

Tulsa City & County Continuum of Care

**Local Application Materials for
2019 Tulsa Continuum of Care Competition**

FY 2019 Continuum of Care NOFA Competition

July 16, 2019

LOCAL APPLICATION MATERIALS FOR 2019 TULSA CONTINUUM OF CARE COMPETITION

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Tulsa City & County Continuum of Care (CoC)

Annual CoC Consolidated Application CoC Standards of Operations

Policies Adopted by the CoC Governance Council on 07/09/2018 and 07/08/2019 Local Process Updated for 2019 Practices

Background

The U.S. Department of Housing and Urban Development (HUD) holds an annual national grant competition for Homeless Assistance Program's Continuum of Care (CoC) Program authorized by subtitle C of title IV of the McKinney-Vento Homeless Assistance Act. These grant funds provide housing and services to individuals and families who are experiencing homelessness in Tulsa County, Oklahoma. HUD requires that CoCs facilitate a local review process to review and accept all projects included in the CoC annual consolidated grant application.

In accordance with 24 CFR 578, CoCs must follow a collaborative process for the development of an application in response to a NOFA issued by HUD. The Community Service Council designated at the Tulsa City and County Continuum of Care, known as A Way Home for Tulsa (AWH4T), Lead Agency shall facilitate the process development and execution of the collaborative process through the governance process approved by the AWH4T Governance Council.

Local Process

Declaration of Intent to Submit a New or Renewal Application or Reallocation Application

Organizations with currently funded CoC projects and those that plan to submit applications for new projects are requested to notify the Tulsa CoC of the intent to either submit projects for renewal or to release project funds to CoC for reallocated funding applications. Notifications must be submitted by email to TulsaCoCNOFA@homebaseccc.org by the date indicated in the 2019 Local Process Timeline. Organizations that release funds from an existing project shall be given the right of first refusal for those funds if applying for a new eligible project. Otherwise, reallocation shall be based on standard competitive factors.

Submission of a Renewal Application is not a guarantee of TIER 1 priority ranking in the local CoC application. CoC Project Review Panel Members shall review all project applications using CoC-approved scoring criteria and selection priorities to determine ranking order. Only renewal projects verified and submitted in the FY2019 Grants Inventory Worksheet registration in E-snaps shall be considered for renewal funding.

In light of the possibility of reallocated funding and the availability of new bonus funding, on July 1, 2019 the Tulsa City & County CoC distributed an RFA for applications through the A Way Home for Tulsa (AWH4T) contact list.

Local Competition Deadlines

Local competition deadlines are established to ensure all project applications are finalized within the timeline outlined in the HUD NOFA. As part of the Tulsa CoC application process the implementation of deadlines that meet the standards for FY2019 Project Applications shall be considered as part of scoring criteria for the CoC Collaborative Application.

Project Application Submittal. All project applications are required to be submitted to Community Service Council at TulsaCoCNOFA@homebaseccc.org. See 2019 Local Process Timeline for specific deadlines for new and renewal projects. Any corrections to E-snaps project applications for HUD must be completed by the deadline indicated in the 2019 Local Process Timeline for project applications finalized in E-snaps.

CoC Notification to Project Applicants. The Tulsa CoC shall notify project applicants in writing whether or not their project applications shall be included as part of the CoC Consolidated Application submission. Project applicants that submitted project applications that were rejected shall be notified of the reason for the rejection and then applicants may submit an appeal or request for reconsideration for inclusion in the current funding cycle as outlined in the AWH4T CoC Local Application Process.

FY 2019 E-snaps Submission

After the local review process has been finalized, all projects accepted for inclusion in the FY 2019 CoC Consolidated Application must submit a final online E-snaps project application to the Tulsa CoC, according to the 2019 Local Process Timeline deadline.

Strategic Resource Allocation and Reallocation

The Tulsa CoC shall review all existing projects within its geographic area, using the CoC-approved scoring criteria and selection priorities to determine the extent to which each project addresses a local need and HUD priorities stated in the current NOFA. Funds for projects that are proven to be ineffective or underperforming should be reallocated to new projects.

HUD expects CoCs to reallocate funds from non- and/or under-performing projects to higher priority community needs that align with HUD priorities and goals. Reallocation involves using funds in whole or part from existing eligible renewal projects to create one or more new projects. In the recent competitions, HUD allowed CoCs to use the reallocation process to create:

- New permanent supportive housing projects that serve chronically homeless individuals and families, including unaccompanied youth.
- New rapid rehousing projects for homeless individuals and families, including unaccompanied youth, coming directly from the streets or emergency shelter or fleeing domestic violence.
- New projects for dedicated HMIS.
- New Supportive Services Only (SSO) projects for centralized or coordinated entry systems.

HUD expects that CoCs will use performance data to decide how to best use the resources available to end homelessness within the community. CoCs should reallocate funds to new projects whenever reallocation would reduce homelessness. Communities should use CoC approved scoring criteria and selection priorities to determine the extent to which each project is still necessary and address the policy priorities listed in the NOFA. Recent NOFAs have stated that HUD would prioritize those CoCs that have demonstrated a capacity to reallocate funding from lower performing projects to higher performing projects through the local selection process. HUD assigned four points in the Collaborative Applicant Application to reallocation.

Reallocation Policy for Unexpended Funds

The CoC will work with grant recipients that show a history of not expending the full amount of HUD funding. Grant recipients with records of multiple years of underspending are at risk of reallocation as part of the CoC NOFA Rank and Review process. Specifically, if a program has 10 percent or greater of its HUD CoC grant remaining at the end of the program year and has established a 3 year trend of having 10 percent or greater of its HUD CoC grant remaining at the end of the program year, the CoC reserves the right to reallocate a portion of the funds from that program to another project.

