



Request for Proposals (RFP)

FY2023 HUD Continuum of Care (CoC) Program Local Funding Competition

Key Dates:

RFP Release: 7/10/23

RFP Information Session: 7/14/23

Proposal Submission Deadline: 7/31/23

Applicant Presentations: 8/2/23

Registration:

Register at <https://forms.office.com/g/bzniQjimar> to receive updates about this RFP.

A. OVERVIEW

The Continuum of Care (CoC) program is a federal initiative that provides funding to support community efforts to end homelessness. The purpose of this Request for Proposals (RFP) is to solicit proposals for Washington County’s local funding competition for CoC program funds.

On July 5, 2023, the U.S. Department of Housing and Urban Development (HUD) released the Notice of Funding Opportunity (NOFO) for the Fiscal Year (FY) 2023 CoC Funding Competition. As the Collaborative Applicant for the Washington County CoC, Washington County’s Department of Housing Services and the Housing and Supportive Services Network (HSSN) invite new and renewal project applications to be considered for potential funding.

Project sponsors are invited to submit proposals to provide housing and services programs in the following categories:

- Permanent Supportive Housing (PH-PSH)
- Rapid Re-Housing (PH-RRH)

Organizations that have not previously applied for CoC Program funding, as well as currently funded organizations, are encouraged to submit proposals for new projects. This RFP also serves as notice for existing CoC Program-funded projects of the deadline to submit applications to be considered for renewal of CoC project funding.

Funding for new projects under this RFP will come from HUD CoC Bonus and DV Bonus funds as well as any resources made available via reallocation of current CoC program funds.

All proposals will be evaluated to determine which projects will be included in the Washington County CoC’s FY2023 CoC Program Competition application to HUD. Proposals should demonstrate the project’s alignment with the specific funding priorities described in this RFP and the evaluation criteria described in the [CoC Program Application Rating and Ranking Process](#).

Project sponsors seeking to apply for funding are encouraged to carefully review the HUD [FY2023 CoC Program Competition: Notice of Funding Opportunity](#) (referred to throughout this RFP as “HUD NOFO”).

Timeline:

7/10/23	RFP released
7/14/23	Optional Q&A session for new project applicants at 9:00 a.m. (see below for information)
7/24/23	Deadline for new project applicants to schedule a presentation on the 8/2/23 HSSN agenda
7/31/23	Submission deadline for all new and renewal project proposals to the local competition
8/2/23	New project applicants present new project proposals at 8:30-10:00 a.m. HSSN meeting
9/8/23	CoC Board performs project rating, ranking and selection for the CoC Priority Listing
9/12/23	Project applicants are notified of the selection or denial of applications for the CoC Consolidated Application
9/22/23	CoC Consolidated Application is posted online for public review and comment period through 9/25/23
9/26/23	CoC Collaborative Applicant submits the CoC Application, CoC Priority Listing, and project applications in e-snaps prior to HUD’s 9/28/23 deadline
Spring 2024	HUD notifies the CoC of the results of the funding competition

Q&A Session:

An optional Q&A session for potential new project applicants will be held via Zoom on Friday July 14, 9:00-10:00 a.m.

Pre-registration is required at

https://us02web.zoom.us/meeting/register/tZYrduitrDsiG9N_vNEvDPJyQaeOCbszLEAm

After registering, you will receive a confirmation email containing information about joining the Zoom meeting. A recording of the session will be made available for those unable to attend (email CoCinfo@washingtonty.gov to request the recording).

Questions:

Questions about this RFP should be sent to CoCinfo@washingtonty.gov with “CoC NOFO RFP” in the subject line.

Registration:

Potential new project applicants are required to register at <https://forms.office.com/g/bzniQjimar> to receive notices about updates or amendments to this RFP.

B. FUNDING GUIDELINES FOR NEW PROJECTS

All projects must adhere to the overall funding guidelines provided by HUD in the [FY2023 CoC Program Competition: Notice of Funding Opportunity](#). In addition, the Washington County CoC has established specific priorities within HUD’s guidelines for the local funding competition for new project proposals.

