

2024 Southern Nevada Homelessness Continuum of Care (CoC)

LOCAL PROJECT APPLICATION INSTRUCTIONS



Application via ZoomGrants - link located at:
<https://helphopehome.org/funding-opportunities/>

GENERAL INFORMATION

About Help Hope Home

Help Hope Home is Southern Nevada’s coordinated regional approach to assist individuals and families with achieving stable and sustainable lives. Relying on collaborative effort, Help Hope Home is a regional partnership that coordinates efforts to prevent and end homelessness in Southern Nevada. Our collective effort brings to the table all aspects of our community including citizens, faith-based organizations, non-profit providers, businesses, civic groups, education, law enforcement, and government. Through our efforts, we can leverage valuable resources, share information, and manage funding opportunities.

Funding Opportunity Background

Each year the U.S. Department of Housing and Urban Development (HUD) releases a Notice of Funding Opportunity (NOFO) for the HUD Continuum of Care Homeless Funds. HUD released the 2024 NOFO on July 31st, 2024, and the Southern Nevada Homelessness Continuum of Care (CoC) is releasing a CoC Local Application as part of the HUD local process. Information from this local application will be used to determine inclusion in the 2024 Consolidated Application to HUD for the CoC Homeless Assistance funds.



Note:

The CoC Local Application is mandatory for anyone who wishes to participate in this year’s Southern Nevada Consolidated Application

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APPLICATION INFORMATION

ZoomGrants

The HUD CoC Local Application is an electronic submission through ZoomGrants. The application along with companion documentation can be found at the [Help Hope Home](#) website.

Here you will find the web links to:

- ✓ Local HUD CoC Project Application Instructions
- ✓ Local HUD CoC Project Electronic Application
- ✓ Grants Administration User Guide (*HUD Document*)
- ✓ Southern Nevada Homelessness Continuum of Care Local Priorities
- ✓ Glossary of Terms
- ✓ Commonly Used Acronyms
- ✓ Technical Assistance

HUD Compliance

All project applicants are expected to demonstrate compliance with the requirements of the CoC Program Interim rule. Project applicants are encouraged to refer to [CoC Program Interim Rule](#) for additional information on program requirements. Many of these instructions incorporate HUD regulations governing the CoC grant funding. Please review the federal regulations located in [HUD's Laws and Regulations webpage](#).

HMIS Requirement

Please note that successful applicants will need to use the Homeless Management Information System (HMIS), as required by HUD and as part of the Southern Nevada Regional Plan to End Homelessness. Learn more here: [State of Nevada Community and HMIS](#).

Training

The Southern Nevada Homelessness Continuum of Care will be offering an initial TA session and bidders conference on Wednesday, August 7th, 2024, as well as weekly office hours from August 12th through August 30th to support agencies with the application process. Office hour sessions will be held on Thursdays via Zoom. Please check [Help Hope Home](#) for times and links to join. Agencies who have questions or need additional support with the application process are encouraged to attend. A link to join the office hours session can be found on [Help Hope Home Funding Opportunities](#) under the **Current Timeline and Important Documents** for the 2024 HUD Local CoC application.

Uploads Required for ZoomGrants

The following documents are required to be downloaded, completed, and/or uploaded under the *Project Documents* tab:

- ✓ Budget Form (New Projects only)
- ✓ Match Letter(s)
- ✓ Most Recent Audited Financial Statements, plus Findings and Corrective Action Plan if applicable
- ✓ HUD Code of Conduct Documentation (if not available on HUD website)
- ✓ 501(c)3 Tax-exempt Organization Documentation (New Projects only)
- ✓ Indirect Cost Rate (if applicable)
- ✓ Performance Report from a comparable project (if applicable)



IMPORTANT DATES

Note: The following dates are subject to change based upon information received from HUD and/or the release of other project documents.

<i>Opening of Local Competition- Phase 1</i>	<i>May 6, 2024</i>
<i>Phase 1 Closed</i>	<i>June 21, 2024</i>
<i>Bidders Conference / Program Application Opens for those in attendance</i>	<i>August 7, 2024, 10:00am to 11:30am</i>
<i>Office Hours (optional)</i>	<i>August 13th, 2024, 2:00pm August 21, 2024, 10:00am August 29, 2024, 2:00pm</i>
<i>Project Application Due</i>	<i>September 6, 2024, at 11:59pm</i>
<i>Scoring & Administrative/Threshold Reviews</i>	<i>September 9 – 11, 2024</i>
<i>Review & Ranking Process</i>	<i>September 12 - 26, 2024</i>
<i>eSNAPS Training / Office Hours</i>	<i>October 3, 2024 (Time(s) TBD)</i>
<i>Intent to Appeals Due</i>	<i>October 7, 2024</i>
<i>Resolution of Appeals</i>	<i>October 9, 2024</i>
<i>eSNAPS Project Submissions Due</i>	<i>October 14, 2024</i>
<i>CoC Receives Recommendations</i>	<i>October 14, 2024</i>

Applicants are strongly encouraged to attend the Southern Nevada Homelessness CoC Local Application Technical Assistance and Bidder’s Conference Webinar on August 7, 2024, and to participate in weekly office hours to receive additional support throughout the application process. Links to all webinars, virtual meetings, and recordings can be found on the Help Hope Home website under [Funding Opportunities](#).

Note: Applications are due on Friday, September 6, 2024, by 11:59pm PM PST via ZoomGrants. Paper applications will not be accepted.

ZOOMGRANTS APPLICATION

About ZoomGrants

ZoomGrants is a streamlined electronic grant portal that provides the capacity to manage the components of the Local CoC application online. The application consists of four major sections all of which are required. The first section is the Summary for contact information data, the second is the Agency Application to acknowledge the instructions manual and document experience and capacity, the third is the Project Application, and the fourth section is the Documents supplemental section which includes required fillable forms and uploads.

