunction with a complete count methodology to assist in obtaining gender, ethnicity and race for a small number of households with whom the CoC was not able to collect this information. Due to the PIT Count being conducted over night, some individuals approached by enumerators may be unable to fully complete the PIT Count survey.

In 2026, in response to repeated requests from volunteers in past unsheltered counts, the CoC is piloting the use of the online survey tool Survey123 provided by ArcGIS. This tool is provided through Washtenaw County IT and allows volunteers to conduct surveys in real time on a phone or other cellular device. This approach will improve data accuracy and legibility, and improve the ability of street outreach to follow up accurately.

To ensure security of the data and confidentiality, several protections are in place, including end-to-end encryption from the device to the database, which is stored locally on Washtenaw County servers. Access to the survey is password protected and is limited to volunteers to upload surveys and CoC Staff to access the data for evaluation and reporting. No individual data will be shared outside of the CoC, and location data will only be used for follow-up by street outreach. No location data will be shared with the public. All data will be deleted from the Washtenaw County Servers 30 days after the PIT Count.

PIT Count Data Quality

To review the three PIT Count Data Quality standards, please reference page 8 of HUD's PIT Count Methodology Guide

Sheltered Data Quality

- ☑ Training
- ☑ Follow-up
- ☑ HMIS
- ☑ Non-HMIS de-duplication techniques

To ensure an accurate count and good data quality, all emergency shelter (ES) and transitional housing (TH) will conduct the sheltered count at the same time on the night of the PIT count. The count will be implemented in accordance with a comprehensive plan and corresponding detailed timeline, established by the CoC, HMIS Lead and with input from partner agencies. Following the PIT count, the HMIS System Administrator, in collaboration with ES and TH administrative staff, will reconcile HMIS data with internal data, using de-duplication techniques, to ensure that each sheltered person is only counted once across the continuum.

Unsheltered Data Quality

- ☑ Training
- ☑ Blitz Count
- ☑ Enumerator Observation
- ☑ Unique Identifier
- ☑ Survey Question

The CoC holds pre-meetings with a CoC Subcommittee to identify known locations of unsheltered households, plan for day-of logistics to ensure all geography would be covered, and refine the PIT count tool/survey. These meetings involve people from various sectors to ensure all populations are represented, including youth volunteers and staff from CoC's homeless youth providers to identify locations for unsheltered youth. PIT Count coordinators engage all police departments in the county to contact PIT headquarters if they encountered anyone who needed to be surveyed meeting with current consumers of homeless services and meeting with youth volunteers and staff from the CoC's homeless youth provider to identify locations of unsheltered youth.

[i] https://www.hudexchange.info/resource/4036/point-in-time-count-methodology-guide/

2026 POINT IN TIME (PIT) COUNT COMMUNITY PLANNING MEETING

ANDREW KRAEMER
COC DATA AND EVALUATION SPECIALIST
KRAEMERA@WASHTENAW.ORG
734-646-2123

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Agenda

- Welcome and Introductions
- Point In Time Count: Purpose and Expectations
- New This Year!
  -Online Survey Tool
- Logistics and Routes
- Donations and Supplies
- Discussion and Feedback

WELCOME AND INTRODUCTIONS

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Introduce yourself

- Name
- Pronouns
- Favorite holiday cookie or treat!

Introductions

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Today's Focus

We will:

- Ground in the expectations and goals for the 2026 Point-In-time (PIT) Count
- Review draft plan
- Strengthen the plan through your feedback and brainstorm together

Please feel free to raise your hand or type questions/comments in the chat—we want to hear from you!

POINT-IN-TIME COUNT

Expectations and Goals

- A federally mandated count of all sheltered AND unsheltered persons experiencing homelessness on a single day in January
- Volunteers and staff canvass the streets and congregate settings, such as homeless shelters and meal programs, to survey and count every person experiencing homelessness in Washtenaw County
- HUD uses this data to:
  - Report to Congress and the public on homelessness
  - Determine points in the annual funding competition—points are awarded for decreases overall and within specific populations (chronically homeless, families with children, veterans, etc.)

What is the Point-in-Time Count?

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Who is included in the count?

Sheltered

Persons who are living in a supervised, publicly- or privately-owned shelter designed to provide temporary living arrangements:

Shelter

Transitional Housing

Hotel or Motel paid for by charitable organizations or by federal, state, or local government funders

Unsheltered

Persons with a primary nighttime residence that is a place not designated for human habitation:

Car; Park; Abandoned Building;

Bus or Train Station; Airport;

Campground or site;

Hospital (unadmitted)

Today we are focusing on the ***Unsheltered*** count.

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Data Collected

- During the count, we collect demographic information from survey respondents, including, but not limited to:

Date of Birth	Housing Status
Gender	Disability Status
Race	Veteran Status
Ethnicity	Chronicity

- HUD only allows us to count people who complete the entire survey—we cannot submit a headcount.

The goals of the unsheltered count are to:

- Count as completely as possible everyone experiencing unsheltered homelessness in Washtenaw County
- Understand the basic demographics and needs of the people we count.
- Ensure anyone experiencing unsheltered homelessness is connected to outreach and services
- Provide supplies and/or gift cards to people we encounter

Unsheltered Count Goals

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Questions so far?

NEW IN 2026

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New in 2026

Based on feedback from prior years, we have several new plans for 2026:

- Updated teams and routes!
  - We are removing several routes that historically haven't located people and adding a new team to the downtown Ann Arbor area.
- Launching the use of ARGis Survey123 as secure, online application to record survey data and locations.
- Outreach to elected officials and the Racial Equity Office for participation in the count!

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New in 2026, continued

- Signs on vehicles
  - Reuseable magnetic signs will label each car with the county logo and "Community Services"
- Follow up survey
  - Persons surveyed will be invited to participate in a follow-up survey to gather more detailed information about their service needs and preferences. We will have monetary incentives to participate.

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2026 ROUTES & LOGISTICS

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Volunteer Training

An in-person training session will be held on January 15, with a second training to be scheduled.

Topics covered include:

- Purpose and goals of the PIT Count
- A review of the survey questions
- An introduction and practice time with the online survey tool
- Best practices for outreach to persons experiencing homelessness

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*Training is required annually, even if you've participated previous

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PIT COUNT DAY OF: January 28, 2026

9:30pm: Volunteers gather at the Washtenaw County LRC (Food and supplies!)

- Volunteers can begin checking in and signing confidentiality forms at 9:15pm, with everyone arriving by 9:45. Food and coffee will be available.
- Tables will be set up for each team to allow teammates to meet and greet before the count. Each table will also have:
    - Nametags for volunteers
    - Magnetic Car Signs
    - A binder with maps and routes for the team with a QR code for an online map, and paper copies of the survey in case the app has issues.
    - Supplies to deliver to people found

PIT COUNT DAY OF: January 28, 2026

- 10pm: Group Picture and Send off! Teams will head out to their routes
- 10pm – 1:30am: Canvassing for unsheltered persons
  - OCED staff will be available by text and phone to troubleshoot any issues and arrange hotels if necessary (subject to availability)
- 12pm-2am: Teams return and review surveys with staff
  - Staff will go over each survey for completeness and legibility—we ask all teams to remain through the review in case the OCED team has questions
- 2am: All teams returned with surveys; PIT Count Ends

Our goal is to help every volunteer feel supported and prepared to conduct the PIT Count.

What can we add or remove to help everyone have a positive experience?

What other support would help volunteers, especially those new, feel more confident?

Feedback: PIT Count Send-off

2026 Routes

Based on feedback from previous years, we are updating the routes this year:

- Removing US-12 and US-23 routes
- Adding additional team to the core downtown area of Ann Arbor
- Results in one fewer team, but more coverage where we have historically found people
- OCED is collaborating with PATH Street Outreach and the Ozone House Youth Action Board to identify locations where people are likely to be found.

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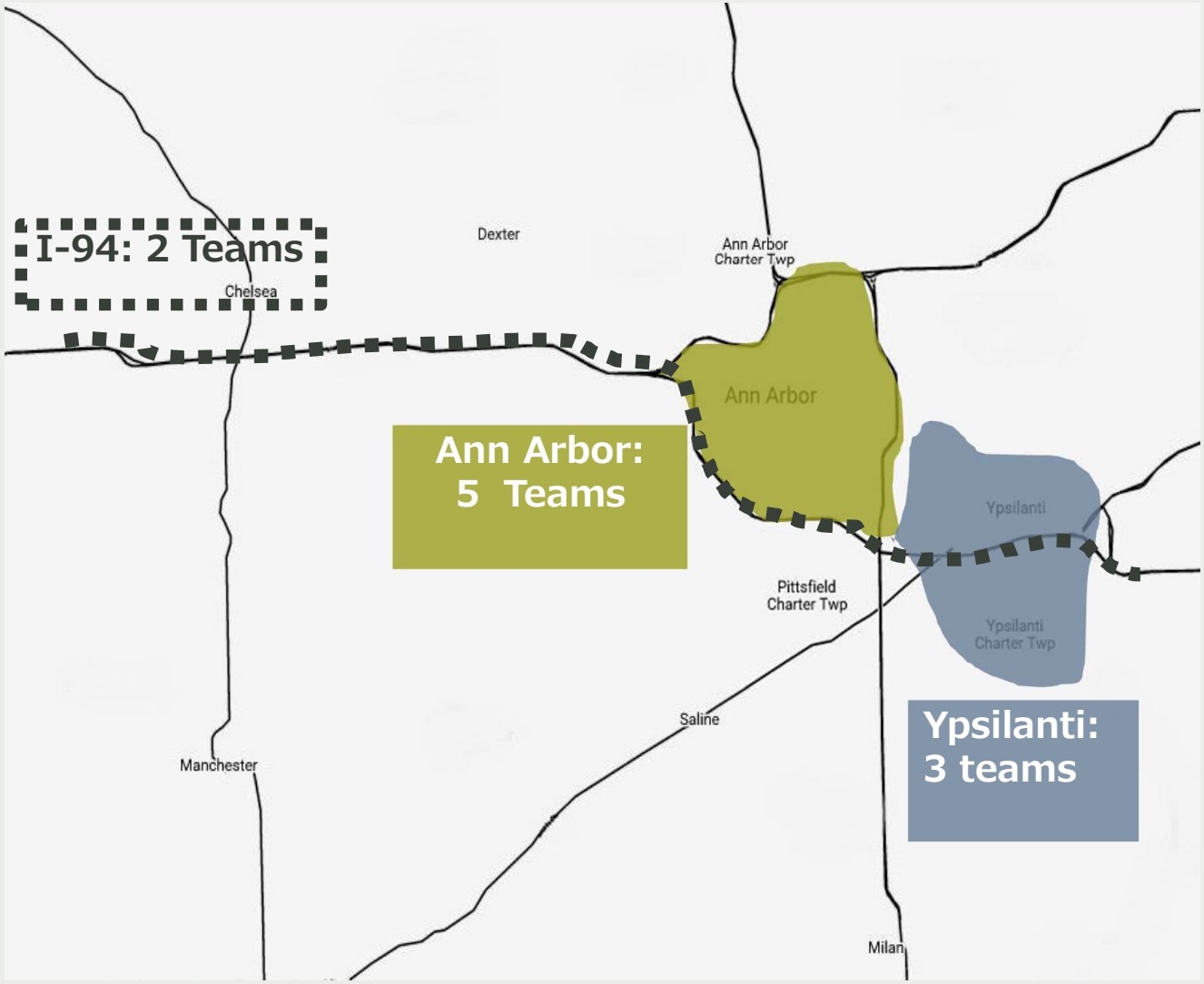

Outreach will be conducted to governments, police, and service agencies in the more rural parts of the county to identify any additional areas to canvas.

This new approach will cover more of downtown Ann Arbor than in previous years, while still reaching all the locations identified by the CMH PATH Street Outreach as being a known location.

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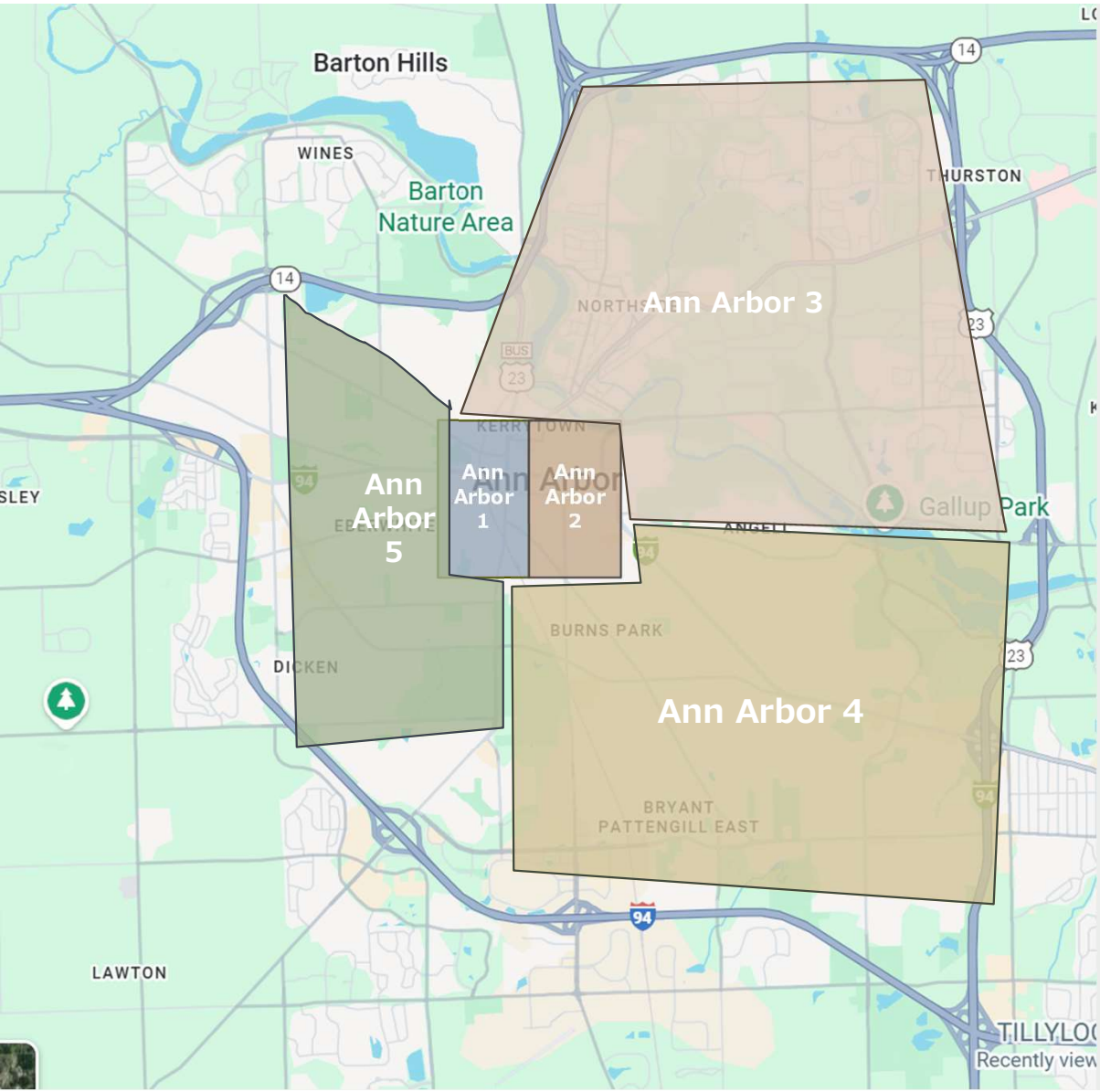
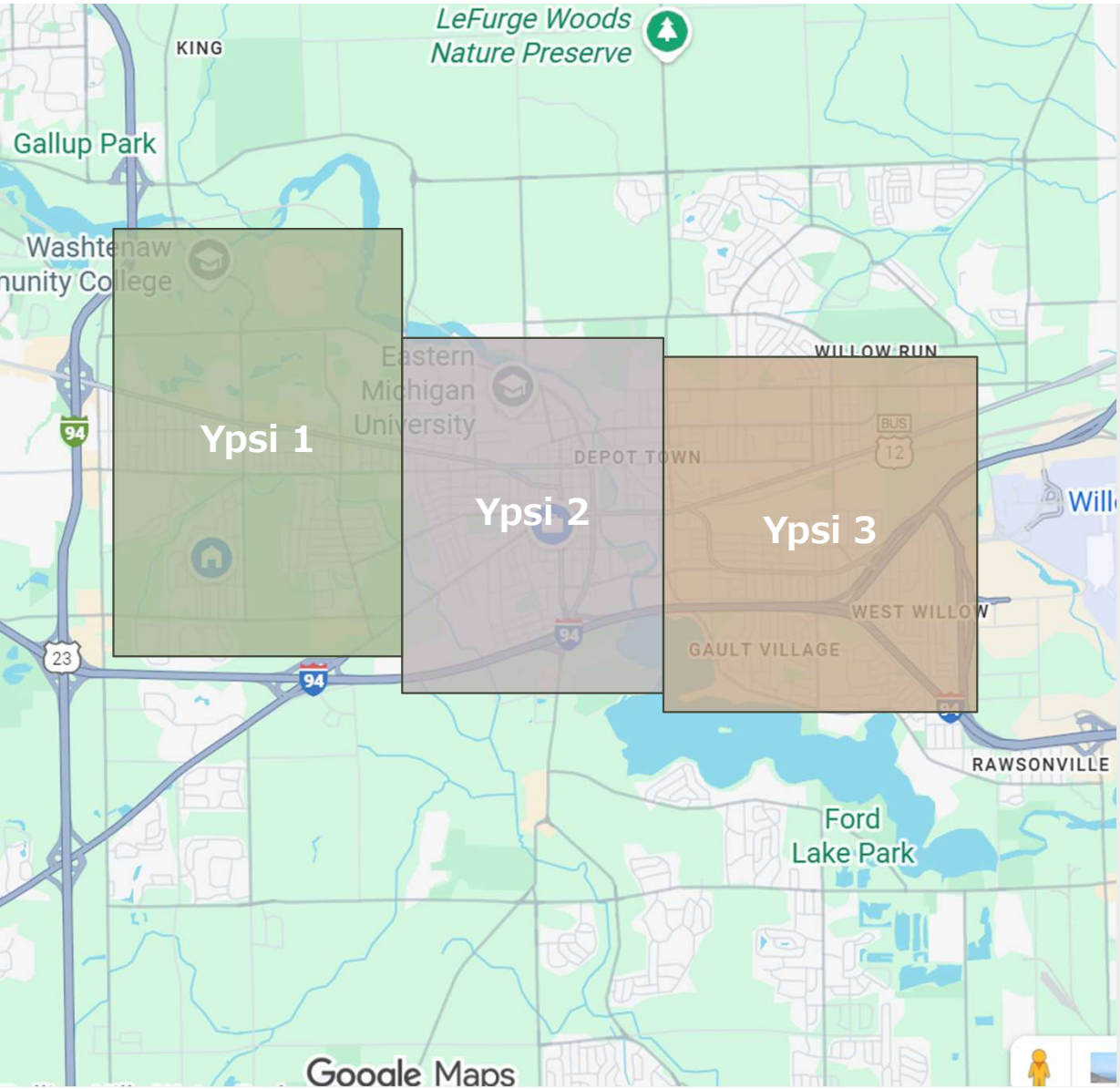


Ann Arbor Detail:

- Teams 1 & 2 to cover the core downtown area (one more team than previous years)
- Teams 3, 4, and 5 to cover the outlying areas.
- The areas near the southern border of Ann Arbor will be covered by the I-94 teams



Ypsilanti Detail:

3 Teams; each covering about 1/3 of Ypsilanti

If we have enough volunteers, we may add one additional team. This would cover the southern portions of Ypsi 2 & 3

We ask all volunteers to be 18 years or older.

Current or former experience serving the homeless is preferred but not required.

Volunteers are asked to dress warmly, wear bright colors if possible, and bring a flashlight along with them.

Training will be provided on best practices for outreach.

Volunteer Requirements

TEAMS

Teams typically have three to four members to help cover the route and ensure safety for both volunteers and the people we encounter.

Team formation starts with identifying a Team Lead who has current or recent experience serving people experiencing homelessness, preferably in an outreach capacity.

For teams in the downtown Ann Abor and Ypsi areas, Team Leads will be current or former PATH team members. Our intention is also to invite our elected officials and other VIPs to participate on these routes.

TEAMS

After Team Leads are identified, teams are filled out based on several factors:

- Total number of volunteers
- Access to reliable transportation (Teams need to be able to travel together)
- Previous experience serving the homeless or participating in PIT Count
- Volunteer preference for location or teammates

Thoughts?

Does this hit the mark?
What are we missing?

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DONATIONS AND SUPPLIES

OCED works with community partners to gather gift cards and other helpful supplies to support our unhoused neighbors that volunteers encounter.

- Meijer
- Costco
- Whole Foods
- Play-it-Again Sports
- Fresh Thyme
- Churches

Are there other places we should reach out to?

Donations and Supplies

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ONLINE SURVEY TOOL PREVIEW

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- We will be using an online survey tool this year in addition to paper surveys
- The online tool will have the same questions, but will allow us to capture more detailed location information
- We will us a grid system to report on locations to prevent specific locations from being known.

Online Survey Tool

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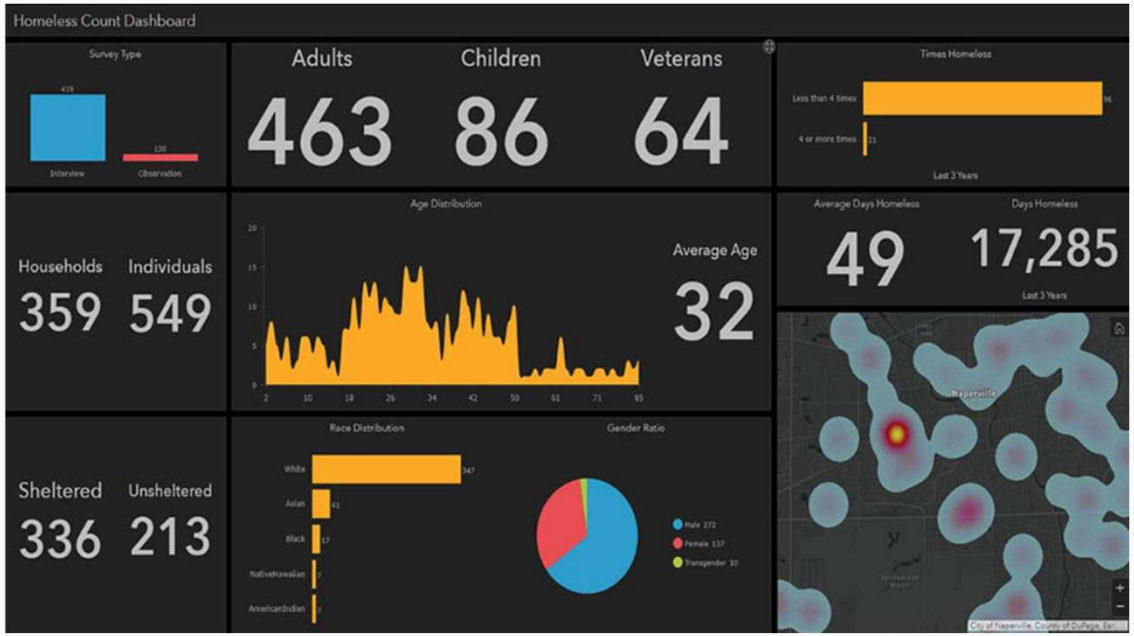
Online Survey Tool: ARCGis



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Online Survey Training

Volunteers will receive a secure login link to allow access to the survey on a phone or other device with web access.

This will be covered in the training on January 15

Volunteers will have advance access to the app to try out a test survey if they wish.

FEEDBACK RECAP & COLLABORATIVE BRAINSTORM

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THANK YOU

Andrew Kraemer

kraemera@washtenaw.org

734-646-2123

WASHTENAW COUNTY MICHIGAN 1826
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UNITED STATES DISTRICT COURT
FOR THE DISTRICT OF RHODE ISLAND

STATE OF WASHINGTON, *et al.*, Plaintiffs, v. UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT, *et al.*, Defendants.	C.A. No. 1:25-cv-00626-MSM-AEM

ORDER FOR RELIEF UNDER 5 U.S.C. § 705 AND

FOR PRELIMINARY INJUNCTION

Mary S. McElroy, United States District Judge.

Upon consideration of the Plaintiffs' Motion for Preliminary Injunction and/or for Preliminary Relief under 5 U.S.C. § 705 (ECF Nos. 11, 49), the Court concludes that Plaintiffs have established a strong likelihood of success on the merits, irreparable harm, and that the balance of equities and public interest favor the Plaintiffs. The Court made these findings based on Plaintiffs' Motions for Preliminary Relief and accompanying declarations as well as the hearing held on December 19, 2025. Therefore, for good cause shown, and for the reasons stated at that hearing, the Court GRANTS the Plaintiffs' Motion for Preliminary Relief. It is:

1. ORDERED that the Plaintiffs' Motion for Preliminary Relief are GRANTED; it is further
2. ORDERED that, to preserve the status quo ante, the Department of Housing and Urban Development's ("HUD") rescission of the notice of funding

opportunity entitled "FY 2024 and FY 2025 Continuum of Care Competition and Renewal or Replacement of Youth Homeless Demonstration Program" ("FY24-25 NOFO") is STAYED under 5 U.S.C. § 705 and PRELIMINARILY ENJOINED; it is further

3. ORDERED that the FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO ("2025 NOFO") is STAYED under 5 U.S.C. § 705 and PRELIMINARILY ENJOINED; it is further
4. ORDERED that the Challenged Conditions[1] in the 2025 NOFO are STAYED under 5 U.S.C. § 705 and PRELIMINARILY ENJOINED; it is further
5. ORDERED that, pursuant to 5 U.S.C. § 705, the Court's inherent equitable authority, and the All Writs Act, 28 U.S.C. § 1651, to preserve the status quo ante, Defendants, their employees, and anyone acting in concert with them, are and until further order of this Court PRELIMINARILY ENJOINED from giving effect to any existing or forthcoming agency action to further rescind or replace the FY24-25 NOFO, including by enforcing any deadlines in any other NOFO, accepting and processing applications under any other NOFO, or giving effect to any other NOFO to award FY2025 grants for the Continuum of Care (CoC) program; it is further
6. ORDERED that Defendants must preserve the status quo ante that existed under the FY24-25 NOFO, including by taking all steps necessary to process

[1] The Challenged Conditions as identified by Plaintiffs and listed at Appendix A of this Order.

eligible renewals for FY 2025 CoC funding pursuant to the FY24-25 NOFO, but excluding the obligation of funding and the granting of any specific renewals; it is further

7. ORDERED that Defendants, within one business day of this Order, file a notice confirming they have informed all relevant federal officials, including Defendants and their officers, agents, servants, employees, and attorneys, of this Order; it is further

8. ORDERED that Defendants, by no later than December 30, 2025, file a report that sets forth any steps necessary to process eligible renewals for FY 2025 CoC funding under the FY2024-2025 NOFO and Defendants' expected timeline; it is further

9. ORDERED that Defendants, within fourteen days of entry of this Order, shall inform recipients of any steps they must take in order for eligible renewals to be processed, up to but not including the obligation of funding. Defendants should promptly file a notice confirming such communications were made.

10. The Court further finds that a bond is not mandatory under these circumstances and exercises its discretion not to require one at this time.

IT IS SO ORDERED.

Mary S. McElroy

Mary S. McElroy
United States District Judge
December 23, 2025

Washtenaw County Continuum of Care

2024 Funding Competition Process:

Ranking, Project Priority Listing, & New Project Applications

Introduction & Funding Competition Details

The Federal Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act reauthorized the 1987 McKinney-Vento Act with a renewed emphasis on performance and establishing goals and outcomes to end homelessness. To this end, the Housing and Urban Development (HUD) Continuum of Care (CoC) program provides funding to support the efforts of local public and private non-profit agencies providing services for individuals and families experiencing homelessness.

The 2024 CoC funding competition Notification of Funding Opportunity (NOFO) was released on July 26, 2024. The funding competition includes the submission of a collaborative application, as well as submissions of renewal and new project applications. This year's NOFO provided the following new project opportunities:

- **Bonus:** CoCs can submit one or more bonus project applications for up to 12 percent of their Final Pro Rata Need (FPRN) ($872,257 for Washtenaw County). Bonus applications can be for new projects or projects that expand an existing project. The following types of projects are allowable:
    1. **New Permanent Supportive Housing (PSH)** that is 100 percent dedicated to chronic homeless individuals and families *OR* meets the requirements of DedicatedPLUS (see Section I.B.2.b of NOFO)
    2. **New Rapid Re-Housing (RRH)** for homeless individuals and families, including unaccompanied youth
    3. **New Joint Transitional Housing and Rapid-Rehousing (Joint TH and PH-RRH)** combining two existing program components to better serve homeless individuals and families
    4. **New Homelessness Management Information System (HMIS)** for HMIS lead agencies
    5. **New Supportive Services Only—Coordinated Entry (SSO-CE)** to develop or operate a centralized or coordinated assessment system
- **DV Bonus:** CoCs can submit one or more applications for a Domestic Violence (DV) bonus for up to 15 percent of its Preliminary Pro Rata Need (PPRN) ($396,786 for Washtenaw County). The DV Bonus would be funded through a $52 million appropriation and would provide housing and services to survivors of domestic violence, dating violence, and stalking within the following types of allowable projects:
    1. **RRH projects**
    2. **Joint TH and RRH projects**
    3. **SSO projects** for coordinated entry to implement policies, procedures, and practices that equip the COC's coordinated entry to better meet the needs of survivors of domestic violence, dating violence, sexual assault, or stalking
- **Reallocation:** CoCs can shift funds in whole or part from existing eligible renewal projects to create one or more new projects without decreasing the CoC's ARD. The allowable project types are the same as the Bonus projects listed above.

Aside from renewals, new projects created through reallocation, and bonus projects, this year's NOFO allowed CoCs to apply for a non-competitive Planning Grant in the amount of 5 percent of the Annual Renewal Demand (ARD), ($363,440 for Washtenaw County). This non-competitive grant funds activities related to coordinating the CoC and is not ranked within the tiered system outlined in the next section.

The 2024 NOFO also included the following components:

- **Transition grants**: Through the reallocation process, eligible renewal project applicants can transition an existing project component (e.g. RRH) to another component type. For example, a Transitional Housing project could be transitioned into a RRH project.
- **Consolidation:** Eligible renewal applicants will have the ability to consolidate two or more eligible renewal projects into one project application.

For all renewal project and new project applications, HUD requires that the local CoC Board ensure the review, selection, and ranking of each project. This process is completed each year by the Funding Review Team (FRT), a standing subcommittee of the CoC charged with making funding recommendations. The CoC Board then approves final funding recommendations and ranking.

2024 Funding Process and Tier Details

Washtenaw County receives approximately $7.6 million in CoC funding annually and conducts a review of all CoC funded applicants every year prior to approving the submission of the CoC community & project applications. Each year, the Washtenaw County Office of Community & Economic Development (OCED)—in its role as the CoC Collaborative Applicant—staffs the Funding Review Team (FRT) in the review and ranking process associated with the annual CoC funding competition. This year, participating FRT members include:

- Amanda Sternberg - Performance Management Analyst, Homeless Action Network of Detroit
- Joye Clute, Director of Service Programs, Friends in Deed
- Laurie Lutomski, Community Resource Coordinator, Ypsilanti township
- Mitch Seymour, Professor, University of Michigan College of Pharmacy
- Sharon Lapides, Community Housing Locator, Washtenaw Housing Alliance (WHA);
- Patricia Davis, Outreach worker, Washtenaw County Sherriff's Office
- Yvonne Cudney, Community Outreach and Education Coordinator, Housing Bureau for Seniors

Two other FRT members were not able to participate in this round due to recusal or other conflicts.

As in past years, HUD requires renewal projects to be ranked in two tiers with the purpose of CoCs indicating which projects are prioritized for funding. This year's NOFO mandated the first tier to include 90 percent of the ARD ($6,541,925 in Washtenaw County), and the second tier to include the remaining 10% of ARD ($726,881) along with any funds available for bonus projects.

The following describes how HUD awards funding within the two tiers and how scoring from the Collaborative Application is used:

- CoCs' Collaborative Applications will receive a score based on a 200-point scale;
- HUD will fund all projects in Tier 1 beginning with highest scoring CoC to lowest scoring;
- HUD will select projects in Tier 2, in order of point value, until there are no more funds available;
- Tier 2 will be based on CoC score and project scores. HUD will award a point value to each new and renewal project in Tier 2 using a 100-point scale:
    - CoC Score (up to 50 points directly proportional to the score of the CoC Application)
    - CoC Project Ranking (up to 40 points based on their ranking within Tier 2 according to HUD's formula)
    - Commitment to Housing First (up to 10 points for how the project demonstrates that it is low barrier and prioritizes rapid placement and stabilization in permanent housing)
- DV Bonus projects will be awarded a point value using a 100-point scale:
    - CoC score (up to 50 points directly proportional to the score of the CoC Application)
    - Need for new project (up to 25 points)
    - Quality of Project Applicant (up to 25 points)
- If a project straddles two tiers, HUD will fund the projects separately, first funding the Tier 1 amount and then funding the Tier 2 portion – if it qualifies based on the Tier 2 score defined above. The award announcement of a project that straddles two tiers may not be communicated until the Tier 2 projects are announced.

New and renewal projects are ranked using the CoC Board approved 2024 Ranking Policy (Attachment A).

CoC Renewal Scoring and Ranking Process

A total of 14 projects were up for renewal during this funding competition. Using a standard scoring rubric (Attachment B) to review project outcomes, data quality, and HUD compliance based on HUD audits and expenditure of funds, the FRT was able to score renewal projects and rank them based on scores and the Ranking Policy:

2024 Continuum of Care: Renewal Projects Score Comparison											
PROVIDER	PROJECT	rental assistance type	Agency owned units	PROJECT OUTCOMES (out of 34 points)	CONSUMER FEEDBACK (out of 12 points)	COMPLIANCE (out of 20 points)	BUDGET (out of 6 points)	DATA QUALITY (out of 10 points)	TOTAL SCORE (out of 82 points)	% TOTAL SCORE	ANNUAL RENEWAL
	Average Score			**31**	**12**	**19**	**6**	**10**	**78**	**94%**	
	Highest Score			**34**	**12**	**20**	**6**	**10**	**82**	**99%**	
	Lowest Score			**28**	**12**	**13**	**6**	**9**	**70**	**84%**	
OCED	HMIS	Infrastructure	n/a	EXEMPT	EXEMPT	EXEMPT	EXEMPT	EXEMPT	EXEMPT	EXEMPT	$ 137,334
MAP	MAP MVP	N/A	yes	34	12	20	6	10	**82**	**99%**	$ 52,073
Avalon	Avalon/Ashley	N/A	yes	32	12	20	6	10	**80**	**96%**	$ 106,981
Avalon	Avalon PSH Families	SRA	yes	31	12	20	6	10	**79**	**95%**	$ 308,160
Avalon	Avalon PSH Singles	SRA	yes	31	12	20	6	9	**78**	**94%**	$ 870,351
MAP	MAP Willowpond	N/A	yes	30	12	20	6	10	**78**	**94%**	$ 42,103
Avalon	Avalon/Pontiac Trail	N/A	yes	30	12	20	6	10	**78**	**94%**	$ 104,280
MAP	MAP PSH RASS	Leasing	yes	30	12	18	6	9	**75**	**90%**	$ 418,902
Ozone	Ozone Supportive Housing for Youth	TRA	yes	30	12	13	6	9	**70**	**84%**	$ 148,948
MAP	MAP SPC SRA	SRA	mixed	32	12	20	6	10	**80**	**96%**	$ 548,687
Avalon	Avalon SPC SRA	SRA	mixed	28	12	20	6	9	**75**	**90%**	$ 383,616
MAP	MAP PSH PASS	TRA	no	34	12	20	6	10	**82**	**99%**	$ 230,406
MAP	MAP SPC TRA	TRA	no	33	12	20	6	9	**80**	**96%**	$ 485,641
Avalon	Avalon 2014 Bonus PSH	TRA	mixed	30	12	20	6	9	**77**	**93%**	$ 832,889
SOS/IHN	SOS RRH for Families 2019	RRH TRA	no	31	12	15	6	9	**73**	**88%**	$ 2,598,435
										Total	**$7,268,806**
PROJECT TYPE:		Permanent Supportive Housing				Rapid Re-Housing					

All renewal projects were recommended for funding by the FRT.

