August 12, 2022

To Whom It May Concern

**Kanawha Valley Collective Continuum of Care Letter of Intent to Apply**

**CoC Supplemental to Address Unsheltered and Rural Homelessness (Special NOFO)**

This new funding opportunity is additional funding set aside during the FY2020 Appropriations process designed to target efforts to reduce unsheltered homelessness, particularly in communities with very high levels of unsheltered homelessness and homelessness in rural areas. Through this Special NOFO, HUD will award funding to communities to implement coordinated approaches grounded in Housing First and public health principles to reduce the prevalence of unsheltered homelessness, and improve services engagement, health outcomes, and housing stability among highly vulnerable unsheltered individuals and families. HUD expects applicant communities to partner with health and housing agencies to leverage mainstream housing and healthcare resources.

**The maximum award amount for the Kanawha Valley Collective for the Unsheltered Homelessness Set Aside is $2,028,229 (over a 3-year grant term)**

HUD will select CoCs for funding based on CoC score, meaning the highest scoring CoC will have its rated and ranked projects that pass thresholds as described in Section V.C.3 and VIII.A.1 of this NOFO conditionally selected for funding. HUD will select projects in this manner until no more funds are available.

**The maximum award amount for the Kanawha Valley Collective for the Rural Set Aside is $162,065 *(over a 3-year grant term)*.** Projects included on the CoC’s Rural Set Aside project listing will be selected in order, up to the CoCs maximum funding amount, based on project application scores. HUD will award as follows:

HUD will award a point value to each project application that is on the Rural Set Aside project listing using a 100-point scale:

1. *CoC Score.* Up to 50 points in direct proportion to the score received on the questions from the CoC Application required to be answered for the Rural Set Aside (e.g. if a CoC received 60 out of 89 points on the Rural Set Aside CoC Application questions, the project application would receive 34 out of 50 points for this criterion).

2. *CoC Project Ranking.* Up to 40 points for the CoC’s ranking of the project application(s). To consider the CoCs ranking of projects, point values will be assigned directly related to the CoC’s ranking of project applications. The calculation of point values will be 50 times the quantity (1-x) where x is the ratio of the cumulative funding requests for all projects or portions of projects ranked higher by the CoC on the Rural Set Aside project listing plus one half of the funding of the project of interest to the total amount of funding available for the rural set aside. For example, if a CoC is eligible to apply for projects totaling $500,000 in the rural set aside and applies for 5 projects of $100,000 each: the highest-ranked project would receive 36 points, and then the subsequently ranked projects would receive 28, 20, 12, and 4 points

3. *Serving Structurally Disadvantaged Areas.* 10 points if the project applicant makes a commitment to serve individuals and families in geographic areas that have high levels of homelessness, housing distress, or poverty, and are located where CoC services have until now been entirely unavailable, such as, for example, trust lands and reservations.

*For a list of WV counties that meet the definition of rural area defined in Section III.C.2.k of this NOFO:* [*https://www.hud.gov/sites/dfiles/CPD/documents/CoC/Unsheltered-and-Rural-Homelessness-NOFO-FR-6500-B.pdf*](https://www.hud.gov/sites/dfiles/CPD/documents/CoC/Unsheltered-and-Rural-Homelessness-NOFO-FR-6500-B.pdf)*.*

**Policy Priorities for the Special NOFO:**

1. Unsheltered Homelessness and Individuals and Families Experiencing Homelessness with Severe Service Needs in Rural Areas

2. Involving a Broad Array of Stakeholders in the CoC’s Efforts to Reduce Homelessness

3. Advancing Equity

4. Use a Housing First approach

**Eligible Applicants and Important Dates:** Eligible Applicants for the Special NOFO funding (Project Applicants) are nonprofit organizations, States, local governments, instrumentalities of State and local governments, and faith-based organizations. For-profit entities are not eligible to apply for grants or to be subrecipients of grant funds. To be considered for funding, Project Applicants must:

* Complete and submit a Letter of Intent to the Kanawha Valley Collective due at **5:00pm on August 16th**. Upon receipt of a LOI, the KVC Staff will review agency capacity.
* Participate in community meetings to assist the Kanawha Valley Collective with developing a Community Plan for Serving Individuals and Families Experiencing Homelessness with Severe Service Needs.
* Complete the information required by HUD in the CoC Rural Set Aside Project Application in e-snaps due to the KVC CoC for review by **5:00pm on August 31st**.

