Eastern PA Continuum of Care (CoC)
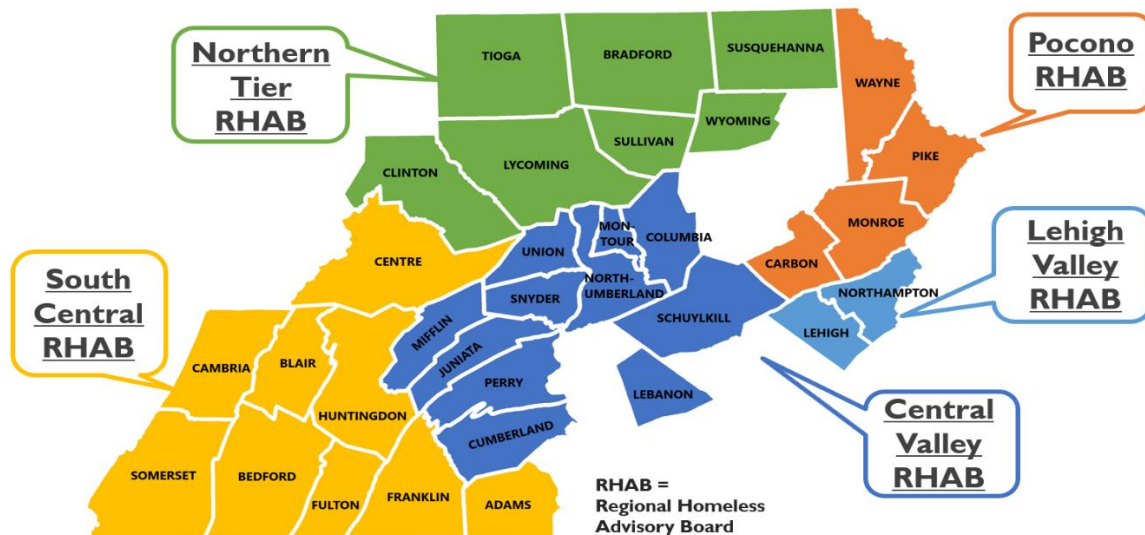# FY2022 Request for Proposals
Domestic Violence Bonus

Preliminary Application due by 5pm on Tuesday, August 30th

The Eastern PA CoC submits an annual application to HUD in order to secure federal funding for new and existing projects that work to reduce and end homelessness throughout the CoC's 33-county geographic area. This year, HUD has made an additional $52M available nationally to specifically fund Domestic Violence projects, through a "DV Bonus". The CoC is eligible to apply for up to approximately $1,453,742.60 under the DV Bonus.

In the Eastern PA CoC, the eligible program types under the DV Bonus include:

- **Rapid Re-Housing (RRH)**
- **Joint Transitional Housing – Rapid Re-Housing Component (TH-RRH)**
- **Supportive Services Only – Coordinated Entry (SSO-CE)**

The Eastern PA CoC includes 33 counties located in five regions:
- Central Valley – Columbia, Cumberland, Juniata, Lebanon, Mifflin, Montour, Northumberland, Perry, Schuylkill, Snyder, Union
- Lehigh Valley – Lehigh, Northampton
- Northern Tier – Bradford, Clinton, Lycoming, Sullivan, Susquehanna, Tioga, Wyoming
- Pocono – Carbon, Monroe, Pike, Wayne
- South Central – Adams, Bedford, Blair, Cambria, Centre, Franklin, Fulton, Huntingdon, Somerset

Please note: This RFP is limited to Victim Services Providers.

- Applicants are encouraged to provide services in multiple counties.
- Any activities funded through this RFP must be designed to ensure the CoC provides a survivor driven, trauma informed housing/ homeless assistance response to survivors across the Eastern PA CoC.
- Organizations that are not Victim Services Providers are encouraged to discuss this funding opportunity with the Victim Services Provider in their community to determine if a local partnership would enhance the competitiveness of the application and the services to provided through the grant.