System Requirements

A browser with an internet connection is required to utilize ZoomGrants.

Account Set-Up

The first step in using ZoomGrants is to setup a *New ZoomGrants Account* by utilizing your email and creating a password. The password must be at least 8 characters and contain 1 letter and 1 number. With your email address and password, you are ready to login.



Available Programs

No programs are available.

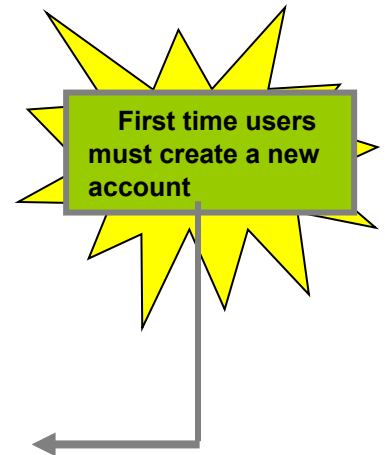
To access your submitted applications, login above as an Existing ZoomGrants User.

Existing ZoomGrants™ Users
Email
Password
Stay logged in?
[Forgot password?](#)
RESOURCES HELP ▲▼

New ZoomGrants™ Account

Email
Password
First Name
Last Name
Account Type Organization Individual

- Password must be at least 8 characters and contain 1 letter and 1 number.
- We do not sell or rent your personal information to anyone. Ever.



Description of Menu Items

Menu Items	Description
Description	The description tab provides an overview of the funding opportunity to provide context and background.
Requirements	This tab shows the requirements for project applications and applicants to apply for this funding opportunity. PLEASE NOTE: Project applicants are required to have an active Employer Identification Number (EIN), also known as the Federal Employer Identification Number (FEIN) or the Federal Tax Identification Number and an active Unique Entity ID (UEI) to apply for funding under the 2023 CoC Local Program Competition. Links are available on the tab to facilitate this process.
Restrictions	<i>None</i>
Contact Admin	The Contact Admin is the person to contact with questions or concerns regarding the application, issues with ZoomGrants, or issues pertaining to information regarding the CoC Local Application. Upon the conclusion of the Technical Assistance trainings, all frequently asked questions and answers will be posted on the Help Hope Home website. An email will be used to submit questions to the Contact Admin.
Announcements	Announcements regarding changes to the request for funding or information needed for interested parties can be found in the messages tab if applicable.
Summary	The summary tab compiles demographic information for the entity applying for the funding opportunity. Additional contact persons may be added but require email addresses only separated by a comma (no names, no titles). Ensure the accuracy of the organization's legal name, address, and contact person. The legal name must match the name on the organization's articles of incorporation or other legal governing authority. Surrogate names, abbreviations, or acronyms may be listed in the first field titled Agency/Organization Nickname. It is best for the designated <i>Account Information</i> person to be the person most knowledgeable about the application. This may or may not be the organization's authorized representative. This may be the program manager, financial analyst, or grant writer.
Pre-Application	These questions relate to the overall structure of the agency or organization. Each question in the agency application tab is accompanied by its own set of instructions and answers. Refer to the <i>Agency Application</i> questions in the instructional guide for further details and/or clarification.

Project Application

This section is the proposal of the project. All questions are related to the specific project that is seeking funding. Each question in the program narrative tab is accompanied by its own set of instructions and answers. Refer to the individual *Program Application* questions in the instructional guide for further details and/or clarification. Some questions may apply to the agency and can be copied and pasted into each project application when applicable.

Documents

The documents tab has a set of Adobe PDF fillable forms and a list of required documents that need to be uploaded by the applicants. For further clarification or instructions on each form, see the *Documents* section of the instructional guide. This includes the project budget which is a required attachment for New Projects which captures a summary of the program budget. Refer to the Budget questions in the instructional guide for further details and/or clarification.



SUMMARY TAB

Applicant Information

Agency/Organization Nickname (or abbreviation): If your agency is commonly known by an acronym or you intend to use a shortened version of your agency name throughout the narratives, list that here.

Applicant Information: Provide the contact information for the person completing the application and point of contact for this grant application.

Organization Information: Provide the legal name of your agency or organization; mailing address; EIN, and UEI; and information for the authorized official.

CEO/Executive Director: Provide the contact information for the authorized official representative who has authority to sign all grant documents.

PRE-APPLICATION TAB

Please note: Regardless of the number of applications your agency will be submitting, you will only need to complete this tab one time. You may then duplicate this section for each additional application your agency completes and submits.

2024 CoC NOFO Local Project Applications

Question 1) Is this a New Application or a Renewal Application?

Select one:

- New Application
- Renewal Application

Program Type

Question 2) Program Type

(check one)

- *Permanent Supportive Housing*
- *Rapid Re-housing*
- *Joint Transitional Housing - Rapid Re-housing*
- *Supportive Services Only - Coordinated Entry for DV Programs/Providers*
- *Transitional Housing (Renewal Applications only)*
- *Homeless Management Information System (HMIS) (Renewal Applications only)*
- *Coordinated Entry System (CES) (Renewal Applications only)*

Budget and Funding

Question 3): Does your agency intend to reallocate funds from this program's budget? If yes, please provide the amount you expect to reallocate. If no, please put n/a as your response.

(NOTE - your agency's response in this pre-application is not binding and can be changed in the general application. This is asked for planning purposes only.) This response is limited to 255 characters.

