

# Delaware Continuum of Care (CoC) 2023 Notice of Intent (NOI) to Solicit NEW and EXPANSION Projects



## PURPOSE

The Delaware Continuum of Care (CoC) is issuing this Notice of Intent (NOI) to solicit new and expansion projects to be submitted for HUD CoC Program funds (more information on this funding source is available here: <https://www.hudexchange.info/programs/coc/>).

The CoC anticipates that HUD will release the FY2023 CoC Program Competition Notice of Funding Opportunity (CoC NOFO) in the coming months. Upon release of the FY2023 CoC NOFO, the CoC will release a new project Request for Proposals (RFP) to solicit new project Preliminary Applications from eligible entities operating within the CoC if funds are available for new projects.

**The CoC is releasing this NOI to provide advance notice regarding the anticipated allowed uses of HUD's FY23 CoC Program funds and the CoC's funding priorities.** The CoC's goal in providing this information is to give organizations time to consider how new CoC funding could support their local needs. The CoC encourages organizations to begin thinking about what types of projects they would like to apply for once the CoC's new project RFP is released.

**Interested applicants should respond to this NOI by May 1, 2023 answering the questions on the NOI survey, which can be found [here](#).** By doing so, the CoC will be informed of your interest in applying, and CoC program staff at Housing Alliance Delaware will contact you to initiate dialogue about your program idea and answer questions that you may have. Response to this NOI via the online survey is strongly encouraged, especially for applicants who have not received CoC funding before. However, applicants are not required to do so in order to be eligible to respond to the new project RFP when it is released later this year.

The CoC anticipates that HUD will release the FY23 CoC NOFO sometime in the summer of 2023. Once HUD releases the FY 2023 CoC NOFO, the CoC will release a new project RFP. To be included in the CoC's funding application to HUD, organizations must reply to the RFP by submitting a Preliminary Application, and the Preliminary Application must be selected by the CoC's Funding Committee to be included in Delaware's application to HUD. New CoC funding will then be awarded by HUD based on the performance of the CoC in the national 2023 Continuum of Care funding competition.

Please reference the end of this document for a visual chart of the process.

## ELIGIBLE PROJECT TYPES

**The CoC is interested in receiving Preliminary Applications for the following project types:**

### New Rapid Re-Housing (RRH) Projects

- Rapid Re-Housing is a model of housing assistance that is designed to assist those experiencing homelessness, with or without disabilities, move as quickly as possible into permanent housing and achieve stability in that housing. Rapid Re-Housing assistance is time-limited, individualized, and flexible. RRH

programs help homeless households find housing, pay for housing (temporarily), and provide temporary case management supports to help them stay in housing.

- Any agencies interested in creating new Rapid Re-Housing Projects will need to provide data to support the need for this project in the geographic area that the agency proposes to serve.

## New Permanent Supportive Housing (PSH) Projects

- Permanent supportive housing is permanent housing with indefinite leasing or rental assistance paired with supportive services to assist homeless persons/families with a disability achieve housing stability.
- Units must be dedicated specifically to individuals and families who meet the chronically homeless definition. When a program participant exits the project, the bed must be filled by another household that meets the definition unless there are no chronically homeless persons located within the CoC's geographic area.
- Any agencies interested in creating a new Permanent Supportive Housing project will need to provide data to support the need for this project in the geographic area that the agency proposes to serve.

## New Transitional Housing/Rapid Re-Housing (TH-RRH) Joint Component Projects

- The Joint TH and PH-RRH component project (also known as TH-RRH) combines two program components—transitional housing and permanent housing-rapid rehousing—in a single project to serve individuals and families experiencing homelessness. Recipients should prioritize those with the highest needs using an evidence-based approach designed to provide stable housing and services that, to the greatest extent possible, move the participant towards housing stability and independence.
- When a program participant is enrolled in a Joint TH and PH-RRH component project, the recipient or subrecipient must be able to provide both components, including the units supported by the transitional housing component and the tenant-based rental assistance and services provided through the PH-RRH component, to all participants. A program participant may choose to receive only the transitional housing unit or the assistance provided through the PH-RRH component, but the recipient or subrecipient must make both types of assistance available. For more information about the Joint TH and PH-RRH component project, see HUD materials [here](#).
- Any agencies interested in creating a Joint Component Project will need to describe (in narrative and data) why the Transitional Housing component of the project is needed in the geographic area that the agency proposes to serve.

