

FY2023 YHDP Renewal Project Funding (HUD NOFO)

Information Session

July 21, 2023

1:00 pm



Presentation Overview

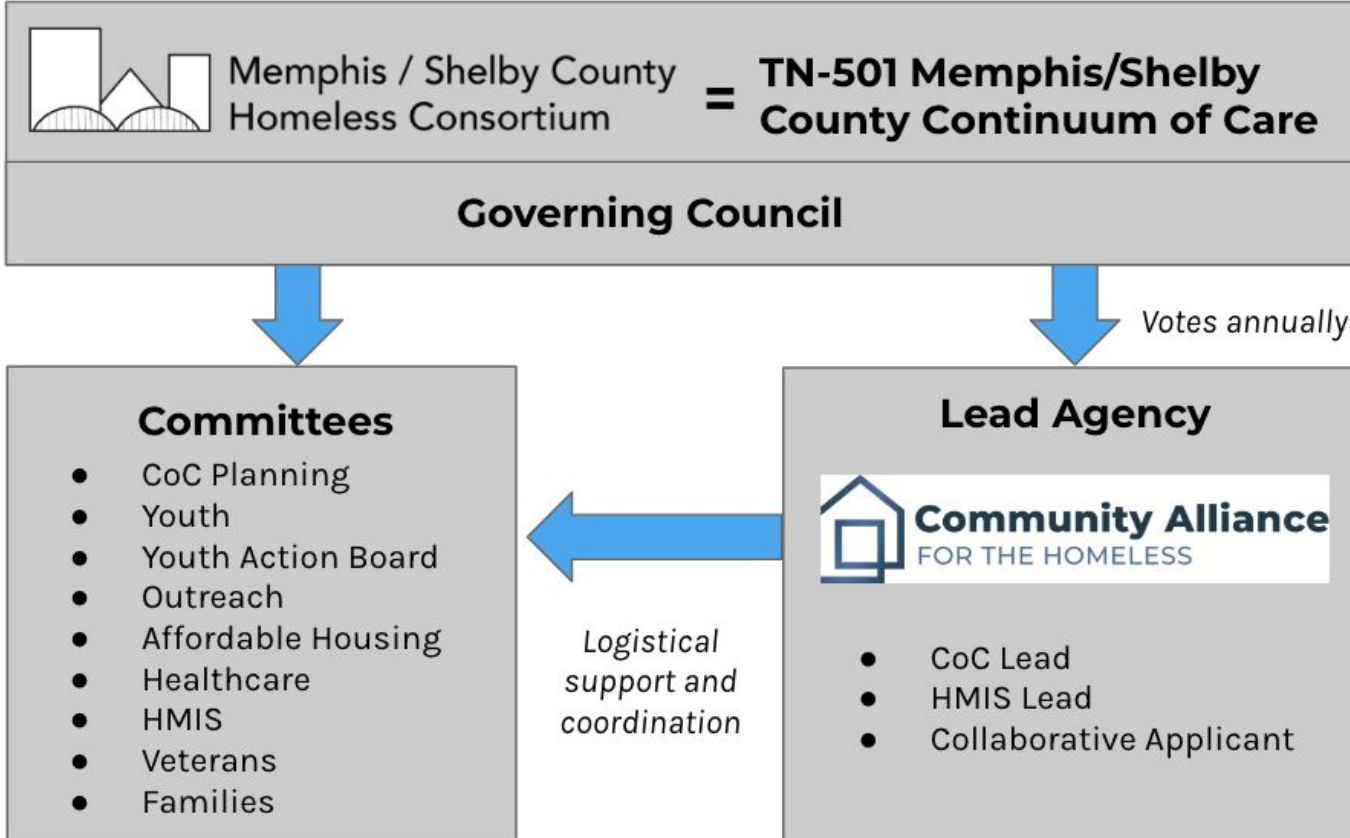
1. Continuum of Care (CoC) Structure and Funding Process
2. YHDP Renewal & Replacement Process
3. Competition Timeline
4. Renewal Rating Factors
5. Renewal Application Process & E-Snaps
6. Open time for Q&A