Pre-Application Documents

- **SAGE APR Submission (RENEWAL APPLICATIONS ONLY):** Please attach a screenshot from the SAGE Submission system demonstrating that the APR for this program was submitted on time. You may add additional information with your screenshot to explain any discrepancies.
- **eLOCCS Draws (RENEWAL APPLICATIONS ONLY):** (Required) Please submit a PDF of eLOCCS draws from the most current completed program year. Document should include all entries for the 12-month program period.
- **Letter of Interest (NEW APPLICATIONS ONLY):** (Required) Please attach a completed letter of interest for each new project application using the template provided.
- **501(c)3 Tax-exempt Organization Documentation (NEW AND RENEWAL APPLICATIONS):** (Required) Eligible applicants include nonprofit organizations or government entities. Please upload your dated letter from the IRS or other documentation showing registration as a 501(c)3 tax-exempt organization.
- **Audited Financial Statements (NEW AND RENEWAL APPLICATIONS):** (Required) To document the financial capacity of your organization, please upload the most recent audited financial statements.
- **501(c)3 Tax-exempt Organization Documentation (New Projects Only).** Dated letter from the IRS or other documentation showing registration as a 501(c)3 tax-exempt organization.

PROJECT APPLICATION TAB

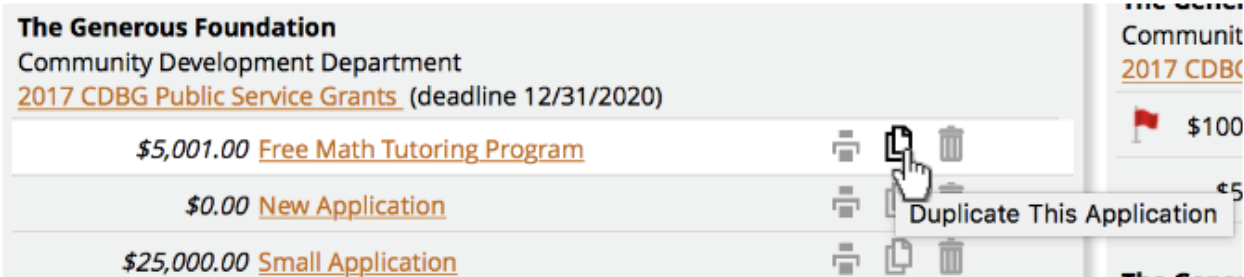
Please note: Agency information, Project Application, and Required Documents must be submitted to be eligible for funding consideration.

If you will be submitting multiple projects from the same agency, you can duplicate your “Pre-Application” including all the application content before beginning your “Project Application.” This can also be helpful if you would like to submit several applications that are mostly the same – just fill out one application with all the information that will be the same in each application, then create duplicates and customize each application from there.

Please note you may duplicate the application at any time so consider reviewing the Project Application questions before determining when to duplicate your application.

To do this:

1. Go to your My Account Home page.
2. Click the “Duplicate” icon next to the application you’d like to copy.



After the application has been duplicated, you are encouraged to edit the Agency Nickname to rename it as “Agency Nickname – Project Name.” This will make it easier for you to identify which project application you are working on.

If you have any questions about the application questions, please email HelpHopeHome@ClarkCountyNV.gov and reference 2024 NOFO in the subject line.

PROJECT APPLICATION

Please be sure to answer each question thoroughly. If a question is not applicable, please write "N/A" and a brief explanation, as the system will not allow you to submit your application if any question is left blank. Additional information is described in italics below each question. Additional instructions and resource materials may be accessed under the "Library" tab. If you submit your application, you may still make changes to your project application up to the deadline. All changes made to your application made after submittal, but before the application deadline, will automatically be saved - there is no need to resubmit. There is no limit to the number or type of project application submissions that each organization can make.

For any additional support or questions please send an email to:
HelpHopeHome@ClarkCountyNV.gov with Subject Line: **2024 NOFO**.

Important Items to Note

- Some questions may address your agency level efforts or capacity and may apply to all projects. These answers may be copied and pasted across project applications.
- Some questions will apply to all applications, and some will only apply to New or Renewal projects based on the selection made in to question #3 which is a branching question. Please make sure you select the correct project type for each project submitted.

PROJECT NARRATIVES

Project Summary

(All Projects) Question 1) Does the project have sub-recipients?

If YES- Please list If NO- Please write N/A. This response is limited to 3000 characters.

If yes please identify any expected sub-awards, the sub-recipient or contractor, and their intended scope of work. Be sure to identify if each partner is a sub-recipient or a contractor. For more information on the use of subrecipients and the difference between a subrecipient and a contractor, review the definition at 24 CFR 578.3, recipient responsibilities at 24 CFR 578.23(c)(4)-(11), and the following document at: [PART 578—CONTINUUM OF CARE PROGRAM](#).

(All Projects) Question 2) Please provide a description of your proposed project. Describe the program model and services provided. Describe the type of housing to be provided (e.g. scattered or single site, leased units, tenant-based rental assistance, etc.) Include the number of people or households served at a point in time and annually, and the overall goals and measurable program outcomes for the program.

Please provide a description of your project. This may be the same as your response to Question 3B on the esnaps application. This response is limited to 3000 characters.

Questions 3 is a branched question. Different questions may appear based on the answer to this question. If you do not have access to a question, it does not apply to your application type.

(All Projects) Question 3) Which funding category are you submitting this proposal under? Select one:

- New Project - Coc Bonus
- New Project - DV Bonus
- Renewal Project

(All Projects) Question 4) Indicate which eligible population this program will serve.

Please refer to application instructions for information about eligible populations.

- Homeless (Category 1, 2 or 4 in HUD Definition)
- Chronically Homeless
- DedicatedPLUS

Please select the eligible population your program will serve. For more information on eligible populations please refer to [HUD EXCHANGE: Four Categories of the Homeless Definition](#).

