

Before Starting the Project Listings for the CoC Priority Listing

The CoC Consolidated Application requires TWO submissions. Both this Project Priority Listing AND the CoC Application MUST be completed and submitted prior to the CoC Program Competition submission deadline stated in the NOFO.

The CoC Priority Listing includes:

- Reallocation forms – must be completed if the CoC is reallocating eligible renewal projects to create new projects or if a project applicant will transition from an existing component to an eligible new component.
- Project Listings:

- New;
- Renewal;
- UFA Costs;
- CoC Planning;
- YHPD Renewal; and
- YHDP Replacement.
- Attachment Requirement

- HUD-2991, Certification of Consistency with the Consolidated Plan – Collaborative Applicants must attach an accurately completed, signed, and dated HUD-2991.

Things to Remember:

- New and Renewal Project Listings – all project applications must be reviewed, approved and ranked, or rejected based on the local CoC competition process.
- Project applications on the following Project Listings must be approved, they are not ranked per the FY 2023 CoC Program Competition NOFO:

- UFA Costs Project Listing;
- CoC planning Project Listing;
- YHPD Renewal Project Listing; and
- YHDP Replacement Project Listing.
- Collaborative Applicants are responsible for ensuring all project applications accurately appear on the Project Listings and there are no project applications missing from one or more Project Listings.
- For each project application rejected by the CoC the Collaborative Applicant must select the reason for the rejection from the dropdown provided.
- If the Collaborative Applicant needs to amend a project application for any reason, the Collaborative Applicant MUST ensure the amended project is returned to the applicable Project Listing AND ranked BEFORE submitting the CoC Priority Listing to HUD in e-snaps.

Additional training resources are available online on HUD’s website.
https://www.hud.gov/program_offices/comm_planning/coc/competition

1A. Continuum of Care (CoC) Identification

Instructions:

For guidance on completing this form, please reference the FY 2023 CoC Priority Listing Detailed Instructions and FY 2023 CoC Priority Listing Navigational Guide on HUD's website. https://www.hud.gov/program_offices/comm_planning/coc/competition.

Collaborative Applicant Name: Maryland Department of Housing and Community Development

2. Reallocation

Instructions:

For guidance on completing this form, please reference the FY 2023 CoC Priority Listing Detailed Instructions and FY 2023 CoC Priority Listing Navigational Guide on HUD's website. https://www.hud.gov/program_offices/comm_planning/coc/competition.

2-1 Is the CoC reallocating funds from one or more eligible renewal grant(s) that will expire in Calendar Year 2024 into one or more new projects? Yes

Alert: As stated in the FY 2023 NOFO, CoCs may reallocate renewing Round 1 YHDP projects initially funded by HUD in the FY 2016 YHDP Competition.

CoCs **MAY NOT** reallocate YHDP Renewal grants initially awarded Round 2 or later YHDP funding.

3. Reallocation - Grant(s) Eliminated

CoCs reallocating eligible CoC and Round 1 YHDP renewal project funds to create new CoC project application(s) – as detailed in the FY 2023 CoC Program Competition NOFO – may do so by eliminating one or more expiring eligible CoC and Round 1 YHDP renewal projects. CoCs that are eliminating eligible CoC and Round 1 YHDP renewal projects must identify those projects on this form.

CoCs must not reallocate YHDP Renewal grants initially awarded Round 2 or later YHDP funding.

Amount Available for New Project: (Sum of All Eliminated Projects)				
\$67,365				
Eliminated Project Name	Grant Number Eliminated	Component Type	Annual Renewal Amount	Type of Reallocation
Transitional Hous...	MD0005L3B142215	TH	\$67,365	Regular

3. Reallocation - Grant(s) Eliminated Details

Instructions:

For guidance on completing this form, please reference the FY 2023 CoC Priority Listing Detailed Instructions and FY 2023 CoC Priority Listing Navigational Guide on HUD's website. https://www.hud.gov/program_offices/comm_planning/coc/competition.

3-1 Complete each of the fields below for each eligible renewal grant that is being eliminated during the reallocation process. Refer to the FY 2023 Grant Inventory Worksheet to ensure all information entered is accurate.

Eliminated Project Name: Transitional Housing Services

Grant Number of Eliminated Project: MD0005L3B142215

Eliminated Project Component Type: TH

Eliminated Project Annual Renewal Amount: \$67,365

3-2. Describe how the CoC determined that this project should be eliminated and include the date the project applicant was notified. (limit 2500 characters)

The CoC is prioritizing Permanent Housing opportunities for all new and renewal projects; the eliminated project will be converted from a TH to RRH model to better support program participants. The project was notified of the final elimination decision on September 13, 2023.

4. Reallocation - Grant(s) Reduced

CoCs reallocating eligible CoC and Round 1 YHDP renewal project funds to create new CoC project application(s) – as detailed in the FY 2023 CoC Program Competition NOFO – may do so by eliminating one or more expiring eligible CoC and Round 1 YHDP renewal projects. CoCs that are eliminating eligible CoC and Round 1 YHDP renewal projects must identify those projects on this form.

CoCs must not reallocate YHDP Renewal grants initially awarded Round 2 or later YHDP funding.

Amount Available for New Project (Sum of All Reduced Projects)					
\$73,249					
Reduced Project Name	Reduced Grant Number	Annual Renewal Amount	Amount Retained	Amount available for new project	Reallocation Type
BHA PSH Washingto...	MD0177L3B142215	\$294,498	\$229,498	\$65,000	Regular
WC PSH Individuals	MD0178L3B142215	\$186,149	\$181,912	\$4,237	Regular
Horne - Permanent...	MD0307L3B142209	\$188,917	\$185,101	\$3,816	Regular
Haina PWD#13 Cons...	MD0319L3B142208	\$192,826	\$192,630	\$196	Regular

4. Reallocation - Grant(s) Reduced Details

Instructions:

For guidance on completing this form, please reference the FY 2023 CoC Priority Listing Detailed Instructions and FY 2023 CoC Priority Listing Navigational Guide on HUD's website. https://www.hud.gov/program_offices/comm_planning/coc/competition.

4-1 Complete the fields below for each eligible renewal grant that is being reduced during the FY 2023 reallocation process. Refer to the FY 2023 Grant Inventory Worksheet to ensure all information entered is accurate.

Reduced Project Name: BHA PSH Washington County FY 2023
Grant Number of Reduced Project: MD0177L3B142215
Reduced Project Current Annual Renewal Amount: \$294,498
Amount Retained for Project: \$229,498
Amount available for New Project(s): \$65,000
(This amount will auto-calculate by selecting "Save" button)

4-2. Describe how the CoC determined that this project should be reduced and include the date the project applicant was notified of the reduction. (limit 750 characters)

The renewal project was reviewed based on project performance and grant management; based on a history of high recapture rates, the CoC determined that a portion of the project should be reallocated to create a new PH project. The project was notified of the reduction on September 13, 2023.

4. Reallocation - Grant(s) Reduced Details

Instructions:

For guidance on completing this form, please reference the FY 2023 CoC Priority Listing Detailed Instructions and FY 2023 CoC Priority Listing Navigational Guide on HUD's website. https://www.hud.gov/program_offices/comm_planning/coc/competition.

4-1 Complete the fields below for each eligible renewal grant that is being reduced during the FY 2023 reallocation process. Refer to the FY 2023 Grant Inventory Worksheet to ensure all information entered is accurate.

Reduced Project Name: WC PSH Individuals
Grant Number of Reduced Project: MD0178L3B142215
Reduced Project Current Annual Renewal Amount: \$186,149
Amount Retained for Project: \$181,912
Amount available for New Project(s): \$4,237
(This amount will auto-calculate by selecting "Save" button)

4-2. Describe how the CoC determined that this project should be reduced and include the date the project applicant was notified of the reduction. (limit 750 characters)

The project elected to voluntarily reduce their project request to best meet the needs of the organization. The applicant was notified that the reduction was finalized on September 13, 2023.

4. Reallocation - Grant(s) Reduced Details

Instructions:

For guidance on completing this form, please reference the FY 2023 CoC Priority Listing Detailed Instructions and FY 2023 CoC Priority Listing Navigational Guide on HUD's website. https://www.hud.gov/program_offices/comm_planning/coc/competition.

4-1 Complete the fields below for each eligible renewal grant that is being reduced during the FY 2023 reallocation process. Refer to the FY 2023 Grant Inventory Worksheet to ensure all information entered is accurate.

Reduced Project Name: Horne - Permanent Housing Project #11 - 2023 Renewal (MD0307L3B142209)
Grant Number of Reduced Project: MD0307L3B142209
Reduced Project Current Annual Renewal Amount: \$188,917

Amount Retained for Project: \$185,101
Amount available for New Project(s): \$3,816
(This amount will auto-calculate by selecting "Save" button)

4-2. Describe how the CoC determined that this project should be reduced and include the date the project applicant was notified of the reduction. (limit 750 characters)

The project elected to voluntarily reduce their project request to best meet the needs of the organization. The applicant was notified that the reduction was finalized on September 13, 2023.

4. Reallocation - Grant(s) Reduced Details

Instructions:

For guidance on completing this form, please reference the FY 2023 CoC Priority Listing Detailed Instructions and FY 2023 CoC Priority Listing Navigational Guide on HUD's website. https://www.hud.gov/program_offices/comm_planning/coc/competition.

4-1 Complete the fields below for each eligible renewal grant that is being reduced during the FY 2023 reallocation process. Refer to the FY 2023 Grant Inventory Worksheet to ensure all information entered is accurate.

Reduced Project Name: Haina PWD#13 Consolidated Grant - 2023 Renewal (MD0319L3B142208)
Grant Number of Reduced Project: MD0319L3B142208
Reduced Project Current Annual Renewal Amount: \$192,826
Amount Retained for Project: \$192,630
Amount available for New Project(s): \$196
(This amount will auto-calculate by selecting "Save" button)

4-2. Describe how the CoC determined that this project should be reduced and include the date the project applicant was notified of the reduction. (limit 750 characters)

The project elected to voluntarily reduce their project request to best meet the needs of the organization. The applicant was notified that the reduction was finalized on September 13, 2023.

Continuum of Care (CoC) New Project Listing

Instructions:

Prior to starting the New Project Listing, review the CoC Priority Listing Detailed Instructions and CoC Priority Listing Navigational Guide available on HUD’s website.

To upload all new project applications submitted to this Project Listing, click the "Update List" button. This process may take a few minutes based upon the number of new projects submitted by project applicant(s) to your CoC in the e-snaps system. You may update each of the Project Listings simultaneously. To review a project on the New Project Listing, click on the magnifying glass next to each project to view project details. To view the actual project application, click on the orange folder. If you identify errors in the project application(s), you can send the application back to the project applicant to make the necessary changes by clicking the amend icon. It is your sole responsibility for ensuring all amended projects are resubmitted, approved and ranked or rejected on this project listing BEFORE submitting the CoC Priority Listing in e-snaps. https://www.hud.gov/program_offices/comm_planning/coc/competition.

WARNING: If you amend project applications back to project applicants to make changes or corrections in e-snaps, you must approve the resubmitted project applications. If you do not approve the resubmitted project applications, they will not be included on your CoC’s Priority Listings, which could result in your CoC losing funding. HUD lacks the authority to fund projects unless they are included on the Priority Listings, which tell us which projects your CoC is prioritizing.

Project Name	Date Submitted	Comp Type	Applicant Name	Budget Amount	Grant Term	Rank	PH/Reallocation	PSH/RRH	Expansion
PSH - Families Ex...	2023-08-29 15:49:...	PH	Potomac Case Mana...	\$64,612	1 Year	E41	PH Bonus	PSH	Yes
Rapid Rehousing	2023-08-28 11:11:...	PH	Allegany County H...	\$66,044	1 Year	33	Reallocation	RRH	
Permanent Housing..	2023-09-05 11:05:...	PH	Shawna Nelms	\$331,512	1 Year	X	PH Bonus	PSH	
RRH 2023 Rural Fu...	2023-09-07 15:35:...	PH	Garrett County Co...	\$70,000	1 Year	X	PH Bonus	RRH	Yes

HRDC Leasing Supp...	2023-09-19 15:13:...	PH	Allegany County H...	\$30,429	1 Year	E43	Reallocati on	PSH	Yes
Southern Crossing. ..	2023-09-20 09:20:...	Joint TH & PH-RRH	LifeStyles of Mar...	\$108,521	1 Year	37	PH Bonus		
Fuller House Join...	2023-09-20 09:10:...	Joint TH & PH-RRH	LifeStyles of Mar...	\$134,257	1 Year	38	Both		
MD-514 CoC DV Bon...	2023-09-22 13:54:...	SSO	Maryland Departme ...	\$299,422	1 Year	D44	DV Bonus		
HHS Housing First...	2023-09-26 19:28:...	PH	City of Frederick	\$57,000	1 Year	E39	PH Bonus	PSH	Yes
FFNP Housing Firs...	2023-09-27 20:50:...	PH	Friends for Neigh...	\$30,000	1 Year	42	Reallocati on	PSH	
SHP DIS 2023 Rura...	2023-09-28 10:18:...	PH	Garrett County Co...	\$75,000	1 Year	E40	PH Bonus	PSH	Yes

Continuum of Care (CoC) Renewal Project Listing

Instructions:

Prior to starting the Renewal Project Listing, review the CoC Priority Listing Detailed Instructions and CoC Priority Listing Navigational Guide available on HUD's website.

To upload all renewal project applications submitted to this Project Listing, click the "Update List" button. This process may take a few minutes based upon the number of renewal projects submitted by project applicant(s) to your CoC in the e-snaps system. You may update each of the Project Listings simultaneously. To review a project on the Renewal Project Listing, click on the magnifying glass next to each project to view project details. To view the actual project application, click on the orange folder. If you identify errors in the project application(s), you can send the application back to the project applicant to make necessary changes by clicking the amend icon. It is your sole responsibility for ensuring all amended projects are resubmitted, approved and ranked or rejected on this project listing BEFORE submitting the CoC Priority Listing in e-snaps.

https://www.hud.gov/program_offices/comm_planning/coc/competition.

The Collaborative Applicant certifies that there is a demonstrated need for all renewal permanent supportive housing and rapid re-housing projects listed on the Renewal Project Listing.	X
The Collaborative Applicant certifies all renewal permanent supportive housing and rapid rehousing projects listed on the Renewal Project Listing comply with program requirements and appropriate standards of quality and habitability.	X
The Collaborative Applicant does not have any renewal permanent supportive housing or rapid re-housing renewal projects.	

WARNING: If you amend project applications back to project applicants to make changes or corrections in e-snaps, you must approve the resubmitted project applications. If you do not approve the resubmitted project applications, they will not be included on your CoC's Priority Listings, which could result in your CoC losing funding. HUD lacks the authority to fund projects unless they are included on the Priority Listings, which tell us which projects your CoC is prioritizing.

Project Name	Date Submitted	Grant Term	Applicant Name	Budget Amount	Rank	PSH/RRH	Comp Type	Consolidation Type	Expansion Type
Y Permanent Housing	2023-08-17 13:58:...	1 Year	Cumberland and YMCA	\$390,566	C15	PSH	PH	Individual	
HCAA Centralized ...	2023-08-23 14:35:...	1 Year	Harford Community...	\$30,000	36		SSO		
Aldridge PWD#16 C...	2023-08-23 13:51:...	1 Year	Housing Authority ...	\$100,100	6	PSH	PH		
SARC 2021 New Pro...	2023-08-25 11:21:...	1 Year	The Sexual Assaul...	\$50,324	31	RRH	PH		
Owens Rapid Rehou...	2023-08-23 10:06:...	1 Year	Housing Authority ...	\$202,830	27	RRH	PH		
Y Gilchrist Housing	2023-08-17 14:15:...	1 Year	Cumberland and YMCA	\$70,350	C14	PSH	PH	Survivor	
Marek PWD#9 Conso...	2023-08-22 15:46:...	1 Year	Housing Authority ...	\$201,153	12	PSH	PH		
Haina PWD#13 Cons...	2023-08-23 13:43:...	1 Year	Housing Authority ...	\$192,630	18	PSH	PH		
Nicholson - Perma...	2023-08-23 10:01:...	1 Year	Housing Authority ...	\$273,056	16	PSH	PH		
LifeStyle s' DV Jo...	2023-08-27 18:00:...	1 Year	LifeStyle s of Mar...	\$50,516	32		Joint TH & PH-RRH		
Home - Permanent...	2023-08-25 15:50:...	1 Year	Housing Authority ...	\$185,101	20	PSH	PH		
Waring Rapid Re-H...	2023-08-25 15:55:...	1 Year	Three Oaks Homele..	\$120,701	29	RRH	PH		
Rapid Re-housing ...	2023-08-28 09:52:...	1 Year	Cecil County, MD	\$54,393	30	RRH	PH		

HRDC Leasing Supp...	2023-08-28 11:14:...	1 Year	Allegany County H...	\$14,824	E4	PSH	PH		Expansion
FFNP Housing Firs...	2023-08-27 17:43:...	1 Year	Friends for Neigh...	\$52,927	2	PSH	PH		
Transitio nal Hous...	2023-08-28 11:15:...	1 Year	Allegany County H...	\$67,365	X		TH		
RRH 2023	2023-08-28 16:27:...	1 Year	Garrett County Co...	\$52,473	E28	RRH	PH		Expansion
SHP DIS 2023	2023-08-28 15:15:...	1 Year	Garrett County Co...	\$177,294	E7	PSH	PH		Expansion
Fortitude Renewal. ..	2023-08-27 18:36:...	1 Year	LifeStyle s of Mar...	\$169,403	5	PSH	PH		
MD-514 HMIS	2023-08-31 16:41:...	1 Year	Maryland Departm e...	\$55,077	1		HMIS		
HFH Prologue	2023-09-11 15:21:...	1 Year	Harford Family House	\$141,957	24	PSH	PH		
HFH PSH I	2023-09-11 15:19:...	1 Year	Harford Family House	\$107,983	22	PSH	PH		
BHA PSH Cecil Cou...	2023-09-21 14:06:...	1 Year	Maryland Departm e...	\$80,537	13	PSH	PH		
BHA PSH Southern ...	2023-09-21 13:48:...	1 Year	Maryland Departm e...	\$1,393,849	21	PSH	PH		
BHA PSH Harford C...	2023-09-21 13:42:...	1 Year	Maryland Departm e...	\$297,460	26	PSH	PH		
BHA PSH Allegany ...	2023-09-21 14:01:...	1 Year	Maryland Departm e...	\$66,013	19	PSH	PH		
BHA PSH Washingto...	2023-09-21 13:55:...	1 Year	Maryland Departm e...	\$229,498	23	PSH	PH		
BHA PSH Cecil Cou...	2023-09-21 14:03:...	1 Year	Maryland Departm e...	\$110,623	8	PSH	PH		

BHA PSH Frederick ...	2023-09-22 16:58:...	1 Year	Maryland Departm e...	\$314,000	9	PSH	PH		
PSH - Individua l ...	2023-09-26 19:18:...	1 Year	City of Frederick	\$135,000	11	PSH	PH		
Housing 1st SRO -...	2023-09-26 19:24:...	1 Year	City of Frederick	\$31,552	34	PSH	PH		
WC PSH Families	2023-09-27 10:51:...	1 Year	Potomac Case Mana...	\$38,383	E3	PSH	PH		Expansion
WC PSH Individua ls	2023-09-27 10:52:...	1 Year	Potomac Case Mana...	\$181,912	10	PSH	PH		
2023 AH PSH IV Ch...	2023-09-27 13:40:...	1 Year	Associat ed Cathol...	\$133,480	C17	PSH	PH	Individua l	
2023 AH PH-PSH Co...	2023-09-27 13:46:...	1 Year	Associat ed Cathol...	\$162,406	C25	PSH	PH	Survivor	
RRH - COC - SHIP	2023-09-27 14:15:...	1 Year	SHIP of Frederick ...	\$66,002	35		Joint TH & PH-RRH		

Continuum of Care (CoC) Planning Project Listing

Instructions:

Prior to starting the CoC Planning Project Listing, review the CoC Priority Listing Detailed Instructions and CoC Priority Listing Navigational Guide available on HUD's website.

To upload the CoC planning project application submitted to this Project Listing, click the "Update List" button. This process may take a few minutes while the project is located in the e-snaps system. You may update each of the Project Listings simultaneously. To review the CoC Planning Project Listing, click on the magnifying glass next to view the project details. To view the actual project application, click on the orange folder. If you identify errors in the project application, you can send the application back to the project applicant to make necessary changes by clicking the amend icon. It is your sole responsibility for ensuring all amended projects are resubmitted, approved and ranked or rejected on this project listing BEFORE submitting the CoC Priority Listing in e-snaps.