Eligible Applicants:

Eligible project applicants include legally incorporated nonprofit organizations, public housing authorities, Indian Tribes and Tribally Designated Housing Entities, other government entities, and faith-based organizations. For-profit entities and individuals are not eligible. Project applicants must demonstrate the financial and management capacity and expertise to implement the project and administer HUD funds in alignment with federal requirements.

See pages 33-36 of the HUD NOFO for more information on eligible applicants.

Eligible Projects:

New projects can be created through CoC Bonus funding or potential reallocation of existing funds (in accordance with the CoC’s Reallocation Policy) in the following categories:

- Permanent Supportive Housing (PH-PSH)
- Rapid Re-Housing (PH-RRH)

Domestic Violence Bonus funding is also available in the following category for projects serving survivors of domestic violence, dating violence, sexual assault, or stalking that are defined as homeless:

- Rapid Re-Housing (PH-RRH)

HUD’s definitions for the eligible project types are available at the following links:

- [Permanent Supportive Housing \(PH-PSH\)](#)

- [Rapid Re-Housing \(PH-RRH\)](#)

For more information on HUD’s threshold criteria for Permanent Supportive Housing and Rapid Re-Housing projects, see pages 55-56 in the HUD NOFO. For more information on the eligible service population for each project type, see pages 30 and 32 in the HUD NOFO.

All projects must be located in Washington County.

Funding Priorities:

Funding will be prioritized for projects that increase Washington County’s system capacity for Permanent Supportive Housing and/or Rapid Re-Housing and support permanent housing placement and retention.

Additional points will be awarded for projects that align with one or more of the following priorities from the Washington County Homeless Services FY23/24 Workplan:

- Projects that support shelter participants to transition to permanent housing as quickly as possible, reducing the length of time that people experience homelessness.
- Projects that are specifically focused on helping people transition from unsheltered homelessness to permanent housing.
- Projects that address and resolve disparities for Asian Americans and Pacific Islanders in housing program outcomes.

Bonus Points:

Additional points will be awarded to new project proposals that demonstrate formal coordination with housing and/or health care providers, in alignment with the bonus point guidelines described on pages 103-104 of the HUD NOFO. This includes:

- Projects that include a documented commitment of housing subsidies not funded through the federal CoC or ESG programs for at least 25% of the units or participants.
- Projects that include a written commitment from a health care organization to provide access to (a) treatment or recovery services for all program participants who qualify, or (b) health care services to program participants equal to at least 25% of the funding being requested for the project.

See Addendum B for more information.

Match Requirement:

All new project proposals must demonstrate cash or in-kind match of at least 25% of all proposed grant funds other than leasing funds. All costs paid for with matching funds must be for activities that are eligible under the CoC Program. Matching funds may be from public or private sources.

Funding Uses:

Eligible uses of HUD CoC funding include leasing, operating costs, rental assistance, supportive services, and administrative costs, all within applicable guidelines. Washington County has generally found that, of the various funding sources available to our community, HUD CoC funds are most effectively utilized for leasing and rental assistance costs. New project applicants are therefore encouraged to focus their funding requests on leasing and rental assistance. The Washington County Department of Housing Services will work with applicants to fund supportive services (if needed in addition to resources the applicant commits as part of the 25% match requirement) for any new project proposals that receive HUD CoC funding for leasing or rent assistance.

While HUD CoC funding can be used for capital costs, no funds are available under this RFP for capital costs (i.e., new construction, acquisition, or rehabilitation). HUD will be releasing a special NOFO for capital funding for PSH later in 2023, and the Washington County CoC will solicit proposals for capital funding as part of that funding opportunity.

Project Requirements:

All HUD CoC-funded projects must meet the following requirements:

- Projects must use a Housing First approach, including no preconditions or barriers to entry and provision of necessary supports to maintain housing and prevent a return to homelessness.
- Projects are required to participate in the local coordinated entry system and Homeless Management Information System (or a comparable database for domestic violence providers).