Continuum of Care Structure Overview



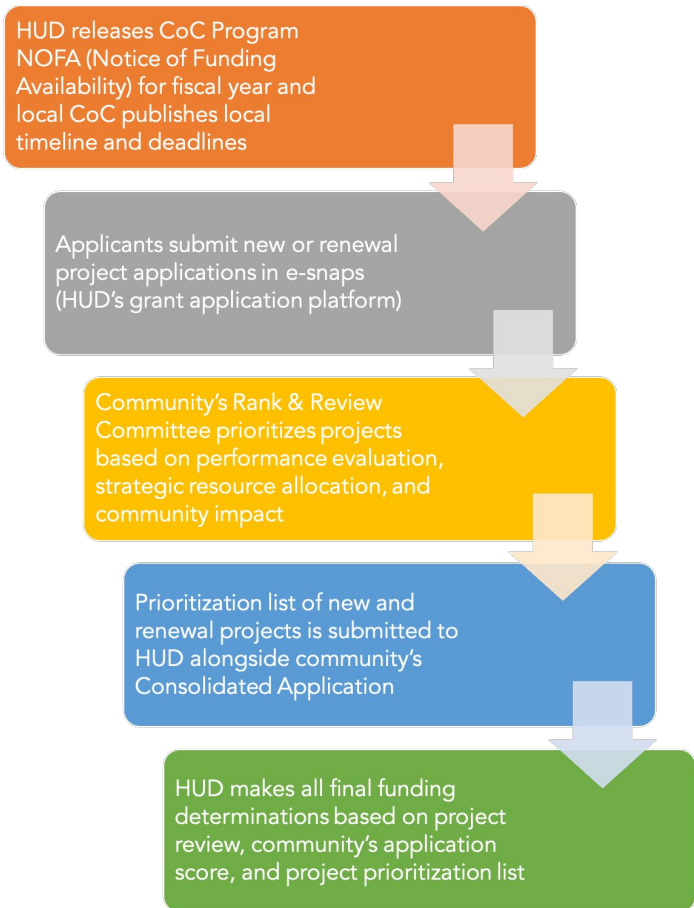
Local CoC Governance Structure



Continuum of Care Funding Process



CoC Funding Process



- Largest annual federal funding source for homeless services and programs
- The NOFO is typically released in early summer, submitted late summer, awarded at the first of the year, and projects begin the following spring/ summer



CoC Funding Process

- All projects are except YHDP in year 1 are reviewed and ranked by a committee formed from the Governing Council of the Memphis/Shelby County Homeless Consortium
- New and renewal projects are placed on *one* prioritization list and submitted to HUD.
- Our community's total potential funding (PPRN) is pre-determined by HUD each year. Opportunities for new funding include:
 - Reallocation of existing project(s)
 - Bonus awards (if high-scoring consolidated community application)
 - CoC Bonus
 - Domestic Violence Bonus



CoC Funding Process



- Once local Rank and Review is complete, CAFTH submits all projects to HUD with a Collaborative Application. HUD makes the final determination of funding, and there is no guarantee all or any will be funded.
- Funding available **nationally: \$3,134,000,000 (2023)**
- Funding *potentially* available locally:
- **\$6.9 million** Memphis/Shelby County CoC ARD (2022)
 - *This does not include YHDP projects.*
- **\$346,647** CoC Bonus Maximum (2022)
- **+\$652,700** DV Bonus Maximum (2022)
- *Supplemental application required for DV Bonus applications*

YHDP Renewal Process



- All applications for YHDP renewal that HUD initially funded in Round 4/5 will be selected for funding.
- Projects must pass project eligibility and project quality threshold review.
- YHDP renewal projects will be reviewed separately from CoC projects.
- Renewed projects will be limited to a 1-year grant term with 1 year of funding.

YHDP Renewal Process

Renewal applications must:

- Applications must be submitted by the same recipient that signed the executed grant agreement for the grant being renewed or subgranted.
- Request the same amount of funding and be for the same program component
- Serve the same subpopulation
 - Youth, age 24 or younger, who qualify as homeless under categories 1, 2, and 4, including unaccompanied, pregnant and parenting youth, where no member of the household is older than 24.



YHDP Renewal Process

Renewal applications may include requests to:

- Add eligible activities to a project, including YHDP Special Activities.
 - See FY2023 NOFO Special Activities
- Shift up to 10% of funds from one approved eligible activity to another.



YHDP Renewal Process

YHDP renewal projects must serve youth aged 24 or younger, including unaccompanied and pregnant or parenting youth who:

- Qualify as homeless under paragraphs 1, 2, or 4 of the HUD homeless definition OR section 103(b) of the McKinney-Vento Homeless Assistance Act;
- Have an unsafe primary nighttime residence and no safe alternative to that residence; or
- Qualify as homeless under paragraph (3) of 24 CFR 578.3



YHDP Replacement Process

- Renewing projects may submit a replacement application to create one or more YHDP replacement projects.
- If a renewing YHDP project applicant chooses to significantly modify the current project in a way that does not meet the renewal criteria, it must submit a YHDP replacement project application.
- Replacement projects must be submitted by the same recipient of the YHDP renewal grant being replaced.



