

North Shore Continuum of Care
Request for Proposals
FY2015 Continuum of Care Program Competition
New Projects and Permanent Housing Bonus

Maximum Available Funding: Reallocation Funding up to \$349,208

Permanent Housing Bonus up to \$289,531

RFP Distributed: October 01, 2015

Deadline for proposals: October 13, 2015

I. Introduction and Purpose

This Request for Proposals (RFP) is being issued by the North Shore Continuum of Care (North Shore CoC) and City of Peabody, the Collaborative Applicant for the North Shore CoC. It requests proposals for permanent housing projects to be undertaken in the geographic region covered by the North Shore CoC, MA-510. Proposals must define a project to create:

- New permanent supportive housing projects that will serve chronically homeless individuals and families,
- Rapid re-housing projects that will serve individuals, families or unaccompanied youth who come directly from the streets, emergency shelters, or are fleeing domestic violence or other persons who meet the criteria of the definition of homeless in CFR 578.3, or
- Coordinated entry and HMIS, as defined below.

II. Funding and Grant Term

Up to \$349,208 is available for reallocation to new projects, and \$289,531 is available for Permanent Housing Bonus for terms as follows:

New Project Grant terms. The initial grant term for new project applications may be 1-year, 2-years, 3-years, 4-years, 5-years, or 15-years. However, the following exceptions apply:

- a. Any new project that requests tenant-based rental assistance may request a 1-year, 2-year, 3-year, 4-year, or 5-year grant term.
- b. Any new project that requests leasing – either leasing costs only or leasing costs plus other costs (e.g., supportive services, HMIS.) – may only request up to a 3-year grant term.
- c. Any new project that requests project-based rental assistance or sponsor-based rental assistance, or operating costs may request up to a 15-year grant term; however, the project applicants may only request up to 5 years of funds. Funding for the remainder of the term is subject to availability and applicants must apply for additional funds at such time and in such manner as HUD may require.
- d. Any new project that requests operating costs, Supportive Services Only, HMIS, and project administration may request 1-year, 2-year, 3-year, 4-year, or 5-year grant terms with funding for the same number of years.
- e. Any new project that requests new construction, acquisition, or rehabilitation must request a minimum of a 3-year grant term and may request up to a 5-year grant term.
- f. If an applicant requests funds for new construction, acquisition, or rehabilitation in addition to requesting funds for operating, supportive services, or HMIS, the funding will be for the 3 years requested, and the grant term will be 3 years plus the time necessary to acquire the property, complete construction, and begin operating the project. HUD will require recordation of a HUD-approved use and repayment covenant (a form can be obtained from the local HUD CPD Field Office) for all grants of funds for new constructions, acquisition, and rehabilitation. (24 CFR 578.81)

Please note:

HUD will allow new reallocated projects to request funding for 1 year to facilitate implementation of CoC strategies to reduce gaps in permanent housing. Any new

reallocated projects requesting capital costs (i.e., new construction, acquisition, or rehabilitation) are not eligible for 1-year requests and HUD will increase the grant term to 3-years if they are submitted for 1-year terms.

III. Matching and Leverage

The applicant must match all grant funds, except for leasing funds, with no less than 25% of funds or in-kind contributions from other sources. 24 CFR 578.73 provides detailed information about cash and in-kind match requirements. If selected, the applicant will be responsible for gathering match commitment letters for the proposal.

The applicant will also provide in-kind or cash leverage commitments that are equal to or exceed 150% of the grant amount.

IV. Eligibility

Eligible projects include:

Reallocation Funds:

Through the reallocation process CoCs may create the following type of new projects:

- a. CoCs may create new permanent supportive housing projects where all beds will be dedicated for use by chronically homeless individuals and families, as defined in 24 CFR 578.3.
- b. CoCs may create new rapid re-housing projects for homeless individuals and families who enter directly from the streets or emergency shelters, youth up to age 24, and persons who meet the criteria of paragraph (4) of the definition of homeless.
- c. CoCs may create a new Supportive Services Only (SSO) project specifically for a centralized or coordinated assessment system.
- d. CoCs may create a new dedicated Homeless Management Information System (HMIS) project for the costs at 24 CFR 578.37 that must be carried out by the HMIS Lead.

Permanent Housing Bonus:

- a. New permanent supportive housing projects that will serve 100 percent chronically homeless families and individuals, and
- b. New rapid re-housing projects that will serve homeless individuals and families coming directly from the streets or emergency shelters, and includes persons fleeing domestic violence situations and other persons meeting the criteria of paragraph (4) of the definition of homeless.

V. Project Description

Concept: A full description of the proposed project must include the population/sub-population it will serve, the type of housing and services that will be provided, including those not covered by funding under this proposal, and the budget activities that are being requested. **Proposals should clearly indicate whether they are pursuing Reallocated funds or Permanent Housing Bonus funds.**

In the event proposals request more funding than is available through Reallocation funds, eligible projects will be considered for Bonus Funds unless the project applicant indicates it does not want to be included in that evaluation.

Ending Chronic Homelessness: A statement regarding how this project will move the North Shore CoC to achieving an end to Chronic Homelessness as defined in *Opening Doors, Federal Strategic Plan to Prevent and End Homelessness, 2015*.

If appropriate, the proposal should also address how the project will work toward ending Family Homelessness, Youth Homelessness and/or Veteran Homelessness.

Strategic Resource Allocation: Projects must demonstrate effective use of partnerships and maximization of mainstream resources.

Housing First: As this model is a HUD priority, applicants who commit to using a Housing First program design will receive a higher score.

Coordinated Entry: Applicant must indicate that it will participate in the CoC's Coordinated Entry process.

Applicant's Experience/Capacity: Describe agency's experience and staff qualifications in providing housing and/or homeless supportive services. Include details specific to serving persons experiencing chronic homelessness.

VI. Timeline

RFP Distributed October 01, 2015

Application Deadline October 13, 2015, 5:00 p.m.

Committee Meeting to Review and Select Proposals October 15, 2015

Notice of Selection October 16, 2015

VII. Proposal Submission and Questions

Projects should be submitted in e-snaps, <https://esnaps.hud.gov/grantium/frontOffice.jsf>

Full Application Instructions can be found at <https://www.hudexchange.info/news/the-fy-2015-coc-program-competition-is-now-open/> In addition, technical questions can be submitted to Ask A Question at <https://www.hudexchange.info/get-assistance/my-question/> Other questions can be emailed to Karen R. Byron, Byron Grant Consulting, at krbyron@byrongrantconsulting.com.

Please email Karen and cc: Kevin Hurley at kevin.hurley@peabody-ma.gov upon submission of your project application so that we may ensure it was received by the deadline. Should an applicant have additional information and/or documentation relevant to the application which cannot be entered into e-snaps, but should be considered by the review committee, this should also be emailed to Karen and Kevin.