Projects should also align with the local CoC's rating criteria listed in the appendix of the [CoC Program Application Rating and Ranking Process](#).

Funding Available:

The Washington County CoC is expected to be eligible to apply for approximately \$350,000 for one or more projects funded through CoC Bonus funds. In addition, the CoC is eligible to apply for an estimated \$228,351 in DV Bonus funds. The precise amounts will be determined once HUD releases final allocations for the competition.

Grant Terms:

Proposals are for the 2024-25 funding year. Grant terms will generally begin in mid to late 2024 and must begin before the end of 2024. The grant term for new project applications except those funded through DV Bonus funds may be 1 year, 2 years, 3 years, 4 years, 5 years, or 15 years, depending on the type of assistance requested. Washington County encourages applications for 1-year grant terms (with an initial grant term of up to 18 months) to maximize the available funding since the total available funding is divided by the number of years in the grant term. New projects funded with DV Bonus funds may only request a 1-year grant term (with an initial grant term of up to 18 months). Funded projects are eligible to apply for annual renewal funding. For more details on HUD's guidelines for grant terms, see pages 39-40 of the HUD NOFO.

Funding Structure:

To reduce the administrative burden on grantees, Washington County is the direct recipient of funds for most CoC projects, and the project sponsors are subrecipients. Any new CoC-funded projects will follow this structure.

C. APPLICATION PROCESS FOR NEW PROJECTS

The CoC application process has two parts: a local competition and a national competition. This RFP solicits proposals for the local competition, which is used to select the proposals that will be submitted to HUD as part of Washington County's application for the national competition. Selection via the local competition is not a guarantee of funding. The proposals submitted to the national competition will be evaluated by HUD which will make the determination of all funding awards.

Local Funding Competition Steps:

The local funding competition application process for new projects includes several steps:

- **Presentation scheduling:** Applicants are required to email CoCinfo@washingtoncountyor.gov by 5:00 p.m. on Monday July 24, 2023 with "CoC HSSN Presentation" in the subject line to request

an agenda time at the HSSN meeting to present their proposal.

- **Proposal form:** Applicants must complete and submit a [New Project Proposal Form](#) by 5:00 p.m. on Monday July 31, 2023.
- **Presentation to HSSN:** Applicants must present their proposals at the HSSN meeting at 8:30-10:00 a.m. on Wednesday August 2, 2023.
- **Selection for submission to HUD:** Proposals will be evaluated and scored based on the proposal form and the presentation to the HSSN. Based on the scores, one or more proposals will be selected for submission to HUD.
- **HUD CoC e-snaps application:** Proposal(s) selected for submission to HUD must work with Washington County CoC staff to complete HUD's CoC New Project Application in e-snaps.

Presentation Guidelines:

Presentations to HSSN should provide an overview of the submitted proposal, including:

- A project description.
- How the project aligns with the funding guidelines and priorities in this RFP.
- How the project will implement Housing First principles.
- The project's proposed service population, commitment to serve vulnerable and underserved populations, and the applicant's experience serving the proposed population.
- How the project will prioritize services for underserved and marginalized populations (including Black, Indigenous, Latino/a/e, Asians, Pacific Islanders, immigrants and refugees, people with disabilities, and LGBTQ+) through implementation of low-barrier, accessible and culturally responsive services, and connections with culturally specific services.
- Planned strategies to (a) reduce the length of time project participants experience homelessness, (b) increase permanent housing placement and retention, (c) increase employment and/or other income, and (d) increase connections to mainstream resources.
- Project budget.

See Addendum A for the evaluation criteria and scoring rubric that will be used for all new project proposals, including which criteria will be scored based on the presentation and which criteria will be scored based on the written proposal.