Only one CoC planning project application can be submitted and only by the Collaborative Applicant designated by the CoC which must match the Collaborative Applicant information on the CoC Applicant Profile.

https://www.hud.gov/program_offices/comm_planning/coc/competition.

WARNING: If you amend project applications back to project applicants to make changes or corrections in e-snaps, you must approve the resubmitted project applications. If you do not approve the resubmitted project applications, they will not be included on your CoC's Priority Listings, which could result in your CoC losing funding. HUD lacks the authority to fund projects unless they are included on the Priority Listings, which tell us which projects your CoC is prioritizing.

Project Name	Date Submitted	Grant Term	Applicant Name	Budget Amount	Accepted?
MD-514 CoC Planni...	2023-09-18 11:51:...	1 Year	Maryland Departme...	\$303,749	Yes

Continuum of Care (CoC) YHDP Renewal Project Listing

Instructions:

Prior to starting the YHDP Renewal Project Listing, review the CoC Priority Listing Detailed Instructions and CoC Priority Listing Navigational Guide available on HUD's website.

To upload all YHDP Renewal project applications submitted to this Project Listing, click the "Update List" button. This process may take a few minutes based upon the number of YHDP Renewal projects submitted by project applicant(s) to your CoC in the e-snaps system.

You may update each of the Project Listings simultaneously. To review a project on the YHDP Renewal Project Listing, click on the magnifying glass next to each project to view project details. To view the actual project application, click on the orange folder. If you identify errors in the project application(s), you can send the application back to the project applicant to make necessary changes by clicking the amend icon. It is your sole responsibility for ensuring all amended projects are resubmitted, approved and ranked (if applicable) or rejected on this project listing BEFORE submitting the CoC Priority Listing in e-snaps. .

As stated in the FY 2023 NOFO, CoCs must rank all YHDP Renewal projects that HUD initially funded in the FY 2016 (Round 1) YHDP Competition.
https://www.hud.gov/program_offices/comm_planning/coc/competition.

The Collaborative Applicant certifies that there is a demonstrated need for all renewal permanent supportive housing and rapid rehousing projects listed on the YHDP Renewal Project Listing.

The Collaborative Applicant certifies all renewal permanent supportive housing and rapid rehousing projects listed on the YHDP Renewal Project Listing comply with program requirements and appropriate standards of quality and habitability.

The Collaborative Applicant does not have any renewal permanent supportive housing or rapid rehousing YHDP renewal projects.

WARNING: If you amend project applications back to project applicants to make changes or corrections in e-snaps, you must approve the resubmitted project applications. If you do not approve the resubmitted project applications, they will not be included on your CoC's Priority Listings, which could result in your CoC losing funding. HUD lacks the authority to fund projects unless they are included on the Priority Listings, which tell us which projects your CoC is prioritizing.

Project Name	Date Submitted	Applicant Name	Budget Amount	Comp Type	Grant Term	Accepted ?	Rank	PSH/RRH	Consolidation Type
This list contains no items									

Continuum of Care (CoC) YHDP Replacement Project Listing

Instructions:

Prior to starting the YHDP Replacement Project Listing, review the CoC Priority Listing Detailed Instructions and CoC Priority Listing Navigational Guide available on HUD's website.

To upload all YHDP Replacement project applications submitted to this Project Listing, click the "Update List" button. This process may take a few minutes based upon the number of YHDP renewal projects submitted by project applicant(s) to your CoC in the e-snaps system.

You may update each of the Project Listings simultaneously. To review a project on the YHDP Replacement Project Listing, click on the magnifying glass next to each project to view project details. To view the actual project application, click on the orange folder. If you identify errors in the project application(s), you can send the application back to the project applicant to make necessary changes by clicking the amend icon. It is your sole responsibility for ensuring all amended projects are resubmitted, approved and ranked (if applicable) or rejected on this project listing BEFORE submitting the CoC Priority Listing in e-snaps.

As stated in the FY 2023 NOFO, CoCs must rank all YHDP Replacement applications for projects replacing YHDP Renewal projects that HUD initially funded in the FY 2016 (Round 1) YHDP Competition.
https://www.hud.gov/program_offices/comm_planning/coc/competition.

WARNING: If you amend project applications back to project applicants to make changes or corrections in e-snaps, you must approve the resubmitted project applications. If you do not approve the resubmitted project applications, they will not be included on your CoC's Priority Listings, which could result in your CoC losing funding. HUD lacks the authority to fund projects unless they are included on the Priority Listings, which tell us which projects your CoC is prioritizing.

Project Name	Date Submitted	Applicant Name	Budget Amount	Comp Type	Grant Term	Accepted?	Rank
This list contains no items							

Funding Summary

Instructions

This page provides the total budget summaries for each of the project listings after you approved and ranked the New, Renewal, Round 1 YHDP Renewal and Round 1 YHDP Replacement projects, or rejected project applications. You must review this page to ensure the totals for each of the categories is accurate.

The "Total CoC Request" indicates the total funding request amount your CoC's Collaborative Applicant will submit to HUD for funding consideration. As stated previously, only 1 UFA Cost project application (for UFA designated Collaborative Applicants only) and only 1 CoC Planning project application can be submitted and only the Collaborative Applicant designated by the CoC is eligible to request these funds.

Title	Total Amount
Renewal Amount	\$5,934,373
New Amount	\$865,285
CoC Planning Amount	\$303,749
YHDP Amount - Competitive	\$0
YHDP Amount - Non-Competitive	\$0
Rejected Amount	\$468,877
TOTAL CoC REQUEST	\$7,103,407

Attachments

Document Type	Required?	Document Description	Date Attached
Certification of Consistency with the Consolidated Plan (HUD-2991)	Yes	Certification of ...	09/28/2023
Other	No		
Other	No		
Project Rating and Ranking Tool (optional)	No	Project Rating an...	09/28/2023

Attachment Details

Document Description: Certification of Consistency with the Consolidated Plan (HUD-2991)

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description: Project Rating and Ranking Tool

Submission Summary

WARNING: The FY2021 CoC Consolidated Application requires 2 submissions. Both this Project Priority Listing AND the CoC Consolidated Application MUST be submitted.

WARNING: The FY2021 CoC Consolidated Application requires 2 submissions. Both this Project Priority Listing AND the CoC Consolidated Application MUST be submitted.

Page	Last Updated
Before Starting	No Input Required
1A. Identification	07/27/2023
2. Reallocation	07/27/2023
3. Grant(s) Eliminated	09/28/2023
4. Grant(s) Reduced	09/27/2023
5A. CoC New Project Listing	09/28/2023
5B. CoC Renewal Project Listing	09/27/2023
5D. CoC Planning Project Listing	09/19/2023
5E. YHDP Renewal Project Listing	No Input Required

5F. YHDP Replacement Project Listing	No Input Required
Funding Summary	No Input Required
Attachments	09/28/2023
Submission Summary	No Input Required

**U.S. Department of Housing
and Urban Development**

**Certification of Consistency Plan
with the Consolidated Plan
for the Continuum of Care
Program Competition**

I certify the proposed activities included in the Continuum of Care (CoC) project application(s) is consistent with the jurisdiction's currently approved Consolidated Plan.

Applicant Name: MD-514 MD Balance of State CoC, MD Department of Housing & Community Development

Project Name: See Attached

Location of the Project: See Attached

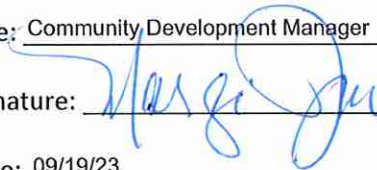
Name of

Certifying Jurisdiction: City of Hagerstown

Certifying Official

of the Jurisdiction Name: Margi Joe

Title: Community Development Manager

Signature: 

Date: 09/19/23

Public reporting burden for this collection of information is estimated to average 3.0 hours per response, including the time for reviewing instructions, completing the form, attaching a list of projects if submitting one form per jurisdiction, obtaining local jurisdiction's signature, and uploading to the electronic e-snaps CoC Consolidated Application. This agency may not conduct or sponsor, and a person is not required to respond to, a collection information unless that collection displays a valid OMB control number.

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**U.S. Department of Housing
and Urban Development**

**Certification of Consistency Plan
with the Consolidated Plan
for the Continuum of Care
Program Competition**

I certify the proposed activities included in the Continuum of Care (CoC) project application(s) is consistent with the jurisdiction's currently approved Consolidated Plan.

Applicant Name: MD-514 MD Balance of State CoC, MD Department of Housing & Community Development

Project Name: See Attached

Location of the Project: See Attached

Name of
Certifying Jurisdiction: City of Cumberland, Maryland

Certifying Official
of the Jurisdiction Name: Raymond M. Morriss

Title: Mayor

Signature: 

Date: September 15, 2023

Public reporting burden for this collection of information is estimated to average 3.0 hours per response, including the time for reviewing instructions, completing the form, attaching a list of projects if submitting one form per jurisdiction, obtaining local jurisdiction's signature, and uploading to the electronic e-snaps CoC Consolidated Application. This agency may not conduct or sponsor, and a person is not required to respond to, a collection information unless that collection displays a valid OMB control number.

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Instructions for completing the HUD-2991, Certification of Consistency with the Consolidated Plan

The following information must be completed by the Continuum of Care's designated Collaborative Applicant. If the CoC has multiple projects, it may complete a single HUD-2991 for the jurisdiction provided the Collaborative Applicant includes a list of all projects with applicant names, project names, and locations that will be submitted to HUD with the form when forwarding to the jurisdiction for signature. If there are multiple jurisdictions located within a CoC's geographic area, it must obtain a signed HUD-2991 for each jurisdiction where projects are located.

Completed by the CoC's Collaborative Applicant:

Applicant Name. Enter the name of the project applicant's organization.

Project Name. Enter the name of the project application that will be submitted to HUD in the Continuum of Care Program Competition.

Location of the Project. Enter the physical address of the project; however, if the project is designated as a domestic violence project, enter a P.O. Box or address of the main administrative office provided it is not the same address as the project.

Name of Certifying Jurisdiction. Enter the name of jurisdiction that will review the project information and certify consistency with the Consolidated Plan (e.g., City of..., County, State).

Must be completed by the certifying jurisdiction.

Certifying Official of the Jurisdiction. Enter the name of the official who will sign the form.

Title. Enter the official title of the certifying official (e.g., mayor, county judge, state official).

Signature. The certifying official is to sign the form.

Date. Enter the date the certifying official signs the form.

Location	Applicant Name	Project Name	Housing Type	Project Type	Request Amount
249001 Allegany County	Allegany County Human Resources Development Commission	HRDC Lease // Supportive Housing Project	PSH	Renewal	\$ 14,824.00
249001 Allegany County	YMCA of Cumberland	Gilchrist PSH	PSH	Renewal	\$ 70,350.00
249001 Allegany County	YMCA of Cumberland	Y Permanent Housing	PSH	Renewal	\$ 390,566.00
249001 Allegany County	Maryland Department of Health	BHA PSH Allegany County	PSH	Renewal	\$ 66,013.00
249001 Allegany County	Human Resources Development Commission, Inc.	Rapid Re-Housing - TH Conversion	RRH	New	\$ 66,044.00
249001 Allegany County	Human Resources Development Commission, Inc.	HRDC Lease // Supportive Housing Project - EXPANSION	PSH	New	\$ 30,429.00
Coc-Wide	Maryland Department of Housing and Community Development	HMIS	HMIS	Renewal	\$ 55,077.00
Coc-Wide	Maryland Department of Housing and Community Development	DV Bonus - SSO CE Grant	SSO-CE	New	\$ 299,422.00
Coc-Wide	Maryland Department of Housing and Community Development	Coc Planning Grant	Planning	Planning	\$ 103,749.00

**U.S. Department of Housing
and Urban Development**

**Certification of Consistency Plan
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Program Competition**

I certify the proposed activities included in the Continuum of Care (CoC) project application(s) is consistent with the jurisdiction's currently approved Consolidated Plan.

Applicant Name: MD-514 MD Balance of State CoC, MD Department of Housing & Community Development

Project Name: See Attached

Location of the Project: See Attached

Name of
Certifying Jurisdiction: Frederick

Certifying Official
of the Jurisdiction Name: Michael O'Connor

Title: Mayor

Signature: 

Date: 9/15/2023

Public reporting burden for this collection of information is estimated to average 3.0 hours per response, including the time for reviewing instructions, completing the form, attaching a list of projects if submitting one form per jurisdiction, obtaining local jurisdiction's signature, and uploading to the electronic e-snaps CoC Consolidated Application. This agency may not conduct or sponsor, and a person is not required to respond to, a collection information unless that collection displays a valid OMB control number.

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HUD considers the completion of this form, including the local jurisdiction(s) authorizing official's signature, as confirmation the project application(s) proposed activities submitted to HUD in the CoC Program Competition are consistent with the jurisdiction's Consolidated Plan and, if the project applicant is a state or unit of local government, that the jurisdiction is following its Consolidated Plan per the requirement of 24 CFR part 91. Failure to either submit one form per project or one form with a listing of project information for each field (i.e., name of applicant, name of project, location of project) will result in a technical deficiency notification that must be corrected within the number of days designated by HUD, and further failure to provide missing or incomplete information will result in project application removal from the review process and rejection in the competitive process.

Instructions for completing the HUD-2991, Certification of Consistency with the Consolidated Plan

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Applicant Name. Enter the name of the project applicant's organization.

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Certifying Official of the Jurisdiction. Enter the name of the official who will sign the form.

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Signature. The certifying official is to sign the form.

Date. Enter the date the certifying official signs the form.

Location	Applicant Name	Project Name	Housing Type	Project Type	Requested Amount
CoC-Wide	Maryland Department of Housing and Community Development	HMIS	HMIS	Renewal	\$ 55,077.00
CoC-Wide	Maryland Department of Housing and Community Development	DV Bonus - SSO CE Grant	SSO-CE	New	\$ 299,422.00
CoC-Wide	Maryland Department of Housing and Community Development	CoC Planning Grant	Planning	Planning	\$ 303,749.00
240552 City of Frederick, 249021 Frederick County	Friends for Neighborhood Progress, Inc.	FFNP Housing First	PSH	Renewal	\$ 52,927.00
240552 City of Frederick, 249021 Frederick County	Maryland Department of Health, Behavioral Health Administration	BHA PSH Frederick County	PSH	Renewal	\$ 314,000.00
240552 City of Frederick, 249021 Frederick County	City of Frederick	Housing 1st SRO - Individual Project (PSH-Individual)	PSH	Renewal	\$ 135,000.00
240552 City of Frederick, 249021 Frederick County	City of Frederick	New Project Application FY2022 (Housing 1st SRO)	PSH	Renewal	\$ 31,552.00
240552 City of Frederick, 249021 Frederick County	Student Homelessness Initiative Partnership of Frederick County	RRH - CoC - SHIP	Joint TH-RRH	Renewal	\$ 66,002.00
240552 City of Frederick, 249021 Frederick County	City of Frederick	HHS Housing First New FY2023	PSH	New	\$ 57,000.00
240552 City of Frederick, 249021 Frederick County	Friends for Neighborhood Progress	FFNP Housing First Bonus FY23	PSH	New	\$ 30,000.00

Location	Applicant Name	Project Name	Housing Type	Project Type	Requested Amount
249001 Allegany County	Allegany County Human Resources Development Commission	HRDC Leasing Supportive Housing Project	PSH	Renewal	\$ 14,824.00
249001 Allegany County	YMCA of Cumberland	Gilchrist PSH	PSH	Renewal	\$ 70,350.00
249001 Allegany County	YMCA of Cumberland	Y Permanent Housing	PSH	Renewal	\$ 390,566.00
249001 Allegany County	Maryland Department of Health	BHA PSH Allegany County	PSH	Renewal	\$ 66,013.00
249001 Allegany County	Human Resources Development Commission, Inc.	Rapid Re-housing - TH Conversion	RRH	New	\$ 66,044.00
249001 Allegany County	Human Resources Development Commission, Inc.	HRDC Leasing Supportive Housing Project - EXPANSION	PSH	New	\$ 30,429.00
CoC-Wide	DHCD	HMIS	HMIS	Renewal	\$ 55,077.00
CoC-Wide	Maryland Department of Housing and Community Development	DV Bonus - SSO CE Grant	SSO-CE	New	\$ 299,422.00
CoC-Wide	Maryland Department of Housing and Community Development	CoC Planning Grant	Planning	Planning	\$ 303,749.00
249015 Cecil County	Maryland Department of Health	BHA PSH Cecil County 7 Unit	PSH	Renewal	\$ 110,623.00
249015 Cecil County	Maryland Department of Health	BHA PSH Cecil County 5 Unit	PSH	Renewal	\$ 80,537.00
249015 Cecil County	Cecil County, Maryland	Rapid Re-housing	RRH	Renewal	\$ 54,393.00
240552 City of Frederick, 249021 Frederick County	Friends for Neighborhood Progress, Inc.	FFNP Housing First	PSH	Renewal	\$ 52,927.00
240552 City of Frederick, 249021 Frederick County	Maryland Department of Health, Behavioral Health Administration	BHA PSH Frederick County	PSH	Renewal	\$ 314,000.00
240552 City of Frederick, 249021 Frederick County	City of Frederick	Housing 1st SRO - Individual Project (PSH-Individual)	PSH	Renewal	\$ 135,000.00
240552 City of Frederick, 249021 Frederick County	City of Frederick	New Project Application FY2022 (Housing 1st SRO)	PSH	Renewal	\$ 31,552.00
240552 City of Frederick, 249021 Frederick County	Student Homelessness Initiative Partnership of Frederick County	RRH - CoC - SHIP	Joint TH-RRH	Renewal	\$ 66,002.00
240552 City of Frederick, 249021 Frederick County	City of Frederick	HHS Housing First New FY2023	PSH	New	\$ 57,000.00
240552 City of Frederick, 249021 Frederick County	Friends for Neighborhood Progress	FFNP Housing First Bonus FY23	PSH	New	\$ 30,000.00
249023 Garrett County	Garrett County Community Action Committee, Inc.	SHP DIS 2019	PSH	Renewal	\$ 177,294.00
249023 Garrett County	Garrett County Community Action Committee, Inc.	RRH for Individuals and Families	RRH	Renewal	\$ 52,473.00
249023 Garrett County	Garrett County Community Action Committee, Inc.	Rural Bonus PSH	PSH	New	\$ 75,000.00
249025 Harford County	Associated Catholic Charities, Inc.	2021 AH PSH IV Chronic Homeless	PSH	Renewal	\$ 133,480.00
249025 Harford County	Harford Family House, Inc.	HFH PSH I	PSH	Renewal	\$ 107,983.00
249025 Harford County	Harford Family House, Inc.	Prologue PSH	PSH	Renewal	\$ 141,957.00
249025 Harford County	Associated Catholic Charities, Inc.	2021 AH PH Consolidated	PSH	Renewal	\$ 162,406.00
249025 Harford County	Maryland Department of Health	BHA PSH Harford County	PSH	Renewal	\$ 297,460.00
249025 Harford County	The Sexual Assault/Spousal Abuse Resource Center	SARC 2021 New Project	RRH	Renewal	\$ 50,324.00
249025 Harford County	Harford Community Action Agency Inc.,	HCAA Centralized Intake Support Services	SSO-CE	Renewal	\$ 30,000.00
249009 Calvert County, 249037 St. Mary's County, 249017 Charles County	LifeStyles of Maryland Foundation, Inc.	Fortitude	PSH	Renewal	\$ 169,403.00
249009 Calvert County, 249037 St. Mary's County, 249017 Charles County	Housing Authority of St. Mary's County, MD	Aldridge PWD#16 Consolidated Grant	PSH	Renewal	\$ 100,100.00
249009 Calvert County, 249037 St. Mary's County, 249017 Charles County	Housing Authority of St. Mary's County, MD	Marek PWD#9 Consolidated Grant	PSH	Renewal	\$ 201,153.00
249009 Calvert County, 249037 St. Mary's County, 249017 Charles County	Housing Authority of St. Mary's County, MD	Nicholson - Permanent Housing Project #8	PSH	Renewal	\$ 273,056.00
249009 Calvert County, 249037 St. Mary's County, 249017 Charles County	Housing Authority of St. Mary's County, MD	Haina PWD#13 Consolidated Grant	PSH	Renewal	\$ 192,630.00
249009 Calvert County, 249037 St. Mary's County, 249017 Charles County	Housing Authority of St. Mary's County, MD	Home - Permanent Housing Project #11	PSH	Renewal	\$ 185,101.00
249009 Calvert County, 249037 St. Mary's County, 249017 Charles County	Maryland Department of Health	BHA PSH Southern MD	PSH	Renewal	\$ 1,393,849.00
249009 Calvert County, 249037 St. Mary's County, 249017 Charles County	Housing Authority of St. Mary's County, MD	Owens Rapid Rehousing Consolidated Grant	RRH	Renewal	\$ 202,830.00
249009 Calvert County, 249037 St. Mary's County, 249017 Charles County	Three Oaks Homeless Shelter, Inc*	Waring Rapid Re-Housing Consolidated Project	RRH	Renewal	\$ 120,701.00
249009 Calvert County, 249037 St. Mary's County, 249017 Charles County	LifeStyles of Maryland Foundation, Inc.	LifeStyles' DV Joint	Joint TH-RRH	Renewal	\$ 50,516.00
249009 Calvert County, 249037 St. Mary's County, 249017 Charles County	LifeStyles of Maryland Foundation, Inc.	Southern Crossing Joint TH-RRH	Joint TH-RRH	New	\$ 108,521.00
249009 Calvert County, 249037 St. Mary's County, 249017 Charles County	LifeStyles of Maryland Foundation, Inc.	Fuller House Joint TH-RRH	Joint TH-RRH	New	\$ 134,257.00
249043 Washington County	Potomac Case Management Services, INC	WC PSH Families	PSH	Renewal	\$ 38,383.00
249043 Washington County	Potomac Case Management Services, INC	WC PSH Program Individuals	PSH	Renewal	\$ 181,912.00
249043 Washington County	Maryland Department of Health	BHA PSH Washington County	PSH	Renewal	\$ 229,498.00
249043 Washington County	Potomac Case Management Services, INC	PSH - Families Expansion	PSH	New	\$ 64,612.00

**U.S. Department of Housing
and Urban Development**

**Certification of Consistency Plan
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Program Competition**

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Applicant Name: _____

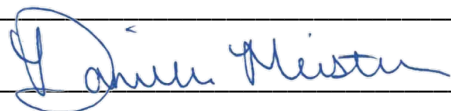
Project Name: _____

Location of the Project: _____

Name of
Certifying Jurisdiction: _____

Certifying Official
of the Jurisdiction Name: _____

Title: _____

Signature:  _____

Date: _____

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Instructions for completing the HUD-2991, Certification of Consistency with the Consolidated Plan

The following information must be completed by the Continuum of Care's designated Collaborative Applicant. If the CoC has multiple projects, it may complete a single HUD-2991 for the jurisdiction provided the Collaborative Applicant includes a list of all projects with applicant names, project names, and locations that will be submitted to HUD with the form when forwarding to the jurisdiction for signature. If there are multiple jurisdictions located within a CoC's geographic area, it must obtain a signed HUD-2991 for each jurisdiction where projects are located.