Reallocation for Underperforming Programs

The CoC, will work with grantees that have been deemed to be underperforming or have had HUD Monitoring findings that call into question the project's ability to meet performance or financial management standards. The CoC will assess the project and set up goals and objectives to bring a failing project up to standards and will provide technical assistance to address the findings. If the project continues to underperform, cannot meet the stated objectives and goals, or cannot address HUD findings, then that project will be recommended for reallocation in the next HUD CoC NOFA process.

Tulsa CoC Project Scoring Criteria for FY2019

The FY 2019 CoC Program Competition is administered under the CoC Program Interim Rule.

Scoring criteria and scoring tools have been developed to measure performance and capacity based on the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act Performance Measures, in compliance with CoC Interim Rule and HUD FY 2019 priorities.

The scoring criteria found in the Scoring Tools and these policies detail how the Tulsa CoC Project Review Panel Members shall evaluate projects for the FY 2019 funding year, determine inclusion in the FY 2019 CoC Consolidated Application and rank the CoC projects.

Project Prioritization Policies

The Tulsa CoC is committed to ending and preventing homelessness and chronic homelessness. As such, the community's priorities for uses of CoC funding are to:

- Maintain existing permanent housing, including supportive housing and rapid rehousing, especially for chronically homeless persons and other especially vulnerable populations;
- Increase permanent housing, especially for chronically homeless persons and other especially vulnerable populations; and
- Support projects that will result in successful community coordination.

Therefore, the Review Panel should take these community priorities into account when ranking projects, while also taking into account project performance and/or quality of project application.

Projects will be ranked (and funded) according to their assigned score, with panelists integrating the new projects into the list of renewal projects using these policy priorities. In addition, the HMIS project should be ranked next to last among the fully funded Tier 1 projects and Coordinated Entry should be ranked last among the fully funded Tier 1 projects.

Scored Data for Victim Service Providers

For all renewal projects, past performance data is collected for scoring. Projects are scored based on their most recently completed operation year and the report submitted to SAGE, which puts victim service providers on equal footing in the CoC local competition.

Scaled Scores

For each scoring factor, each reviewer is granted discretion to adjust the score up or down by 20% of points within the maximum point range when the scaled score does not reflect the project's contribution to the community, basing said discretion on information in the project's application such as special circumstances, the project size, number of participants, and vulnerability and severity of needs of population served. A reviewer changing from a scaled score must explain to the other reviewers and record in the notes the reason for the change.

Appeals Policies

The CoC Project Review Panel reviews all applications and ranks them, creating funding recommendations to HUD. Applicants may appeal the decision by following the process set forth below. All appeals must be based on the information submitted by the application due date. No new or additional information will be considered. Omissions to the application cannot be appealed. The decision of the Appeal Panel will be final.

Who May Appeal

A project may appeal if the Project Review Panel recommends a renewal project for full or partial reallocation or for Tier 2, or if a new project is not selected for funding.

Initiating a Formal Appeal

Any agency desiring to appeal must contact the *A Way Home for Tulsa* Program Coordinator to state its intent to appeal the Project Review Panel's decision regarding their rank by the date and time indicated in the 2019 Local Process Timeline. The Formal Appeal must consist of a short, clear, written statement (no longer than 1 page) of the agency's appeal of the Project Review Panel's decision. The statement can be in the form of a letter, a memo, or an email transmittal. The Formal Appeal must be transmitted to the *A Way Home for Tulsa* Program Coordinator. ***The Formal Appeal must be emailed or delivered so that it is received by the date and time indicated in the 2019 Local Process Timeline.***

The Formal Appeal Process

Upon timely receipt of the Formal Appeal, an Appeal Panel will be formed as described below. The Appeal Panel may make inquiries of the Project Review Panel's members concerning the issues raised in the appeal. The Appeal Panel will meet by telephone or video conference with a representative(s) of the party making the appeal to discuss the issue(s) at an Appeal Hearing set at a date taking in consideration the date the application is due to be filed with HUD. The Collaborative Applicant and/or Appeal Panel may consider the possible effect their decision may have on another agency's rank and contact potentially affected agencies to invite them to become involved in the appeal process and hearing. The decision of the Appeal Panel will be final.

Members of the Appeal Panel

A 3-member Appeal Panel will be selected and can consist of individuals from non-profits, foundations, consumers, government, and private agencies and similar organizations. Representatives will not have a

conflict of interest with any of the agencies or parties applying for CoC Program funding as defined by the existing Project Review Panel's conflict of interest rules.

Continuum of Care Program Statutory and Regulatory Requirements

The CoC Program Interim Rule at 24 CFR part 578 outlines the requirements with which projects awarded funds through the FY 2019 competition must comply. To be eligible for funding under this NOFA, project applicants must meet all statutory and regulatory requirements in the CoC Program Interim Rule. Project applicants can obtain a copy of the Act and the CoC Program Interim Rule on the HUD Exchange website (<https://www.hudexchange.info/>) or by contacting the NOFA Information Center at 1-800-HUD-8929 (483-8929).

Organizations awarded CoC funds within the Tulsa CoC shall individually enter into a grant agreement with HUD.

Conflict of Interest Policy

No member of the Review Panel Members may have a conflict of interest in creating the recommended priority listing. Review Panel Members will be asked to sign a statement declaring that they do not have a conflict of interest.

A conflict of interest exists if:

1. Panelist is now, has been within the last year, or has a current agreement to serve in the future as a Board member, staff member, or paid consultant of an organization making a proposal for funding;
2. Panelist is currently employed by or sits on the Board of Directors for an organization that has a contractual relationship with any entity making a proposal for funding or has had one within the past year. However, no conflict exists under this provision if the panelist's employer, or the organization on whose Board the panelist serve, is a funding entity or if the contractual relationship in place is not impacted by the proposals being made; or,
3. Any other circumstances exist which impede the panelist's ability to objectively, fairly, and impartially review and rank the proposal for funding.