## Expansions of Existing CoC grants

Including Homeless Management Information System (HMIS), Coordinated Entry (SSO-CE), Permanent Supportive Housing (PSH), Rapid Re-Housing (RRH), and Transitional Housing/Rapid Re-Housing Joint Component (TH-RRH) Projects.

- All CoC grantees should have sufficient funding to deliver appropriate services to the people and households served. CoC grantees may wish to request new project funding to expand their existing grant to expand the amount of services they provide to project participants.
- Existing CoC grantee may also request to expand the number of units in their existing PSH, RRH, or TH-RRH project.
- Those applying for expansion projects must be able to describe how the project will expand by offering more services, serving more households, increasing the number of units, etc.

### About the CoC

The Delaware Continuum of Care (CoC) is a community-based collaborative that ensures a responsive, fair, and just approach to addressing homelessness, and strives to achieve housing for all. The CoC Program promotes community wide commitment to the goal of ending homelessness, provides funding to rehouse persons experiencing homelessness quickly while minimizing negative effects such as trauma, promotes access to and effects the utilization of mainstream programs by persons experiencing homelessness, and optimizes self-sufficiency among persons experiencing homelessness. More information about the CoC can be found [here](#).

### Who is eligible for homeless assistance in the CoC?

Project participants in CoC-funded projects are limited to the categories 1 and 4 of the [HUD Homeless Definition](#), as outlined in the [Delaware CoC Written Standards](#). Category 1 includes individuals and families sleeping temporarily in an emergency shelter or transitional housing for people experiencing homelessness or in a location not meant for human habitation (e.g., street, tent, car, etc.). Category 4 includes persons fleeing domestic violence, dating violence, sexual assault, and stalking. Under certain circumstances, Category 4 may also include persons who are fleeing or attempting to flee human trafficking, including sex trafficking.

### Who are eligible applicants?

Non-profit organizations, states, local governments, and instrumentalities of State or local governments are eligible to apply.

### What will a HUD CoC grant pay for?

The HUD CoC grant funds can be used towards:

- **HOUSING COSTS**
  - **Operating funds** to operate a site owned or leased by your agency (including the Transitional Housing portion of a Joint TH-RRH project).
  - **Rental Assistance** to assist a household in paying their rent;
    - If applying for Rapid Rehousing, Rental Assistance is the only eligible housing cost. It cannot be combined with Operating.
    - Under a Rental Assistance model, the program participant enters into the lease with the landlord
  - **Leasing** of a single site or scattered site housing units;
    - Under a Leasing model, the grantee enters into the lease with the landlord and has a sublease or rental agreement with the program participant.
  - **Notes regarding eligible housing costs:**
    - Permanent Supportive Housing projects may request operating funds, rental assistance, or leasing dollars, depending on the structure of the project.
    - Rapid Re-Housing projects may only request rental assistance. Operating and leasing are not eligible costs under this component type.
    - Joint TH/RRH Component may only request operating or leasing funds to support the TH portion of the project. The RRH portion of the project is limited to rental assistance.
- **SUPPORTIVE SERVICES COSTS**
  - Case management to assist households in obtaining and maintaining their housing.

- Housing Search services (costs of assisting eligible program participants to locate, obtain, and retain suitable housing) are eligible costs under Supportive Services for projects utilizing Rental Assistance. Applicants may wish to design PSH, RRH, and TH-RRH projects that incorporate housing navigation and housing search assistance, separate from case management roles (e.g., housing navigator in addition to case management staff).
- **HMIS COSTS**
  - The recipient or subrecipient may use Continuum of Care program funds to pay the costs of contributing data to the HMIS (Homeless Management Information System) designated by the Continuum of Care. In Delaware HMIS is called CMIS.
- **ADMIN COSTS**
  - To provide funding for your agency to manage the grant including drawing down funds and reporting to HUD. This is capped at 10% of project costs less Admin by HUD.

Note that projects can be designed to include the use of one or more subrecipients to carry out all or part of a CoC Program project. More information on the use of subrecipients can be found here:

<https://www.hudexchange.info/homelessness-assistance/coc-esg-virtual-binders/coc-grant-administration/applying-for-coc-program-funds/subrecipient/>.

More details on the eligible use of CoC Program funds are available in [HUD's CoC Binder](#).