New Project Scoring and Selection Process

After a review of community data and current resources, as well as system-level discussions about community needs, Washtenaw County CoC determined that bonus or expansion project applications for coordinated entry projects and new permanent housing projects (PSH or RRH), in that order, were necessary to meet community need.

On September 5, 2024, OCED released application materials for those interested in applying for four project types:

- CoC Bonus supportive services only coordinated entry projects (SSO CE)
- CoC Bonus permanent housing or expansion projects (PSH)
- DV Bonus supportive services only coordinated entry projects (SSO CE)
- DV Bonus permanent housing or expansion projects (RRH)

Applications were due on September 25, 2024.

Three CoC Bonus SSO CE projects, One CoC Bonus PSH bonus/expansion application, and one DV bonus RRH application were submitted as shown in the chart below. The FRT used a bonus project scoring tools (Attachment D) and a DV bonus scoring tool (Attachment E) to review and score the submitted projects.

CoC Bonus Projects Total Funding Available: $872,257							
Populations Served	Total Units	Rental Assistance	Supportive Services	Admin	Subtotal (Funding Request)	Match	Grand Total
Corner Health—Coordinated Entry ***Submitted project would fund staffing for a case management and referrals for eligible patients at Corner Health***							
All	N/A	N/A	$71,142	$7,114	$78,256	$19,300	$97,556

Homeless Solidarity Network—Coordinated Entry ***Submitted project would fund staffing for outreach and case management***							
All	N/A	N/A	$166,000	$9,960	$217,460	$41,500	$217,460
SOS Community Services—Coordinated Entry ***Submitted project would fund staffing for a new coordinated entry system***							
All	N/A	N/A	$392,517	$43,612	$436,129	$109,033	$545,162
Avalon Housing—PSH Singles Expansion ***Submitted project would expand a current PSH project serving Chronically Homeless Individuals***							
Chronic Individuals	33 New (64 existing)	$74,040	$280,500	$21,500	$389,994	$97,499	$487,493

DV RRH Bonus Projects Total funding Available: $396,786							
Populations Served	Total Units	Rental Assistance	Supportive Services	Admin	Subtotal (Funding Request)	Match	Grand Total
Shelter Association of Washtenaw County—RRH for Individuals DV Bonus ***Submitted project would create a new project serving 15 persons fleeing from DV***							
DV Survivors	7 New (20 Existing)	$207,312	$99,808	$21,500	$328,620	$82,155	$410,755

Bonus Project Selection

Coordinated Entry

Three coordinated entry projects were submitted for a total of $690,305. Per the Ranking Policy, a maximum of $436,129 is available for this category, which did not allow for all projects to move forward. The FRT reviewed and scored all projects using the attached rubric:

- Corner Health: 98 points (rounded up)
- Homeless Solidarity Network: 88 points
- SOS Community Services: 98 points (even)

As two projects ended up tied for first, the FRT is recommending these two projects for funding. SOS Community Services project is recommended as first priority, but will be reduced by $78,256 to accommodate the Corner Health project, which will be the second ranked bonus project.

Permanent Supportive Housing

Only one project, from Avalon Housing, was submitted. The FRT thought highly of this expansion project and scored it at 99 points, recommending it at the full amount. This project will be ranked as the third ranked bonus project.

DV Bonus Selection

While only one project was submitted for the DV bonus from the Shelter Association, it was a strong application that showcased a partnership with local DV survivor experts. The application scored well and met the community need to serve a special population. It was selected to move forward at the full DV bonus funding amount of $328,620.

Funding Recommendations & Ranking

The project rankings below are listed according to the 2024 Ranking Policy (Attachment A). As seen in the Project Rankings table below, Tier 1 includes 90 percent of the CoC's ARD, which is the HMIS project renewal, all renewal PSH projects, and most of the RRH project, which is split between tiers as described above. Tier 2 will include the remainder of the RRH project, the CoC Bonus projects, and the DV bonus project:

2024 HUD CoC Project Rankings

Tier	Project Status	Rank	Provider	Project	Amount
1	Renewal	1	OCED	HMIS	$137,334
		2	MAP	MAP MVP	$52,073
		3	Avalon	Avalon Ashley	$106,981
		4	Avalon	Avalon PSH Families	$308,160
		5	Avalon	Avalon PSH Singles	$870,351
		6	MAP	MAP Willowpond	$42,103
		7	Avalon	Avalon/Pontiac Trail	$104,280
		8	MAP	MAP PSH RASS	$418,902
		9	Ozone	Supportive Housing for Youth	$148,948
		10	MAP	MAP SPC SRA	$548,687
		11	Avalon	SPC Avalon SRA	$383,616
		12	MAP	MAP PSH PASS	$230,406
		13	MAP	MAP SPC TRA	$485,641
		14	Avalon	Avalon 2014 Bonus PSH	$832,889
	Renewal	15	SOS	SOS RRH for Families	$1,871,554
				TIER 1 TOTAL	**$ 6,541,925**
2	Renewal	15	SOS	SOS RRH for Families	$726,881
	CoC Bonus	16	SOS	SOS Coordinated Entry	$357,873
	CoC Bonus	17	Corner Health	Corner Health Coordinated Entry	$78,256
	CoC Bonus	18	Avalon	PSH Singles Expansion	$389,994
	DV Bonus	19	SOS	RRH for Families DV Bonus	$328,620
				TIER 2 TOTAL	**$ 1,881,624**
				Grand Total	**$ 8,423,549**

CoC Board Approval of FRT Recommendations

The CoC Board will consider the funding and ranking recommendations submitted by the FRT and outlined in this report on October 16, 2024. The CoC Board's responsibility in this process included:

- Approval of the FRT report and its contents;
- Approval of the FRT funding recommendations and project ranking;
- Affirmation that CoC staff would complete and submit the 2024 CoC Consolidated Application and Priority Rankings and publicly post both by October 30, 2024

Washtenaw County Continuum of Care (CoC)
FY2024 Funding Competition

2024 Ranking Policy

Each year, the U.S. Department of Housing and Urban Development (HUD) requires all new and renewal applications submitted as a part of the annual Continuum of Care (CoC) funding competition to be ranked according to a CoC-approved, community ranking policy. The 2024 Ranking Policy was drafted per recommendations from the CoC Board from a public meeting held on June 26, 2024, and approved by the Board at the same meeting.

Washtenaw County CoC is committed to the below ranking policy for the 2024 CoC Funding Competition.

Projects will be ranked in the following order:

1. Infrastructure projects (HMIS)
2. PSH Renewals ranked by score* (high to low) in the following order:
    a. Projects with agency-owned units and Leasing Projects
    b. Project-based rental assistance (PRA)
    c. Sponsor-based rental assistance (SRA)
    d. Tenant-based rental assistance (TRA)
3. Projects created through reallocation in the following order: PSH for families, PSH for Individuals
4. RRH Renewals ranked by score* (high to low)
5. Renewals that do not have a full 12 months of Annual Performance Report (APR) data**
6. Bonus projects ranked by score* (high to low) in the following order:
    a. Supportive Services Only-Coordinated Entry Projects up to 50% of available bonus dollars
    b. PSH in the following order:
        i. Projects with agency-owned units and Leasing Projects
        ii. Project-based rental assistance (PRA)
        iii. Sponsor-based rental assistance (SRA)
        iv. Tenant-based rental assistance (TRA)
7. Domestic Violence (DV) Bonus projects in the following order:
    a. Supportive Services Only-Coordinated Entry Projects serving survivors of domestic violence, dating violence, and stalking
    b. RRH Projects serving survivors of domestic violence, dating violence, and stalking
8. HMIS Expansion Projects

*Projects with equal scores are ranked by higher Section 2 Component: *Program Outcome* rubric score. If there is still a tie in score, projects will be ranked by higher Section 3 Component: *Compliance* rubric score.
** Newly implemented projects that do not have a full 12 months of APR data are exempt from outcome scores

Guidance for projects that straddle Tiers:

If a project, once listed in ranked order, straddles the Tier 1/Tier 2 funding line, the following policy will apply:

If a project straddles the line (i.e. a portion of the project budget falls within Tier 1 and a portion within Tier 2), that agency will be asked if the project would still be feasible if only funded for the Tier 1 amount. Agency submits feasibility plan in writing for review by the Funding Review Team (FRT). The FRT reviews this plan and decides whether to accept it based on whether the project would be feasible at the reduced amount.

- IF YES: If project agrees and feasibility plan is accepted by the FRT, the project is submitted straddling the two Tiers.
- IF NO: If project indicates it would not be feasible at a reduced amount or the FRT does not accept the feasibility plan, the project will be dropped so that it wholly fits into Tier 2 and the next ranked project will have the same opportunity

to show feasibility straddling the line. This process is continued until a viable project is placed into Tier 1 amount. The FRT will do everything it can to ensure the full amount of Tier 1 funding is utilized.

2024 RENEWAL PROJECT PERFORMANCE RUBRIC

PROJECT SCORE: / 83 points; %

Agency:

Project: Project Type:

Total Award:

Leasing/Rental Assistance: Supportive Services:

Operating Costs: HMIS: Admin:

Project Narrative:

Insert narrative here

Project Details

TARGET POPULATION

(check all that apply)

- ☐ Chronically Homeless
- ☐ Veterans
- ☐ Youth (under 25)
- ☐ Families with Children
- ☐ Domestic Violence
- ☐ Substance Abuse
- ☐ HIV/AIDS
- ☐ Other

PROJECTED UNITS/BEDS

Total Units: ___ (total agency-owned) ____

PROJECTED HOUSING TYPE

(check all that apply)

- ☐ **Scattered-site apartments:** Total Units ___ # Agency Owned___
- ☐ **Clustered apartments:** Total Units ___ # Agency Owned___
- ☐ **Single Room Occupancy**: Total Units ___ # Agency

PROJECTED CLIENTS SERVED

Total Households Served: ___
Total Persons Served:__
Total Adults: __
Total Accompanied Children (Under 18): __
Unaccompanied Children (Under 18): __

SECTION 1 – THRESHOLD

Each agency and project must meet the minimum standards below to be considered for renewal funding. Project scores within certain ranges will require a Corrective Action Plan (CAP) as described below. Please note that projects that have not completed a full calendar year of operations are exempt from project thresholds.

Agency Threshold

Threshold Description	Met? (Yes/No)
1. Agency meets the financial audit requirements stipulated under the Human Services Partnership Request for Information (RFI).	
2. Agency has attended at least 1 of 2 CoC All-Membership Meetings in the past 12 months.	
3. Agency has representation in at least one of the CoC committees (i.e. WHA Operations Committee, Coordinated Entry Oversight & Evaluation) and has attended at least 75% of meetings convened by the committee.	
4.Agency has a 75 % attendance rate at Community Housing Prioritization Meetings.	

Project Threshold

Threshold Description	Met? (Yes/No)
1. **Project Outcomes:** Project earned at least **60% of available points**. Projects scoring between 20%-60% must submit a CAP; below 20% will not be considered for funding.	
2. **Compliance:** Project earned at least **70% of available points.** Projects scoring between 50% -70% must submit a CAP; below 50% will not be considered for funding.	
3. **HMIS Data Quality:** Project earned at least **85% of available points.** Projects scoring between 55%-85% will need to submits a CAP; below 55% will not be considered for funding.	

SECTION 2 – PROJECT OUTCOMES

All

Permanent Supportive Housing criteria are measured for *both stayers and leavers.* Rapid Re-Housing criteria measure *leavers only.* Projects earn full points for meeting or exceeding the target rate, with partial points available. See page XX for a breakdown of how these scores are calculated and scoring ranges.

Criteria	Target	Project Rate	Score
A) Permanent Housing What percentage of clients are permanently housed?	95%	**%**	**/20**
B) Health Insurance What percentage of clients have one ore more types of health insurance?	80%	**%**	**/4**
C) Employment What percentage of clients are earning employment income?	20%	**%**	**/1**
D) Total Income What percentage of clients maintained or increased their total income?	60%	**%**	**/9**
E) Cost Effectiveness What is the average amount spent on supportive services per client housed?	N/A		
SUBTOTAL: Project Outcomes			**/34**

SECTION 3 – CONSUMER FEEDBACK			
Criteria	**Scoring**	**Agency Rate**	**Score**
Does the agency have a current or former client on their board or other policy-making entity? *(Required by HUD)*	Yes, it's currently in place = 3 No, but there is a plan= 1 No, no plan= 0		**/3**
Is there a grievance and redress process in place for consumers? *(Required by HUD)*	Yes, it's currently in place = 3 No, but there is a plan= 1 No, no plan= 0		**/3**
Is there a feedback collection process in place? (such as client satisfaction surveys, client engagement sessions, etc.)	Yes, it's currently in place = 3 No, but there is a plan= 1 No, no plan= 0		**/3**
Is client feedback used to inform current and future services?	Yes, it's currently in place = 3 No, but there is a plan= 1 No, no plan= 0		**/3**
SUBTOTAL: Consumer Feedback			**/12**

SECTION 4 – COMPLIANCE			
Criteria	**Scoring**	**Agency Rate**	**Score**
Does the agency have any unresolved monitoring or audit findings from any HUD Grants (including ESG)? *This question includes subgrantees, if any*	No, no findings = 5 Findings w/ Corrective Action Plan (CAP) Submitted= 3 Findings, No CAP= 0		**/5**
Has the agency expended all funds on this grant?	90-100%=5 85% -89%=3 84% and below = 0		**/5**
Does the agency have outstanding obligations to HUD in arrears or for which a payment schedule is not agreed upon?	No=5 Yes=0		**/5**
Has the agency submitted any late Annual Performance Reports to HUD in the past 3 years?	0-1 late APRs = 5 2-3 late APRs = 0		**/5**
SUBTOTAL: Compliance			**/20**
SECTION 5 – BUDGET			
Budget submitted is clearly filled out and calculated correctly. Budget requests are clear, logical and consistent with the overall activities proposed in the application. Quantity descriptions clearly identify what is included in the requests and are in line with project requirements.			**/6**

OPTIONAL BUDGET NARRATIVE:

SECTION 6 – HMIS DATA QUALITY			
Rev	Scoring	Agency Rate	Score
Name	5% Error rate or less = 1 >5% = 0		**/1**
Date of Birth	5% Error rate or less = 1 >5% = 0		**/1**
Gender	5% Error rate or less = 1 >5% = 0		**/1**
Social Security Number	5% Error rate or less = 1 >5% = 0		**/1**
Race & Ethnicity	5% Error rate or less = 1 >5% = 0		**/1**
Veteran Status	5% Error rate or less = 1 >5% = 0		**/1**
Disabling Condition	5% Error rate or less = 1 >5% = 0		**/1**
Destination	5% Error rate or less = 1 >5% = 0		**/1**
Relationship to Head of Household	5% Error rate or less = 1 >5% = 0		**/1**
Annual Assessments Completed	5% Error rate or less = 1 >5% = 0		**/1**
SUBTOTAL: HMIS Data Quality			**/10**
GRAND TOTAL:			**/82**

Reviewer Notes and Comments

Appendix: Project Outcome Calculations

A) Retention of Permanent Housing or Movement to Other Permanent Housing $\left[\frac{\text{No. of stayers} + \text{No. of leavers exiting to PH types}}{\text{Total no. of persons served}}\right]$ X 100%	*Numerator:* **A. APR Q22a1** Total stayers **+ B. APR Q23c** Permanent Subtotal *Denominator:* **C. APR Q7a** Total persons served (inc. children) **- D. APR Q23c** Total Deceased
B) Leavers and Stayers at Annual Assessment with one or more type of Health Insurance (de-duplicated) (includes Medicaid, Medicare, VA Insurance) $\left[\frac{Total\ no.\ of\ (L+S)\ with\ HI}{\text{Total no. of Adults with Annual Assessments and Adult Leavers}}\right]$ X 100%	*Numerator:* **A. APR Q21** Total at annual assessment with 1 source **+ B. APR Q21** Total at annual assessment w/ more than 1 source **+ C. APR Q21** Total leavers with 1 source **+ D. APR Q21** Total leavers with more than 1 source *Denominator:* **E. APR Q7a** Total no. of adults **– F. APR Q21** # of stayers not yet required to have an assessment
C) Employment Rate for Leavers and Stayers at Annual Assessment $\frac{Total\ no.\ of\ Adult\ (L+S) with\ earned\ Y}{\text{Total no. of Adults served} - \text{Adults on disability} - \text{Adults 55 and over}}$ X 100%	*Numerator:* **A. APR Q18** Total at annual assessment with earned income **+ B. APR Q18** Total at annual assessment w/both earned and other ioncome **+ C. APR Q18** Total leavers with earned income **+ D. APR Q18** Total leavers with both earned and other income *Denominator:* **E. APR Q18** Total adults **+ F. APR Q18** Total adult leavers **- G. APR Q18** # of stayers not yet required to have an assessment **- H. From provider** # of adults <55 on disability **-I. APR Q11** # of adults 55 or older
D) Leavers and Stayers who maintained or increased total income (earned + non-employment income) $\left[\frac{Total\ no.\ of\ Adults\ (L+S) who\ maintained\ or\ \uparrow Total\ Y}{\text{Total no. of Adults served}}\right]$ X 100%	*Numerator:* **A. APR Q19a1*** Retained income category and same $ **+ B. APR Q19a1*** Retained income category and increased $ **+ C. APR Q19a1*** Did not have income category and gained income **+ D. APR Q19a2*** Retained income category and same $ **+ E. APR Q19a2*** Retained income category and increased $ **+ F. APR Q19a2*** Did not have income category and gained incom *Denominator:* **G. APR Q19a1*** Total adults (including those with no income) **+ H. APR Q19a2*** Total adults (including those with not income) *** *Use row "Number of Adults with any Income" in table Q19a3*

E) Cost Effectiveness $\left[\frac{Supportive\ Services\ \$\ Total}{\#\ \text{of Stayers} +\ \#\ \text{of exits to PH}}\right]$	*Numerator:* **A. Grant Inventory Worksheet Column H** Supportive Services Total *Denominator:* **B. APR Q22a1** Total stayers **+ C. APR Q23c** Permanent Subtotal

Attachment C: Renewal Project Scores

2024 HUD CoC Renewal Project Scores

2024 Continuum of Care: Renewal Projects Score Comparison											
PROVIDER	PROJECT	rental assistance type	Agency owned units	PROJECT OUTCOMES (out of 34 points)	CONSUMER FEEDBACK (out of 12 points)	COMPLIANCE (out of 20 points)	BUDGET (out of 6 points)	DATA QUALITY (out of 10 points)	TOTAL SCORE (out of 82 points)	% TOTAL SCORE	ANNUAL RENEWAL
	Average Score			**31**	**12**	**19**	**6**	**10**	**78**	**94%**	
	Highest Score			**34**	**12**	**20**	**6**	**10**	**82**	**99%**	
	Lowest Score			**28**	**12**	**13**	**6**	**9**	**70**	**84%**	
OCED	HMIS	Infrastructure	n/a	EXEMPT	EXEMPT	EXEMPT	EXEMPT	EXEMPT	EXEMPT	EXEMPT	$ 137,334
MAP	MAP MVP	N/A	yes	34	12	20	6	10	**82**	**99%**	$ 52,073
Avalon	Avalon/Ashley	N/A	yes	32	12	20	6	10	**80**	**96%**	$ 106,981
Avalon	Avalon PSH Families	SRA	yes	31	12	20	6	10	**79**	**95%**	$ 308,160
Avalon	Avalon PSH Singles	SRA	yes	31	12	20	6	9	**78**	**94%**	$ 870,351
MAP	MAP Willowpond	N/A	yes	30	12	20	6	10	**78**	**94%**	$ 42,103
Avalon	Avalon/Pontiac Trail	N/A	yes	30	12	20	6	10	**78**	**94%**	$ 104,280
MAP	MAP PSH RASS	Leasing	yes	30	12	18	6	9	**75**	**90%**	$ 418,902
Ozone	Ozone Supportive Housing for Youth	TRA	yes	30	12	13	6	9	**70**	**84%**	$ 148,948
MAP	MAP SPC SRA	SRA	mixed	32	12	20	6	10	**80**	**96%**	$ 548,687
Avalon	Avalon SPC SRA	SRA	mixed	28	12	20	6	9	**75**	**90%**	$ 383,616
MAP	MAP PSH PASS	TRA	no	34	12	20	6	10	**82**	**99%**	$ 230,406
MAP	MAP SPC TRA	TRA	no	33	12	20	6	9	**80**	**96%**	$ 485,641
Avalon	Avalon 2014 Bonus PSH	TRA	mixed	30	12	20	6	9	**77**	**93%**	$ 832,889
SOS/IHN	SOS RRH for Families 2019	RRH TRA	no	31	12	15	6	9	**73**	**88%**	$ 2,598,435
										Total	**$7,268,806**
PROJECT TYPE:		Permanent Supportive Housing				Rapid Re-Housing					

APPLICATION FOR NEW SUPPORTIVE SERVICES ONLY COORDINATED ENTRY PROJECTS

WASHTENAW COUNTY CONTINUUM OF CARE (COC) 2024

BACKGROUND AND APPLICATION OVERVIEW

The Washtenaw County Continuum of Care (CoC) is accepting applications for one or more Supportive Services Only-Coordinated Entry bonus projects totaling $436,129 for the 2024 CoC Funding Competition. The U.S. Department of Housing and Urban Development (HUD) allows CoC's to apply for new (bonus) projects or for expansions of current CoC projects. ***This application uses definitions and requirements based on the 2024 NOFO.***

APPLICATION PROCESS AND DUE DATES

Applicants are required to **complete and submit this application to be reviewed and scored by the FRT,** a committee of the Washtenaw County CoC Board. **Applications are due Friday, September 20 at 11:59pm by email** to Andrew Kraemer at **kraemera@washtenaw.org** *(late submissions may not be reviewed).*

The applications will be reviewed by the Funding Review Team (FRT). The FRT will score projects on a 100-point scale (see scoring rubric in Appendix C) and approve/deny based on score and how the project will meet community need as demonstrated by local data, provider feedback, and the Community Housing Prioritization (CHP) By-Name List (calculated using currently chronic homeless numbers and monthly in-flow). Approved projects will be ranked based on the CoC approved 2024 Ranking Policy, which was approved at a June CoC Board Meeting. Upon notification of funding decision, selected applicants will begin a process with OCED to review CoC Bonus applications that will be submitted to the U.S. Department of Housing and Urban Development (HUD) via E-SNAPS (HUD's grant management system).

Please contact Andrew Kraemer at kraemera@washtenaw.org with any questions.

Bonus/Expansion Project application Timeline

1. Interested applicants submit full application by 9/20
2. FRT reviews applications and meets to select the project by 10/9
3. Applicants notified of their status by 10/9.
4. Selected project(s) submit PDF versions of their E-SNAPS project application to OCED for Round 1 feedback by 10/16
5. Selected project(s) are given feedback and corrections for Final submission by 10/23
6. Selected project(s) submit final E-SNAPS project application by 10/28

Eligible applicants:

- Eligible project applicants and any subrecipients for the CoC Program Competition are nonprofit organizations, States, local governments, and instrumentalities of State and local governments, and public housing agencies, as such term is defined in 24 CFR 5.100, without limitation or exclusion. For-profit entities are not eligible to apply

for grants or to be subrecipients of grant funds. Project applicants and subrecipients (if any) must provide evidence of eligibility required in the application (e.g., nonprofit documentation).

- Applicant agencies must carry out duties within the geographic area of Washtenaw County.
- Project applicants and any subrecipients must demonstrate the financial and management capacity and experience to carry out the project as detailed in the project application and to administer Federal funds. Demonstrating capacity may include a description of the applicant/subrecipient experience with similar projects and with successful administration of SHP, S+C, or CoC Program funds for renewing projects or other Federal funds.
- Project applicants and any subrecipients must have satisfactory capacity, drawdowns, and performance for existing grant(s) that are funded under the SHP, S+C, or CoC Program, as evidenced by timely reimbursement of subrecipients, regular drawdowns, and timely resolution of any monitoring findings.
- Project applicants and any subrecipients must be in good standing with HUD, which means that the applicant does not have any open monitoring or audit findings, history of slow expenditure of grant funds- outstanding obligation to HUD that is in arrears or for which a payment schedule has not been agreed upon, history of consistently late APRs, or history of serving ineligible program participants, expending funds on ineligible costs, or failing to expend funds within statutorily established timeframes.
- Project applicants and any subrecipients must be in compliance with applicable fair housing and civil requirements.
- Only the HMIS Lead Agency may apply for HMIS expansion projects

Eligible projects/Activities for the Funds:

Supportive services only coordinated entry (SSO-CE) project to develop or operate a centralized or coordinated assessment system

Eligible Projects/Activities

- Applicants can apply for a new **supportive services only-coordinated entry (SSO-CE)** project to develop or operate a centralized or coordinated assessment system.
  - Eligible Activities for a Supportive Services Only-Coordinated Entry project include:
    - Assessment of Service Needs
    - Assistance with Moving Costs
    - Case Management
    - Child Care
    - Education Services
    - Employment Assistance
    - Food
    - Housing/Counseling Services
    - Legal Services
    - Life Skills
    - Mental Health Services
    - Outpatient Health Services
    - Outreach Services
    - Substance Abuse Treatment Services
    - Transportation
    - Utility Deposits
    - Operating Cost
- The initial grant term for new project applications may be 1-year, 2-years, 3-years, 4-years, 5-years, or 15-years. However, exceptions apply- *these exceptions can be found in Section III.B.of the 2024 NOFO.*
- The types of supportive services for which the funding may be used is limited to the following: assistance with moving costs, case management, food, housing/search and counseling services, life skills, outreach services, transportation, and utility deposits (only if these are not included in rental/lease agreement). All other supportive services costs typically eligible under the CoC Program interim rule are not eligible costs under this application.
- The project must be cost-effective, including costs of construction, operations, and supportive services with such costs not deviating substantially from the norm in that locale for the type of structure or kind of activity. It also must ensure

that the type and scale of the supportive services fit the needs of the program participants–this includes all supportive services, regardless of funding source.

- Projects must agree to enter client data into HMIS, participate in the annual point-in-time and housing inventory counts, partner with coordinated entry Housing Access for Washtenaw County (HAWC), and comply with all other CoC Policies and Procedures, including the Community Housing Prioritization (CHP) process.

ELIGIBLE POPULATIONS:

- New SSO-CE Projects can serve any persons meeting the homeless definitions in 24 CFR 5783.3, with the exception of Category 3. This includes people meeting the definition for:
    - Literal Homelessness (Category 1)
    - Imminent Risk of Homelessness (Category2)
    - Fleeing/Attempting to Flee Domestic Violence (Category 4)

  Persons in transitional housing **are not** considered to be chronically homeless even if they met the criteria prior to entering the transitional housing program and are not eligible to be served in proposed projects

Project quality Threshold

project criteria

- Must meet at least 2 out of the 4 criteria below (see page 62 of the 2024 NOFO):
    - The centralized or coordinated assessment system is easily available/reachable for all persons within the CoC's geographic area who are seeking homelessness assistance. The system must also be accessible for persons with disabilities within the CoC's geographic area.
    - There is a strategy for advertising that is designed specifically to reach homeless persons with the highest barriers within the CoC's geographic area.
    - There is a standardized assessment process.
    - Ensures program participants are directed to appropriate housing and services that fit their needs.

NEW/EXPANSION PROJECT APPLICATION

2024 CoC Funding Competition

- **All information is required, including attachments. The Funding Review Team reserves the right not to review incomplete applications or projects that don't meet eligibility requirements.**
- **Applications are due by Friday, September 20, 2024 at 11:59pm and should be sent to Andrew Kraemer at kraemera@washtenaw.org. Late submissions will not be reviewed.**
- Please contact kraemera@washtenaw.org with any questions about the form or process.

I. GENERAL INFORMATION (not scored)

1. **Agency Contact Information:**
   a. Name of Organization: _____
   b. Organization Type
      ☐ Units of Local Government ☐ Non-profit 501(c)(3) ☐ PHA
      ☐ State Government ☐ Other: Describe_____
   c. DUNS Number: _____
   d. Is the agency a current HUD CoC grantee? ☐ Yes ☐ No
2. **Sub-Recipient Organization (if applicable):**
   a. Name of Organization: _____
   b. Organization Type
      ☐ Units of Local Government ☐ Non-profit 501(c)(3) ☐ PHA
      ☐ State Government ☐ Other: Describe_____
   c. DUNS Number: _____
3. **Contact person for this project:**

   Name: _____ Title: _____

   Phone: _____ Email: _____
4. **Proposed HUD Request ($): _____**
5. **Proposed Total Budget $ (Total HUD Requested + at least 25% Match) *:_____**
6. **Is the Proposed Project applying for DV Bonus?**

   ☐ **Yes** ☐ **No**
7. **Proposed Grant Term: _____**
8. **Proposed Project Budget:**

Eligible Costs	Total Assistance Requested	Total Project Budget
Supportive Services		
Sub-total Request		

Administrative costs (Up to 10%)		
Cash Match		
In-kind Match		
Total Match – 25% for all categories		
Total Budget		

9. If the FRT decides to scale down projects, what is the **Minimum HUD Funding** needed to make this project or expansion viable? _____
10. The following **required attachments** are included:
    - ☐ Most recent independent audit and submission of SAS114, and 115, if applicable
    - ☐ Current year Board-approved agency budget

Applicants should fully respond to the following narrative questions. Applicants are encouraged to answer as succinctly as possible.

II. APPLICANT/SPONSOR EXPERIENCE AND CAPACITY (20 points)

A. Describe the experience of the project applicant, sub-recipients (if any), and partner organizations (e.g., key contractors, service providers if applicable) as it relates to serving as a coordinated entry and carrying out the activities of the project. Be sure to provide concrete examples that illustrate 1) experience/expertise serving as the coordinated entry 2) working with and supporting service providers
B. Describe the experience of the applicant and potential subrecipients (if any) in leveraging other Federal, State, local, and private sectors. Be sure to include a description of experience with delivering or securing Medicaid funded services for participants in the agency's programs.
C. Describe the basic organization & management structure of the applicant & subrecipients (if any). Include description of internal & external coordination, structures for managing basic organization operations, & an adequate financial accounting system that will be used to administer the grant.
D. Describe the experience of the applicant & potential subrecipients (if any), in effectively utilizing federal funds & performing the activities proposed in the application, given funding & time limitations.
E. Have any of your agency's HUD funded programs (including ESG) received a HUD audit in the last 12 months? ☐ Yes ☐ No If yes, were there any findings from the audit? ☐ Yes ☐ No If yes, please describe the findings & your agency's corrective actions to satisfy the findings & attach a copy of the corrective action plan that you submitted to HUD or OCED.
F. Are there any unresolved monitoring or audit findings for any HUD grants (including ESG) operated by the applicant or potential subrecipients (if any)? ☐ Yes ☐ No If Yes, describe the details of unresolved monitoring or audit findings & steps that will be taken to resolve.

G. Have you returned any funds to HUD on any existing grants in the last two years? ☐ Yes ☐ No If yes, how much has been returned? What is the reason that the funds have been returned?
H. Do you have any outstanding obligation to HUD that is in arrears or for which a payment schedule has not been agreed upon? ☐ Yes ☐ No If yes, how much is owed? What is the reason for the obligation to HUD? What is preventing establishing a payment schedule?

III. **PROJECT DESCRIPTION (40 points)**

A. Provide a description (**limit 2000 characters**) that addresses the entire scope of the proposed project. The project description should be complete & concise. It must address the project plan for addressing coordinated entry needs, anticipated project outcome(s), coordination with other organizations (e.g., federal, state, nonprofit), and how the CoC Program funding will be used. Note: HUD recommends using more general data (e.g., this project will serve 10 persons over the term of the grant) rather than using specific dates (e.g., in CY 2024 this project will serve 10 persons) to reduce the need to change project descriptions for annual renewals. The description must be consistent with other parts of this application & identify **in 2000 characters or less (spaces included)**: • Current gaps or needs that this project will address • The specific services that will be provided & how service providers will access them • Projected outcomes • Coordination with partners • Project timeline
B. Describe the estimated schedule for the proposed activities, the management plan, & the method for assuring effective & timely completion of all work.
C. Describe a plan for executing the grant agreement and beginning HMIS activities within 12 months of the award. Describe how full capacity will be achieved over

the term being requested. The narrative must provide evidence that ensures there will be no delay in carrying out new HMIS Lead activities.
D. Enter the number of Days from Execution of Grant Agreement that you expect to begin hiring staff or expending funds:
E. Describe the advertisement strategy for the coordinated entry process and how it is designed to reach those with the highest barriers to accessing assistance, including persons with disabilities, and persons with limited English proficiency (see 24 CFR 578.93(c)). Using bullets instead of full paragraphs is appropriate. •
F. Describe the referral process and how the coordinated entry process ensures program participants are directed to appropriate housing and services
G. If the coordinated entry process includes differences in access, entry, assessment, or referral for certain subpopulations, are those differences limited only to the following five groups: (1) adults without children; (2) adults accompanied by children; (3) unaccompanied youth; (4) households fleeing domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions (including human trafficking); and (5) persons at risk of homelessness? (Yes or No)
H. This coordinated entry project will refer persons experiencing homelessness to projects that specifically coordinates and integrates mainstream health, social services, and employment programs to program participants for which they may be eligible? (Yes or No)

IV. COMMITMENT TO HOUSING FIRST (10 points)

Housing First is an approach to homeless assistance that prioritizes rapid placement & stabilization in permanent housing & does not have service participation requirements or preconditions such as sobriety or a minimum income threshold. See Appendix A for a list of Housing First principles.

A. Describe recipient/subrecipient experience with & a description of the program design for implementing housing first.

V. PARTNERING & COMMITMENT TO COORDINATED ENTRY (10 points)

A. Describe how your organization will or currently works with OCED, Washtenaw Housing Alliance, coordinated entry, & other organizations to coordinate services & reduce duplication of services.

VI. BUDGET DETAIL (20 points)

Supportive Services: Enter the quantity & total budget request for each supportive services cost. The request entered should be equivalent to the cost of one year of the relevant supportive service. When including staff costs, please include title, salary & FTE.