Exception: Panelist may serve on a panel if they are no longer affiliated with an organization making a proposal for funding, AND the potential conflict has been waived through public notice to the CoC with no opposition raised within the period listed in that public notice.

ELIGIBLE RENEWAL PROJECTS (AKA GRANTS INVENTORY WORKSHEET)

Applicant Name	Project Name	Type	Leasing	Rental Assistance	Supportive Services	Operating Costs	HMIS	Admin	Units	Total ARA
Community Service Council of Greater Tulsa	ShareLink Homeless Management Information System FY2018	HMIS	\$0	\$0	\$0	\$0	\$117,300	\$5,813		\$123,113
Community Service Council of Greater Tulsa	CoC Coordinated Entry System FY2018	SSO	\$0	\$0	\$58,578	\$0	\$0	\$5,790		\$64,368
Mental Health Association in Tulsa, Inc.	12th Street Safe Haven	SH	\$0	\$0	\$0	\$207,892	\$4,430	\$10,446		\$222,768
Mental Health Association in Tulsa, Inc.	Walker Hall TLC	TH	\$0	\$0	\$0	\$82,118	\$2,126	\$4,212		\$88,456
Mental Health Association in Tulsa, Inc.	LTS Apartments Tulsa	PH	\$56,165	\$0	\$148,441	\$556,263	\$31,014	\$36,312		\$828,195
Mental Health Association in Tulsa, Inc.	William D. Packard Permanent Supportive Housing	PH	\$0	\$0	\$0	\$128,882	\$4,430	\$5,670		\$138,982
Mental Health Association in Tulsa, Inc.	LTS Apartments VI	PH	\$0	\$0	\$43,750	\$77,779	\$2,510	\$5,944		\$129,983
Tulsa Day Center for the Homeless, Inc.	TDC Permanent Supportive Housing Program	PH	\$92,354	\$0	\$11,730	\$17,373	\$0	\$5,057		\$126,514
Tulsa Day Center for the Homeless, Inc.	Hudson Villas	PH	\$0	\$0	\$20,296	\$92,184	\$0	\$5,074		\$117,554
Tulsa Day Center for the Homeless, Inc.	TDC Rapid Rehousing Program	PH	\$0	\$112,824	\$97,637	\$0	\$0	\$15,738	8 -BR, 5 2-BR	\$226,199
Volunteers of America of Oklahoma, Inc.	5600PSH	PH	\$223,510	\$0	\$197,203	\$105,518	\$0	\$21,526		\$547,757
Youth Services of Tulsa, Inc.	RRH Youth Renewal	PH	\$0	\$52,236	\$56,846	\$0	\$0	\$5,238	2 0-BR, 5 1-BR	\$114,320

GRAND TOTAL ANNUAL RENEWAL DEMAND: \$2,728,209

TULSA COC NOFA: 2019 SCORING TOOLS

Renewal/Expansion Project Rating Tool

Project Type	Measure	Performance Goal	Scale (project performance; points)	Max Point Value
Performance Measures				
Exits to Permanent Housing				
RRH, TH, SH	Minimum percent of leavers move to permanent housing*	90%	90% or more 75%-89.9% 60%-74.9% 45%-59.9% 30%-44.9% Less than 30%	25 20 15 10 5 0
PSH	Minimum percent remain in or move to permanent housing	90%	90% or more 75%-89.9% 60%-74.9% 45%-59.9% 30%-44.9% Less than 30%	25 20 15 10 5 0
Unsuccessful Exits				
RRH, PSH, TH, SH	Percent of participants exiting from the project to streets, shelter, or unknown	15%	15% or less 15.1%-20% 20.1%-25% 25.1% or more	15 10 5 0
New or Increased Income or Earned Income				
RRH, PSH, TH, SH	Minimum percent of participants with new or increased earned income for project stayers (in the project for 365+ days)	8%	8% or more 4-7.9% Less than 4%	2.5 1.5 0

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Project Type	Measure	Performance Goal	Scale (project performance; points)		Max Point Value
RRH, PSH, TH, SH	Minimum percent of participants with new or increased non-employment income for project stayers (in the project for 365+ days)	10%	10% or more 5%-9.9% Less than 5%	2.5 1.5 0	2.5
RRH, PSH, TH, SH	Minimum percent of participants with new or increased earned income for project leavers*	8%	8% or more 4-7.9% Less than 4%	2.5 1.5 0	2.5
RRH, PSH, TH, SH	Minimum percent of participants with new or increased non-employment income for project leavers*	10%	10% or more 5%-9.9% Less than 5%	2.5 1.5 0	2.5
<i>Permanent Housing Entries and Length of Stay</i>					
RRH	On average, participants spend XX days from project entry to housing move-in	15 days	15 days or less 15.1-35 days 35.1-55 days 55.1-75 days More than 75 days	20 15 10 5 0	20
PSH	Minimum percent of all participants that exit to other permanent housing (“move on”) (setting aside persons who died)	15%	5% or more 4%-4.9% 3%-3.9% 2%-2.9% Less than 2%	20 15 10 5 0	20
TH	On average, participants stay in project XX days	365 days	365 days or less 366-405 days 406-445 days 446-485 days >485 days	20 15 10 5 0	20
SH	On average, participants stay in project XX days	720 days	730 days or less 731-770 days 771-810 days 811-850 days >850 days	20 15 10 5 0	20

TULSA CITY & COUNTY CONTINUUM OF CARE (COC)
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Project Type	Measure	Performance Goal	Scale (project performance; points)	Max Point Value
Serve High Need Population				
Project Focuses on Chronically Homeless People				
PSH	XX% of participants are chronically homeless	95%	95% or more 80%-94.9% 65%-79.9% 50%-64.9% Less than 50%	10 7.5 5 2.5 0
APR data on ≥50% disability /zero income/unsheltered				
RRH, TH, SH	Minimum percent of participants with zero income at entry + participants with more than one disability type + participants entering project from place not meant for human habitation [may include duplicates]	50%	50% or more 40%-49.9% 30%-39.9% 20%-29.9% Less than 20%	10 7.5 5 2.5 0
Project Effectiveness				
RRH, PSH, TH, SH	Project has reasonable costs per permanent housing exit* (analyzed by project type and like project (e.g. family/family and individual/individual) by both grant and budget)			Up to 5 5
RRH, PSH, TH, SH	Housing First and/or Low Barrier Implementation (judged on full application and essay in supplemental application)	Yes		Up to 10 10
				TOTAL 95

*Factors measuring performance of leavers grant full points to projects with no leavers.