Completed by the CoC's Collaborative Applicant:

Applicant Name. Enter the name of the project applicant's organization.

Project Name. Enter the name of the project application that will be submitted to HUD in the Continuum of Care Program Competition.

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Must be completed by the certifying jurisdiction.

Certifying Official of the Jurisdiction. Enter the name of the official who will sign the form.

Title. Enter the official title of the certifying official (e.g., mayor, county judge, state official).

Signature. The certifying official is to sign the form.

Date. Enter the date the certifying official signs the form.

**U.S. Department of Housing
and Urban Development**

**Certification of Consistency Plan
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Program Competition**

I certify the proposed activities included in the Continuum of Care (CoC) project application(s) is consistent with the jurisdiction's currently approved Consolidated Plan.

Applicant Name: MD-514 MD Balance of State CoC, MD Department of Housing & Community Development

Project Name: See Attached

Location of the Project: See Attached

Name of
Certifying Jurisdiction: Harford County, Maryland

Certifying Official
of the Jurisdiction Name: Robert G. Cassilly

Title: County Executive

Signature: 

Date: 7/28/23

Public reporting burden for this collection of information is estimated to average 3.0 hours per response, including the time for reviewing instructions, completing the form, attaching a list of projects if submitting one form per jurisdiction, obtaining local jurisdiction's signature, and uploading to the electronic e-snaps CoC Consolidated Application. This agency may not conduct or sponsor, and a person is not required to respond to, a collection information unless that collection displays a valid OMB control number.

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Location	Applicant Name	Project Name	Housing Type	Project Type	Requested Amount
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249001 Allegany County	YMCA of Cumberland	Y Permanent Housing	PSH	Renewal	\$ 390,566.00
249001 Allegany County	Maryland Department of Health	BHA PSH Allegany County	PSH	Renewal	\$ 66,013.00
249001 Allegany County	Human Resources Development Commission, Inc.	Rapid Re-Housing - TH Conversion	RRH	New	\$ 66,044.00
249001 Allegany County	Human Resources Development Commission, Inc.	HRDC Leasing Supportive Housing Project - EXPANSION	PSH	New	\$ 30,429.00
CoC-Wide	D-HCD	HMIS	HMIS	Renewal	\$ 55,077.00
CoC-Wide	Maryland Department of Housing and Community Development	DV Bonus - SSO CE Grant	SSO-CE	New	\$ 299,422.00
CoC-Wide	Maryland Department of Housing and Community Development	CoC Planning Grant	Planning	Planning	\$ 303,749.00
249015 Cecil County	Maryland Department of Health	BHA PSH Cecil County 7 Unit	PSH	Renewal	\$ 110,623.00
249015 Cecil County	Maryland Department of Health	BHA PSH Cecil County 5 Unit	PSH	Renewal	\$ 80,537.00
249015 Cecil County	Cecil County, Maryland	Rapid Re-housing	RRH	Renewal	\$ 54,393.00
249052 City of Frederick, 249021 Frederick County	Friends for Neighborhood Progress, Inc.	FFNP Housing First	PSH	Renewal	\$ 52,927.00
249052 City of Frederick, 249021 Frederick County	Maryland Department of Health, Behavioral Health Administration	BHA PSH Frederick County	PSH	Renewal	\$ 314,000.00
249052 City of Frederick, 249021 Frederick County	City of Frederick	Housing 1st SRO - Individual Project (PSH-Individual)	PSH	Renewal	\$ 135,000.00
249052 City of Frederick, 249021 Frederick County	City of Frederick	New Project Application FY2022 (Housing 1st SRO)	PSH	Renewal	\$ 31,552.00
249052 City of Frederick, 249021 Frederick County	Student Homelessness Initiative Partnership of Frederick County	RRH - CoC - SHIP	Joint TH-RRH	Renewal	\$ 66,002.00
249023 Garrett County	City of Frederick	HHS Housing First New FY2023	PSH	New	\$ 57,000.00
249023 Garrett County	Friends for Neighborhood Progress	FFNP Housing First Bonus FY23	PSH	New	\$ 30,000.00
249023 Garrett County	Garrett County Community Action Committee, Inc.	SHF DIS 2019	PSH	Renewal	\$ 177,294.00
249023 Garrett County	Garrett County Community Action Committee, Inc.	RRH for Individuals and Families	RRH	Renewal	\$ 52,473.00
249025 Harford County	Garrett County Community Action Committee, Inc.	Rural Bonus PSH	PSH	New	\$ 75,000.00
249025 Harford County	Associated Catholic Charities, Inc.	2021 AH PSH IV Chronic Homeless	PSH	Renewal	\$ 133,480.00
249025 Harford County	Harford Family House, Inc.	HFH PSH I	PSH	Renewal	\$ 107,983.00
249025 Harford County	Harford Family House, Inc.	Prologue PSH	PSH	Renewal	\$ 141,957.00
249025 Harford County	Associated Catholic Charities, Inc.	2021 AH PH Consolidated	PSH	Renewal	\$ 162,406.00
249025 Harford County	Maryland Department of Health	BHA PSH Harford County	PSH	Renewal	\$ 297,460.00
249025 Harford County	The Sexual Assault/Spousal Abuse Resource Center	SARC 2021 New Project	RRH	Renewal	\$ 50,324.00
249025 Harford County	Harford Community Action Agency, Inc.	HCAA Centralized Intake Support Services	SSO-CE	Renewal	\$ 30,000.00
249009 Calvert County, 249037 St. Mary's County, 249017 Charles County	LifeStyles of Maryland Foundation, Inc.	Fortitude	PSH	Renewal	\$ 169,403.00
249009 Calvert County, 249037 St. Mary's County, 249017 Charles County	Housing Authority of St. Mary's County, MD	Aldridge PWD#16 Consolidated Grant	PSH	Renewal	\$ 100,100.00
249009 Calvert County, 249037 St. Mary's County, 249017 Charles County	Housing Authority of St. Mary's County, MD	Marek PWD#9 Consolidated Grant	PSH	Renewal	\$ 201,153.00
249009 Calvert County, 249037 St. Mary's County, 249017 Charles County	Housing Authority of St. Mary's County, MD	Nicholson - Permanent Housing Project #8	PSH	Renewal	\$ 273,056.00
249009 Calvert County, 249037 St. Mary's County, 249017 Charles County	Housing Authority of St. Mary's County, MD	Haina PWD#13 Consolidated Grant	PSH	Renewal	\$ 192,630.00
249009 Calvert County, 249037 St. Mary's County, 249017 Charles County	Housing Authority of St. Mary's County, MD	Horne - Permanent Housing Project #11	PSH	Renewal	\$ 185,101.00
249009 Calvert County, 249037 St. Mary's County, 249017 Charles County	Maryland Department of Health	BHA PSH southern MD	PSH	Renewal	\$ 1,393,849.00
249009 Calvert County, 249037 St. Mary's County, 249017 Charles County	Three Oaks Homeless Shelter, Inc*	Owens Rapid Rehousing Consolidated Grant	RRH	Renewal	\$ 202,850.00
249009 Calvert County, 249037 St. Mary's County, 249017 Charles County	LifeStyles of Maryland Foundation, Inc.	Warning Rapid Re-Housing Consolidated Project	RRH	Renewal	\$ 120,701.00
249009 Calvert County, 249037 St. Mary's County, 249017 Charles County	LifeStyles of Maryland Foundation, Inc.	LifeStyles' DV Joint	Joint TH-RRH	Renewal	\$ 50,516.00
249009 Calvert County, 249037 St. Mary's County, 249017 Charles County	LifeStyles of Maryland Foundation, Inc.	Southern Crossing Joint TH-RRH	Joint TH-RRH	New	\$ 108,521.00
249043 Washington County	Potomac Case Management Services, INC	Fuller House Joint TH-RRH	Joint TH-RRH	New	\$ 134,257.00
249043 Washington County	Potomac Case Management Services, INC	WC PSH Families	PSH	Renewal	\$ 38,383.00
249043 Washington County	Maryland Department of Health	WC PSH Program Individuals	PSH	Renewal	\$ 181,912.00
249043 Washington County	Potomac Case Management Services, INC	BHA PSH Washington County	PSH	Renewal	\$ 229,498.00
249043 Washington County	Potomac Case Management Services, INC	PSH - Families Expansion	PSH	New	\$ 64,612.00

Location	Applicant Name	Project Name	Housing Type	Project Type	Requested Amount
249025 Harford County	Associated Catholic Charities, Inc.	2021 AH PSH IV Chronic Homeless	PSH	Renewal	\$ 133,480.00
249025 Harford County	Harford Family House, Inc.	HFH PSH I	PSH	Renewal	\$ 107,983.00
249025 Harford County	Harford Family House, Inc.	Prologue PSH	PSH	Renewal	\$ 141,957.00
249025 Harford County	Associated Catholic Charities, Inc.	2021 AH PH Consolidated	PSH	Renewal	\$ 162,406.00
249025 Harford County	Maryland Department of Health	BHA PSH Harford County	PSH	Renewal	\$ 297,460.00
249025 Harford County	The Sexual Assault/Spousal Abuse Resource Center	SARC 2021 New Project	RRH	Renewal	\$ 50,324.00
249025 Harford County	Harford Community Action Agency Inc.,	HCAA Centralized Intake Support Services	SSO-CE	Renewal	\$ 30,000.00



BoS CoC COMPETITION POLICIES



MARYLAND
BALANCE OF STATE
CONTINUUM OF CARE

VERSION 1.0
EFFECTIVE DATE: JULY 20, 2023

Revision History

Version	Effective Date	Description of Changes	CoC Approval Date
1.0	July 20, 2023	Initial Version	July 20, 2023

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INTRODUCTION

The Maryland Department of Housing and Community Development (DHCD) is the Collaborative Applicant and Lead Agency for the Maryland Balance of State Continuum of Care (MD BoS CoC). DHCD facilitates the local application competition in the MD BoS CoC for the Department of Housing and Urban Development (HUD) Continuum of Care (CoC) Program funds. In order to ensure a transparent and equitable process, this document serves to describe the process by which funding decisions are made.

The Continuum of Care Program Competition (24 CFR part 578) is designed to promote a community-wide commitment to the goal of ending homelessness; to provide funding for efforts by nonprofit providers, states, Indian Tribes or tribally designated housing entities, and local governments to quickly rehouse homeless individuals, families, persons fleeing domestic violence, dating violence, sexual assault, and stalking, and youth while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by homeless individuals and families, and to optimize self-sufficiency among those experiencing homelessness.

POLICY PRIORITIES

HUD has established policy priorities which are intended to help applicants better understand how the selection criteria support the goal of ending homelessness.

HUD Homeless Policy Priorities
Ending Homelessness for All Persons
Use a Housing First Approach
Reducing Unsheltered Homelessness
Improving System Performance
Partnering with Housing, Health, and Service Agencies
Racial Equity
Improving Assistance to LGBTQ+ Individuals
Persons with Lived Experience
Increasing Affordable Housing Supply

HUD COC APPLICATION SUBMISSION REQUIREMENTS

HUD requires three separate components be submitted as part of the application package, for both funding sources.

1. Collaborative Application: Overall competition application completed by the CoC Lead Agency (DHCD). Contents highlight the CoC's system-wide coordination and system performance. Must indicate how the CoC facilitated a transparent, data-driven competition process. The collaborative application determines the overall CoC Competition Score, which impacts the number new and renewal projects that will receive CoC funding.
2. Project Applications: Each new & renewing project must complete a project application in the eSNAPS system and submit before the deadline. These applications are completed by the individual project applicants.
3. Priority Listing: A form in eSNAPS that indicates which project applications the CoC accepted or rejected in the local competition and the ranked priority order of accepted projects. The Priority Listing also includes the overall, finalized budgets for all projects submitted in the competition. DHCD completes this portion of the application.

COC COMPETITION HIGHLIGHTS

HUD published the [FFY2023 CoC Funding Competition Notice of Funding Opportunity \(NOFO\)](#) on July 5, 2023; the competition will close on September 28, 2023, at 8:00 PM EST. All interested parties are encouraged to read the NOFO in its entirety.

AVAILABLE FUNDING

FFY2023 CoC NOFO Available Funding		
Annual Renewal Demand (ARD)	The base amount the CoC is eligible to apply for, includes all renewal projects	\$6,074,987
CoC Bonus Funding	Maximum amount of bonus funding available to create new projects, 7% of the FPRN	\$425,249
CoC Planning Grant Funding	Funding to provide staffing support for the Collaborative Applicant to administer HUD-required CoC activities, 5% of the FPRN	\$303,749
Total Amount of Available Funding		\$6,803,985

Domestic Violence Bonus Funding		
DV Bonus Funding	Maximum amount of designated bonus funding to create new DV dedicated projects, 7% of the PPRN	Amount Pending

FFY2023 ELIGIBLE RENEWAL PROJECTS

Projects eligible for renewal in the FFY2023 CoC Funding Competition include projects that are set to expire in calendar year 2024 and must be listed on the [2023 Grant Inventory Worksheet \(GIW\)](#). Renewal projects cannot request a total dollar amount than the total listed in the GIW. Renewal project applications may include requests to add eligible activities to the project, shift up to 10% of funds from one approved eligible activity to another and a change in the subpopulation served.

Appendix A includes the list of all MD BoS CoC eligible renewal projects.

FFY2023 ELIGIBLE NEW PROJECT TYPES

PERMANENT SUPPORTIVE HOUSING (PSH)

Permanent Supportive Housing in which housing assistance (e.g., long-term leasing or rental assistance) and supportive services are provided to assist households with at least one member with a disabling condition in achieving housing stability.

PSH combines non-time-limited, decent, safe and affordable housing assistance with wrap-around supportive services designed to help the individual or family stay housed and live a more productive life in the community.

There is no time limitation, and tenants may live in their homes as long as they meet the basic obligations of tenancy. While participation in services is encouraged, it is not a condition of living in the housing. These optional services are designed to build independent living and tenancy skills, assistance with integrating into the community, and connections to community-based health care, treatment, and employment services.

PSH projects must serve:

1. Persons eligible to be served by DedicatedPLUS Projects as described in the [CoC NOFO](#), in which all units funded by the project must be used to serve participants who meet the qualification of DedicatedPLUS, or;
2. Persons who are experiencing chronic homelessness at the time that they initially enroll in the project, as [defined by HUD](#).

Permanent Supportive Housing includes the following core components:

Housing First

- Adherence to the Housing First philosophy which values flexibility, individualized supports, client choice, and autonomy.
- Ensure that access to housing is not denied based on requirements that prospective tenants be “ready” for housing.
- Ensure that services provided are client-directed, respectful of individuals’ right to self-determination, and voluntary. Unless basic program-related case management is required by statute or regulation, participation in services should not be required.

Housing Identification

- Recruit landlords to provide housing opportunities for individuals and families experiencing homelessness.
- Address potential barriers to landlord participation such as concern about short term nature of rental assistance and tenant qualifications.
- Assist households to find and secure appropriate rental housing.

PSH Case Management and Services

- Help individuals and families experiencing homelessness identify and select among various permanent housing options based on their unique needs, preferences, and financial resources.
- Help individuals and families experiencing homelessness address issues that may impede access to housing (such as credit history, arrears, and legal issues).
- Help individuals and families negotiate manageable and appropriate lease agreements with landlords.
- Make appropriate services and supports available to families and individuals to allow them to stabilize in permanent housing.
- Provide flexible and voluntary services and supports to households that help them improve safety, well-being and achieve long-term goals. This may include providing or ensuring that the household has access to resources related to benefits, employment, and community-based services (if needed and appropriate).

RAPID REHOUSING (RRH)

Rapid Rehousing is permanent housing that provides short-term (up to three months) and/or medium-term (4-24 months) tenant-based rental assistance and supportive services to households experiencing homelessness.

RRH is designed to help individuals and families quickly exit homelessness and return to permanent housing. Assistance is offered without preconditions — like employment, income, absence of criminal record, or sobriety — and the resources and services provided are tailored to the unique needs of the household.

New Rapid Rehousing project must serve [persons who qualify as homeless](#) under paragraphs (1), (2), or (4) of 24 CFR 578.3, Section 103(b) of the McKinney-Vento Homeless Assistance Act.

Rapid Rehousing has the following core components:

Housing First

- Adherence to the Housing First philosophy which values flexibility, individualized supports, client choice, and autonomy.
- Ensure that access to housing is not denied based on requirements that prospective tenants be “ready” for housing.
- Ensure that services provided are client-directed, respectful of individuals’ right to self-determination, and voluntary. Unless basic program-related case management is required by statute or regulation, participation in services should not be required.

Housing Identification

- Recruit landlords to provide housing opportunities for individuals and families experiencing homelessness.
- Address potential barriers to landlord participation such as concern about short term nature of rental assistance and tenant qualifications.
- Assist households to find and secure appropriate rental housing.

Rent and Move-In Assistance

- Provide assistance to cover move-in costs, deposits, and the rental and/or utility assistance necessary to allow individuals and families to move immediately out of homelessness and to stabilize in permanent housing.

RRH Case Management and Services

- Help individuals and families experiencing homelessness identify and select among various permanent housing options based on their unique needs, preferences, and financial resources.
- Help individuals and families experiencing homelessness address issues that may impede access to housing (such as credit history, arrears, and legal issues).
- Help individuals and families negotiate manageable and appropriate lease agreements with landlords.
- Make appropriate and time-limited services and supports available to families and individuals to allow them to stabilize quickly in permanent housing.
- Monitor participants’ housing stability and be available to resolve crises, at a minimum during the time rapid re-housing assistance is provided.
- Provide or assist the household with connections to resources that help them improve their safety and well-being and achieve their long-term goals. This includes providing or ensuring that the household has access to resources related to benefits, employment, and community-based services (if needed and appropriate), so that they can sustain rent payments independently when rental assistance ends.
- Ensure that services provided are client-directed, respectful of individuals’ right to self-determination, and voluntary. Unless basic program-related case management is required by statute or regulation, participation in services should not be required to receive rapid re-housing assistance.