D. APPLICATION PROCESS FOR RENEWAL PROJECTS

All current CoC Program-funded projects seeking to renew their CoC funding are required to work with Washington County to submit renewal applications as part of the 2023 CoC Program Competition. The following projects are eligible for renewal and will be contacted directly by Washington County with instructions for the renewal application process:

- Clover Court, New Narrative
- CoC Rapid Re-Housing for Families, Community Action
- Enhanced Support for Permanent Housing, Just Compassion
- Hillsboro Graduated Independent Living Program, New Narrative
- Housing Stabilization Program, Good Neighbor Center
- Reentry Housing, New Narrative
- Shelter Plus Care Renewal, Washington County Department of Housing Services
- Sojourner's House Combined, Domestic Violence Resource Center
- Transitional Living Program, Boys and Girls Aid

E. SELECTION CRITERIA

HUD expects each CoC to implement a thorough review and oversight process at the local level for both new and renewal project applications submitted to HUD in the FY2023 CoC Program Competition.

The review, scoring and selection of new and renewal project applications will follow the process and criteria outlined in the [CoC Program Application Rating and Ranking Process](#).

Based on these criteria, the CoC will rate and rank all new and renewal project applications to determine which applications will be included in Washington County's FY2023 CoC Program Competition application to HUD. New and renewal projects that are recommended for inclusion in the application will be listed in rank priority in accordance with the CoC's Rating and Ranking Policy.

Inclusion in the CoC's application to HUD does not guarantee that a project will receive funding. Funding decisions are made by HUD based on various criteria including the CoC's overall application and the project's ranking in relation to the other new and renewal projects included in the CoC's consolidated application.

**Addendum A:
Evaluation Criteria for New Project Applications**

Evaluation Criteria		Scoring	Data Source	
Project Design and Applicant Qualifications		Points	HSSN Presentation	Proposal Form
A.	Project intends to participate in the CoC HMIS (or a comparable database for domestic violence or VAWA providers such as Osnum) and Coordinated Entry system in compliance with CoC Coordinated Entry Policies and Procedures and HUD Coordinated Entry Notice.	Yes: 3 points No: 0 points		X
B.	Project will implement use of Housing First principles, including no preconditions or barriers to entry except as required by funding sources, and provision of necessary supports to maintain housing and prevent a return to homelessness.	Up to 3 points	X	
C.	Project will prioritize services for underserved and marginalized populations (including Black, Indigenous, Latino/a/e, Asians, Pacific Islanders, immigrants and refugees, people with disabilities, and LGBTQ+) through implementation of low-barrier, accessible and culturally responsive services, and connections with culturally specific services.	Up to 3 points	X	
D.	Applicant and Subrecipient (if any) has experience providing similar services to the population targeted by the proposed project and has demonstrated effectiveness in achieving successful outcomes.	Up to 3 points	X	
E.	Project aligns with the eligible program types in HUD's NOFO. The population to be served meets the eligibility requirements for the type of program and the service model meets current HUD requirements.	Yes: 1 point No: Disqualified		X
F.	Project reflects the specific priorities for CoC funding identified in the HUD NOFO and the local CoC RFP for this year's funding competition.	Up to 10 points	X	
G.	Project maximizes potential bonus points available through this year's HUD NOFO.	Up to 3 points		X
H.	Applicant and Subrecipient (if any) commits to actively participate in CoC meetings if awarded funding.	Yes: 1 point No: 0 points		X
I.	Applicant and Subrecipient (if any) plans rapid implementation of the project to begin housing the first participant in 180 days or less following HUD grant award.	Yes: 1 point No: 0 points		X
Financial Review		Points	HSSN Presentation	Proposal Form
J.	Applicant and Subrecipient (if any) has active SAM registration with current information, valid Unique Entity ID number and no Debarments and/or Suspensions.	Yes: 2 points No: 0 points		X
K.	Applicant and Subrecipient (if any) demonstrates the financial and management capacity and experience to carry out the project and the capacity to administer federal funds.	Yes: 2 points No: 0 points		X
L.	Applicant or Subrecipient (if any) has an acceptable audit/financial review that does not contain findings or other indications of financial or accounting problems.	Yes: 2 points No: 0 points		X
M.	Applicant or Subrecipient (if any) provides 25% match commitment that satisfies CoC Program Rule 24 CFR Part 578.73 requirement that includes source and amount.	Yes: 2 points No: 0 points		X
N.	Applicant or Subrecipient (if any) demonstrates the capacity to leverage additional resources and partnerships to support effective project implementation.	Yes: 1 point No: 0 points		X
O.	Budget costs are reasonable and allowable. Project is cost effective when projected cost per person served is compared to CoC average within project type.	Yes: 2 points No: 0 points		X