Eligible Costs	Quantity Description (max 400 characters)	Annual Assistance Requested
1. Assessment of Service Needs		
2. Assistance with Moving Costs		
3. Case Management		
4. Child Care		
5. Education Services		
6. Employment Assistance		
7. Food		
8. Housing/Counseling Services		
9. Legal Services		
10. Life Skills		
11. Mental Health Services		
12. Outpatient Health Services		
13. Outreach Services		
14. Substance Abuse Treatment Services		
15. Transportation		

16. Utility Deposits		
17. Operating Cost		

Other Funding: What additional funding sources are committed to this project

VII. Commitment to Racial Equity

Criteria	Agency Response

Public written commitment to address/eliminate racial and ethnic inequities in guiding documentation (i.e. mission, vision, goals, etc.)	
Organization has a racial equity plan or strategy that is regularly monitored	
Ongoing evaluation of policy, service, or program impacts and progress towards racial equity	
Internal structures exist to address issues of racial equity (i.e. a functioning equity committee, formal or informal complaint resolution process, caucusing and 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 trainings, etc.)	
Management consistently applies a racial equity lens	
Optional Narrative:	

Appendix B

DEFINITIONS OF KEY TERMS

Homeless as defined at 24 CFR 578.3

CATEGORY 1: LITERALLY HOMELESS

Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

(i) Has a primary nighttime residence that is a public or private place not meant for human habitation;

(ii) Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); or

(iii) Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution

CATEGORY 2: IMMINENT RISK OF HOMELESSNESS

An individual or family who will imminently lose their primary nighttime residence, provided that:

(i) The primary nighttime residence will be lost within 14 days of the date of application for homeless assistance;

(ii) No subsequent residence has been identified; and

(iii) The individual or family lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, needed to obtain other permanent housing;

CATEGORY 3: UNACCOMPANIED YOUTH UNDER 25 YEARS OF AGE, OR FAMILIES WITH CHILDREN AND YOUTH, WHO DO NOT OTHERWISE QUALIFY AS HOMELESS UNDER THIS DEFINITION, but who:

(i) Are defined as homeless under section 387 of the Runaway and Homeless Youth Act (42 U.S.C. 5732a), section 637 of the Head Start Act (42 U.S.C. 9832), section 41403 of the Violence Against Women Act of 1994 (42 U.S.C. 14043e-2), section 330(h) of the Public Health Service Act (42 U.S.C. 254b(h)), section 3 of the Food and Nutrition Act of 2008 (7 U.S.C. 2012), section 17(b) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)), or section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);

(ii) Have not had a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the date of application for homeless assistance;

(iii) Have experienced persistent instability as measured by two moves or more during the 60-day period immediately preceding the date of applying for homeless assistance; and

(iv) Can be expected to continue in such status for an extended period of time because of chronic disabilities; chronic physical health or mental health conditions; substance addiction; histories of domestic violence or childhood abuse (including neglect); the presence of a child or youth with a disability; or two or more barriers to employment, which include the lack of a high school degree or General Education Development (GED), illiteracy, low English proficiency, a history of incarceration or detention for criminal activity, and a history of unstable employment; or

CATEGORY 4: FLEEING/ATTEMPTING TO FLEE DV

Any individual or family who:

(i) Is fleeing, or is attempting to flee, domestic violence;

(ii) Has no other residence; and

(iii) Lacks the resources or support networks to obtain other permanent housing

HUD wishes to clarify that persons who are fleeing or attempting to flee human trafficking may qualify as homeless under paragraph 4 of the "homeless" definition at 24 CFR 578.3, and therefore may be eligible for certain forms of homeless assistance under the CoC Program, subject to other restrictions that may apply. HUD considers human trafficking, including sex trafficking, to be "other dangerous or life threatening conditions that relate to violence against the individual or family member" under paragraph 4 of the definition of "homeless" at 24 CFR 578.3. Where an individual or family is fleeing, or is attempting to flee human trafficking, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence; and the individual or family has no other residence; and the individual or family lacks the resources or support networks to obtain other permanent housing; HUD would consider that individual or family to qualify as "homeless" under paragraph 4 of the definition.

CHRONICALLY HOMELESS DEFINITION

The definition of "chronically homeless" currently in effect for the CoC Program is that which is defined in the Final Rule on Defining "Chronically Homeless, which states that a chronically homeless person meet all of the following:

a) Disability: A person must have a documented disability verified by a medical professional.
b) Housing Status: A person who lives either in a place not meant for human habitation, a safe haven, or in an emergency shelter. (Institutional Caveat: A person is chronically homeless if they experienced homelessness prior to entering an institution and have been in the institution for less than 90 days.)
c) Length of Time (only one of the following):
    - Been living in a place not meant for human habitation, safe haven, or in emergency shelter continuously for at least 12 months.

    OR

    - Lived in one or more of the places stated above on at least four separate occasions in the last 3 years, where the combined occasions total a length of time of at least 12 months.

    Note: *A break in an occasion counts as 7 nights of not experiencing homelessness.*

Housing First Principles

(a) Housing First is a programmatic and systems approach that centers on providing homeless people with housing quickly and *then* providing services as needed.
(b) Housing is not contingent on compliance with services – participants are expected to comply with a standard lease agreement and are provided with services and supports to help maintain housing and prevent eviction
(c) Services are provided post-housing to promote housing stability and well-being
(d) Tenants have choice and access to affordable of Housing
(e) Housing is integrated into the Community
(f) Separation of Housing and Treatment – participation in services is not a condition of maintaining tenancy.
(g) Service Philosophy and Service Array

i. Low Demand Approach for Entry into the Housing
ii. Provides Access to Treatment Resources and Supports
iii. Employs Recovery Principles

Appendix C

WASHTENAW COUNTY CONTINUUM OF CARE 2024

Reviewer Name: _____

Applicant Agency: _____

Project Title: _____

Total Score (complete this once scoring rubric is completed): _____

SCORING RUBRIC FOR NEW SUPPORTIVE SERVICES ONLY COORDINATED ENTRY PROJECTS

Introduction:

The following rubric is an attempt to operationalize the scoring criteria for new coordinated entry applications (i.e. bonus projects) in the FY 2024 CoC Funding Competition. It serves as a descriptive guide for use by the ***Funding Review Team,*** *a CoC-appointed committee****,*** when scoring the applications to minimize discrepancies in interpretation between scorers, thereby enhancing consistency and objectivity.

background & eligible projects

The Washtenaw County Continuum of Care (CoC) is accepting applications for one or more **Supportive Services Only-Coordinated Entry** bonus projects totaling **$436,129** for the 2024 CoC Funding Competition. The U.S. Department of Housing and Urban Development (HUD) allows CoC's to apply for new (bonus) projects or for expansions of current CoC projects. *This application uses definitions and requirements based on the 2024 NOFO*

Section A: Funding Eligibility and Threshold Criteria (Checklist: tick where applicable)

AGENCY THRESHOLD CRITERIA:

☐ The project meets the eligibility requirements of the CoC Program as defined in 24 CFR part 578 and provides evidence of eligibility required in the application (e.g., nonprofit documentation).

☐ The applicant agency demonstrates the financial and management capacity and experience to carry out the project and to administer Federal funds, as detailed in the project application.

See pages 44-48 of the NOFO for a complete list of threshold criteria.

PROJECT TYPE

Applicants can apply for a new bonus project or for an expansion of a current project. This project falls under the eligible project type of:

☐ **New Supportive Services Only Coordinated Entry**

☐ **Expansion Supportive Services Only Coordinated Entry**

PROJECT QUALITY THRESHOLD

New HMIS projects must meet at least two out of the four criteria or they will be rejected (see 62 of the NOFO).

☐ The centralized or coordinated assessment system is easily available/reachable for all persons within the CoC's geographic area who are seeking homelessness assistance. The system must also be accessible for persons with disabilities within the CoC's geographic area.

☐ There is a strategy for advertising that is designed specifically to reach homeless persons with the highest barriers within the CoC's geographic area.

☐ There is a standardized assessment process.

☐ Ensures program participants are directed to appropriate housing and services that fit their needs.

REQUIRED ATTACHMENTS:

☐ Most Recent independent audit and submission of SAS114, and 115, if applicable.

☐ Current year Board-approved agency budget

Section B: Scoring Sheet

INSTRUCTIONS: FRT members are to review the applications and award points according to the extent to which the scoring criteria are met. A scale with suggested points has been created for each component.

Scoring Components	Criteria for Scoring	Awarded Points
II (A-H): APPLICANT/ SPONSOR EXPERIENCE AND CAPACITY	This component is concerned with the applicant's level of experience and capacity in delivering housing and supportive services for homeless clients. **Suggested scoring scale:** For maximum points (=20), application must strongly demonstrate the following qualities: • Clear description (backed with concrete examples) of experience/ expertise with renting units, operating rental assistance and providing supportive services that are aligned with what is proposed in the application. • Clear and concrete examples of how applicant has identified and addressed target population's housing and service needs • If it is a joint application, role of each partner is clearly described and delineated • Applicant agency has a strong management and coordination structure along with an adequate financial accounting system to administer the grant • If a current recipient of CoC or other forms of federal funding, there are no outstanding obligations to HUD, no unexpended funds and no detrimental audit findings. (i.e Answers to questions IIE-H must be 'No') 13-19 points: • Adequate description and demonstration of above criteria with good examples given to support content. • Where applicant answered 'Yes' to any of the questions (1E-H), there must be a clear demonstration of corrective steps taken which led to successful resolution of outstanding concerns. 7-12 points:	___/20

	• Above criteria are not fully or clearly met. Some attempt to provide examples to demonstrate (i) and (ii) but they are not always aligned with what is proposed in the application. • Where there are outstanding obligations to HUD or audit issues, applicant did not provide an adequate corrective action plan or explanation. 0-6 points: • Lack of clarity in demonstration of most of stated criteria. No concrete examples were provided to support claims. • No clear role / responsibilities when it comes to joint applications • Where there are outstanding obligations to HUD or audit concerns, applicant did not provide <u>any</u> corrective action plan or explanation. Comments:	
III (A-G): PROJECT DESCRIPTION	This component is concerned with the scope of the proposed project, its goals and the means in which the desired outcomes are to be realized. ***<u>Suggested scoring scale:</u>*** For maximum points (=40), application must strongly demonstrate the following qualities: • Project description is clear, complete, and concise and addresses the entire scope of the project. • Clearly addresses the target population/ community to be served and how applicant plans to go about meeting assessed needs. All pointers that are highlighted in the application are fully addressed. • Has a sound plan for executing the grant agreement and beginning rental assistance within 12 months of the award. • Project has strong capacity for prioritizing persons with the most severe needs. • Project has a clear advertisement strategy for reaching those with the highest barriers to assistance 30-49 points: • Project description is generally comprehensive with 1-2 areas that require clarification. • Pointers highlighted in question III(A) are mostly addressed. • Plan for implementing project within 12 months can be clearer. • Project can be more explicit in its description of advertisement strategy 10-29 points: • Project description can be more comprehensive and there were more than 3 areas requiring further clarification. • Pointers highlighted in question III(a) are not addressed adequately. • Timeline for implementation within 12 months is questionable and it is unlikely that project would be ready within 12 months of receiving award. • Weak demonstration of project's advertisement strategy 0-9 points: • Lack of clarity in overall project description with some pointers not addressed at all. • Responses have little or no consistency with other parts of the application. • There are serious doubts that project would be ready to implement in a timely manner.	___/40

	• Project is not aligned with HUD's goals advertising to those with the highest barriers to assistance. Comments:	

IV : COMMITMENT TO HOUSING FIRST	This component is concerned with the project's alignment and commitment to the Housing First approach to homeless assistance.
	Suggested Scoring Scale: For maximum points (=10), application must strongly demonstrate the following qualities:
	• Applicant must clearly describe past experience with the Housing First approach
	• Current project design is aligned with Housing First Principles (refer to Appendix A of the application (page 18), including:
	  ○ Client participation in services is not a prerequisite for housing placement
	  ○ Few, if any, programmatic requirements for entry into housing (e.g. sobriety, minimum income threshold)
	  ○ Services are provided as per client's choice and discretion
	4-9 points:
	• Description of Housing First approach is weak; no clear indication of past experience in employing this approach.
	• Project design does not fully incorporate Housing First Principles within its service delivery. Not all of the points highlighted in the criteria are referenced.
	0-3 points:
	• No clear evidence that applicant understands or has incorporated Housing First principles within its service delivery approach.
	Comments:
		___/10

VIII: PARTNERING AND COMMITMENT TO COORDINATED ENTRY	This component is concerned with applicant agency's commitment to working collaboratively within the Continuum of Care. ***Suggested Scoring Scale:*** For maximum points (=5), applicant must strongly demonstrate the following qualities: • Description indicates a strong commitment towards collaboration with CoC partners and concrete efforts to start/maintain this in the proposed project. • Strong indication of commitment to coordinated entry to maximize resources and avoid duplication. 2-4 points: • Lack of clarity in description; there is indication of commitment towards partnership and the coordinated process but it is not fully demonstrated in the past or in current application. 0-1 point: • Description is vague and indicates little or no commitment towards partnership or the coordinated entry process. Comments:	/10

IX: BUDGET DETAIL	This component is concerned with the budgeting aspects of the proposed project. ***Suggested scoring scale:*** For maximum points (=20), application must strongly demonstrate the following qualities: • All budget charts are clearly filled out and calculated correctly. Budget requests are clear, logical and consistent with the overall activities proposed in the application. • New projects can request 1 year of funding with up to an 18-month initial grant term. • Quantity descriptions clearly identify what is included in the requests and are in line with project requirements. • Clear indication of potential additional funding sources that are committed to this project. 14-19 points: • Budget charts are generally filled out in a logical and coherent manner with minor areas requiring clarification. • Quantity descriptions are adequate but may have some inconsistency with overall project requirements. 7-13 points: • Some errors in budget charts, including calculation errors. • Quantity descriptions are unclear and most parts are lacking in logic and connection to the overall application. 0-6 points: • Budget charts are unclear on the whole and lacking in logic and connection to the overall application; multiple calculation errors. • Overall responses provided indicate poor adherence to the specific requirements in each section. Comments:	___/20

APPLICATION FOR NEW OR EXPANSION PERMANENT HOUSING PROJECTS

Washtenaw County Continuum of Care (CoC) 2024

BACKGROUND AND APPLICATION OVERVIEW

The Washtenaw County Continuum of Care (CoC) is accepting applications for one or more Permanent Supportive Housing bonus or expansion projects totaling $436,128 for the 2024 CoC Funding Competition. The U.S. Department of Housing and Urban Development (HUD) allows CoC's to apply for new (bonus) projects or for expansions of current CoC projects. ***This application uses definitions and requirements based on the 2024 NOFO***

Please note that this application process will NOT accept applications for Domestic Violence (DV)Bonus Projects.

APPLICATION PROCESS AND DUE DATES

Applicants are required to **complete and submit this application to be reviewed and scored by the FRT**, a committee of the Washtenaw County CoC Board. **Applications are due Friday, September 20 at 11:59pm by email** to Andrew Kraemer at **kraemera@washtenaw.org** *(late submissions may not be reviewed)*.

The applications will be reviewed by the Funding Review Team (FRT). The FRT will score projects on a 100-point scale (see scoring rubric in Appendix C) and approve/deny based on score and how the project will meet community need as demonstrated by local data, provider feedback, and the Community Housing Prioritization (CHP) By-Name List (calculated using currently chronic homeless numbers and monthly in-flow). Approved projects will be ranked based on the CoC approved 2024 Ranking Policy, which was approved at a June CoC Board Meeting. Upon notification of funding decision, selected applicants will begin a process with OCED to review CoC Bonus applications that will be submitted to the U.S. Department of Housing and Urban Development (HUD) via E-SNAPS (HUD's grant management system).

Please contact Andrew Kraemer at kraemera@washtenaw.org with any questions.

BONUS/EXPANSION PROJECT APPLICATION TIMELINE

7. Interested applicants submit full application by 9/20
8. FRT reviews applications and meets to select the project by 10/9
9. Applicants notified of their status by 10/9.
10. Selected project(s) submit PDF versions of their E-SNAPS project application to OCED for Round 1 feedback by 10/16
11. Selected project(s) are given feedback and corrections for Final submission by 10/23
12. Selected project(s) submit final E-SNAPS project application by 10/28

ELIGIBLE APPLICANTS:

- Eligible project applicants and any subrecipients for the CoC Program Competition are nonprofit organizations, States, local governments, and instrumentalities of State and local governments, and public housing agencies, as such term is defined in 24 CFR 5.100, without limitation or exclusion. For-profit entities are not eligible to apply for grants or to be subrecipients of grant funds. Project applicants and subrecipients (if any) must provide evidence of eligibility required in the application (e.g., nonprofit documentation).
- Applicant agencies must carry out duties within the geographic area of Washtenaw County.
- Project applicants and any subrecipients must demonstrate the financial and management capacity and experience to carry out the project as detailed in the project application and to administer Federal funds. Demonstrating capacity may include a description of the applicant/subrecipient experience with similar projects and with successful administration of SHP, S+C, or CoC Program funds for renewing projects or other Federal funds.

- Project applicants and any subrecipients must have satisfactory capacity, drawdowns, and performance for existing grant(s) that are funded under the SHP, S+C, or CoC Program, as evidenced by timely reimbursement of subrecipients, regular drawdowns, and timely resolution of any monitoring findings.
- Project applicants and any subrecipients must be in good standing with HUD, which means that the applicant does not have any open monitoring or audit findings, history of slow expenditure of grant funds- outstanding obligation to HUD that is in arrears or for which a payment schedule has not been agreed upon, history of consistently late APRs, or history of serving ineligible program participants, expending funds on ineligible costs, or failing to expend funds within statutorily established timeframes.
- Project applicants and any subrecipients must be in compliance with applicable fair housing and civil requirements.

ELIGIBLE PROJECTS/ACTIVITIES FOR THE FUNDS:

- Applicants can apply for a new permanent housing bonus project or for an expansion of a current permanent housing project.
    - Project applicants that intend to **expand an eligible renewal project** must:
        - apply within the same component type;
        - provide the eligible renewal grant number that the project applicant requests to expand on the new project application;
        - indicate how the new project application will expand units, beds, services, persons served
        - ensure the funding request for the new expansion project is within the funding parameters allowed under the reallocation process or permanent housing bonus

      Note: *Expansion projects will be required to submit three project applications in E-SNAPS: a renewal application of the existing project, a new project application with expansion information, and a renewal application that covers both the renewal and expansion activities and the combined budget line items.*
- Eligible activities for new permanent housing projects include:
    - Acquisition/New Construction/Rehabilitation
    - Leased Units
    - Leased Structures
    - Short-term/Medium term Rental Assistance (RRH only; cannot exceed 24 months)
    - Long-term Rental Assistance (PSH only)
    - Supportive Services (see 24 CFR 578.53 for eligible costs)
    - Operations
    - HMIS

  Note: *In new project applications, project applicants may* ***NOT*** *have any of the following combinations in a single structure or housing unit:*
    - *Acquisition and/or rehabilitation with new construction*
    - *Leasing with acquisition, rehabilitation, or new construction*
    - *Rental assistance with acquisition, rehabilitation, or new construction*
    - *Leasing and rental assistance*
    - *Rental assistance and operations*
- The initial grant term for new project applications may be 1-year, 2-years, 3-years, 4-years, 5-years, or 15-years. However, exceptions apply; *these exceptions can be found in Section V.B.2.e of the 2020 NOFO.*
- The project must be cost-effective, including costs of construction, operations, and supportive services with such costs not deviating substantially from the norm in that locale for the type of structure or kind of activity. It also must ensure that the type and scale of the supportive services fit the needs of the program participants; this includes all supportive services, regardless of funding source.
- Projects must agree to enter client data into HMIS, participate in the annual point-in-time and housing inventory counts, partner with coordinated entry Housing Access for Washtenaw County (HAWC), and comply with all other CoC Policies and Procedures, including participation in the Community Housing Prioritization (CHP) process.

ELIGIBLE POPULATIONS:

- New **PSH projects** can serve 100 percent chronically homeless or populations listed in DedicatedPLUS as defined in Section III.C.2.g. of the 2024 NOFO.

- Expansion projects may continue to serve the populations the project is currently serving or may align with the populations allowable under the 2024 NOFO for new projects (as listed above)
- Project applicants must demonstrate that they will first serve the chronically homeless according to the order of priority established in *Notice CPD-16-11: Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons*
  ***Note**: persons in transitional housing **are not** considered to be chronically homeless even if they met the criteria prior to entering the transitional housing program and are not eligible to be served in proposed projects.*

COORDINATED ENTRY REQUIREMENT:

All HUD CoC-funded projects are required to participate in the locally established Coordinated Entry process. If funded, all projects will be required to participate in the CoC's Community Housing Prioritization (CHP) Committee, which oversees the process for all referrals to permanent housing units. All family and single-adult referrals must come from the CHP By-Name List, which prioritizes the most vulnerable homeless households (single-adults and families). Prioritization for single-adults and families is determined using the Vulnerability-Index: Service Prioritization Decision Assistance Tool (VI-SPDAT), a tool developed by OrgCode Consulting and mandated by the State of Michigan, for identifying and prioritizing people experiencing homelessness for housing.

PROJECT QUALITY THRESHOLD

PROJECT CRITERIA

- Must meet at least 3 out of the 4 criteria below and must meet the 3rd criteria (see page 60 of the 2024 NOFO):
  - The type of housing proposed will fit the needs of the program participants
  - The type of supportive services that will be offered to program participants will ensure successful retention in or help to obtain permanent housing, including all supportive services regardless of funding source
  - The proposed project has a specific plan to coordinate and integrate with other mainstream health, social services, and employment programs and ensure that program participants are assisted to obtain benefits from the mainstream programs for which they may be eligible (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education)
  - Program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing
- Project must follow a housing first approach (see page 8 of the 2024 NOFO)

PROJECT QUALITY STANDARDS:

Projects reviewed for renewal funding recommendations are held to the threshold and outcome standards listed below; accepted projects would be held to these same standards for renewal in subsequent years. Please note that RRH projects are only calculated with "leavers" data. *Leavers* on an Annual Performance Report (APR) are those that exited the program in a program year. *Stayers* are those that were still being served at the close of the program year.

AGENCY LEVEL THRESHOLD Agency Level Threshold requires agencies to meet local funding standards and be an active participant in the CoC based on the criteria below.	
THRESHOLD DESCRIPTION	**THRESHOLD MET** (YES/NO)
Agency meets the financial audit requirements stipulated under the Coordinated Funding Request for Information (RFI).	
Agency has attended at least 1 of 2 CoC All-Membership Meetings in the past 12 months.	
Agency has representation in at least one of the CoC committees (i.e. WHA Operations Committee, Coordinated Entry Oversight & Evaluation) and has attended at least 75% of meetings convened by the committee.	
Agency has a 75 % attendance rate at Community Housing Prioritization Meetings.	

PROJECT LEVEL THRESHOLD Threshold needs to be met as described below for projects to be considered for funding renewal. Projects falling within certain score ranges will need to submit a Corrective Action Plan (CAP), as stated below. ***Please note**: Projects that have not completed a full calendar year will be EXEMPT from this threshold.*		
THRESHOLD DESCRIPTION	**OUTCOME PERCENTAGE**	**THRESHOLD MET** (YES/NO/EXEMPT)
Program Outcomes: Project attained above **60**% of the total score possible. If not, projects scoring between 20-60% will need to submit a CAP and below 20% will not considered for funding.	%	
Compliance: Project attained above **70**% of the total score possible. If not, projects scoring between 50-70% will need to submit a CAP and below 50% will not considered for funding.	%	
HMIS Compliance & Data Quality: Project attained above **85**% of the total score. If not, projects scoring between 55-85% will need to submit a CAP and below 55% will not be considered for funding.	%	
NOTE: For threshold items that are not met, the agency will need to submit an explanatory letter to the CoC Funding Review Team to request a waiver for each threshold item not met before the project application can be considered for funding.		

PERMANENT SUPPORTIVE HOUSING PROJECT OUTCOMES

CRITERIA	STANDARD
A) Occupancy/Average Bed Utilization Rate $\left[\frac{\text{Total no. of } \textbf{households} \text{ served}}{\text{Total no. of } \textbf{projected units}}\right]$ X 100%	90%
B) Retention of Permanent Housing or Movement to Other Permanent Housing $\left[\frac{\text{No. of stayers} + \text{No. of leavers exiting to PH types}}{\text{Total no. of persons served}}\right]$ X 100%	90%
C) Leavers and Stayers at Annual Assessment with one or more type of Health Insurance (de-duplicated) (includes Medicaid, Medicare, VA Insurance) $\left[\frac{Total\ no.\ of\ (L+S)\ with\ HI}{\text{Total no. of Adults with Annual Assessments and Adult Leavers}}\right]$ X 100%	60%
D) Employment Rate for Leavers and Stayers at Annual Assessment $\frac{Total\ no.\ of\ Adult\ (L+S) with\ earned\ Y}{\text{Total no. of Adults served}}$ X 100%	20%
E) Leavers and Stayers at Annual Assessment who maintained or increased total income (earned + non-employment income) $\left[\frac{Total\ no.\ of\ Adults\ (L+S) who\ maintained\ or\ \uparrow Total\ Y}{\text{Total no. of Adults served}}\right]$ X 100%	60%

RAPID RE-HOUSING PROJECT OUTCOMES

CRITERIA	STANDARD
A) Exit to Permanent Housing Destinations $\left[\frac{\text{No. of leavers exiting to PH types}}{\text{Total no. of leavers served}}\right]$ X 100%	80%
B) Leavers with Health Insurance (includes Medicaid, Medicare, VA Insurance) $\left[\frac{No.\ of\ leavers\ with\ HI}{\text{Total no. of leavers served}}\right]$ X 100%	60%
C) Employment Rate for Leavers $\frac{No.\ of\ Adult\ leavers\ with\ earned\ Y}{\text{Total no. of Adult leavers served}}$ X 100%	20%
D) Leavers who maintained or increased total income (earned + non-employment income) $\left[\frac{No.\ of\ Adult\ leavers\ who\ maintained\ or\ \uparrow Total\ Y}{\text{Total no. of Adult leavers served}}\right]$ X 100%	60%

NEW/EXPANSION PROJECT APPLICATION

2024 CoC Funding Competition

- **All information is required, including attachments. The Funding Review Team reserves the right not to review incomplete applications or projects that don't meet eligibility requirements.**
- **Applications are due by Friday, September 20, 2024 at 11:59pm and should be sent to Andrew Kraemer at kraemera@washtenaw.org. Late submissions will not be reviewed.**
- Please contact kraemera@washtenaw.org with any questions about the form or process.

I. GENERAL INFORMATION (not scored)

11. **Agency Contact Information:**
    a. Name of Organization: _____
    b. Organization Type
    ☐ Units of Local Government ☐ Non-profit 501(c)(3) ☐ PHA
    ☐ State Government ☐ Other: Describe_____
    c. DUNS Number: _____
    d. Is the agency a current HUD CoC grantee? ☐ Yes ☐ No
12. **If application is for a project expansion, please answer the following:**
    a. **Existing Project to be expanded:**
    Name: _____
    Project grant number: _____
    Project component type: _____
    b. **Activities that describe expansion project:**
    ☐ Increase number of homeless persons served
    ☐ Provide additional supportive services to homeless persons
    ☐ Bring existing facilities up to state/local government health and safety standards
    ☐ Replace the loss of nonrenewal funding (private, federal, other excluding state/local government)
13. **Sub-Recipient Organization (if applicable):**
    a. Name of Organization: _____
    b. Organization Type
    ☐ Units of Local Government ☐ Non-profit 501(c)(3) ☐ PHA
    ☐ State Government ☐ Other: Describe_____
    c. DUNS Number: _____
14. **Contact person for this project:**
    Name: _____ Title: _____
    Phone: _____ Email: _____
15. **Proposed HUD Request ($):** _____
16. **Proposed Total Budget $ (Total HUD Requested + at least 25% Match) *:**_____
17. **Proposed Number of Units:**
    a. **New Projects:** # Units Projected: _____
    b. **Expansion Projects:** Existing Project # Units: _____ Expansion Project # Units _____
18. **Proposed number of beds (choose applicable designation only):**
    # Chronic Dedicated_____ # DedicatedPLUS _____

19. **Proposed Population to be served:** _____

20. **Proposed Grant Term:** _____

21. **Proposed Project Budget:**

Activities	Total Assistance Requested	Total Project Budget
Rental Assistance		
Supportive Services		
Operations		
HMIS		
Sub-total Request		
Administrative costs (Up to 10%)		
Cash Match		
In-kind Match		
Total Match – 25% for all categories		
Total Budget		

22. If the FRT decides to scale down projects, what is the **Minimum HUD Funding** needed to make this project or expansion viable? _____

23. The following **required attachments** are included:
    - ☐ Most recent independent audit and submission of SAS114, and 115, if applicable
    - ☐ Current year Board-approved agency budget

APPLICANTS SHOULD FULLY RESPOND TO THE FOLLOWING NARRATIVE QUESTIONS. APPLICANTS ARE ENCOURAGED TO ANSWER AS SUCCINCTLY AS POSSIBLE.

II. APPLICANT/SPONSOR EXPERIENCE AND CAPACITY (15 points)

I. Describe the experience of the project applicant, sub-recipients (if any), and partner organizations (e.g., key contractors, service providers if applicable) as it relates to providing supportive services and housing for homeless persons, & carrying out the activities of the project. Be sure to provide concrete examples that illustrate 3) experience/expertise with renting units, operating rental assistance, & providing supportive services similar to the activities proposed in the applications & 4) working with & addressing the target population's identified housing & service needs.
J. Describe the experience of the applicant and potential subrecipients (if any) in leveraging other Federal, State, local, and private sectors. Be sure to include a description of experience with delivering or securing Medicaid funded services for participants in the agency's programs.
K. Describe the basic organization & management structure of the applicant & subrecipients (if any). Include description of internal & external coordination, structures for managing basic organization operations, & an adequate financial accounting system that will be used to administer the grant.
L. Describe the experience of the applicant & potential subrecipients (if any), in effectively utilizing federal funds & performing the activities proposed in the application, given funding & time limitations.
M. Have any of your agency's HUD funded programs (including ESG) received a HUD audit in the last 12 months? ☐ Yes ☐ No If yes, were there any findings from the audit? ☐ Yes ☐ No If yes, please describe the findings & your agency's corrective actions to satisfy the findings & attach a copy of the corrective action plan that you submitted to HUD or OCED.
N. Are there any unresolved monitoring or audit findings for any HUD grants (including ESG) operated by the applicant or potential subrecipients (if any)? ☐ Yes ☐ No If Yes, describe the details of unresolved monitoring or audit findings & steps that will be taken to resolve.
O. Have you returned any funds to HUD on any existing grants in the last two years? ☐ Yes ☐ No If yes, how much has been returned? What is the reason that the funds have been returned?

P. Do you have any outstanding obligation to HUD that is in arrears or for which a payment schedule has not been agreed upon? ☐ Yes ☐ No If yes, how much is owed? What is the reason for the obligation to HUD? What is preventing establishing a payment schedule?

VII. PROJECT DESCRIPTION (20 points)

I. Provide a description (**limit 2000 characters**) that addresses the entire scope of the proposed project. The project description should be complete & concise. It must address the entire scope of the project, including a clear picture of the community/target population(s) to be served, the plan for addressing the identified needs/issues of the CoC community/target population(s), projected outcome(s), & any coordination with other source(s)/partner(s).The description must be consistent with other parts of this application & identify **in 2000 characters or less (spaces included)**: • If expansion project, how the application will expand units, beds, services, persons served • The target population including the number of single adults & the number of families with children to be served when the project is at full capacity • Address & location of units (current & expansion units for expansion projects) • Type & number of units – scatter site or single site, single or multi-family homes, etc • How the type, scale & location of the housing fit the needs of program participants • The specific services that will be provided & outreach methods to be used to serve the long-term homeless population • Projected outcomes • Coordination with partners • Project timeline – when units will be developed or leased-up • HMIS implementation • How the project will leverage or deliver Medicaid services to participants
J. Describe the estimated schedule for the proposed activities, the management plan, & the method for assuring effective & timely completion of all work.
K. If project is designated as DedicatedPLUS, please explain the reasoning for this designation and how this project will use this expanded criteria.
L. For expansion projects ONLY, please detail why the proposed expanded activity is needed & how it would be implemented. *Only answer the expanded activities that apply to your project as answered in part I.2.b of this application.*

2. **Increase the number of homeless persons served: Indicate why & how your project is proposing to increase the number of served**

3. **Provide additional supportive services to homeless persons: Which supportive services would this project increase and how they will be increased (e.g. increased service; increased frequency, etc)? Describe the reason & identify how you will be providing additional services**

4. **Bring existing facilities up to state/local gov. health & safety standards: Describe how the project is proposing to bring the existing facility or facilities up to state/local government health & safety standards**

5. **Replace the loss of non-renewable funding: Indicate how the project is proposing to replace the loss of nonrenewable funding from private, federal, &/or other (excluding state/local government). List the source of nonrenewable funding, why funds are non-renewable, & when funds expire. Identify any steps already taken to identify other funding sources.**

M. Describe a plan for executing the grant agreement and beginning rental assistance within 12 months of the award. Describe how full capacity will be achieved over the term being requested. If any project site is not currently owned or under a lease agreement, provide a summary of relevant contracts & agreements (e.g., with local landlords, housing locator specialists, public housing authority, other partner organizations) needed for the achievement of project operation. The narrative must provide evidence that ensures there will be no delay in service provision to participants, operation of CoC management systems, or the leasing of units for reasonable rents.

N. Describe recipient/subrecipient capacity for assessing need, prioritizing persons with the most severe needs & outreach to the chronically homeless & the specific plan for how the project will first serve the chronically homeless according to the order of priority established in *Notice CPD-16-11: Prioritizing Persons Experiencing Chronic Homelessness & Other Vulnerable Homeless Persons (SEE APPENDIX)*.

O. If applying for Rental Assistance, describe the method for determining the type & amount of rental assistance that participants can receive.

VIII. COMMITMENT TO HOUSING FIRST (10 points)

Housing First is an approach to homeless assistance that prioritizes rapid placement & stabilization in permanent housing & does not have service participation requirements or preconditions such as sobriety or a minimum income threshold. See Appendix A for a list of Housing First principles.

A. Describe recipient/subrecipient experience with & a description of the program design for implementing housing first.

IX. SUPPORTIVE SERVICES FOR PARTICIPANTS (25 points)

A. For projects serving **families**, does the applicant/sponsor have policies & practices that are consistent with, & do not restrict the exercise of rights provided by the education subtitle of the McKinney-Vento Act, & other laws relating to the provision of educational & related services to individuals & families experiencing homelessness?

☐Yes ☐No ☐ N/A (project not serving families)

B. For projects serving **families**, does the applicant/sponsor have a designated staff person responsible for ensuring that children are enrolled in school & connected to the appropriate services within the community, including early childhood education programs such as Head Start, Part C of the Individuals with Disabilities Act, & McKinney-Vento education services?

☐Yes ☐No ☐ N/A (project not serving families)

C. Describe the manner in which the project applicant will take into account the educational needs of children when youth and/or families are placed in housing.
D. Describe how participants will be assisted to obtain & remain in permanent housing and what supportive services will be provided.
E. Describe your plan for ensuring program participants will be individually assisted to obtain benefits of the mainstream health, social, & employment programs for which they are eligible.
F. Describe how participants will be assisted to increase employment &/or income using mainstream housing & service programs.
G. Describe how participants will be assisted to maximize ability to live independently & increase self-sufficiency using mainstream housing & service programs.
H. Describe how the type, scale, & location of the supportive services & the mode of transportation to those services fit the needs of program participants.

Supportive Services Type & Frequency Chart:

For all supportive services available to participants, indicate who will provide, how they will be accessed & how often they will be provided **regardless of the resources**

that will be used to pay for the services. Please include all Medicaid services whether provider by the applicant or through partnerships with other organizations that provide Medicaid funded services.

For Provider, indicate: "Applicant" if the applicant will provide the service directly; "Subrecipient" if a subrecipient will provide the service directly; "Partner" if an organization that is not a subrecipient of project funds but with whom a formal agreement or memorandum of understanding (MOU) has been signed will provide the service directly; or, "Non-Partner" to if a specific organization with whom no formal agreement has been established regularly provides the service to clients.