JOINT TRANSITIONAL HOUSING - RAPID REHOUSING (JOINT TH-RRH)

The Joint TH-RRH component project combines two existing program components – transitional housing and rapid rehousing – in a single project to serve individuals and families experiencing homelessness. Program participants may only receive up to 24-months of total assistance.

When a program participant is enrolled in a Joint TH-RRH component project, the recipient or subrecipient must be able to provide both components, including the units supported by the transitional housing component and the tenant-based rental assistance and services provided through the RRH component, to all participants.

A program participant may choose to receive only the TH unit or the assistance provided through the RRH component, but the recipient or subrecipient must make both types of assistance available.

Additionally, if CoC Program funds are not being requested for both TH and RRH units, the project application must describe and include the number of TH and RRH units that will be utilized by the project from another funding source, if selected for conditional award, and provide details in the project description of how TH and RRH assistance will be provided.

New Joint TH-RRH projects must serve [persons who qualify as homeless](#) under paragraphs (1), (2), or 4) of 24 CFR 578.3, Section 103(b) of the McKinney-Vento Homeless Assistance Act.

SUPPORTIVE SERVICES ONLY - COORDINATED ENTRY

SSO – Coordinated Entry grant applications must demonstrate a gap in the CE system and identify how the proposed project will fill the need. SSO-CE projects must ensure that the coordinated entry system is easily available/reachable for all persons within the CoC’s geographic area who are seeking homeless assistance; and must ensure that the system is accessible for persons with disabilities within the CoC’s geographic area. The SSO-CE project must develop a strategy for advertising that is designed specifically to reach homeless persons with the highest barriers within the CoC’s geographic area. Finally, the SSO-CE project must adhere to a standardized assessment process and ensure that program participants are directed to appropriate housing and services that fit their needs.

New SSO-CE projects must serve [persons who qualify as homeless](#) under paragraphs (1), (2), or (4) of 24 CFR 578.3, Section 103(b) of the McKinney-Vento Homeless Assistance Act.

BALANCE OF STATE COC LOCAL COMPETITION

GOALS & PRIORITIES FOR THE FY2023 COC COMPETITION

The CoC has identified the following funding priorities for the FY2023 CoC Competition:

- Submit a consolidated application that maximizes the CoC overall application score, ensures the highest possibility of all available funding and meets all required thresholds
- Fund projects that meet community needs
- Fund projects that are cost effective and maximize program and mainstream resources
- Fund projects that successfully end homelessness
- Promote the use of best practices
- Fund projects that will effectively meet HUD policies and priorities

In addition, the CoC has identified the following goals and priorities to guide final ranking of new and renewal projects in the 2023 CoC Consolidated Application:

- Project Ranking Goal: To prioritize activities that are most successful in ending homelessness and maximize funding available to end homelessness in the CoC, while also providing an incentive to all funded providers to monitor and improve their performance, including efficiency with funds and ensure continued funding with CoC resources.
- To that end, the following priorities, in no particular order, may help guide development of a final ranking approach:
 - The CoC may seek to preserve low-ranking projects at risk of losing funding where those projects represent the only CoC Program funding in their communities.
 - The CoC may consider reducing funding requests for the lowest ranked projects as a means to preserve funding for higher ranked projects, if needed, and keeping in line with other priorities.

- The CoC may consider ranking new projects higher than some renewal projects, where the CoC believes doing so will better help the CoC meet the ranking goal outlined above.
- Renewing projects in the Frederick County LHC will not be subject to involuntary reallocation in 2023 per [CoC Charter](#) guidance.

BALANCE OF STATE COMPETITION PROCESS

CoCs are required by HUD to review, rate and rank all project applications. The BoS uses the Performance Review Committee to facilitate the scoring and ranking process. Projects that are selected and ranked in priority order by the committee are provided to the CoC Board of Directors for final review.

The committee scores new project applications solely based on the responses to the Request for Proposals (RFP). Renewing projects are scores are derived from the Renewal Project Scorecard, based on actual project performance, and any required responses to the RFP.

All project application submissions undergo a threshold review for completion and accuracy prior to being scored by the Project Review Committee. Projects that submit incomplete applications or do not submit their application by the stated deadline in the competition timeline document may not be considered for funding.

PROJECT EVALUATION

The Performance Review Committee is responsible for implementing the evaluation process and project ranking approach. The evaluation process and related project ranking helps MD-514 to fully maximize CoC Program funds, make informed funding decisions and continue to move the CoC toward the goal of ending homelessness.

RENEWING COC PROJECTS

Renewing projects are evaluated via a project scorecard that utilizes performance and financial data, data quality elements, grant management efforts and CoC participation. The scorecard is used to establish which programs have been most successful in achieving HUD and locally determined performance standards; and to identify how programs are contributing to the overall System Performance of the CoC.

Scorecard performance data is gathered via Annual Performance Reports (APR) generated in HMIS; aggregate level APR data provides a CoC-wide baseline performance for relevant scorecard measures. After calculating average performance for each applicable measure, a +/-5% deviation is established for the scoring range. The range nearest the average percentage is eligible for 5 points; project percentages above the specified average will receive 10 points; and project percentages below the specified average range will receive 0 points. This method allows programs to be compared and scored specifically to other programs of the same project component type and identify which projects are most improving the CoC System Performance.

Scorecard measures that are not obtained from aggregate APRs are derived from other sources including but not limited to HMIS custom reporting, national data and best practices, HUD and eSNAPS project applications.

Project performance percentages are rounded to the nearest whole number for each measure and are scored accordingly.

Before using project reports to establish scores, DHCD will notify renewing projects of the performance date range and deadlines to complete all data corrections in HMIS.

Score card data is derived from HUD reports including Annual Performance Reviews (APRs), Data Quality Reports, System Performance Reports, Sage Reports and HMIS custom reports. Project applications and agency level reports may be used for data outside the HMIS.

A complete list of projects eligible for renewal in the FY2023 CoC Competition can be found in Appendix A: 2023 Renewal CoC Projects.

The following areas are evaluated as part of the renewal project evaluation process.

Scorecard Category Weight	
Project Performance	70%
HMIS Data Quality	20%
Grant Management & Financials	10%
Total Score	100%

PROJECT PERFORMANCE:

1. Quarterly Occupancy Utilization Rate (All Projects)
 - a) Purpose: Indicates efficient use of community resources. High occupancy indicates system efficiency and community demand for services. Project occupancy data is reported to HUD via the Housing Inventory Chart (HIC).
2. Percentage of chronically homeless households served (PSH projects only, RRH not scored)
 - a) Purpose: Indicates project success in ending chronic homelessness by measuring the number of chronically homeless participants served in the project during the measured year.
3. Percentage of participants who remained in PSH or exited to permanent housing (All Projects)
 - a) Purpose: Indicates project success in ending homelessness by measuring the number of participants with a permanent destination at project exit and those who remained in a permanent supportive housing project compared to the total number of participants active in the project during the measured year. HUD System Performance Measure #7.
4. Average length of time to move in at entry (RRH & PSH projects)
 - a) Purpose: Indicates the efficiency of the program in rapidly housing participants
5. Percentage of adult stayers at annual assessment who gained or increased employment income (All Projects)
 - a) Purpose: Indicates that the project is assisting households to increase self-sufficiency and stabilize housing by retaining or gaining employment income. HUD System Performance Measure #4.
6. Percentage of adult leavers at exit who gained or increased employment income (All Projects)
 - a) Purpose: Indicates that the project is assisting households to increase self-sufficiency and stabilize housing by retaining or gaining employment income. HUD System Performance Measure #4.
7. Percentage of adult stayers at annual assessment who gained or increased non-employment cash income (All Projects)
 - a) Purpose: Indicates that the project is assisting participants toward self-sufficiency through retaining or increasing income by utilizing all possible resources available to participants. HUD System Performance Measure #4.
8. Percentage of adult leavers at exit who gained or increased non-employment cash income (All Projects)
 - a) Purpose: Indicates that the project is assisting participants toward self-sufficiency through retaining or increasing income by utilizing all possible resources available to participants. HUD System Performance Measure #4.
9. Returns to Homelessness (All Projects)
 - a) Purpose: Indicates the project’s long-term success of participants who successfully exited within the past two years. HUD System Performance Measure #2.

HMIS DATA QUALITY:

10. Personal Identifying Information Error Rate (All Projects)
 - a) Purpose: To achieve accurate data collection and to satisfy HUD HMIS data requirements, projects must ensure that data entered into the local HMIS system is complete.
11. Universal Data Elements Error Rate (All Projects)
 - a) Purpose: To achieve accurate data collection and to satisfy HUD HMIS data requirements, projects must ensure that data entered into the local HMIS system is complete.
12. Income and Housing Data Quality (All Projects)
 - a) Purpose: To achieve accurate data collection and to satisfy HUD HMIS data requirements, projects must ensure that data entered in the local HMIS system is complete.
13. Chronic Homelessness Data Elements (All Projects)
 - a) Purpose: To achieve accurate data collection and to satisfy HUD HMIS data requirements, projects must ensure that data entered in the local HMIS system is complete.
14. Domestic Violence Provider: Comparable Database (VSP Projects)
 - a) Purpose: To ensure that Domestic Violence providers are in compliance with HUD regulations that require DV project data to be entered into a non-HMIS Comparable Database

Data provided from non-HMIS participating agencies sent in a CSV format unable to be processed through the electronic database utilized by HMIS participating agencies will be reviewed outside of the system for data quality and completeness.

GRANT MANAGEMENT & FINANCIALS:

15. Cost Efficiency (All Projects)
 - a) Purpose: It is important to HUD that programs demonstrate cost efficiency – the annual cost to retain or move someone into permanent housing.
16. Percentage of total grant funds recaptured in the most recent grant closeout (All Projects)
 - a) Purpose: It is important to HUD that programs show agency capacity to spend funds allocated in a timely manner and in full and allows for potential fund reallocation of unspent funds during the HUD CoC Competition.

COORDINATED ENTRY SYSTEM PARTICIPATION:

17. Not measured in 2023.

COC PARTICIPATION:

18. Not measured in 2023.

AGENCY RESPONSE:

19. Opportunity for projects to provide feedback on performance and spending. Section not scored.

FIRST YEAR RENEWALS

CoC projects renewing for the first time will not receive a scorecard since the project has not had the opportunity to complete a full year of performance. First year renewals will automatically be renewed pending the submission of requested narrative responses or documentation. However, first year renewals may be required to provide additional documentation based on the requirements of the HUD CoC NOFO.

NEW PROJECT REQUEST FOR PROPOSALS

If the CoC competition provides funding for new project opportunities, applicants are required to submit a response to the Balance of State Request for Proposals (RFP). Applicants must submit one RFP per project application. The BoS RFP will contain a series of narrative and past performance related questions. RFP questions are derived from local and HUD policies and priorities. Narrative questions may vary by project type (i.e. PSH, RRH) and project status (i.e. renewal, new), and will serve as an opportunity for applicants to

provide more detail regarding the proposed project. The Performance Review Committee is responsible for scoring this portion of the competition. A scoring matrix is provided to the committee to assist with a transparent scoring process.

Additional documentation may be requested per local priorities and HUD policies and priorities. All projects will be required to submit documentation to meet the threshold requirements as determined by HUD.

VICTIM SERVICE PROVIDER PROJECTS

Domestic Violence Provider project applications are reviewed, scored and ranked in the manner described in previous sections. All performance related data is provided by the Victim Service provider as generated from the non-HMIS Comparable Database.

Domestic Violence applicants may be required to describe methods and tools used to ensure and increase client safety while enrolled in the program through the local RFP.

For new projects seeking DV Bonus funding, additional questions will be required on the local RFP to demonstrate unmet community need and describe a proposed plan to address the unmet need, along with data sources and calculations used to establish the unmet need.

TOTAL PROJECT SCORE

The total project score for Renewal Projects with at least one full year of operation is comprised 100% from the project scorecard. MD-514 places an emphasis on project performance to align with HUD priorities. The total project score for New Projects, First-Time Renewals and Renewal Projects with less than one full year of operation is 100% derived from the local RFP (narrative responses), as score cards are not applicable for these projects.

FUND ALLOCATION PROCESS

The Performance Review Committee, a committee of the MD-514 CoC Board, is composed of unbiased, objective community members, who score project applications, rank projects as required and make funding recommendations to the CoC. Committee members are approved by the CoC Board and are not affiliated with applicant agencies and must complete conflict of interest documentation.

Committee members are provided training opportunities regarding the CoC NOFO, the scoring process and the ranking policy. Members are given materials a minimum of 1 week prior to the deliberations meeting to review, score, accept/reject/reallocate and rank project applications.

The following project application materials are provided to each committee member:

- Renewal Project Scorecard
- Local RFP responses for new projects
- Relevant eSNAPS data
- Relevant Project Financial Data
- Local Monitoring Materials, where applicable

The scores from each member are returned to DHCD for initial project ranking per the CoC policy. Committee members deliberate in a closed meeting to make ranking, funding and reallocation decisions as guided by CoC policy. Additionally, the committee will make decisions related to which projects to accept and/or reject in the local competition.

Once a consensus has been met, the committee will provide final ranking recommendations to the CoC Board of Directors for review and instruct the Collaborative Applicant to submit the project ranking within the HUD-required timeframe. The CoC will notify any projects that are rejected or reallocated within the HUD-required timeframe.

APPEALS

Project applicants may appeal funding related decisions for the following circumstances:

- There is a belief that the renewal project scorecard was calculated incorrectly.
- There is a belief that the CoC Competition Policies were not followed correctly.

All appeals must be submitted within two business days of the public posting of the project ranking list; appeals must be submitted to: boscoc.dhcd@maryland.gov.

MD BOS COC GRANT REALLOCATION POLICY

CoCs across the United States are required to monitor recipient and sub-recipient performance, evaluate outcomes and take action against poor performers (24 CFR 578.7(a)(6)). One available tool CoCs may use to take action against poor performance is reallocation. Reallocation is the process of distributing funding from a lower performing project and making those funds available for new projects without decreasing the CoC's Annual Renewal Demand (ARD).

Reallocation is an important tool since CoCs must ensure that recipients are good stewards of CoC Program Funding. Per the FY2019 United States Department of Housing and Urban Development (HUD) Appropriations Bill, HUD must give priority to Continuums of Care that allocate resources effectively. For FY2023 CoC Program funding, HUD will continue to prioritize CoCs who demonstrate that they actively review the performance of existing CoC funded projects and have a standard process for reallocating funds or have reallocated a total of at least 20 percent of the CoC's total ARD between the FY2018 and FY2023 CoC Competitions.

MD-514 uses local data to determine the characteristics of individuals and families with the highest needs and longest experiences of homelessness in order to develop housing and supportive services tailored to their needs through the CoC competition. MD-514 uses the reallocation process to create new projects that improve the overall system performance and better respond to the community need. The policy is in response to HUD's recommendation to reallocate low performing and underspent projects.

As stated in the MD-514 CoC Governance Charter, new Local Homelessness Coalitions that join the Balance of State will not be subject to involuntary reallocation during their first year of participation. Projects in the new LHC will be monitored and evaluated throughout the calendar year to allow for any necessary technical assistance and performance improvements. The goal of the CoC is to improve system performance as a whole and allow all projects the opportunity to be successful.

TYPES OF REALLOCATION

Reallocation can be involuntary or voluntary.

Involuntary reallocation is when the CoC "reclaims" some or all of a renewal project's funding which has been allocated to a particular agency without the explicit consent of the Agency in control of the funds. Involuntary reallocation happens when funding is redirected from an existing Renewal Project for the purpose of creating a New Project. Involuntary reallocation can result from the result of ongoing poor project performance or recurring underspending. Underspending, or grant recapture, is defined by the BoS CoC as a return of 10% or more of a project's awarded funds at the end of a project year, for two or more consecutive years.

Voluntary reallocation means that a project makes the choice to give up a portion or the entire amount of their project funding for the purpose of creating a new project or to change their project component type, e.g., from Transitional Housing to Rapid Rehousing.

VOLUNTARY REALLOCATION POLICY

To meet HUD and community priorities, renewal projects within the MD-514 geography may request a voluntary reallocation request if there is a decision to reduce the overall budget, reduce the number of households served, or acknowledging a difficulty in implementing all performance and compliance related requirements of the grant. Additionally, a project may elect to voluntarily reallocate funds to create a new Transition Grant. A Transition Grant is the process to fund a new CoC project by transitioning an eligible renewal project that is eliminated by reallocation to an eligible new project component over the course of a 1-year period. For

example, an existing CoC Transitional Housing project may decide to voluntarily reallocate the full project funding amount in order to create a new Permanent Housing project in the same amount. The new project will have 1 operational year to fully transition from Transitional Housing to Permanent Housing after HUD executes the grant agreement.

DHCD will offer technical support and acknowledgement letters for agencies who voluntarily reallocate grant awards.

Any agency interested in a voluntary reallocation during the annual CoC Funding Competition must notify the BoS CoC Lead Agency for further instruction.

INVOLUNTARY REALLOCATION POLICY

During each CoC Funding Competition, the CoC Lead Agency will provide renewal project scorecards to the Performance Review Committee to further evaluate project performance, determine the project ranking order and identify any need for involuntary reallocation. The scorecards review project performance, grant management capability and HMIS participation; data used to populate the scorecard is derived from annual performance reports, HMIS reports and two years of spending history. A renewal CoC project may be subject to involuntary reallocation based on the circumstances described below.

Project Performance

Renewal projects will be assessed on their project quality and ability to meet performance outcomes such as occupancy rates, participant income growth, successful exits and cost efficiency. All scored renewing projects are subject to an eligibility threshold; projects that score in the lowest 20% of all renewal projects may be subject to further evaluation and review. Further, those not meeting the eligibility threshold may be moved to a lower ranking status and therefore subject to involuntary reallocation.

Spending History

HUD assumes that projects will spend 100% of the funds allocated to them. Projects that fail to spend the total grant award may see a decrease in funding as those funds are added to the pool of funds available for reallocation to other projects. Projects that have a high recapture rate of 10% or greater for two consecutive program years, may be reduced to the amount disbursed at the end of the 12-month review. An exception to this policy may be made for new projects that could not expend funds due to implementation barriers. Please note that any organization found to have less than 100% of their grant expended may be required to provide an explanation on why funds were recaptured.

HMIS Participation

HMIS participation is required to meet HUD renewal project threshold requirements. Non-HMIS providers must use a comparable database that meets the needs of the local HMIS to meet this threshold. Monitoring results along with data quality reports will be examined to determine if agency participation in HMIS is adequate. Projects with a data error rate of 10% or more will be placed on a data quality corrective action plan to correct existing errors and prevent future occurrences. The corrective action plan will consist of a series of required data quality workshops for users within the project. Projects that do not meet threshold requirements or have the highest rates of data errors may be reallocated to higher performing projects or new projects.

MD BOS COC PROJECT RATING AND RANKING POLICY

MD-514 will use the following process to rank all project applications in the FY2023 Continuum of Care Program Competition to accomplish the following objectives:

- To prioritize those activities that are most successful in ending homelessness
- To maximize funding available to end homelessness in the CoC
- To maximize the CoC overall application score and ensure the highest possibility of project funding
- To provide an incentive to all funded providers to monitor and improve their performance, including efficiency with funds, to ensure continued funding with CoC resources
- Effectively meet HUD policies and priorities

Renewal Projects are scored utilizing objective criteria, including: project quality, past performance, cost effectiveness and contributions made to improve overall system performance. Domestic Violence providers will be evaluated utilizing data generated from a comparable database and are held to the same performance standards as non-domestic violence focused projects. MD-514 will monitor HUD required and local performance and compliance standards throughout the year and incorporate findings into the scoring process.

Once all renewal project scorecards are complete, the Performance Review Committee will preliminarily rank all renewal projects by project type, then by score according to rank order stated below. The ranking priority order is subject to any unforeseen requirements as stated in the annual CoC Competition NOFO.

Tie Breaker - Rank order for renewal projects that receive equal scores and are of the same project component type will be determined based on the most recent year grant recapture rate, the project with the lower recapture rate will be ranked above the project with the higher recapture rate.

Projects that are renewing for the first time, and subsequently have not completed a full project year and have not submitted an APR to HUD, will not have a Renewal Project Scorecard. These projects will be reviewed for current progress and compliance, will be required to respond to any RFP requirements and will be automatically renewed and given ranking priority over new project applications.

SSO-Coordinated Entry renewal projects will also not receive a Renewal Project Scorecard but will be subject to responding to the RFP and reviewed for compliance; if selected for funding, the project will be ranked over new project applications.

New projects are not subject to a renewal project scorecard and will be required to complete a narrative response that will be scored by the Performance Review Committee. New projects will be ranked in score order, below renewing projects.