New Project Rating Tool

Measure	Max Point Value
Experience	30
A. Describe the experience of the applicant and sub-recipients (if any) in working with the proposed population and in providing housing similar to that proposed in the application. For projects dedicated to serve those fleeing domestic violence, dating violence, sexual assault, stalking, and/or human trafficking, describe outcomes or operations for existing or prior projects that improved safety for this population.	15
B. Describe experience with utilizing a Housing First approach. Include 1) eligibility criteria; 2) process for accepting new clients; 3) process and criteria for exiting clients. Must demonstrate there are no preconditions to entry, allowing entry regardless of current or past substance abuse, income, criminal records (with exceptions of restrictions imposed by federal, state, or local law or ordinance), marital status, familial status, actual or perceived sexual orientation, gender identity. Must demonstrate the project has a process to address situations that may jeopardize housing or project assistance to ensure that project participation is terminated in only the most severe cases.	10
C. Describe experience in effectively utilizing federal funds including HUD grants and other public funding, including satisfactory drawdowns and performance for existing grants as evidenced by timely reimbursement of subrecipients (if applicable), regular drawdowns, timely resolution of monitoring findings, and timely submission of required reporting on existing grants.	5
Design of Housing and Supportive Services	25
D. Extent to which the applicant <ol style="list-style-type: none"> 1. Demonstrate understanding of the needs of the clients to be served. 2. Demonstrate type, scale, and location of the housing fit the needs of the clients to be served 3. Demonstrate type and scale of the all supportive services, regardless of funding source, meet the needs of the clients to be served. For projects dedicated to serve those fleeing domestic violence, dating violence, sexual assault, stalking, and/or human trafficking, describe how the services will improve safety for this population. 4. Demonstrate how clients will be assisted in obtaining and coordinating the provision of mainstream benefits 5. Establish performance measures for housing and income that are objective, measurable, trackable, and meet or exceed any established HUD, HEARTH or CoC benchmarks. 	15
E. Describe the plan to assist clients to rapidly secure and maintain permanent housing that is safe, affordable, accessible, and acceptable to their needs.	5
F. Describe how clients will be assisted to increase employment and/or income and to maximize their ability to live independently.	5
Timeliness	10

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Measure	Max Point Value
G. Describe plan for rapid implementation of the program documenting how the project will be ready to begin housing the first program participant. Provide a detailed schedule of proposed activities for 60 days, 120 days, and 180 days after grant award.	10
Financial	45
H. Project is cost-effective - comparing projected cost per person served to CoC average within project type.	5
I. Audit	
1. Most recent audit found no exceptions to standard practices	5
2. Most recent audit identified agency as 'low risk'	5
3. Most recent audit indicates no findings	5
J. Documented match amount	5
K. Budgeted costs are reasonable, allocable, and allowable	20
TOTAL	110

Threshold Requirements

All Projects Threshold Requirements

Requirement	Definition	Project Meets Threshold? (Y/N)
Coordinated Entry Participation	The project participates or intends to participate in coordinated entry in compliance with the CoC's Coordinated Entry Policies and Procedures and HUD's Coordinated Entry Notice.	
Housing First and/or Low Barrier Implementation	The project is, or intends to be, designed and implemented using Housing First principles including: no preconditions or barriers to entry except as required by funding sources, and provision of necessary supports to maintain housing and prevent a return to homelessness.	
Documented, secured minimum match	Applicant has match commitments that satisfy CoC Program Rule requirements for source and amount.	
Project is financially feasible	Project has funding commitments equal to or exceeding project budget.	
Applicant is active CoC Participant	Applicant participation in CoC Board and committee meetings meets CoC requirements for a member in good standing. If agency new to CoC Program, applicant agrees to future participation.	
Application is complete and data are consistent	All required information is completed and all required attachments are provided. Data provided in response to different questions match.	
Data quality at or above 90%	Universal Data Elements have a 90% or higher completion rate.	
Bed/unit utilization rate at or above 90% for PSH/TH/SH projects and at 90% of spenddown for RRH projects	Beds or units in the project are occupied 90% or more of the operating year. If not, agency has reasonable explanation for temporary low utilization.	
Acceptable organizational audit/financial review	Applicant's audit or financial review does not contain findings or other indications of financial or accounting problems. Applicants with any findings or audit problems will be asked to submit documentation and may be approved if appropriate steps are being taken to resolve the findings or concerns.	