		Frequency – select one per service type				
Supportive Service	**Provider**	**Daily**	**Weekly**	**Bi-monthly**	**Monthly**	**Does not Apply**
Assessment of Service Needs						
Assistance with Moving Costs						
Case Management						
Child Care						
Education Services						
Employment Assistance/Job Training						
Food						
Housing Search/Counseling Services						
Legal Services						
Life Skills						
Mental Health Services						
Outpatient Health Services						
Outreach Services						
Substance Abuse Treatment Services						
Transportation						
Utility Deposits						

I. How accessible are basic community amenities (e.g. medical facilities, grocery store, recreation facilities, schools, etc) to the projects?

- ☐ Yes, very accessible
- ☐ Somewhat accessible
- ☐ Not accessible

X. LANDLORD ENGAGEMENT (scattered-site projects only) (5 points)

A. Describe how your organization reaches out to, & engages with local landlords to recruit their participation in making their units available to program participants. In your

description, explain how your organization maintains an on-going positive relationship & communication with landlords renting to your organization's program participants.

XI. COMMITMENT TO AFFORDABLE HOUSING PLAN (project-based projects only) (5 points)

A. If a project-based voucher, please indicate alignment to the *Housing Affordability & Economic Equity Analysis.*

XII. PARTNERING & COMMITMENT TO COORDINATED ENTRY (5 points)

B. Describe how your organization will or currently works with OCED, Washtenaw Housing Alliance, coordinated entry, & other organizations to coordinate services & reduce duplication of services.

XIII. BUDGET DETAIL (20 points)

Rental Assistance: Enter number of units by unit type; the applicable Fair Market Rent (FMR) level; the term (1 year grant); and enter total amounts.

Indicate the Type of Rental Assistance:

☐ Project Based ☐ Sponsor Based ☐ Tenant Based ☐ Leasing ☐ Other _____

Unit Size	No. of Units	FMR	Term	Total
Efficiency		$		
1 Bedroom		$		
2 Bedroom		$		
3 Bedroom		$		
4 Bedroom		$		
Total				

Operating Costs: Enter the quantity & total budget request for each operating cost. The request entered should be equivalent to the cost of one year of the relevant operating costs. When including staff costs, please include title, salary & FTE.

Operating Costs	Quantity Description (max 400 characters)	Annual Assistance Requested
Maintenance & repair		
Electricity		
Gas & Water		
Property Tax & Insurance		
Furniture		
Replacement Reserve		
Equipment		
Building Security		
Total		

Supportive Services: Enter the quantity & total budget request for each supportive services cost. The request entered should be equivalent to the cost of one year of the relevant supportive service. When including staff costs, please include title, salary & FTE.

Eligible Costs	Quantity Description (max 400 characters)	Annual Assistance Requested
Assistance with Moving Costs		
Case Management		
Food		
Housing Search/Counseling Services		
Life Skills		
Outreach Services		
Transportation		
Utility Deposits		
Total Annual Assistance Requested		

Other Funding: What additional funding sources are committed to this project (e.g. NSP, VASH, HOME)?

XIV. Commitment to Racial Equity

Criteria	Agency Response
Public written commitment to address/eliminate racial and ethnic inequities in guiding documentation (i.e. mission, vision, goals, etc.)	
Organization has a racial equity plan or strategy that is regularly monitored	
Ongoing evaluation of policy, service, or program impacts and progress towards racial equity	
Internal structures exist to address issues of racial equity (i.e. a functioning equity committee, formal or informal complaint resolution process, caucusing and 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 trainings, etc.)	
Management consistently applies a racial equity lens	
Optional Narrative:	

Prioritizing Chronically Homeless Persons in CoC Program-funded Permanent Supportive Housing Beds Dedicated or Prioritized for Occupancy by Persons Experiencing Chronic Homelessness

Excerpted From [Notice CPD-16-11: Prioritizing Persons Experiencing Chronic Homelessness & Other Vulnerable Homeless Persons in Permanent Supportive Housing]:

1. CoCs are strongly encouraged to revise their written standards to include an order of priority, determined by the CoC, for CoC Program-funded PSH that is dedicated or prioritized for persons experiencing chronic homelessness that is based on the length of time in which an individual or family has resided in a place not meant for human habitation, a safe haven, or an emergency shelter and the severity of the individual's or family's service needs. Recipients of CoC Program-funded PSH that is dedicated or prioritized for persons experiencing chronic homelessness would be required to follow that order of priority when selecting participants for housing, in a manner consistent with their current grant agreement. **See link below for current local prioritization.**

2. Where there are no chronically homeless individuals and families within the CoC's geographic area, CoCs and recipients of CoC Program-funded PSH are encouraged to follow the order of priority in Section III.B. of this Notice. For projects located in CoC's where a sub-CoC approach to housing and service delivery has been implemented, which may also be reflected in a sub-CoC coordinated entry process, need only to prioritize assistance within their specified sub-CoC area. 2

3. Recipients of CoC Program-funded PSH should follow the order of priority above while also considering the goals and any identified target populations served by the project. For example, a CoC Program-funded PSH project that is permitted to target homeless persons with a serious mental illness should follow the order of priority under Section III.A.1. of this Notice to the extent in which persons with serious mental illness meet the criteria. In this example, if there were no persons with a serious mental illness that also met the criteria of chronically homeless within the CoC's geographic area, the recipient should follow the order of priority under Section III.B for persons with a serious mental illness.

4. Recipients must exercise due diligence when conducting outreach and assessment to ensure that chronically homeless individuals and families are prioritized for assistance based on their total length of time homeless and/or the severity of their needs. HUD recognizes that some persons–particularly those living on the streets or in places not meant for human habitation–might require significant engagement and contacts prior to their entering housing and recipients of CoC Program-funded PSH are not required to allow units to remain vacant indefinitely while waiting for an identified chronically homeless person to accept an offer of PSH. CoC Program-funded PSH providers are encouraged to follow a Housing First approach to the maximum extent practicable. Therefore, a person experiencing chronic homelessness should not be forced to refuse an offer of PSH if they do not want to participate in the project's services, nor should a PSH project have eligibility criteria or preconditions to entry that systematically exclude those with severe service needs. Street outreach providers should continue to make attempts to engage those persons that have been resistant to accepting an offer of PSH and where the CoC has adopted these orders of priority into their written standards, these chronically homeless persons must continue to be prioritized for PSH until they are housed.

SEVERITY OF SERVICE NEEDS

This Notice refers to persons who have been identified as having the most severe service needs. For the purposes of this Notice, this means an individual for whom at least one of the following is true:

i. History of high utilization of crisis services, which include but are not limited to, emergency rooms, jails, and psychiatric facilities; or

ii. Significant health or behavioral health challenges or functional impairments which require a significant level of support in order to maintain permanent housing.

iii. For youth and victims of domestic violence, high risk of continued trauma or high risk of harm or exposure to very dangerous living situations.

iv. When applicable CoCs and recipients of CoC Program-funded PSH may use an alternate criteria used by Medicaid departments to identify high-need, high cost beneficiaries.

(b) Severe service needs as defined in paragraphs i.-iv. above should be identified and verified through data-driven methods such as an administrative data match or through the use of a standardized assessment tool and process and should be

documented in a program participant's case file. The determination must not be based on a specific diagnosis or disability type, but only on the severity of needs of the individual. The determination cannot be made based on any factors that would result in a violation of any nondiscrimination and equal opportunity requirements, see 24 C.F.R. § 5.105(a).

WASHTENAW COUNTY COC PRIORITIZATION

Current prioritization policies are posted here (see pages 15-19). Please note that local policies can be updated at any time.

Definitions of Key Terms

Homeless as defined at 24 CFR 578.3

CATEGORY 1: LITERALLY HOMELESS

Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

(iv) Has a primary nighttime residence that is a public or private place not meant for human habitation;

(v) Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); or

(vi) Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution

CATEGORY 2: IMMINENT RISK OF HOMELESSNESS

An individual or family who will imminently lose their primary nighttime residence, provided that:

(iv) The primary nighttime residence will be lost within 14 days of the date of application for homeless assistance;

(v) No subsequent residence has been identified; and

(vi) The individual or family lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, needed to obtain other permanent housing;

CATEGORY 3: UNACCOMPANIED YOUTH UNDER 25 YEARS OF AGE, OR FAMILIES WITH CHILDREN AND YOUTH, WHO DO NOT OTHERWISE QUALIFY AS HOMELESS UNDER THIS DEFINITION, but who:

(v) Are defined as homeless under section 387 of the Runaway and Homeless Youth Act (42 U.S.C. 5732a), section 637 of the Head Start Act (42 U.S.C. 9832), section 41403 of the Violence Against Women Act of 1994 (42 U.S.C. 14043e-2), section 330(h) of the Public Health Service Act (42 U.S.C. 254b(h)), section 3 of the Food and Nutrition Act of 2008 (7 U.S.C. 2012), section 17(b) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)), or section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);

(vi) Have not had a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the date of application for homeless assistance;

(vii) Have experienced persistent instability as measured by two moves or more during the 60-day period immediately preceding the date of applying for homeless assistance; and

(viii) Can be expected to continue in such status for an extended period of time because of chronic disabilities; chronic physical health or mental health conditions; substance addiction; histories of domestic violence or childhood abuse (including neglect); the presence of a child or youth with a disability; or two or more barriers to employment, which include the lack of a high school degree or General Education Development (GED), illiteracy, low English proficiency, a history of incarceration or detention for criminal activity, and a history of unstable employment; or

CATEGORY 4: FLEEING/ATTEMPTING TO FLEE DV

Any individual or family who:

(iii) Is fleeing, or is attempting to flee, domestic violence;

(iv) Has no other residence; and

(iii) Lacks the resources or support networks to obtain other permanent housing

HUD wishes to clarify that persons who are fleeing or attempting to flee human trafficking may qualify as homeless under paragraph 4 of the "homeless" definition at 24 CFR 578.3, and therefore may be eligible for certain forms of homeless assistance under the CoC Program, subject to other restrictions that may apply. HUD considers human trafficking, including sex trafficking, to be "other dangerous or life threatening conditions that relate to violence against the individual or family member" under paragraph 4 of the definition of "homeless" at 24 CFR 578.3. Where an individual or family is fleeing, or is attempting to flee human trafficking, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence; and the individual or family has no other residence; and the individual or family lacks the resources or support networks to obtain other permanent housing; HUD would consider that individual or family to qualify as "homeless" under paragraph 4 of the definition.

CHRONICALLY HOMELESS DEFINITION

The definition of "chronically homeless" currently in effect for the CoC Program is that which is defined in the Final Rule on Defining "Chronically Homeless, which states that a chronically homeless person meet all of the following:

d) Disability: A person must have a documented disability verified by a medical professional.

e) Housing Status: A person who lives either in a place not meant for human habitation, a safe haven, or in an emergency shelter. (Institutional Caveat: A person is chronically homeless if they experienced homelessness prior to entering an institution and have been in the institution for less than 90 days.)

f) Length of Time (only one of the following):

- Been living in a place not meant for human habitation, safe haven, or in emergency shelter continuously for at least 12 months.

OR

- Lived in one or more of the places stated above on at least four separate occasions in the last 3 years, where the combined occasions total a length of time of at least 12 months.

Note: *A break in an occasion counts as 7 nights of not experiencing homelessness.*

HOUSING FIRST PRINCIPLES

(a) Housing First is a programmatic and systems approach that centers on providing homeless people with housing quickly and *then* providing services as needed.

(b) Housing is not contingent on compliance with services – participants are expected to comply with a standard lease agreement and are provided with services and supports to help maintain housing and prevent eviction

(c) Services are provided post-housing to promote housing stability and well-being

(d) Tenants have choice and access to affordable of Housing

(e) Housing is integrated into the Community

(f) Separation of Housing and Treatment – participation in services is not a condition of maintaining tenancy.

(g) Service Philosophy and Service Array

i. Low Demand Approach for Entry into the Housing

ii. Provides Access to Treatment Resources and Supports

iii. Employs Recovery Principles

WASHTENAW COUNTY CONTINUUM OF CARE 2024

REVIEWER NAME: _____

APPLICANT AGENCY: _____

PROJECT TITLE: _____

TOTAL SCORE (complete this once scoring rubric is completed): _____

SCORING RUBRIC FOR NEW OR EXPANDED PERMANENT HOUSING PROJECT APPLICATIONS

INTRODUCTION:

The following rubric is an attempt to operationalize the scoring criteria for new permanent housing project or expansion project applications (i.e. bonus projects) in the FY 2024 CoC Funding Competition. It serves as a descriptive guide for use by the ***Funding Review Team,*** *a CoC-appointed committee,* when scoring the applications to minimize discrepancies in interpretation between scorers, thereby enhancing consistency and objectivity.

BACKGROUND & ELIGIBLE PROJECTS

The Washtenaw County Continuum of Care (CoC) is accepting applications for one or more Permanent Supportive Housing bonus or expansion projects totaling $436,129 for the 2024 CoC Funding Competition. The U.S. Department of Housing and Urban Development (HUD) allows CoC's to apply for new (bonus) projects or for expansions of current CoC projects. ***This application uses definitions and requirements based on the 2024 NOFO***

.

Applicants can apply for a new permanent housing bonus project or for an expansion of a current permanent housing project.

- All **new permanent housing projects** can apply for one of two types of projects, including:
  - New **permanent supportive housing (PSH)** projects that meet the requirements of DedicatedPLUS as defined in Section III.B.2.g. of the NOFO or new PSH projects where 100 percent of the beds are dedicated to chronic homelessness.
- Project applicants that intend to **expand an eligible renewal project** must:
  - apply within the same component type;
  - provide the eligible renewal grant number that the project applicant requests to expand on the new project application;
  - indicate how the new project application will expand units, beds, services, persons served
  - ensure the funding request for the new expansion project is within the funding parameters allowed under the reallocation process or permanent housing bonus.

SECTION A: FUNDING ELIGIBILITY AND THRESHOLD CRITERIA (CHECKLIST: TICK WHERE APPLICABLE)

Agency Threshold Criteria:

☐ The project meets the eligibility requirements of the CoC Program as defined in 24 CFR part 578 and provides evidence of eligibility required in the application (e.g., nonprofit documentation).

☐ The applicant agency demonstrates the financial and management capacity and experience to carry out the project and to administer Federal funds, as detailed in the project application.

See pages 44-48 of the NOFO for a complete list of threshold criteria.

Project Type

Applicants can apply for a new permanent housing bonus project or for an expansion of a current permanent housing project. This project falls under the eligible project type of:

☐ **New permanent housing project**

- ☐ PSH serving eligible populations as described above

☐ **Expansion Project**

- ☐ PSH serving eligible populations as described above

Project Quality Threshold

New permanent supportive housing and rapid rehousing projects must meet at least three out of the four criteria and must meet the third criteria. Projects that do not meet at least three criteria and criteria 3 will be rejected (see pages 45 of the NOFO).

☐ The type of housing proposed will fit the needs of the program participants
☐ The type of supportive services that will be offered to program participants will ensure successful retention in or help to obtain permanent housing, including all supportive services regardless of funding source
☐ The proposed project has a specific plan to coordinate and integrate with other mainstream health, social services, and employment programs and ensure that program participants are assisted to obtain benefits from the mainstream programs for which they may be eligible (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education)
☐ Program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing
☐ The project must follow a housing first approach (page 9 of the NOFO)

Required Attachments:

☐ Most Recent independent audit and submission of SAS114, and 115, if applicable.

☐ Current year Board-approved agency budget

SECTION B: SCORING SHEET

Instructions: FRT members are to review the applications and award points according to the extent to which the scoring criteria are met. A scale with suggested points has been created for each component.

SCORING COMPONENTS	CRITERIA FOR SCORING	AWARDED POINTS
II (A-H): Applicant/ Sponsor Experience and Capacity	This component is concerned with the applicant's level of experience and capacity in delivering housing and supportive services for homeless clients. **Suggested scoring scale:** For maximum points (=15), application must strongly demonstrate the following qualities: • Clear description (backed with concrete examples) of experience/ expertise with renting units, operating rental assistance and providing supportive services that are aligned with what is proposed in the application. • Clear and concrete examples of how applicant has identified and addressed target population's housing and service needs • If it is a joint application, role of each partner is clearly described and delineated • Applicant agency has a strong management and coordination structure along with an adequate financial accounting system to administer the grant • If a current recipient of CoC or other forms of federal funding, there are no outstanding obligations to HUD, no unexpended funds and no detrimental audit findings. (i.e Answers to questions IIE-H must be 'No') 10-14 points: • Adequate description and demonstration of above criteria with good examples given to support content. • Where applicant answered 'Yes' to any of the questions (1E-H), there must be a clear demonstration of corrective steps taken which led to successful resolution of outstanding concerns. 5-9 points: • Above criteria are not fully or clearly met. Some attempt to provide examples to demonstrate (i) and (ii) but they are not always aligned with what is proposed in the application. • Where there are outstanding obligations to HUD or audit issues, applicant did not provide an adequate corrective action plan or explanation. 0-4 points: • Lack of clarity in demonstration of most of stated criteria. No concrete examples were provided to support claims. • No clear role / responsibilities when it comes to joint applications • Where there are outstanding obligations to HUD or audit concerns, applicant did not provide any corrective action plan or explanation. Comments:	___/15
	This component is concerned with the scope of the proposed project, its goals and the means in which the desired outcomes are to be realized. ***Suggested scoring scale:*** For maximum points (=20), application must strongly demonstrate the following qualities:	___/20

III (A-G): Project Description	• Project description is clear, complete, and concise and addresses the entire scope of the project. • Clearly addresses the target population/ community to be served and how applicant plans to go about meeting assessed needs. All pointers that are highlighted in the application are fully addressed. • Has a sound plan for executing the grant agreement and beginning rental assistance within 12 months of the award. • For expansion projects, application clearly explains why the expanded activity is needed and how it will be implemented. • If project is designated as DedicatedPLUS, application provides clear explanation of the reasoning behind this designation and how the project will use this expanded criteria. • Project has strong capacity for prioritizing persons with the most severe needs. • If applying for rental assistance, project has a comprehensive method for assessing and determining the type and amount of rental assistance that participants can receive. 14-19 points: • Project description is generally comprehensive with 1-2 areas that require clarification. • Pointers highlighted in question III(A) are mostly addressed. • Plan for implementing project within 12 months can be clearer. • Project can be more explicit in its description of how chronic and vulnerable homeless persons are prioritized. 7-13 points: • Project description can be more comprehensive and there were more than 3 areas requiring further clarification. • Pointers highlighted in question III(a) are not addressed adequately. • Timeline for implementation within 12 months is questionable and it is unlikely that project would be ready within 12 months of receiving award. • Weak demonstration of project's capacity to prioritize chronic and vulnerable homeless persons. 0-6 points: • Lack of clarity in overall project description with some pointers not addressed at all. • Responses have little or no consistency with other parts of the application. • There are serious doubts that project would be ready to implement in a timely manner. • Project is not aligned with HUD's goals of prioritizing chronic and vulnerable homeless persons. Comments:	

IV :
 	
Commitment to Housing First
	This component is concerned with the project's alignment and commitment to the Housing First approach to homeless assistance.
	
	Suggested Scoring Scale: For maximum points (=10), application must strongly demonstrate the following qualities:
	
	• Applicant must clearly describe past experience with the Housing First approach
	• Current project design is aligned with Housing First Principles (refer to Appendix A of the application (page 18), including:
	  ○ Client participation in services is not a prerequisite for housing placement
	  ○ Few, if any, programmatic requirements for entry into housing (e.g. sobriety, minimum income threshold)
	  ○ Services are provided as per client's choice and discretion
	4-9 points:
	• Description of Housing First approach is weak; no clear indication of past experience in employing this approach.
	• Project design does not fully incorporate Housing First Principles within its service delivery. Not all of the points highlighted in the criteria are referenced.
	0-3 points:
	• No clear evidence that applicant understands or has incorporated Housing First principles within its service delivery approach.
	Comments:
		___/10

V: (A-I) Supportive Services for Participants	This component is concerned with project's capacity to render participants with the appropriate supportive services crucial for obtaining and sustaining permanent housing outcomes. ***Suggested Scoring Scale:*** For maximum points (= 25), application must strongly demonstrate the following qualities: • Very clear and comprehensive description of how project assists participants in obtaining and remaining in permanent housing. • Project includes a well-thought through plan for individual case management and linkage to mainstream health, social services, and employment resources and benefits where participants meet eligibility criteria. • Supportive services are tailored to the needs of program participants and appropriate measures are in place to reduce barriers to access (e.g. accessible location, relevant type of aid, etc.). • Detailed, coherent and well-thought through "Supportive Services Type and Frequency Chart" that is feasible for implementation. 16-24 points: • Adequate description of how project functions to assist clients in obtaining and maintaining permanent housing. • Overall, project demonstrates ability to meet above criteria to a large extent, however some of the responses are lacking in detail or clarity. • "Supportive Services Type and Frequency" Chart is adequately filled up with some areas of doubt. 6-15 points: • Descriptions and responses to questions are often inadequate and require further clarification. It is not clear the extent to which the applicant has experience or expertise in assisting clients with maintaining housing or increasing income. • Limited description of how applicant has acknowledged clients' barriers to access and sought to minimize them. • "Supportive Services Type and Frequency" Chart raises doubts for implementation. 0-5 points: • Descriptions and responses to questions are severely lacking. There is little or no evidence that the applicant has experience or expertise in assisting clients with maintaining housing or increasing income. • Proposed supportive services do not take into account client's potential barriers to access. • "Supportive Services Type and Frequency Chart" does not match applicant agency capacity and is not feasible for implementation. Comments:	___/25

VI: Landlord Engagement *(Applies to scattered-site projects only)*	This component is concerned with applicant agency's engagement efforts with landlords towards increasing affordable housing availability. ***(Applies to scattered-site projects only)*** ***Suggested Scoring Scale:*** For maximum points (=5), applicant must strongly demonstrate the following qualities: • A clear description of applicant's outreach and engagement efforts with landlords is provided. • There is strong evidence of an ongoing positive relationship and communication with landlords that enhances their participation. 2-4 points: • Lack of clarity in description provided. • Limited evidence of an ongoing positive relationship and communication with landlords. 0-1 point: • Little or no consideration for outreach to and engagement with landlords. • No evidence of relationship and communication with landlords. Comments:	___/5
VII: Commitment to Affordable Housing Plan *(Applies to project-based projects only)*	This component is concerned with applicant agency's commitment to the community's Affordable Housing Plan – Housing Affordability and Economic Equity – Analysis. ***(Applies to project-based projects only)*** ***Suggested Scoring Scale:*** For maximum points (=5), applicant must strongly demonstrate the following qualities: • Clear and comprehensive description of how the project's location and design aligns with the *Housing Affordability and Economic Equity Analysis*. 2-4 points: • Lack of clarity in description provided. • Limited alignment with *Housing Affordability and Economic Equity Analysis*. 0-1 point: • No evidence of alignment with *Housing Affordability and Economic Equity Analysis*. Comments:	___/5

VIII: Partnering and Commitment to Coordinated Entry	This component is concerned with applicant agency's commitment to working collaboratively within the Continuum of Care. ***Suggested Scoring Scale:*** For maximum points (=5), applicant must strongly demonstrate the following qualities: • Description indicates a strong commitment towards collaboration with CoC partners and concrete efforts to start/maintain this in the proposed project. • Strong indication of commitment to coordinated entry to maximize resources and avoid duplication. 2-4 points: • Lack of clarity in description; there is indication of commitment towards partnership and the coordinated process but it is not fully demonstrated in the past or in current application. 0-2 point: • Description is vague and indicates little or no commitment towards partnership or the coordinated entry process. Comments:	/5
IX: Budget Detail	This component is concerned with the budgeting aspects of the proposed project. ***Suggested scoring scale:*** For maximum points (=20), application must strongly demonstrate the following qualities: • All budget charts are clearly filled out and calculated correctly. Budget requests are clear, logical and consistent with the overall activities proposed in the application. • New projects can request 1 year of funding with up to an 18-month initial grant term. • Quantity descriptions clearly identify what is included in the requests and are in line with project requirements. • Clear indication of potential additional funding sources that are committed to this project. 14-19 points: • Budget charts are generally filled out in a logical and coherent manner with minor areas requiring clarification. • Quantity descriptions are adequate but may have some inconsistency with overall project requirements. 7-13 points: • Some errors in budget charts, including calculation errors. • Quantity descriptions are unclear and most parts are lacking in logic and connection to the overall application. 0-6 points: • Budget charts are unclear on the whole and lacking in logic and connection to the overall application; multiple calculation errors. • Overall responses provided indicate poor adherence to the specific requirements in each section. Comments:	___/20

APPLICATION FOR NEW OR EXPANSION PERMANENT HOUSING PROJECTS

WASHTENAW COUNTY CONTINUUM OF CARE (COC) 2024

background and application OVERVIEW

The Washtenaw County Continuum of Care (CoC) is accepting applications for one or more Permanent Supportive Housing bonus or expansion projects totaling $436,128 for the 2024 CoC Funding Competition. The U.S. Department of Housing and Urban Development (HUD) allows CoC's to apply for new (bonus) projects or for expansions of current CoC projects. ***This application uses definitions and requirements based on the 2024 NOFO***

Please note that this application process will NOT accept applications for Domestic Violence (DV)Bonus Projects.

application process and due dates

Applicants are required to **complete and submit this application to be reviewed and scored by the FRT,** a committee of the Washtenaw County CoC Board. **Applications are due Friday, September 20 at 11:59pm by email** to Andrew Kraemer at **kraemera@washtenaw.org** *(late submissions may not be reviewed).*

The applications will be reviewed by the Funding Review Team (FRT). The FRT will score projects on a 100-point scale (see scoring rubric in Appendix C) and approve/deny based on score and how the project will meet community need as demonstrated by local data, provider feedback, and the Community Housing Prioritization (CHP) By-Name List (calculated using currently chronic homeless numbers and monthly in-flow). Approved projects will be ranked based on the CoC approved 2024 Ranking Policy, which was approved at a June CoC Board Meeting. Upon notification of funding decision, selected applicants will begin a process with OCED to review CoC Bonus applications that will be submitted to the U.S. Department of Housing and Urban Development (HUD) via E-SNAPS (HUD's grant management system).

Please contact Andrew Kraemer at kraemera@washtenaw.org with any questions.

Bonus/Expansion Project application Timeline

13. Interested applicants submit full application by 9/20
14. FRT reviews applications and meets to select the project by 10/9
15. Applicants notified of their status by 10/9.
16. Selected project(s) submit PDF versions of their E-SNAPS project application to OCED for Round 1 feedback by 10/16
17. Selected project(s) are given feedback and corrections for Final submission by 10/23
18. Selected project(s) submit final E-SNAPS project application by 10/28

Eligible applicants:

- Eligible project applicants and any subrecipients for the CoC Program Competition are nonprofit organizations, States, local governments, and instrumentalities of State and local governments, and public housing agencies, as such term is defined in 24 CFR 5.100, without limitation or exclusion. For-profit entities are not eligible to apply

for grants or to be subrecipients of grant funds. Project applicants and subrecipients (if any) must provide evidence of eligibility required in the application (e.g., nonprofit documentation).

- Applicant agencies must carry out duties within the geographic area of Washtenaw County.
- Project applicants and any subrecipients must demonstrate the financial and management capacity and experience to carry out the project as detailed in the project application and to administer Federal funds. Demonstrating capacity may include a description of the applicant/subrecipient experience with similar projects and with successful administration of SHP, S+C, or CoC Program funds for renewing projects or other Federal funds.
- Project applicants and any subrecipients must have satisfactory capacity, drawdowns, and performance for existing grant(s) that are funded under the SHP, S+C, or CoC Program, as evidenced by timely reimbursement of subrecipients, regular drawdowns, and timely resolution of any monitoring findings.
- Project applicants and any subrecipients must be in good standing with HUD, which means that the applicant does not have any open monitoring or audit findings, history of slow expenditure of grant funds- outstanding obligation to HUD that is in arrears or for which a payment schedule has not been agreed upon, history of consistently late APRs, or history of serving ineligible program participants, expending funds on ineligible costs, or failing to expend funds within statutorily established timeframes.
- Project applicants and any subrecipients must be in compliance with applicable fair housing and civil requirements.

Eligible projects/Activities for the Funds:

- Applicants can apply for a new permanent housing bonus project or for an expansion of a current permanent housing project.
    - Project applicants that intend to **expand an eligible renewal project** must:
        - apply within the same component type;
        - provide the eligible renewal grant number that the project applicant requests to expand on the new project application;
        - indicate how the new project application will expand units, beds, services, persons served
        - ensure the funding request for the new expansion project is within the funding parameters allowed under the reallocation process or permanent housing bonus

      Note: *Expansion projects will be required to submit three project applications in E-SNAPS: a renewal application of the existing project, a new project application with expansion information, and a renewal application that covers both the renewal and expansion activities and the combined budget line items.*
- Eligible activities for new permanent housing projects include:
    - Acquisition/New Construction/Rehabilitation
    - Leased Units
    - Leased Structures
    - Short-term/Medium term Rental Assistance (RRH only; cannot exceed 24 months)
    - Long-term Rental Assistance (PSH only)
    - Supportive Services (see 24 CFR 578.53 for eligible costs)
    - Operations
    - HMIS

  Note: *In new project applications, project applicants may* ***NOT*** *have any of the following combinations in a single structure or housing unit:*
    - *Acquisition and/or rehabilitation with new construction*
    - *Leasing with acquisition, rehabilitation, or new construction*
    - *Rental assistance with acquisition, rehabilitation, or new construction*
    - *Leasing and rental assistance*
    - *Rental assistance and operations*
- The initial grant term for new project applications may be 1-year, 2-years, 3-years, 4-years, 5-years, or 15-years. However, exceptions apply; *these exceptions can be found in Section V.B.2.e of the 2020 NOFO.*

- The project must be cost-effective, including costs of construction, operations, and supportive services with such costs not deviating substantially from the norm in that locale for the type of structure or kind of activity. It also must ensure that the type and scale of the supportive services fit the needs of the program participants; this includes all supportive services, regardless of funding source.
- Projects must agree to enter client data into HMIS, participate in the annual point-in-time and housing inventory counts, partner with coordinated entry Housing Access for Washtenaw County (HAWC), and comply with all other CoC Policies and Procedures, including participation in the Community Housing Prioritization (CHP) process.

Eligible populations:

- New **PSH projects** can serve 100 percent chronically homeless or populations listed in DedicatedPLUS as defined in Section III.C.2.g. of the 2024 NOFO.
- Expansion projects may continue to serve the populations the project is currently serving or may align with the populations allowable under the 2024 NOFO for new projects (as listed above)
- Project applicants must demonstrate that they will first serve the chronically homeless according to the order of priority established in *Notice CPD-16-11: Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons*
  Note: *persons in transitional housing* ***are not*** *considered to be chronically homeless even if they met the criteria prior to entering the transitional housing program and are not eligible to be served in proposed projects.*

Coordinated Entry Requirement:

All HUD CoC-funded projects are required to participate in the locally established Coordinated Entry process. If funded, all projects will be required to participate in the CoC's Community Housing Prioritization (CHP) Committee, which oversees the process for all referrals to permanent housing units. All family and single-adult referrals must come from the CHP By-Name List, which prioritizes the most vulnerable homeless households (single-adults and families). Prioritization for single-adults and families is determined using the Vulnerability-Index: Service Prioritization Decision Assistance Tool (VI-SPDAT), a tool developed by OrgCode Consulting and mandated by the State of Michigan, for identifying and prioritizing people experiencing homelessness for housing.

Project quality Threshold

project criteria

- Must meet at least 3 out of the 4 criteria below and must meet the 3rd criteria (see page 60 of the 2024 NOFO):
  - The type of housing proposed will fit the needs of the program participants
  - The type of supportive services that will be offered to program participants will ensure successful retention in or help to obtain permanent housing, including all supportive services regardless of funding source
  - The proposed project has a specific plan to coordinate and integrate with other mainstream health, social services, and employment programs and ensure that program participants are assisted to obtain benefits from the mainstream programs for which they may be eligible (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education)
  - Program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing
- Project must follow a housing first approach (see page 8 of the 2024 NOFO)

Project Quality Standards:

Projects reviewed for renewal funding recommendations are held to the threshold and outcome standards listed below; accepted projects would be held to these same standards for renewal in subsequent years. Please note that RRH projects are only calculated with "leavers" data. *Leavers* on an Annual Performance Report (APR) are those that exited the program in a program year. *Stayers* are those that were still being served at the close of the program year.

AGENCY LEVEL THRESHOLD Agency Level Threshold requires agencies to meet local funding standards and be an active participant in the CoC based on the criteria below.	
THRESHOLD DESCRIPTION	**THRESHOLD MET** (YES/NO)
Agency meets the financial audit requirements stipulated under the Coordinated Funding Request for Information (RFI).	
Agency has attended at least 1 of 2 CoC All-Membership Meetings in the past 12 months.	
Agency has representation in at least one of the CoC committees (i.e. WHA Operations Committee, Coordinated Entry Oversight & Evaluation) and has attended at least 75% of meetings convened by the committee.	
Agency has a 75 % attendance rate at Community Housing Prioritization Meetings.	

PROJECT LEVEL THRESHOLD Threshold needs to be met as described below for projects to be considered for funding renewal. Projects falling within certain score ranges will need to submit a Corrective Action Plan (CAP), as stated below. ***Please note**: Projects that have not completed a full calendar year will be EXEMPT from this threshold.*		
THRESHOLD DESCRIPTION	**OUTCOME PERCENTAGE**	**THRESHOLD MET** (YES/NO/EXEMPT)
Program Outcomes: Project attained above **60**% of the total score possible. If not, projects scoring between 20-60% will need to submit a CAP and below 20% will not considered for funding.	%	
Compliance: Project attained above **70**% of the total score possible. If not, projects scoring between 50-70% will need to submit a CAP and below 50% will not considered for funding.	%	
HMIS Compliance & Data Quality: Project attained above **85**% of the total score. If not, projects scoring between 55-85% will need to submit a CAP and below 55% will not be considered for funding.	%	
NOTE: For threshold items that are not met, the agency will need to submit an explanatory letter to the CoC Funding Review Team to request a waiver for each threshold item not met before the project application can be considered for funding.		