Funding is not guaranteed to the organization(s) selected through this RFP. Funding will be made available by HUD based on the performance of the Eastern PA CoC in the 2022 Continuum of Care national competition. If funded by HUD, the project will initially be awarded a 1-year grant, which will be eligible for annual renewal, dependent on the availability of ongoing funding from HUD and project performance. To indicate your interest in a new project, please submit a Preliminary Application by **5pm on Tuesday, August 30th.**

- **The Preliminary Application must be submitted via Alchemer (online survey) at the following link**: https://survey.alchemer.com/s3/6967971/Eastern-PA-CoC-FY2022-DV-Bonus-App

- **You will also be asked to attach a budget using the Excel templates provided:**
    - DV Bonus RRH or TH-RRH Budget Template: https://mcusercontent.com/691833f4d20a0417787b47dbe/files/19684d78-7160-f475-68d1-e99873a09f37/Eastern_PA_CoC_2022_DV_Bonus_RRH_or_TH_RRH_Project_Budget_Form.xlsx
    - DV Bonus SSO-CE Budget Template: https://mcusercontent.com/691833f4d20a0417787b47dbe/files/0361ce5f-9499-1349-bb98-7844d1df8f76/Eastern_PA_CoC_2022_DV_Bonus_SSO_CE_Budget_Form.xlsx, which you will attach/upload in Alchemer.

- **A copy of the Preliminary Application is available at** https://mcusercontent.com/691833f4d20a0417787b47dbe/files/01b9c010-287d-f86e-e1ac-ca032140f08e/Eastern_PA_CoC_FY2022_Preliminary_Application_DV_Bonus_for_reference.docx so the questions can be reviewed prior to beginning the application in Alchemer.

Webinar: A webinar to review the 2022 CoC Competition NOFO for the Eastern and Western PA CoCs will be held on Tuesday, August 16th from 1-3pm. You can join the webinar by registering at https://zoom.us/meeting/register/tJYuf--gqTMsGd0jtFMB56Yx8Omh2a3aaLB5.

The webinar will cover various issues related to this year's CoC NOFO, including:
- An overview of the FY2022 CoC NOFO and HUD priorities
- Available funding, tiering and ranking
- Timelines for NOFO activities
- New projects options and process
- Renewal project application options and process
- E-snaps tips
- Appeals process
- Q&A

Target Audience for Webinar: Current CoC grantees; Organizations interested in applying for new project funds; Any CoC partner who is interested in learning more about the FY2022 CoC NOFO

Please review the information provided below regarding project type, eligible participants, eligible activities, expectations and requirements of the project recipient, and selection/scoring criteria to be used in the selection of new project applicants.

- Rapid Re-Housing: Rapid Re-Housing is a model of housing assistance that is designed to assist those experiencing homelessness, with or without disabilities, move as quickly as possible into permanent housing and achieve stability in that housing. Rapid Re-Housing assistance is time-limited, individualized, and flexible.
    - Eligibility for RRH under the DV Bonus is limited to households qualified under Category 4 of the HUD Homeless Definition. This includes persons who are fleeing or attempting to flee domestic violence, sexual assault, and human trafficking situations.
    - Victim Service Providers who lack experience providing rental assistance, conducting inspections to ensure units meet Housing Quality Standards and/or operating HUD CoC grants are encouraged to pursue local partnerships with organizations that provide housing and/or homeless assistance.

- Transitional Housing/Rapid Re-Housing (TH-RRH) Joint Component Projects:
    - The Joint TH and PH-RRH component project (also known as TH-RRH) combines two existing program components–transitional housing and permanent housing-rapid rehousing–in a single project to serve individuals and families experiencing homelessness. Recipients should prioritize those with the highest needs using an evidence-based approach designed to provide stable housing and services that, to the greatest extent possible, move the participant towards self-sufficiency and independence.
    - When a program participant is enrolled in a Joint TH and PH-RRH component project, the recipient or subrecipient must be able to provide both components to all participants, including the units supported by the transitional housing component

and the tenant-based rental assistance provided through the PH-RRH component. A program participant may choose to receive only the transitional housing unit or the assistance provided through Rapid Re-Housing, but the recipient or subrecipient must make both types of assistance available. For more information about the Joint TH and PH-RRH component project, see HUD materials at https://www.hudexchange.info/trainings/courses/joint-th-rrh-component-projects/2941/

