

*The Seattle - King County Continuum of Care
Local Application Process for the 2017*

HUD Continuum of Care Program Phase II Application Workshop

Wednesday, July 12, 2017

10:30am to 11:30am

YWCA Opportunity Place
Jennings Community Room
2024 Third Avenue
Seattle, WA

AGENDA

- **Welcome**
- **2016 NOFA Review**
 - CoC Performance / Score
 - Funding Received
- **2017 CoC Program Application and Process**
 - National Competition**
 - Timing
 - Known knowns, unknown knowns, and unknown unknowns
 - “McKinney” Alerts
 - Local Process**
 - **2017 Phase II Application**
 - Overview
 - Project Efficiency Measures - Grant Expenditures/Occupancy
 - Key Indicator Measures
 - Client Participation
 - Match
- **What’s Next**
 - **Be Prepared!!!! NOFA Release expected in July!!!**
 - All Applicants
 - For Direct Grantees
 - DUNS #/SAM Registration
 - E-snaps Electronic Application – Update Profile
 - Code of Conduct
 - **HUD NOFA Updates!!!!** Wait to hear from your McKinneyTeam
 - **Timeliness!!!! Watch for McKinney Alerts**

REMEMBER: if you receive any HUD updates during the NOFA process don’t worry and don’t do anything until you hear from us. If you have any questions, you can always contact your McKinney Team.

Workshop Attendance
King County Project Sponsors

Organization	Project Name	Contact Name	e-mail address
CCS	King County Scattered Sites Supportive Housing		
Consejo Counseling & Referral	Mi Casa		
DESC	Connections RRH		
DESC	King County Scattered Sites Supportive Housing		
Lifewire	My Friend's Home		
Plymouth Housing Group	Shelter Plus Care		
Plymouth Housing Group	King County Scattered Sites Supportive Housing		
REACH	Scattered Sites PSH		
Valley Cities	Valley Landing		
YWCA	Family Village Permanent Supportive Housing		

Workshop Attendance

DIRECT HUD GRANTEES

-----A-C-----

Grantee NAME	Organization	Contact Name	Phone #	e-mail address
Archdiocesan Housing Authority/CCS	Aloha Inn			
Archdiocesan Housing Authority (CHS)	Rose at Bakhita			
Archdiocesan Housing Authority (CHS)	The Westlake			
Auburn Youth Resources	Severson House			
Community Psychiatric Clinic	Harbor House Safe Haven			

Workshop Attendance

DIRECT HUD GRANTEES

-----D-E- F- K- L- M-----

Grantee NAME	Organization	Contact Name	Phone #	e-mail address
DESC	Lyon Building			
El Centro de la Raza	ECR Transitional Housing Program			
Friends of Youth	New Ground Bothell (Arbor House)			
Kent Family & Youth Services	Watson Manor			
Multi-Service Center	Transitional Family Housing			

Workshop Attendance

DIRECT HUD GRANTEES

-----S- U- V -----

Grantee NAME	Organization	Contact Name	Phone #	e-mail address
Salvation Army	Hickman House			
Salvation Army	William Booth Center			
Solid Ground	Broadview			
United Indian of All Tribes	Youth Home			

Workshop Attendance

DIRECT HUD GRANTEES

-----Y-----

Grantee NAME	Organization	Contact Name	Phone #	e-mail address
YouthCare	Ravenna House			
YouthCare	Straley House			
YWCA	Anita Vista			
YWCA	Auburn TH Program			

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Continuum of Care Program | FY 2016
Competition Debriefing

WA-500 CoC Scoring Summary		
Seattle King County Continuum of Care		
Scoring Category	Maximum Score (Points)	Your CoC Score (Points)
Part 1: CoC Structure and Governance	51	49.5
Part 2: Data Collection and Quality	27	25
Part 3: CoC Performance and Strategic Planning	101	73.5
Part 4: Cross-Cutting Policies	21	21
Total CoC Application Score	200	169

Overall Scores for all CoCs

Highest Score for any CoC: 187.75
 Lowest Score for any CoC: 79
 Median Score for all CoCs: 154.5
 Weighted Mean Score for all CoCs: 160.7

*The weighted mean score is the mean CoC score weighted by Annual Renewal Demand. CoCs that scored higher than the weighted mean score were more likely to gain funding relative to their Annual Renewal Demand, while CoCs that scored lower than the weighted mean were more likely to lose money relative to their Annual Renewal Demand.

FY 2017 NOFA - Background

U.S. Department of Housing and Urban Development (HUD) McKinney Continuum of Care Program funds are competitive funds targeted towards ending homelessness with an emphasis on housing. The competition is annual and begins with release of a formal Notice of Funding Availability (NOFA). The FY 2017 NOFA has not yet been released.