Renewal/Expansion Project Threshold Requirements

Requirement	Project Meets Threshold? (Y/N)
1. Applicant has Active SAM registration with current information.	
2. Applicant has Valid DUNS number in application.	
3. Applicant has no Outstanding Delinquent Federal Debts- It is HUD policy, consistent with the purposes and intent of 31 U.S.C. 3720B and 28 U.S.C. 3201(e), that applicants with outstanding delinquent federal debt will not be eligible to receive an award of funds, unless: <ul style="list-style-type: none"> (a) A negotiated repayment schedule is established and the repayment schedule is not delinquent, or (b) Other arrangements satisfactory to HUD are made before the award of funds by HUD. 	
4. Applicant has no Debarments and/or Suspensions - In accordance with 2 CFR 2424, no award of federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the Federal Government.	
5. Disclosed any violations of Federal criminal law - Applicants must disclose in a timely manner, in writing to HUD, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338, Remedies for noncompliance, including suspension or debarment. This mandatory disclosure requirement also applies to subrecipients of HUD funds who must disclose to the pass-through entity from which it receives HUD funds.	
6. Demonstrated the population to be served meets program eligibility requirements as described in the Act, and project application clearly establishes eligibility of project applicants. This includes any additional eligibility criteria for certain types of projects contained in the NOFA.	
7. Agreed to Participate in HMIS - Project applicants, except Collaborative Applicants that only receive awards for CoC planning costs and, if applicable, UFA Costs, must agree to participate in a local HMIS system. However, in accordance with Section 407 of the Act, any victim service provider that is a recipient or subrecipient must not disclose, for purposes of HMIS, any personally identifying information about any client. Victim service providers must use a comparable database that complies with the federal HMIS data and technical standards. While not prohibited from using HMIS, legal services providers may use a comparable database that complies with federal HMIS data and technical standards, if deemed necessary to protect attorney client privilege.	
8. Met HUD financial expectations – If a project applicant has previously received HUD grants, the organization must have demonstrated its ability to meet HUD’s financial expectations. <p>If any of the following have occurred, the project applicant would <u>NOT</u> meet this threshold criteria:</p> <ul style="list-style-type: none"> (a) Outstanding obligation to HUD that is in arrears or for which a payment schedule has not been agreed upon; (b) Audit finding(s) for which a response is overdue or unsatisfactory; 	

<p>(c) History of inadequate financial management accounting practices; (d) Evidence of untimely expenditures on prior award; (e) History of other major capacity issues that have significantly affected the operation of the project and its performance; (f) History of not reimbursing subrecipients for eligible costs in a timely manner, or at least quarterly; and (g) History of serving ineligible program participants, expending funds on ineligible costs, or failing to expend funds within statutorily established timeframes.</p>	
<p>9. Demonstrated Project is Consistent with Jurisdictional Consolidated Plan(s) - All projects must be consistent with the relevant jurisdictional Consolidated Plan(s). The CoC will be required to submit a Certification of Consistency with the Consolidated Plan at the time of application submission to HUD.</p>	

New Project Threshold Requirements

Requirement	Project Meets Threshold? (Y/N)
1. Applicant has Active SAM registration with current information.	
2. Applicant has Valid DUNS number in application.	
3. Applicant has no Outstanding Delinquent Federal Debts- It is HUD policy, consistent with the purposes and intent of 31 U.S.C. 3720B and 28 U.S.C. 3201(e), that applicants with outstanding delinquent federal debt will not be eligible to receive an award of funds, unless: (a) A negotiated repayment schedule is established and the repayment schedule is not delinquent, or (b) Other arrangements satisfactory to HUD are made before the award of funds by HUD.	
4. Applicant has no Debarments and/or Suspensions - In accordance with 2 CFR 2424, no award of federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the Federal Government.	
5. Applicant has Accounting System - HUD will not award or disburse funds to applicants that do not have a financial management system that meets federal standards as described at 2 CFR 200.302. HUD may arrange for a survey of financial management systems for applicants selected for award who have not previously received federal financial assistance or where HUD Program officials have reason to question whether a financial management system meets federal standards, or for applicants considered high risk based on past performance or financial management findings.	
6. Disclosed any violations of Federal criminal law - Applicants must disclose in a timely manner, in writing to HUD, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338, Remedies for noncompliance, including suspension or debarment. This mandatory disclosure requirement also applies to subrecipients of HUD funds who must disclose to the pass-through entity from which it receives HUD funds.	
7. Demonstrated they are Eligible Project Applicants - Eligible project applicants for the CoC Program Competition are, under 24 CFR 578.15, nonprofit organizations, States, local governments, and instrumentalities of State and local governments. Public housing agencies, as such term is defined in 24 CFR 5.100, are eligible without limitation or exclusion. Neither for-profit entities nor Indian tribes are eligible to apply for grants or to be subrecipients of grant funds.	
8. Demonstrated the project is cost-effective, including costs of construction, operations, and supportive services with such costs not deviating substantially from the norm in that locale for the type of structure or kind of activity.	

<p>9. Demonstrated they Participate in HMIS - Project applicants, except Collaborative Applicants that only receive awards for CoC planning costs and, if applicable, UFA Costs, must agree to participate in a local HMIS system. However, in accordance with Section 407 of the Act, any victim service provider that is a recipient or subrecipient must not disclose, for purposes of HMIS, any personally identifying information about any client. Victim service providers must use a comparable database that complies with the federal HMIS data and technical standards. While not prohibited from using HMIS, legal services providers may use a comparable database that complies with federal HMIS data and technical standards, if deemed necessary to protect attorney client privilege.</p>	
<p>10. Demonstrated Project Meets Minimum Project Standards - HUD will assess all new projects for the following minimum project eligibility, capacity, timeliness, and performance standards. Please note that these are minimum threshold criteria. CoCs and project applicants should carefully review each year's NOFA to ensure they understand and have accounted for all applicable standards. To be considered as meeting project quality threshold, all new projects must meet all of the following criteria:</p> <p>(a) Project applicants and potential subrecipients must have satisfactory capacity, drawdowns, and performance for existing grant(s) that are funded under the SHP, S+C, or CoC Program, as evidenced by timely reimbursement of subrecipients, regular drawdowns, and timely resolution of any monitoring findings;</p>	
<p>(b) For expansion projects, project applicants must clearly articulate the part of the project that is being expanded. Additionally, the project applicants must clearly demonstrate that they are not replacing other funding sources; and,</p>	
<p>(c) Project applicants must demonstrate they will be able to meet all timeliness standards per 24 CFR 578.85. Project applicants with existing projects must demonstrate that they have met all project renewal threshold requirements of this NOFA. HUD reserves the right to deny the funding request for a new project, if the request is made by an existing recipient that HUD finds to have significant issues related to capacity, performance, unresolved audit or monitoring finding related to one or more existing grants, or does not routinely draw down funds from eLOCCS at least once per quarter. Additionally, HUD reserves the right to withdraw funds if no APR is submitted on the prior grant.</p>	
<p>11. Demonstrated Project is Consistent with Jurisdictional Consolidated Plan(s) - All projects must be consistent with the relevant jurisdictional Consolidated Plan(s). The CoC will be required to submit a Certification of Consistency with the Consolidated Plan at the time of application submission to HUD.</p>	