Performance Outcomes		Points	HSSN Presentation	Proposal Form
P.	Severity of Needs: Applicant demonstrates how the project will assist underserved populations, including persons with a history of victimization (such as domestic violence or sexual assault), criminal histories, substance use disorders, and/or chronic homelessness.	Up to 2 points	X	
Q.	Housing Emphasis: Applicant and Subrecipient (if any) prioritizes 75% or more of Federal CoC Program funds to provide housing activities (e.g. rent assistance, leasing units, acquisition, rehabilitation and/or construction of affordable housing units).	Yes: 2 points No: 0 points		X
R.	Reduce Length of Time Homeless: Applicant demonstrates how the project will identify and house homeless populations to reduce the length of time people experience homelessness.	Up to 4 points	X	
S.	Permanent Housing Placement and Reduced Returns to Homelessness: Applicant describes the housing barriers experienced by the target population and demonstrates how the project will increase permanent housing placement and retention in housing.	Up to 4 points	X	
T.	Increase Income: Applicant demonstrates how project will increase participants' income through employment and connections to other income as appropriate.	Up to 3 points	X	
U.	Increase Disability Income Benefits: Applicant or Subrecipient has at least one staff person who has completed SOAR training.	Yes: 3 points No: 0 points		X
V.	Increase Connections to Mainstream Resources: Applicant demonstrates how project will connect participants to mainstream resources and services such as OHP enrollment, connections to community-based resources, SNAP, etc.	Up to 3 points	X	
W.	Serve Priority Populations: Applicant describes the project's commitment to and demonstrates effective strategies for serving vulnerable populations such as chronically homeless individuals and families, households with zero income, participants with two or more disability types, and persons living in places not meant for human habitation.	Up to 3 points	X	

Addendum B: Bonus Points

Leveraging Health Care Resources

Bonus points are available for new Permanent Supportive Housing (PSH) or Rapid Re-Housing (RRH) projects that leverage health care resources through formal partnerships with health care organizations. Eligible sources of health care resources include:

- Direct contributions from a public or private health insurance provider to the project (e.g., Medicaid), and
- Provision of health care services by a private or public organization tailored to the program participants of the project.

The health care resource commitment must be in the form of services that will be provided to program participants in the housing portion of the project. Health care services include treatment for physical health, mental health, and/or substance use disorders.

Eligibility for the project must comply with HUD program requirements and cannot be restricted by the eligibility requirements of the health care provider.

The project application must include a written commitment from the health care organization that:

- In the case of a substance use disorder treatment or recovery provider, it will provide access to treatment or recovery services for all program participants who qualify and choose those services; or
- The value of assistance being provided (and funded by the health care organization) is at least an amount that is equivalent to 25% of the funding being requested from HUD for the project.

Leveraging Housing Resources

Bonus points are available for new PSH or RRH projects that utilize housing subsidies or subsidized housing units not funded through the CoC or ESG programs. Eligible sources of housing resources include those funded by private organizations, state or local government, public housing agencies, faith-based organizations, or federal programs other than the CoC or ESG programs.

The project application must include written documentation of the number of subsidies or units being provided to support the project, demonstrating that these units will:

- In the case of a PSH project, provide at least 25% of the units included in the project; or
- In the case of a RRH project, serve at least 25% of the program participants anticipated to be served by the project.