



**2017 HUD CONTINUUM OF CARE  
SOLICITATION TO APPLY FOR NEW OR EXPANDED  
PERMANENT HOUSING PROJECTS  
PORTLAND/ GRESHAM/ MULTNOMAH COUNTY**

Seeking applications for two or more new or expanded projects to provide permanent housing for people experiencing homelessness, with a focus on reducing documented disparities in homelessness among Native Americans and Alaskan Natives in Multnomah County. Selected projects will be invited to apply for renewable federal funding estimated to total between **\$1.38 million** and **\$1.88 million** annually.

**Pre-applications due by email to [erin.pidot@multco.us](mailto:erin.pidot@multco.us) by  
Monday, August 28, 2017 at 5:00 PM.**

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**Informational Meeting:**  
If you are interested in submitting a proposal, we highly encourage you to attend a meeting on  
**Friday, August 4, 2017, from 9:00 – 11:00 AM**  
**at the Portland Housing Bureau, 421 SW 6<sup>th</sup> Ave, 5<sup>th</sup> Floor, Steel Conference Room**

**QUESTIONS?** Contact Erin Pidot at 503-988-2524 or [erin.pidot@multco.us](mailto:erin.pidot@multco.us).

## **I. BACKGROUND**

Since 1994, the U.S. Department of Housing and Urban Development (HUD) has used the phrase “Continuum of Care (CoC)” when referring to a federal stream of funding specifically intended to serve people experiencing homelessness. This funding was established through the 1987 McKinney-Vento Homeless Assistance Act and reauthorized through the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009.

Each year, HUD releases a CoC Notice of Funding Availability (NOFA) to which hundreds of communities across the country respond by completing a detailed grant application. In Portland, Gresham and Multnomah County this brings in approximately \$21 million annually to support ongoing operations of a variety of programs providing housing and services to homeless adults, families and youth. Because federal budgets for homeless services have increased only incrementally in recent years, this annual grant process has become primarily a means to renew 47 existing local CoC grants.

For the last several years, HUD has made available limited new funds within its NOFA for new permanent housing bonus project(s) serving homeless individuals and families. See Appendix A for a brief summary of local permanent housing bonus projects recently awarded by HUD. Separately, HUD also allows communities to fund new permanent housing projects by reallocating funding from renewal projects. **This year, we have the opportunity to apply for up to \$1,265,404 in bonus project funding, and at least \$117,941 in reallocated funding.** HUD does not allow us to combine these funding sources in a single project.

In addition to HUD regulatory requirements and funding priorities, local decisions regarding use of CoC funding have been guided by local plans to end homelessness. In 2012, the City of Portland, Multnomah County, and Home Forward convened a committee of diverse stakeholders to review data, listen to the community, and learn from effective local and national practices. This committee was charged with reviewing and “resetting” the existing 10-Year Plan by building on its ongoing successes and charting priorities for new and continuing effort.

The resulting framework, [\*A Home for Everyone: A United Community Plan to End Homelessness for Portland/Multnomah County\*](#), identified the following guiding principles:

- Prioritize vulnerable populations
- Promote racial and ethnic justice
- Use data-driven assessment and accountability
- Engage and involve the community
- Strengthen system capacity and increase leveraging opportunities

In 2014, the Cities of Portland and Gresham, Multnomah County, and Home Forward formally chartered the [A Home for Everyone \(AHFE\) Coordinating Board](#) to act as the governing board for local use of CoC resources. The AHFE Coordinating Board chartered a Resource Advisory Committee to rate and rank existing local CoC-funded projects and recommend new projects for submission in the CoC’s 2017 application to HUD.

**While any eligible applications will be considered (See Section II of this solicitation), in 2017, AHFE’s Resource Advisory Committee is responding to the disparity in homelessness among Native Americans and Alaskan Natives in Multnomah County by seeking and prioritizing competitive applications for bonus funds that will most effectively reduce that disparity. The RAC has identified a number of additional priorities, including separate priorities for new projects funded through reallocation, outlined in Section II.**

## **II. LOCAL PRIORITIES FOR THE 2017 NEW OR EXPANDED PROJECT SOLICITATION**

The Resource Advisory Committee has a set of priorities for all new or expanded project proposals, and an additional priority for new or expanded projects funded through reallocation.

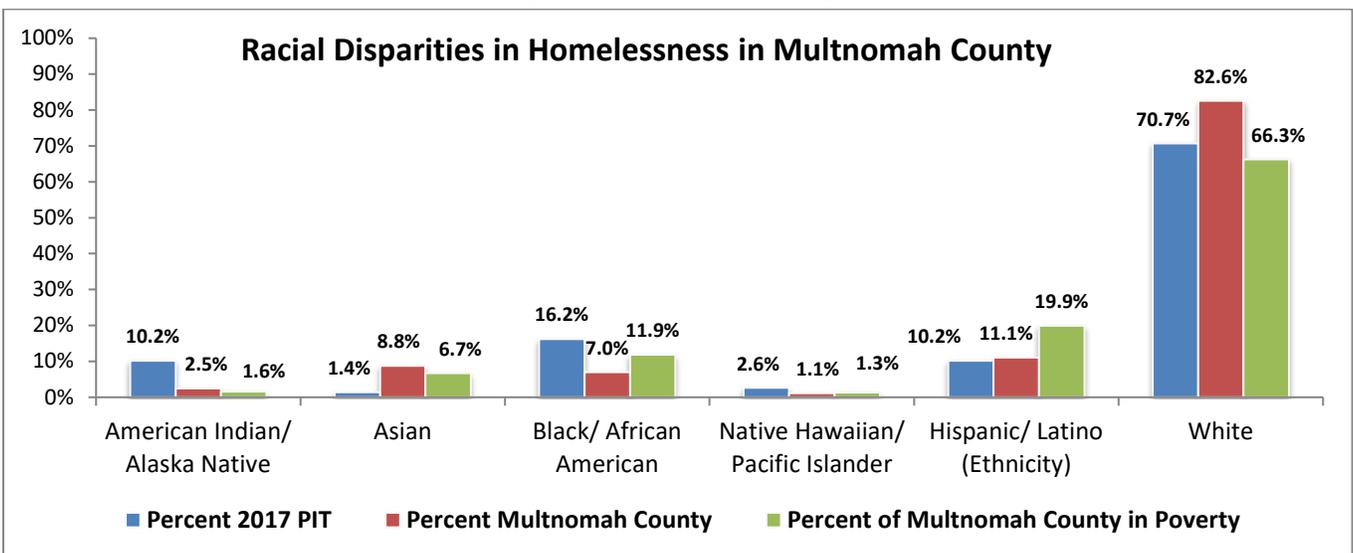
### **Priorities for all new or expanded project proposals**

In assessing the most pressing local needs and gaps in services, the Resource Advisory Committee consulted a range of available data, including the 2017 Point-In-Time Count (PITC) of Homelessness in Portland and Multnomah County. The PITC highlighted multiple urgent concerns, most significant among them a continued and dramatic overrepresentation of Native Americans and Alaskan Natives within the population of people experiencing homelessness (see Appendix B for HUD definition of homelessness). The PIT also highlighted a continued increase in women experiencing homelessness, as well as an increase in the number of people who identified as transgender experiencing homelessness. While the PITC does not capture data on sexual orientation, national data demonstrates that LGBTQ individuals are at higher risk of homelessness.