YHDP Replacement Process



YHDP replacement applications must:

- Be submitted by the same recipient of the YHDP renewal project.
- Be submitted in partnership with CAFTH (Collaborative Applicant).
- Include a letter of support from the Youth Action Board.
- Include the grant number for the project being replaced.
- Show that the proposed replacement project is in line with the coordinated community plan (CCP).

YHDP Replacement Process

HUD will only fund the following YHDP replacement project activities:

- I. Permanent Housing, including PSH and RRH
- II. Joint TH/RRH
- III. TH or Crisis Residential Transitional Housing
- IV. SSO
- V. SSO-CE
- VI. SSO - Host Home and Kinship Care
- VII. HMIS



***NOFO
Competition
Timeline***



FY2023 CoC Competition Timeline



7/27/23 - Optional E-snaps information session

8/4/23- Consumer Surveys for Renewal Projects due to CAFTH via email or hand-delivery to CAFTH office on 2670 Union Avenue, Suite 700, Memphis, TN 38112.

8/15/23 - Optional E-snaps office hours

8/25/23 - All New and Renewal Project Applications due in e-snaps, by 2:59 pm CT.
(Supplemental items for DV Bonus application due via email).

9/7/23 - YHDP Review Committee meets.

9/12/22 - Project applicants notified of review results

9/23/22 - Public posting of Consolidated Application & Prioritization List.

9/25/23 - Deadline for Public Comments and Submission to HUD.

Early 2024 (estimate) - HUD announces funding determinations.

***Changes from
Last Year's NOFO***



Policy Priorities

Your project should be grounded in the following HUD policy priorities:

- Ensuring racial equity
- Improving assistance to LGBTQ+ individuals
- Including persons with lived experience
- Increasing affordable housing supply
- Ending homelessness for all persons
- Use a housing first approach.
- Reducing unsheltered homelessness
- Improving system performance.
- Partnering with Housing, Health, and Service Agencies.



Other Changes

Special YHDP Activities

The CoC Program NOFO permits YHDP project applicants to integrate YHDP Special Activities into the project design through the selection of these activities in YHDP Renewal and YHDP Replacement project applications.



Other Sections to Note

- YHDP recipients may pay for short-term (up to 3 months) emergency lodging in motels or shelters as the transitional housing component in a Joint TH-RRH project, provided that the recipient can demonstrate that the use of the hotel or motel room is accessible to supportive services.
- “Shared housing” refers to a model of housing assistance where rental assistance is provided for a youth to reside with a family or another unrelated person. The youth leases from the property owner and shares the unit with the family or unrelated person. The unit may be a house or an apartment.





Shared Housing Exceptions

(a) YHDP rental assistance cannot be provided to a youth to reside in a unit occupied by the youth's parent(s), grandparent(s), or legal guardian.

(b) YHDP rental assistance cannot be provided to a youth in a shared housing unit if the landlord or owner is the youth's parent, grandparent, or legal guardian.

(c) YHDP rental assistance may only be provided to a youth if the youth can enter into a valid, binding, and enforceable lease under applicable state or local law. This includes a legally appointed guardian executing a lease on behalf of a youth or an emancipated youth entering into a lease.

(d) YHDP Renewal and replacement grants may provide a shared housing option for youth program participants who are not part of a household but are interested in sharing a housing unit with a roommate unrelated to the program participant.

Rating Factors



Project Requirements per HUD



- All projects must follow **Housing First** principles
 - Evidence-based practice to ending homelessness
 - Housing first, then paired with services
- Must agree to house individuals or families regardless of:
 - Having too little or no income
 - Active or history of substance abuse
 - Having a criminal record
 - History of victimization
- Must agree to **not** terminate individual or family for:
 - Failure to participate in supportive services
 - Failure to make progress on a service plan
 - Loss of income or failure to improve income
 - Any other activity not covered in a typical lease agreement

Project Requirements per HUD

All program participants are referred through the CoC's Coordinated Entry System.

The Coordinated Entry System (CES) is a collaborative community response to anyone experiencing homelessness. It provides streamlined and equitable access to housing interventions for people experiencing homelessness in Memphis/Shelby County.

The Coordinated Entry System contains access points for populations, who are assessed and prioritized based on vulnerability and eligibility, then referred to CoC-funded housing programs.