SUPPLEMENTAL QUESTIONS

Submission Instructions: Use of PRESTO

Responses to Supplemental Questions will be submitted via HomeBase's online PRESTO system. Please see instructions below and direct any questions to TulsaCoCNOFA@homebaseccc.org

1. To begin, follow this link: <https://homebaseccc.org/app/presto/pages/login.cfm> (Chrome or Firefox recommended).
2. Enter your username and password provided by email.
3. On the right-hand side of each row in the list of Project Applicants, you will see the button "**Type Your Answers**" in blue. For each project:
 - a. Click **Type Your Answers** in the project row.
 - b. For each question applicable to your project, fill in your responses. If inapplicable, please leave blank.
 - c. Where character limits are indicated, please limit your response to the stated number of characters, *including spaces*. we encourage you to write your answers in Word and then cut and paste into PRESTO.
 - d. Click the **Save** button in bottom right corner of page to save responses. You may click the **Save** button at any time to save your responses and continue. Save early & often!
4. To switch to another project, you may use the "Switch Projects" dropdown menu, or click the bunny ears in the upper left corner to return to the list of all of your agency's projects and follow instructions at (4) above.
5. To return to the project list from any page, click the bunny ears in the upper left corner.
6. You may log in multiple times to add or change responses, until the submission deadline.

All Projects

Threshold Requirements for All Projects

To confirm this project complies with each component of the Threshold Requirements for All Projects as listed in this table, please respond YES in the space provided in PRESTO. If your response is “NO” to any of the Threshold Requirements for All Projects, please respond with your explanation in the space provided in PRESTO. Limit: 2,500 characters (spaces included).

Requirement	Definition	Yes/No
Coordinated Entry Participation	The project participates or intends to participate in coordinated entry in compliance with the CoC's Coordinated Entry Policies and Procedures and HUD's Coordinated Entry Notice.	
Housing First and/or Low Barrier Implementation	The project is, or intends to be, designed and implemented using Housing First principles including: no preconditions or barriers to entry except as required by funding sources, and provision of necessary supports to maintain housing and prevent a return to homelessness.	
Documented, secured minimum match	Applicant has match commitments that satisfy CoC Program Rule requirements for source and amount.	
Project is financially feasible	Project has funding commitments equal to or exceeding project budget.	
Applicant is active CoC Participant	Applicant participation in CoC Board and committee meetings meets CoC requirements for a member in good standing. If agency new to CoC Program, applicant agrees to future participation.	
Application is complete and data are consistent	All required information is completed and all required attachments are provided. Data provided in response to different questions match.	
Data quality at or above 90%	Universal Data Elements have a 90% or higher completion rate.	
Bed/unit utilization rate at or above 90% for PSH/TH/SH projects and at 90% of spenddown for RRH projects	Beds or units in the project are occupied 90% or more of the operating year. If not, agency has reasonable explanation for temporary low utilization.	
Acceptable organizational audit/financial review	Applicant's audit or financial review does not contain findings or other indications of financial or accounting problems. Applicants with any findings or audit problems will be asked to submit documentation and may be approved if appropriate steps are being taken to resolve the findings or concerns.	

Renewal Projects

Additional Threshold Requirements for Renewal Projects

To confirm this project complies with each component of the Threshold Requirements for All Projects as listed in this table, please respond YES in the space provided in PRESTO. If your response is “NO” to any of the Threshold Requirements for All Projects, please respond with your explanation in the space provided in PRESTO. Limit: 2,500 characters (spaces included).

Requirement	Yes/No
1. Applicant has active SAM registration with current information.	
2. Applicant has valid DUNS number in application.	
3. <i>Applicant has no Outstanding Delinquent Federal Debts</i> - It is HUD policy, consistent with the purposes and intent of 31 U.S.C. 3720B and 28 U.S.C. 3201(e), that applicants with outstanding delinquent federal debt will not be eligible to receive an award of funds, unless: (a) A negotiated repayment schedule is established and the repayment schedule is not delinquent, or (b) Other arrangements satisfactory to HUD are made before the award of funds by HUD.	
4. <i>Applicant has no Debarments and/or Suspensions</i> - In accordance with 2 CFR 2424, no award of federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the Federal Government.	
5. <i>Disclosed any violations of Federal criminal law</i> - Applicants must disclose in a timely manner, in writing to HUD, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338, <i>Remedies for noncompliance</i> , including suspension or debarment. This mandatory disclosure requirement also applies to subrecipients of HUD funds who must disclose to the pass-through entity from which it receives HUD funds.	
6. Applicant has demonstrated the population to be served meets program eligibility requirements as described in the Act, and project application clearly establishes eligibility of project applicants. This includes any additional eligibility criteria for certain types of projects contained in the NOFA.	
7. <i>Agreed to Participate in HMIS</i> - Project applicants, except Collaborative Applicants that only receive awards for CoC planning costs and, must agree to participate in a local HMIS system. However, in accordance with Section 407 of the Act, any victim service provider that is a recipient or subrecipient must not disclose, for purposes of HMIS, any personally identifying information about any client. Victim service providers must use a comparable database that complies with the federal HMIS data and technical standards. While not prohibited from using HMIS, legal services providers may use a comparable database that complies with federal HMIS data and technical standards, if deemed necessary to protect attorney client privilege.	
8. <i>Met HUD financial expectations</i> – If a project applicant has previously received HUD grants, the organization must have demonstrated its ability to meet HUD’s financial expectations. If any of the following have occurred, the project applicant would <u>NOT</u> meet this threshold criteria: (a) Outstanding obligation to HUD that is in arrears or for which a payment schedule has not been agreed upon; (b) Audit finding(s) for which a response is overdue or unsatisfactory;	