This year, the Resource Advisory Committee is responding to unmet need within these three populations—Native Americans and Alaskan Natives, women, and LGBTQ—by seeking and prioritizing competitive applications that will most effectively address the housing and service needs within one or more of them. The primary priority will be for projects that address racial disparities in homelessness among Native Americans and Alaskan Natives, though multiple projects serving different and/or overlapping populations may be selected. Within and across these priority populations, the Committee seeks projects that demonstrate a strong commitment and demonstrated capacity to achieving racially equitable outcomes, along with projects that leverage existing resources and advance system alignment.

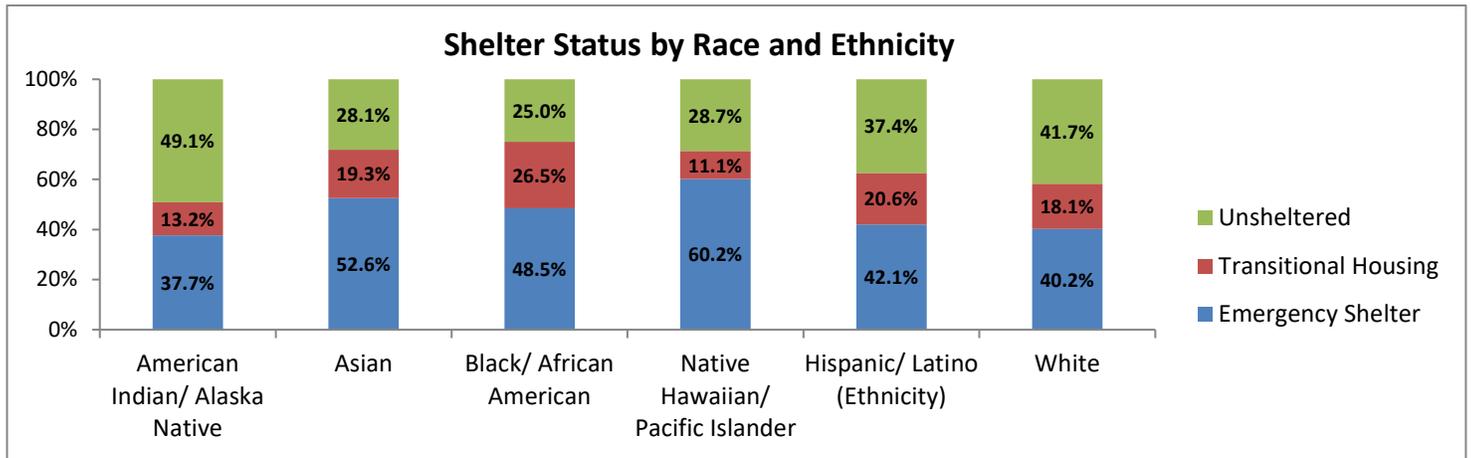
### ***Disparity in homelessness among Native Americans and Alaskan Natives in Multnomah County***

There are racial disparities in rates of HUD homelessness for African Americans, Native Hawaiian and Pacific Islanders, and Native Americans and Alaskan Natives compared to their overall share of Multnomah County’s population. The greatest documented disparity is for Native Americans and Alaskan Natives, whose rate of HUD homelessness (10.2%) is about four times higher than their percentage of the population (2.5%).

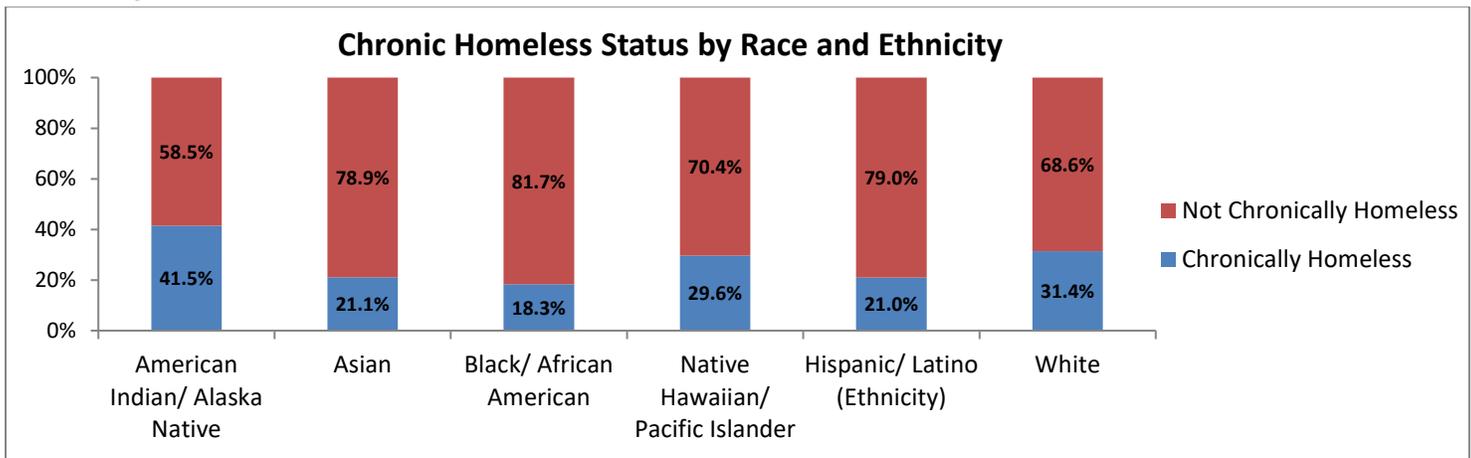


**Source:** 2017 PITC and US Census Bureau, 2011-2015 American Community Survey 5-Year Estimates. **Note:** Percent 2017 PITC based on American Indian/Alaska Native = 424, Asian = 57, Black/African American = 676, Native Hawaiian/Other Pacific Islander = 108, White = 2,952, Hispanic/Latino = 428.

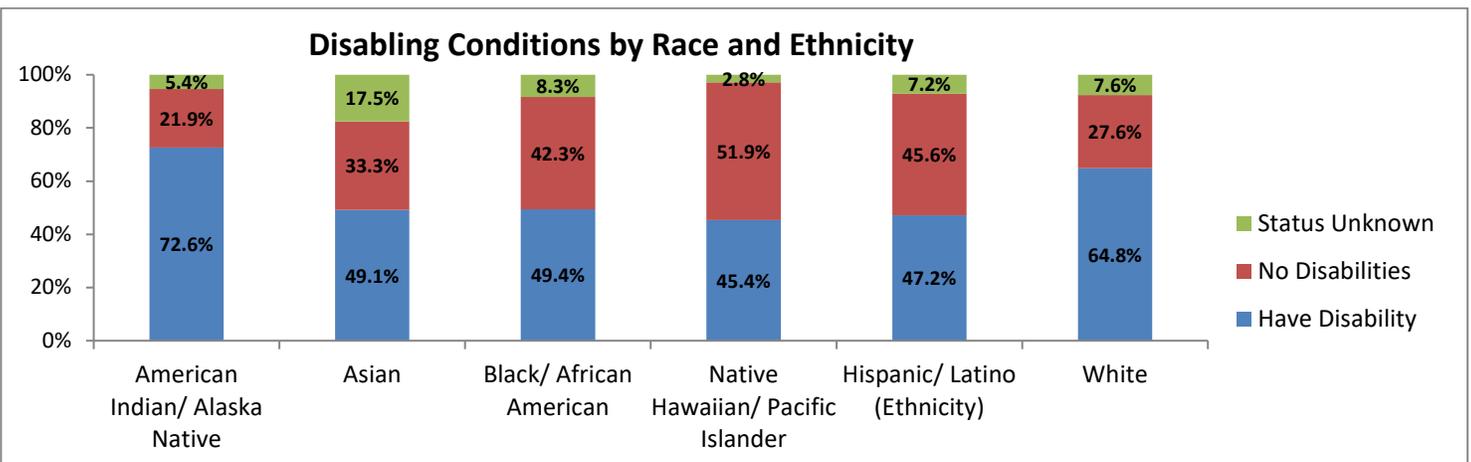
Native Americans and Alaskan Natives experiencing homelessness also experience higher rates of being unsheltered, chronically homeless, and disabled than any other racial or ethnic group.