[More on our website here:](https://www.cafth.org/coordinated-entry-system/)

<https://www.cafth.org/coordinated-entry-system/>



Local Rank and Review Process



- The Consortium Bylaws **Section 4: Rank and Review** is currently being updated to reflect accurate information per the 2023 NOFO. Please review this section before submitting your application.
- The TN-501 Rank & Review Committee ranks projects based on:
 - Performance Evaluation (scorecard)
 - Strategic Resource Allocation
 - Community Impact
- Reminder: The Rank & Review Committee makes all final scoring and ranking decisions locally, and HUD makes all final funding decisions.

Scoring Criteria for Renewal Projects



(60%) - Performance and Outcomes (Renewal Scoring Tool)

(15%) - Permanent Housing Outcomes and Retention

(15%) - Maintained or Gained Income

(15%) - Occupancy

(15%) - Cost per unit compared to community average for project type

(40%) - Grant Management

(10%) - Virtual Monitoring Results

(10%) - Prior Year Grant Amount Spent

(10%) - Client Satisfaction

(10%) - Monitoring, application, and APR Timeliness

10 points - *Potential Bonus Points for attending community training sessions (If all YHDP required training sessions were attended by a member of the agency).*

Renewal Rating Factors

Renewal Project Scoring Tool

8/23/23 - Completed scorecards will be sent to renewal projects. Calculation errors should be brought to CAFTH's attention ASAP.

8/25/23 - All renewal applications are due in esnaps. Agencies can submit an optional context explanation for the YHDP Review Committee to review alongside their scorecard via email to stephanie@cafth.org.



***Renewal
Application &
Esnaps***



Threshold Eligibility Criteria



The Applicant must:

- Have an accounting financial management system that satisfies HUD requirements (Ex: Accountant).
- Have **no** outstanding delinquent federal debts.
- Have **no** debarments/suspensions from doing business with federal government.
- Disclose any violations of Federal criminal law potentially affecting Federal award.
- Agree to participate in Coordinated Entry if funded
- Follow a Housing First approach
- Document the required 25% match
- Be a current Memphis/Shelby County Homeless Consortium Member: www.cafth.org/homeless-consortium
- Have a current [LiveGive Midsouth profile](#)
- 501(c)3 designation (or be unit of government)
- Complete SAM and UEI Registration: www.sam.gov

Eligible Budget Line Items

- **25% match** of “total” grant amount is required
 - Cash match
 - In-kind match
- Leasing line items do not require match
- Match must be documented with project application
- More info about Matching Requirements in the HUD Virtual Binders:

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



Esnaps Resources

- Video: Accessing the CoC Program Project Application in e-snaps
 - <https://www.hudexchange.info/resource/6226/video-accessing-the-coc-program-project-application-in-esnaps/>
- e-snaps 201 Toolkit
 - The e-snaps 201 Toolkit helps users navigate e-snaps from login to application submission (New e-snap users should begin with [e-snaps 101](#)).
 - <https://www.hudexchange.info/resource/6171/esnaps-201-toolkit/>

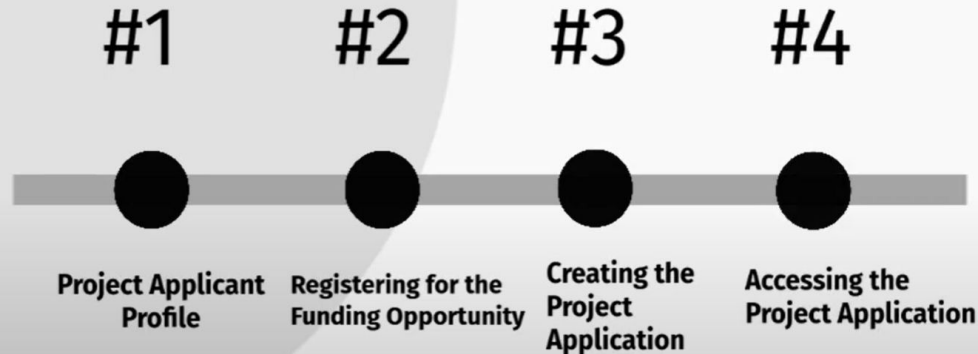


Renewal Application Process



Accessing the Project Application

Steps



Renewal Application Process



Front Office

Front Office Portal

Welcome to e-snaps

Welcome to **e-snaps! E-snaps** is the application and grants management system for the HUD Continuum of Care (CoC) Program. It supports the collaborative application process known as the e-snaps competition.

The **e-snaps** system is designed for use by authorized persons only. If you are an authorized user, please log in by entering a valid user name and password. If you have any difficulty logging in, please contact the System Administrator. You may also use the Links on the left menu to navigate through the system, and access application forms and other resources in navigating the system please access the Help instructions in each section.

