

AWH4T FY23 CoC NOFO

Letter of Intent

First Time Renewals • Transition Grants • Voluntary Reallocation

CoC funded projects that are first-time Renewal projects, Auto-Ranked Projects (HMIS and/or SSO-CE projects) and/or Transition Grant projects under the [FY23 CoC Notice of Funding Opportunity (NOFO)](https://www.hudexchange.info/programs/e-snaps/fy-2023-coc-program-nofa-coc-program-competition/) must submit a Letter of Intent to renew **by Monday, August 7th at 4:00pm via email to** **nofo@housingsolutionstulsa.org** **and** **tulsacocnofa@homebaseccc.org****.**

**Please provide information below regarding agency and staff information:**

Applicant Agency Name: Click or tap here to enter text.

Project Name & Grant #: Click or tap here to enter text.

Contact Name: Click or tap here to enter text.

Email & Phone Number: Click or tap here to enter text.

Secondary Contact: Click or tap here to enter text.

Email & Phone Number: Click or tap here to enter text.

Other Contact Name and Info (if applicable): Click or tap here to enter text.

**Please check the box regarding which project application the agency will be applying for under the FY2023 CoC NOFO Competition (see definitions below):**

[ ]  First Time Renewal Project

[ ]  Transition Grant Project

[ ]  Voluntary Reallocation (partial or full)

**Project Type: Please select the type of Project the applicant will be applying for:**

[ ]  Permanent Supportive Housing (PSH)

[ ]  Rapid Re-Housing (RRH)

[ ]  Joint Component Transitional Housing to Rapid Rehousing (TH-RRH)

[ ]  Homeless Management Information System (HMIS)

[ ]  Supportive Services Only – Coordinated Entry (SSO-CE)

# First Time Renewal Projects & Auto-Ranked Projects

**Meet Eligibility Requirements:**

Please indicate your response to the following requirements listed below and check either Yes or No on the right hand side of the chart.

|  |  |  |
| --- | --- | --- |
| Requirement | Definition | Yes/No |
| Services Standards | Applicant participated in the A Way Home for Tulsa Services Standards fidelity assessment and action planning process during the spring TA meetings with Homebase and Housing Solutions. | [ ]  Yes[ ]  No |
| HMIS Implementation | Projects are required to participate in HMIS, unless the project is operated by a victim services provider. Victim service providers must use a comparable database that complies with the federal HMIS data and technical standards.  | [ ]  Yes[ ]  No |
| Coordinated Entry | Projects are required to participate in Coordinated Entry (when it is available for the project type) in compliance with the CoC's Coordinated Entry standards and HUD's Coordinated Entry Notice. | [ ]  Yes[ ]  No |
| HUD Threshold | Projects will be reviewed for compliance with the eligibility requirements of the CoC Interim Rule and Subsequent Notices and must meet the threshold requirements outlined in the 2023 Notice of Funding Opportunity.Eligible Renewal Project. A project that will have an expiration date in CY 2024 (between January 1, 2024, and December 31, 2024). See section I.B.4.n and III.B.3.c and for more information on renewal projects. | [ ]  Yes[ ]  No |
| HUD Policies | CoC & ESG funded projects are required to have policies and meet compliance standards including: * Termination of assistance and grievance procedures,
* Equal Access,
* Fair Housing, nondiscrimination requirements,
* VAWA protections, and
* Confidentiality and privacy
 | [ ]  Yes[ ]  No |

**VAWA Eligible Cost Line Item:**

Will the agency either request an expansion to increase the budget or shift existing funds from the current budget to add eligible costs for the emergency transfer facilitation under the VAWA costs line item? **Please check one of the boxes below:**

[ ]  Yes [ ]  No [ ]  N/A

Click or tap here to enter text.

**Narrative (encouraged but optional):**

Include any additional information that may be helpful in providing support during the CoC Program Competition renewal process – including if the project may not meet compliance standards (spending all funds, completing quarterly drawdowns) and/or needs technical assistance to support performance improvement and/or strengthen program operations/administration. Please provide any information regarding additional training or TA that would be beneficial.

Click or tap here to enter text.

# Transition Grant Projects

To meet the requirements HUD will consider the following as CoC consent for the transition grant:

* The project application identifies the project as a transition project, and the CoC ranks the new transition grant project on the New Project Listing in the FY 2023 CoC Priority Listing.
* If HUD determines a new project submitted as a transition grant does not qualify but meets all other new project requirements, HUD may award the project as a new nontransition grant project. If this occurs, HUD will not allow the recipient to expend any FY 2023 funds until the local HUD field office executes the new project grant agreement.