PERMANENT SUPPORTIVE HOUSING PROJECT OUTCOMES

CRITERIA	STANDARD
A) Occupancy/Average Bed Utilization Rate $\left[\frac{\text{Total no. of } \textbf{households} \text{ served}}{\text{Total no. of } \textbf{projected units}}\right]$ X 100%	90%
B) Retention of Permanent Housing or Movement to Other Permanent Housing $\left[\frac{\text{No. of stayers} + \text{No. of leavers exiting to PH types}}{\text{Total no. of persons served}}\right]$ X 100%	90%
C) Leavers and Stayers at Annual Assessment with one or more type of Health Insurance (de-duplicated) (includes Medicaid, Medicare, VA Insurance) $\left[\frac{Total\ no.\ of\ (L+S)\ with\ HI}{\text{Total no. of Adults with Annual Assessments and Adult Leavers}}\right]$ X 100%	60%
D) Employment Rate for Leavers and Stayers at Annual Assessment $\frac{Total\ no.\ of\ Adult\ (L+S) with\ earned\ Y}{\text{Total no. of Adults served}}$ X 100%	20%
E) Leavers and Stayers at Annual Assessment who maintained or increased total income (earned + non-employment income) $\left[\frac{Total\ no.\ of\ Adults\ (L+S) who\ maintained\ or\ \uparrow Total\ Y}{\text{Total no. of Adults served}}\right]$ X 100%	60%

RAPID RE-HOUSING PROJECT OUTCOMES

CRITERIA	STANDARD
A) Exit to Permanent Housing Destinations $\left[\frac{\text{No. of leavers exiting to PH types}}{\text{Total no. of leavers served}}\right]$ X 100%	80%
B) Leavers with Health Insurance (includes Medicaid, Medicare, VA Insurance) $\left[\frac{No.\ of\ leavers\ with\ HI}{\text{Total no. of leavers served}}\right]$ X 100%	60%
C) Employment Rate for Leavers $\frac{No.\ of\ Adult\ leavers\ with\ earned\ Y}{\text{Total no. of Adult leavers served}}$ X 100%	20%
D) Leavers who maintained or increased total income (earned + non-employment income) $\left[\frac{No.\ of\ Adult\ leavers\ who\ maintained\ or\ \uparrow Total\ Y}{\text{Total no. of Adult leavers served}}\right]$ X 100%	60%

new/expansion project APPLICATION

2024 CoC Funding Competition

- **All information is required, including attachments. The Funding Review Team reserves the right not to review incomplete applications or projects that don't meet eligibility requirements.**
- **Applications are due by Friday, September 20, 2024 at 11:59pm and should be sent to Andrew Kraemer at kraemera@washtenaw.org. Late submissions will not be reviewed.**
- Please contact kraemera@washtenaw.org with any questions about the form or process.

I. GENERAL INFORMATION (not scored)

24. **Agency Contact Information:**
    a. Name of Organization: _____
    b. Organization Type
    ☐ Units of Local Government ☐ Non-profit 501(c)(3) ☐ PHA
    ☐ State Government ☐ Other: Describe_____
    c. DUNS Number: _____
    d. Is the agency a current HUD CoC grantee? ☐ Yes ☐ No

25. **If application is for a project expansion, please answer the following:**
    a. **Existing Project to be expanded:**
    Name: _____
    Project grant number: _____
    Project component type: _____
    b. **Activities that describe expansion project:**
    ☐ Increase number of homeless persons served
    ☐ Provide additional supportive services to homeless persons
    ☐ Bring existing facilities up to state/local government health and safety standards
    ☐ Replace the loss of nonrenewal funding (private, federal, other excluding state/local government)

26. **Sub-Recipient Organization (if applicable):**
    a. Name of Organization: _____
    b. Organization Type
    ☐ Units of Local Government ☐ Non-profit 501(c)(3) ☐ PHA
    ☐ State Government ☐ Other: Describe_____
    c. DUNS Number: _____

27. **Contact person for this project:**

    Name: _____ Title: _____

    Phone: _____ Email: _____

28. **Proposed HUD Request ($): _____**

29. **Proposed Total Budget $ (Total HUD Requested + at least 25% Match) *:_____**
30. **Proposed Number of Units:**
    a. **New Projects:** # Units Projected: _____
    b. **Expansion Projects:** Existing Project # Units: _____ Expansion Project # Units _____
31. **Proposed number of beds (choose applicable designation only):**

    # Chronic Dedicated_____ # DedicatedPLUS _____
32. **Proposed Population to be served:** _____
33. **Proposed Grant Term:** _____
34. **Proposed Project Budget:**

Activities	Total Assistance Requested	Total Project Budget
Rental Assistance		
Supportive Services		
Operations		
HMIS		
Sub-total Request		
Administrative costs (Up to 10%)		
Cash Match		
In-kind Match		
Total Match – 25% for all categories		
Total Budget		

35. If the FRT decides to scale down projects, what is the **Minimum HUD Funding** needed to make this project or expansion viable? _____
36. The following **required attachments** are included:
    ☐ Most recent independent audit and submission of SAS114, and 115, if applicable
    ☐ Current year Board-approved agency budget

Applicants should fully respond to the following narrative questions. Applicants are encouraged to answer as succinctly as possible.

II. APPLICANT/SPONSOR EXPERIENCE AND CAPACITY (15 points)

Q. Describe the experience of the project applicant, sub-recipients (if any), and partner organizations (e.g., key contractors, service providers if applicable) as it relates to providing supportive services and housing for homeless persons, & carrying out the activities of the project. Be sure to provide concrete examples that illustrate 5) experience/expertise with renting units, operating rental assistance, & providing supportive services similar to the activities proposed in the applications & 6) working with & addressing the target population's identified housing & service needs.
R. Describe the experience of the applicant and potential subrecipients (if any) in leveraging other Federal, State, local, and private sectors. Be sure to include a description of experience with delivering or securing Medicaid funded services for participants in the agency's programs.
S. Describe the basic organization & management structure of the applicant & subrecipients (if any). Include description of internal & external coordination, structures for managing basic organization operations, & an adequate financial accounting system that will be used to administer the grant.
T. Describe the experience of the applicant & potential subrecipients (if any), in effectively utilizing federal funds & performing the activities proposed in the application, given funding & time limitations.
U. Have any of your agency's HUD funded programs (including ESG) received a HUD audit in the last 12 months? ☐ Yes ☐ No If yes, were there any findings from the audit? ☐ Yes ☐ No If yes, please describe the findings & your agency's corrective actions to satisfy the findings & attach a copy of the corrective action plan that you submitted to HUD or OCED.
V. Are there any unresolved monitoring or audit findings for any HUD grants (including ESG) operated by the applicant or potential subrecipients (if any)?

☐ Yes ☐ No

If Yes, describe the details of unresolved monitoring or audit findings & steps that will be taken to resolve.

W. Have you returned any funds to HUD on any existing grants in the last two years?

☐ Yes ☐ No

If yes, how much has been returned?

What is the reason that the funds have been returned?

X. Do you have any outstanding obligation to HUD that is in arrears or for which a payment schedule has not been agreed upon? ☐ Yes ☐ No

If yes, how much is owed?

What is the reason for the obligation to HUD?

What is preventing establishing a payment schedule?

XVI. PROJECT DESCRIPTION (20 points)

P. Provide a description (**limit 2000 characters**) that addresses the entire scope of the proposed project. The project description should be complete & concise. It must address the entire scope of the project, including a clear picture of the community/target population(s) to be served, the plan for addressing the identified needs/issues of the CoC community/target population(s), projected outcome(s), & any coordination with other source(s)/partner(s).The description must be consistent with other parts of this application & identify **in 2000 characters or less (spaces included)**:

- If expansion project, how the application will expand units, beds, services, persons served
- The target population including the number of single adults & the number of families with children to be served when the project is at full capacity
- Address & location of units (current & expansion units for expansion projects)
- Type & number of units – scatter site or single site, single or multi-family homes, etc
- How the type, scale & location of the housing fit the needs of program participants
- The specific services that will be provided & outreach methods to be used to serve the long-term homeless population
- Projected outcomes
- Coordination with partners
- Project timeline – when units will be developed or leased-up
- HMIS implementation

- How the project will leverage or deliver Medicaid services to participants

Q. Describe the estimated schedule for the proposed activities, the management plan, & the method for assuring effective & timely completion of all work.

R. If project is designated as DedicatedPLUS, please explain the reasoning for this designation and how this project will use this expanded criteria.

S. For expansion projects ONLY, please detail why the proposed expanded activity is needed & how it would be implemented. *Only answer the expanded activities that apply to your project as answered in part I.2.b of this application.*

6. **Increase the number of homeless persons served:** Indicate why & how your project is proposing to increase the number of served

7. **Provide additional supportive services to homeless persons:** Which supportive services would this project increase and how they will be increased (e.g. increased service; increased frequency, etc)? Describe the reason & identify how you will be providing additional services

8. **Bring existing facilities up to state/local gov. health & safety standards:** Describe how the project is proposing to bring the existing facility or facilities up to state/local government health & safety standards

9. **Replace the loss of non-renewable funding:** Indicate how the project is proposing to replace the loss of nonrenewable funding from private, federal, &/or other (excluding state/local government). List the source of nonrenewable funding, why funds are non-renewable, & when funds expire. Identify any steps already taken to identify other funding sources.

T. Describe a plan for executing the grant agreement and beginning rental assistance within 12 months of the award. Describe how full capacity will be achieved over the term being requested. If any project site is not currently owned or under a lease agreement, provide a summary of relevant contracts & agreements (e.g., with local landlords, housing locator specialists, public housing authority, other partner organizations) needed for the achievement of project operation. The narrative must provide evidence that ensures there will be no

delay in service provision to participants, operation of CoC management systems, or the leasing of units for reasonable rents.
U. Describe recipient/subrecipient capacity for assessing need, prioritizing persons with the most severe needs & outreach to the chronically homeless & the specific plan for how the project will first serve the chronically homeless according to the order of priority established in *Notice CPD-16-11: Prioritizing Persons Experiencing Chronic Homelessness & Other Vulnerable Homeless Persons (SEE APPENDIX).*
V. If applying for Rental Assistance, describe the method for determining the type & amount of rental assistance that participants can receive.

XVII. COMMITMENT TO HOUSING FIRST (10 points)

Housing First is an approach to homeless assistance that prioritizes rapid placement & stabilization in permanent housing & does not have service participation requirements or preconditions such as sobriety or a minimum income threshold. See Appendix A for a list of Housing First principles.

A. Describe recipient/subrecipient experience with & a description of the program design for implementing housing first.

XVIII. SUPPORTIVE SERVICES FOR PARTICIPANTS (25 points)

A. For projects serving **families**, does the applicant/sponsor have policies & practices that are consistent with, & do not restrict the exercise of rights provided by the education subtitle of the McKinney-Vento Act, & other laws relating to the provision of educational & related services to individuals & families experiencing homelessness?

☐Yes ☐No ☐ N/A (project not serving families)

B. For projects serving **families**, does the applicant/sponsor have a designated staff person responsible for ensuring that children are enrolled in school & connected to the appropriate services within the community, including early childhood education programs such as Head Start, Part C of the Individuals with Disabilities Act, & McKinney-Vento education services?

☐Yes ☐No ☐ N/A (project not serving families)

C. Describe the manner in which the project applicant will take into account the educational needs of children when youth and/or families are placed in housing.
D. Describe how participants will be assisted to obtain & remain in permanent housing and what supportive services will be provided.
E. Describe your plan for ensuring program participants will be individually assisted to obtain benefits of the mainstream health, social, & employment programs for which they are eligible.
F. Describe how participants will be assisted to increase employment &/or income using mainstream housing & service programs.
G. Describe how participants will be assisted to maximize ability to live independently & increase self-sufficiency using mainstream housing & service programs.
H. Describe how the type, scale, & location of the supportive services & the mode of transportation to those services fit the needs of program participants.

Supportive Services Type & Frequency Chart:

For all supportive services available to participants, indicate who will provide, how they will be accessed & how often they will be provided **regardless of the resources that will be used to pay for the services**. Please include all Medicaid services whether provider by the applicant or through partnerships with other organizations that provide Medicaid funded services.

For Provider, indicate: "Applicant" if the applicant will provide the service directly; "Subrecipient" if a subrecipient will provide the service directly; "Partner" if an organization that is not a subrecipient of project funds but with whom a formal agreement or memorandum of understanding (MOU) has been signed will provide the service directly; or, "Non-Partner" to if a specific organization with whom no formal agreement has been established regularly provides the service to clients.

		Frequency – select one per service type				
Supportive Service	**Provider**	**Daily**	**Weekly**	**Bi-monthly**	**Monthly**	**Does not Apply**
Assessment of Service Needs						
Assistance with Moving Costs						
Case Management						
Child Care						
Education Services						
Employment Assistance/Job Training						
Food						
Housing Search/Counseling Services						
Legal Services						
Life Skills						
Mental Health Services						
Outpatient Health Services						
Outreach Services						
Substance Abuse Treatment Services						
Transportation						
Utility Deposits						

I. How accessible are basic community amenities (e.g. medical facilities, grocery store, recreation facilities, schools, etc) to the projects?

☐ Yes, very accessible
☐ Somewhat accessible
☐ Not accessible

XIX. LANDLORD ENGAGEMENT (scattered-site projects only) (5 points)

A. Describe how your organization reaches out to, & engages with local landlords to recruit their participation in making their units available to program participants. In your description, explain how your organization maintains an on-going positive relationship & communication with landlords renting to your organization's program participants.

XX. COMMITMENT TO AFFORDABLE HOUSING PLAN (project-based projects only) (5 points)

B. If a project-based voucher, please indicate alignment to the *Housing Affordability & Economic Equity Analysis.*

XXI. PARTNERING & COMMITMENT TO COORDINATED ENTRY (5 points)

C. Describe how your organization will or currently works with OCED, Washtenaw Housing Alliance, coordinated entry, & other organizations to coordinate services & reduce duplication of services.

XXII. BUDGET DETAIL (20 points)

Rental Assistance: Enter number of units by unit type; the applicable Fair Market Rent (FMR) level; the term (1 year grant); and enter total amounts.

Indicate the Type of Rental Assistance:

☐ Project Based ☐ Sponsor Based ☐ Tenant Based ☐ Leasing ☐ Other _____

Unit Size	No. of Units	FMR	Term	Total
Efficiency		$		
1 Bedroom		$		

2 Bedroom		$		
3 Bedroom		$		
4 Bedroom		$		
Total				

Operating Costs: Enter the quantity & total budget request for each operating cost. The request entered should be equivalent to the cost of one year of the relevant operating costs. When including staff costs, please include title, salary & FTE.

Operating Costs	Quantity Description (max 400 characters)	Annual Assistance Requested
Maintenance & repair		
Electricity		
Gas & Water		
Property Tax & Insurance		
Furniture		
Replacement Reserve		
Equipment		
Building Security		
Total		

Supportive Services: Enter the quantity & total budget request for each supportive services cost. The request entered should be equivalent to the cost of one year of the relevant supportive service. When including staff costs, please include title, salary & FTE.

Eligible Costs	Quantity Description (max 400 characters)	Annual Assistance Requested
Assistance with Moving Costs		
Case Management		
Food		
Housing Search/Counseling Services		
Life Skills		
Outreach Services		
Transportation		
Utility Deposits		
Total Annual Assistance Requested		

Other Funding: What additional funding sources are committed to this project (e.g. NSP, VASH, HOME)?

XXIII. Commitment to Racial Equity

Criteria	Agency Response
Public written commitment to address/eliminate racial and ethnic inequities in guiding documentation (i.e. mission, vision, goals, etc.)	
Organization has a racial equity plan or strategy that is regularly monitored	
Ongoing evaluation of policy, service, or program impacts and progress towards racial equity	
Internal structures exist to address issues of racial equity (i.e. a functioning equity committee, formal or informal complaint resolution process, caucusing and 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 trainings, etc.)	
Management consistently applies a racial equity lens	
Optional Narrative:	

APPENDIX A

PRIORITIZING CHRONICALLY HOMELESS PERSONS IN COC PROGRAM-FUNDED PERMANENT SUPPORTIVE HOUSING BEDS DEDICATED OR PRIORITIZED FOR OCCUPANCY BY PERSONS EXPERIENCING CHRONIC HOMELESSNESS

Excerpted From [Notice CPD-16-11: Prioritizing Persons Experiencing Chronic Homelessness & Other Vulnerable Homeless Persons in Permanent Supportive Housing]:

5. CoCs are strongly encouraged to revise their written standards to include an order of priority, determined by the CoC, for CoC Program-funded PSH that is dedicated or prioritized for persons experiencing chronic homelessness that is based on the length of time in which an individual or family has resided in a place not meant for human habitation, a safe haven, or an emergency shelter and the severity of the individual's or family's service needs. Recipients of CoC Program-funded PSH that is dedicated or prioritized for persons experiencing chronic homelessness would be required to follow that order of priority when selecting participants for housing, in a manner consistent with their current grant agreement. **See link below for current local prioritization.**

6. Where there are no chronically homeless individuals and families within the CoC's geographic area, CoCs and recipients of CoC Program-funded PSH are encouraged to follow the order of priority in Section III.B. of this Notice. For projects located in CoC's where a sub-CoC approach to housing and service delivery has been implemented, which may also be reflected in a sub-CoC coordinated entry process, need only to prioritize assistance within their specified sub-CoC area. 2

7. Recipients of CoC Program-funded PSH should follow the order of priority above while also considering the goals and any identified target populations served by the project. For example, a CoC Program-funded PSH project that is permitted to target homeless persons with a serious mental illness should follow the order of priority under Section III.A.1. of this Notice to the extent in which persons with serious mental illness meet the criteria. In this example, if there were no persons with a serious mental illness that also met the criteria of chronically homeless within the CoC's geographic area, the recipient should follow the order of priority under Section III.B for persons with a serious mental illness.

8. Recipients must exercise due diligence when conducting outreach and assessment to ensure that chronically homeless individuals and families are prioritized for assistance based on their total length of time homeless and/or the severity of their needs. HUD recognizes that some persons–particularly those living on the streets or in places not meant for human habitation–might require significant engagement and contacts prior to their entering housing and recipients of CoC Program-funded PSH are not required to allow units to remain vacant indefinitely while waiting for an identified chronically homeless person to accept an offer of PSH. CoC Program-funded PSH providers are encouraged to follow a Housing First approach to the maximum extent practicable. Therefore, a person experiencing chronic homelessness should not be forced to refuse an offer of PSH if they do not want to participate in the project's services, nor should a PSH project have eligibility criteria or preconditions to entry that systematically exclude those with severe service needs. Street outreach providers should continue to make attempts to engage those persons that have been resistant to accepting an offer of PSH and where the CoC has adopted these orders of priority into their written standards, these chronically homeless persons must continue to be prioritized for PSH until they are housed.

Severity of Service Needs

This Notice refers to persons who have been identified as having the most severe service needs. For the purposes of this Notice, this means an individual for whom at least one of the following is true:

v. History of high utilization of crisis services, which include but are not limited to, emergency rooms, jails, and psychiatric facilities; or

vi. Significant health or behavioral health challenges or functional impairments which require a significant level of support in order to maintain permanent housing.

vii. For youth and victims of domestic violence, high risk of continued trauma or high risk of harm or exposure to very dangerous living situations.

viii. When applicable CoCs and recipients of CoC Program-funded PSH may use an alternate criteria used by Medicaid departments to identify high-need, high cost beneficiaries.

(b) Severe service needs as defined in paragraphs i.-iv. above should be identified and verified through data-driven methods such as an administrative data match or through the use of a standardized assessment tool and process and should be documented in a program participant's case file. The determination must not be based on a specific diagnosis or disability type, but only on the severity of needs of the individual. The determination cannot be made based on any factors that would result in a violation of any nondiscrimination and equal opportunity requirements, see 24 C.F.R. § 5.105(a).

Washtenaw County CoC Prioritization

Current prioritization policies are posted here (see pages 15-19). Please note that local policies can be updated at any time.

Appendix B

DEFINITIONS OF KEY TERMS

Homeless as defined at 24 CFR 578.3

CATEGORY 1: LITERALLY HOMELESS

Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

(vii) Has a primary nighttime residence that is a public or private place not meant for human habitation;

(viii) Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); or

(ix) Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution

CATEGORY 2: IMMINENT RISK OF HOMELESSNESS

An individual or family who will imminently lose their primary nighttime residence, provided that:

(vii) The primary nighttime residence will be lost within 14 days of the date of application for homeless assistance;

(viii) No subsequent residence has been identified; and

(ix) The individual or family lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, needed to obtain other permanent housing;

CATEGORY 3: UNACCOMPANIED YOUTH UNDER 25 YEARS OF AGE, OR FAMILIES WITH CHILDREN AND YOUTH, WHO DO NOT OTHERWISE QUALIFY AS HOMELESS UNDER THIS DEFINITION, but who:

(ix) Are defined as homeless under section 387 of the Runaway and Homeless Youth Act (42 U.S.C. 5732a), section 637 of the Head Start Act (42 U.S.C. 9832), section 41403 of the Violence Against Women Act of 1994 (42 U.S.C. 14043e-2), section 330(h) of the Public Health Service Act (42 U.S.C. 254b(h)), section 3 of the Food and Nutrition Act of 2008 (7 U.S.C. 2012), section 17(b) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)), or section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);

(x) Have not had a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the date of application for homeless assistance;

(xi) Have experienced persistent instability as measured by two moves or more during the 60-day period immediately preceding the date of applying for homeless assistance; and

(xii) Can be expected to continue in such status for an extended period of time because of chronic disabilities; chronic physical health or mental health conditions; substance addiction; histories of domestic violence or childhood abuse (including neglect); the presence of a child or youth with a disability; or two or more barriers to employment, which include the lack of a high school degree or General Education Development (GED), illiteracy, low English proficiency, a history of incarceration or detention for criminal activity, and a history of unstable employment; or

CATEGORY 4: FLEEING/ATTEMPTING TO FLEE DV

Any individual or family who:

(v) Is fleeing, or is attempting to flee, domestic violence;

(vi) Has no other residence; and

(iii) Lacks the resources or support networks to obtain other permanent housing

HUD wishes to clarify that persons who are fleeing or attempting to flee human trafficking may qualify as homeless under paragraph 4 of the "homeless" definition at 24 CFR 578.3, and therefore may be eligible for certain forms of homeless assistance under the CoC Program, subject to other restrictions that may apply. HUD considers human trafficking, including sex trafficking, to be "other dangerous or life threatening conditions that relate to violence against the individual or family member" under paragraph 4 of the definition of "homeless" at 24 CFR 578.3. Where an individual or family is fleeing, or is attempting to flee human trafficking, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence; and the individual or family has no other residence; and the individual or family lacks the resources or support networks to obtain other permanent housing; HUD would consider that individual or family to qualify as "homeless" under paragraph 4 of the definition.

CHRONICALLY HOMELESS DEFINITION

The definition of "chronically homeless" currently in effect for the CoC Program is that which is defined in the Final Rule on Defining "Chronically Homeless, which states that a chronically homeless person meet all of the following:

g) Disability: A person must have a documented disability verified by a medical professional.
h) Housing Status: A person who lives either in a place not meant for human habitation, a safe haven, or in an emergency shelter. (Institutional Caveat: A person is chronically homeless if they experienced homelessness prior to entering an institution and have been in the institution for less than 90 days.)
i) Length of Time (only one of the following):
   - Been living in a place not meant for human habitation, safe haven, or in emergency shelter continuously for at least 12 months.

   OR

   - Lived in one or more of the places stated above on at least four separate occasions in the last 3 years, where the combined occasions total a length of time of at least 12 months.

   Note: *A break in an occasion counts as 7 nights of not experiencing homelessness.*

Housing First Principles

(a) Housing First is a programmatic and systems approach that centers on providing homeless people with housing quickly and *then* providing services as needed.
(b) Housing is not contingent on compliance with services – participants are expected to comply with a standard lease agreement and are provided with services and supports to help maintain housing and prevent eviction
(c) Services are provided post-housing to promote housing stability and well-being
(d) Tenants have choice and access to affordable of Housing
(e) Housing is integrated into the Community
(f) Separation of Housing and Treatment – participation in services is not a condition of maintaining tenancy.
(g) Service Philosophy and Service Array

i. Low Demand Approach for Entry into the Housing
ii. Provides Access to Treatment Resources and Supports
iii. Employs Recovery Principles

WASHTENAW COUNTY CONTINUUM OF CARE 2024

Reviewer Name: _____

Applicant Agency: _____

Project Title: _____

Total Score (complete this once scoring rubric is completed): _____

SCORING RUBRIC FOR NEW OR EXPANDED PERMANENT HOUSING PROJECT APPLICATIONS

Introduction:

The following rubric is an attempt to operationalize the scoring criteria for new permanent housing project or expansion project applications (i.e. bonus projects) in the FY 2024 CoC Funding Competition. It serves as a descriptive guide for use by the ***Funding Review Team,*** *a CoC-appointed committee**,*** when scoring the applications to minimize discrepancies in interpretation between scorers, thereby enhancing consistency and objectivity.

background & eligible projects

The Washtenaw County Continuum of Care (CoC) is accepting applications for one or more Permanent Supportive Housing bonus or expansion projects totaling $436,129 for the 2024 CoC Funding Competition. The U.S. Department of Housing and Urban Development (HUD) allows CoC's to apply for new (bonus) projects or for expansions of current CoC projects. ***This application uses definitions and requirements based on the 2024 NOFO***

.

Applicants can apply for a new permanent housing bonus project or for an expansion of a current permanent housing project.

- All **new permanent housing projects** can apply for one of two types of projects, including:
  - New **permanent supportive housing (PSH)** projects that meet the requirements of DedicatedPLUS as defined in Section III.B.2.g. of the NOFO or new PSH projects where 100 percent of the beds are dedicated to chronic homelessness.
- Project applicants that intend to **expand an eligible renewal project** must:
  - apply within the same component type;
  - provide the eligible renewal grant number that the project applicant requests to expand on the new project application;
  - indicate how the new project application will expand units, beds, services, persons served
  - ensure the funding request for the new expansion project is within the funding parameters allowed under the reallocation process or permanent housing bonus.

Section A: Funding Eligibility and Threshold Criteria (Checklist: tick where applicable)

AGENCY THRESHOLD CRITERIA:

☐ The project meets the eligibility requirements of the CoC Program as defined in 24 CFR part 578 and provides evidence of eligibility required in the application (e.g., nonprofit documentation).

☐ The applicant agency demonstrates the financial and management capacity and experience to carry out the project and to administer Federal funds, as detailed in the project application.

See pages 44-48 of the NOFO for a complete list of threshold criteria.

PROJECT TYPE

Applicants can apply for a new permanent housing bonus project or for an expansion of a current permanent housing project. This project falls under the eligible project type of:

☐ **New permanent housing project**

- ☐ PSH serving eligible populations as described above

☐ **Expansion Project**

- ☐ PSH serving eligible populations as described above

PROJECT QUALITY THRESHOLD

New permanent supportive housing and rapid rehousing projects must meet at least three out of the four criteria and must meet the third criteria. Projects that do not meet at least three criteria and criteria 3 will be rejected (see pages 45 of the NOFO).

☐ The type of housing proposed will fit the needs of the program participants

☐ The type of supportive services that will be offered to program participants will ensure successful retention in or help to obtain permanent housing, including all supportive services regardless of funding source

☐ The proposed project has a specific plan to coordinate and integrate with other mainstream health, social services, and employment programs and ensure that program participants are assisted to obtain benefits from the mainstream programs for which they may be eligible (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education)

☐ Program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing

☐ The project must follow a housing first approach (page 9 of the NOFO)

REQUIRED ATTACHMENTS:

☐ Most Recent independent audit and submission of SAS114, and 115, if applicable.

☐ Current year Board-approved agency budget

Section B: Scoring Sheet

INSTRUCTIONS: FRT members are to review the applications and award points according to the extent to which the scoring criteria are met. A scale with suggested points has been created for each component.

Scoring Components	Criteria for Scoring	Awarded Points
II (A-H): APPLICANT/ SPONSOR EXPERIENCE AND CAPACITY	This component is concerned with the applicant's level of experience and capacity in delivering housing and supportive services for homeless clients. **Suggested scoring scale:** For maximum points (=15), application must strongly demonstrate the following qualities: • Clear description (backed with concrete examples) of experience/ expertise with renting units, operating rental assistance and providing supportive services that are aligned with what is proposed in the application. • Clear and concrete examples of how applicant has identified and addressed target population's housing and service needs • If it is a joint application, role of each partner is clearly described and delineated • Applicant agency has a strong management and coordination structure along with an adequate financial accounting system to administer the grant • If a current recipient of CoC or other forms of federal funding, there are no outstanding obligations to HUD, no unexpended funds and no detrimental audit findings. (i.e Answers to questions IIE-H must be 'No') 10-14 points: • Adequate description and demonstration of above criteria with good examples given to support content. • Where applicant answered 'Yes' to any of the questions (1E-H), there must be a clear demonstration of corrective steps taken which led to successful resolution of outstanding concerns. 5-9 points: • Above criteria are not fully or clearly met. Some attempt to provide examples to demonstrate (i) and (ii) but they are not always aligned with what is proposed in the application. • Where there are outstanding obligations to HUD or audit issues, applicant did not provide an adequate corrective action plan or explanation. 0-4 points: • Lack of clarity in demonstration of most of stated criteria. No concrete examples were provided to support claims. • No clear role / responsibilities when it comes to joint applications • Where there are outstanding obligations to HUD or audit concerns, applicant did not provide any corrective action plan or explanation. Comments:	___/15
III (A-G): PROJECT DESCRIPTION	This component is concerned with the scope of the proposed project, its goals and the means in which the desired outcomes are to be realized. ***Suggested scoring scale:*** For maximum points (=20), application must strongly demonstrate the following qualities:	___/20

	• Project description is clear, complete, and concise and addresses the entire scope of the project. • Clearly addresses the target population/ community to be served and how applicant plans to go about meeting assessed needs. All pointers that are highlighted in the application are fully addressed. • Has a sound plan for executing the grant agreement and beginning rental assistance within 12 months of the award. • For expansion projects, application clearly explains why the expanded activity is needed and how it will be implemented. • If project is designated as DedicatedPLUS, application provides clear explanation of the reasoning behind this designation and how the project will use this expanded criteria. • Project has strong capacity for prioritizing persons with the most severe needs. • If applying for rental assistance, project has a comprehensive method for assessing and determining the type and amount of rental assistance that participants can receive. 14-19 points: • Project description is generally comprehensive with 1-2 areas that require clarification. • Pointers highlighted in question III(A) are mostly addressed. • Plan for implementing project within 12 months can be clearer. • Project can be more explicit in its description of how chronic and vulnerable homeless persons are prioritized. 7-13 points: • Project description can be more comprehensive and there were more than 3 areas requiring further clarification. • Pointers highlighted in question III(a) are not addressed adequately. • Timeline for implementation within 12 months is questionable and it is unlikely that project would be ready within 12 months of receiving award. • Weak demonstration of project's capacity to prioritize chronic and vulnerable homeless persons. 0-6 points: • Lack of clarity in overall project description with some pointers not addressed at all. • Responses have little or no consistency with other parts of the application. • There are serious doubts that project would be ready to implement in a timely manner. • Project is not aligned with HUD's goals of prioritizing chronic and vulnerable homeless persons. Comments:	

IV : COMMITMENT TO HOUSING FIRST	This component is concerned with the project's alignment and commitment to the Housing First approach to homeless assistance.
	<u>Suggested Scoring Scale:</u> For maximum points (=10), application must strongly demonstrate the following qualities:
	• Applicant must clearly describe past experience with the Housing First approach
	• Current project design is aligned with Housing First Principles (refer to Appendix A of the application (page 18), including:
	  ○ Client participation in services is not a prerequisite for housing placement
	  ○ Few, if any, programmatic requirements for entry into housing (e.g. sobriety, minimum income threshold)
	  ○ Services are provided as per client's choice and discretion
	4-9 points:
	• Description of Housing First approach is weak; no clear indication of past experience in employing this approach.
	• Project design does not fully incorporate Housing First Principles within its service delivery. Not all of the points highlighted in the criteria are referenced.
	0-3 points:
	• No clear evidence that applicant understands or has incorporated Housing First principles within its service delivery approach.
	Comments:
		___/10

V: (A-I) SUPPORTIVE SERVICES FOR PARTICIPANTS	This component is concerned with project's capacity to render participants with the appropriate supportive services crucial for obtaining and sustaining permanent housing outcomes. ***Suggested Scoring Scale:*** For maximum points (= 25), application must strongly demonstrate the following qualities: • Very clear and comprehensive description of how project assists participants in obtaining and remaining in permanent housing. • Project includes a well-thought through plan for individual case management and linkage to mainstream health, social services, and employment resources and benefits where participants meet eligibility criteria. • Supportive services are tailored to the needs of program participants and appropriate measures are in place to reduce barriers to access (e.g. accessible location, relevant type of aid, etc.). • Detailed, coherent and well-thought through "Supportive Services Type and Frequency Chart" that is feasible for implementation. 16-24 points: • Adequate description of how project functions to assist clients in obtaining and maintaining permanent housing. • Overall, project demonstrates ability to meet above criteria to a large extent, however some of the responses are lacking in detail or clarity. • "Supportive Services Type and Frequency" Chart is adequately filled up with some areas of doubt. 6-15 points: • Descriptions and responses to questions are often inadequate and require further clarification. It is not clear the extent to which the applicant has experience or expertise in assisting clients with maintaining housing or increasing income. • Limited description of how applicant has acknowledged clients' barriers to access and sought to minimize them. • "Supportive Services Type and Frequency" Chart raises doubts for implementation. 0-5 points: • Descriptions and responses to questions are severely lacking. There is little or no evidence that the applicant has experience or expertise in assisting clients with maintaining housing or increasing income. • Proposed supportive services do not take into account client's potential barriers to access. • "Supportive Services Type and Frequency Chart" does not match applicant agency capacity and is not feasible for implementation. Comments:	___/25

VI: LANDLORD ENGAGEMENT *(APPLIES TO SCATTERED-SITE PROJECTS ONLY)*	This component is concerned with applicant agency's engagement efforts with landlords towards increasing affordable housing availability. ***(Applies to scattered-site projects only)*** ***Suggested Scoring Scale:*** For maximum points (=5), applicant must strongly demonstrate the following qualities: • A clear description of applicant's outreach and engagement efforts with landlords is provided. • There is strong evidence of an ongoing positive relationship and communication with landlords that enhances their participation. 2-4 points: • Lack of clarity in description provided. • Limited evidence of an ongoing positive relationship and communication with landlords. 0-2 point: • Little or no consideration for outreach to and engagement with landlords. • No evidence of relationship and communication with landlords. Comments:	___/5
VII: COMMITMENT TO AFFORDABLE HOUSING PLAN *(APPLIES TO PROJECT-BASED PROJECTS ONLY)*	This component is concerned with applicant agency's commitment to the community's Affordable Housing Plan – Housing Affordability and Economic Equity – Analysis. ***(Applies to project-based projects only)*** ***Suggested Scoring Scale:*** For maximum points (=5), applicant must strongly demonstrate the following qualities: • Clear and comprehensive description of how the project's location and design aligns with the *Housing Affordability and Economic Equity Analysis.* 2-4 points: • Lack of clarity in description provided. • Limited alignment with *Housing Affordability and Economic Equity Analysis.* 0-2 point: • No evidence of alignment with *Housing Affordability and Economic Equity Analysis.* Comments:	___/5

VIII: PARTNERING AND COMMITMENT TO COORDINATED ENTRY	This component is concerned with applicant agency's commitment to working collaboratively within the Continuum of Care. ***Suggested Scoring Scale:*** For maximum points (=5), applicant must strongly demonstrate the following qualities: • Description indicates a strong commitment towards collaboration with CoC partners and concrete efforts to start/maintain this in the proposed project. • Strong indication of commitment to coordinated entry to maximize resources and avoid duplication. 2-4 points: • Lack of clarity in description; there is indication of commitment towards partnership and the coordinated process but it is not fully demonstrated in the past or in current application. 0-3 point: • Description is vague and indicates little or no commitment towards partnership or the coordinated entry process. Comments:	/5
IX: BUDGET DETAIL	This component is concerned with the budgeting aspects of the proposed project. ***Suggested scoring scale:*** For maximum points (=20), application must strongly demonstrate the following qualities: • All budget charts are clearly filled out and calculated correctly. Budget requests are clear, logical and consistent with the overall activities proposed in the application. • New projects can request 1 year of funding with up to an 18-month initial grant term. • Quantity descriptions clearly identify what is included in the requests and are in line with project requirements. • Clear indication of potential additional funding sources that are committed to this project. 14-19 points: • Budget charts are generally filled out in a logical and coherent manner with minor areas requiring clarification. • Quantity descriptions are adequate but may have some inconsistency with overall project requirements. 7-13 points: • Some errors in budget charts, including calculation errors. • Quantity descriptions are unclear and most parts are lacking in logic and connection to the overall application. 0-6 points: • Budget charts are unclear on the whole and lacking in logic and connection to the overall application; multiple calculation errors. • Overall responses provided indicate poor adherence to the specific requirements in each section. Comments:	___/20

U.S. Department of Veterans Affairs

Homeless Providers Grant and Per Diem
Per Diem Only and
Service Center

Notice of Funding Opportunity

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I. Basic Information

Federal Agency Name	Announcement Type
Department of Veterans Affairs (VA)	New Grant
Funding Opportunity Title	**Funding Opportunity Number**
Grant and Per Diem (GPD) – Per Diem Only (PDO) and Service Centers (SC) Grant	VA-GPD-PD-FY2027

Assistance Listing Number

64.024, VA Homeless Providers GPD Program

Funding Details

VA anticipates that the grants will be for a period of three years starting in fiscal year (FY) 2027 on October 1, 2026, and ending September 30, 2029. VA anticipates awarding approximately 350 PDO grants for a total of approximately 10,500 transitional supportive housing beds and 15 SC nationwide. Applications will be accepted either for transitional supportive housing beds or for a SC. Applications for transitional supportive housing may include one or a combination of bed models (i.e., Bridge Housing (BH), Clinical Treatment (CT), Hospital to Housing (HH), Low Demand (LD), or Service Intensive (SI). Applications may not request both transitional supportive housing beds and a SC within the same application.