**Source:** 2017 PITC. **Note:** The percentages represent share in unsheltered count (1,668), emergency shelter (1,752), and transitional housing (757).



**Source:** 2017 PITC. **Note:** The percentages represent share of chronically homeless (1,290) and not chronically homeless (2,887) people counted in the PITC.



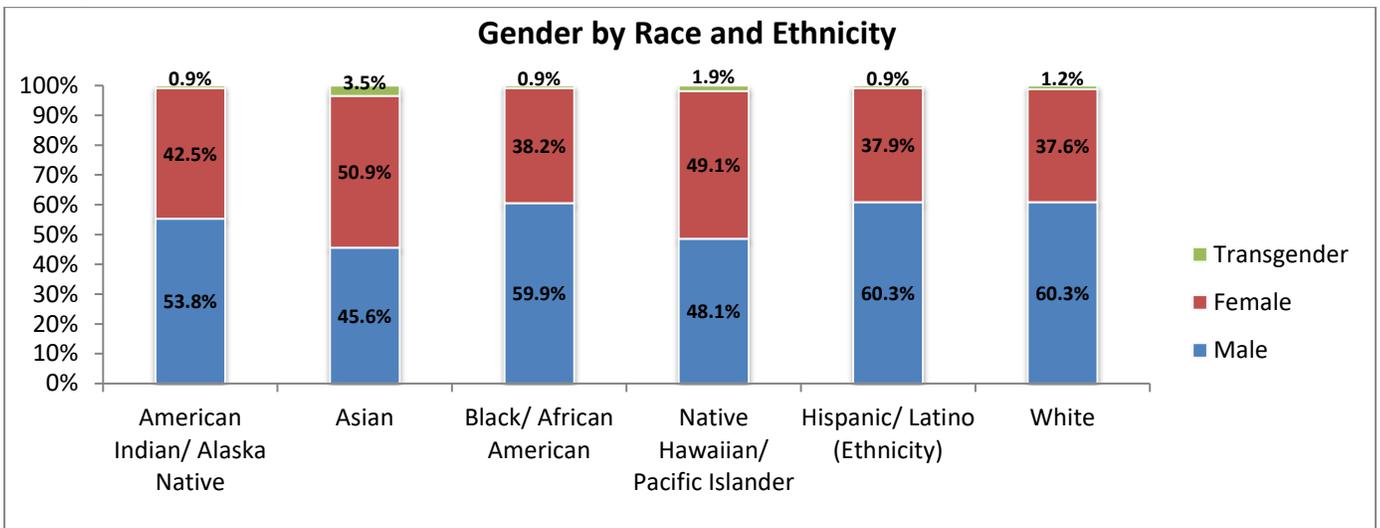
**Source:** 2017 PITC. **Note:** The percentages represent share of people with a disabling condition (2,527), people without a disabling condition (1,280), and people from whom this data was not collected (370).

Among the 424 HUD homeless Native Americans or Alaskan Natives (those who met HUD’s definition of unsheltered, in emergency shelter, or in transitional housing) surveyed in the 2017 PITC:

- 42.5% (180) were female
- 0.9% (4) were transgender
- 86.3% (366) were adults in households without children
- 13% (55) were people in households with children
- 0.7% (3) were unaccompanied youth

**Increase in women experiencing homelessness**

In the 2017 PITC, 1,551 women were counted as homeless, making up 37.1% of the total HUD homeless population. This represented a 15.91% increase from the 1,338 women counted in the 2015 PITC. Consistent with national data, a very high percentage of these women have a history of domestic violence. Fifty-five percent of the women counted in the 2017 PITC reported being victims of domestic violence. Overall, more than 500 more women were counted in emergency shelters and on the street in 2017 than in 2011 – a 65% increase. During the same period, the number of men counted increased by only 177 (9%).



**Source:** 2017 PITC. **Note:** The percentages represent share of people who identified as male (2,495), female (1,551), and transgender (44).

**Higher risk of homelessness for LGBTQ individuals**

Local and national data tell us that LGBTQ individuals, and particularly youth, are at a higher risk of homelessness and, once homeless, at a higher risk for a number of vulnerability factors such as suicide attempts and exposure to violence. In the 2017 PITC, 44 individuals identified as transgender (data on sexual orientation is not collected). This represented a 120% increase from the 20 transgender individuals counted in the 2015 PITC. Approximately 38% of the youth served by the Multnomah County Homeless Youth Continuum of Care identify as LGBTQ, and about 30% of homeless LGBTQ youth served by the Sexual and Gender Minority Youth Resource Center (SMYRC) are youth of color. While we don’t have similar local data for adults, providers and advocates report that LGBTQ adults are also overrepresented in the local population of people experiencing homelessness.

**Preference for projects that leverage existing resources and advance system alignment**

The Committee also seeks projects that align housing with other systems and leverage existing community resources. This includes, but is not limited to, linkages with:

- Addiction and recovery services
- Mental and physical health care systems

- The criminal justice system
- The domestic violence system
- Other publicly-funded housing unit production or developments
- Employment supports

### **Additional priority for new or expanded project proposals funded through reallocation**

The Resource Advisory Committee will give first priority for reallocated funding to competitive applications from organizations that voluntarily reallocate one or more renewal projects through the 2017 CoC Program Competition. New projects submitted by other organizations for funding through reallocated grants will be competitively ranked under the conditions of this solicitation (see Section V), however the Resource Advisory Committee reserves the right to prioritize projects submitted by organizations that voluntarily reallocate one or more renewal projects through the 2017 CoC Program Competition, regardless of score.

### **III. ELIGIBILITY AND AVAILABLE FUNDING**

[HUD's 2017 CoC NOFA](#) was released on Friday, July 14. The NOFA, along with [HUD's CoC program regulations](#), provides detailed guidance regarding eligible applicants and available funding, but we provide a brief summary here. The NOFA allows our community to apply for **up to \$1,265,404** in new, annually-renewable funding for one or more permanent housing bonus projects. The NOFA additionally allows our community to reallocate funding from renewal projects to new permanent housing projects. This year, we are reallocating **at least \$117,941 and up to \$615,631**. New in 2017, HUD is allowing applications both for new permanent housing projects and for projects that expand existing CoC-funded permanent housing projects that increase the number of units in the project. Also within the 2017 NOFA, HUD has expanded some of the eligible populations and activities that can be funded as new or expanded projects. Under these conditions, new and expanded project applications for both bonus and reallocated funding are limited by HUD to:

- **Permanent Supportive Housing (PSH)** projects serving families and/or individuals who either meet HUD's definition of chronically homeless or meet the requirements of a new eligible client pool that HUD calls "DedicatedPLUS" (see Appendix B).
- **Rapid Re-Housing (RRH)** projects serving families and/or individuals staying in places not meant for human habitation, emergency shelters or a new eligible project type: Joint Transitional Housing and Rapid Re-Housing projects; fleeing domestic violence; or receiving services from a VA-funded homeless assistance program who met one of the other criteria at initial intake.
- **Joint Transitional Housing and Rapid Re-Housing (Joint TH and RRH)** a new combined project type serving families and/or individuals who meet HUD's definition of homeless (see Appendix B).