The NOFA changes each year as HUD considers new data, research and best practices, and looks to meet its priorities for the funds. Here is what is known so far for FY 2017:

- The Tier 1 / Tier2 ranking approach will continue. Tiers are financial thresholds based on the value of the CoC annual renewal demand minus a percentage reduction (Tier 2) determined by HUD (15% in 2015 and 7% in 2016).
- Each CoC is required to rate and rank each of its projects according to locally developed criteria. HUD will continue to apply its own selection which in 2016 included prioritizing permanent housing, as well as low barrier housing serving literally homeless households, performance, and strategic use of resources.
- Reallocation remains an option for the creation of new projects can be created through re-allocation but only to (1) create new Permanent Housing projects, either Permanent Supportive Housing (PSH) projects for chronically homeless, (2) Rapid Re-Housing serving homeless individuals and families who come directly from streets or shelter, or (3) a new Rapid Rehousing / Transitional Housing Program (details of this component are not yet known).
- There will be bonus funding but a specific amount is not known at this time. This funding will be targeted to projects that further HUD strategic goals. Likely this means NEW Permanent Supportive Housing projects that will serve 100% chronically homeless individuals/families or new Rapid Re-Housing serving homeless individuals and families who come directly from streets/shelter or fleeing DV.

Financial Implications

Key Category	Amount	Definition
The "annual renewal demand" (ARD) for Seattle King County CoC	\$ 35,182,572 (+ / -)	Base amount for which we are eligible to apply
The \$ proportion of the ARD that we are required to place in Tier 2	\$ TBD	Requires reallocation and/or strategic placement of existing projects in tier 2
The amount of bonus funds for which we are eligible to apply	\$ TBD	Requires local process to identify eligible projects
Total amount for which we are eligible	\$TBD	Total Priority Listing

Key Deadlines

Date	Element	Notes
30 days prior to NOFA due date	Deadline for all local project applications to be submitted for CoC review	CoC must establish a deadline for receipt of local project applications no later than 30 days prior to NOFA deadline
15 days prior to NOFA due date	Final decisions on projects to be renewed, reduced, eliminated or added to the application	All potential applicants must be notified in writing of all funding decisions.
2 days prior to NOFA due date	Consolidated Application including the CoC Priority Listing posted on All Home Website	Bonus points for posting CoC Application 2 days prior to NOFA due date.
NOFA DUE DATE	Submit final CoC Consolidated Application to HUD via esnaps.	DUE DATE announced in the FY 2017 NOFA when released.

All Home King County – CoC Program Values

Adopted by All Home Coordinating Board 7/5/517

McKinney CoC Application Values

1. Maintain as much HUD Continuum of Care Program funding in our CoC as possible.
2. Promote our goals of reducing racial disparities and making homelessness rare, brief, and one time in King County.
3. Prioritize projects that:
 - a. Actively participate in the Continuum of Care
 - b. Help advance the collective goals of the CoC, including addressing racial disproportionality, and specifically advance the goal of increasing permanent housing exits for the American Indian/Alaska Native (AI/AN) population
 - c. Have movement to permanent housing and subsequent stability as the primary focus
 - d. Leverage and do not replace mainstream / other resources
 - e. Focus on those who are literally homeless (streets, shelter, transitional housing for homeless)
 - f. Participate in the HMIS with complete, high quality data;
 - g. Demonstrate low barriers to program entry
 - h. Perform well against HUD McKinney Continuum of Care goals and positively impact system performance
 - i. Consistently meet and exceed operational standards for spending, match, occupancy and reporting.
4. Listen to, hear, and implement strategies to address the needs of people who access Continuum of Care services.

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**FY2017 HUD Continuum of Care Program NOFA
Seattle King County Continuum of Care
Mandatory Meeting**

Wednesday, July 12, 2017

10:30a to 11:30a

**YWCA Opportunity Place
Jennings Community Room
2024 Third Avenue,
Seattle, WA**

Who <u>MUST</u> Attend?	This is a <u>mandatory meeting</u> for representatives from ALL project sponsors with existing HUD CoC Program grants that expire in calendar year 2018. Those Agencies with multiple McKinney grants must assure that each grant is represented by (an) attendee(s). A list of Direct Grantees and King County and City of Seattle project sponsors is attached.
What's the Purpose of the Meeting?	<ul style="list-style-type: none"> ▪ Learn about the 2017 NOFA local application process and deadlines! ▪ Understand CoC priorities and HUD goals/expectations for this NOFA ▪ Learn what we might expect with the 2017 NOFA ▪ Understand your responsibilities for applying for funds through 2017 NOFA

- ❖ **Very Tight timeline** means **VERY SHORT DEADLINES!!** We are still waiting for HUD to release the 2017 NOFA. This workshop is launching phase 2 of the Seattle King County local process.
- ❖ **Do Not Act on HUD's NOFA updates.** It is very important that you wait for our guidance to ensure that your individual project proposals (renewals) are accurate and correct.
- ❖ **Watch for Seattle King County McKinney Alerts** (from your McKinney Team). We will roll out more information about our process and your role in ensuring a competitive application as HUD makes the information available. Notices will come through email ALERTS!!