- o **Note:** Any agencies interested in creating a Joint Component Project will need to describe (in narrative and data) why the Transitional Housing component of the project is needed in their community.
- o Eligibility for TH-RRH under the DV Bonus is limited to households qualified under Category 4 of the HUD Homeless Definition. This includes persons who are fleeing or attempting to flee domestic violence, sexual assault, and human trafficking situations.
- o Victim Service Providers who lack experience providing rental assistance, conducting inspections to ensure units meet Housing Quality Standards and/or operating HUD CoC grants are encouraged to pursue local partnerships with organizations that provide housing and/or homeless assistance.

- Supportive Services Only – Coordinated Entry (SSO-CE):
  - o The purpose of this RFP is to identify new projects that will increase the Coordinated Entry System capacity to best serve Survivors. If funding is used to support additional DV CE staff capacity, this project is expected to collaborate with the current DV CE Specialist (employed through Transitions of PA) to coordinate the delivery of services and prevent duplication of efforts.

What will the HUD CoC grant pay for? The HUD grant can be used towards:

- **Operating funds** to operate a site owned or leased by your agency *(TH Component of TH-RRH Only)*
- **Leasing** of a single site or scattered site housing units *(TH Component of TH-RRH Only)*
  - o Under a Leasing model, the provider enters into the lease with the landlord and has a sublease or rental agreement with the program participant. The provider pays 100% of the rent (up to Fair Market Rent) and the program participant pays 30% of household income to the provider.
- **Rental Assistance** to assist a household pay their rent;
  - o Note: If applying for Rapid Rehousing, Rental Assistance is the only eligible housing cost. It cannot be combined with Operating.
  - o Under a Rental Assistance model, the program participant enters into the lease with the landlord and pays 30% of their income to the landlord with the provider paying the balance of rent owed.

- **Supportive Services Costs**: Case management to assist households in obtaining and maintaining their housing. Where possible, applicants are encouraged to leverage existing

services provided through your own organization and/or community partners. In addition, connecting program participants to mainstream benefits is expected. Per 24 CFR § 578.53 Supportive services, eligible supportive service costs include:

- o Annual Assessment of Service Needs
- o Assistance with moving costs
- o Case management
- o Child care
- o Education services
- o Employment assistance and job training
- o Food
- o Housing search and counseling services
- o Legal services
- o Life skills training
- o Mental health services
- o Outpatient health services
- o Outreach services
- o Substance abuse treatment services
- o Transportation
- o Utility deposits
- o Direct provision of services

Note regarding Supportive Services Costs for SSO-CE:

- HUD notes that project applicants for SSO-CE projects should only request Supportive Service funds in eligible cost categories that are directly related to carrying out the CoC's coordinated entry processes (e.g. Assessment of Service Needs).
- *Project applicants may only include category 17. "Operating Costs" (maintenance, repair, building security, furniture, utilities, and equipment) in the Supportive Services budget, if the costs are for a facility where supportive services are provided to program participants.
  - o Note: while Operating Costs are an eligible expense, these costs could instead be provided in-kind towards the match requirements.

- **HMIS:** While Victim Service Providers are not permitted to enter into HMIS, data must be entered into a HMIS comparable database. If your organization has not added the HMIS Program enhancements to your ETO site, this cost can be included under the HMIS Budget Line Item.

- **Administrative Costs:** Eligible administrative costs are limited to: the general management, oversight and coordination of the grant; training on CoC requirements; and environmental review.   Admin costs do not include staff and overhead costs directly related to carrying out eligible activities, as these are eligible under the corresponding Budget Line Items. Please review 24 CFR § 578.59 for more information about eligible administrative

costs.

Are there match requirements? The grantee must provide a 25% match – either cash or in-kind. In-kind match, for example, can be any of the eligible services listed above. Match commitments require an MOU and documentation.

Are there any special considerations that I need to be aware of?