The eligible activities, maximum application amounts, and eligible populations differ slightly depending on which project type is applied for. These are summarized below, with additional detailed information in Appendices B and C of this document:

		<b>Permanent Supportive Housing</b>	<b>Rapid Re-Housing</b>	<b>Joint Transitional Housing and Rapid Re-Housing</b>
Eligible populations		Families/individuals who meet HUD’s definition of chronically homeless or meet the requirements for DedicatedPLUS (see Appendix B)	Families/individuals residing in a place not meant for human habitation, emergency shelter, or a Joint TH-RRH project; fleeing domestic violence; or receiving VA-funded homeless assistance if met other criteria at intake	Families/individuals who meet HUD’s definition of homeless (see Appendix B)
Maximum annual bonus project funding based on initial grant term	1-year	\$1,265,404		
	2-year	\$632,702		
	3-year	\$421,801		
	4-year	\$316,351		
	5-year	\$253,081		
Eligible housing activities		Permanent Supportive Housing, including: acquisition; rehabilitation; new construction; leasing; long-term project-, sponsor- or tenant-based rental assistance; operating costs	Short- or medium-term tenant-based rental assistance	Joint Transitional Housing and Rapid Re-Housing, including: acquisition; rehabilitation; new construction; leasing; short- or medium-term tenant-based rental assistance; operating costs
Eligible supportive services		All HUD-allowed supportive services; no specific budget limit		
Allowable Admin		10% of total grant award		

HUD CoC-funded projects can be part of a larger project or building that also serves other populations as long as CoC funding is not used for costs associated with units serving individuals or families who do not meet CoC eligibility criteria.

**Additional eligibility criteria for all new and expanded projects include:**

- Eligible project applicants include nonprofit organizations, states, local governments, instrumentalities of state and local governments, and public housing agencies. For-profit entities are not eligible to apply for grants or to be sub recipients of grant funds.
- All proposed services must be new or an expansion of existing services. Proposed project funding cannot replace other funding sources. Projects must demonstrate cash or in-kind match of at least 25% of all proposed grant funds other than leasing funds.

- Proposals may not combine project types, though an applicant may submit multiple proposals for different project types. In other words, a single proposal cannot include both permanent supportive housing *and* rapid re-housing, but an applicant could submit two separate proposals—one providing permanent supportive housing and the other rapid re-housing.
- HUD’s 2017 CoC NOFA limits capital projects (acquisition, rehabilitation, and new construction) to three to five-year grant terms. Capital funding is not renewable.
- Projects should use a Housing First approach (see Appendix B), with housing that has minimal barriers and built-in strategies to promote success. HUD recognizes Recovery Housing as an important model for offering client choice, which can be considered Housing First if in line with HUD guidance in the [Recovery Housing Policy Brief](#) and the [2017 CoC NOFA](#).
- Projects are required to participate in the appropriate coordinated access system(s) (i.e. Multnomah County’s systems for homeless youth, families, survivors of domestic violence, or adults).
- Expansion projects must expand existing eligible CoC renewal projects and increase the number of units in the project, or allow the recipient to serve additional persons.

#### **IV. HOW TO APPLY**

The AHFE Resource Advisory Committee is issuing this solicitation to seek pre-applications for projects that will be competitively selected. Selected projects will then complete a final application to be forwarded to HUD under the competition outlined in the 2017 CoC NOFA.

**Step 1:** Read this pre-application solicitation in its entirety to determine if a project(s) is eligible for these funds. Potential applicants are strongly encouraged to attend an informational meeting on **Friday, August 4, 2017 from 9:00 to 11:00 AM** at the Portland Housing Bureau, 421 SW 6<sup>th</sup> Ave, 5<sup>th</sup> Floor, Steele and Bridge Room.

**Step 2:** Complete the Pre-Application form (Appendix D of this packet). E-mail your completed Pre-Application to Erin Pidot at [erin.pidot@multco.us](mailto:erin.pidot@multco.us) by **Monday, August 28, 2017 at 5:00 PM**.

**Step 3:** The AHFE Resource Advisory Committee will review applications. We anticipate notifying selected applicants by **Tuesday, September 12, 2017**.

**Step 4:** Selected applicants will be required to submit a full HUD Project Application for New CoC Projects in HUD’s electronic application submission tool, *e-snaps*, within two weeks of notice of selection. Joint Office of Homeless Service staff will be available to assist with electronic application submission. Selection through the local pre-application does not guarantee the project will be awarded funding, only that it will be forwarded to HUD as part of a national competition for funding.

**Please Note:** *Projects locally selected and forwarded to HUD may or may not be subsequently funded by HUD.* In 2017, HUD has indicated that new bonus projects will be highly competitive. If locally-selected projects are not funded by HUD in 2017, they may be eligible to apply for funding under future CoC NOFAs.

## **V. LOCAL PRE-APPLICATION EVALUATION CRITERIA**

Priority will be given to projects that:

- Seek renewable activities with a one-year grant term, as opposed to non-renewable activities and/or longer grant terms.
- Leverage dedicated cash, in-kind contributions or capital funding in the amount of at least 150% of the CoC funds sought. Leveraged resources can include funding from other homeless or mainstream services and capital funding for affordable housing or permanent supportive housing.
- Address housing and service needs of one or more of the following three populations: Native Americans and Alaskan Natives, women, and LGBTQ individuals. The primary priority will be for projects that address racial disparities in homelessness among Native Americans and Alaskan Natives.
- Align housing with other systems and leverage existing community resources.
- Demonstrate a strong commitment and capacity to achieving racially equitable outcomes.
- Demonstrate a strong commitment and capacity to providing culturally-relevant and/or culturally-specific services.

Projects will be scored on a total of 100 possible points based on the criteria listed below. ***Lower scoring projects that will achieve the above priorities more directly may be selected over higher scoring projects that poorly address the above priorities.***

### **A. Need and Population Focus**

- Does the project specifically address a clearly identified housing gap/need not currently fully met by other community resources? Maximum points will be awarded for projects reducing housing barriers among Native Americans and Alaskan Natives, women, and/or LGBTQ individuals. *(15 points)*
- Does your project agree to participate in existing coordinated access systems (e.g. Multnomah County's systems for homeless youth, families, survivors of domestic violence, or adults)? *(5 points)*
- Does your organization demonstrate a strong commitment and capacity to achieve racially equitable outcomes? *(10 points)*

### **B. Project Approach and Leverage**

- Does the proposed project align housing with other systems (i.e. health, mental health, addiction and recovery, criminal justice or other) or otherwise expand the community's capacity to provide integrated services and support to vulnerable populations? *(10 points)*
- Will the project effectively provide permanent supportive housing, rapid re-housing, or joint transitional housing and rapid re-housing to the proposed population using a Housing First approach? Or, if the project proposes a Recovery Housing approach, does it offer client choice and programming in line with HUD guidance in the [Recovery Housing Policy Brief](#) and the [2017 CoC NOFA](#) such that the project can be considered Housing First? *(10 points)*
- Will the proposed project promote permanent housing placement, long-term stability, access to mainstream resources and increased household income through benefits and/or employment? *(5 points)*
- Is the proposed project's approach *cost-effective*? How many households will the project permanently house with the proposed funding? *(5 points)*