If your project serves chronically homeless clients, select Chronically Homeless or DedicatedPLUS to identify your specific population to be served. Please note that documentation of 12 months of homelessness and a disabling condition is required for either of these designations. For non-PSH programs please select Homeless (Category 1, 2 or 4). All PSH projects in our community serve either household experiencing chronic homelessness or meet the criteria defined under the DedicatedPLUS definition.

Projects that select “DedicatedPLUS” will be required to fill all vacancies with persons meeting these criteria and should only select “DedicatedPLUS” if the project applicant intends to use all or some of their beds to serve individuals and families that meet the broadened criteria. Please

review the definitions of Chronically Homeless and DedicatedPLUS on the HUD website before finalizing your selection. For more information on chronic homelessness or DedicatedPLUS, please refer to the library.

(All Projects) Question 5) Which subpopulation(s) will this project serve?

- N/A - Project serves all subpopulations
- Veterans
- Youth Under 25
- Families
- Domestic Violence
- Substance Abuse
- Mental Illness
- HIV/ AIDS
- Chronic Homeless
- Other

Please select the applicable subpopulation for the project. If there is no additional subpopulation served, please select N/A. Select all that apply. If a subpopulation focus for your organization is not listed, check the box next to "Other" and then enter in the subpopulation in the text box provided.

(All Projects) Question 6) Which of the following eligible activities will this project fund?

- Rental Assistance
- Leasing
- Supportive Services
- Operations
- HMIS
- Administration

Please identify what activities the funding will be utilized for. For more information on what is included in these eligible cost sections please refer to the library.

(All Projects) Question 7) Homeless Management Information System (HMIS) Participation: project certifies that it does or will participate in the CoC HMIS.

Any project that does not participate in HMIS, or has not agreed to participate, is not eligible for funding, unless it is a victim-service agency serving survivors of domestic violence, or a legal services agency and utilizes a comparable database.

(All Projects) Question 8) Coordinated Entry Participation: Project certifies it does or will participate in Coordinated Entry. All projects that receive HUD CoC funding are required to participate in Coordinated Entry. Housing projects must notify their Coordinated Entry lead of all openings and fill those openings with participants referred from Coordinated Entry. DV providers shall participate with Coordinated Entry while protecting client data and safety.

All projects that receive HUD CoC funding are required to participate in Coordinated Entry. Housing projects must notify their Coordinated Entry lead of all openings and fill those openings with participants referred from Coordinated Entry. DV providers shall participate with Coordinated Entry while protecting client data and safety. Participation in a CoC Coordinated Entry Process is a requirement of 24 CFR part 578 for all recipients of CoC Program funds.

(All Projects) Question 9) Project certifies that it has secured the required 25% match for all relevant activities.

Please attach match documentation.

All projects are required to secure 25% of requested funding amount in cash or in-kind match. Please attach match documentation. A draft version of your match commitment may be included due to the short turn-around time of the zoomgrants application. Please note that you will be expected to attach a signed match letter to the e-snaps application if your project is selected for inclusion in the consolidated application.

HUD and Local Priorities

Advancing Racial Equity

(All Projects) Question 10) Describe any current and/or planned efforts by your organization to identify and remove any barriers to access or ongoing participation faced by persons of different races and ethnicities—particularly those overrepresented by the local homeless population. Include any current and/or planned efforts to gather and analyze data (either quantitative or qualitative) to understand whether people of different races or ethnicities have different experiences or outcomes from their program participation.

If applicable, describe any specific efforts you are taking or planning to take to advance racial equity in the design and implementation of the proposed project. Please note - You may use the same answer across all project applications. This response is limited to 3000 characters.

Involving People with Lived Experience

(All Projects) Question 11) Describe your organization's efforts to meaningfully involve people with lived experience (in the past 7 years) with homelessness, especially unsheltered persons, in organizational decision-making and in the design, implementation and evaluation of programs. Efforts to solicit client input may be mentioned but note that this information will not be considered fully responsive unless you explain how you use client input to make changes to improve your organization and its programs.

If applicable, describe any specific steps the proposed program will take to meaningfully involve people with lived experience. Please note- You may use the same answer across all project applications. This response is limited to 3000 characters.

Regional Efforts

(All Projects) Question 12) Select which regional efforts your agency participated in during the preceding program year:

- Project Homeless Connect and/or Stand Down
- Homeless Census (PIT)
- NHA Provider Meeting
- Coordinated Entry System Working Group
- Southern Nevada Homelessness Continuum of Care (SNH CoC) monthly meetings
- SNH CoC Membership
- SNH CoC Working Groups or Core Function Groups - participated in at least 1 meeting
- Other:



Select all that apply. If activity is not listed, check the box next to "Other" and then enter in the activity in the text box provided.

(All Projects) Question 13) Explain your agency's level of participation in regional efforts:

For each activity specify the contributing effort and the details in depth. (i.e., date, time, activity, role, description, etc.) Please note - You may use the same answer across all project applications. This response is limited to 3000 characters.

Trauma Informed Care and Person-Centered Practices

(All Projects) Question 14) Describe how your organization uses utilize evidence-based practices to provide services that are trauma-informed and person-centered.

If applicable, explain how this specific project incorporates trauma-informed and person-centered practices. This response is limited to 6000 characters.

Mainstream Services Coordination

(All Projects) Question 15) Describe the specific plan to coordinate and integrate with other mainstream health, social services, and employment programs for which program participants may be eligible.

This response is limited to 3000 characters.

CoC Membership

(All Projects) Question 16) Is your agency a CoC member?

Select one:

- Yes
- No, we don't intend to be a CoC member.
- Not yet. We have submitted an application.