- Housing First in a DV Context (or DV Housing First). All projects funded through the CoC are expected to operate in accordance with a Housing First approach, which includes:
    - Participants are not screened out based on the following:
        - Having too little or no income
        - Active or history of substance use
        - Having a criminal record with exceptions for state-mandated restrictions
        - History of domestic violence
    - Participants are not terminated from the program based on the following:
        - Failure to participate in supportive services
        - Failure to make progress on a service plan
        - Loss of income or failure to improve income
        - Being a victim of domestic violence
        - Any other activity not covered in a lease agreement typically found in the project's geographic area
    - The National Alliance for Safe Housing has materials available on their website that further explain Housing First in a DV context. Two specific examples include:
        - Webinar recorded on June 27, 2018 - https://youtu.be/kFB1TBYjj8g
        - Domestic Violence Housing First Toolkit - https://safehousingpartnerships.org/node/344

- All providers are expected to provide tailored services to each project participant, based on the survivor's individual needs, using a trauma-informed and victim-centered approach.
    - Trauma-informed: This includes approaches delivered with an understanding of the vulnerabilities and experiences of trauma survivors, including the prevalence and physical, social, and emotional impact of trauma. A trauma-informed approach recognizes signs of trauma in staff, clients, and others and responds by integrating knowledge about trauma into policies, procedures, practices, and settings. Trauma-informed approaches place priority on restoring the survivor's feelings of safety, choice, and control.
    - Victim-centered: Placing the individual's priorities, needs, and interests at the center of the work with the victim; providing nonjudgmental assistance, with an emphasis on client self-determination and assisting victims in making informed choices; ensuring that restoring victims' feelings of safety and security are a priority and safeguarding against policies and practices that may inadvertently re-traumatize victims; ensuring that victims' rights, voices, and perspectives are incorporated when developing and implementing system- and community-based efforts that impact

victims.

- Per HUD CoC regulation, a minimum of monthly case management is required for participants in Rapid Re-Housing projects.

- Applicants must follow the [Eastern PA CoC's Written Standards for providing assistance](#).

- All project participants enrolled must come from the CoC's Coordinated Entry (Connect to Home) By Name List, a prioritized waiting list.
  - To learn more about the Eastern PA CoC's Coordinated Entry System, visit https://pennsylvaniacoc.org/balance-stateeastern-pa-coc/connect-home-coordinated-entry-system-eastern-pa

- Data entry into a HMIS comparable database, including adherence to the data quality and data timeliness expectations outlined within the HMIS User Agreement.

- Applicants will be expected to participate in the monthly meetings of the local Regional Homeless Advisory Board (RHAB). In addition, all applicants must be or must become a member of the Eastern PA CoC, attend semi-annual meetings of the full CoC, and attend trainings provided through the CoC.

- HUD grant management expectations include, but are not limited to:
  - Submission of a timely Annual Progress Report (APR)
  - Draw down funds at least quarterly
  - Expend all grant funds within each 12-month grant period

How will projects be selected for submission to HUD? All Preliminary Applications will be reviewed by the Eastern PA CoC Funding Committee based on the following criteria. Those that are selected for submission will be notified no later than Monday, September 12th.

- Threshold: to be considered, applicants must:
  - Use a Housing First approach
  - Provide program participants with assistance to access Mainstream Benefits *(RRH and TH-RRH only)*
  - Have experience working with the population to be served
  - A minimum of monthly case management meetings are required as part of the Rapid Re-Housing program. This can be facilitated through mobile advocacy where the advocate or counselor meets with the survivor, in person, at an agreed upon interval and location that works for both the survivor and the grantee. *(RRH and TH-RRH only)*
  - Participate in the Eastern PA CoC Coordinated Entry System
  - Follow the CoC's written standards for providing assistance
  - Enter data into HMIS comparable database

- Participate in the RHAB/CoC
- Ensure that service delivery is trauma-informed, victim-centered and culturally competent
- Must be in good standing with HUD and PA DCED, with no outstanding monitoring findings or debts.