<p>(c) History of inadequate financial management accounting practices; (d) Evidence of untimely expenditures on prior award; (e) History of other major capacity issues that have significantly affected the operation of the project and its performance; (f) History of not reimbursing subrecipients for eligible costs in a timely manner, or at least quarterly; and (g) History of serving ineligible program participants, expending funds on ineligible costs, or failing to expend funds within statutorily established timeframes.</p>	
<p>9. <i>Demonstrated Project is Consistent with Jurisdictional Consolidated Plan(s)</i> - All projects must be consistent with the relevant jurisdictional Consolidated Plan(s). The CoC will be required to submit a Certification of Consistency with the Consolidated Plan at the time of application submission to HUD.</p>	

Audit: Please email your agency’s most recent audit and correspondence about any findings or concerns to TulsaCoCNOFA@homebaseccc.org by the Supplemental Questions deadline.

Questions Related to Renewal Project Scored Factors

1. **OPTIONAL:** Most scored factors are based on your project’s performance in your last APR submitted to HUD. If you would like to **provide additional information that may inform the Project Review Panel about your agency’s performance on these scoring factors**, you may provide a narrative to supplement. Limit: 2,500 characters (spaces included).
 - Applicants can use this opportunity to provide the Review Panel members with explanatory or qualifying information regarding those scoring factors on which their project score may not reflect the project’s value to the community/clients and to encourage members to exercise discretion in changing the scores for those factors.
 - Applicants may use data and past performance information to support their arguments (including, e.g., information regarding the special nature of the population served, unusual or unforeseeable circumstances beyond the project’s control, or other reasons the project’s APR data for this year does not adequately reflect its work).
2. For the operating year corresponding to the time period covered by the last APR submitted to HUD for this project, **please list your project’s total annual costs** (including entire budget, not limited to CoC funds). Enter amount in numerical form, without commas or dollar sign.
3. **Describe how your project follows Housing First and low barrier implementation.** Limit: 2,500 characters (spaces included). *For example*, you may address:
 - How does your project enable client choice, provide intensive supports, target vulnerable people, use harm reduction philosophy, and give rapid access to housing/services without treatment prerequisites?
 - Does the project ensure that potential participants are not screened out based on domestic violence history, such as separation from abuser or willingness to get a protective order?
 - Are potential participants disqualified due to criminal record, lack of income, or active substance abuse? Can clients be terminated from the program for these actions?
 - How does the program support high needs clients to maintain housing when challenges arise, such as difficulty paying rent or issues involving landlords?

New Projects

Additional Threshold Requirements for New Projects

To confirm this project complies with each component of the Threshold Requirements for New Projects as listed in this table, please respond YES in the space provided in PRESTO. If your response is “NO” to any of the Threshold Requirements for New Projects, please respond with your explanation in the space provided in PRESTO. Limit: 2,500 characters (spaces included).

Requirement	Yes/No
1. Applicant has active SAM registration with current information.	
2. Applicant has valid DUNS number in application.	
3. <i>Applicant has no Outstanding Delinquent Federal Debts</i> - It is HUD policy, consistent with the purposes and intent of 31 U.S.C. 3720B and 28 U.S.C. 3201(e), that applicants with outstanding delinquent federal debt will not be eligible to receive an award of funds, unless: (a) A negotiated repayment schedule is established and the repayment schedule is not delinquent, or (b) Other arrangements satisfactory to HUD are made before the award of funds by HUD.	
4. <i>Applicant has no Debarments and/or Suspensions</i> - In accordance with 2 CFR 2424, no award of federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the Federal Government.	
5. <i>Applicant has Accounting System</i> - HUD will not award or disburse funds to applicants that do not have a financial management system that meets federal standards as described at 2 CFR 200.302. HUD may arrange for a survey of financial management systems for applicants selected for award who have not previously received federal financial assistance or where HUD Program officials have reason to question whether a financial management system meets federal standards, or for applicants considered high risk based on past performance or financial management findings.	
6. <i>Disclosed any violations of Federal criminal law</i> - Applicants must disclose in a timely manner, in writing to HUD, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338, Remedies for noncompliance, including suspension or debarment. This mandatory disclosure requirement also applies to subrecipients of HUD funds who must disclose to the pass-through entity from which it receives HUD funds.	
7. <i>Demonstrated Eligibility as Applicant</i> - Eligible project applicants for the CoC Program Competition are, under 24 CFR 578.15, nonprofit organizations, States, local governments, and instrumentalities of State and local governments. Public housing agencies, as such term is defined in 24 CFR 5.100, are eligible without limitation or exclusion. Neither for-profit entities nor Indian tribes are eligible to apply for grants or to be subrecipients of grant funds.	
8. <i>Demonstrated Cost Effectiveness</i> - Applicants have demonstrated the project is cost-effective, including costs of construction, operations, and supportive services with such costs not deviating substantially from the norm in that locale for the type of structure or kind of activity.	
9. <i>Demonstrated they Participate in HMIS</i> - Project applicants, except Collaborative Applicants that only receive awards for CoC planning costs and, if applicable, UFA Costs, must agree to participate in a local HMIS system. However, in accordance with Section 407 of the Act, any victim service provider that is a recipient or subrecipient must not disclose, for purposes of HMIS, any personally identifying information about any client. Victim service providers must use a comparable database that complies with the federal HMIS data and technical standards. While not prohibited from using	