Please visit [Help Hope Home](#) to complete a membership application.

Cultural Responsiveness to LGBTQ+ clients

(All Projects) Question 17) Please describe how this program demonstrates cultural responsiveness to serve LGBTQ+ clients.

Please note - You may use the same answer across all project applications. This response is limited to 5000 characters.

Applicant Capacity

(New Project) Question 18) Describe your organization's experience working with the proposed target population for your proposed project. If you work with a specific subpopulation (e.g. youth, families, DV, people with behavioral health conditions, etc.) describe any specialized expertise, qualifications or certifications of your agency and staff.

Please note - You may use the same answer across all project applications. This response is limited to 3000 characters.

(New Project) Question 19) Describe your agency experience with comparable projects. Include your (and any proposed subrecipients) experience with program operations and service delivery in projects and programs that are comparable to the one you are proposing. Provide examples that illustrate experience such as: (a) working with and addressing the target population(s) identified housing and supportive service needs; (b) developing and implementing relevant program systems, services, and/or residential property construction and rehabilitation; (c) identifying and securing matching funds from a variety of sources; and (d) managing basic organization operations including financial accounting systems.

Please note - You may use the same answer across all project applications. This response is limited to 3000 characters.

Federal Funding and Financial Management

(New Project) Question 20) Describe your agency's experience leveraging and managing federal funding or other sources. If you have managed federal funding, please name the funding sources and provide examples of how you have used federal funding to provide services and/or housing to the target population you are proposing. Describe the experience of any subrecipient(s) and partner organizations (e.g., developers, key contractors, subcontractors, service providers) with federal funding, if applicable.

Please note - You may use the same answer across all project applications. This response is limited to 3000 characters.

(New Project) Question 21) Describe your organization's (and subrecipient(s) if applicable) financial management structure. Required. Include how your organization has a functioning accounting system that is operated in accordance with generally accepted accounting principles or has designated a fiscal agent that will maintain a functioning accounting system for your organization in accordance with generally accepted accounting principles. If your project

application includes a subrecipient(s), include the subrecipient(s) fiscal control and accounting procedures to assure proper dispersal of and accounting for federal funds in accordance with the requirements of 2 CFR part 200.

Please make sure that if your subrecipient is project specific that you do not include their information in the responses for other projects. This response is limited to 3000 characters.

Project Design/ Quality

(New Project) Question 22) Describe how your organization upholds Housing First principles in program operations, citing specific policies and practices that remove barriers and prevent returns to homelessness.

If applicable, please describe any specific policies and practices to be implemented at this proposed project to align to Housing First principles. Please note - You may use the same answer across all project applications.

This response is limited to 3000 characters.

Housing First is a model of housing assistance that prioritizes rapid placement and stabilization in permanent housing that does not have service participation requirements or preconditions (such as sobriety or a minimum income threshold). It is an approach to quickly connect individuals and families experiencing homelessness to permanent housing without barriers to entry (e.g., sobriety, treatment or service participation requirements) and without preconditions that might lead to the program participant's termination from the project (e.g., supportive service participation requirements or rules beyond normal tenancy rules). Supportive services are voluntary but are offered to maximize housing stability and prevent returns to homelessness.

(New Project) Question 23) Describe how this program will move participants quickly into housing including the role(s) that different staff positions will play in this process, and what steps they will take to minimize the time between referral and enrollment, and enrollment and housing move-in. If this is a scattered-site program, describe how housing will be identified and secured, how relationships with landlords/property managers will be developed and maintained, and steps that will be taken to affirmatively further fair housing and ensure nondiscrimination.

This response is limited to 3000 characters.

(New Project) Question 24) Will the project enroll program participants who have the following barriers?

- Having too little or little income
- Active or history of substance use
- Having a criminal record with exceptions for state-mandated restrictions
- History of victimization (e.g. domestic violence, sexual assault, childhood abuse)
- None of the above

Check all that apply.

(New Project) Question 25) Will the project prevent program termination for the following reasons?

- Failure to participate in supportive services
- Failure to make progress on a service plan
- Loss of income or failure to increase income
- Any other activity not covered in a lease agreement typically found for unassisted persons in the project's geographic area
- None of the above

Check all that apply.

Project Objectives and Outcomes

(New Project) Question 26) Describe how participants will be supported to remain in permanent housing.

Provide specific examples of challenges to housing stability that your participants may face and how you will help them to address those challenges. Explain the steps you will take to prevent eviction or housing loss.

(New Project) Question 27) Describe your specific plan to assist participants to secure employment and/or income from cash and non-cash benefits programs.

Include any connections to mainstream employment and benefits systems. This response is limited to 3000 characters.

(New Project) Question 28) Please identify whether the agency includes the following activities in its programs:

- Transportation assistance to clients to attend mainstream benefit appointments, employment training, or jobs
- At least annual follow-ups with participants to ensure mainstream benefits are received and renewed
- Access to SSI/SSDI technical assistance provided by the applicant, a subrecipient, or partner agency
- Access to staff that has completed SOAR Training in the past 24 months

Please select all that apply

(New Project) Question 29) Describe your specific plan to coordinate and integrate with other mainstream health and social services for which program participants may be eligible.

Note: Education plays an important role in the personal development of program participants and should be considered a strategy to maximize their ability to live independently. In addition, HUD encourages project applicants to explain how education will address the encampment and unsheltered homelessness and survivors of DV. Do not include employment and income, which are covered in the question above. This response is limited to 3000 characters.

Housing Leverage

(New Project) Question 30) Is your project leveraging non-CoC funded housing units?