- Selection Criteria (TH-RRH and RRH): Projects will be scored based on several factors, including the below listed criteria:
    - Demonstration of need, through both data and narrative.
    - Geographic area: Preference given to regional and/or multi-county projects
    - Capacity of the applicant to implement a regional project, either directly or through partnerships with other organizations throughout the region.
    - Approach to case management, including case management ratio
    - Experience with DV Housing First.
    - Approach for providing supportive services, both through the proposed CoC-funded project and leveraged services from community providers
    - Ability to provide trauma-informed, victim centered services
    - Experience providing trauma-informed, victim centered and culturally competent services to any household qualifying under Category 4 of the HUD homeless definition.
    - Experience providing community-based housing/homeless assistance, either directly or with the assistance of a community partner, including the ability to provide housing search and location services
    - Strategic partnership with community providers.
    - Organizational capacity and experience to ensure successful and inclusive program operation. Specifically, the CoC will determine if the applicant organization has experience serving and improving outcomes for communities that have been historically marginalized (e.g. people of color, LBGTQ+, people that do not speak English as their primary or first language) and experience providing culturally responsive services.
    - Organizational capacity to ensure successful program operation. This includes new organizations not currently receiving CoC-funding, as well as organizations already receiving funds.
    - For current CoC grantees, considerations will include meeting HUD's grant management requirements, implementation of HUD policy priorities such as housing first, as well as performance outcomes of current/previous grants
    - Additional consideration will be given to agencies that have not previously received CoC funding
    - Cost effectiveness of approach
    - Experience incorporating persons with lived experience of homelessness into project decision-making, including design and delivery of services, and plan to incorporate persons with lived experiencing into the proposed project's design and delivery

- Selection Criteria (SSO-CE): Projects will be scored based on several factors, including the

below listed criteria:
- Demonstration of need, through both data and narrative.
- Capacity of the applicant to implement a regional project.
- Experience partnering with *Connect To Home*, the Eastern PA CoC's Coordinated Entry System.
- Experience providing trauma-informed, victim centered and culturally competent services to any household qualifying under Category 4 of the HUD homeless definition.
- Organizational capacity to ensure successful program operation. This includes new organizations not currently receiving CoC-funding, as well as organizations already receiving funds.
- Organizational capacity and experience to ensure successful and inclusive program operation. Specifically, the CoC will determine if the applicant organization has experience serving and improving outcomes for communities that have been historically marginalized (e.g. people of color, LBGTQ+, people that do not speak English as their primary or first language) and experience providing culturally responsive services.
- Experience incorporating persons with lived experience of homelessness into project decision-making, including design and delivery of services

What is my project budget? Projects may apply for a maximum of $1,453,742.60, which is the approximate maximum amount of funds the CoC is eligible to apply for through the DV Bonus. However, the CoC will only apply for the amount of funding needed, based on data presented. While a budget is requested in the Preliminary Application, if your project is selected, the CoC's Funding Committee, reserves the right to approve an amount other than what was requested.

Next Steps if Selected

- You will be notified if your project has been selected and your final budget amount no later than **Friday, September 9th**. At that time, you will receive instructions for submitting the new project application in e-snaps, HUD's CoC Program Applications and Grants Management System. This process will require your organization to be registered with System for Award Management (SAM) and have a UEI (Unique Entity ID) Number (Note: The UEI Number replaced the DUNS Number. The Unique Entity ID is assigned automatically to entities when they register on SAM.gov or when they request a Unique Entity ID).
- **If your project has been selected, there will be a mandatory briefing meeting on Monday, September 12th from 1pm-2:30pm**. The meeting will be recorded. If you are applying for new project funding through this RFP, please save the date for this meeting. Additional details will be sent out when new projects are notified of whether they are selected.

If I have questions about this who should I contact? Please contact the Eastern PA CoC's Consultant (DMA) at easterncoc@pennsylvaniacoc.org.

In addition, a webinar to review the 2022 CoC Competition NOFO for the Eastern and Western PA CoCs will be held on Tuesday, August 16th from 1-3pm. You can join the webinar by registering at https://zoom.us/meeting/register/tJYuf--gqTMsGd0jtFMB56Yx8Omh2a3aaLB5.

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