If you are a new user, and need access to this system on behalf of your Continuum of Care or as a project applicant, you may request a user name through the Registration process.

The information collection requirements contained in this application have been submitted to the Office of Management and Budget (OMB) for review under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520). This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

The information collection requirements contained in this application have been submitted to the Office of Management and Budget (OMB) for review under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520). This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

Methodology authority contained in each program rule. The information will be used to rate applications, determine eligibility, and determine the ranking of applications for funding under the HUD Continuum of Care Program are based on rating factors listed in the Notice of Fund Availability (NOFA), which is published each funding round. The information collected in the application form will only be collected for specific funding competitions.

CoC Program Application: OMB Approval No. 2506-0182 (exp. 01/31/2018)

Public reporting burden for this collection is estimated to average 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

CoC Program Application: OMB Approval No. 2506-0112 (exp. 11/30/2018)

Public reporting burden for this collection of information is estimated to average 190 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The reporting burden for Continuums of Care is estimated to average 204 hours and the reporting burden for applicants is expected to average 30 hours.

Technical Submission: OMB Approval No. 2506-0183 (11/30/2018)

Username:

Password:

Login

Forgot your password?

Create Profile

Contact Us

Log in here

If new to e-snaps, create a user profile here

Renewal Application Process




The screenshot shows the 'Front Office' portal interface. On the left is a navigation menu with options: TestUser2, Front Office Portal, Profile, My Account (Change Password), Workspace, Applicants (highlighted), Funding Opportunity Registrations, Projects, Submissions, and Contact Us. The main content area displays a table titled 'Applicants' with the following data:

Children	Registrants	Parent	Open	Applicant Name	Applicant Number	Number of Projects	Last Submission
				test Organization	030700000	0	

Step

Description

1. Select "Applicants" on the left menu bar.
2. Select the "Open Folder" icon  next to the Applicant Name.

Renewal Application Process



Complete	Page	Last Updated	Mandatory
✓	1. Profile Type	05/31/2017	Yes
✓	2. Organization Information	05/31/2017	Yes
✓	3. Contact Information	No Input Required	No
✓	Authorized Representative	05/31/2017	Yes
✓	Alternate Contact	05/31/2017	Yes
✓	4. Address Information	05/31/2017	Yes
✓	5. Forms & Attachments	No Input Required	No
✓	5010 Form 2880	05/31/2017	Yes
✓	Code of Conduct	No Input Required	No
✓	Nonprofit Documents	No Input Required	No
✓	Secretary EEO	No Input Required	No
✓	Other Attachment	No Input Required	No

Back Next

Export to PDF

Edit

This e.Form has been marked as complete.

Step

Description

3. Ensure the information entered in all the Applicant Profile screens is accurate.
4. Select the "Complete" button on the "Submission Summary" screen. Once selected, the "Complete" button changes to an "Edit" button. The form is marked "This e.Form has been marked as complete."

Frequently Asked Questions



1) Why are applications not submitted only to HUD?

- HUD requires communities to come together to submit CoC applications to stimulate community-wide planning and coordination of programs
- Process also allows for local prioritization and determinations

2) Where can I go for more information as HUD releases it?

→ 2023 CoC NOFA Local Competition Details:

<https://www.cafth.org/2023-coc-nofo/>

→ HUD Exchange CoC Resources:

www.hudexchange.info/programs/coc/

***Thank you for
attending!***

***Please email
Stephanie Reyes,
CoC Youth & Special
Populations Director
at stephanie@cafth.org if
you have any questions.***



Do's and Don'ts for the FY 2023 CoC Program Competition NOFO

DO

Start with the end in mind. Envision the programs you want funded, the system performance you want to achieve, and the resources you need to realize that vision.

DON'T

Dig into the application before you've had time to prepare.

DO

Reflect on your system and project performance before you get started. Identify the strongest and weakest points in your system, and consider what new or expanded projects would most benefit your system.

DON'T

Assume that what you're doing is working as well as it can.

DO

Review your data to determine which programs have the best outcomes.

DON'T

Plan to apply for funding if you're not sure how well your programs are performing.

DO

Read the NOFO to ensure you fully understand the changes for this year.

DON'T

Presume that things are the same as they were last year.

DO

Closely inspect HUD's priorities for this year's competition. Consider whether you need to reallocate funding from projects that don't align with them to new or expanded ones that are a better fit.

DON'T

Just renew your existing programs and expect that they're aligned with HUD's priorities.

DO

Consult the SYSTEM Series for blog posts, Webinars, resources, and guidance on crafting a competitive application.

DON'T

Panic. The Alliance is here to help!