And/or

* Complete the information required by HUD in the CoC Unsheltered Set Aside Project Application in e-snaps due to the KVC CoC for review by **5:00pm on August 31st**.

**Project Applicants may apply for the following new projects under the Special NOFO:**

1. **Permanent Housing (PH), including Permanent Supportive Housing (PSH) and Rapid Re-Housing (RRH).** These project types include leasing (PSH), rental assistance (RRH), operations (PSH), and supportive services costs (PSH and RRH).

2. **Joint Transitional Housing (TH) and PH-RRH component.** These project types include leasing (TH), rental assistance (RRH), operations (TH), and supportive services costs (TH and RRH).

3. **Supportive Service Only (SSO) – not including Coordinated Entry System**. SSO-non CES project components are intended to operate or enhance services for high service needs individuals and families through street outreach, housing search and placement services, case management to improve access to mainstream resources, discharge planning from institutionalized settings (e.g. justice, foster care, and hospitals), short-term emergency lodging through hotel/motel, and providing emergency food and clothing to program participant. No funding may be used to shelter program participants in existing shelter beds.

4. **Supportive Service Only (SSO) – Coordinated Entry System.** For a dedicated SSO-CES grant, the application must be from the CES Lead Agency (KVC) that will be the grant recipient.

5. **Homeless Management Information System.** For a dedicated HMIS grant, the application must be from the HMIS Lead Agency (KVC) that will be the grant recipient.

*6.* **Administrative Costs and Capacity Building.** Eligible capacity building activities include employee education, job training, staff retention activities such as financial incentives to staff, paying for continuing education opportunities, cross training within an organization, staff training and professional licensing or certification, and other professional development activities. *An applicant may apply for up to 20% of funds requested as part of the project, including project administrative costs, for capacity building activities.*

* 1. 7. Rehabilitation, New Construction, and Acquisition. a. Repairs, (such as insulation, window repair, door repair, roof repair, and repairs) that are necessary to make housing habitable to be used for transitional or permanent housing by people experiencing homelessness. *The total cost of repairs may not exceed $10,000 per structure.*
  2. b. Costs associated with making use of Federal Inventory property programs to house homeless individuals and families for preparing and submitting applications to obtain ownership of the real property; transfer taxes; recording fees; closing costs; building permit and zoning fees; attorney’s fees; rehabilitation of buildings and structures on the property necessary to bring them into compliance with local building codes and to convert them to the intended homeless assistance use; water, sanitation, sewer and utility hook-up fees and deposits and bringing lines to the property; wells; septic systems; and improving access to the real property from public roads.

*Additional details on CoC eligible costs can be found in the Special NOFO* and *Subpart D of the CoC Interim Rule.*

Letters of Intent should be prepared on agency letterhead, sent to Traci Strickland at [kanawhavalleycollective@yahoo.com](about:blank) 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 requested;  
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 can be found at [https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources](about:blank). Further, a copy of the CoC Consolidated Application is available upon request by contacting the GNCOC.

A submission of a Letter of Intent also implies consent to the following:

1) All clients served by the project must meet the homeless criteria as established by HUD.  
2) Recipient will enter client data into the KVCCOC HMIS system  
3) Recipient will spend funding (should it be received) in a timely fashion, drawing project funds on a quarterly basis at the minimum.  
4) Recipient will complete all reporting requirements, including Annual Performance Reports (APR) as required by HUD and the KVCCOC according to the due dates established.  
5) 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, increase of income through employment and connection with mainstream resources etc.)  
6) Project will meet the Project Eligibility Requirements of the FY 2022 Notice of Funding Availability for the 2022 CoC Program Competition - General Section.  
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. Completed applications are due by 5 pm on August 31, 2022.

The KVCCOC appreciates your assistance in this process and the work your agency does to help the homeless in our area. If you have any questions on any of this, please let me know.

Sincerely,

Traci Strickland

Executive Director

Kanawha Valley Collective

304-346-6639

**Mission:** *The Kanawha Valley Collective is a collaborative network dedicated to preventing and ending homelessness.*

**Vision:** *Everyone in our community has a safe, stable place to call home.*