

INFORMATION AND REFERRAL SERVICE
CABELL COUNTY PUBLIC LIBRARY
455 9TH STREET
HUNTINGTON, WV 25701
304-528-5660

September 19, 2014

To Whom it May Concern,

The Cabell Huntington Wayne Continuum of Care has been notified that funding is available through HUD for the FY 2014 CoC Program Competition. The Cabell Huntington Wayne Continuum of Care is seeking LETTERS OF INTENT for this funding by 5:00 PM on September 30, 2014 and PROJECT APPLICATIONS for ALL PROJECTS by October 13, 2014 at 5:00 pm.

Funds available for this award have been allocated to a variety of projects over the past 20 years and those projects currently receiving funds will need to request renewals through this process.

Funds may be used for projects under four program components this year: permanent housing (including rapid re-housing and permanent supportive housing), transitional housing, supportive services only, HMIS, and CoC Planning. The CHWCoC places priority on permanent housing projects for chronic homeless, which is in line with HUD's national focus.

Eligible Project applicants include nonprofit organizations, States, Local governments, and 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 project applicants seeking funding under this NOFA **must have a DUNS number and include the number in your letter of intent.** All project applicants seeking this funding must also have an active SAM (System for Award Management) registration. (SAM replaces the Central Contractor Registration (CCR)). Go to www.SAM.gov for more information.

HUD will set aside approximately \$40 million for a Permanent Supportive Housing Bonus (PSH Bonus) to create new dedicated permanent supportive housing to serve the chronically homeless.

To learn more about the process and to gain a better understanding of the allowable programs, you may access the Notice of Funding Availability for the Continuum of Care Program Competition at the HUD Homelessness Resource Exchange at <http://hudhre.info/>. To learn more about the CHWCoC and to obtain a copy of the Strategic Plan for the Continuum, you can contact Jeanie Budrus at dorothy.budrus@frontier.com.

The CHWCoC has a Prioritization and Evaluation Committee that will review the letters of intent, and notify the applicant as to whether the project 1) meets the priorities of the CHWCoC Strategic Plan and 2) meets the requirements of HUD for funding. Project Applicants must then complete their application (electronic through e-snaps) and the committee will review and rank them for submission.

Applicants who are not chosen for submission will be notified by October 20, 2014.

Letters of Intent should be prepared on agency letterhead and 1) sent to Francie Roberts-Buchanan, Director, Information and Referral Service, 455 Ninth Street, Huntington, WV 25701; or 2) e-mailed to fbuchana@cabell.lib.wv.us and must include the following:

- 1) The program for which you are applying;
(permanent housing, transitional housing, supportive services only, HMIS)
- 2) The amount of funds for which you are requesting;
- 3) The number of people you propose to serve annually;
- 4) Any special target populations for which you are serving,
(individuals, families, chronic homeless, veterans)
- 5) Whether the project is new or a renewal;
- 6) The name, email and phone number for the project key contact person

Assistance with information on where to access technical assistance on HUD's website will be provided and a copy of the Federal Docket and the process for application will be on file in the branch libraries in Cabell and Wayne Counties as well as distributed through the Family Resource Networks in Cabell and Wayne counties for public review and application transparency. Further, a copy of the CoC Consolidated Application is available upon request by contacting the collaborative applicant, which is the Coalition for the Homeless, 627 Fourth Avenue, Huntington, WV 25701.

Letters of Intent must also contain agreement to the following:

- 1) Recipient will enter client data into the CHWCoC HMIS system
- 2) Recipient will spend funding (should it be received) in a timely fashion, drawing project funds on a quarterly basis at the minimum.
- 3) Recipient will complete all reporting requirements, including Annual Performance Reports (APR) as required by HUD and the CHWCoC according to the due dates established.
- 4) Proposed project's assistance will include assisting program participants to achieve and maintain independent living and establishing a record of success (including but not limited to maintaining permanent housing for more than 6-months, employment, connection with mainstream resources etc.)
- 5) Project will meet the civil rights threshold requirements (Section IIIC.2.d. of the FY 2012 General Section (<http://portal.hud.gov/hudportal/documents/huddoc?id=2012gensecNOFA.pdf>))
- 6) Recipient will provide a signed Certification of Consistency with the Consolidated Plan (Form HUD-2991) (if the applicant is not a state or unit of local government) that the application for funding is consistent with the jurisdiction's HUD-approved consolidated plan.
- 7) Recipient will participate in the annual point-in-time count, conducted during the last week in January.
- 8) Successful letters of intent for any new projects will also include agreement to provide a completed Project Application in accordance with the requirements outlined by HUD

Please direct any additional questions to Francie Roberts-Buchanan at fbuchana@cabell.lib.wv.us or by calling 304-528-5660.

Francie Roberts-Buchanan, Chair
CHWCoC Prioritization and Evaluation Committee