

**San Mateo County Continuum of Care (CoC)
Informational Meeting for Potential CoC Applicants
July 31, 2017**

Minutes

Note: All handouts distributed at this meeting are available online at <http://hsa.smcgov.org/2017-continuum-care-nofa-notice-funding-availability-0>

Topic	Discussion
<p>General Information on 2017 CoC NOFA</p>	<p><u>Reviewed handout - Highlights of the 2017 CoC NOFA</u></p> <p>CoCs will be required to place projects into Tier 1 and Tier 2. This year Tier 1 is 94% of Annual Renewal Demand (ARD) and Tier 2 is 6%. Our ARD is \$9,542,856 so the Tiers are:</p> <ul style="list-style-type: none"> o Tier 1 = \$8,970,285 o Tier 2 = \$572,571 <p>Bonus funding may be requested for new Rapid Re-Housing (RRH) or Permanent Supportive Housing (PSH) projects serving single adults, families or youth. Bonus funds can also be used to for a new Transitional Housing/Rapid Re-Housing (TH/RRH) project type. We can apply for up to \$572,571.</p> <p>CoCs are required to rate and rank projects based on objective assessment of performance and strongly encouraged to re-allocate lower performing projects.</p> <p>Re-allocated funds may be used to create new RRH, PSH or TH/RRH projects. Re-allocated funds may also be used to create HMIS or Coordinated Entry projects operated by the Collaborative Applicant (San Mateo County Human Services Agency or HSA).</p> <p>Important Changes Since 2016</p> <ul style="list-style-type: none"> • Reviewed new options for renewal projects including project expansions, expanding eligible participants for RRH, Dedicated Plus projects, and changes in E-Snaps • Reviewed changes in new projects including project expansion, and the new project type: Transitional Housing/Rapid Re-Housing (TH/RRH)

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Applicant Process and Instructions for Renewal Applications	<p><u>Reviewed handout - Information for Renewal Applicants</u></p> <p>The NOFA can be accessed at http://www.hudexchange.info. It establishes this year's funding criteria for the Continuum of Care (CoC) Homeless Assistance Programs (sometimes also referred to as the McKinney-Vento Homeless Assistance Act programs).</p> <p>As in past competitions, HUD is asking all CoCs to place projects into Tier 1 and Tier 2. <u>This year's Tier 2 is 6% of the CoC's Annual Renewal Demand or \$572,571.</u> If a bonus project is placed in Tier 1, then an amount equivalent to the amount requested for the bonus must also be placed in Tier 2.</p> <p>As in previous years, communities are being encouraged to carefully assess how projects are performing when ranking renewal grants. A written policy and process for rating and ranking in the 2017 CoC competition will be approved by the CoC Steering Committee on August 7, 2017. The policy is expected to be substantially similar to the 2016 Project Review and Ranking Process (available online at http://hsa.smcgov.org/sites/hsa.smcgov.org/files/2016%20Project%20Review%20and%20Ranking%20Policy.pdf), but some changes are likely to be made.</p> <p>Renewal project Applications must be completed in e-snaps, exported to a pdf document, and emailed to Jessica Silverberg (JSilverberg@smcgov.org) and Brian Eggers (BEggers@smcgov.org), along with the completed Project Performance Report and attachments, by August 23rd, 2017 by 5:00pm. Handout has more details on the timeline and process.</p>
E-Snaps Project Application Tips	<p><u>Reviewed handout - Tips for Completing the 2017 Renewal Project Application in E-snaps</u></p> <p>The document provided some tips about completing the Renewal Project Application and also noted the main items that have changed since 2016. Applicants are strongly advised to download the documents from the HUD Exchange website and carefully review all the sections that are relevant for their application(s).</p>

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<p>Applicant Process and Instructions for New Applications</p>	<p><u>Reviewed handout – Information for New Applicants – Availability of Funding for New Projects</u></p> <p>San Mateo County is eligible to request up to \$572,571 for bonus permanent housing projects, which may include: (1) permanent supportive housing (PSH) serving chronically homeless households with the greatest severity of need and longest histories of homelessness; (2) rapid re-housing (RRH) projects serving homeless single adults or families with children and (3) joint transitional-housing/rapid re-housing (TH/RRH) projects (a new option in 2017). The handout has more details on the eligible project types and requirements.</p> <p>San Mateo County may also create new projects through the re-allocation of funds from lower performing existing grants. The amount of available re-allocation funds is expected to be in the range of \$100,000 to \$200,000 (but the amount available for re-allocation could vary significantly) and may be used for the same project types as described above. These funds may also be used by the CoC Lead Agency (HSA) for dedicated HMIS projects or Coordinated Entry projects.</p> <p>A written policy and process for rating and ranking in the 2017 CoC competition will be approved by the CoC Steering Committee on August 7, 2017. The policy is expected to be substantially similar to the 2016 Project Review and Ranking Process (available online at http://hsa.smcgov.org/sites/hsa.smcgov.org/files/2016%20Project%20Review%20and%20Ranking%20Policy.pdf), but some changes are likely to be made.</p> <p>The New Project Application Narrative Template is being created and will be posted on the HSA NOFA site at http://hsa.smcgov.org/2017-continuum-care-nofa-notice-funding-availability-0</p> <p>Project Applications must be submitted via email to Jessica Silverberg (JSilverberg@smcgov.org) and Brian Eggers (BEggers@smcgov.org) by August 23rd, 2017 by 5:00pm. The email should include both the PDF of the Project Application from e-snaps and the completed New Project Application Narrative. The handout has more details on the timeline and process.</p>

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Questions and Answers	<p>Q: Program expansions- could a transitional housing program that does not have CoC funding apply for an expansion project? A: If a program is not funded with CoC funds currently, the program would not be considered a renewal project, but the program could apply for new or re-allocated funding.</p> <p>Q: Are there specific guidelines or limits on the length of assistance for the new transitional housing rapid rehousing (TH-RRH) project type? A: No specific timeframe, but should be a short duration. Also, note that HSA is currently evaluating whether there is a need for this type of project in our system, using data on the homeless population and the populations of people who are accessing existing programs. The project review and ranking process document that will be approved by the CoC Steering Committee will include guidance on whether TH-RRH projects will be prioritized for funding.</p> <p>Q: In rapid rehousing (RRH) programs, how fast can low-income clients be re-housed? A: HUD policies allow up to 24 months of service in RRH programs, but each RRH program sets the maximum length of assistance, and many programs set a length of assistance much shorter than 24 months.</p> <p>Q: If a permanent supportive housing (PSH) grant applies for additional funding as a project expansion, could that grant add another additional qualifier (like young adults) to the expanded units, which would then add designated additional spots for young adults? A: It might be possible but would depend on specific constraints of the original grant. Please contact us (emails listed below) if you have a specific question about a possible project expansion.</p> <p>If any additional questions, anyone may contact the CoC with any questions about the application process or how to complete the application. Questions should be directed to Kate Bristol, Focus Strategies (kate@focusstrategies.net), Jessica Silverberg (JSilverberg@smcgov.org) and Brian Eggers (BEggers@smcgov.org). Please include Kate, Jessica and Brian on all emails. Potential applicants can also reach Jessica by phone at 650-802-3378.</p>