If Yes, please attach documentation showing that the non-CoC funded housing is equal to 25% of the overall project units (for PSH) or 25% of project participants (for RRH)

Healthcare Leverage

(New Project) Question 31) Is your project leveraging healthcare resources?

*Select Yes or No. If Yes, attach documentation showing that the healthcare resources are equal in value to 25% of the funding requested (or in the case of substance use treatment disorder, are available to all program participants who qualify and chose those services) **8 Points Possible***

Reallocation

(Renewal Project) Question 32) Are you proposing to voluntarily reallocate any of your project funding this year?

If so, how much and what percent of your overall grant? This response is limited to 255 characters.

Housing First Protocols and Program Performance

(Renewal Project) Question 33) Housing First Renewal Project Describe how this program operationalizes the Housing First model into practices and protocols.

Describe any changes or improvements you have made in your Housing First-related practices to better support long-term housing stability and/or implement lessons learned, if applicable. This response is limited to 3000 characters.

(Renewal Project) Question 34) Are there any unresolved monitoring findings for any HUD grants (including ESG) operated by your organization?

Answer NO or briefly explain any findings. Be sure to also include under the Documents tab any further documentation of any findings, if applicable. This response is limited to 255 characters.

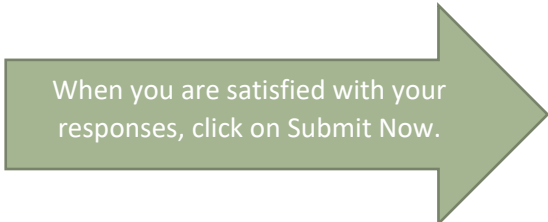
(All Projects) Question 35) If your program lost points during pre-scoring related to timely APR submission, regular drawdowns from eLOCCS, or grant expenditure, you may use the space below to provide an explanation.

If you already provided an explanation in your Phase 1 application, please note that. Please do not provide an explanation if you did not lose points. This response is limited to 3000 characters.

PROJECT DOCUMENTS

Please upload your organization's documents applicable to each area. Upload additional supporting documents in response to Program Narrative Questions, if applicable. If a document marked as required is not applicable, please upload a document stating why it is not applicable.

- **Match Letters (New and Renewal Projects).** Please provide letters to document your cash and in-kind match contributions and support of CoC project applications and initiatives from internal and external sources. Refer to the Budget template for documentation requirements for Cash Match letters.
- **Indirect Cost Rate (if applicable).** If your organization uses an indirect cost rate and plans to charge these costs against this grant, please provide verification of the federal agency which approves this rate; what the current rate (%) is and date it was last approved.
- **Subrecipient Listing (if applicable).** Please list any subrecipients if applicable.
- **Performance Report from a Comparable Project (New Projects Only, if applicable).** If your agency does not currently receive HUD CoC funding but operates similar programs, please attach any documentation demonstrating the performance of those projects. This information will be used to assess program capacity.
- **HUD Code of Conduct Documentation (if applicable).** If agency is not on HUD Code of Contact list, please upload documentation.
- **Budget Forms (New Projects Only)** – Complete the budget for the specific program type (TH-RRH, PSH, RRH) including personnel, leasing, rental assistance, HMIS, supportive services, and administrative costs. Please download and complete the document template provided based on your project type. Once completed, you will need to save this file and upload your completed form to your application. Please refer to the HUD Document, [“Budgets – Project Application Navigational Guide for the CoC Program Competition”](#) for detailed information on how to complete the budget forms.
- **Pre-Application Document: Audited Financial Statements and, if applicable, Findings and Corrective Action Plan (All Projects).** This Agreement is subject to an OMB A-133 Audit pursuant to the Single Audit Act. Effective December 26, 2014, the Office of Management and Budget requires that grant recipients who expend \$750,000 or more in the aggregate during a one-year period in federal funds, conduct an A-133 Audit.
- **Additional Information:** You may upload additional information to help the reviewers understand your application better.



When you are satisfied with your responses, click on Submit Now.

Application Status: Not Submitted

Submit Now

Print/Preview

Archive this Application

DETAILED SCORING FACTORS – RENEWAL PROJECTS

Factor	How Evaluated	Maximum Points	Points Breakdown
A. Grant Administration		15	
1. Timely APR Submission	Facilitator will review APR submission	5	On time submission = 5 points Within 30 days of due date = 3 points More than 30 days late = 0 points <i>Up to 2 points back with reasonable explanation for delay.</i>
2 Regular ELOCCs Draw Downs	Facilitator will review ELOCCS draws	5	Draws completed at least once every quarter = 5 points Draws completed at least 4 times in the grant year, but not every quarter = 3 points Draws completed fewer than 3 times in the grant year = 0 points <i>Up to 2 points back with reasonable explanation for draw schedule</i>
3. Expenditure of Grant Funds	Facilitator will review APR expenditure data	5	Grant 95-100% expended = 5 points Grant 85-95% expended = 3 points Grant 0-85% expended = 0 points <i>Up to 2 points back with reasonable explanation for unexpended funds</i>