**Meet Eligibility Requirements:**

Please provide a response below by selecting either Yes or No:

|  |  |  |
| --- | --- | --- |
| **Requirement** | **Definition** | **Yes/No** |
| HUD Threshold | Projects will be reviewed for compliance with the eligibility requirements of the CoC Interim Rule and Subsequent Notices and must meet the threshold requirements outlined in the 2023 Notice of Funding Opportunity.Eligible Renewal Project. A project that will have an expiration date in CY 2024 (between January 1, 2024, and December 31, 2024). See section I.B.4.n and III.B.3.c and for more information on renewal projects. | [ ]  Yes[ ]  No |
| HUD Policies | The new project application must meet project eligibility and project quality threshold established by HUD in sections IIII.C.5.b. and c. of the NOFO.  | [ ]  Yes[ ]  No |

**Funding Amount:** Provide the award amount the agency will be applying for under the Transition Grant process below:

Transition Grant Project Funding Amount**:** Click or tap here to enter text.

**Narrative**

Provide a detailed description of the project that will be eliminated through the transition grant process and the proposed new application the agency is planning on applying for under the transition process. Narrative should include 1) why the agency is wanting to transition the project, 2) the project types and if the transition results in reduced bed/units (# served) and how many, 3) how the agency will continue to support program participants in maintaining stable housing and reducing returns to homelessness in the existing project ending, and 4) actions and partnerships the agency will engage to ensure the community benefits. (100 words to max limit of 1,500 words)

Click or tap here to enter text.

# Voluntary Reallocation

**Renewal Amount:**

Enter the amount the agency currently receives as a renewal: Click or tap here to enter text.

**Reallocated Amount:**

Enter the total amount of funds the agency will be reallocating: Click or tap here to enter text.

Enter the total amount of funds for the renewal after reallocation: Click or tap here to enter text.

**Narrative:**

Description of portion reallocating voluntarily and description of purpose for reducing or eliminating award under the FY23 CoC NOFO. Provide a detailed description of why the agency is wanting to reallocate funding. Responses should include information regarding 1) the project type and if the reallocation results in reduced bed/units (# served) and how many, 2) how the agency will continue to support program participants in maintaining stable housing and reducing returns to homelessness with the elimination or reduction of the awarded amount and 3) actions and partnerships the agency will engage to ensure the community benefits from reallocation. (100 words to max limit of 2,000 words).

Click or tap here to enter text.

# Additional Information and Resources

**First Time Renewal** is defined as a renewal project awarded under the CoC Program that has not yet completed a fully year of program operations. Due to First time renewal projects not having complete data and cannot be scored comparably to other projects that have demonstrated 1 or more years of operating and performance data, these projects will not be required to submit a local application for the first year. These projects must follow all deadlines and requirements set forth by HUD and the local competition timeline. This includes submitting a complete and timely application in e-snaps before the local deadline.

**Auto Ranked Projects:** Projects that are automatically ranked due to not having completed a full year of program operations under the CoC Program funding or projects that are vital to system operations.

**Transition Grant** is used to fund a new CoC project to transition an eligible renewal project being eliminated through reallocation from one program component to another eligible program component over a 1 year period. Transition grants in this competition are eligible for renewal in subsequent fiscal years for elidable activities of the new component.

The new transition project must meet the following requirements:

* To be eligible to receive a transition grant, the current recipient must have the consent of the CoC; and
* The new project application must meet project eligibility and project quality threshold established by HUD in sections IIII.C.5.b. and c. of the NOFO.

Transition Grants approved by the local CoC will submit a New project application and will not submit a Renewal application under the local competition process or in e-snaps.

Resources:

* HUD Exchange: [Transition Project Requirements for the CoC Program Competition page](https://www.hudexchange.info/resource/5850/transition-project-requirements-for-the-coc-program-competition/)
* HUD Exchange: [Transition Grant Requirements](https://files.hudexchange.info/resources/documents/Transition-Grant-Requirements-for-the-CoC-Program-Competition.pdf)

Transition grants HUD conditionally awards in the FY 2023 CoC Program Competition will have 1 year to fully transition from the original component to the new component during the normal operating year (e.g., April 1, 2024 through March 31, 2025) after HUD executes the grant agreement. The project’s operating start date will be the day after the end of the previous grant term for the expiring component.

For transition grants reallocated from more than one project, the operating start date of the transition grant will be the day after the end of the earliest expiring grant term. The grant term may be extended consistent with 2 CFR 200.308 and 2 CFR 200.309. By the end of the operating year for which FY 2023 funds were awarded, the transition grant must be fully operating under the new component and will be eligible to apply for renewal in the next competition under the component to which it transitioned.

**Reallocation** is a process CoCs use to shift funds in whole or in part from existing eligible renewal projects to create one or more new projects without decreasing the CoC’s ARD. New projects created through reallocation must meet the requirements in section I.B.3.a, III.B.4.b.(3) and the project eligibility and project quality thresholds established in sections III.C.5.b. and c. of this NOFO. CoCs may only reallocate eligible renewal projects that HUD previously renewed during a CoC Program competition. To create a Transition Grant through the reallocation process, the CoC must wholly eliminate one or more projects and use those funds to create the single, new transition grant [section I.B.2.b.(30) of the NOFO].