- Does the proposer demonstrate capacity to successfully engage and involve the community being served by the proposed project? Is the approach responsive to the unique needs of the proposed population? *(5 points)*
- Will the project provide culturally-specific and/or culturally-responsive services? Will the project be inclusive to LGBTQ individuals? *(10 points)*
- Is the proposed project well-integrated with A Home for Everyone or other efforts and planning processes within the community (either through organizational participation of the project applicant and partners in the A Home for Everyone Coordinating Board or subcommittees or workgroups, or through a proposed project that is directly responsive to A Home for Everyone priorities)? *(5 points)*
- Does the proposed project effectively leverage other services beyond the available CoC-funded service funds? *(5 points)*

#### C. Project Readiness and Budget

- Among available funding sources within the community for the proposed activities, is the proposed funding source a good fit? *(4 points)*
- Does the proposer demonstrate an ability to administer the program effectively? Is the project ready to proceed within HUD allowable guidelines? *(6 points)*
- Does the proposed project seek renewable activities with a one-year grant term? *(5 points)*

## **APPENDIX A: SUMMARY OF RECENTLY AWARDED PERMANENT HOUSING BONUS PROJECTS**

For the last several years, limited funds have been available for new permanent housing bonus project(s) serving homeless individuals and families.

In the 2016 competition, HUD made available bonus funding for new permanent supportive housing or rapid re-housing projects. Our community was awarded one of two submitted bonus project applications in the amount of \$185,353. The bonus project is led by Bradley Angle and includes:

- \$185,353 in new, annually renewable HUD CoC funding
- Services through Bradley Angle's Healing Roots Program to serve households impacted by domestic violence
- Rapid re-housing for 10 households (25 individuals) with a focus on serving families with children

In the 2015 competition, our community applied for and received \$2.4 million in new federal funding for two bonus projects, and was one of only a handful of communities across the country that received full funding for all projects submitted to HUD in the competition. The bonus projects are led by Self Enhancement Inc. and include:

- \$2.4 million in new, annually renewable HUD CoC funding
- Services through Self Enhancement Inc, the Urban League of Portland and other community partners to address disproportionate rates of homelessness among African Americans
- Rapid re-housing for 90 households (170 individuals) with a focus on serving families with children
- Permanent supportive housing for 50 chronically homeless households (66 individuals) with a focus on adults with disabilities
- Leveraged existing agency and partner capacity for intensive street engagement and community health, mental health and primary care services

In 2014, our community applied for and received a \$2 million bonus project grant, one of only 25 awarded nationally. The successful project was proposed by a collaborative led by Central City Concern, and includes:

- \$2 million in new, annually renewable HUD CoC funding
- Leverage of more than \$5.6 million in non-HUD funded services (280% leverage/match), including Medicaid-funded services from Health Share of Oregon
- Services through a Central City Concern-led partnership including Cascadia, JOIN, the Native American Rehabilitation Association, and Transition Projects
- Housing and intensive support services to more than 130 chronically homeless households, including disabled adults, veterans, and families

In 2012 (the last time HUD made a more diverse range of bonus funds available), three new projects were funded locally:

- Bridges to Housing (Human Solutions): A project providing 15 new units of scattered site permanent supportive housing to high needs families experiencing homelessness through Bridges to Housing (B2H). (One-year award: \$241,051).
- Old Town Collaborative (Outside In): A permanent supportive housing project providing long-term rent assistance and case management to 31 individuals, expanding the capacity of an existing collaborative of federally qualified health centers and the local housing authority. (One-year award: \$330,321).
- Rapid Re-Housing Bonus (Transition Projects): A rapid re-housing project providing short-term rent assistance to 26 households experiencing homelessness, with a focus on individuals transitioning from shelter and the day center at the Bud Clark Commons. (One-year award: \$53,396).

## **APPENDIX B: KEY DEFINITIONS**

[HUD's Continuum of Care \(CoC\) Interim Rule](#) defines eligible client populations and activities for CoC funds, and HUD's 2017 CoC NOFA further defines eligible client populations and activities for new permanent housing projects. The following HUD and local definitions and concepts apply to this solicitation.

**Chronically homeless household:** HUD defines a chronically homeless household as an unaccompanied homeless individual or family with at least one adult head of household who can be diagnosed with one or more of the following conditions: substance use disorder, serious mental illness, developmental disability, post-traumatic stress disorder, cognitive impairments resulting from brain injury, or chronic physical illness or disability; and who has either been continuously homeless for a year or more OR has had at least four (4) episodes of homelessness in the past three (3) years that add up to at least 12 months. An episode of homelessness is a separate, distinct, and sustained stay in a place not meant for human habitation, on the streets, in an emergency homeless shelter, and/or in a HUD-defined Safe Haven. You can find HUD's full definition of a chronically homeless person, here: [Defining Chronically Homeless Final Rule](#).

**Coordinated access:** The [CoC Interim Rule](#) requires communities to establish and operate a coordinated access system (also referred to as coordinated entry). This process is designed to coordinate program participant intake, assessment and provision of referrals. A coordinated access system covers the geographic area, is easily accessed by individuals and families seeking housing or services, is well advertised, and includes a comprehensive and standardized assessment tool. You can read more about HUD's definition of coordinated access, here: [24 CFR Part 578.7\(a\)\(8\)](#). Locally, we have distinct coordinated access processes in place for four sub-populations: youth under age 25, households fleeing domestic violence, families with children under age 18, and adults unaccompanied by children.

**Culturally-specific services** are informed by specific communities, where the majority of members/clients are reflective of that community, and use language, structures and settings familiar to the culture of the target population to create an environment of belonging and safety in which services are delivered. These services and programs reflect the following characteristics:

- Programs are designed and continually shaped by community input to exist without structural, cultural, and linguistic barriers encountered by the community in dominant culture services or organizations AND designed to include structural, cultural and linguistic elements specific to the community's culture which create an environment of accessibility, belonging and safety in which individuals can thrive.
- Organizational leaders, decision-makers and staff have the knowledge, skills, and abilities to work with the community, including but not limited to expertise in language, core cultural constructs and institutions; impact of structural racism, individual racism and intergenerational trauma on the community and individuals; formal and informal relationships with community leaders; expertise in the culture's explicit and implicit social mores. Organizational leaders and decision-makers are engaged in improving overall community well-being, and addressing root causes.

(Developed by Multnomah County through a collaborative county-wide work group)

**Culturally responsive services** are respectful of, and relevant to, the beliefs, practices, culture and linguistic needs of diverse consumer/client populations and communities whose members identify as having particular cultural or linguistic affiliations by virtue of their place of birth, ancestry or ethnic origin, religion, preferred language or language spoken at home. Cultural responsiveness describes the capacity to respond to the issues of diverse communities. It thus requires knowledge and capacity at different levels of intervention: systemic, organizational, professional and individual. (Developed by the Coalition of Communities of Color and presented

in *Protocol for Culturally Responsive Organizations*, Portland, OR: Center to Advance Racial Equity, Portland State University, 2014. <http://www.coalitioncommunitiescolor.org/research-data-tools/protocolfororgs>)

**Dedicated:** a permanent supportive housing project where 100% of the beds are dedicated to serve individuals or families who are experiencing chronic homelessness.