Please feel free to contact your McKinney Team (Eileen and Kate) if you have any questions at all. See you on Wednesday July 12, 2017!!

[City of Seattle contact: Eileen Denham](#)
City of Seattle
Phone (206) 684-0915
E-mail: eileen.denham@seattle.gov

[King County contact: Kate Speltz](#)
King County
Phone (206) 263-9084
E-mail: kate.speltz@kingcounty.gov

HUD Direct Grantees

List of Projects that **contract directly** with HUD

Applicant Name	Project Name
Archdiocesan Housing Authority	Rose of Lima House
Archdiocesan Housing Authority	St. Martin's on Westlake
Catholic Community Services	Aloha Inn
Community Psychiatric Clinic	El Rey
Community Psychiatric Clinic	Harbor House - Safe Haven
DESC	Lyon Building
El Centro de la Raza	ECR Transitional Housing
Friends of Youth	New Ground Bothell
Kent Youth and Family Services	Watson Manor
Multi-Service Center	Homeless Families THP
Solid Ground Washington	Broadview
The Salvation Army	Hickman House
The Salvation Army	William Booth Center
United Indians of All Tribes	United Indians Youth Home
YouthCare	Ravenna House
YouthCare	Straley House
YWCA	Anita Vista
YWCA	Auburn Transitional Housing

King County Grantees

List of Projects that Contract for CoC Program funds through King County

Applicant	Project Name
VCCC	Valley Cities Landing
King County	King County SPC - SRA
King County	King County SPC - TRA
Consejo	Mi Casa
Lifewire	My Friend's Place
DESC	King County Rapid Rehousing
DESC	King County Scattered Sites
YWCA	Family Village Redmond PSH for Families
King County	WA-500 Coordinated Entry
King County	REACH Scattered Sites PSH #1 and #2

City of Seattle Grantees

City of Seattle Projects that Contract for CoC Program funds through City of Seattle

Agency Name	Project Name
AHA	Dorothy Day House
AHA	Noel House at Bakhita Gardens
AHA	Ozanam 2
AHA	Ozanam House
AHA	Patrick Place
Compass Housing Alliance <i>(First Renewal)</i>	Compass Cascade Womens PSH
Compass Housing Alliance	Nyer Urness
Compass Housing Alliance	Ronald Commons
CPC	Cedar House
DESC	1811 Eastlake
DESC	Aurora Supportive Housing
DESC	Canaday House
DESC	Cottage Grove Commons
DESC	Evans House
DESC	Interbay Supportive Housing
DESC	Kerner Scott House
DESC	Rainier Supportive Housing
DESC	Scattered Site Leasing
LIHI	Martin Court
Neighborhood House	Working for Housing Stability RRH Project
New Beginnings <i>(First Renewal)</i>	New Beginnings RRH
PHG	Coming Home
PHG	Williams Apartments
PHG <i>(First Renewal)</i>	Plymouth on First
Seattle and King County	Rapid Rehousing for Young Adults
City of Seattle	Seattle Rapid Re-Housing for Families Project
Solid Ground	Sandpoint Families Supportive Housing
Transitional Resources	Avalon Place
Youthcare	Home of Hope
Youthcare	Sandpoint Youth Group Homes
YWCA <i>(First Renewal)</i>	YWCA Supportive Housing

**2017 Seattle King County Local Project Sponsor Application
Match Table**

Project Name:

Agency Name:

Type: Cash (C) In-kind (I)	Source: Government (G) Private (P)	Contributor of Resource	Value (\$)
C	G	<i>King County Program</i>	\$27,500.00
C	P	<i>United Way</i>	\$2,500.00

Total Grant Amount (including Admin):
\$123,062.00

Required Minimum 25% Match Commitment:
\$30,766.00

Match Calculated Total:
\$30,000.00

Remaining to Achieve 25% Match:
\$766.00

NOTE: Please complete/fill in all shaded areas with information for your project (Project Name/ Agency Name/Total Grant Amount). Before beginning you must **delete** the information in Row 9 & 10 which is entered as an example only. The non-shaded boxes will auto fill from information you enter into Column D for each fund source.

You are NOT required to submit Match documentation with your local Phase II application. However, you *will* be expected to provide written "Letters of Commitment" to document your match at the time of Grant Award.