Key Dates

Applications for grants must be received by 4:00 p.m. Eastern Time, February 18, 2026.

In the interest of fairness to all applicants, the date and time of this deadline is firm. VA will treat any application received after the deadline as ineligible. Applicants should submit materials early to avoid the risk of ineligibility, unanticipated delays, computer service outages, or other submission-related problems.

On time submission requires an Entity Identification Number (EIN) from the Internal Revenue Service (IRS), a Unique Entity Identifier (UEI) from the System for Award

Management (SAM), and an active registration in SAM. For details, see also the Before You Begin section.

Executive Summary

VA's Homeless Providers GPD National Program Office anticipates awarding new grants to community-based organizations to provide supportive housing services to facilitate Veteran engagement in permanent housing. Awards are expected to be for three years starting on or around October 1, 2026. The goals and objective of this Notice of Funding Opportunity (NOFO) are described in the Program Description section.

Ending Veteran homelessness requires multifaceted approaches. This NOFO is designed to be one such approach. This NOFO responds to the mounting need in communities to end homelessness in unique and targeted ways tailored to the needs of diverse populations of Veterans and to the unique skills and resources in different communities. Funding under this NOFO is available for two different PDO service models to support Veterans experiencing homelessness with their move to permanent housing. One PDO service model available under this NOFO is transitional supportive housing, under which applicants may apply for any combination of five bed models (i.e., BH, CT, HH, LD and SI Transitional Housing). The other PDO service model available is service centers. These options are detailed later in the NOFO. Applicants must apply for either transitional supportive housing beds or a service center per application. A combination of transitional housing beds and a service center is not allowed. Grants funded from this NOFO will increase housing stability for Veterans.

Any eligible entity may apply for funding. Current GPD grantee organizations are eligible to apply; however, applicants are not required to be a current GPD grantee.

For full details, see the Eligibility section. For program information and requirements, see 38 CFR part 61 at https://www.ecfr.gov/current/title-38/chapter-I/part-61.

Agency Contact Information:

Questions may be emailed to the VHA Homeless Programs Office Grants at GPDGrants@va.gov. Ms. Chelsea Watson, Director VA Homeless Providers GPD National Program Office, at (202) 461-0056 (this is not a toll-free telephone number).

Copies of the application materials and technical assistance resources are available on the GPD website at https://www.va.gov/homeless/gpd.asp. You may use the QR code to access the GPD website.

GPD Website Scan Me

II. Before You Begin

The following steps may take several weeks.

Entity Identifiers

If you believe your organization is a good candidate for this funding opportunity, get your EIN, UEI, and SAM.gov at https://sam.gov/ registration now. If your organization already is registered in SAM.gov, make sure the registration is active and up to date.

- *EIN.* Your organization must have an EIN from the IRS.
- *UEI*. Your organization must have a UEI from SAM.gov.
- *SAM.gov registration.* Your organization must have an active account with SAM.gov.
- Be sure to answer *Yes* to the *Financial Assistance Representation and Certification* item. For a sample, see the GPD website at https://www.va.gov/homeless/gpd.asp.

Prepare these requirements immediately. They may take weeks to complete. Do not wait until you are ready to submit your application to start these requirements. Incomplete requirements may prevent you from submitting your application on time. Applications submitted without an active UEI may be rejected at threshold, meaning the application would be considered ineligible. For information about SAM, see also the Key Dates section, the Eligibility section, and the Submission Requirements and Deadlines section.

Registering in the Online Application System

For guidance on registering your organization in the online application system, see the How-To: Register a New Organization reference guide. Reminders: Applications are due before 4:00 p.m. Eastern Time on the date stated in the Key Dates section. Keep this NOFO with you when completing the application. It includes supplementary guidance for completing the application.

III. Eligibility

Eligible Applicants

An eligible application is an application that is complete, meets all the requirements named in the NOFO and is submitted on time from an eligible entity for eligible activities.

1. Eligible entity:
    a. An entity is eligible to apply if it is a 501(c)(3) or 501(c)(19) nonprofit organization, state or local government agency or federally recognized Indian Tribal government that meets the requirements in 38 CFR § 61.1.
    b. An entity that is religious or faith-based is eligible, on the same basis as any other organization to participate.
    c. Eligible entities may submit up to one application per EIN, per VA medical facility catchment area.
    d. Successful applicants must maintain their status as 501(c)(3) or 501(c)(19) nonprofit organization, state or local government or recognized Indian Tribal government and must continue to meet the requirements in 38 CFR § 61.1.
    e. Eligible entities must have an active registration in SAM and must maintain their active status throughout the grant award period.
    f. Eligible entities, during the 5 years preceding the date of the application, must not have done any of the following (per 38 CFR § 61.12(i)):
        i. Had more than two GPD grants awarded that remain in development;
        ii. Failed to establish two previously awarded GPD grants; or
        iii. Had a previous GPD grant or per diem project terminated or transferred to another eligible entity for failure to comply with the terms and conditions of the award.

2. Eligible activities:
    a. Projects that propose to request per diem payments for either transitional supportive housing model or a SC to facilitate housing stabilization for Veterans who are homeless or at risk of becoming homeless are eligible.
    b. Each application for transitional supportive housing beds must propose bed model(s) and bed numbers that conform to the requirements of this NOFO (see Requirements for PDO Configurations/Applications).
    c. Each applicant must propose a three-year project period.

Applicants must not be out of compliance with any reporting requirements or other requirements under any other GPD grant (e.g., outstanding Standard Form (SF) 425 Federal Financial Report (FFR), outstanding closeout requirements). At the Office of Management and Budget's (OMB) instruction (2 CFR § 200.344(i)), VA will publicly report to the Contractor Performance Assessment Reporting System and enter or amend information in SAM.gov (Responsibility/Qualification) for any organization whose reporting is not completed within one year from the grant end date. any organization whose reporting is not complete within one year from the grant end-date. GPD may decide not to provide a grant under this NOFO to an organization who is out of compliance with other VA or GPD grants requirements. For additional information about eligibility, see the Eligible Participants section.

Entity Identifiers

Eligible applicants must have an EIN from the IRS, a UEI from SAM, and an active registration in SAM. Entities must maintain their active status in SAM throughout the application period. VA may not make a Federal award to an applicant if the applicant does not meet the EIN, UEI, and SAM requirements.

For additional information about SAM, see the Before You Begin section.

Cost Sharing

Cost sharing is not allowed for this grant program.

IV. Program Description–General

Purpose

Ending and preventing homelessness among Veterans is a priority for VA. VA's Homeless Programs Office constitutes the Nation's largest integrated network of homelessness, housing, prevention, and rehabilitation services for Veterans. These programs help Veterans live self-sufficiently and independently. They facilitate the delivery of supportive housing to ensure Veterans can end the cycle of homelessness.

Since 1994, the GPD program has provided Veterans experiencing homelessness with community-based transitional housing, supportive services such as case management, and more. These services assist Veterans in attaining and retaining permanent residence. VA offers several types of grants under the umbrella of the GPD program. The grants are designed to meet Veterans at various stages as they move to housing stability. Community organizations that receive the grants offer focused support through a variety of service models. The GPD program plays a vital role in the continuum of homeless services.

Ending Veteran homelessness requires multifaceted efforts. This NOFO represents one such effort. In response to the mounting need in communities to prevent homelessness, this NOFO focuses on upstream prevention approaches to reduce housing instability. Grants funded by this NOFO will help Veterans get and stay housed. VA is committed to supporting community-based organizations as they meet the challenge of ending homelessness among Veterans.

Funding Priorities

None.

Goals and Objective

The goals of projects under assistance listing 64.024, VA Homeless Providers GPD program, are to provide transitional housing and supportive services to Veterans experiencing or at risk for homelessness as they move toward and retain permanent housing. Grants awarded under this NOFO will contribute to the achievement of the goals and objective by making available approximately 10,500 beds and 15 SC

nationwide and supporting permanent housing outcomes for Veterans. Program performance and project performance will be indicated by the percentage of Veterans who exit to permanent housing, the employment status of enrolled Veterans, and the rate of negative exits.

Performance Metrics and Targets

GPD measures grant award performance using key performance indicators (KPI). The KPIs for this grant at time of Veteran discharge from the following PDO bed models are the

1. Percentage of Veterans who exit to permanent housing;
2. Percentage of employed Veterans; and
3. Percentage of negative exits.

To measure successful projects, VA establishes a target for each KPI (see table 1). VA may, at its discretion, update targets at any point before or during the award period.

Table 1: KPIs and targets for PDO (by bed model) and SC

KPI	Target
PDO BH	
Percentage of Veterans discharged to permanent housing	75% or greater
Percentage of Veterans discharged negatively	20% or less
PDO CT	
Percentage of Veterans discharged to permanent housing	65% or greater
Percentage of Veterans discharged negatively	20% or less
Percentage of Veterans with employment at discharge	55% or greater

PDO HH	
Percentage of Veterans discharged to permanent housing	65% or greater
Percentage of Veterans discharged negatively	20% or less
PDO LD	
Percentage of Veteran discharged to permanent housing	60% or greater
Percentage of Veterans discharged negatively	20% or less
PDO SI	
Percentage of Veterans discharged to permanent housing	70% or greater
Percentage of Veterans discharged negatively	20% or less
Percentage of Veterans with employment at discharge	60% or greater
SC	
Serve the population of Veterans as described in the application	N/A
Provide the services as outlined in the application	N/A
Meet the Service Center requirements of 38 CFR § 61.80	N/A
Demonstrate the meeting the number of visits stated in the application	Greater than or equal to target applicant states in their proposal

Guidance for the Use of Funds

Funding applied for under this NOFO may be used to operate PDO the transitional housing or SC project. Funding may not be used to operate Transition in Place, Case Management projects, or Special Need projects. Funding applied for under this NOFO is authorized by 38 U.S.C. §§ 2011, 2012.

1. Each application must be for either PDO transitional supportive housing beds or for a SC per VA medical facility catchment area, per each applicant's EIN.
2. Per diem may be requested to offset the cost of operating the PDO transitional housing or SC project, minus other sources of income, including programmatic and administrative costs such as:
    a. Operating costs as defined in 38 CFR § 61.1.
    b. Costs for minor dependents under the care of Veterans receiving services (see also Payment section).
    c. The number of beds for minor dependents must be requested and approved as part of the transitional housing application (generally not expected to exceed 20 beds).
    d. For grantees operating at less than full capacity and approved to serve minor dependents, any available Veteran beds may be occupied by the minor dependents under the care of a Veteran receiving services.
    e. For grantees operating at full capacity, the approved number of beds for minor dependents may be in addition to the approved number of beds for Veterans.
    f. Homeless Management Information System (HMIS) participation fees and related staffing costs associated with inputting data and monthly reporting (only if not available through other means at no cost to the grant).
    g. Costs for outreach activities directly related to the grant.
    h. Indirect costs, as defined in 2 CFR § 200.1 and prescribed in 2 CFR §§ 200.412-415, are allowable if supported by a Federally Negotiated Indirect Cost Rate Agreement (NICRA) or if the applicant is eligible for the de minimis rate of up to 15% of modified total direct costs as described in 2 CFR § 200.414. Otherwise, all requested costs must be direct costs.
    i. Costs related to data and evaluation are allowed (2 CFR § 200.455(c)).
3. Funding restrictions – funding under this NOFO may not be used for capital

improvements or to purchase vehicles or real property. Vehicles, however, may be leased to facilitate required transportation within the community, if needed. Costs for necessary gas, insurance and maintenance of the vehicle are allowable.

4. The project must be used principally to furnish the level of care to Veterans for which the application is made. No more than 25% of the GPD-awarded beds for adult participants will be occupied by people not being served by the GPD grant (38 CFR § 61.31(b)(5)).
5. Applicants who received a GPD capital grant starting in fiscal year 2022, must successfully apply to this PDO NOFO for at least the beds for which they are receiving capital grant funding. GPD capital grantees must maintain an active PDO transitional housing grant in the same facility space that was improved by VA capital funding at least until the expiration of the minimum period during which VA could seek recovery (38 CFR § 61.67). Failure to apply and be selected for a PDO grant may result in an immediate full or partial capital grant repayment.
6. All Federal grant funds made available for infrastructure projects must include terms and conditions of award that maximize the use of goods, products and materials produced in, and services offered in, the United States. See P.L.117-58; 2 CFR § 200.322. GPD transitional housing grants are not infrastructure projects. Therefore, generally, infrastructure costs are not allowed, including but not limited to costs for acquisition, renovation, construction or other changes to buildings or real property. However, consistent with Federal-wide initiatives (e.g., Executive Order (EO) 14005, OMB memos M-21-26 and M-22-11 and P.L. 117-58), if written prior approval is received from the GPD National Program Office for infrastructure costs, then GPD grantees must ensure domestic preference for those infrastructure activities (consistent with 2 CFR § 200.322 and with P.L. 117-58). Information about Made In America policies is available: https://www.madeinamerica.gov/.
7. Funds provided through this NOFO must not duplicate funding provided by any

other GPD or VA grants and must not duplicate or replace funds from any Federal, state or local government agency or program to assist homeless persons (see requirements such as 2 CFR § 200.405 for details about allocable costs).

8. VA reserves the right to fund only those projects or portions of projects based on the percentage of use by VA and based on the actual need as determined by VA. Those activities deemed outside the scope of this NOFO will not be funded.
9. Allowable costs are described for all Federal grants in 2 CFR § 200 subpart E - Cost Principles. One factor affecting allowability of costs is that costs must be treated consistently with the grantee's normal written standards.

Eligible Participants

Individuals who meet the definition of Veteran, as described in Appendix B, and experiencing homelessness who choose a supportive transitional housing environment that provides services prior to entering permanent housing are eligible for participation.

When eligibility questions arise, the VA's Health Eligibility Center makes determinations regarding Veteran eligibility. The GPD National Program Office does not determine eligibility for individual Veterans. For details about applicant eligibility, see the Eligibility section.

Program Authority

The program authority is 38 U.S.C. §§ 2011 and 2012. VA implements this authority in 38 CFR Part 61. Funding is subject to other applicable laws and regulations, including those in 2 CFR (such as 2 CFR Parts 1, 25, 170, 175, 180, 182, 183, 184, 200, 801, and 802). Organizations that carry out a Federal award as a recipient or subrecipient of this grant program including for-profit organizations are subject to 2 CFR Part 200. This includes requirements for monitoring and examining records.

V. Program Description–GPD PDO

Services

PDO provides transitional and supportive housing and a milieu of services that facilitate individual stabilization, increased income and movement of the Veteran to permanent

housing in the residence as rapidly as clinically appropriate. SC provides on-demand services and information to engage and aid Veterans experiencing homelessness so they may access housing resources and services.

PDO grantees will deliver tailored services based on the following models. Characteristics and standards of each model vary. There are no tailored models for SC. Please read the description and expectations of each model.

Characteristics & Standards of Each PDO Model and SC PDO BH

Target Population: This bed model is designed for Veterans experiencing homelessness who have been offered and have accepted a permanent housing intervention but are not able to immediately enter the permanent housing. For purposes of this housing model, a Veteran is considered accepted for a permanent housing intervention if, for example, the Veteran has been accepted for case management as part of the Department of Housing and Urban Development – VA Supportive Housing (HUD-VASH) program even if the Veteran has not yet received the HUD-VASH voucher. Similarly, a Veteran is considered accepted for a permanent housing intervention if, for example, the Veteran has been accepted into a Supportive Services for Veteran Families (SSVF) program, but has not yet started services. Other examples include Veterans who purchased a home or signed a lease on an apartment but are not able to move in immediately.

Bed Model Overview: Bridge housing is intended to be a short-term stay in transitional housing for Veterans with pre-identified permanent housing destinations.

Length of Stay (LOS): LOS is individually determined based on need, but in general, is expected to average 90 days.

Characteristics & Standards: For this bed model, goals in the Individual Service Plan (ISP) should be short-term with the focus on the move to permanent housing, rather than the completion of treatment goals. Veterans are expected to receive case management and support, which should be coordinated with HUD-VASH, SSVF or other available community-based programs. Grantees will assist Veterans with

accessing services as needed or as requested by the Veteran and must offer participants a menu of available services.

Admission Criteria: Veterans must have been offered and accepted a permanent housing intervention prior to admission with documentation to be completed within the first 14 days of admission.

Required Minimum Performance Metrics/Targets (see also KPIs)

- Discharge to permanent housing is 75%.
- Negative exits are less than 20%.

PDO Clinical Treatment

Target Population: This bed model is designed for Veterans experiencing homelessness with a specific diagnosis related to a substance use disorder and/or a mental health diagnosis. The Veteran actively chooses to engage in clinical services.

Bed Model Overview: Clinically focused treatment is provided in conjunction with services effective in helping Veterans experiencing homelessness secure permanent housing and increase income through benefits or employment.

LOS: Program stays are to be individualized based upon the ISP for the Veteran (not driven by the project). In general, LOS is expected to average 6-12 months and not to exceed 24 months.

Characteristics & Standards: Although CT programming and services have a strong clinical focus, permanent housing and increased income are a required outcome of the program. Treatment programs must incorporate strategies to increase income and housing attainment. Individualized assessment, services and treatment plans are tailored to achieve optimal results in an efficient manner and are consistent with sound clinical practice. Staff must be licensed or credentialed to perform the substance use disorder or mental health services proposed as directed by State and local law. Treatment services must be provided by the applicant or by a subrecipient or contractor. (VA staff cannot be the treatment provider for this model.) Veterans are offered a variety of treatment service modalities (e.g., individual and group counseling, individual therapy, family support groups, family therapy, psychoeducation).

Admission Criteria: Veteran actively chooses to engage in clinical services.

Required Minimum Performance Metrics/Targets (see also KPIs)

- Discharge to permanent housing is 65%.
- Employment of individuals at discharge is 55%.
- Negative exits are less than 20%.

PDO Hospital to Housing

Target Population: This bed model is designed for Veterans experiencing homelessness who are identified and evaluated at inpatient care settings and emergency departments for suitability for direct transfer to a designated GPD project for transitional housing and supportive care. Referrals for Veterans served in the HH model may come from VA care teams or community-based medical, mental health, and substance abuse treatment providers. Please note, only Veterans eligible for VA health care services will be eligible for ongoing VA health care services. Applicants do not have to only coordinate with VA care teams for referrals. Applicants demonstrate coordination or the ability to form referral networks with VA and community providers to identify Veterans who would otherwise be discharged into homelessness from typical inpatient treatment settings.

Bed Model Overview: Respite-type care is a medical model to address the housing and recuperative care needs of Veterans experiencing homelessness who have been hospitalized.

LOS: LOS is individually determined based on need, but in general LOS is expected to average 6-12 months and not to exceed 24 months.

Characteristics & Standards: Projects are small (typically 10 beds or less). Housing sites are expected to be near the referring facility so that ongoing clinical care—including specialty care—can be provided. Applicants must have a post-discharge care plan as a pre-requisite to placement that addresses ongoing physical, substance use disorder, mental health and social work needs. Care management plans must be in place to transition the Veteran to permanent housing upon clinical stabilization. VA Homeless Patient Aligned Care Teams (if available), or other appropriate care group, will facilitate and coordinate the ongoing care needs upon transition. End-of-life care may also be provided by the applicant if the ability to coordinate with home hospice or palliative care is demonstrated.

Admission Criteria: Veteran meets the criteria as defined by the grantee when designing their HH model.

Required Minimum Performance Metrics/Targets

- Discharge to permanent housing is 65%.
- Negative exits are less than 20%.

PDO Low Demand

Target Population: LD is designed for Veterans experiencing chronic homelessness who suffer from substance use disorders, mental health diagnoses, or who struggle with maintaining sobriety. Also, Veterans with multiple treatment failures, who may not have received treatment services, or who may not have been successful in traditional housing programs are eligible. These Veterans may not have fully committed to sobriety and treatment.

Bed Model Overview: LD housing is a program design using a low-demand, harm-reduction model to better accommodate Veterans experiencing chronic homelessness and Veterans who were unsuccessful in traditional treatment settings. Programming does not require sobriety or compliance with mental health treatment as a condition of admission or continued stay. Overall, demands are kept to a minimum. However, services are made widely available and are actively promoted by program staff as needed. The goal is to establish permanent housing in the community, while providing for the safety of staff and residents.

LOS: LOS will be individually determined based on need, but in general LOS is expected to average 6-12 months and not to exceed 24 months.

Characteristics & Standards: Project is small in size (typically 20 beds or less). Services must include case management, substance use and mental health treatment. Referrals for benefits are made available as Veterans engage. Grantees must do the following:

- Provide the participant an orientation that sets the expectations of performance for the participant.
- Have 24 hours per day 7 days a week, paid, appropriately trained, on-site staffing at the same location as the location of the participants. (Using resident managers is not allowed.)
- Have a method to monitor participants' and guests' comings and goings.
- Have a system in place for managing the introduction of contraband.
- Be willing to retain Veterans who commit minor infractions of rules and who cannot or will not stop drinking or using legal or illegal substances.

- Be committed to keeping the Veterans housed, staying continuously engaged with each Veteran and providing services as needed.
- Have procedures to ensure safety of staff and residents.

Admission Criteria: Very minimal. Determined by the applicant.

Required Minimum Performance Metrics/Targets:

- Discharge to permanent housing is 60%.
- Negative exits are less than 20%.

PDO Service Intensive

Target Population: SI is designed for Veterans experiencing homelessness who choose a supportive transitional housing environment providing services prior to entering permanent housing.

Bed Model Overview: Provides transitional housing and a milieu of services that facilitate individual stabilization and movement to permanent housing as rapidly as clinically appropriate.

LOS: LOS is individually determined based on need, but in general LOS is expected to average 6-12 months and not to exceed 24 months.

Characteristics & Standards: Scope of services should incorporate tactics to increase the Veteran's income through employment or benefits and obtaining permanent housing. Services provided and strategies used by the applicant will vary based on the individualized needs of the Veteran and resources available in the community. The applicants are encouraged to provide an array of comprehensive services or to connect Veterans to resources available in the community. Applicants specify the staffing levels and range of services to be provided. See Requirements for PDO Configurations/Applications section of this NOFO for the maximum number of Service Intensive beds allowed per application.

Admission Criteria: Determined by the applicant.

Required Minimum Performance Metrics/Targets

- Discharge to permanent housing is 70%.
- Employment of individuals at discharge is 60%.
- Negative exits are less than 20%.

Service Centers

Target Population: SC is designed for Veterans experiencing homelessness who are seeking assistance with obtaining housing, employment, medical care or benefits.

Service Model Overview: Provides on-demand services and information to engage and aid Veterans experiencing homelessness so they may access housing resources and services.

LOS*:* Not applicable.

Characteristics & Standards: The scope of services should incorporate tactics to engage and aid Veterans. The services provided and strategies used by the applicant will vary based on the individual needs of the Veteran and resources available in the community. The applicant specifies the staffing levels and range of services to be provided. SCs will provide services, generally in-person, for a minimum of 40 hours per week over a minimum of five days per week, as well as provide services on an as-needed, unscheduled basis. See 38 CFR § 61.80 for additional information about SCs.

Admission Criteria: SC grantees are allowed to “admit” or provide services to Veterans enrolled in other programs, such as GPD or Health Care for Homeless Veterans (HCHV) transitional housing programs. However, generally costs for such services are not eligible to be reimbursed under a service center grant because they would be duplicative of costs supported by the GPD and HCHV housing programs which already provide an array of services to facilitate obtaining housing, employment or benefits.

Required Minimum Performance Metrics/Targets:

- Serve the population of Veterans experiencing homelessness as described in the application.
- Provide the services as outlined in the application.
- Meet the requirements of 38 CFR § 61.80 regarding SCs.
- Demonstrate the SC is meeting the number of visits stated in the application.

Requirements for PDO Configurations/Applications

Applications do not have to include coverage for the entire VA medical facility catchment area in the application. The coverage area, however, must not exceed the catchment area identified in the application. Also, applicants for transitional supportive housing beds are encouraged to consider the need in their community for bed models that are more focused (i.e., BH, LD, HH, or CT) over the transitional housing model that is more general (i.e., SI). The following elements must also conform to this NOFO and be demonstrated in the application:

a. Each application for transitional supportive housing beds must include a minimum of one housing model per application and a minimum of five beds per housing model.

b. Each application for transitional supportive housing beds may include any combination of one, some, or all transitional housing models (i.e., BH, CT, HH, LD, and SI).

c. Each application for transitional supportive housing beds must include all housing model(s), site(s), and beds being proposed by the applicant for the VA medical facility catchment area within a single application.

d. Applicants may request up to 15 SI beds per application.

    a. If more than 15 SI beds are needed within the same application, then at least 60% of the additional beds beyond 15 must be for a bed model(s) other than SI unless written prior approval is received from GPD National Program Office.

    b. Refer to the GPD website or the GPD provider website for the SI bed calculator at www.va.gov/homeless/gpd.asp.

    c. For example, an applicant applying for 50 total beds must allocate at least 21 of those beds to a housing model(s) that is not SI.

    d. In this example, 50 total beds requested minus 15 SI beds equals 35 beds. 60% of 35 beds equals 21 non-SI beds, leaving no more than 14

beds out of 35 beds for additional Service Intensive beds. In this example, out of 50 total beds, no more than up to 29 SI beds are allowed.

e. Choices of bed models, of facility sites and of services are at the applicant's discretion within the guidance of the NOFO. Applicants are encouraged to tailor their proposed projects to factors such as their own ability and the particular needs of the community.

Facility Specifications (PDO Housing)

Applicants must own or lease a facility(s) appropriate for the activities required under the NOFO. For example, an applicant for a transitional supportive housing grant who owns or leases a single-family home, an apartment building, Tiny Homes or other types of housing units may propose how the selected facility(s) is appropriate for the required activities.

Facility configurations must account for the privacy, safety, security, and dignity needs of Veterans. For this reason, facilities with private or semi-private accommodations for Veterans are preferred over those with congregate or open bay accommodations.

Facilities must be in locations that are supportive to the goals of Veterans and the project. For example, a neighborhood's level of safety, sobriety, economic opportunity, transportation and inclusion can impact a Veteran's success in gaining or maintaining permanent housing.

Applicants who need to acquire, construct or renovate a facility(s) for use as GPD transitional housing or who do not include a clear plan for identifying a facility(s) in a timely manner will not be considered for award under this NOFO.

All facilities must meet the inspection standards outlined at title 38 CFR § 61.80(a)-(b). This includes, but is not limited to, compliance with:

a. Architectural Barriers Act Accessibility Standards and the Americans with Disabilities Act Accessibility Guidelines.

b. Current edition of the Life Safety Code of the National Fire Protection Association and all applicable State and local housing codes.

Staffing

Key Personnel

GPD designates the following role as the grant's key personnel role: Project Director. The applicant must identify this role, confirm the responsibilities of the Project Director, and list this individual as a key contact in the application (see the Overview section). The Project Director is the role on the grant that VA identifies as being accountable for achieving the expected performance results of the grant-funded project. The person filling this role takes responsibility for the success and failure of the project. When performance targets are not met, or other problems arise, the person filling this role is one of the primary people with whom GPD will negotiate to improve performance or to take remedies for noncompliance (for example, 2 CFR §§ 200.208, 200.339). This role is subject to prior approval requirements, such as those in 2 CFR §§ 200.308(f)(2)-(3). See also the Definitions section and the Performance Metrics and Targets section.

Applicants are encouraged to include, within the attachments section of their application, the position description(s) and corresponding minimum qualifications of staff identified as key personnel. This will ensure thorough description of each key role, facilitating a clearer evaluation during the application review process.

Other Personnel

Applicants may identify other personnel who will be involved in the project. Other personnel are not subject to prior approval requirements. Other personnel may be identified in the application as key contacts or as users at the applicant's discretion and according to the guidance in the Overview section.

Within the application, applicants may establish minimum education, experience, and training requirements for positions (for example, see the Narrative section, including the part on Ability). It is the role of the Project Director to ensure the grantee achieves the required performance results. Grantees are responsible for complying with any local requirements for licensure or certification.

See also the Definitions section and the Performance Metrics and Targets section.

VI. Application Contents and Format

To apply for a grant, applicants must use the online application system by following the instructions on the GPD website at https://www.va.gov/homeless/gpd.asp. See also the Submission Requirements and Deadlines section of this NOFO. When an applicant completes the Acknowledgement part of the application (see the Overview section in Appendix A) and submits the application, the applicant provides an authorized electronic signature on the SF-424 and on the application. These signatures are legal and binding.

Pre-Application Materials

See the Before You Begin section.

Application Introduction

The numbered questions in Appendix A are required application components for a GPD grant. Applicants must include all required materials in their application submission. Submission of an incorrect, incomplete, inconsistent, unclear, or incorrectly formatted application package may result in a rejected application.

Any character count limits are suggested maximum limits. Most applicants will use less than the suggested limit. Applicants are strongly encouraged to provide complete responses while also being clear and concise.

VA may make a reasonable effort to confirm or clarify information in the application. VA reserves the right to consider ineligible or not to select any application with inconsistent information or information that cannot be readily confirmed or that leads to an unclear understanding of the proposed project.

This NOFO cannot predict all potential circumstances. VA expects applicants to propose plans within the requirements and guidance of this NOFO. When a specific situation is not explicitly addressed in this NOFO, applicants must use their judgment to propose plans that meet the intent of this NOFO and may explain how their choices align with the intent. All applications will be evaluated against the requirements and guidance of this NOFO.

Application Components

See Appendix A.

Pre-Award Materials

See the Review and Selection Process section.

VII. Submission Requirements and Deadlines

Address

This NOFO contains everything needed. No additional address information is necessary.

UEI and SAM

Eligible applicants must have an EIN from the IRS, a UEI from SAM, and an active registration in SAM before submitting an application. Entities must maintain their active status in SAM throughout the application period. VA may not award a grant to an applicant if the applicant has not complied with the EIN, UEI, and SAM requirements. For more information, see 2 CFR Parts 200 and 25 as well as SAM.gov at https://sam.gov/. Certain requirements also apply to subrecipients and contractors.

If an applicant is out of compliance with the EIN, UEI, or SAM requirements at the time VA is ready to make an award, VA may determine that the applicant is not qualified to receive a Federal award and may use that determination as a basis for making an award to another applicant or for making a different funding decision.

If awarded a grant, applicants must maintain compliance with EIN, UEI, and SAM requirements for the duration of the grant as a continuing condition of eligibility.

GPD grants are *Federal financial assistance* as defined in 2 CFR §§ 25.400 and 200.1. Therefore, applicants must answer *yes* in SAM.gov saying they *wish to apply for a Federal assistance project or program* under the *Financial Assistance Representation and Certification* section. Then, applicants must certify to the representations and certifications in SAM. For a sample, see the GPD website at https://www.va.gov/homeless/gpd.asp.

Information is also available in the Before You Begin section.

Submission Instructions

See the Before You Begin section.

Applicants must submit applications electronically following instructions on the GPD website at https://www.va.gov/homeless/gpd.asp. Applicants must not submit applications by email, mail, facsimile (fax), or any other method.

The GPD National Program Office must receive applications no later than 4:00 p.m. Eastern Time on the application deadline date stated in the Basic Information section.

Applications must arrive as a complete package. Materials arriving separately will not be included in the application package for consideration and may result in a rejected application.

No case-by-case exceptions to the deadline are allowed even in the case of illness, death, computer difficulties, staff turnover, or other reasons. In the extremely rare event that a group exception is provided, a public notice would be posted on the GPD website or a modified funding opportunity would be posted on Grants.gov at https://www.grants.gov/ indicating the extended application submission deadline if applicable.

In the event of errors, such as duplicate applications or multiple applications per EIN, per VA medical facility catchment area, VA reserves the right to select which application to consider based on the submission dates and times or based on other factors.

VA advises applicants to refer to this NOFO when completing the online application. NOFO content provides supplementary guidance for completing the online application.

For technical assistance, contact GPDgrants@va.gov. GPD commits to providing technical assistance to applicants who have procedural questions prior to the application submission deadline. Response times can vary. Applicants should plan accordingly and allow at least three business days to receive responses.

Submission Dates and Times

See the Key Dates section.

Intergovernmental Review and Executive Orders

EO 12372, Intergovernmental Review of Federal Programs, was issued to foster the intergovernmental partnership and strengthen federalism by relying on state and local processes for the coordination and review of proposed Federal financial assistance and direct Federal development. Generally, GPD grants are not subject to EO 12372. Funded grantees are also required to comply with all applicable EOs.

VIII. Application Review Information

Threshold

Pursuant to 38 CFR § 61.30, VA may provide per diem only funds to entities that are eligible to receive a capital grant. Therefore, an applicant must meet the initial threshold review requirements of 38 CFR § 61.12(i). Not meeting these criteria may result in the application being rejected at threshold and not being considered for award. The following sections summarize the threshold requirements. Please see 38 CFR § 61.12 for additional information.

Application is Complete

VA must receive all required application components in the required manner. See the Application Contents and Format section. If VA identifies discrepancies or concerns, including any signatures (for example, electronic or scanned signatures), VA reserves the right to request additional or revised materials (including a true ink signature). VA reserves the right to communicate with an applicant, as needed, prior to making threshold decisions.

Applicant is Eligible

The applicant organization must be an eligible entity. See the Eligibility section.

Activities are Eligible

Activities proposed in the application must be eligible, including:

- Applicants must provide transitional housing and a milieu of services that facilitate individual stabilization, increased income and movement of the Veteran to permanent housing in the residence as rapidly as clinically appropriate.

- Applicants must propose a three-year project period.

For more details, see the Program Description – General section and section.

Merit Review Criteria

Criteria for Points

Reviewers will award points based on each applicant's responses to the scored items in the Narrative section of Appendix A. For the evaluation criteria, see 38 CFR § 61.13(b)-(g), as summarized in table 2.

Table 2: Evaluation Criteria

Criteria	Points Range
Need (38 CFR § 61.13(e))	0-150
Outreach (38 CFR § 61.13(c))	0-100
Project Plan (38 CFR § 61.13(b))	0-300
Ability (38 CFR § 61.13(d))	0-200
Coordination (38 CFR § 61.13(g))	0-200
Completion Confidence (38 CFR § 61.13(f))	0-50
Total (38 CFR § 61.13(a))	0-1,000

Other Considerations

In the event of a tie score between applications, VA will determine at its discretion how to handle selection decisions (for example, selecting multiple applications for award, awarding for less than requested). VA will consider the goals and objectives of this NOFO. VA's discretionary funding decisions are final.