New projects may be assessed on the following: project design, how the project addresses local priorities and needs, how the project aligns with local strategies and HUD's priority to end homelessness, budget appropriateness and accuracy, project match, CoC participation, community collaboration, organizational capacity, use of Housing First and implementation timeline.

There is no guarantee that new project applications will be included in the NOFA submission; exclusion factors may include: a project application scores poorly, the project applicant fails to meet threshold eligibility or limited availability of project funds.

PROJECT RANK ORDER

Projects will be ranked based on component type, in order of highest to lowest score.

1. Renewal permanent supportive housing projects, ranked in order of highest to lowest percentage score
2. Renewal rapid rehousing projects, ranked in order of highest to lowest percentage score
3. Renewal Joint TH-RRH, ranked in order of highest to lowest percentage score
4. Renewal TH, ranked in order of highest to lowest percentage score
5. First time renewals that do not have one full year of performance
6. Renewal SSO-CE projects that are not dedicated to the full BoS CoC geography
7. New projects based on committee score of RFP responses

As HMIS and Coordinated Entry are HUD mandated activities, these projects may be placed in Tier 1 to secure the funding needed for these activities. *Note:* only HMIS and SSO-Coordinated Entry projects that serve the full Balance of State CoC will be prioritized in Tier 1.

The CoC Planning Grant is non-competitive and is not a ranked project in this competition.

PROJECT RANKING ADJUSTMENT

The Performance Review Committee may adjust individual projects up or down in the ranking order to fulfill HUD priorities, prevent potential losses of funding and maximize the overall CoC application score. Other considerations to ranking adjustment include:

RENEWAL PROJECT SCORE THRESHOLD

All scored renewing projects are subject to an eligibility threshold. Projects that score in the lowest 20% of all renewal projects may be moved to a lower ranking status and may be subject to reallocation. For example, the Performance Review Committee may rank a new project above a renewing project that scores in the bottom 10%.

GEOGRAPHY

HUD has determined that geographic diversity is an appropriate consideration in selecting homeless assistance projects in the CoC competition. Likewise, MD-514 recognizes that geography is an appropriate consideration for the competition. Projects may be ranked higher to ensure CoC funded programs are accessible to people experiencing homelessness throughout the entire MD-514 geography.

VULNERABLE AND HIGH-NEEDS POPULATIONS

MD-514 recognizes that high quality projects serving vulnerable and high-needs populations, such as chronic homelessness, domestic violence and substance abuse; are a critical component to ending homelessness. To ensure the needs and vulnerabilities of these program participants are addressed, the Performance Review Committee may rank the projects higher to ensure the programs are prioritized to receive CoC funding. These programs must meet a need in the community, show positive housing related outcomes and provide choice to participants seeking the services offered.

New projects applying for the Domestic Violence Bonus funds will be ranked in Tier 2 to ensure that existing high performing renewal projects that serve high-needs populations will remain prioritized in the competition. If there are no other Domestic Violence renewal projects in Tier 1, Domestic Violence Bonus projects may be considered for Tier 1.

VOLUNTARY REALLOCATION

Projects that choose to voluntarily reallocate at least 50% of their current grant amount in order to apply for a new reallocation-based project may be granted additional consideration in the ranking order. Projects that elect to fully reallocate their grant in order to change project component types, a Transition Grant, will be included in this scenario.

FUNDING LEVERAGE

In alignment with the HUD CoC NOFO priorities, PSH and RRH project applications that demonstrate a commitment to leverage housing and/or health care system resources may be considered for a higher placement in the ranking order.

APPENDIX

APPENDIX A: ELIGIBLE RENEWAL PROJECTS

LHC	Applicant Name	Project Name	Project Type
AC	Allegany County Human Resources Development Commission, Inc.	HRDC Leasing Supportive Housing Project	PSH
AC	Maryland Department of Health, Behavioral Health Administration	BHA PSH Allegany County	PSH
AC	Allegany County Human Resources Development Commission, Inc.	Transitional Housing Services	TH
AC	YMCA of Cumberland	Y Permanent Housing	PSH
AC	YMCA of Cumberland	Y Gilchrist Housing	PSH
BoS	Maryland Department of Housing & Community Development	MD-514 HMIS	HMIS
CC	Maryland Department of Health, Behavioral Health Administration	BHA PSH Cecil County 7 Unit	PSH
CC	Maryland Department of Health, Behavioral Health Administration	BHA PSH Cecil County 5 Unit	PSH
CC	Cecil County, Maryland	Rapid Re-housing	RRH
FC	City of Frederick	Housing 1st SRO - Individual Project	PSH
FC	Friends for Neighborhood Progress, Inc.	FFNP Housing First Renewal	PSH
FC	Maryland Department of Health, Behavioral Health Administration	BHA PSH Frederick County	PSH
FC	City of Frederick	New Project Application FY2022	PSH
FC	Student Homelessness Initiative Partnership of Frederick County	New Project Application FY2022	Joint TH -RRH
GC	Garrett County Community Action Committee, Inc.	SHP DIS	PSH
GC	Garrett County Community Action Committee, Inc.	RRH	RRH
HC	Associated Catholic Charities, Inc.	AH PH Consolidated	PSH
HC	PROLOGUE, INC	Prologue PSH	PSH
HC	Harford Family House, Inc.	HFH PSH I	PSH
HC	Maryland Department of Health, Behavioral Health Administration	BHA PSH Harford County	PSH
HC	Harford Community Action Agency Inc.	HCAA Centralized Intake Supportive Services	SSO-CE
HC	Associated Catholic Charities, Inc.	AH PSH IV Chronic Homeless	PSH
HC	The Sexual Assault/Spousal Abuse Resource Center	SARC 2021 New Project 2022 Renewal	RRH
SM	Catholic Charities of The Archdiocese of Washington	Fortitude Renewal Project Application	PSH
SM	Maryland Department of Health, Behavioral Health Administration	BHA PSH Southern MD	PSH
SM	Housing Authority of St. Mary's County, MD	Nicholson - Permanent Housing Project #8	PSH
SM	Housing Authority of St. Mary's County, MD	Marek PWD#9 Consolidated Grant	PSH
SM	Housing Authority of St. Mary's County, MD	Horne - Permanent Housing Project #11	PSH
SM	Housing Authority of St. Mary's County, MD	Haina PWD#13 Consolidated Grant	PSH

SM	Housing Authority of St. Mary's County, MD	Owens Rapid Rehousing Consolidated Grant	RRH
SM	Three Oaks Homeless Shelter, Inc	Waring Rapid Re-Housing Consolidated Project	RRH
SM	Housing Authority of St. Mary's County, MD	Aldridge PWD#16 Consolidated Grant	PSH
SM	LifeStyles of Maryland Foundation, Inc.	LifeStyles' DV Joint TH-RRH	Joint TH -RRH
WC	Maryland Department of Health, Behavioral Health Administration	BHA PSH Washington County	PSH
WC	Potomac Case Management Services, INC	WC PSH Individuals	PSH
WC	Potomac Case Management Services, INC	WC PSH Families	PSH

APPENDIX B: SAMPLE RENEWAL SCORECARD

Recipient		Project Component Type	
Subrecipient		Reporting Period	July 1, 2022 - June 30, 2023
Project Name		Scorecard Status	Under Review

Total Project Score					
Total Project Score = Project Performance Percentage Achieved + HMIS Data Quality Percentage Achieved + Grant Management & Financials Percentage Achieved	Scoring Category	Total Points Achieved	Total Points Available	Category Weight	Percentage Achieved
	Project Performance	0	90	70%	0%
	HMIS Data Quality	0	50	20%	0%
	Grant Management	0	30	10%	0%
Total Score		0%			

Performance Criteria	Purpose & Source of Measurement	Formula Information	Performance Calculation	Points: 10	Points: 5	Points: 0	Points Received
Project Performance 70%							
Achieving project outcomes provides a benchmark for how well projects help to end homelessness. Assessing & monitoring project outcomes is necessary to understand a project's rate of success and contribution to CoC-wide performance goals.							
Quarterly Occupancy Utilization Rate	Household utilization rates demonstrate that the CoC is fully utilizing its inventory. APR Q8b & Application	January Total (Q08b, Row 1, Column 1)	#DIV/0!	>=90%	70% - 89%	<= 69%	
		April Total (Q08b, Row 2, Column 1)					
		July Total (Q08b, Row 3, Column 1)					
		October Total (Q08b, Row 4, Column 1)					
		Adjusted Total (Auto Calculates)					
Proposed number of households served	#DIV/0!						
Percentage of chronically homeless households served	Indicates community success in ending chronic homelessness by measuring the number of chronically homeless participants served in the project during the measured year. APR Q26a	Total Chronically Homeless Households served	#DIV/0!	PSH: >=75% RRH: N/A	PSH:50-74% RRH: N/A	PSH: <= 49% RRH: N/A	
		Total Households served					
Percentage of participants who remained in PSH or exited to permanent housing	Successful housing outcomes are one of the most important measures of project success. APR Q23c	Total Exits	#DIV/0!	PSH: >= 99% RRH: >= 91% TH: >= 81%	PSH: >=93-98% RRH: >=85-90% TH: >= 75-80%	PSH: >= 92% RRH: >= 84% TH: >= 74%	SCORING THRESHOLD UPDATE IN PROGRESS
		Total persons exiting to positive housing destinations + PSH Stayers					
		Total Deceased					
Average length of time from project entry date to housing move in date	The Housing Move in Date is collected to measure how long it takes for a client to physically move into housing from the time of project enrollment and gives a clear picture of whether the client is homeless or housed. APR Q22c	N/A		PSH & RRH: 24 Days or Less	PSH & RRH: 25-35 Days	PSH & RRH: 36 Days or More	
Percentage of adult stayers at annual assessment who gained, maintained or increased employment income	Improving household access to financial resources is crucial to reducing vulnerability to homelessness. Increase in income is measured in the NOFA & System Performance Measures APR Q19a1	N/A		PSH: >=16% RRH: >= 5% TH: >=5%	PSH: = 10-15% RRH: = 2-4% TH: >=2-4%	PSH: <=9% RRH: <=1% TH: <=1%	SCORING THRESHOLD UPDATE IN PROGRESS

Percentage of adult leavers at exit who gained, maintained or increased employment income	Improving household access to financial resources is crucial to reducing vulnerability to homelessness. Increase in income is measured in the NOFA & System Performance Measures APR Q19a2	N/A		PSH: >=11% RRH: >= 31% TH: >=16%	PSH: >=5-10% RRH: >=25-30% TH: >=10-15%	PSH: <=4% RRH: <=24% TH: <=9%	SCORING THRESHOLD UPDATE IN PROGRESS
Percentage of adult stayers at annual assessment who gained, maintained or increased non-employment cash income	Improving a household's access to financial resources is crucial to reducing vulnerability to homelessness. Increase in income is measured through the NOFA & System Performance Measures. APR Q19a1	N/A		PSH: >=61% RRH: >= 5% TH: >=53%	PSH: >=55-60% RRH: >= 2-4% TH: >= 47-52%	PSH: >=54% RRH: >= 1% TH: >=46%	SCORING THRESHOLD UPDATE IN PROGRESS
Percentage of adult leavers at exit who gained, maintained or increased non-employment cash income	Improving a household's access to financial resources is crucial to reducing vulnerability to homelessness. Increase in income is measured through the NOFA & System Performance Measures. APR Q19a2	N/A		PSH: >=58% RRH: >= 51% TH: >=56%	PSH: >= 52-57% RRH: >= 45-50% TH: >=50-55%	PSH: >=51% RRH: >= 44% TH: >=49%	SCORING THRESHOLD UPDATE IN PROGRESS
Returns to homelessness within 12 months of exit to PH	Reducing returns to homelessness is one of the most important measures of program success and is HUD System Performance Measure 2a.	N/A		<= 5%	6% - 15%	>= 16%	

HMS Data Quality 20%
HMS participation and data quality are priorities for MD-514 & HUD. Accurate, complete & timely data is crucial to determine how projects are contributing to ending homelessness. High quality data is key to understanding what projects are doing and how the CoC & HUD can make informed decisions about the project.

Personal Identifying Information Error Rate	To achieve accurate data collection and to satisfy HUD HMS data requirements, projects must ensure that data entered into the local HMS system is complete. APR Q. 6a, b, c, d	N/A		0% - 1%	2% - 5%	>= 6%	
Universal Data Elements Error Rate		N/A		0% - 1%	2% - 5%	>= 6%	
Income and Housing Data Quality		N/A		0% - 1%	2% - 5%	>= 6%	
Chronic Homelessness Data Elements		N/A		0% - 1%	2% - 5%	>= 6%	
Domestic Violence Provider: Comparable Database	Victim Services Providers receiving CoC & ESG funds are required to collect client-level data, but are prohibited from entering data into HMS. VSPs must enter data into a comparable database that complies with all HMS requirements.	N/A		Yes/Plan for Compliance on Track	N/A	No	

Grant Management 10%
Projects must demonstrate understanding of compliance with federal & local regulations of project operations.

Cost Efficiency	It is important to HUD that programs demonstrate cost efficiency - the annual cost to retain or move someone into permanent housing. Project Application & Sage APR Data	Total CoC Budget Plus 25% Required Match		#DIV/0!	PSH <= \$8,999 RRH <= \$2,999 TH <= \$9,999	PSH = \$9,000-11,000 RRH = \$3,000-5,000 TH = \$10,000-12,000	PSH >= \$11,001 RRH >= \$5,001 TH >= \$12,001	SCORING THRESHOLD UPDATE IN PROGRESS
		Number of participants who exited to or remained in permanent supportive housing during the reporting period						
Percentage of total grant funds that were recaptured in the most recent grant closeout	It is important to HUD that programs show agency capacity to spend funds allocated in a timely manner and in full and allow for potential fund reallocation of unspent funds during the HUD CoC Competition. Sage APR Data	Total Grant Award		#DIV/0!	0-4%	5-9%	>= 10%	
		Total Spent						

recent grant closeout	It is important to HUD that programs show agency capacity to spend funds allocated in a timely manner and in full and allow for potential fund reallocation of unspent funds during the HUD CoC Competition. Sage APR Data	Unspent Amount					
Prior Year Recapture Rate (Not Scored)		Prior Recapture		N/A	N/A	N/A	Not Scored
BoS CoC RFP Response	The project submitted the RFP response and all required attachments by the stated deadline			Yes		No	

APPENDIX C: MD BALANCE OF STATE 2023 COC COMPETITION TIMELINE

#	Action/ Deadline / Event	Date
July		
1	HUD Issues FFY2023 CoC Program NOFO (Notice of Funding Opportunity)	Wednesday, July 5, 2023
2	DHCD Issues FFY2023 BoS CoC Program Competition Timeline	Wednesday, July 12, 2023
3	CoC Board of Directors Approves Renewal Scorecard & Competition Process	Thursday, July 20, 2023
4	CoC Board of Directors Approves local Ranking & Reallocation Policies	Thursday, July 20, 2023
5	FFY2023 BoS CoC NOFO Competition Briefing: Meeting Link	Thursday, July 20, 2023 @ 1:00 PM
6	Renewal Project Evaluation & Scoring Process Training: Meeting Link	Wednesday, July 26, 2023 @ 11:00 AM
7	DHCD Issues FFY2023 BoS CoC RFP & Project Application	LATE JULY
8	New Project Application Process Training	LATE JULY
August		
9	Renewal Project Data Clean Up Session #1: Meeting Link Pending	Tuesday, August 1, 2023 @ 2:30 PM
10	Renewal Project Data Clean Up Session #2: Meeting Link Pending	Tuesday, August 8, 2023 @ 2:30 PM
11	CoC Renewal Project Score Cards issued to CoC Project Contact	Friday, August 18, 2023
12	FFY2023 BoS CoC RFP/e-SNAPS Technical Assistance Appointments: Registration Link Pending	Throughout August
13	Deadline for BoS CoC RFP & Application questions	Friday, August 25, 2023
14	Deadline for Submission of Corrections or Comments on Renewal Project Score Cards	Monday, August 28, 2023
15	FFY2023 BoS CoC RFP & eSNAPS Project Applications due	Monday, August 28, 2023
September		
12	CoC Performance Review Committee Briefing: Public Meeting, Application Handoff	1st Week of September
13	CoC Performance Review Meeting: Closed Meeting, Final Rating & Ranking	2nd Week of September
14	BoS CoC Board to Review & Finalize Priority Listing; Post to MD BoS Website	2nd Week of September
15	Final Notification of Application Status to Applicants -- "Included or Rejected"	Wednesday, September 13, 2023
16	CoC Project Budget Revisions Due in eSNAPS (if applicable)	Friday, September 22, 2023
17	DHCD & CoC Applicants Review & Finalize Project Applications in eSNAPS	Monday, September 25, 2023
18	DHCD Posts CoC Application on BoS Website	Tuesday, September 26, 2023
19	DHCD submits FFY 2023 CoC Application in eSNAPS	Wednesday, September 27, 2023
20	FFY2023 CoC Program Competition Closes	Thursday, September 28, 2023

COC-23-Timeline

Recipient		Project Component Type	
Subrecipient	N/A	Data Reporting Period	July 1, 2022 - June 30, 2023
Project Name		Scorecard Status	Under Review

General Information:

- Renewal project scorecards are derived from data pulled from HMIS, SAGE and eSNAPs project applications. The HMIS data reviewed for this document includes Annual Performance Reports for the timeframe of July 1, 2022 – June 30, 2023
- Renewing projects were notified on July 28, 2023 of the renewal scorecard process and were provided opportunities to work with TeamHMIS to correct any inaccurate or missing data in HMIS
- Projects renewing for the first time will not receive a Renewal Scorecard since there has not yet been one full year of performance data, however first-time renewals are subject to completing the BoS Request for Proposals
- Performance measures that do not apply to a given project are marked “NA” in the score column (example: there were no project leavers during the measured year, percentage of leavers income increase will be marked NA)
- For more information about the competition policy, process, and other materials, please visit: <https://www.mdboscoc.org/2023-coc-competition>

Instructions:

- Review each of the sections below for accuracy
- Complete the Agency Response Section to address low scoring measures and grant recapture rates over 10%
- Return your finalized scorecard to boscoc.dhcd@maryland.gov no later than **August 28, 2023**
- Finalized scorecards will be provided to the Performance Review Committee for project rating and ranking
- **NOTE:** All renewing CoC projects are required to respond to the BoS RFP, **due August 28, 2023**; posted at <https://www.mdboscoc.org/2023-coc-competition>

Total Project Score					
	Scoring Category	Total Points Achieved	Total Points Available	Category Weight	Percentage Achieved
Total Project Score = Project Performance Percentage Achieved + HMIS Data Quality Percentage Achieved + Grant Management & Financials Percentage Achieved	Project Performance			70%	
	HMIS Data Quality			20%	
	Grant Management & Financials			10%	
	Total Score				

Performance Criteria	Purpose & Source of Measurement	Formula Information		Result	Points 10	Points 5	Points 0	Score
Project Performance 70%								
Achieving project outcomes provides a benchmark for how well projects help to end homelessness. Assessing & monitoring project outcomes is necessary to understand a project's rate of success and contribution to CoC-wide performance goals.								
Quarterly Occupancy Utilization Rate	Household utilization rates demonstrate that the CoC is fully utilizing its inventory. APR Q8b & Application	January Total	Q1, Q8b	Quarterly Occupancy Utilization Rate (July 1 2022 - June 30, 2023)	>=90%	70% - 89%	<= 69%	Points
		April Total	Q2, Q8b					
		July Total	Q3, Q8b					
		October Total	Q4, Q8b					
		Adjusted Total	Adjusted					
		Proposed number of households served	Proposed					
Percentage of chronically homeless households served	Indicates community success in ending chronic homelessness by measuring the number of chronically homeless participants served in the project during the measured year. APR Q26a	Total Chronically Homeless Households served	CH HH, Q26a	Percentage of chronically homeless households served	PSH: >=75% RRH: >15%	PSH:50 -74% RRH: 10%-14%	PSH: <= 49% RRH: <=9%	Points
		Total Households served	Total HH, Q26a					
Percentage of participants who remained in PSH or exited to permanent housing	Successful housing outcomes are one of the most important measures of project success. APR Q23c	Total Number of Persons Served	Total Served, Q5a	Percentage of participants who remained in PSH or exited to permanent housing	PSH: >= 96% RRH: >= 91% TH: >= 81%	PSH: >=90-95% RRH: >=85-90% TH: >= 75-80%	PSH: >= 89% RRH: >= 84% TH: >= 74%	Points
		Total Exiting to Positive Destinations	Positive Exits, Q23					
		Total Exits	Total Exits, Q23					
		Total Deceased	Total Deceased, Q23					
		Unsuccessful Exits	Unsuccessful					