B. HUD and Local Policy Priorities		45	
1. Housing First	<p><u>Part A: Checklist:</u> Applicants must confirm whether they align to the HUD definition of Housing First by completing checklists about moving people quickly into housing, enrolling participants with barriers to housing, and preventing program termination.</p> <p><u>Part B: Narrative:</u> The SRT will score applicant narrative describing the organization's commitment to and implementation of Housing First principles.</p>	10	<p><u>Part A:</u> All boxes checked = 2 points Any boxes not checked = 0 points</p> <p><u>Part B:</u> Strong response = 7 to 8 points Average response = 4 to 6 points Weak response = 3 points or less</p>
2. Racial Equity	SRT will score applicant narrative describing current and/or planned efforts to identify and remove barriers to access or ongoing participation faced by persons of different races and ethnicities.	10	<p>Strong response = 8 to 10 points Average response = 5 to 7 points Weak response = 4 points or less</p>
3. Engaging People with Lived Experience	SRT will score applicant narrative describing efforts to meaningfully involve people with lived experience with homelessness in organizational decision-making and in the design, implementation and evaluation of programs.	8	<p>Strong response = 6 to 8 points Average response = 4 to 5 points Weak response = 3 points or less</p>
4. Person Centered and Trauma Informed Care	SRT will score applicant narrative describing how the applicant uses utilize evidence-based practices to provide services that are trauma-informed and person-centered.	6	<p>Strong response = 5 to 6 points Average response = 3 to 4 points Weak response = 2 points or less</p>

5. Participation in Regional Efforts	SRT will score applicant narrative about regional efforts they have participated in during the past year.	6	Active participation in 3 groups = 6 points Active participation in 2 groups = 4 points Active participation in 1 group = 2 points
6. Cultural Responsiveness to LGBTQ+ clients	SRT will score applicant narrative describing efforts to ensure privacy, respect, safety, and access regardless of gender identity or sexual orientation, and a description of partnerships with organizations with expertise in serving LGBTQ+ populations.	5	Strong response = 4 to 5 points Average response = 3 points Weak response = 2 points or less
C. Project Performance		40	
1. Obtain or Maintains Permanent housing	Facilitator has pre-scored applications using CY23 APR data.	13	<u>PSH:</u> <ul style="list-style-type: none"> 90% = 13 points 70% to 89% = 8 Points Below 70% = 0 Points <u>TH, RRH, Joint TH/RRH:</u> <ul style="list-style-type: none"> 75% = 13 points 60% to 74% = 8 Points Below 60% = 0 Points
2. Maintains or Increases Income	Facilitator has pre-scored applications using CY23 APR data.	7	<u>PSH:</u> <ul style="list-style-type: none"> 40% or above = 7 points 25% to 39% = 4 points Less than 25% = 0 Points <u>TH, RRH, TH/RRH:</u> <ul style="list-style-type: none"> 60% or above = 7 points 45% to 59% = 4 points Less than 45% = 0 Points

			<u>Youth TH, RRH, TH/RRH:</u> <ul style="list-style-type: none"> • 50% or above = 7 points • 35% to 49% = 4 points • Less than 35% = 0 Points
3. Has Connection to Non-Cash Mainstream Benefits	Facilitator has pre-scored applications using CY23 APR data.	3	<u>PSH, TH, RRH, TH/RRH:</u> <ul style="list-style-type: none"> • 80% or above = 3 points • 65 to 79% = 2 points • Less than 65% = 0 points <u>Youth TH, RRH, TH/RRH:</u> <ul style="list-style-type: none"> • 60% or above = 3 points • 45% to 59% = 2 points • Less than 45% = 0 points
4. Has Health Insurance	Facilitator has pre-scored applications using CY23 APR data.	3	<ul style="list-style-type: none"> • 90% = 3 points • 80% to 89% = 2 points • Below 80% = 0 points
5. Exits from Project Back to Homelessness	Facilitator has pre-scored applications using CY23 APR data.	8	<u>PSH:</u> <ul style="list-style-type: none"> • 15% or below = 8 points • 16% to 25% = 5 points • More than 25% = 0 points <u>TH, RRH, TH/RRH:</u> <ul style="list-style-type: none"> • 10% or below = 8 points • 11% to 20% = 5 points • More than 20% = 0 points
6. HMIS Data Quality	Facilitator has pre-scored applications using CY23 APR data.	3	<ul style="list-style-type: none"> • 3% or less = 3 points • 4% to 7% = 2 points • More than 8% = 0 points



7. Occupancy or Utilization	Facilitator has pre-scored applications using CY23 APR data.	3	<ul style="list-style-type: none"> • 3% or less = 3 points • 4% to 7% = 2 points • More than 8% = 0 points
TOTAL POINTS		100	
1. Voluntary Reallocation	Projects that voluntarily reallocate a portion of their grant will receive bonus points.	5	Reallocation of 15% or more of grant = 5 points Reallocation of 11 to 14% of grant = 4 points Reallocation of 10% or less of grant = 3 points
D. Bonus Points		5	

DETAILED SCORING FACTORS – NEW PROJECTS

Factor	How Evaluated	Maximum Points	Points Breakdown
A. Applicant Capacity		16	
1. Experience Serving Target Population	SRT will score applicant narrative describing the organization's experience working with the proposed target population for the proposed project, including any relevant expertise with the specific subpopulation to be served.	4	Strong response = 4 points Average response = 2 to 3 points Weak response = 1 point or less
2. Experience Operating a Comparable Program	SRT will score applicant narrative describing agency (and subrecipient if applicable) experience with comparable projects, including experience with program operations and service delivery.	4	Strong response = 4 points Average response = 2 to 3 points Weak response = 1 point or less
3. Experience Managing Federal Or Other Complex Funding	SRT will score applicant narrative describing the agency's experience leveraging and managing Federal funding or other sources.	4	Strong response = 4 points Average response = 2 to 3 points Weak response = 1 point or less

Factor	How Evaluated	Maximum Points	Points Breakdown
4. Financial Management Capacity	The SRT will score applicant narrative describing the organization's (and subrecipient(s) if applicable) financial management structure. Score will also factor in financial audit, with a clean audit (and/or fully-resolved findings) part of a high score.	4	Strong response = 4 points Average response = 2 to 3 points Weak response = 1 point or less