**DedicatedPLUS:** a permanent supportive housing project where 100% of the beds are dedicated to serve individuals with disabilities and families in which one adult or child has a disability, including unaccompanied homeless youth, who at intake are:

1. experiencing chronic homelessness;
2. residing in a transitional housing project that will be eliminated, and met the definition of chronically homeless upon project entry;
3. residing in a place not meant for human habitation, emergency shelter, or safe haven; and met the definition of chronic homelessness when admitted and enrolled in a permanent housing project within the last year and were unable to maintain a housing placement;
4. residing in a Joint Transitional Housing and Rapid Re-Housing component project and met the definition of chronically homeless prior to entering the project;
5. residing and have resided in a place not meant for human habitation, emergency shelter, or safe haven for at least 12 months in the last three years, but not on four separate occasions; or
6. receiving assistance through a Department of Veterans Affairs (VA)-funded homeless assistance program and met one of the above criteria at initial intake to the VA's homeless assistance system.

**Homeless household:** HUD defines a homeless household as an individual or family who lacks a fixed, regular, and adequate nighttime residence, including any of the following situations (see full definition at [HUD's Defining "Homeless" Final Rule](#)):

1. living in a place not meant for human habitation (like a car, park, abandoned building, bus or train station, airport or camping ground)
2. living in a shelter, transitional housing or hotel or motel paid for with a voucher
3. exiting an institution (like hospital or jail) where he/she resided for less than 90 days and resided in a place not meant for human habitation or an emergency shelter before entering the institution
4. losing their primary nighttime residence within 14 days with no subsequent residence identified and lacking the resources and support networks needed to obtain other permanent housing
5. some youth or families who meet other federal definitions of homelessness
6. fleeing domestic violence, dating violence, sexual assault, stalking or other dangerous conditions and has no other residence or resources or support networks to obtain other permanent housing

***Note that the 2017 NOFA limits eligible households for Rapid Re-Housing assistance to homeless individuals and families residing in a place not meant for human habitation, an emergency shelter, or a Joint Transitional Housing and Rapid Re-Housing project; those fleeing domestic violence situations; and those receiving services from a VA-funded homeless assistance program who met one of the previous criteria at initial intake.***

**Housing first:** an approach to homeless assistance that prioritizes rapid placement and stabilization in permanent housing and does not have service participation requirements or preconditions such as sobriety or a minimum income threshold. Projects using a housing first approach often have supportive services; however, participation in these services is based on the needs and desires of the program participant. Specific steps to support a community-wide Housing First approach include removing barriers to program entry, using a centralized or coordinated assessment system, using client-centered service delivery models tailored to meet the unique needs of each individual or family presenting for services, and prioritizing households most in need, and demonstrating inclusive decision-making that ensures that service delivery is both client-centered and

culturally competent. Recovery Housing can be Housing First if it aligns with HUD’s guidance in the [Recovery Housing Policy Brief](#) and the [2017 CoC NOFA](#).

**Joint Transitional Housing and Rapid Re-Housing:** a joint component introduced in the 2017 CoC NOFA that includes two existing program components—transitional housing and permanent housing-rapid re-housing in a single project to serve individuals and families experiencing homelessness. All program participants must be able to access both components, including the units supported by the transitional housing component and the tenant-based rental assistance and services provided through the rapid re-housing component. A program participant may choose to receive only the transitional housing unit or the rapid re-housing assistance, but both types of assistance must be made available (see full definition of transitional housing component at [24 CFR 578.37\(a\)\(2\)](#), and permanent housing-rapid re-housing component at [24 CFR 578.37\(a\)\(1\)\(ii\)](#)). A more detailed description of this program component is available in Section III.A.3.h. of the [2017 NOFA](#) or in [SNAPS In Focus: The New Joint Transitional Housing and Rapid Re-Housing Component](#).

**Permanent Supportive Housing:** An eligible subcomponent of the Permanent Housing component of the CoC Program. Permanent supportive housing provides assistance to individuals with disabilities and families in which one adult or child has a disability. Supportive services designed to meet the needs of the program participants must be made available to the program participants. Eligible activities include acquisition, rehabilitation, new construction, leasing, long-term rental assistance, operating costs, and supportive services. Activities are intended to provide community-based housing without a designated length of stay (see full definition at [24 CFR 578.37\(a\)\(1\)\(i\)](#)). The 2017 CoC NOFA limits new permanent supportive housing projects to serving exclusively chronically homeless families and/or individuals, or households that meet the requirements of DedicatedPLUS.

**Rapid Re-Housing:** Another eligible subcomponent of the Permanent Housing component of the CoC Program. Rapid re-housing provides supportive services and short-term (up to 3 months) and/or medium-term (3-24 months) tenant-based rental assistance to help homeless individuals or families, with or without disabilities, move as quickly as possible into permanent housing and achieve stability in that housing (see full definition at [24 CFR 578.37\(a\)\(1\)\(ii\)](#))

*For more information on eligible activities within each program component, see Appendix C.*

## **APPENDIX C: DETAILED INFORMATION ON ELIGIBLE COC PROGRAM COMPONENTS AND ACTIVITIES**

The [CoC Interim Rule](#) provides detailed information about allowable activities, documentation requirements and other regulatory requirements with which applicants should be familiar, and HUD's 2017 CoC NOFA further restricts allowable activities and sets additional requirements. These regulations govern use of all grant funds under this solicitation. The regulations are summarized here, but the summary is necessarily abbreviated and incomplete. Applicants are strongly encouraged to review the Interim Rule and NOFA directly and in detail.

**ACQUISITION:** Grant funds may be used to pay up to 100 percent of the cost of acquisition of real property selected by the recipient or sub recipient for use in the provision of housing or supportive services for homeless persons. Must request a minimum grant term of 3-years, but may request up to 5-year term. Funds are not renewable after close of grant term, therefore this activity is generally not prioritized locally.

**ADMINISTRATIVE COSTS:** Applicants may request up to 10% of project award for direct or indirect administrative costs such as accounting for use of grant funds, preparing HUD reports, obtaining audits, and other costs of administering the grant. Eligible costs are more completely described at 24 CFR 578.59 and 578.63.

**LEASING:** Grant funds may be used to pay for 100 percent of the costs of leasing a structure or structures, or portions thereof (including scattered-site units), to provide housing or supportive services. Leased units can't be owned by the recipient, sub recipient, or related organizations, unless HUD authorizes an exception. Rents for leased units must be rent reasonable, and may, under specific conditions, include utilities, security deposits and first and last months' rent. *Leases must be in the grantee's name, not the assisted clients'*, and the grantee must hold a sublease or occupancy agreement with the client. Occupancy charges or client rent may be charged, but must follow specific guidelines. Leasing funds may not be used in projects with acquisition, rehabilitation, new construction or rental assistance funds. Initial grant terms may be for 1, 2, or 3 years and are annually renewable after the initial grant term at a fixed amount. Projects requesting a 1-year grant term are prioritized locally.

**NEW CONSTRUCTION:** Grant funds may be used to pay up to 100 percent of the cost of new construction, including the building of a new structure or building, an addition to an existing structure that increases the floor area by 100 percent or more, and the cost of land associated with that construction, for use as housing. The applicant must demonstrate that the costs of new construction are substantially less than the costs of rehabilitation or that there is a lack of available appropriate units that could be rehabilitated at a cost less than new construction. Grant funds may not be used for new construction on leased property. Must request a minimum grant term of 3-years, but may request up to 5-year term. Funds are not renewable after close of grant term, therefore this activity is generally not prioritized locally. Construction activities must begin within 9 months of signing grant agreement and must be completed within 24 months.