MD-514 FY2023 CoC Renewal Project Scorecard

		ul Exits					
Average number of days to move in at project entry	The Housing Move in Date is collected to measure how long it takes for a client to physically move into housing from the time of project enrollment and gives a clear picture of whether the client is homeless or housed. APR Q22c		Time to Move In, Q22c	PSH & RRH: 24 Days or Less	PSH & RRH: 25-35 Days	PSH & RRH: 36 Days or More	Points
Percentage of adult stayers at annual assessment who gained, maintained or increased employment income	Improving household access to financial resources is crucial to reducing vulnerability to homelessness. Increase in income is measured in the NOFA & System Performance Measures APR Q19a1		Percentage of adults at exit or annual assessment who gained or increased employment income Q19a1	PSH: >=18% RRH & TH: >= 5%	PSH: 12-17% RRH & TH: 2-4%	PSH: <=11% RRH & TH: <=1%	Points
Percentage of adult leavers at exit who gained, maintained or increased employment income	Improving household access to financial resources is crucial to reducing vulnerability to homelessness. Increase in income is measured in the NOFA & System Performance Measures APR Q19a2		Percentage of adults at exit or annual assessment who gained or increased employment income Q19a2	PSH: >=13% RRH: >= 33% TH: >=16%	PSH: 7-12% RRH: 28-32% TH: 10-15%	PSH: <=6% RRH: <=27% TH: <=9%	Points
Percentage of adult stayers at annual assessment who gained, maintained or increased non-employment cash income	Improving a household's access to financial resources is crucial to reducing vulnerability to homelessness. Increase in income is measured through the NOFA & System Performance Measures. APR Q19a1		Percentage of adults at exit or annual assessment who gained or increased non-employment cash income Q19a1	PSH: >=58% RRH: >= 5% TH: >=53%	PSH: 52-57% RRH: 2-4% TH: 47-52%	PSH: >=51% RRH: >=1% TH: >=46%	Points
Percentage of adult leavers at exit who gained, maintained or increased non-	Improving a household's access to financial resources is crucial to reducing vulnerability to homelessness. Increase in income is measured through the NOFA & System Performance		Percentage of adults at exit or annual	PSH: >=71% RRH:	PSH: 65-70% RRH: 41-46% TH:	PSH: >=64% RRH: >= 40%	Points

MD-514 FY2023 CoC Renewal Project Scorecard

employment cash income	Measures. APR Q19a2	assessment who gained or increased non-employment cash income Q19a2	>= 47% TH: >=56%	50-55%	TH: >=49%	
Returns to Homelessness	Reducing returns to homelessness is one of the most important measures of program success and is HUD System Performance Measure 2a.	Returns to Homelessness, Q23	<= 5%	6% - 15%	>=16%	Points

HMIS Data Quality 20% HMIS participation and data quality are priorities for MD-514 & HUD. Accurate, complete & timely data is crucial to determine how projects are contributing to ending homelessness. High quality data is key to understanding what projects are doing and how the CoC & HUD can make informed decisions about the project.						
Personal Identifying Information Error Rate	To achieve accurate data collection and to satisfy HUD HMIS data requirements, projects must ensure that data entered into the local HMIS system is complete. APR Q 6a, b, c, d	Personal Identifying Information Error Rate Q6a	0% - 1%	2% - 5%	>= 6%	Points
Universal Data Elements Error Rate		Universal Data Elements Error Rate Q6b	0% - 1%	2% - 5%	>= 6%	Points
Income and Housing Data Quality		Income and Housing Data Quality Error Rate Q6c	0% - 1%	2% - 5%	>= 6%	Points
Chronic Homelessness Data Elements		Chronic Homeless Data Elements Q6d	0% - 1%	2% - 5%	>= 6%	Points
Domestic Violence Provider: Comparable Database	Victim Services Providers receiving CoC & ESG funds are required to collect client-level data but are prohibited from entering data into HMIS. VSPs must enter data into a comparable database that complies with all HMIS requirements.	Comparable DB Plan	Yes / Plan on Track	N/A	No	Points

Grant Management & Financials 10%								
Projects must demonstrate understanding of compliance with federal & local regulations of project operations.								
Cost Efficiency	It is important to HUD that programs demonstrate cost efficiency - the annual cost to retain or move someone into permanent housing. Sage APR Data	FY21 Total CoC Budget Plus 25% Required Match	Total Grant (FY21) + Match	Cost Efficiency	PSH ≤\$7,999 9 RRH ≤\$1,499 9 TH ≤\$9,999 9	PSH = \$8,000-11000 RRH = \$1,500-4,000 TH = \$10,000-12,000	PSH ≥\$11,001 RRH ≥\$4,001 TH ≥\$12,001	Points
		Number of participants who exited to or remained in permanent supportive housing during the reporting period	# Positive Exits & PSH Stayers					
Percentage of total grant funds that were recaptured in the most recent grant closeout	It is important to HUD that programs show agency capacity to spend funds allocated in a timely manner and in full and allows for potential fund reallocation of unspent funds during the HUD CoC Competition. Sage APR Data	Total Grant Award	Total Grant Award	Percentage of funds recaptured (FY20)	0-4%	5-9%	≥ 10%	Points
		Total Spent	Total Spent					
		Unspent Amount	Total Unspent					
Prior Year Recapture Rate (Not Scored)		Last Year Recapture Rate – <i>For Reference Only</i>		LY Recap % (2022/FY19)	N/A	N/A	N/A	Not Scored
BoS CoC RFP Response	The project submitted the RFP response and all required attachments by the stated deadline, total points received			RFP Points	N/A	N/A	N/A	RFP Points

Agency Response Section

In the boxes below, please respond to the following questions (if applicable).
These responses are not scored but will be reviewed by the Performance Review Committee.

1) For scored elements that received 0 or 5 points, please explain how your agency plans to improve the performance over time.

2) If your grant recaptured more than 10%, please explain how you intend to spend project funds in the coming year OR if you plan to voluntarily reallocate the excess budget.

**MARYLAND BALANCE OF STATE CONTINUUM OF CARE MD-514
FY2023 CoC FUNDING COMPETITION
REQUEST FOR PROPOSALS (RFP)**

RFP ISSUE DATE: August 3, 2023
PROPOSAL DEADLINE: 8:00 pm, August 28, 2023
FUNDING OPPORTUNITY: FR-6700-N-25
[Notice of Funding Opportunity \(NOFO\) for Fiscal Year \(FY\) 2023
Continuum of Care Competition](#)

ESTIMATED FUNDS AVAILABLE: CoC Annual Renewal Demand: \$6,074,987
CoC Bonus Funds: \$425,249
DV Bonus: \$299,422
CoC Tier 1: \$5,649,738
CoC Tier 2: \$1,149,920

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INTRODUCTION

The purpose of this Request for Proposal (RFP) is to solicit project applications from across the MD Balance of State CoC for new and renewing projects in the FY2023 CoC Funding Competition. The Continuum of Care Program Competition (24 CFR part 578) is designed to promote a community-wide commitment to the goal of ending homelessness; to provide funding for efforts by nonprofit providers, states, Indian Tribes or tribally designated housing entities and local governments to quickly rehouse homeless individuals, families, persons fleeing domestic violence, dating violence, sexual assault, and stalking, and youth while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by homeless individuals and families, and to optimize self-sufficiency among those experiencing homelessness.

POLICY PRIORITIES

HUD has established policy priorities for this funding opportunity which are intended to help applicants better understand how the selection criteria supports the goal of ending homelessness.

2023 CoC NOFO Priorities
Ending Homelessness for All Persons
Use a Housing First Approach
Reducing Unsheltered Homelessness
Improving System Performance
Partnering with Housing, Health, and Service Agencies
Racial Equity
Improving Assistance to LGBTQ+ Individuals
Persons with Lived Experience
Increasing Affordable Housing Supply

BALANCE OF STATE LOCAL COMPETITION PROCESS

CoCs are required by HUD to review, rate and rank all project applications. The BoS uses the Performance Review Committee to facilitate the scoring and ranking process. Projects that are selected and ranked in priority order by the committee are provided to the CoC Board of Directors for final review and approval.

The committee scores new project applications solely based on the responses to this RFP. Renewing project scores are primarily derived from the Renewal Project Scorecard, based on actual project performance, but renewing projects are required to respond to this RFP as part of the application process. Please review the [FY2023 BoS CoC Competition Overview](#) for more information. The Competition Overview also includes the CoC Rating and Ranking and the CoC Reallocation Policies.

All project submissions will undergo a threshold review for completion and accuracy prior to being scored by the Project Review Committee.

Projects that submit incomplete applications or do not submit their application by the stated deadline may not be considered for funding.

The MD-514 Maryland Balance of State CoC has chosen the Maryland Department of Housing and Community Development (DHCD) to serve as its Collaborative Applicant for FY2023.

The contents of this RFP are subject to change pending updates from HUD.

ELIGIBLE NEW PROJECT APPLICATIONS

For the FY2023 CoC Competition, **the Maryland Balance of State is prioritizing Permanent Supportive Housing projects and Joint Transitional Housing - Rapid Rehousing projects.** All new project applications will be accepted for review, however, PSH and Joint TH-RRH submission will receive bonus points.

New Project Component Types

Permanent Supportive Housing (PSH)

Permanent Supportive Housing in which housing assistance (e.g., long-term leasing or rental assistance) and supportive services are provided to assist households with at least one member with a disabling condition in achieving housing stability.

PSH combines non-time-limited, decent, safe and affordable housing assistance with wrap-around supportive services designed to help the individual or family stay housed and live a more productive life in the community.

There is no time limitation, and tenants may live in their homes as long as they meet the basic obligations of tenancy. While participation in services is encouraged, it is not a condition of living in the housing. These optional services are designed to build independent living and tenancy skills, assistance with integrating into the community, and connections to community-based health care, treatment and employment services.

Rapid Rehousing (RRH)

Rapid Rehousing is permanent housing that provides short-term (up to three months) and/or medium-term (4-24 months) tenant-based rental assistance and supportive services to households experiencing homelessness.

RRH is designed to help individuals and families quickly exit homelessness and return to permanent housing. Assistance is offered without preconditions — like employment, income, absence of criminal record, or sobriety — and the resources and services provided are tailored to the unique needs of the household.

New Rapid Rehousing project must serve [persons who qualify as homeless](#) under paragraphs (1), (2), or (4) of 24 CFR 578.3, Section 103(b) of the McKinney-Vento Homeless Assistance Act.

Joint Transitional Housing - Rapid Rehousing (Joint TH-RRH)

The Joint TH-RRH component project combines two existing program components – transitional housing and rapid rehousing – in a single project to serve individuals and families experiencing homelessness. Program participants may only receive up to 24-months of total assistance.

When a program participant is enrolled in a Joint TH-RRH component project, the recipient or subrecipient must be able to provide both components, including the units supported by the transitional housing component and the tenant-based rental assistance and services provided through the RRH component, to all participants.

A program participant may choose to receive only the TH unit, or the assistance provided through the RRH component, but the recipient or subrecipient must make both types of assistance available.

New Joint TH-RRH projects must serve [persons who qualify as homeless](#) under paragraphs (1), (2), or (4) of 24 CFR 578.3, Section 103(b) of the McKinney-Vento Homeless Assistance Act.

Supportive Services Only - Coordinated Entry

SSO – Coordinated Entry grant applications must demonstrate a gap in the CE system and identify how the proposed project will fill the need. SSO-CE projects must ensure that the coordinated entry system is easily available/reachable for all persons within the CoC's geographic area who are seeking homeless assistance; and must ensure that the system is accessible for persons with disabilities within the CoC's geographic area. The SSO-CE project must develop a strategy for advertising that is designed specifically to reach homeless persons with the highest barriers within the CoC's geographic area. Finally, the SSO-CE project must adhere to a standardized assessment process and ensure that program participants are directed to appropriate housing and services that fit their needs.

New SSO-CE projects must serve [persons who qualify as homeless](#) under paragraphs (1), (2), or (4) of 24 CFR 578.3, Section 103(b) of the McKinney-Vento Homeless Assistance Act.

ELIGIBLE RENEWAL PROJECTS

Projects eligible for renewal in the FFY2023 CoC Funding Competition include projects that are set to expire in calendar year 2024 and must be listed on the [2023 Grant Inventory Worksheet \(GIW\)](#). Renewal projects cannot request a total dollar amount higher than the total listed in the GIW. Renewal project applications may include requests to add eligible activities to the project, shift up to 10% of funds from one approved eligible activity to another and a change in the subpopulation served.

HOW TO APPLY

1. Before continuing with this RFP, applicants may wish to review the [MD-514 Balance of State CoC Funding Opportunities webpage](#) for more information.
2. Complete all required components as listed on the proposal checklist on page 6.
 - a. **RENEWAL PROJECTS** are ONLY required to respond to pages 10-18 of this RFP, [click here to review the list of renewing projects](#).
 - b. **NEW PROJECT** applications must respond to this RFP in its entirety.
 - c. Please insert narrative responses under each individual question where applicable.
3. Email all narrative responses and any required attachments to boscoc.dhcd@maryland.gov no later than **8:00 p.m., Monday, August 28, 2023**.
4. Questions about the RFP should be submitted by email to boscoc.dhcd@maryland.gov. Please include "NOFO-23" in the subject line. Questions may be submitted until August 25, 2023, at 5:00 PM.
5. DHCD will post clarifications, corrections and announcements at <https://www.mdboscoc.org/2023-coc-competition> through August 25, 2023, at 5:00 PM.
6. The Performance Review Committee will review and rank all project applications in early September and provide recommendations to the CoC Board for final approval.
7. All project applicants will be notified of their status no later than September 13, 2023.

PROPOSAL CHECKLIST

Application Contents		New Project Requirement	Renewal Project Requirement
<input type="checkbox"/>	Application Cover Sheet (RFP Page 10)	✓	✓
<input type="checkbox"/>	Complete Applicant Attestation, Housing First Assessment and CoC Proposal Questions: ALL PROJECTS (RFP Pages 11-18)	✓	✓
<input type="checkbox"/>	Complete CoC Proposal Narratives: NEW PROJECTS ONLY (RFP Pages 19-23, complete as appropriate for project type)	✓	No
<input type="checkbox"/>	Complete CoC Proposal Narratives: NEW DV BONUS PROJECTS ONLY (RFP Pages 24-25)	✓	No
<input type="checkbox"/>	Attachment: Violence Against Women Act (VAWA) – Emergency Transfer Plan if applicable (RFP Page 18; Appendix A)	✓	✓
<input type="checkbox"/>	Attachment: Anti-Discrimination Policy if applicable (RFP Page 18; Appendix B)	✓	✓
<input type="checkbox"/>	Attachment: Agency policies and procedures, termination policy, and other relevant documents demonstrating compliance with Housing First or low barrier to entry if applicable (RFP Page 18)	✓	✓
<input type="checkbox"/>	Attachment: Articles of Incorporation and Bylaws	✓	No
<input type="checkbox"/>	Attachment: Federal Tax Exemption Determination Letters	✓	No
<input type="checkbox"/>	Attachment: Certificate of Good Standing from State of Maryland dated within 30 days of application deadline	✓	✓
<input type="checkbox"/>	Attachment: List of Board of Directors	✓	✓
<input type="checkbox"/>	Attachment: Most recent A-133 Single Audit or Independent Financial Audit if organization received less than \$750,000 in federal funds	✓	✓
<input type="checkbox"/>	Attachment: Screenshot of organizational registration status with the Secretary of State (non-profit organizations only) https://sos.maryland.gov/Charity/Pages/default.aspx	✓	✓
<input type="checkbox"/>	Submit new or renewal project application in the e-SNAPS system	✓	✓

PROJECT APPLICATION SCORING MATRIX

Scoring Category / Question		Measurement	Points Available NEW PROJECTS	Points Available RENEWAL PROJECTS
Project Application Completeness		Maximum points will be awarded to applicants who submit all required components of this RFP by the 8/28/23 deadline	5	5
PROPOSAL GENERAL QUESTIONS: ALL PROJECT APPLICANTS				
Applicant Attestation		Maximum points will be awarded for completing the form (RFP pg 11-12)	1	1
Housing First Assessment		Maximum points will be awarded for completing the form (RFP pg 13-14)	1	1
1	Healthcare	Maximum points will be awarded to applicants who identify how they assist clients obtain healthcare (RFP pg 15)	1	1
2	Educational Access/Services	Maximum points will be awarded to applicants who identify any formal agreements with early childhood services (RFP pg 15)	1	1
3	Geography	Maximum points will be given to applicants who specify geographic areas served by the project (RFP pg 16)	1	1
4	Subpopulation	Maximum points will be given to applicants who specific which subpopulation that will be served by the project (RFP pg 16)	1	1
5	Diversity, Equity & Inclusion	Maximum points will be awarded to applicants who demonstrate they have assessed their agency for DEI issues and disparities, developed an action plan to address issues, and implemented specific strategies (RFP pg 16)	1	1
6	Lived Experience Engagement	Maximum points will be awarded to applicants who demonstrate they actively engage people with lived experience in program design and decision-making processes (RFP pg 17)	1	1
7	Summary Budget	Maximum points will be awarded to projects that complete the budget chart (RFP pg 17)	1	1
8	Match Funds	Maximum points will be awarded to projects that complete the match chart (RFP pg 17-18)	1	1
9	Violence Against Women Act (VAWA) Policy	Maximum points will be awarded to applicants who have adopted or clearly articulate their plan to adopt an Emergency Transfer Plan by the project start date (RFP pg 18) Attachment (if applicable): Emergency Transfer Plan	2	2
10	Anti-Discrimination Policy	Maximum points will be awarded to applicants who have adopted or clearly articulate their plan to adopt an anti-discrimination plan by the project start date (RFP pg 18) Attachment (if applicable): Anti-Discrimination Policy	2	2
11	Housing First	Maximum points will be awarded to applicants who have adopted or clearly articulate their plan to adopt and implement Housing First principals by the project start date (RFP pg 18) Attachment (if applicable): Housing First Policies and Procedures, Termination Policy, and Other Documents	2	2

PROPOSAL NARRATIVE QUESTIONS: NEW PROJECT APPLICANTS ONLY

12	General Description	Maximum points will be awarded to applicants who clearly articulate how their project meets community needs, the target population(s) to be served, the project’s plan for addressing the identified housing and supportive service needs, projected project outcome(s), and coordination with other source(s) or partner(s) (RFP pg 19)	10	N/A
13	HMIS	Maximum points will be awarded to applicants who articulate how they will ensure staff will attend annual HMIS training, as well as ensure timely and accurate data entry (RFP pg 19)	5	N/A
14	Coordinated Entry Participation	Maximum points will be awarded to applicants who agree to adhere to CoC CES goals (RFP pg 19)	5	N/A
15	System Performance Measures	Maximum points will be awarded to applicants that demonstrate how the project will contribute to the CoC’s overall success for the stated system performance measures. Applicants should use quantifiable and measurable data to demonstrate contributions to the system, as well as how they will continue to improve their performance and strategies to improve the system (RFP pg 19)	10	N/A
16	Housing First	Maximum points will be awarded to applicants who clearly describe how their project will quickly and successfully connect those experiencing homelessness to permanent housing; has low barriers to entry; and does not contain any preconditions that might lead to termination from the project. Applicants should demonstrate agency experience in successfully operating Housing First programs (RFP pg 20)	10	N/A
17	Income & Mainstream Benefits	Maximum points will be awarded to applicants who clearly articulate how they work with mainstream employment organizations to increase income and how they systematically update program staff on mainstream resources and help clients access public benefits (RFP pg 20)	10	N/A
18	Educational Access/Services	Maximum points will be awarded to applicants who clearly describe policies and procedures for educational access services (RFP pg 20)	10	N/A

PROJECT COMPONENT QUESTIONS: NEW PROJECT APPLICANTS ONLY

19	New PSH Projects ONLY	Maximum points will be awarded to applicants who clearly describe how the proposed PSH intends to help clients succeed in the project, describe relationships with housing and healthcare providers and how they will assist those with complex service needs (RFP pg 21)	25	N/A
20	New RRH Projects ONLY	Maximum points will be awarded to applicants who clearly describe how they will determine the monthly rental subsidy policy and describe relationships with housing and healthcare providers (RFP pg 21-22)	5	N/A

21	New TH/PH-RRH Projects ONLY	Maximum points will be awarded to applicants who clearly articulate why the program is vital to the CoC, describe the monthly rental subsidy policy and describe relationships with housing and healthcare providers (RFP pg 22-23)	25	N/A
22	New Coordinated Entry Projects ONLY	Maximum points will be awarded to applicants who clearly demonstrate how the project will contribute to the overall CES and how it will target those with service barriers (RFP pg 23)	5	N/A

DV BONUS PROJECT QUESTIONS: NEW DV PROJECT APPLICANTS ONLY

DV1	Project Need	Maximum points will be awarded to applicants who provide data and sources to demonstrate need for the project (RFP pg 24)	5	N/A
DV2	Applicant Housing Experience	Maximum points will be awarded to applicants who clearly describe prior experience providing housing and services to survivors (RFP pg 24)	5	N/A
DV3	Applicant Experience Ensuring Survivor Safety	Maximum points will be awarded to applicants who clearly describe prior experience ensuring the safety and confidentiality of survivors (RFP pg 24)	5	N/A
DV4	Applicant Experience Evaluating Safety Protocol	Maximum points will be awarded to applicants who clearly describe how the agency has evaluated its ability to ensure the safety of survivors (RFP pg 25)	5	N/A
DV5	Applicant Experience with Trauma-Informed, Victim Centered Approach	Maximum points will be awarded to applicants who clearly describe the agency experience using a Trauma-Informed, Victim Centered approach with survivors (RFP pg 25)	5	N/A
DV6	Applicant Experience Meeting Service Needs	Maximum points will be awarded to applicants who clearly and specifically explain the types of services provided and how they meet the needs of survivors (RFP pg 25)	5	N/A
DV7	Involving Survivors with Lived Experience	Maximum points will be awarded to applicants who clearly describe a plan to involve survivors with lived experience in the policy and program development of the project (RFP pg 25)	5	N/A

TOTAL AVAILABLE POINTS WILL VARY BY PROJECT TYPE

APPLICATION COVER SHEET

Project Information	
Project Name <i>(please match project name as listed in eSNAPS)</i>	
Applicant/Recipient Organization Name	
Subrecipient Names(s) <i>(if applicable)</i>	
Proposed # of people served annually	
Proposed # of households served annually	
Total Funds Requested*	\$

*Renewal project requests MAY NOT exceed the amount approved in the [2023 Grant Inventory Worksheet](#).