B. HUD and Local Policy Priorities		39	
1. Housing First	<p><u>Part A: Checklist:</u> Applicants must confirm whether they align to the HUD definition of Housing First by completing checklists about moving people quickly into housing, enrolling participants with barriers to housing, and preventing program termination.</p> <p><u>Part B: Narrative:</u> The SRT will score applicant narrative describing the organization's commitment to and implementation of Housing First principles.</p>	10	<p><u>Part A:</u> All boxes checked = 2 points Any boxes not checked = 0 points</p> <p><u>Part B:</u> Strong response = 7 to 8 points Average response = 4 to 6 points Weak response = 3 points or less</p>

2. Racial Equity	SRT will score applicant narrative describing current and/or planned efforts to identify and remove barriers to access or ongoing participation faced by persons of different races and ethnicities.	10	Strong response = 8 to 10 points Average response = 5 to 7 points Weak response = 4 points or less
3. Engaging People with Lived Experience	SRT will score applicant narrative describing efforts to meaningfully involve people with lived experience with homelessness in organizational decision-making and in the design, implementation and evaluation of programs. Narrative should cover organizational efforts and may optionally cover program-level efforts.	8	Strong response = 6 to 8 points Average response = 4 to 5 points Weak response = 3 points or less
4. Participation in Regional Efforts	SRT will score applicant narrative about regional efforts they have participated in during the past year.	3	Active participation in 3 groups = 3 points Active participation in 2 groups = 2 points Active participation in 1 group = 1 points
5. Person Centered and Trauma Informed Care,	SRT will score applicant narrative describing how the applicant uses utilize evidence-based practices to provide services that are trauma-informed and person-centered.	4	Strong response = 5 to 6 points Average response = 3 to 4 points Weak response = 2 points or less

6. Cultural Responsiveness to serve LGBTQ+ clients	SRT will score applicant narrative describing specific efforts to ensure privacy, respect, safety, and access regardless of gender identity or sexual orientation, and a description of partnerships with organizations with expertise in serving LGBTQ+ populations. Narrative should cover organizational efforts and may optionally cover program-level efforts.	4	Strong response = 4 to 5 points Average response = 3 points Weak response = 2 points or less
C. Objectives/Outcomes		21	
1. Participants Assisted to Secure or Retain Housing and Not Exit to Homelessness	<p><u>Part A: Narrative</u> SRT will score applicant narrative describing how participants will be assisted to obtain and remain in permanent housing, and how they will measure performance and evaluate this goal.</p> <p><u>Part B: Performance Report</u> If available, facilitator will review and score performance report from a comparable project.</p>	10	<p><u>Part A:</u> Strong response = 4 to 5 points Average response = 2 to 3 points Weak response = 1 point or less</p> <p><u>Part B:</u> Strong performance = 4 to 5 points Average performance = 2 to 3 points Weak performance = 1 point or less or no data</p>
2. Participants Assisted to Secure Jobs and Income	<p><u>Part A: Narrative</u> The SRT will score applicant narrative describing the organization's specific plan to assist participants to secure employment and/or income from cash and non-cash benefits programs,</p>	6	<p><u>Part A:</u> Strong response = 3 points Average response = 2 points Weak response = 1 point or less</p>

	<p>including any connections to mainstream employment and benefits systems.</p> <p><u>Part B: Performance Report</u> If available, facilitator will review and score performance report from a comparable project.</p>		<p><u>Part B:</u> Strong performance = 3 points Average performance = 2 points Weak performance = 1 point or less or no data</p>
<p>3. Project Connects Participants to Mainstream Systems</p>	<p>SRT will score applicant narrative describing the organization’s specific efforts to coordinate and integrate with other mainstream health, social services, and other programs and services for which participants may be eligible.</p> <p><u>Part B: Performance Report</u> If available, facilitator will review and score performance report from a comparable project.</p>	5	<p><u>Part A:</u> Strong response = 3 points Average response = 2 points Weak response = 1 point or less</p> <p><u>Part B:</u> Strong performance = 2 points Average performance = 1 points Weak performance = 1 point or less or no data.</p>

D. Budget and Leverage		24	
1. Project Budget	SRT will review and score budget provided by applicant in required format. SRT will assess whether the budget is adequate and cost effective (i.e., not too high or too low), and includes appropriate staffing structure. Budget should identify services to be provided and by whom.	8	<p>Budget is adequate, cost effective and appropriate = 6 to 8 points</p> <p>Budget is somewhat over or under funded and/or lacks ideal staffing = 4 to 5 points</p> <p>Budget is very inadequate or cost effective and/or has inappropriate staffing structure = 3 points or less</p>
2. Non-CoC Housing Leverage	Facilitator will assess whether applicant has documented (via a letter or MOU) leverage of non-CoC funded housing in the amount required for HUD bonus points (25% of units for PSH and 25% of participants for RRH).	8	<p>Leverage meets HUD standards and is documented = 8 points</p> <p>Leverage is documented but does not meet HUD standard = 4 points</p> <p>Leverage is not documented = 0 points</p>
3. Health Care Leverage	Facilitator will assess whether applicant has documented (via a letter or MOU) leverage of health system resources in the amount required for HUD bonus points (25% of HUD funding requested or in the case of substance use treatment disorder, access is available to all program participants who qualify and chose those services).	8	<p>Leverage meets HUD standards and is documented = 8 points</p> <p>Leverage is documented but does not meet HUD standard = 4 points</p> <p>Leverage is not documented = 0 points</p>
TOTAL POINTS		100	

Help Hope Home

www.HelpHopeHome.org

email: HelpHopeHome@ClarkCountyNV.gov

*(Email specific application questions to the address above.
Be sure to enter "2024 NOFO" in the subject line.)*

Updated 08/07/2024