**OPERATING COSTS:** Grant funds may be used to pay the costs of the day-to-day operation of permanent housing in a single structure or individual housing units, including the following eligible costs: maintenance and repair of housing; property taxes and insurance; scheduled payments to a reserve for replacement of major systems of the housing; building security for a structure where more than 50 percent of the units or area is paid for with grant funds; electricity, gas, and water; furniture; and equipment. Program funds may not be used for rental assistance and operating costs in the same project. Program funds may not be used for the maintenance and repair of housing where the costs of maintaining and repairing the housing are included in the lease. Initial grant terms may be for 1 to 5 years, annually renewable after the initial grant term at a fixed amount. Projects requesting a 1-year grant term are prioritized locally.

**REHABILITATION:** Grant funds may be used to pay up to 100 percent of the cost of rehabilitation of structures to provide housing or supportive services to homeless persons. Eligible costs include installing cost-effective energy measures, and bringing an existing structure to State and local government health and safety standards. Grant funds may not be used for rehabilitation of leased property. Must request a minimum grant term of 3-years, but

may request up to 5-year term. Funds are not renewable after close of grant term, therefore this activity is generally not prioritized locally. Construction activities must begin within 9 months of signing grant agreement and must be completed within 24 months.

**RENTAL ASSISTANCE:** Grant funds may be used for rental assistance for homeless individuals and families who are not already receiving rental assistance or living in a housing unit receiving operating assistance through other sources. Rental-assistance may be tenant-based (tied to the program participant; able to follow the household if they move to another unit), sponsor-based (connected to a specific program), or facility-based (connected to a specific unit). Rental assistance funds may not be used in projects with acquisition, rehabilitation, new construction, leasing or operating funds. Initial grant terms for tenant-based rental assistance may be for 1 to 5 years and are annually renewable after the initial grant term. Initial grant terms for project- or sponsor-based rental assistance may request up to a 15-year grant term; however, the project applicants may only request up to 5 years of funds. Projects requesting a 1-year grant term are prioritized locally. Renewal budgets are tied to the local fair market rent and will change annually. Sponsor- or project-based rental assistance projects must execute the grant award and begin providing rental assistance within 2 years.

**LONG-TERM RENTAL ASSISTANCE:** The only type of rental assistance allowed under permanent supportive housing projects, it may be tenant-based, project-based, or sponsor-based, and can include security deposits, first and last months' rent. Long-term rental assistance is generally not time limited. Assisted units must meet local fair market rent and rent reasonableness standards, and tenants must have an initial one-year lease. Clients must pay 30% of income to rent with income certification at least once per year.

**SHORT- AND MEDIUM-TERM RENTAL ASSISTANCE:** The only type of housing assistance allowed under Rapid Re-housing and Joint Transitional Housing and Permanent Housing-Rapid Re-Housing projects, it may only be tenant-based, and can include security deposits, first and last months' rent. Short-term rental assistance is limited to 3 months, medium-term to 3-24 months. Assisted units are subject to local limits on rent assistance amounts and durations, and tenants must have an initial one-year lease. In some circumstances, clients may pay up to 30% of income to rent.

**SUPPORTIVE SERVICES:** Grant funds may be used to pay the eligible costs of supportive services *necessary to assist program participants obtain and maintain housing*. Eligible costs are more completely described at 24 CFR 578.53, but they include annual assessment of service needs, assistance with moving costs, case management, child care, education services, employment assistance and job training, food, housing search and counseling services, legal services, life skills training, mental health services, outpatient health services, outreach services, substance abuse treatment services, transportation, and utility deposits. For rapid re-housing, supportive services cannot continue more than 6-months following the end of rental assistance.

**OTHER REQUIREMENTS FOR ALL ELIGIBLE ACTIVITIES:**

All projects must:

- Document cash or in-kind match of at least 25% of grant funding for all activities other than leasing. No match is required for leasing.
- Record client-level demographic, service transaction, and outcome data in the region's Homeless Management Information System (HMIS), administered by the Portland Housing Bureau.
- Enter into annual direct grant agreements with HUD, subject to onsite monitoring by HUD.
- Submit annual performance reports to the local Continuum of Care and to HUD.
- Comply with a range of other HUD regulations including detailed documentation of client and assisted unit eligibility standards.

For all above, see the [CoC Interim Rule](#) and HUD's [2017 CoC NOFA](#) for more applicable regulations.

**APPENDIX D: PRE-APPLICATION FOR 2017 HUD CONTINUUM OF CARE NEW PROJECTS**

**Due Monday, August 28, 2017, at 5:00 PM by email to [erin.pidot@multco.us](mailto:erin.pidot@multco.us).** *Electronic proposals only. Submit either in Word or PDF format.* Please limit your responses to seven (7) pages or less, not including budget attachment.

I. Project name:

II. Applicant(s) and/or Sponsor:

III. Contact Person:

Phone:

Email:

IV. Because the Resource Advisory Committee may select one or more applicants, proposed projects may need to be scalable in scope and budget. Please indicate the project's:

a. Preferred amount of CoC funds requested: \$

b. Minimum amount of CoC funds acceptable: \$

c. Maximum amount of CoC funds acceptable (if different from preferred amount): \$

V. Select proposed eligible activities\* (choose any that apply):

*\*Applicants will receive higher priority if they propose to use funds for leasing, rental assistance or operations, rather than new construction, acquisition or rehab.*

Acquisition, Rehabilitation or New Construction

Leasing (project-based or scattered-site)

Long-term Rental Assistance (tenant-, project- or sponsor-based)

Short- and/or Medium-term Rental Assistance (tenant-based, allowable only for Rapid Re-Housing Projects)

Supportive services

Operations of new permanent housing facility or units

VI. Select project type (choose only one per proposal):

Joint Transitional Housing and Rapid Re-Housing

Permanent Supportive Housing

Rapid Re-Housing

VII. If proposing a Permanent Supportive Housing project, select if it will be Dedicated or DedicatedPLUS (See Appendix B):

Dedicated

DedicatedPLUS

VIII. Select if you are applying for a new project or a project that will expand an existing CoC renewal project:

New project

Expansion project

IX. Select funding type applying for (choose only one per proposal):

Bonus funding

Reallocated funding

X. If your organization is reallocating one or more renewal projects through the 2017 CoC NOFA application process, please provide the name(s) and grant amount(s) of the reallocated project(s).

XI. Provide a brief overview of your project in one or two paragraphs, including the number of households you propose to serve. If the project is scalable, please describe how the project will differ if funded at minimum, preferred, or maximum CoC funding.

A. Need and Population Focus

1. Identify the population that the project will serve, including demographic characteristics (e.g. race/ethnicity, gender) and needs for housing and supportive services. Projects must agree to use the applicable local Coordinated Access system for receipt of client referrals. What additional outreach efforts will be used to identify people in need?