Application Type					
RENEWAL Project	<input type="checkbox"/> Permanent Supportive Housing	<input type="checkbox"/> Rapid Rehousing	<input type="checkbox"/> TH-RRH	<input type="checkbox"/> TH	<input type="checkbox"/> SSO-CE
NEW Project	<input type="checkbox"/> Permanent Supportive Housing	<input type="checkbox"/> Rapid Rehousing	<input type="checkbox"/> TH-RRH	<input type="checkbox"/> SSO-CE	
NEW DV Bonus Project	<input type="checkbox"/> Rapid Rehousing	<input type="checkbox"/> TH-RRH	<input type="checkbox"/> SSO-CE		
If NEW project, desired start date (must be in calendar 2024)					

Contact Details	
Legal Name of Applicant	
Mailing Address	
County of Headquarters' Office	
Authorized Representative Information	
Chief Executive Name	
Title	
Email	
Phone number	
Information of person to contact with CoC Application questions	
Name	
Email	
Phone	
Agency eSNAPS Contact (Authorized user submitting your CoC Project Application in eSNAPS)	
Name	
Email	
Phone	

Applicant Attestation

REQUIRED FOR: ALL NEW & RENEWAL PROJECT APPLICANTS

I understand and agree:

1. If awarded Continuum of Care funds by the U.S. Department of Housing and Urban Development, this project will comply with all program regulations as found in the Continuum of Care Program Interim Rule 24 CFR Part 578. The project will also comply with all other applicable federal, State and local regulations.
2. The organization will enter required project and client data into the Homeless Management Information System (HMIS) or a comparable database in accordance with the HMIS Data Standards and HMIS Policies & Procedures.
3. The funded project will participate in the Coordinated Entry System and adhere to all Coordinated Entry Policies and Procedures.
4. Data submitted with this project application (including, but not necessarily limited data in the APR, Sage, in HMIS, or within the application itself) is complete, accurate and correct.
5. It is understood that renewal and new projects will be submitted to HUD in accordance with the FY2023 Rating and Ranking Policy and that such project ranking decisions are final. I can access a copy of the FY2023 CoC Competition Policy at the MD BoS website (<https://www.mdboscoc.org/2023-coc-competition>).
6. It is understood that the MD BoS CoC Board is responsible for making decisions on which new and renewal projects are submitted to HUD each year as part of the annual CoC competition, and that the ultimate decision in whether a project is funded is made by HUD. It is further understood that 24 CFR §578.35 describes certain situations in which an agency may submit an appeal directly to HUD. It is agreed that the submission of an appeal to HUD, in accordance with HUD's policies and procedures, is the final recourse that may be taken for the project.
7. New Project Applications Only: If the new project funding applied for is awarded by HUD, it is expected that the grant agreement for that project will be executed and the project will be implemented. Failure to execute a grant agreement for new project funding may result in that funding being lost to the CoC. If my agency chooses to not execute a grant agreement for new project funding, that agency must attend a meeting with representatives of the CoC Lead Agency and the CoC Executive Committee to discuss why the agency is choosing to not accept new project funding. Additionally, the agency will not be allowed to apply for new CoC project funding for five (5) years. The CoC board also reserves the right to take additional action if needed.

8. If at any time my agency decides to voluntarily relinquish a renewal CoC grant, my agency will notify the CoC Lead Agency of this decision in writing as soon as possible.
9. If my agency voluntarily relinquishes a renewal grant, my agency will work with the CoC Lead Agency and other stakeholders as needed to ramp down the project and ensure that clients being served by the project are able to retain or achieve stable housing by the time the grant ends.
10. It is understood that my project will serve clients based only on HUD’s minimum eligibility criteria and the project target population as written in the grant application. It is understood that clients will not be excluded from the project unless there are other funder requirements with additional eligibility or exclusionary criteria over and above the HUD CoC program criteria. Please answer the following if the project has other funding requirements.

a. Name of funding source: _____

b. Eligibility or exclusionary criteria of that funding source: _____

Note: The CoC Lead may require additional documentation, such as a grant agreement, of other funder eligibility/exclusionary criteria.

11. It is our responsibility to ensure that all proposed program participants will be eligible for the program component type selected; that all proposed activities are eligible under 24 CFR part 578; each project narrative is fully responsive to the question being asked and that it meets all of the criteria for that question as required by this NOFO and included in the detailed instructions provided in eSNAPS; the data provided in various parts of the project application are consistent; and all required attachments correspond to the attachments list in eSNAPS and contain accurate and complete information and are dated between June 30, 2023 and September 30, 2023.
12. All applicants will be required to attest to additional federal regulations in eSNAPS as required for a federal grant. Responses will be considered part of the application process.

Authorized Representative Name	Signature	Date
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HOUSING FIRST ASSESSMENT

REQUIRED FOR: ALL NEW & RENEWAL PROJECT APPLICANTS

For a homelessness service system to work the most efficiently and effectively, individual programs must embrace a Housing First approach. In addition to the Housing First related questions in e-snaps, the Performance Review Committee may review the following Housing First Assessment in the process of reviewing and scoring applications.

Please check all boxes that apply.

OVERALL

- The term “Housing First” is used to describe the program.
- Policies clearly delineate that the program is operating under “Housing First” principles as defined by the [U.S. Interagency Council on Homelessness](#).
- Project has reviewed the [“USICH Housing First Checklist: Assessing Projects and Systems for a Housing First Orientation”](#) document.

ADMISSION

- Applicants are accepted regardless of their use of substances or compliance with treatment.
- Participation in services is not a condition of program entry.
- Poor credit history, rental history, criminal background, or other “housing readiness” factors will not be barriers to housing assistance.
- Applicants are not required to have income or employment prior to admission.
- Fleeing domestic violence is not a barrier to program access.
- People with disabilities are offered clear opportunities to request reasonable accommodations within applications and screening processes and during tenancy and building and apartment units include special physical features that accommodate disabilities.
- Programs must exhaust all housing options for applicants, and every effort should be made to avoid continuing an applicant’s homelessness.

SERVICE DELIVERY

- Engagement and problem-solving are emphasized over therapeutic goals.
- Service plans are tenant-driven without predetermined goals.
- Participation in services is not a condition of permanent supportive housing tenancy.
- Services are informed by a harm-reduction philosophy that recognizes that drug and alcohol use and addiction are a part of some tenants’ lives. Tenants are engaged in non-judgmental communication regarding drug and alcohol use and are offered education regarding how to avoid risky behaviors and engage in safer practices.

DISCHARGE

- Use of alcohol and drugs in and of itself is not a reason to evict a tenant.
- Tenants' eviction cannot be for failure to follow through with supportive services, participation agreement or a treatment plan.
- Tenants may be evicted from the housing program only for serious program violations defined in written policies that are aligned with HUD prescribed Housing First guidance and/or rental property lease violations.
- Loss of income or failure to improve income is not a reason to terminate services.
- Fleeing domestic violence is not a reason to terminate services.
- Tenant must be informed of actions that could possibly cause termination from housing during intake, at recertification, and at any point of substantive change to the termination policy during program participation as verified by tenant signing an acknowledgment document to verify receipt of the termination policy.
- Every effort is made to offer a transfer to a tenant from one housing situation to another if tenancy is in jeopardy. Whenever possible, eviction back into homelessness is avoided.
- To the greatest extent practicable, upon the tenant's exit the service provider will develop and communicate a comprehensive discharge plan for securing or maintaining permanent housing.

PROPOSAL GENERAL QUESTIONS

REQUIRED FOR: ALL NEW & RENEWAL PROJECT APPLICANTS

1. HEALTHCARE

Indicate, for each type of healthcare listed below, whether your program assists clients with enrolling in health insurance and/or assists clients effectively utilizing the benefits.

Type of Health Care	Assist with Enrollment	Assist with Utilization of Benefits
Public Health Care Benefits (State or Federal benefits, Medicaid, Indian Health Services)	<input type="checkbox"/>	<input type="checkbox"/>
Private Insurers	<input type="checkbox"/>	<input type="checkbox"/>
Non-Profit, Philanthropic	<input type="checkbox"/>	<input type="checkbox"/>
Other:	<input type="checkbox"/>	<input type="checkbox"/>
N/A	<input type="checkbox"/>	

2. EDUCATIONAL ACCESS/SERVICES:

Indicate if the agency has any written formal agreements, MOU/MOAs or partnerships with one or more providers of early childhood services and supports listed below.

Type of Organization	MOU/MOA	Other Formal Agreement
Birth to 3 Years	<input type="checkbox"/>	<input type="checkbox"/>
Child Care and Development Fund	<input type="checkbox"/>	<input type="checkbox"/>
Early Childhood Providers	<input type="checkbox"/>	<input type="checkbox"/>
Early Head Start	<input type="checkbox"/>	<input type="checkbox"/>
Federal Home Visiting Program	<input type="checkbox"/>	<input type="checkbox"/>
Head Start	<input type="checkbox"/>	<input type="checkbox"/>
Healthy Start	<input type="checkbox"/>	<input type="checkbox"/>
Public Pre-K	<input type="checkbox"/>	<input type="checkbox"/>
Tribal Home Visiting Program	<input type="checkbox"/>	<input type="checkbox"/>
Other:	<input type="checkbox"/>	<input type="checkbox"/>
N/A	<input type="checkbox"/>	

3. GEOGRAPHY: Please indicate the geographical area your project will serve. Check all that apply.

Geographic Area	Area Served
Allegany County	<input type="checkbox"/>
Calvert County	<input type="checkbox"/>
Cecil County	<input type="checkbox"/>
Charles County	<input type="checkbox"/>
Frederick County	<input type="checkbox"/>
Garrett County	<input type="checkbox"/>
Harford County	<input type="checkbox"/>
St. Mary's County	<input type="checkbox"/>
Washington County	<input type="checkbox"/>

4. SUBPOPULATION: Please indicate which subpopulation your project will serve. Check all that apply.

Subpopulation	Served
Chronically Homeless Households	<input type="checkbox"/>
Older & Aging Adults	<input type="checkbox"/>
Youth 18-24 Years	<input type="checkbox"/>
Domestic Violence Survivors	<input type="checkbox"/>
Veterans	<input type="checkbox"/>
Families with Children	<input type="checkbox"/>
Individuals / Adults without Children	<input type="checkbox"/>

5. DIVERSITY, EQUITY, AND INCLUSION

- a. If a **renewal project**, describe how your program has assessed its organizational structure and program practices for disparities in representation, service delivery, and program outcomes – and if so, what actions have been taken to reduce or eliminate those disparities. (Example: Black shelter clients are less likely to be offered permanent housing opportunities than their white peers; corrective action taken included evaluating case management services and doing staff anti-bias training).

- b. If a **new project**, describe the strategies you will implement to avoid a lack of diversity, ensure equity in services, and ensure the program is accessible to all.

6. LIVED EXPERIENCE ENGAGEMENT: Please indicate if your organization involves or engages people with lived experience in a meaningful way. Check all that apply.

Activity	
Host focus groups to collect feedback on program services	<input type="checkbox"/>
Individuals with Lived Experience Serve on Agency Board	<input type="checkbox"/>
Individuals with Lived Experience Employed by Agency	<input type="checkbox"/>
Individuals with Lived Experience Service in Peer Navigation / Volunteer Role	<input type="checkbox"/>
Individuals with Lived Experience Serve on Working Groups or Advisory Committees	<input type="checkbox"/>
Other:	<input type="checkbox"/>
N/A	<input type="checkbox"/>

7. SUMMARY BUDGET (CORRESPONDS WITH eSNAPS APPLICATION)

Eligible Costs	Annual Assistance Requested
Leasing	\$
Rental Assistance	\$
Supportive Services	\$
Operating Costs	\$
HMIS	\$
Admin	\$
Total Request	\$

8. MATCH FUNDS (CORRESPONDS WITH eSNAPS APPLICATION)

Match Source 1	
Type of Commitment (Cash or In-Kind)	
Type of Source (Private, Government)	
Name the Source of the Commitment (Be specific, include the office or grant program as applicable)	
Date of Written Commitment	
Value of Written Commitment	\$
Match Source 2	
Type of Commitment (Cash or In-Kind)	
Type of Source (Private, Government)	
Name the Source of the Commitment (Be specific, include the office or grant program as applicable)	
Date of Written Commitment	
Value of Written Commitment	\$
Match Source 3	

Type of Commitment (Cash or In-Kind)	
Type of Source (Private, Government)	
Name the Source of the Commitment (Be specific, include the office or grant program as applicable)	
Date of Written Commitment	
Value of Written Commitment	\$

9. VIOLENCE AGAINST WOMEN ACT (VAWA) POLICY: HUD requires that all CoC funded projects are in compliance with the VAWA rule and have an Emergency Transfer Plan in place. Projects must also ensure that all program participants are made aware of the plan.

- a. If your agency has an existing Emergency Transfer Plan, please attach it to your application submission.
- b. If you do not currently have an Emergency Transfer Plan, **please see APPENDIX A** for policy templates and describe below your agency’s strategy to develop and implement the policy.

10. ANTI-DISCRIMINATION POLICY: HUD requires CoCs to develop and implement anti-discrimination policies to ensure that individuals and families receive supportive services, shelter and housing free from discrimination. CoCs must adhere to anti-discrimination policies by not denying admission to or separating any family members from other members of their family or caregivers based on age, sex, gender, LGBT status, marital status or disability when entering shelter or housing.

- a. If your agency has an existing anti-discrimination policy, please attach it to your application submission.
- b. If you do not currently have an anti-discrimination policy, **please see the APPENDIX B** for policy templates and describe below your agency’s strategy to develop and implement the policy.

11. HOUSING FIRST POLICY: HUD encourages all CoC funded projects to operate using a Housing First approach to prioritize rapid placement and stabilization in permanent housing and to eliminate any service participation requirements or preconditions to entry.

- a. Attach your agency’s policies and procedures, termination policy, and any other relevant documents demonstrating compliance with Housing First or low barriers to entry.
- b. If you do not currently have these policies, please describe below your agency’s strategy to develop and implement such policies.

PROPOSAL NARRATIVE QUESTIONS

REQUIRED FOR: NEW PROJECT APPLICATIONS ONLY

12. GENERAL PROJECT DESCRIPTION (CORRESPONDS WITH eSNAPS APPLICATION Q3B): Provide a description that addresses the entire scope of the proposed project. The project description should be complete and concise. The description must be consistent with other parts of this application and should identify the following:

- a. The target population including the number of single adults and the number of families with children to be served when the project is at full capacity
- b. Indicate if this is an expansion of a current project
- c. Type and number of units (scatter-site or single site; single or multi-family homes, etc.)
- d. Specific services that will be provided
- e. Projected outcomes
- f. Coordination with partners including but not limited to trainings, resources, and collaborations
- g. How the project meets community needs in its service area

13. HMIS:

- a. How will you ensure new and current employees attend HMIS user training on an annual basis? How will your project maintain timely data entry and excellent data quality?
- b. For Non-HMIS participating agencies (Victim Service Providers), describe how you will ensure timely and accurate data quality using a comparable database?

14. COORDINATED ENTRY PARTICIPATION:

- a. Participation in Coordinated Entry is a requirement for all CoC funded projects, if selected for funding, do you agree to adhere to the following goals?
 - i. All clients who enter the homeless services system will be assessed for the Coordinated Entry System
 - ii. 100% of CoC funded housing providers will participate in the Coordinated Entry System
 - iii. 100% of new client enrollments into housing projects will come from the Coordinated Entry System By Name List
- b. Does your agency currently participate in the local Coordinated Entry Process?

15. SYSTEM PERFORMANCE MEASURES: HUD is increasingly relying on data-driven performance to evaluate community success. CoC's are required to submit [system performance measures](#) each year to demonstrate community-wide performance.

Describe your project's strategies to contribute to the CoC's overall success for each of the following:

- a. Ensure program participants are successfully exiting to and maintaining permanent housing
- b. Ensure program participants do not return to homelessness
- c. Ensure jobs and income growth for homeless persons in CoC-program funded projects

16. HOUSING FIRST: Question 11 pertains to Housing First related policies; this question is intended to understand a new project's experience and implementation plan of a Housing First approach. Housing First is a model of housing assistance that prioritizes rapid placement and stabilization in permanent housing that does not have service participation requirements or preconditions (such as sobriety or minimum income threshold). It is an approach to:

- 1) quickly and successfully connect individuals and families experiencing homelessness to permanent housing;
- 2) without barriers to entry, such as sobriety, treatment or service participation requirements; or
- 3) related preconditions that might lead to the participant's termination from the project.

- a. Describe your agency's experience in operating a successful housing first program, and clearly describe a program design that meets the definition of Housing First, including low-barriers to entry, as described above.

17. INCOME AND MAINSTREAM BENEFITS:

- a. How will your program work with mainstream employment organizations to help individuals and families increase their cash income?
- b. How does your agency provide information to staff about mainstream benefits, including up-to-date resources on eligibility and program changes that can affect clients?

18. EDUCATIONAL ACCESS/SERVICES:

- a. Indicate the policies and procedures, if any, that have been adopted to inform individuals and families who become homeless of their eligibility for educational services.

PROJECT TYPE NARRATIVE QUESTIONS

REQUIRED FOR: NEW PROJECT APPLICATIONS BY COMPONENT TYPE

NEW PERMANENT SUPPORTIVE HOUSING PROJECT APPLICANTS ONLY

19. PERMANENT SUPPORTIVE HOUSING PROJECTS:

- a. How will your program assess clients for their ability to move-on and exit a permanent supportive housing project and live in community-based housing, with or without an ongoing subsidy?
- b. Describe your strategy for serving those in permanent supportive housing who may need a higher level of care, including those with medically complex situations or those aging in place?
- c. Will this new project utilize housing subsidies or subsidized housing units which are not funded through CoC or ESG programs? (Subsidized units may be funded through any of the following: private organizations, state or local government, Public Housing or Housing Choice Vouchers, faith-based organizations or federal programs other than CoC or ESG).
 - i. Will the subsidies provide at least 25% of the total units included in the project?
- d. Will this new project utilize healthcare resources to assist program participants? (Healthcare resources include direct contributions from a public or private insurance provider to the project (e.g. Medicaid), the provision of health care services by a private or public organization tailored to program participants, project eligibility criteria is NOT restricted by eligibility requirements of the health care service provider).
 - i. If the healthcare provider includes substance use disorder treatment or a recovery provider, will the project provide access to all program participants who qualify AND choose the services?
 - ii. Will the value of the services provided by the healthcare organization be equivalent to 25% of the total grant amount being requested?

NEW RAPID REHOUSING PROJECT APPLICANTS ONLY

20. RAPID REHOUSING PROJECTS: Rapid Re-Housing takes a person-centered and progressive engagement approach to providing assistance, taking into account a household's strengths and challenges, and targeting resources to each household's level of need (see [link to overview of progressive engagement](#)).