<p>HMIS, legal services providers may use a comparable database that complies with federal HMIS data and technical standards, if deemed necessary to protect attorney client privilege.</p>	
<p>10. <i>Demonstrated Project Meets Minimum Project Standards</i> - HUD will assess all new projects for the following minimum project eligibility, capacity, timeliness, and performance standards. Please note that these are minimum threshold criteria. CoCs and project applicants should carefully review each year's NOFA to ensure they understand and have accounted for all applicable standards. To be considered as meeting project quality threshold, all new projects must meet all of the following criteria:</p> <ul style="list-style-type: none"> (a) Project applicants and potential subrecipients must have satisfactory capacity, drawdowns, and performance for existing grant(s) that are funded under the SHP, S+C, or CoC Program, as evidenced by timely reimbursement of subrecipients, regular drawdowns, and timely resolution of any monitoring findings; (b) For expansion projects, project applicants must clearly articulate the part of the project that is being expanded. Additionally, the project applicants must clearly demonstrate that they are not replacing other funding sources; and, (c) Project applicants must demonstrate they will be able to meet all timeliness standards per 24 CFR 578.85. Project applicants with existing projects must demonstrate that they have met all project renewal threshold requirements of this NOFA. HUD reserves the right to deny the funding request for a new project, if the request is made by an existing recipient that HUD finds to have significant issues related to capacity, performance, unresolved audit or monitoring finding related to one or more existing grants, or does not routinely draw down funds from eLOCCS at least once per quarter. Additionally, HUD reserves the right to withdraw funds if no APR is submitted on the prior grant. 	
<p>11. <i>Demonstrated Project is Consistent with Jurisdictional Consolidated Plan(s)</i> - All projects must be consistent with the relevant jurisdictional Consolidated Plan(s). The CoC will be required to submit a Certification of Consistency with the Consolidated Plan at the time of application submission to HUD.</p>	

Questions Related to New Project Scored Factors:

Instructions: Where character limits are indicated, please limit your response to the stated number of characters, including spaces. We encourage you to write your answers in Word and then cut and paste into PRESTO to avoid any technical issues associated with going over the character limit. Note that narrative responses to Supplemental Questions may replicate information in the HUD e-snaps application where relevant, as Review Panel members will be reviewing this information first.

EXPERIENCE

- A. Describe the **experience of the applicant and sub-recipients (if any) in working with the proposed population and in providing housing similar to that proposed in the application.** For projects dedicated to serve those fleeing domestic violence, dating violence, sexual assault, stalking, and/or human trafficking, describe outcomes or operations for existing or prior projects that improved safety for this population. Limit: 2,500 characters (spaces included).
- B. Describe **experience with utilizing a Housing First approach.** Include 1) eligibility criteria; 2) process for accepting new clients; 3) process and criteria for exiting clients. Project must demonstrate there are no preconditions to entry, allowing entry regardless of current or past substance abuse, income, criminal records (with exceptions of restrictions imposed by federal,

state, or local law or ordinance), marital status, familial status, actual or perceived sexual orientation, gender identity. Project must also demonstrate the project has a process to address situations that may jeopardize housing or project assistance to ensure that project participation is terminated in only the most severe cases. Limit: 2,500 characters (spaces included).

- C. Describe **experience in effectively utilizing federal funds** including HUD grants and other public funding, including satisfactory drawdowns and performance for existing grants as evidenced by timely reimbursement of subrecipients (if applicable), regular drawdowns, timely resolution of monitoring findings, and timely submission of required reporting on existing grants. Limit: 2,500 characters (spaces included).

DESIGN OF HOUSING AND SUPPORTIVE SERVICES

- D. Respond to each of the following:

1. What **client population** is the project intended to serve, and what are the particular needs of that population? How will your program and its partners meet those needs? Limit: 1,000 characters (spaces included).
 2. How will the **type, scale, and location of housing** meet the needs of the clients to be served? Limit: 1,000 characters (spaces included).
 3. How will the **type and scale of supportive services**, regardless of funding source, meet the needs of the clients to be served? For projects dedicated to serve those fleeing domestic violence, dating violence, sexual assault, stalking, and/or human trafficking, describe how the services will improve safety for this population. Limit: 1,000 characters (spaces included).
 4. How will clients be assisted in obtaining and coordinating the provision of **mainstream benefits**? Limit: 1,000 characters (spaces included).
 5. Describe **performance measures** for housing and income that are objective, measurable, trackable, and meet or exceed any established HUD, HEARTH or CoC benchmarks. Limit: 1,000 characters (spaces included).
- E. Describe the **plan to assist clients to rapidly secure and maintain permanent housing** that is safe, affordable, accessible, and acceptable to their needs. Limit: 1,000 characters (spaces included).
- F. Describe how clients will be **assisted to increase employment and/or income** and to maximize their ability to live independently. Limit: 1,000 characters (spaces included).

TIMELINESS

- G. Describe the **plan for rapid implementation** of the program, documenting how the project will be ready to begin housing the first program participant. Provide a detailed schedule of proposed activities for 60 days, 120 days, and 180 days after grant award. Limit: 1,000 characters (spaces included).

FINANCIAL

- H. Considering the **entire project budget**, what is the projected annual cost per person served? [Enter amount in numerical form, without commas or dollar sign]

TULSA CITY & COUNTY CONTINUUM OF CARE (COC)
FY 2019 COC PROGRAM LOCAL COMPETITION

- I. Audit: Please **EMAIL your agency's most recent audit** and correspondence about any findings or concerns to TulsaCoCNOFA@homebaseccc.org by the Supplemental Questions deadline.
- J. Does the **applicant have firm commitments for match documented?** [Enter YES or NO]
 - a. If you entered YES above, state amount of match the agency has documented. [Enter amount in numerical form, without commas or dollar sign]
- K. Has the applicant referred to the CoC interim rule, 24 CFR Part 578, to determine that **budgeted costs are reasonable, allocable, and allowable** under the CoC Program? [Short answer]