Match and Leverage for the Continuum of Care

U.S. Housing and Urban Development (HUD) homeless program funding is limited and can provide resources needed to successfully address the needs of homeless families and individuals. HUD requires use of supplemental resources as match.

Match

Match is actual cash or in-kind resources contributed to the grant. All eligible funding costs (including overhead) must be matched at least 25%. Match must be used for eligible activities as defined by the CoC Program Part 578, subpart D. Match can now include residents rents. Match may come from any source, state, local, or private sources, but it is important to note that some federal sources of funds do not allow their funds to be used as match. It is the applicant's responsibility to confirm with each source that the use of such funding for match purposes is permitted.

Please note: Mainstream benefits paid directly to clients are not an eligible source of match.

Cash vs. In Kind

Cash Contributions

Cash match is when the Agency/program pays for an eligible activity with funds from the agency's program grant funds. CoC Program funds cannot be used to match other CoC funded projects.

In-kind Contributions

Non-cash resources are considered in kind. The Project may use the value of real property, equipment, or services contributed to the project as match and leverage. Services provided by individuals must be consistent with those ordinarily paid for similar work in your organization. If you do not have similar work, the rates must be consistent with those ordinarily paid by other employers for the labor market.

Match Documentation Requirements

1. Documentation of Cash Contributions:

Documentation should be included in a commitment letter and should be able to be traced to financial statements, general ledger statements, or other records that reflect yearly financial data. Documentation should be provided on the source agency's letterhead, signed and dated by an authorized representative, and should include the following, at minimum:

- Amount of cash to be provided to the recipient for the project;
- Specific date the cash will be made available;
- The actual grant and fiscal year to which the cash match will be contributed;
- Time period during which funding will be available; and
- Allowable activities to be funded by the cash match.

2. Documentation for Goods and Equipment:

Written documentation of a donation of in-kind goods and/or equipment must be provided on the source agency's letterhead, signed and dated by an authorized representative of the source agency, and include the following:

- Description of the donated goods/equipment and the value of the goods/equipment to the recipient for the project.

to the recipient for the project;

Program

Provide only a portion of the
HUD requires funded programs to

(except leasing) must be
per HUD Interim Rule, 24 CFR
provisions, including other federal,
agencies outside of HUD do not
regardless of source of funding whether

agencies that are **not** CoC
agencies.

Equipment, goods, or
services must be valued at rates
comparable to employees performing
similar work in the same

Accounted through the agency's
financial status. Written
documentation by an authorized

provided;

provided on the source agency's
documentation must, at a minimum, include

Equipment to be provided

- Description of the donated goods provided to the recipient for the
- The actual grant and fiscal year
- Time period during which the

3. Documentation for Services:

Please note: A Memorandum of Understanding by another entity prior to the execution of you

You must enter into a formal memorandum of service(s) and establish a system to document You may use a letter from the partner agency advance of executing a formal MOU, for instance notification of award from HUD.

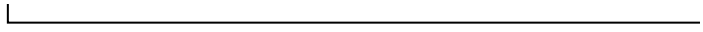
At a minimum, an MOU must be executed between the following information:

- Agency Information:
 - Recipient's/subrecipient's
 - Service provider's identify
- Unconditional Commitment of This
- Description of Services to be Provided
- Scope of Services to be Provided and
 - Specific contract to be made
 - Length of time services provided
 - Point-in-time number of clients
 - Total clients receiving services
 - Qualification of persons providing services
 - Estimated value of services
- Documentation of Services Match
 - Documentation requirements
 - Timeliness standards of services
- A copy of the MOU must be provided for required match for the grant.

It is the responsibility of the grantee to period that they are providing adequate documentation services provided has not changed.

Proof of Match:

Project records must show that enough match on eligible activities. Records must also indicate



goods/equipment and the value of the goods/equipment to be
the project;
to which the match will be contributed; and
donation will be available;

ing (MOU) must be executed for all **in-kind service match** provided
ur grant agreement/operating year

f understanding (MOU) with the agency providing the in-kind
t the actual value of services provided during the term of the grant.
to document the commitment to provide the in-kind service in
nce, then you may wait to execute an MOU upon receipt of

tween your program and a third party service provider and include

s identifying information with point(s) of contact
ing information with point(s) of contact

ird Party Provider to Provide the Service

ided

and by Whom

atched

rovided/term of contract

lients receiving service

vice over grant term

roviding service

es provided (such as hourly rate)

l

ents and responsibilities of service provider and recipient

ervice provider and recipient for providing services to individual

ded to HUD prior to grant agreement execution to document the

lically check with providers of in-kind match, not only to ensure
:ion but also to determine that the fee structure and types of

ring funds have been secured **and** that the funds have been spent
te which grant and operating year the match is counted towards.