- a. Describe how the project will determine the amount and duration of the monthly rental subsidy that will be provided to participants.
- b. If a household still enrolled in the project loses income or becomes unable to pay their portion of rent, describe how the project will determine when the rental subsidy will be reinstated or increased to help the household stabilize and avoid eviction.

- c. Will this new project utilize housing subsidies or subsidized housing units which are not funded through CoC or ESG programs? (Subsidized units may be funded through any of the following: private organizations, state or local government, Public Housing or Housing Choice Vouchers, faith-based organizations or federal programs other than CoC or ESG).
 - i. Will the subsidies provide at least 25% of the total units included in the project?
- d. Will this new project utilize healthcare resources to assist program participants? (Healthcare resources include direct contributions from a public or private insurance provider to the project (e.g. Medicaid), the provision of health care services by a private or public organization tailored to program participants, project eligibility criteria is NOT restricted by eligibility requirements of the health care service provider).
 - i. If the healthcare provider includes substance use disorder treatment or a recovery provider, will the project provide access to all program participants who qualify AND choose the services?
 - ii. Will the value of the services provided by the healthcare organization be equivalent to 25% of the total grant amount being requested?

NEW JOINT TRANSITIONAL HOUSING – RAPID REHOUSING PROJECT APPLICANTS ONLY

21. JOINT TH/PH-RRH PROJECTS: HUD is encouraging CoCs and project applicants to carefully consider and assess whether a joint component project is the best use of resources and will best meet the needs of people experiencing homelessness in the community.

- a. Please review the HUD factors below, then define the specific subpopulation this project is proposing to serve and provide justification that this type of resource is necessary for the Continuum.
 - i. Communities with high rates of unsheltered homelessness and where stays in shelter and other forms of crisis housing are usually brief would likely benefit from adding a joint component project to their system. In communities where shelter, crisis housing, and transitional housing stays are long, increasing rapid re-housing and permanent supportive housing resources may be more effective ways to increase capacity.
 - ii. Communities with no emergency shelter or crisis housing options available for people fleeing domestic violence should consider a joint component project. However, where there are already shelters or crisis housing projects serving survivors, communities should assess whether lowering the barriers in those existing projects and adding rapid re-housing would better meet survivors’ needs and be a better use of resources.
 - iii. Communities with transitional housing projects, particularly those that are not able to provide their participants with financial resources to obtain permanent housing, should consider whether reallocating funds from those projects to a joint component project would better meet the needs of the people the project is intended to serve.

- b. Describe how the project will determine the amount and duration of the monthly rental subsidy that will be provided to participants enrolled in the Rapid Rehousing component.
- c. If a household still enrolled in the Rapid Rehousing component loses income or becomes unable to pay their portion of rent, describe how the project will determine when the rental subsidy will be reinstated or increased to help the household stabilize and avoid eviction.
- d. Will this new project utilize housing subsidies or subsidized housing units which are not funded through CoC or ESG programs? (Subsidized units may be funded through any of the following: private organizations, state or local government, Public Housing or Housing Choice Vouchers, faith-based organizations or federal programs other than CoC or ESG).
 - i. Will the subsidies provide at least 25% of the total units included in the project?
- e. Will this new project utilize healthcare resources to assist program participants? (Healthcare resources include direct contributions from a public or private insurance provider to the project (e.g., Medicaid), the provision of health care services by a private or public organization tailored to program participants, project eligibility criteria is NOT restricted by eligibility requirements of the health care service provider).
 - i. If the healthcare provider includes substance use disorder treatment or a recovery provider, will the project provide access to all program participants who qualify AND choose the services?
 - ii. Will the value of the services provided by the healthcare organization be equivalent to 25% of the total grant amount being requested?

NEW COORDINATED ENTRY-SSO PROJECT APPLICATIONS ONLY

- 22. COORDINATED ENTRY SERVICE PROJECTS:** Eligible activities in this category may include staff dedicated to conducting CES assessments (via street outreach, drop-in centers or emergency shelter), providing navigation services, securing critical documents, participation in case conference meetings or activities related to developing and implementing the coordinated entry process.
- a. Describe how the proposed project will contribute towards the coordinated entry system being easily available/reachable for all persons, including those with a disability or limited English proficiency within the CoC's geographic area who are seeking homeless assistance.
 - b. Describe how the proposed project will target outreach to homeless persons with the highest barriers within the CoC's geographic area.
 - c. Describe how the project will ensure that program participants are directed to appropriate housing and services that fit their needs.

DV BONUS PROPOSAL NARRATIVE QUESTIONS

REQUIRED FOR: NEW DV BONUS PROJECT APPLICATIONS ONLY

New DV Bonus projects (RRH, Joint TH/PH-RRH, and SSO-CE) must be fully dedicated to survivors of domestic violence, dating violence, sexual assault, or stalking who qualify as homeless under paragraph (4) of 24 CFR 578.3.

All RRH and Joint TH/PH-RRH component projects must follow a housing-first approach.

New DV Bonus RRH and Joint TH/RRH projects must request a minimum of \$50,000 per project.

DV.1 ASSESSING THE NEED FOR DV BONUS PROJECTS.

- a. Enter the number of survivors that need housing or services in the LHC:
- b. Enter the number of survivors the LHC is currently serving:
- c. How was the number of survivors in need of housing and services calculated
- d. What data source was used to identify the number of survivors (e.g., comparable databases, other administrative data, external data source, HMIS for non-DV projects)
- e. If the LHC is unable to meet the needs of all survivors, please explain the barriers to meeting those needs.

DV.2 DESCRIBE THE APPLICANT EXPERIENCE IN PROVIDING HOUSING TO DV SURVIVORS. HOW HAS THE APPLICANT:

- a. ensured DV survivors experiencing homelessness were quickly moved into safe affordable housing;
- b. prioritized survivors—you must address the process the project applicant used, e.g., Coordinated Entry, prioritization list, CoC's emergency transfer plan, etc.;
- c. determined which supportive services survivors needed;
- d. connected survivors to supportive services; and
- e. moved clients from assisted housing to housing they could sustain—address housing stability after the housing subsidy ends.

DV.3 DESCRIBE EXAMPLES OF HOW THE APPLICANT ENSURED THE SAFETY AND CONFIDENTIALITY OF DV SURVIVORS EXPERIENCING HOMELESSNESS BY:

- a. taking steps to ensure privacy/confidentiality during the intake and interview process to minimize potential coercion of survivors;
- b. making determinations and placements into safe housing;
- c. keeping information and locations confidential;
- d. training staff on safety and confidentiality policies and practices; and
- e. taking security measures for units (congregate or scattered site), that support survivors' physical safety and location confidentiality.

DV.4 DESCRIBE HOW THE PROJECT APPLICANT EVALUATED ITS ABILITY TO ENSURE THE SAFETY OF DV SURVIVORS SERVED BY THE PROJECT, INCLUDING AREAS IDENTIFIED FOR IMPROVEMENT.

DV.5 DESCRIBE THE PROJECT APPLICANT EXPERIENCE AND PLAN FOR USING TRAUMA-INFORMED, VICTIM-CENTERED APPROACH TO MEET THE NEEDS OF DV SURVIVORS IN THE FOLLOWING AREAS:

- a. prioritizing placement and stabilization in permanent housing consistent with participants' wishes and stated needs;
- b. establishing and maintaining an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures program participant staff interactions are based on equality and minimize power differentials;
- c. providing program participants access to information on trauma, e.g., training staff on providing program participants with information on trauma;
- d. emphasizing program participants' strengths, e.g., strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans work towards survivor defined goals and aspirations;
- e. centering on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination, language access, improving services to be culturally responsive, accessible and trauma-informed;
- f. providing a variety of opportunities for connection for program participants, e.g., groups, mentorships, peer-to-peer, spiritual needs; and
- g. offering support for survivor parenting, e.g., trauma-informed parenting classes, childcare, connections to legal services.

DV.6 DESCRIBE EXAMPLES OF SUPPORTIVE SERVICES THAT THE PROJECT APPLICANT HAS PROVIDED TO DOMESTIC VIOLENCE SURVIVORS WHILE QUICKLY MOVING THEM INTO PERMANENT HOUSING AND ADDRESSING THEIR SAFETY NEEDS.

DV.7 DESCRIBE THE PROJECT APPLICANT PLAN TO INVOLVE SURVIVORS WITH A RANGE OF LIVED EXPERTISE IN POLICY AND PROGRAM DEVELOPMENT THROUGHOUT THE OPERATION OF THE PROJECT.

APPENDIX A: VAWA POLICY ON HOUSING PROTECTION

As required by the Housing and Urban Development’s (HUD) [final rule](#), CoCs are required to adopt and implement certain protections and develop emergency transfer plan protocols that are available to all victims of domestic violence, dating violence, sexual assault and stalking, regardless of sex, gender identity or sexual orientation. This requirement is in response to the Reauthorization of the Violence Against Women Act (VAWA) of 2013 which extends the enhanced housing protections and options to all HUD housing programs.

Core components of the rule which should be included in agency policy include:

- **Extension of the core VAWA protections:** Survivors are *not denied assistance* as an applicant or be *evicted or have assistance terminated* as a tenant, because the applicant or tenant is or has been a victim of domestic violence, dating violence, sexual assault, and stalking.
- **Emergency transfers:** The *implementation of an emergency transfer plan* which allows for survivors to move to another safe and available unit if they fear for their life and safety.
- **Protections against denials, terminations, and evictions that directly result from being a victim of domestic violence, dating violence, sexual assault, or stalking:** *The prohibition of any denial, termination, or eviction* that is “a direct result of the fact that the applicant or tenant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking, if the applicant or tenant otherwise qualifies for admission, assistance, participation, or occupancy.”
- **Low-barrier certification process:** The final rule makes it clear that under most circumstances, a survivor *need only to self-certify* in order to document the domestic violence, dating violence, sexual assault, or stalking, ensuring third party documentation does not cause a barrier in a survivor expressing their rights and receiving the protections needed to keep themselves safe.

HUD has provided model templates and sample forms that may be customized and adopted for specific agency use. Sample forms attached. Providers will be required to notify and explain housing rights and provide a list of local domestic violence service providers to clients at program intake.

Link to sample forms

HUD-5380	NOTICE OF OCCUPANCY RIGHTS UNDER THE VIOLENCE AGAINST WOMEN ACT
HUD-5381	MODEL EMERGENCY TRANSFER PLAN FOR VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, OR STALKING
HUD-5382	CERTIFICATION OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, OR STALKING, AND ALTERNATE DOCUMENTATION
HUD-5383	EMERGENCY TRANSFER REQUEST FOR CERTAIN VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, OR STALKING

APPENDIX B: ANTI-DISCRIMINATION POLICY

As required by the Housing and Urban Development's (HUD) final rule, CoCs are required to comply with applicable civil rights laws through the adoption and implementation of the fair housing and equal opportunity policy. The final rule ([24 CFR 578.93](#)), addressing nondiscrimination and equal opportunity requirements, is provided to offer greater direction to recipients and subrecipients on the use of grant funds. It states that the nondiscrimination and equal opportunity requirements set forth in [24 CFR 5.105\(a\)](#) apply. This includes, but is not limited to, the Fair Housing Act, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973 (Section 504), and title II of the Americans with Disabilities Act.

All HUD funded projects in the Continuum of Care are required to adopt and implement an Anti-Discrimination policy that ensures that all housing and services must be available to all eligible persons, regardless of race, color, national origin, religion, sex, age, familial status, disability, sexual orientation, gender identity, gender expression or marital status.

POLICY CORE COMPONENTS

Core components which should be included in agency policy include:

- **Nondiscrimination**
24 CFR 578.93(a) requires CoC Programs to operate in compliance with federal nondiscrimination and equal opportunity requirements. Through this final rule, HUD implements policy to ensure that its core programs are open to all eligible individuals and families regardless of sexual orientation, gender identity, or marital status; see 24 CFR 5.105(a) for a full list of applicable laws, regulations, and Executive Orders.
- **Housing for Specific Subpopulations**
Recipients and subrecipients may exclusively serve a particular homeless subpopulation in transitional or permanent housing if the housing addresses a need identified by the Continuum of Care for the geographic area. It must meet HUD criteria in 24 CFR 578.93.
- **Fair Housing**
A recipient must implement its programs in a manner that [affirmatively furthers fair housing](#), which means the recipient must:
 - (1) Affirmatively market their housing and supportive services to eligible persons regardless of race, color, national origin, religion, sex, age, familial status, or handicap who are least likely to apply in the absence of special outreach, and maintain records of those marketing activities;
 - (2) Where a recipient encounters a condition or action that impedes fair housing choice for current or prospective program participants, provide such information to the

jurisdiction that provided the certification of consistency with the Consolidated Plan;
and

(3) Provide program participants with information on rights and remedies available under applicable federal, State and local fair housing and civil rights laws.

- **Equal Access to Housing**

Recipients must act in accordance with the [Equal Access to Housing Rule](#) which ensures that programs are open to all eligible individuals and families regardless of sexual orientation, gender identity or marital status.

Recipients must:

- Ensure that staff and volunteers understand that a client may present their gender differently than the way staff and volunteers identify their gender.
- Not consider a client or potential client to be ineligible for services because their appearance or behavior does not conform to gender stereotypes.
- Ensure that all staff and volunteers maintain the confidentiality of a client's legal name and sex at birth and understand the potential impact that disclosure can have on a client's progress toward self-sufficiency.
- When possible, ensure that new construction and rehabilitation includes and promotes privacy and safety in sleeping areas, bathrooms and showers.
- Take prompt action to resolve inappropriate behavior, treatment, harassment, or any other equal access issues by staff, volunteers or clients.
- Include policies and procedures in employee handbooks and training that prohibit discrimination and provide guidance to staff to ensure that all persons have equal access to the agency's services.
- Not ask questions or seek information concerning a person's anatomy or medical history beyond that necessary to determine program eligibility.
- Not require a person's gender identity to match the gender listed on an ID or other documents
- Help clients understand the resources available to help them obtain legal identification documents.
- Use the client's preferred gender and pronoun.

- **Accessibility and Integrative Housing and Services for Persons with Disabilities**

For persons with disabilities, fair housing law makes it illegal to fail to make reasonable accommodation in rules, policies, and services to give a person with a disability equal opportunity to occupy and enjoy the full use of a housing unit; and fail to allow reasonable modification to the premises if the modification is necessary to allow full use of the premises.

- **Prohibition Against Involuntary Family Separation**

In accordance with HUD's CoC and ESG program regulations, involuntary family separation is prohibited in CoC-funded and ESG-funded projects. CoC-funded and ESG-funded projects may not deny admission to any household on the basis of:

- The age or gender of a child under age 18; or
- The gender of a parent or parents; or
- The marital status of a parent or parents.

- **Faith-Based Activities**

Service providers and their staff shall not discriminate against any client or prospective client on the basis of religion, religious beliefs, a refusal to hold a religious belief, or a refusal to attend or participate in religious activities.

Guidance for Creation of Nondiscrimination and Fair Housing Policies

- Policy should state that the agency does not discriminate and complies with all nondiscrimination, fair housing, and equal opportunity laws.
- Policy should indicate the availability of aids and services, upon request, to ensure effective communication, such as the availability of qualified sign language interpreters, documents in Braille, or other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.
- Policy should state that the agency will make reasonable accommodations in rules, policies, and services to give a person with a disability equal opportunity to occupy and enjoy the full use of a housing unit.
- If the agency acts as a landlord, the policy should state that the agency will permit reasonable modification to the premises if the modification is necessary to allow full use of the premises.
- Policy should provide contact information for submitting a complaint or reporting discrimination.
- Policy should apply to all staff, volunteers, interns working for CoC Program recipients and subrecipients; Coordinated Entry Implementers; CoC Lead Agency; Collaborative Applicant, HMIS Lead and all other applicable individuals in service to those experiencing homelessness in the Maryland Balance of State CoC.
- Policy should ensure that all clients shall be informed of their right to access housing and services without discrimination, and of their right to initiate a grievance if they believe they have been discriminated against.

APPENDIX C: NEW PROJECT ELIGIBLE COSTS

Under the Continuum of Care Program, new projects can request funding in up to 6 categories, dependent on project type:

Eligible Costs	Description	Permanent Supportive Housing	Rapid Rehousing	Joint TH-RRH	SSO
Leasing	<ul style="list-style-type: none"> *Individual Units or Entire Structure *Rent must be reasonable and not exceed FMR *Lease between service provider and unit owner *Client is sublessee of service provider *Responsible for 100% of rent costs and damages *Service provider must pay for vacancies 	✓		✓	
Rental Assistance	<ul style="list-style-type: none"> * Apartments, houses, facilities *Lease between client and housing owner *Written rental assistance agreement between housing owner and service provider *Client pays portion of rent according to 24 CFR 578.77. Service provider pays remaining portion of rent *Service provider cannot make rental assistance payments on a vacant unit except as provided in 24 CFR 578.51(i) 	✓	✓ Tenant Based Only	✓	
Supportive Services	<ul style="list-style-type: none"> *Includes a wide range of services such as case management, assistance with moving costs, client assistance, treatment, food, and counseling. 	✓	✓	✓	✓
Operating Costs	<ul style="list-style-type: none"> Costs for housing units: *Property Taxes/Insurance *Maintenance and repair *Security *Utilities *Furniture and equipment *Cannot be requested if project is using rental assistance funds in same structure 	✓		✓	

HMIS	*Staffing and equipment costs to meet the regulatory requirements for participation in HMIS	✓	✓	✓	✓
Project Administration	*Up to 10% of grant *Administrative costs related to the planning and execution of Continuum of Care activities * Does not include staff & overhead costs directly related to carrying out activities eligible under <u>§578.43</u> through <u>§ 578.57</u> , because they are eligible as part of those activities	✓	✓	✓	✓

For more information about the differences between leasing and rental assistance under the CoC Program, refer to the [HUD website](#). For more information about eligible costs under the CoC Program, review this [Introductory Guide](#) from HUD. For specific details about each eligible activity, refer to [24 CFR Subpart D - Program Components and Eligible Costs](#).

APPENDIX D: MATCH REQUIREMENTS

Match refers to actual cash or in-kind resources contributed to the grant. All costs paid for with matching funds must be for activities that are eligible under the CoC Program, even if the recipient is not receiving CoC Program grant funds for that activity. All grant funds must be matched with an amount no less than 25% of the awarded grant amount (excluding the amount awarded to the leasing budget line item) with cash or in-kind resources. Match resources may be from public (not statutorily prohibited by the funding agency from being used as a match) or private resources.

To determine the amount of match required for a new project, develop a proposed budget for the funds being requested through the CoC Program. Subtract the amount requested for leasing and multiply the new total by 25%. This is the amount of match required.

Match Calculation Examples	
<p style="text-align: center;"><u>Without Leasing</u></p> <p>Total amount requested from HUD (without leasing):</p> <ul style="list-style-type: none"> • Rental Assistance funding = \$80,000 • Supportive Services funding = \$13,000 • Project Administration funding = \$7,000 • Total amount requested = \$100,000 <p>Total amount requested from HUD x .25 = Minimum Match Requirement</p> <p style="text-align: center;">\$100,000 x .25 = \$25,000</p>	<p style="text-align: center;"><u>With Leasing</u></p> <p>Total amount requested from HUD (with leasing):</p> <ul style="list-style-type: none"> • Leasing funding = \$70,000 • Supportive Services funding = \$23,000 • Project Administration funding = \$7,000 • Total amount requested = \$100,000 <p>Total amount requested from HUD, excluding amount requested for leasing</p> <p style="text-align: center;">\$100,000 - \$70,000 = \$30,000</p> <p>Total amount minus leasing x .25 = Minimum Match Requirement</p> <p style="text-align: center;">\$30,000 x .25 = \$15,000</p>

Eligible Costs for Match

All match contributions (cash or in-kind) in the CoC Program must be for eligible activities/costs per Subpart D of the CoC Program Interim rule, regardless of whether the activities/costs are included in the HUD-approved project budget. The eligible categories of match are as follows:

Supportive Services	Operating
1. Assessment of Service Needs	1. Maintenance/Repair
2. Assistance with Moving Costs	2. Property Taxes and Insurance
3. Case Management	3. Replacement Reserve
4. Child Care	4. Building Security
5. Education Services	5. Electricity, Gas, and Water
6. Employment Assistance	6. Furniture
7. Food	7. Equipment (lease, buy)
8. Housing/Counseling Services	
9. Legal Services	
10. Life Skills	
11. Mental Health Services	
12. Outpatient Health Services	
13. Outreach Services	
14. Substance Abuse Treatment Services	
15. Transportation	
16. Utility Deposits	
17. Operating Costs (SSO Projects ONLY)	