2A. Describe how the proposed project specifically addresses the needs of the Native American/Alaskan Native community, women, and/or LGBTQ individuals? If it addresses another housing gap or need, please describe the gap or need and how the proposed project addresses it. *(Projects effectively providing permanent supportive housing, rapid re-housing, or joint transitional housing and rapid re-housing to one or more of the proposed populations using a Housing First approach will be favored. HUD recognizes Recovery Housing as an important model for offering client choice, which can be considered Housing First if in line with HUD guidance in the [Recovery Housing Policy Brief](#) and the [2017 CoC NOFA](#)).*

2B. Participating in the appropriate coordinated access system(s) (i.e. Multnomah County’s systems for homeless youth, families, survivors of domestic violence, or adults) is a requirement of this solicitation. Please confirm your willingness to participate in coordinated access or provide a description of any barriers your project faces to meeting this requirement.

2C. *If the project proposes to serve households with children, sponsor(s) must answer “yes” to the following:*

- a) Does the project sponsor(s) have policies and practices that are consistent with, and do not restrict the exercise of rights provided by the education subtitle of the McKinney-Vento Act and other laws relating to the provision of educational and related services to individuals and families experiencing homelessness? Yes/No?
- b) Does the project sponsor(s) have a designated staff person responsible for ensuring that children are enrolled in school and connected to the appropriate services within the community, including early childhood education programs such as Head Start, Part C of the Individuals with Disabilities Education Act, and McKinney-Vento education services? Yes/No?

3. Does your organization have a strong commitment to achieving racially equitable outcomes, and the capacity to achieve such outcomes? If so, how have you demonstrated this commitment and capacity within your organization(s)?

B. Project Approach and Leverage

4A. Provide a concise description of the project, including: a) the permanent housing (and transitional housing if proposed as a Joint Transitional and Rapid Re-Housing Project) where participants will reside (i.e. location, type, scale, and accessibility to community amenities including public transportation), and b) how it is an effective approach to providing permanent housing to the proposed population.

- 4B. Describe the organization(s) involved, with a brief description of what each will do, past performance that demonstrates capacity and qualifications to serve the proposed population and/or administer the project. Are any partnering organizations culturally-specific?
5. Describe the type and scale of the supportive services that participants will receive. How will services be delivered? What other services will the project leverage beyond the available permanent housing bonus funds? Focus particularly on those services that will assist participants in: a) obtaining and maintaining permanent housing, b) accessing mainstream resources, c) increasing income through benefits and/or employment and, d) maximizing household ability to live independently.
- 5B. Will the project provide culturally-responsive and/or culturally-specific services? If so, what methods will be used to ensure that services are responsive and/or specific?
- 5C. How will you work to ensure that your project is inclusive to LGBTQ individuals?
6. During a one-year period, how many people do you plan to serve and what are your proposed 12 month outcomes (i.e. 100 people served, 75% of all participants will maintain housing for 12 months)? How will you measure equity in access to services and outcomes? Are the proposed outcomes cost-effective for serving the proposed population?
7. Describe any new and/or expanded partnerships that will be created through the proposed project. What are the proposed role(s) of the new/expanded partners in the proposed project?
8. Describe any broader community-level efforts or planning processes to which this project is aligned. Specifically, does the applicant organization(s) participate in the A Home for Everyone Coordinating Board or its subcommittees or workgroups? If not, how does the organization(s) involved in implementing the project participate in other community-level efforts or planning processes?
9. Briefly describe sources of match/leverage. What other resources does this project leverage?

C. Project Readiness and Budget

10. If you are notified by HUD of a grant award in late winter or early spring of 2018, when would the project be ready to proceed? If a construction project, when will you have site control and when is construction scheduled to begin and end?
11. Attach your proposed annual budget for the program, using the attached form and your preferred budget. If your minimum and maximum acceptable budgets differ significantly from the preferred budget (or if you would deploy funds significantly differently under the different funding scenarios), you may submit multiple budget forms representing the different scenarios.
12. **Informational only:** If applicable, please describe any local funding or resource needed to help make this project successful if awarded by HUD. Particularly for organizations that may not have managed a HUD grant before, please describe potential start-up needs related to developing the infrastructure and capacity

necessary to support a HUD grant. While the Joint Office of Homeless Services cannot guarantee additional local funding, it is helpful for us to understand what might be needed. This information will not be used in the selection process, but may inform subsequent discussions and planning.

**Enter requested budget(s) by double-clicking on the embedded spreadsheet below.**

**2015 New CoC Project Budget Summary**

**Project Name:**  
**Select Grant Term<sup>1</sup>:**

<b>Proposed Activities</b>	<b>CoC Requested Amount</b>	<b>Total Value Cash and In-kind Match<sup>2</sup></b>	<b>Total Value Cash and In-kind Leverage<sup>3</sup></b>	<b>Total Project Budget (CoC + Leverage/Match)</b>
Acquisition	\$ -	\$ -	\$ -	\$ -
Rehabilitation	\$ -	\$ -	\$ -	\$ -
New Construction	\$ -	\$ -	\$ -	\$ -
Leasing	\$ -	\$ -	\$ -	\$ -
Rental Assistance <sup>4</sup>	\$ -	\$ -	\$ -	\$ -
Supportive Services	\$ -	\$ -	\$ -	\$ -
Operations	\$ -	\$ -	\$ -	\$ -
Subtotal Program Funds	\$ -	\$ -	\$ -	\$ -
Administration <sup>5</sup>	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Maximum Allowable Admin<sup>5</sup>:</b>	\$ -
<b>Requested Admin %<sup>5</sup>:</b>	#DIV/0!

<b>Required Match<sup>2</sup>:</b>	\$ -
<b>Percent Leverage<sup>3</sup>:</b>	#DIV/0!

1. Note that some activities are restricted to specific grant terms (see Appendix C). 15-year projects may only request 5 years of funding. Preference is given to proposals for one-year grants that provide activities that are eligible for annual renewal funding.
2. Projects must provide match equal to 25% of all requested CoC funds other than leasing funds. Projects may not propose less than required match. Any match beyond required amount should be moved to leverage column.
3. Projects must propose leverage beyond required match. Projects proposing total leverage greater than 150% will be prioritized.
4. Rental assistance budgets must be calculated using the spreadsheet on the following page. No other method of calculating rental assistance budgets is allowed.
5. Projects may not request CoC admin funds totalling more than 10% of requested CoC program funds, but may request less. Total admin, including match/leverage may exceed 10% of total budget, but only if due to match/leverage amounts.

If requesting Rental Assistance budget, budget must be calculated using the worksheet below (double-click to access). No other method of calculating rental assistance budget is allowed.

**Rental Assistance Budget Worksheet**

<b>Project Name:</b>	<input type="text"/>
<b>Grant Term (yrs):</b>	<input type="text"/>
<b>Rental Assitance:</b>	\$0

<b>County/FMR Area:</b>	Multnomah County, Oregon
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Size of Units	# of Units		FMR		# of Months	=	Total Budget
SRO	<input type="text"/>	x	\$665	x	12	=	\$0
0 Bedroom	<input type="text"/>	x	\$886	x	12	=	\$0
1 Bedroom	<input type="text"/>	x	\$1,021	x	12	=	\$0
2 Bedrooms	<input type="text"/>	x	\$1,208	x	12	=	\$0
3 Bedrooms	<input type="text"/>	x	\$1,757	x	12	=	\$0
4 Bedrooms	<input type="text"/>	x	\$2,109	x	12	=	\$0
5 Bedrooms	<input type="text"/>	x	\$2,425	x	12	=	\$0
6+ Bedrooms	<input type="text"/>	x	\$2,742	x	12	=	\$0
<b>Annual Total</b>	<b>0</b>					=	<b>\$0</b>