Review and Selection Process

A technical merit review panel will evaluate applications against the criteria stated in this NOFO. Applications may earn up to 1,000 points depending on the quality of responses. The final scores will serve as the primary basis for selecting applications for funding.

The review panel will follow 38 CFR Part 61 and 2 CFR Part 200 for review guidance. To determine scores, VA may use information such as VA and non-VA historical program documents of past performance, including those from other Federal, state, and local agencies, as well as audits by private or public entities. When scoring applications, VA will instruct the review panel to consider:

1. How the application demonstrates plans to maximize grant utilization to facilitate permanent housing placements; and
2. Past performance (for example, performance metrics).

The panel results are advisory in nature and not binding on the Grant Program Officer.

Adjustments may be based on a variety of factors including the quantity and quality of applications, the needs of the community, geographic dispersion, as well as the availability of funding. If sufficient funding is available, VA may make additional selections at its discretion. Funding is not guaranteed. Depending on factors such as the quantity and quality of applications received, the availability of funding, and past performance, VA reserves the right to make additional rounds of conditional selections from this NOFO, to reduce the amount of funding or scope of the award (e.g., beds, staffing, and site locations as applicable to the type of award), or to take other actions as appropriate.

VA may require conditionally selected applicants to submit additional information. Applicants will receive a deadline to submit such information. VA reserves the right to negotiate with applicants, at any point, including prior to award, an upward or downward adjustment to factors including but not limited to, full-time equivalent (FTE) positions per grant, services, project period dates, or dollar amounts, including adjustments that exceed the limits stated in this NOFO if needed to accomplish the overall goals and objective. VA will incorporate changes into the grant agreement.

If an applicant has not fully complied by the time VA is ready to make an award, VA may determine that the applicant is not qualified to receive an award and may use that determination as a basis for making an award to another applicant. VA may elect to negotiate an increase to another conditionally selected applicant or applicants, to award

additional applications, to publish another NOFO, or to take other actions based on factors such as program priorities, availability of funds, and quality of applications.

Due to the volume of applications received and in fairness to all applicants, individual application feedback is not provided.

Risk Review

Prior to making an award, and at any time post-award, VA will review any available information, including its own records and any Office of Management and Budget-designated repository of Government-wide eligibility or financial integrity information, such as SAM.gov at https://sam.gov/. VA will comply with the requirements of 2 CFR Parts 180 and 801. VA will conduct a business risk assessment in accordance with 2 CFR § 200.206. VA may ask applicants or grantees to submit additional information regarding their ability to manage Federal funds. The risk assessment may consider results of the applicant's eligibility (threshold review) or the quality of its application (merit review). If VA decides to make an award, VA may add specific conditions to the award corresponding to the degree of risk. Applicants may review and comment on any information in SAM.gov about their organization. If the applicant comments on any SAM.gov records, VA will consider the comment as part of the risk review.

IX. Award Notices

Although subject to change, VA expects to announce awards by approximately August 2026. VA reserves the right in any year to adjust the award (for example, to change funding amounts) as needed within the intent of this NOFO based on a variety of factors, including program priorities and the availability of funding.

The applicant's signature on the SF-424, including electronic signature, constitutes a binding offer by the applicant and constitutes agreement to the terms and conditions of award. VA may elect to award funds with or without discussions with the applicant. Applicants may review the general terms and conditions of award on the GPD website at https://www.va.gov/homeless/gpd.asp.

Only a grant agreement with a VA signature is evidence of an award and is an authorizing document allowing costs to be incurred against the grant. Other notices,

letters, or announcements are not authorizing documents. VA expects to provide a grant agreement with a VA signature through the online application system to the registered organizational contacts around October 1, 2026.

VA expects to notify unsuccessful applicants by email to the registered organizational contacts around October 1, 2026.

X. Post-Award Requirements and Administration

Administrative and National Policy Requirements

The grant agreement includes the terms and conditions of the award and must be signed by VA to be legally binding. Applicants may review the general terms and conditions of award on the GPD website at https://www.va.gov/homeless/gpd.asp. VA places great emphasis on responsibility and accountability. VA has procedures in place to monitor grants provided under this NOFO. VA may impose specific conditions or remedies for noncompliance, including termination of the grant, at any point during the grant period (2 CFR §§ 200.208, 200.339). Terminations and other performance matters may impact future award decisions (2 CFR § 200.206).

Conflicts of Interest

Consistent with 2 CFR § 200.112, grantees must disclose in writing any potential conflicts of interest to VA or to the pass-through entity immediately as conflicts arise and provide updates no less frequently than annually thereafter. The conflict-of-interest guidance for general procurement standards (2 CFR § 200.318) is hereby applied to other grant actions beyond procurement actions. Specifically, grantees must maintain written standards of conduct covering conflicts of interest and governing the actions of their employees or other personnel engaged in activities funded by the GPD grant. Activities include the selection, award, and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, agent, any member of the immediate family, a partner, or an organization which employs or is about to employ any of the involved parties, has a financial or other interest in, or a tangible

personal benefit from, a firm considered for a contract. The officers, employees, and agents of the grantee organization may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, grantees may set standards for situations in which the financial interest is not substantial, or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions for violations.

Suicide Prevention

Grantees must ensure they train grant-funded staff annually regarding suicide prevention and how to address situations in which Veterans demonstrate suicidal ideation. Grantees must develop standard operating procedures on suicide prevention in consultation with the local VA medical facility. VA training is available at Veterans Health Administration (VHA) TRAIN at https://www.train.org/vha/welcome, which is part of the VHA Institute for Learning, Education, and Development (ILEAD) at https://www.va.gov/VHALEADERSHIPDEVELOPMENT/index.asp. The VA S.A.V.E. course at https://learn.psycharmor.org/courses/va-s-a-v-e is also available. The Veterans Crisis Line at https://www.veteranscrisisline.net/find-resources/local-resources provides a search tool for locating a Suicide Prevention Coordinator in your area for in-person training.

Health Care Engagement

The GPD National Program Office expects grantees to engage proactively with Veterans to maximize access to any applicable private or public health care services, including but not limited to VA, Medicare, Medicaid, and local or regional services.

Inspections

Grantees must pass a VA inspection. Grantees must receive an activation date from VA after each unit or facility passes inspection. Activation dates indicate the date on or after which a grantee may admit a Veteran into the inspected unit or facility. All projects must pass inspection and be able to start serving Veterans as of October 1, 2026, and no later than 180 days from the award start date (38 CFR § 61.30(c)). Failure to establish

the grant within 180 days will result in termination of the grant and may impact future award decisions (38 CFR § 61.12(i)).

All units must be reinspected no less frequently than annually. VA reserves the right to withhold payments, reduce beds, terminate a grant or take other action as appropriate when inspection or reinspection requirements are delayed.

Grantees must report to the VA GPD liaison any sentinel, serious, or other critical incidents impacting VA-funded participants or occurring at a facility where VA-funded participants are receiving services, including the occurrence of these type of events affecting non-VA-funded participants on the grantee's premises. Additionally, grantees must report any adverse health or safety inspection results or similar findings made concerning the grantee's premises or operations by any non-VA oversight entity, such as a federal, state, county, or local regulatory body. Some examples sentinel events or critical incidents include Veteran injury, overdose, death, or damage to the grantee's facility where Veterans reside. Grantees should have an internal incident reporting system and must ensure that these incident reports are provided to the GPD liaison within 24 hours of the incident. If liaisons are not informed by the grantee of critical issues affecting Veterans or the grantee's facilities, the VA medical facility oversight team may conduct unannounced inspections, request a written communication plan, or take other actions necessary to protect Veteran health and safety, including immediately halting all new admissions to the GPD program.

Payments of Grant Funds

Payment Requests

Under this NOFO, VA will make payments in a method consistent with VA policy and other Federal fiscal requirements. Payment details will be given to the grantee at the time of award.

Payments are only for allowable costs, as specified under the Federal cost principles for grants (2 CFR Part 200 Subpart E) and for the activities outlined in this NOFO. Awards under this NOFO are dependent on funding availability and program authorization. Factors such as carry forward amounts, performance, risk assessments, or

organizational financial stability and management standards may impact future year funding amounts.

Grantees will receive payments electronically as identified by VA (e.g., through the local VA medical facility, U.S. Department of Health and Human Services (HHS) Payment Management System, etc.)

1. Per diem payments:
    a. Payments for Veterans will be at a rate not to exceed what is allowed by statute, per 38 U.S.C. §§ 1741(a)(1) and 2012, and will be posted on the GPD website at https://www.va.gov/HOMELESS/GPD.asp.
    b. Payments for Veterans with care of minor dependent(s) may include an amount of an additional 50% of the daily cost of care per minor dependent. The cost for minor dependents of a Veteran may be supported from the grant when the Veteran is in the GPD unit at the same time (see Guidance for the Use of Funds section).
    c. The per diem payment calculation may be found at 38 CFR § 61.33 and current maximum per diem rates are available on the GPD provider website at https://www.va.gov/HOMELESS/GPD_ProviderWebsite.asp.
2. Payment vouchers: Grantees are required to submit properly prepared and fully documented vouchers within 30 days of the end of each month. Grantees who are unsure if their submission is properly prepared and fully documented should submit early to allow time for review and resubmission no later than 30 days after the end of each month.
3. EO 14332 does not allow for the grantee to draw down funds unless: To the extent practicable and consistent with applicable law, agency heads shall insert in future discretionary grant agreements terms and conditions that: (i) prohibit recipients from directly drawing down general grant funds for specific projects without the affirmative authorization of the agency; and (ii) require grantees to provide written explanations or support, with specificity, for requests for each drawdown.

4. Per diem rate monitoring: Grantees are required to monitor their per diem rate for accuracy on a monthly basis. It is essential to avoid accumulating significant unobligated funds due to overestimating the per diem rate, as this indicates a lack of internal controls (2 CFR § 200.303). If a grantee determines that their per diem rate does not accurately reflect the allowable and allocable costs incurred, they must submit a per diem rate modification immediately.
    a. At any time, including prior to payment, VA reserves the right to request documentation for any item of cost.
    b. Grantees are advised to keep careful records, including documentation of cost calculations (e.g., itemized invoices) and of cost reasonableness.

Grantees are advised to keep documentation of having secured any voluntary leveraged funding from other sources if applicable.

Immediate Cash Needs

VA will make payments to reimburse grantees for amounts spent (38 CFR.§ 61.61(b)). VA does not provide advanced payments to GPD grantees. Grantees must maintain written procedures to minimize the time elapsing between drawing down funds from the Federal Government and disbursing the funds for grant costs. Also, grantees must maintain financial management systems that meet the standards for fund control and accountability as established in 2 CFR § 200.305. Grantees must limit payment requests to the minimum amounts needed. Grantees must time payment requests with actual and immediate cash needs for carrying out the approved project. The timing and amount of payments must be as close as administratively feasible to actual disbursements by the grantee for direct project costs and the proportional share of any allowable indirect costs. Typically, *immediate* means within 3 business days, as articulated on the HHS website at https://pms.psc.gov/grant-recipients/funding-request-formula.html.

Cost Documentation

Grantees must support their request for payments with adequate fiscal documentation, including documentation of program income and expenses. VA advises grantees to

keep careful records, including documentation of voluntary leveraged funding from other sources, and including cost calculations, such as itemized invoices and evidence of cost reasonableness.

Reporting and Monitoring

VA will oversee and monitor the grantee's services to participants. Monitoring will include financial and performance reviews. All grantees are subject to audits and fiscal reviews conducted by VA or its representative. See 2 CFR § 200.337. VA's pre-award and post-award risk assessment will determine, in part, the reporting requirements and monitoring cadence (bi-weekly, monthly, quarterly, or annually). All submissions are electronic.

Reporting

1. Quarterly performance reviews: VA will conduct quarterly reviews of each grantee. At minimum, grantees must provide information on their performance and their progress helping Veterans maintain stable housing, adequate income, and self-sufficiency as identified in the application. VA may also require grantees to provide information on financial and management activities to ensure compliance with Federal and VA requirements. Grantees must demonstrate adherence to the proposed project concept, as described in the application, as well as requirements defined by regulation and this NOFO. For the targets associated with each metric, see the Performance Metrics and Targets section.
2. An annual SF-425 FFR is required to be submitted within 90 days of the end of each grant year. Grantees who do not submit on time are subject to being withheld from receiving payments temporarily pending receipt of the report. An FFR form is available on the GPD provider website at https://www.va.gov/HOMELESS/GPD_ProviderWebsite.asp or on www.grants.gov. Instructions for submission also are on the GPD provider website. Under this NOFO, VA will make payments in a method consistent with VA policy and other Federal fiscal requirements, including EO 14332. Payments are only for allowable costs, as specified under OMB cost principles for grants, for the activities outlined in this NOFO. All payment specifics will be given to the

grantee at the time of award. Grantees are subject to requirements of this NOFO, 2 CFR Part 200, 38 CFR Part 61, and other Federal grant requirements. A full copy of the regulations governing the GPD program is available at the GPD website at www.va.gov/homeless/gpd.asp. Grantees will be required to support their request for payments with adequate fiscal documentation, including program income and expenses.

3. For reporting requirements on matters of recipient integrity and performance, see the general terms and conditions of award on the GPD website at https://www.va.gov/HOMELESS/GPD_ProviderWebsite.asp.
4. If an option to request a modification to the project period or to request additional funding becomes available, VA will tell grantees how to make a request (notwithstanding 38 CFR § 61.61(b) and in compliance with 2 CFR §§ 200.308(c) and 200.309).

Monitoring

1. Grantees will work with a GPD Liaison from a nearby VA medical facility who will provide oversight and monitoring.
2. Grantees must work closely with Veterans to support timely transitions to permanent housing.
3. Grantees may not make significant changes to a project after a grant is awarded without written prior approval from the GPD National Program Office. VA reserves the right to disallow services provided by the grantee if VA determines that they are of unacceptable quality, in which case grant funds may not be used to pay for them.
4. Grantees must request written prior approval from the GPD National Program Office if they wish to receive per diem payments for more than the number of beds requested and approved as part of the grant application for minor dependents in the care of a GPD Veteran.
5. If additional time or funding becomes available, grantees will be notified about how to make a request (notwithstanding 38 CFR § 61.61(b) and in compliance with 2 CFR §§ 200.308(c) and 200.309).

6. Low bed utilization may result in bed reductions and may impact future award or option year(s) decisions.
7. Grantees are responsible for monitoring and managing their subrecipients if applicable (2 CFR §§ 200.331-333).
8. All grantees are subject to fiscal reviews or audits conducted by VA or its representative.
9. Monitoring may include a review of the agency's income and expenses as they relate to this project to ensure payment is accurate and to ensure compliance with program requirements.

Closeout

1. The final SF-425 FFR is due within 120 days after the project period end date. Grantees who do not comply are subject to public reporting on Federal websites, such as SAM, for material failure to comply with the terms and conditions of award (2 CFR § 200.344).
2. Grantees must promptly refund any balances of unobligated funds not authorized to be retained. Any funds paid to the grantee more than the amount to which the grantee is finally determined to be entitled under the terms and conditions of award are a debt to the Federal Government (2 CFR § 200.346).
3. For other closeout requirements and ongoing requirements after closeout, including audits and record retention, see the general terms and conditions of award on the GPD website at https://www.va.gov/HOMELESS/GPD_ProviderWebsite.asp.

Record Retention

Grantees must follow Federal records retention guidelines, which require that grantees maintain and provide access to all records pertaining to grant activities for a period of at least 3 years from the date of submission of the final expenditure report. See 2 CFR §§ 200.334-338 for more specific information, including information about the start of the record retention period for awards that are renewed quarterly or annually and when the records must be retained for more than three years.

XI. Other Information

VA is required to ensure compliance with all applicable statutes, regulations, and Executive Orders when evaluating and awarding grants. In accordance with EO 14332, Improving Oversight of Federal Grantmaking, aside from the evaluation criteria published in this announcement, VA has discretion to remove from consideration any applicant VA deems does not demonstrably advance the President's or VA's priorities. VA will not fund activities that use racial preference for eligibility criteria or promote gender ideology. VA will not fund activities that promote or facilitate violations of immigration laws or are sources of waste, fraud, or abuse. VA will not tolerate activity or conduct by grant recipients that constitute acts of moral turpitude, are scandalous, or bring the recipient, the project funded by this grant, or VA into public disrepute, contempt, or ridicule.

Signing Authority

The VA Secretary has delegated authority to the Assistant Secretary for Management and Chief Financial Officer, to approve this document and authorized the undersigned to sign and submit the document to the Office of the Federal Register and/or www.grants.gov for publication electronically as an official document of the Department of Veterans Affairs.

Richard F. Topping
Assistant Secretary for Management
Chief Financial Office
Department of Veterans Affairs

12-12-2025
Date

XII. Appendices

Appendix A. Application Components

Overview

The numbered questions below make up the Per Diem Only (PDO) application that all applicants must complete. The Department of Veterans Affairs (VA) is seeking to focus resources to provide per diem payments for the transitional housing model to facilitate housing stabilization for Veterans who are homeless or at risk of becoming homeless. Applicants must include all required documents in their application submission. Submission of an incorrect, incomplete, inconsistent, unclear or incorrectly formatted application package may result in the application being rejected.

VA may make a reasonable effort to confirm or clarify information in the application. VA reserves the right to consider ineligible or not to select any application with inconsistent information or information that cannot be readily confirmed or that leads to an unclear understanding of the proposed project.

This Notice of Funding Opportunity (NOFO) cannot predict all potential circumstances. Applicants are expected to propose plans within the requirements and guidance of the NOFO. When a specific situation is not explicitly addressed in the NOFO, applicants must use their judgment to propose plans that meet the intent of the NOFO and may explain how their choices align with the intent. All applications will be evaluated against the requirements and guidance in the NOFO.

Organization Profile (Eligibility)

1. Unique Entity Identifier (UEI).
2. Employer Identification Number (EIN).
3. Organization Name.
4. Organization Address (including city, State, postal code and congressional district).
5. Indirect Cost Rate (percentage). In the External Attachments tab, upload a copy of your agency's current Federally Negotiated Indirect Cost Rate Agreement

(NICRA) or your Certification of De Minimis Indirect Cost Rate at https://www.va.gov/HOMELESS/docs/GPD/FiscalResources/Certification_of_De_Minimis_Indirect_Cost_Rate.pdf, supporting the stated indirect cost rate, if applicable. Note: Applicants who do not request to charge for indirect costs, as described in 2 CFR § 200.414, are not required to upload a NICRA or Certification of De Minimis Indirect Cost Rate.

6. System for Award Management (SAM) expiration date. Note: Applicants are required to be registered in SAM before submitting an application and must maintain an active SAM registration with current information at all times during which they have an active Federal award or an application under consideration by a Federal awarding agency. Refer to the Funding Actions section of the NOFO and 2 CFR Part 25 for more details.

Overview

7. Station number of the VA medical facility whose catchment area includes the proposed area to be served in this application (select one)
8. Veterans Integrated Service Network (select one)
9. Continuum of Care (CoC) (select all that apply)
10. Federal Award Identification Number of the current Grant and Per Diem (GPD) grant (if applicable)

Application

11. Total number of Veteran beds for which your agency is requesting per diem in this application (subject to the limits described in the Requirements for PDO Configurations/Applications section). (transitional housing bed applications only).
12. The number of Veteran beds per housing model for which your agency is requesting per diem. (transitional housing bed applications only).
13. Applicants planning to offer and request per diem payments for transitional housing beds for minor dependents of Veterans must state the number of beds for minor dependents that are expected to be in use in the PDO facilities

(generally not expected to exceed 20 beds). (transitional housing bed applications only).

14. Estimated number of hourly Service Center (SC) visits to be provided monthly. (SC applications only).
15. Site address(es), to include: (Note: If requesting multiple sites within a single application, all sites must fall within the same VA medical facility catchment area.)
    a. Complete address, city, state, zip code + four-digit extension, county, congressional district.
    b. The total number of all beds, and the number of GPD-funded beds, per site address.
    c. Identify the various populations that will be served per site address (i.e., men or women, minor dependents, families, registered sex-offenders, justice involved Veterans).
    d. The bedroom configuration for GPD-served Veterans, per site address (e.g., GPD Veterans will be housed in 8 single occupancy, 20 double occupancy and 12 triple occupancy, for a total of 40 GPD beds at this address).

Abstract

16. In approximately 500 words, provide a brief abstract introducing and summarizing the proposed project. Abstracts may elaborate on information provided elsewhere and may provide necessary context about the intent and impact of the project. As applicable, include a discussion of multiple sites, multiple CoCs or other information relevant to an understanding of the overall project.

Detailed Application Design

This is the portion of the application that describes the proposed project. VA reviewers will score the application based on how the detailed application design addresses the

areas of need, outreach, project plan, ability and coordination in relation to the selected PDO service model and, if applicable, the selected bed model(s). These sections are in compliance with 38 CFR Part 61.

Note: Some questions only apply to specific service models or bed models. Applicants applying for these models must include responses in the application. The word count suggestions below account for space needed for multiple bed models. It is understood that applications with one or few bed models generally would use less space than the suggested limit.

Need (see 38 CFR § 61.13(e))

17. Need 1 – In approximately 500 words, discuss the overall need for this grant in your community. Responses must include:
    a. How this project is tailored to the particular needs of the community and fit with the strategy of the CoC(s) to end homelessness.
    b. Community level data that supports your assertions regarding need.
18. Need 2 – In approximately 500 words, discuss how your organization determined the number of eligible Veterans within your community in need of the proposed services. Responses must include:
    a. How your agency's involvement with your local coordinated entry process and by-name list informed the current declared need for the number of beds requested and housing model(s) proposed in this application. Service center applicants discuss how the need for the proposed service center was determined.
    b. The specific local providers with whom your agency collaborated or will collaborate and from whom you will accept referrals.
    c. Current GPD PDO transitional housing or service center grantees must discuss the total number of Veterans served from October 1, 2023, through September 30, 2025, under their current GPD award and the average length of stay for Veterans served, if applicable, during this same period. Explain how this past experience informs the current declared

need for the number of beds by housing model or service center proposed.

Outreach (see 38 CFR § 61.13(c))

19. Outreach 1 – In approximately 500 words, and by bed model if applicable, describe your organization's plan to conduct outreach. Although communities and VA medical facilities may have referral systems in place for these resources, grantees also must address how they will outreach directly to Veterans particularly when occupancy rates are low. Responses must include:
    a. The frequency with which your agency will directly outreach to unsheltered Veterans living in places not ordinarily meant for human habitation (e.g., streets, parks, abandoned buildings, automobiles, emergency shelters).
    b. Where your organization will target and tailor outreach efforts to identify appropriate Veterans for this project. Discuss how you will outreach to other-than-honorably discharged Veterans.
    c. How this project will be involved in the local coordinated entry process, by-name list efforts and community case conferencing meetings.
    d. A discussion of how your organization's outreach plan fits into your CoC's plan to end homelessness.
20. Outreach 2 – In approximately 500 words, and by bed model if applicable, describe how same day access low-barrier principles will be applied to your agency's outreach efforts. Responses must include:
    a. The process your agency will employ to ensure eligible, unsheltered Veterans have rapid access to services, including the timeline from referral to admission (i.e., same day access from the point of identification or referral to the GPD project).
    b. A description of all eligibility requirements for this PDO project demonstrating that barriers to accessing services are kept to a minimum.
    c. An explanation of how your agency will orient Veterans to your project's processes and timelines prior to or upon initiating services.

21. Outreach 3 – In approximately 500 words, and by bed model if applicable, describe the PDO facilities. Responses must include:

    a. A description of the neighborhood(s) where the PDO facility(s) will be located. Explain how the neighborhood(s) will support Veterans with their efforts to gain and maintain housing stability, adequate income support and self-sufficiency. Explain how outreach efforts will be more successful because of the type of neighborhood(s) proposed.

    b. A description of the configuration of a typical PDO housing unit or service center. Include the square footage, the number of beds in that square footage (if applicable), unit features, common areas and other descriptive information. Explain how the facility(s) or units will meet the requirements in the Facility Specifications section. Facilities with private or semi-private accommodations for Veterans are preferred over those with congregate or open-bay accommodations. Explain how outreach efforts will be more successful because of the type of facility(s) proposed.

Project Plan (see 38 CFR § 61.13(b))

22. Project Plan 1 – In approximately 500 words, and by bed model if applicable, describe the specific process and criteria for determining which Veterans are appropriate for admission or services. Responses must include (as applicable):

    a. Discuss the process to ensure unsheltered Veterans are admitted to housing quickly (i.e., same day). SC applicants discuss the timeframe to access services.

    b. Applicants must eliminate barriers that delay the admissions process or access to services. Describe how those barriers are avoided or managed (e.g., minimizing delays due to background checks, reducing barriers created by tax credit properties).

    c. If applicable, discuss any populations that will be considered ineligible for admission (e.g., those who have a history of sex offense, arson, violence, felony, inability to accomplish essential activities of daily living).

23. Project Plan 2 – Complete the table listing all the supportive services that will be provided to Veterans in the project (see Example 1). Successful applicants will be allowed to exceed the minimum standards during the grant period without need for written prior approval from the GPD National Program Office, but they will not be allowed to reduce the standards.

Example 1:

Description of Service	**Minimum Frequency**	**Total hours/month service will be offered for all GPD participants**	**Mode of Engagement**	**Housing model for which service is available**	**Job title and minimum credentials required**	**Service provider**
Case Management	Weekly	320 hours (2 Full-time equivalent (FTE), 40 hours/week)	In person	Bridge Housing (BH), Clinical Treatment (CT)	Case Manager, LCSW, MSW	Agency staff
Budgeting and Financial Management	Monthly	5 hours	Virtual through video	Service Intensive (SI)	Bachelor's	Contractor
Recreational Therapy	Biweekly	10 hours	Hybrid – 75% in person and 25% video	All PDO models	Recreation coordinator, no degree required, lived experience preferred	Community volunteers

24. Project Plan 3 – In approximately 750 words, and by bed model if applicable, describe how each of the supportive services identified in the table will support

Veterans in ending their homelessness. Provide additional details about the services listed in the table. Responses must include (as applicable):

a. How these services will incentivize Veteran engagement and ensure participants achieve residential stability, increase skill level or income and become involved in making life decisions that will increase self-determination.

b. Whether the services provided to transitional housing participants or within the service center will be available during flexible hours (e.g., accommodating participants who are employed).

c. Whether the minimum frequency cited in the table differs from the typical frequency. Note, “as needed” responses are unclear, so it is helpful to provide additional details to describe the quality of the proposed plan.

d. Whether services such as recreational therapy or access to legal services will be provided, including a discussion of how such activities will support Veterans’ efforts to gain and maintain housing stability and enhance self-sufficiency.

25. Project Plan 4 – In approximately 500 words, and by bed model if applicable, describe your plans for case management service delivery. Responses must include (as applicable):

a. Descriptions of the specific individual case management services and groups that will be provided to Veterans (e.g., landlord engagement, housing navigation, assistance accessing benefits, support with resolving legal issues) and how these supports will be individualized to assist Veterans in (re)acquiring and retaining permanent housing.

b. The minimum and typical frequency and method of contact (e.g., home visit, video, phone) each Veteran will have with their case manager.

c. The proposed average caseload for each FTE case manager position.

d. How crisis intervention will be used to coordinate the resolution of medical, psychiatric and substance abuse needs to promote the attainment of permanent housing.

26. Project Plan 5 – In approximately 500 words, and by bed model if applicable, provide your agency's individual service plan (ISP) methodology and the core items to be addressed in the ISP. Responses must include (as applicable):

    a. How these services will support Veterans in understanding landlord/tenant rights and responsibilities and to be proactive in addressing issues that may have contributed to a loss of housing in the past.

    b. A description of plans for various phases of the project, including identifying when Veterans are ready to transition to permanent housing and how this transition will be accomplished as quickly as clinically appropriate taking into consideration the individual needs of each Veteran.

    c. An explanation of how, when and by whom participants' progress toward meeting their individual goals will be monitored, evaluated and documented. Include descriptions of how progress notes, case conferencing and supervision will be documented.

    d. A discussion of how Veterans will be connected with necessary aftercare services (e.g., GPD Case Management, Supportive Services for Veteran Families (SSVF) Shallow Subsidy) to prevent returns to homelessness.

27. Project Plan 6 – In approximately 500 words, and by bed model if applicable, describe how you will aid Veterans in increasing their income. Responses must include:

    a. An explanation of how your agency will support Veterans who seek employment or job training. Describe any other grants or resources your agency has that will support these efforts (e.g., Department of Labor (DOL) grants).

    b. The strategies that will be used to support Veterans' income maximization goals through benefits.

c. Any other services that will be provided to improve financial management skills and ensure Veterans have the tools they need to maximize their ability to pay rent and live independently.

28. Project Plan 7 – In approximately 250 words, and by bed model if applicable, address how your agency will facilitate the provision of nutritious meals for the Veterans. For transitional housing applications, this plan must ensure Veterans have access to at least 3 meals per day, 7 days a week. Discuss if you will expect participants to provide meals on their own through use of a “soup kitchen” or offsite food pantry. Describe what your organization will directly provide versus facilitate (i.e., will you provide food and meals directly at the GPD site or will you expect participants to go offsite to a food pantry you recommend). Be specific. Be sure to describe how Veterans with little or no income will be assisted. Service center applicants may determine if this question is applicable to their project and if not, may enter “not applicable.”

29. Project Plan 8 – In approximately 250 words, and by bed model if applicable, describe how you will facilitate transportation of the Veteran participants to appointments, employment and supportive services. SC applicants may determine if this question is applicable to their project and if not, may enter “not applicable.”

30. Project Plan 9 – In approximately 250 words, and by bed model if applicable, describe how the safety, security and privacy of participants will be ensured. For transitional housing applications, include the process for making daily contact with Veterans and for complying with residential supervision requirements, per 38 CFR § 61.80(b)(13). Applicants proposing facilities with private or semi-private accommodations for Veterans are encouraged to discuss how the facilities contribute to the safety, security and privacy of participants. SC applicants must discuss how the safety, security and privacy of participants will be ensured while at the service center.

31. Project Plan 10 – In approximately 250 words, and by bed model if applicable, describe policies regarding a clean and sober environment. Include how

participant relapses will be handled and how these policies will support continued Veteran engagement in services. Applicants proposing facilities with private or semi-private accommodations for Veterans are encouraged to discuss how the facilities contribute to maintaining a clean and sober environment. SC applicants must discuss how a clean and sober environment will be ensured while at the service center.

32. Project Plan 11 – In approximately 250 words, and by bed model if applicable, address whether the project will serve mixed sex populations. Provide a listing and explanation of any sex-specific services (as applicable). Applicants proposing facilities with private or semi-private accommodations for Veterans are encouraged to discuss how the facilities support serving mixed sex populations. Service center applicants discuss whether any sex-specific services will be provided at the service center.

33. Project Plan 12 – In approximately 250 words, and by bed model if applicable, describe any applicable participant agreements and participant fees. Security deposits or application fees are not allowable. Any fees charged must comply with the requirements of 38 CFR § 61.82. Responses must include (as applicable):

    a. An explanation of any policies and procedures regarding participant fees (a.k.a., “rent”) and/or extracurricular fees.

    b. A discussion of how participants will be informed of fees.

    c. Polices regarding participant agreements, including any leases and subleases, and how they conform to the requirements of 38 CFR § 61.82(f).

    d. Note: This question is not applicable to service centers. Service center applicants may enter “not applicable.”

34. Project Plan 13 – In approximately 750 words, and by bed model if applicable, address whether the project will serve Veterans with minor dependents in the

transitional housing facility (see Guidance for the Use of Funds section and Payment section). Responses must include (as applicable):

a. A description of the case management services for minors.

b. An explanation for how supervision of minors will occur, particularly while the Veteran parent/guardian is off premises.

c. How transportation of minors will be provided, especially for health care and educational needs.

d. How the health care needs of minors will be met, especially age-appropriate wellness visits and immunizations.

e. A discussion of how safety and security issues including admission screening and segregation from other project participants, if deemed appropriate, will be addressed. Address considerations like weapons, contraband, State or local requirements, medication management and general childproofing (if necessary). Applicants proposing facilities with private or semi-private accommodations for Veterans are encouraged to discuss how the facilities enable you to serve Veterans with minor dependents.

f. An explanation of staff training on abuse or neglect reporting requirements mandated by state or local jurisdiction.

g. A description of policies and procedures for reporting adverse events affecting minors and how your agency will define an adverse event. Note: This question is not applicable to service centers. Only transitional housing projects may request per diem support for Veterans with care of minor dependents. Service center applicants may enter “not applicable.”

35. Project Plan 14 – In approximately 250 words, describe how Veteran participants will have a voice and aid in operating and maintaining the facility(s) (e.g., volunteer time, paid positions, community governance meetings, peer support).

36. Project Plan 15 – In approximately 250 words, provide and describe the type of medication control system that will be used in this project (e.g., Medication Management, Medication Monitoring, individual storage).
37. Project Plan 16 – VA is committed to ensuring the fastest possible access to housing services. In approximately 250 words, describe how your organization will facilitate same-day access to GPD-funded services. Include details about how many days per week your staff will be able to perform intakes and if your ability to do same-day admissions varies by GPD bed model or site location. If your organization has barriers to allowing same-day access (e.g., tax-credit property restrictions or other funder restriction requiring background checks), you must outline them here.
38. Project Plan 17 – In approximately 500 words, describe how permanent affordable housing will be identified, offered, documented and facilitated for participants at all points during service delivery, from initial encounter, through project exit or post-encounter.
39. Project Plan 18 – Grantees are encouraged to enter data into the Homeless Management Information System (HMIS). Currently, using HMIS is not mandatory but may become a requirement in the future. In approximately 250 words, describe your organization's experience with the local HMIS (e.g., data entry, reporting, data analysis, formal or informal training, data quality approach, HMIS administrator and community relationships). For organizations without HMIS experience, describe your plan for gaining experience and expertise. Plans must be specific, measurable, achievable, relevant and timebound.
40. Project Plan 19 – In approximately 250 words, if your agency plans to use any subrecipient(s) and/or contractor(s) for operating the project and/or maintaining the facility(s), describe the responsibilities of the subrecipient(s) and/or contractor(s). For each subrecipient or contractor, include the name, EIN, UEI and activity to be completed. Information provided here must align with that which is provided in the Budget section.

41. Model Specific Project Plan: BH Model 1 – The availability of permanent housing options is key to this model. In approximately 250 words, describe how your BH is coordinated with permanent housing resources for Veterans experiencing homelessness. Be sure to describe how your project will be coordinated with local HUD-VASH, CoC and/or SSVF programs. Applicants who currently operate a GPD PDO grant with beds under this housing model must discuss successful strategies for implementing the model and how such strategies will be used during the proposed project.

42. Model Specific Project Plan: BH Model 2 – In approximately 250 words, describe the process for referral to permanent housing.

43. Model Specific Project Plan: BH Model 3 – In approximately 250 words, describe how ongoing care will be coordinated with the local permanent housing providers (e.g., care coordination between GPD and HUD-VASH).

44. Model Specific Project Plan: CT Model 1 – In approximately 500 words, describe if the proposed project will provide services to Veterans with substance abuse disorders and/or with mental health diagnoses. Also, describe the approaches used to treat the selected population(s). Include evidence-based approaches when possible. Although Veterans may choose to access care from VA, confirm that VA staff will not be the only treatment provider and that applicable treatment services will be provided by your agency (directly or through contract). Applicants who currently operate a GPD PDO grant with beds under this housing model must discuss successful strategies for implementing the model and how such strategies will be used during the proposed project.