## Are there match requirements?

The grantee must provide a 25% match of the project's costs – either cash or in-kind. The only exception is that leasing costs do not require a match. More about Match requirements can be found here:

<https://www.hudexchange.info/homelessness-assistance/coc-esg-virtual-binders/coc-match/coc-match-overview/>

## What are the special considerations that I need to be aware of when applying for funding through the CoC?

- All CoC-funded projects must follow the [CoC's Written Standards](#)
- Case management is a critical aspect of homeless assistance services. Case management costs may be built into CoC project design/budgets.
- PSH and RRH, as well as the TH-RRH Joint Component, are permanent housing programs and are expected to operate in accordance with a **Housing First approach**, which means, at minimum:
  - Participants are not screened out of housing based on the following:
    - Having too little or no income
    - Active or history of substance use
    - Having a criminal record (with exceptions for state-mandated restrictions)
    - History of domestic violence
  - Participants are not terminated from the housing program based on the following:
    - Failure to participate in supportive services
    - Failure to make progress on a service plan
    - Loss of income or failure to improve income
    - Being a victim of domestic violence
    - Any other activity not covered in a lease agreement typically found in the project's geographic area
- All project participants enrolled must be referred by the CoC's coordinated entry program, Centralized Intake. To learn more about the CoC's Centralized Intake program, visit [here](#).

- CoC-funded programs must enter complete and accurate data into the Community Management Information System (CMIS). This will include adhering to the data quality and data timeliness expectations outlined within the CMIS User Agreement. Victim services organizations must enter data into a DV comparable database. More info on CMIS is available here: <https://www.housingalliancedelaware.org/cmis>
- New CoC-funded projects should consider how to incorporate healthcare or hospital system dollars, or other housing subsidies (like housing vouchers, HOME funding, etc.), into the project. Leveraging these sources of funding will make your project more competitive for CoC funding, as leveraging these sources of funding for CoC projects is a HUD priority.
- New CoC-funded projects that are awarded as a result of the FY23 funding competition will be required to be operational by January 1, 2025 at the latest, or the project will lose its CoC funds.
- CoC-funded programs will be expected to participate in the Delaware Continuum of Care as voting members and attend any required CoC trainings throughout the year.
- CoC-funded programs will be expected to meet the Delaware CoC's performance standards, and will be evaluated on those standards each year during the funding competition.
- CoC-funded programs will be expected to have the capacity to operate programs in accordance with HUD requirements, including:
  - Submitting the project's Annual Progress Report (APR) to HUD on time (within 90 days of contract end date)
  - Drawing down funds from HUD at least quarterly
  - Expending all of grant funds within the 12-month grant period on CoC eligible costs
- For more information about HUD CoC Program funding requirements, visit [HUD's CoC Virtual Binder](#)

## How can I learn more about needs/gaps in the CoC?

Housing Alliance Delaware has published various reports on its website that may help your agency better understand the gaps and types of housing and services needed throughout Delaware. You can find this information at <https://www.housingalliancedelaware.org/copy-of-policy-and-community-development> and <https://www.housingalliancedelaware.org/coc-reports>.

You can also learn about the Delaware CoC's priorities by visiting [here](#).

## If I have questions or if I would like Technical Assistance to think through potential project design, who should I contact?

Send an email to Rachel Stucker, Executive Director, [rstucker@housingalliancedelaware.org](mailto:rstucker@housingalliancedelaware.org).

PROCESS OVERVIEW

### Delaware CoC Releases NOI

The CoC releases a Notice of Intent (NOI) to provide info/notice to entities about what new projects the CoC is looking to submit to HUD.

Agencies submit a response to the NOI via online survey [here](#).

Agencies should start developing project ideas, budgets, program models, etc., and identifying partners if interested in new CoC project funds.



### HUD Releases FY23 CoC Program NOFO

HUD will release the FY23 CoC Program NOFO.

CoCs must submit an application on behalf of the organizations operating within the CoC's geography.

HUD regulations call for CoCs to operate a local competition to determine which projects to submit.

Agencies CANNOT submit project applications directly to HUD. They MUST participate in the CoC's local competition.



### Delaware CoC Releases RFP

As part of the CoC's local competition, a new project Request for Proposals is released by the CoC.

Any agency wishing to receive new CoC Funds MUST respond to the RFP by submitting a project proposal to the CoC.



### Delaware CoC Selects New Projects

The CoC Funding Committee reviews all project proposals submitted to the CoC by agencies and selects those the CoC will submit to HUD.

Agencies with selected projects will complete a new project application in HUD's e-snaps system.

The CoC will review and submit completed e-snaps applications to HUD. HUD will determine which projects will be funded.