45. Model Specific Project Plan: CT Model 2 – In approximately 250 words, describe how you will ensure that permanent housing and employment/income improvements will occur concurrently with clinical treatment services and lead to successful outcomes.

46. Model Specific Project Plan: Hospital to Housing (HH) Model 1 – In approximately 500 words, describe how your agency will coordinate messaging about the availability of services to maximize appropriate referrals. Include a description of the assessment process for identifying potential candidates. Applicants who currently operate a GPD PDO grant with beds under this housing model must discuss successful strategies for implementing the model and how such strategies will be used during the proposed project.

47. Model Specific Project Plan: HH Model 2 – In approximately 250 words, discuss the collaboration efforts completed to date with the VA medical facility or other community partner. Discuss ongoing collaboration efforts that are planned in order to implement this housing model.

48. Model Specific Project Plan: Low Demand (LD) Model 1 – In approximately 500 words, describe how your agency will manage a safe environment if a Veteran returns to the project impaired. Describe the safe environment including your agency's plan for using resources in a crisis (e.g., a sober lounge, a safe room). Describe how monitoring will be achieved and how Veterans who relapse will be engaged. Applicants who currently operate a GPD PDO grant with beds under this housing model must discuss successful strategies for implementing the model and how such strategies will be used during the proposed project.

49. Model Specific Project Plan: LD Model 2 – In approximately 250 words, describe how 24 hours a day 7 days a week, paid, appropriately trained, on-site supervision required for this model will be provided. Be sure to discuss the plan for staff coverage during evenings, weekends, holidays and other irregular scheduling times.

50. Model Specific Project Plan: LD Model 3 – In approximately 250 words, describe the approaches that will be used to ensure barriers to accessing transitional housing are kept to a minimum, including not requiring sobriety or compliance with treatment for admission or continued stay in the program. Discuss strategies you will employ to keep the Veterans engaged in services.

51. Model Specific Project Plan: SI Model 1 – In approximately 500 words, describe how you will ensure that permanent housing and employment/income improvements will occur and lead to successful outcomes. Applicants who currently operate a GPD PDO grant with beds under this housing model must discuss successful strategies for implementing the model and how such strategies will be used during the proposed project.

52. Model Specific Project Plan: SI Model 1 – The success of service centers is based on engaging the unsheltered community of Veterans experiencing homelessness. In approximately 500 words, describe how your agency will engage and influence Veterans to address their housing, physical, medical and mental health needs.

Ability (see 38 CFR § 61.13(d))

53. Ability 1 – In approximately 500 words, describe your agency's past performance with VA and non-VA projects. Responses must include (as applicable):

    a. Current GPD PDO grantees must discuss their performance under their PDO award from October 1, 2023, through September 30, 2025. Include how many Veterans were served, and as applicable, average length of stay, number and percentage of Veterans that discharged to permanent housing, number and percentage of negative exits, number and percentage of Veterans employed at discharge or service center performance results.

    b. All applicants must discuss any current and past projects pertaining to the activities proposed in this application, including VA, non-VA, Federal, state, local and private grants or contracts and how this experience demonstrates your agency's ability to successfully execute the proposed project.

    c. Current GPD grantees must discuss whether they have received any written corrective action plans from their VA medical facility directors, or designee, during the entire period of the current award. Include an

explanation of any corrective action plans or performance improvement activities your agency has undertaken and the outcome(s).

54. Ability 2 – Complete the staffing plan table section of the application for this project (see Example 2). Successful applicants will be allowed to exceed the minimum standards during the grant period without the need for written prior approval from the GPD National Program Office, but they will not be allowed to reduce the standards. Position descriptions for up to four key positions may be attached. **Do not** include resumes. Identify differences between or among bed models if applicable.

Example 2:

Job Title (Do not name specific names) (Agency, Contractors, Sub-contractors)	**Brief (1–2 sentence) description of responsibilities (key personnel, key contact, general operations)**	**<u>Minimum</u> required educational level**	**Hours per week allocated to the GPD project (40 hours equals full- time)**	**Number of FTE**	**Amount of annual salary allocated to the GPD project per year**	**Amount of salary, per job title, for the full-time equivalent position(s) per year**
Program director	Key personnel: Supervisor accountable for achieving the expected performance results of the grant-funded project.	Master's degree	40 hours	1.0	$100,000	$100,000

Job Title (Do not name specific names) (Agency, Contractors, Sub-contractors)	Brief (1–2 sentence) description of responsibilities (key personnel, key contact, general operations)	Minimum required educational level	Hours per week allocated to the GPD project (40 hours equals full- time)	Number of FTE	Amount of annual salary allocated to the GPD project per year	Amount of salary, per job title, for the full-time equivalent position(s) per year
Case manager	Key contact: Responsible for working with the Veteran to develop and monitor an individual service plan and to adjust the plan as needed. Coordinates support with other community agencies.	Bachelor's degree	60 hours	1.5	$90,000	$60,000

55. Ability 3 – In approximately 250 words, describe your agency's ability to operationalize this project by October 1, 2026, in order to begin enrolling or serving Veterans as quickly as possible. Responses must include:

    a. A discussion of the start-up activities, the timing involved and when the project will be fully operational.

    b. An explanation of how your agency has already secured, or will secure, the facility(s) needed for the proposed number of beds and services.

56. Ability 4 – In approximately 750 words, describe your agency's previous experience and ability to effectively assist Veterans experiencing homelessness. Responses must include:

    a. An explanation of your experience with meeting past performance goals.

    b. Previous experience evaluating the progress of individual participants and overall project effectiveness using quality and performance data to make changes.

    c. Previous experience assessing the needs of and providing supportive services to Veterans experiencing homelessness including, but not limited to, entitlement benefits, job training, mental health services and legal services.

    d. Previous experience using and receiving training in intensive case management services for Veterans experiencing homelessness. Applicants with previous experience in formal approaches such as critical time intervention, motivational interviewing, progressive engagement/progressive assistance or other formal approaches should include descriptions.

57. Ability 5 – In approximately 250 words, describe whether your agency is accredited and/or licensed to provide clinical services. If yes, describe your agency's accreditation and/or licensure. If applicable, include specific details, such as training completion dates, training titles and training providers. Some generally accepted accreditations include:

    a. Commission on Accreditation of Rehabilitation Facilities in Community Employment Services or in Rapid Rehousing and Homeless Prevention Program.

    b. A 4-year accreditation from the Council on Accreditation's accreditation in Housing Stabilization and Community Living Services standards.

    c. A three-year accreditation in the Joint Commission's Behavioral Health Care: Housing Support Services Standards.

Coordination (see 38 CFR § 61.13(g))

58. Coordination 1 – In approximately 500 words, describe how your agency, prior to submitting the application, coordinated directly with relevant partners about the proposed project. Responses must include:
    a. A description of coordination efforts with the VA medical facility Director (or the appropriate authorized representative, per the local practice). Clearly identify the VA points of coordination and discuss the outcome of past coordination efforts.
    b. A demonstration of your agency's understanding of how to coordinate medical care, substance use care and mental health services for Veterans with the VA medical facility or external partners, as needed.
59. Coordination 2 – In approximately 500 words, describe how this project has been coordinated with the community. Responses must include:
    a. A description of coordination efforts with the local CoCs. Include a discussion of how your agency coordinated with the CoCs in the past, as well as how the current need for the beds or services requested in this application fits into the overall community plan to end homelessness among Veterans.
    b. The community-based coordination activities your agency will continue to engage in as the project gets activated and as Veterans are enrolled or begin receiving services. Include how your organization is part of an ongoing community-wide planning process to end Veteran homelessness.
60. Coordination 3 – In approximately 250 words, discuss coordination strategies that your agency employs to support Veterans as they transition to permanent housing. This may include coordination with other programs (e.g., SSVF, DOL) and/or aftercare services or other follow-up activities

Letter(s) of coordination from the VA medical facility, CoC and/or other partners are not required but may be provided and may help substantiate information included in the

application (see the External Attachments section at the end of the application). Applicants are strongly encouraged to allow as much time as possible, but no less than 30 days, for letters of coordination. All application materials must be submitted together in a single package by the due date and time. Any materials arriving separately or late will not be accepted as part of the application.

Note: VA reserves the right to confirm with local VA medical facility staff or others any information related to an application. If information cannot be confirmed or if discrepancies are identified, VA reserves the right to adjust award decisions, to not select the application, to consider other application(s) in rank order or to make other remedies as appropriate.

Budget

In addition to the part of the application that is scored (i.e., the Detailed Application Design section), this part of the application (i.e., Budget) is not scored but is required for an application to be considered complete. The information provided may impact award decisions (e.g., award amounts, specific conditions of award). Applications that are not complete may be rejected at threshold and not be considered for award.

61. Budget narrative – In approximately 250 words, describe how you calculated the costs of services and staffing proposed in the application. Explain how the project costs can be supported within the available per diem rate limits. For current per diem rate limits, refer to the GPD Provider website at https://www.va.gov/HOMELESS/GPD_ProviderWebsite.asp. Identify the amount(s) and source(s) of other funding (aside from the funding requested in this application) that would be used to support project costs. Explain how other funding, if any, impacted the cost calculations for the activities proposed in this application. The narrative must demonstrate an understanding of and compliance with the guidelines in the NOFO, 38 CFR § part 61, Federal cost principles (2 CFR. Part 200 subpart E) and other applicable funding requirements.
    a. If an applicant plans to provide pass-through funding to a subrecipient or to a contractor, the applicant must discuss cost calculations for each subrecipient or contractor. Applicants must comply with Subrecipient

Monitoring and Management requirements in 2 CFR §§ 200.331-333. The information provided here must align with that which is provided in the Project Plan section.

b. See the Guidance for the Use of Funds section for details about indirect costs. Information provided here must align with that which is provided in the Organization Profile section.

62. Assessment of Management Systems – In approximately 150 words, provide a description of your organization's financial stability, the quality of management systems, your ability to meet the management standards described in 2 CFR Part 200 and 38 CFR Part 61 and your ability to effectively implement statutory, regulatory or other requirements imposed on non-Federal entities (per requirements such as 2 CFR § 200.206(b)(2) and 38 CFR § 61.12). Applicants who have received training on Federal grants management practices or who have registered for such training to happen in the near future may include the dates, titles and providers of the training.

Organization Leadership

63. Complete the organization leadership table. At minimum, this table must include the positions with the following titles or equivalent titles: Executive Director, Chief Financial Officer and Project Director. The table also must include a complete list of the current Board of Directors. For each position include name, title, phone number and email address. See also Conflicts of Interest section.

Example 3:

Name	**Title**	**Phone number**	**Email address**
Thi Nguyen	Executive Director	111-222-3333	email@address.org
Anisa Osman	Chief Financial Officer	111-222-3333	email@address.org
Marco Aguilar	Project Officer	111-222-3333	email@address.org

Name	Title	Phone Number	Email address
Angel Banmeke	Chair, Board of Directors	111-222-3333	email@address.org
Lei Yang	Treasurer, Board of Directors	111-222-3333	email@address.org

External Attachments

When submitting an attachment in spreadsheet or table format, applicants are encouraged to convert to portable document format (PDF) prior to submission. Applicants who submit materials in PDF are encouraged to submit a native PDF (i.e., a machine-readable PDF, not an image only nor a scanned PDF), if possible.

64. Applicants may provide required and optional materials as attachments, including:
    a. Standard Form (SF) 424 Application for Federal Assistance. (required)
    b. Current Federally negotiated indirect cost rate agreement or certification of de minimis indirect cost rate (required only if requesting indirect costs). A copy of the certification of de minimis indirect cost rate is available on the GPD website.
    c. Letter(s) of coordination. (optional)
    d. Position descriptions for up to four key positions may be attached. (optional) **Do not** include resumes.
    e. Other. (optional)

Standard Form

Provide as an attachment the Office of Management and Budget standard form Application for Federal Assistance (SF-424). The SF-424 must be signed by a person at the applicant organization who is authorized to make legal commitments on behalf of the organization. The signature on the SF-424 must be digital or hand-written. A blank signature field or a “signature” that is manually typed will not be accepted. VA reserves

the right to communicate with an applicant, as needed, prior to making threshold decisions. A signature on the SF-424 indicates the applicant agrees to comply with all SF-424B Non-Construction Assurances and terms and conditions of award. Applicants do not need to submit the SF-424B with the application. Instead, the applicant agrees to the assurances by maintaining an active registration in the System for Award Management. For awareness, however, applicants may refer to the GPD website for a list of assurances and for a sample standard terms and conditions of award.

Certifications

65. By signing and submitting this application for Federal assistance, I agree to the following:

    a. The applicant organization commits to implementing a low barrier approach to providing services to Veterans, which generally means service occurs on the same day from the point of identification or referral to the GPD project, as described in the Definitions section of this NOFO.

    b. The applicant commits to engaging in the local coordinated entry process and the by-name list, as appropriate.

    c. The applicant commits to having written standard operating procedures on conflicts of interest (see Conflicts of Interest section later in the NOFO).

    d. The applicant commits to ensuring staff supported by grant funds are trained annually regarding suicide prevention and commits to having written standard operating procedures on suicide prevention developed in consultation with the local VA medical facility.

    e. The applicant organization commits to complying with all applicable requirements for the grant including, but not limited to, 38 CFR Part 61, 2 CFR Part 200, Federal cost principles, terms and conditions of award, requirements in the NOFO, performance measures and reporting requirements.

f. The applicant does not have any past due SF-425 Federal Financial Report, is not delinquent in a debt to VA or another federal agency, or any other outstanding requirement under any GPD grant.

Appendix B. Definitions

The regulations for the Grant and Per Diem (GPD) program are codified in 38 CFR Part 61. Definitions of terms used in the GPD program and in Federal grant programs that are applicable to this NOFO are available in 38 CFR Part 61 and 2 CFR Part 200. See 38 CFR § 61.1 for the definitions. Selected and additional definitions are highlighted here for purposes of this NOFO:

- By-name list: A comprehensive list of every person in a community experiencing homelessness, updated in real time.
- Case management: A collaborative client-driven process whereby a range of services are provided to assist individuals in developing their skills to gain or maintain access to needed housing, medical, behavioral health, employment, social, educational and other essential services. Case management activities include housing navigation and providing linkages and training related to the use of basic community resources. Interventions may occur at both the Veteran and system levels. This may include progressive engagement strategies that tailor resources to each Veteran's needs and flexes up supports as greater needs are identified. Case management supports the client's achievement of safe, realistic and reasonable goals within a complex health, social and fiscal environment.
- Continuum of Care (CoC): According to the Department of Housing and Urban Development, a CoC is a program designed to promote community-wide commitment to the goal of ending homelessness; provide funding for efforts by nonprofit providers and state or local governments to quickly rehouse individuals and families experiencing homelessness while minimizing the trauma and dislocation caused to individuals, families and communities by homelessness; promote access to and effect utilization of mainstream programs by individuals and families experiencing homelessness; and optimize self-sufficiency among individuals and families experiencing homelessness.
- Coordinated entry process: A process through which people experiencing homelessness can access the crisis response system and housing in a

streamlined way, have their strengths and needs quickly assessed and connect to tailored housing and mainstream services within the community.

- Homeless Management Information System (HMIS): A locally administered web-based data system used to record and analyze both project and client information at the local CoC level. HMIS is used by Federal partners, including VA, to measure project performance and participate in benchmarking of the national effort to end homelessness.
- Key contact: A role or roles identified by the applicant as being primary to the proposed grant-funded project. VA identifies the minimum roles required to be key contacts in the Overview section.
- Key personnel: A role or roles that VA identifies as being accountable for achieving the expected performance results of the grant-funded project. Key personnel are subject to prior approval requirements, such as those in 2 CFR § 200.308(f)(2)(3). Grantees must identify the person filling this role as a key contact in the online application system staffing plan table (Ability 2). For details, see the Overview section
- Low barrier: For Veterans who are determined to be appropriate for the project, “low barrier” refers to a general approach to admissions in which there are no or minimal requirements for entry. By focusing on reducing harm, a low barrier approach encourages Veterans experiencing homelessness to seek resources by eliminating obstacles. It also means expediting the time it takes for an eligible Veteran to be admitted into housing (i.e., same day access from the point of identification or referral to the GPD project).
- Negative exits: Those exits from a GPD program for a violation of program rules, failure to comply with program requirements or leaving the program without consulting staff.
- Veteran: A person who served in the active military, naval, air, or space service, regardless of length of service, and who was discharged or released therefrom. The term *Veteran* excludes a person who received a dishonorable discharge or

was discharged or dismissed by reason of the sentence of a general court-martial, determined by VA (38 U.S.C. § 2002).

Appendix C. Relevant Resources

1. Federal Grant Systems Hub (beta) at https://app.powerbigov.us/view?r=eyJrIjoiYTMyZGUwNzktNGIwZi00NWQ2LTllZTQtYmNhYTFlNGIwYzA1IiwidCI6ImQ1OGFkZGVhLTUwNTMtNGE4MC04NDk5LWJhNGQ5NDQ5MTBkZiJ9 *available soon via Grants.gov*

2. Federal Service Desk (FSD) at https://www.fsd.gov/gsafsd_sp

3. GPD HMIS Management Guide at https://www.va.gov/HOMELESS/docs/GPD/providers/GPD_CM_HMIS_Management_Guide.pdf
4. GPD program regulations at https://www.ecfr.gov/current/title-38/chapter-I/part-61
5. GPD provider website at https://www.va.gov/HOMELESS/GPD_ProviderWebsite.asp
6. GPD website at https://www.va.gov/homeless/gpd.asp

7. Grants.gov at https://www.grants.gov/

8. SAM.gov at https://sam.gov/

9. Uniform Guidance for Grants at https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200

US Department of Veterans Affairs (VA) Grant & Per Diem (GPD) Program

Background

The GPD Program is VA's largest transitional housing program for Veterans experiencing homelessness and is permanently authorized under Public Law 109-461.

Since 1994, the GPD Program has awarded grants to community-based organizations to provide transitional housing with wraparound supportive services to assist vulnerable Veterans move into permanent housing. The grants are designed to meet Veterans at various stages as they move to stable housing. Community-based organizations receiving GPD grants offer focused transitional housing services through a variety of housing models targeted to different populations and needs of Veterans. The GPD program plays a vital role in the continuum of homeless services by providing supportive services to those Veterans who would otherwise be among the unsheltered homeless population. The result of GPD programs is that Veterans achieve residential stability, increase their skill levels and/or income, and obtain greater self-determination.

Types of GPD Grants

- Transitional housing grants:
  - **Per Diem Only** grants provide funding in the form of per diem payments to reimburse grantees for the cost of care provided to Veterans in transitional supportive housing
    - **Special Need** grants target housing and services to specific populations of Veterans (e.g., women, Veterans with chronic mental illness, frail elderly Veterans, Veterans caring for minor dependents, terminally ill Veterans)
    - **Transition-In-Place** (TIP) grants offer Veteran residents housing in which supportive services transition out of the residence over time, rather than the resident. Upon completion of the TIP services, the resident retains the unit as their permanent housing with no requirement to move
- Other types of grants:
  - **Case Management** grants support Veterans who were previously experiencing homelessness or who are at risk for homelessness so that they may obtain or retain permanent housing
  - **Capital grants** support the costs of acquiring, renovating, or constructing facilities and are only offered intermittently to improve existing facilities or to develop new transitional housing depending on the needs of the Department and funding availability

Transitional Housing Models

- **Bridge Housing**: Intended to be used for short-term stays in transitional housing by Veterans with pre-identified permanent housing destinations (e.g., HUD-VASH, SSVF, community options)
- **Clinical Treatment**: Designed for Veterans experiencing homelessness who have a specific diagnosis related to a substance-use disorder and/or mental-health diagnosis
  - Veterans actively choose to engage in clinical services
  - GPD grantees provide clinically focused treatment and services to help Veterans secure permanent housing and increase income through benefits and/or employment
- **Low Demand**: Uses a high engagement/harm reduction model to better accommodate Veterans experiencing chronic homelessness and Veterans who were unsuccessful in traditional treatment settings
  - Programming does not require sobriety or compliance with mental health treatment as a condition of admission or continued stay
  - Overall demands are kept to a minimum; however, services are made widely available and are actively promoted by program staff
  - The goal is to establish permanent housing while providing for the safety of staff and residents
- **Hospital to Housing**: Addresses the housing and recuperative care needs of Veterans experiencing homelessness who have been hospitalized
- **Service-Intensive**: Provides transitional housing and robust services that facilitate individual stabilization, increased income, and movement to permanent housing as rapidly as clinically appropriate
- **Transition In Place**: Offers Veteran residents housing in which supportive services transition out of the residence over time, rather than the resident. Upon completion of the TIP services, the resident retains the unit as their permanent housing with no requirement to move

Veteran Populations Served

Under GPD grants, the needs of many populations of Veterans experiencing homelessness are addressed, including but not limited to:

- Women Veterans
- Veterans with a chronic mental illness
- Frail elderly Veterans
- Veterans who have care of minor dependents
- Terminally ill Veterans

How to Apply for Funding

- Eligible applicants include:
  - 501(c)(3) or 501(c)(19) nonprofit organizations,
  - State or local government agencies, and/or
  - Recognized Indian Tribal governments.
- Not all grant types are available annually; when available, notices of funding opportunity (NOFOs) can be found at the following locations:
  - www.GRANTS.gov
  - https://www.va.gov/homeless/gpd.asp
- Application instructions are provided in each NOFO
- Each NOFO will clarify specific application criteria, funding limitations and other requirements

NOFOs & Additional Resources

Current announcements, open NOFOs (if available), and lists of current GPD awards are available on the GPD website: https://www.va.gov/HOMELESS/GPD.asp

Past NOFOs from prior fiscal years are available on the GPD provider website: https://www.va.gov/HOMELESS/GPD_ProviderWebsite.asp. Other resources on the GPD provider website include:

- GPD grant recipient guides
- GPD general terms and conditions of award

Regulations applicable to GPD and Federal grants are also accessible through the electronic Code of Federal Regulations:

- GPD regulations: https://www.ecfr.gov/current/title-38/chapter-I/part-61
- Federal-wide grants regulations: https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200

January 15th, 2026

Major Brian Goodwill
The Salvation Army of Washtenaw County
100 Arbana Drive
Ann Arbor, MI 48103

Dear Major Goodwill,

The Washtenaw County Continuum of Care is enthusiastically expressing support of The Salvation Army's Bridge Housing Model GPD application for the 2027 NOFO. The COC currently has 10 GPD beds, all 10 of which are operated by The Salvation Army. The Salvation Army's partnership has been essential to our system to end veteran homelessness with utilizing their Grant & Per Diem program to permanently house veterans with the 90-day Bridge model. The Salvation Army has been operating the Grant & Per Diem program out of one building at 3660 Packard St since 2022 and has reduced by 1 bed during this operating period. The COC has reduced its GPD beds since the last NOFO from 23 to 10 due to the closure of Michigan Ability Partners 12 GPD beds and our own reduction of 1 bed, however there is a continued need for the 10 GPD beds operated by Salvation Army Veterans' Hope house. At the time of writing this, 8 out of the 10 GPD beds are filled at Staples Veterans' Hope House.

The Salvation Army is an active member of the COC and critical participant in its efforts to end veteran homelessness in Washtenaw County. The Salvation Army has engaged in the county's efforts for the Built for Zero (BFZ) initiative to obtain a functional zero of homelessness for the veteran homelessness community in Washtenaw County. The Salvation Army has also been participants in webinars for the VA's established nationwide all hands-on deck call to permanently house 48,000 veterans across the nation in helping guide programs with tools and resources to house veterans successfully. Along with the VA, outreach HAWC, Shelter, GPD, and SSVF providers, The Salvation Army participates in Community Housing Prioritization (CHP) Committee meetings twice per month, during which a BNL is used to prioritize veterans experiencing homelessness based on acuity for open permanent housing resources. The Salvation Army also participates on the Ending Veteran Homelessness Leadership Team-an official committee of the COC that provides oversight to and leads the work of the larger CHP committee and the Veteran homelessness response system. Moreover, The Salvation Army works closely with the VA to fill GPD beds.

Through the 2024 NOFO, The Salvation Army has continued to use the bridge housing model with successful results despite a continued tightened rental market, increasing rental rates, and reduced availability of local veteran housing subsidies. For The Salvation Army's GPD program in 2023 the average length of stay was 53 days, 60 days in 2024, 76 days in 2025. Additionally, during this time, The Salvation Army's GPD program has seen 87% of the veterans exit to permanent housing this being an exceedingly high rate that speaks to the success of the bridge housing model in our community. Over the last three years, the COC, GPD providers, the VA, and the CHP committee has continued to work together to utilize our GPD beds to reduce veteran length of stay (from identification to housing) and increase exits to permanent housing. For veterans on the BNL in Washtenaw COC in 2023 the average days to housing was 113 days, 80 days in 2024, and 86 days in 2025. To Support this work, CHP committee members regularly review length of stay and permanent housing exit data to better understand client barriers and improve our systems service delivery.

The Washtenaw Continuum of Care fully supports The Salvation Army's application for Bridge Housing GPD.

January 27, 2026

Jan Little, CEO Michigan Ability
Partners
3810 Packard STE260
Ann Arbor, MI 48108

Dear Ms. Little,

On behalf of the Washtenaw County Continuum of Care (CoC), I would like to sincerely express support of Michigan Ability Partners (MAP) application for the FY 2027 Supportive Services for Veteran Families (SSVF) program. SSVF has been an integral program in Washtenaw County in successfully housing homeless Veterans through short-term rental subsidy and supportive services.

Since 2014, MAP and its staff have effectively implemented this program in our CoC, as a sub-grantee of Wayne Metro CAA. MAP is applying to be the sole grantee for SSVF in Washtenaw County as they continue to be a lead agency in serving homeless Veterans. To do this work, MAP is fully engaged in our bi-monthly Coordinated Entry System, Community Housing Prioritization (CHP) Committee meetings. During CHP meetings, clients are prioritized based on acuity and severity of need and referred to available permanent housing units, including SSVF. This process, implemented in August of 2014, has allowed our community to house those experiencing homelessness more quickly, efficiently, and effectively. MAP has not only fully participated in this process but has been essential and diligent in working to achieve the goal on the national campaign Built For ZERO.

The aim of the provision of supportive services is to assist very low-income Veteran families residing in permanent housing to remain stably housed and to rapidly transition those not currently in permanent housing to stable housing. Assistance in obtaining or retaining permanent housing is a fundamental goal of the SSVF Program. SSVF emphasizes the placement of homeless Veterans and Veteran families.

SSVF aligns with our CoC's mission and Plan to End Homelessness. The Washtenaw County CoC entrusts MAP to apply for SSVF, a grant that is a vitally important resource in ending homelessness in Veterans. Their strong partnership is recognized CoC-wide. We strongly support MAP and its staff to provide SSVF in Washtenaw County, as SSVF is a vitally important resource in ending homelessness in Veterans.

Please feel free to reach out to our Continuum of Care lead agency supervisor, Kristin Kunes, for any questions at kunesk@washtenaw.org .

Sincerely, CoC Director

Residential Displacement Response Taskforce

Over the past year, the homeless system of care has seen an increase in housing instability resulting from condemned or court-ordered vacated residential units, including large-scale displacement events such as Arbor One in Ypsilanti and Thorncrest in Saline. These situations often emerge rapidly and are shaped by the intersection of multiple institutional systems including housing, legal proceedings, property ownership practices, utility regulation, and language access which frequently operate in silos. Without coordinated, time-sensitive responses across these systems, affected households face a heightened risk of entering homelessness.

Given the growing prevalence and complexity of condemned unit cases, a dedicated Taskforce is needed to support coordinated planning and response efforts. This taskforce would assess current response capacity and gaps, develop standardized strategies, protocols, and recommendations for future incidents, research best practices for tenant protection and relocation in Michigan, and analyze trends and data related to condemned and uninhabitable units. The taskforce would also identify funding needs and flexible resources to support tenant relocation, legal navigation, and stabilization efforts across affected populations.

The goal of the Residential Displacement Response Taskforce is to develop a clear, system-wide response framework and recommendations by **[insert target date]** to ensure the community is better prepared to respond proactively, equitably, and efficiently to condemned unit situations as they arise.

NOTICE TO TENANTS OF ARBOR ONE

The Circuit Court has ordered that several Arbor One buildings must be vacated by January 31, 2026.

This order does **not** apply to Arbor West (located at 815/817, 823/825, 829/831, 835/837, 841/843, 847/849, and 853/855 Green Rd), nor does it apply to 720 Green or 721 West Clark.

Affected tenants have two relocation options:

Option 1: Relocate to 720 Green or 721 West Clark

- Availability: Units are on a first-come, first-served basis, and there are not enough units for all affected tenants.
- Deadline: Tenants must notify the Arbor One property manager of their intent to relocate within Arbor One by January 9, 2026 at 5pm. Failure to do so means tenants must move out of AO.
- If tenants request to relocate within Arbor One but there are no more units available, tenants must move out of Arbor One.
- Incentives: Tenants will receive $1,000, one month of free rent, and no rent increases for six months from their current rate. Tenants can elect to sign either a six (6) month or twelve (12) month lease.
- Moving Assistance: Physical moving services will be provided by property management (if preferred).

Option 2: Relocate outside of Arbor One

- Incentive: Tenants will be given a lump sum of $3,500 to assist with the move.
- Moving Assistance: No moving assistance will be provided.

Tenants in affected buildings who do not move by January 31st may be subject to eviction proceedings. All current leases for affected tenants expire on January 31, 2026.

Tenants should fill out the attached Agreement to Vacate with their choice and submit it to the leasing office as soon as possible, either by delivering it in-person, or by emailing it to ArborOne@gobeal.com. Leasing office hours are as follows:

December 23, 24, 2025	9am-3pm
December 29, 30, 31, 2025	9am-3pm
Weekdays starting January 5, 2026	9am-3pm

To learn more, you can also email Legal Services at South Central Michigan at SafeHousing@lsscm.org, or by calling (734) 665-6181.

Dated: 12/22/2025

COURT-ORDERED AGREEMENT TO VACATE PREMISES

The Washtenaw County Circuit Court has issued an Order in the case *Washtenaw County Prosecutor et al vs ValleyTree Partners LLC et al*, Case No: 25-000262-CH, requiring all tenants living at Arbor One, in buildings other than 720 Green Road and 721 W. Clark, to vacate their units by **January 31, 2026**. Arbor West remains the subject of receivership, and tenants living in Arbor West buildings are not currently required to vacate the premises under the Court's Order.

_____ (hereafter referred to as "Tenant") rents the apartment located at _____ (hereafter referred to as "Premises"), from VTP A1 LP (hereafter referred to as "Landlord"). Landlord and Tenant (hereafter referred to collectively as the "Parties") agree to the following:

1. Tenant acknowledges that they must vacate the Premises no later than January 31, 2026, and may elect to receive a one-time $1,000.00 payment to relocate inside of Arbor One at 720 Green or 721 West Clark, or receive a one-time payment of $3,500 to assist with permanent relocation elsewhere.

2. Tenant acknowledges that if they elect to be relocated to a unit within Arbor One, but one is not available, they will be deemed to have elected to receive a $3,500 payment and permanently relocate outside of Arbor One.

3. Tenant acknowledges that in any case, they must vacate their unit on or before January 31, 2026.

4. Tenant elects (CHECK ONLY ONE BOX):

☐ **To be relocated to an available unit at 720 Green Road or 721 West Clark.**

By selecting to be relocated within Arbor One, Tenant agrees to the following terms:

- They must vacate their current unit on or before January 31, 2026;

- They must elect to be relocated to an available unit in 720 Green Road or 721 West Clark by **January 9, 2026 at 5 PM.** If they meet this deadline, and there are units available, tenants will receive a one-time $1,000.00 payment, and will receive assistance from the property management team to move their belongings to their new unit;

- If a tenant elects to be relocated to 720 Green Road or 721 West Clark by January 9, 2026 at 5pm but there are no remaining available units, tenants will not be permitted to relocate within Arbor One, and will instead be deemed to have elected to permanently relocate outside of Arbor One in accordance with the terms in the next section of this agreement;

- If approved to move into an available unit at 720 Green Road or 721 West Clark, tenant may elect to sign a 6-month or a 1-year lease. Tenants will receive their first month rent free. Thereafter, the remainder of the first six (6) months of the lease will be the same rental rate as the tenant's prior lease. All subsequent months will be charged at market rate;

- They must assume the cost for electricity through DTE, and must provide Landlord with confirmation of the DTE account number in the name of the Tenant within 7 days of moving in.

☐ **To relocate outside of Arbor One.**

By selecting to relocate outside of Arbor One, Tenant agrees to the following terms:

- They must vacate their current unit on or before January 31, 2026;

- They will receive a one-time payment of $3,500.00;

- Tenant acknowledges that there will be no assistance from the property management team to move tenant's personal belongings if this option is selected.

In all cases, payment shall be made via a check to tenant within three (3) business days of a tenant returning this signed form to the property manager. Checks will be available to pick up directly from the leasing office.

In all cases, Tenant and Landlord acknowledge that any prior lease agreement shall automatically terminate by order of the Court as of January 31, 2026.

5. If Tenant fails to vacate the Premises on or before January 31, 2026, Tenant expressly agrees and acknowledges that Tenant is subject to the jurisdiction of the 22nd Circuit Court, where a request for eviction of Tenant will be heard with the existing case, *Washtenaw County Prosecutor et al vs ValleyTree Partners LLC et al*, Case No: 25-000262-CH, before Judge Kuhnke. Landlord may immediately initiate eviction proceedings against Tenant if tenant fails to vacate the Premises by January 31, 2026.

6. This Agreement does not constitute an admission by any of the Parties hereto that they have engaged in any unlawful act.

7. This Agreement shall be governed by the laws of the state of Michigan.

8. Tenant represents and acknowledges that, before signing this Agreement, s/he has read the Agreement and fully understands its terms, content and effect, and enters into this Agreement voluntarily.

9. The Parties acknowledge that this constitutes the entire agreement. Modifications to this

agreement are not effective unless made in writing and signed by all Parties.

10. This Agreement may be executed in one or more counterparts (including by means of facsimile or electronic transmission), each of which shall be deemed an original but all of which together will constitute one and the same instrument.

_____	_____
Representative of Landlord, printed name	Signature Date: _____
_____	_____
Tenant, printed name	Signature Date: _____
_____	_____
Tenant, printed name	Signature Date: _____

Arbor One Tenant Information Session

TUESDAY, JANUARY 6TH
6:00PM-8:00PM
799 GREEN RD.
ARBOR ONE APARTMENTS FRONT PARKING LOT

Washtenaw County and the Legal Service team are here to help with great partners as you navigating your next steps after receiving your court order to move out.

WHY AM I GETTING THIS?

A court order says residents must decide by Friday January 9th whether to stay at Arbor One or move out by January 31st.

YOU HAVE TWO OPTIONS:

OPTION 1: STAY AT ARBOR ONE

- Move to 720 green rd. or 721 west Clark Arbor One building
- Get $1,000 one-time payment
- Get free help moving from Arbor One staff
- First month rent free at same price as current rent

OPTION 2: MOVE OUT

- Get $3,500 one-time Payment
- Responsible for Finding new place to live outside of Arbor One

AVAILABLE ON-SITE SUPPORT

- Housing Assistance
- Legal Guidance
- Financial & Benefit Support
- Mental Health & Stability
- Ypsilanti Community Schools

WASHTENAW COUNTY MICHIGAN 1826

FOR MORE INFORMATION: 734-222-3047