



**Special Notice of Funding Opportunity (NOFO) to  
Address Unsheltered and Rural Homelessness**

**Special NOFO Continuum of Care (CoC) Application  
Detailed Instructions  
for  
Collaborative Applicants**

Office of Special Needs Assistance Programs

**Revised August 10, 2022**

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## Purpose

This document provides guidance to Collaborative Applicants for completing the Continuum of Care (CoC) Application for the Special Notice of Funding Opportunity (Special NOFO) to Address Unsheltered and Rural Homelessness. Approximately \$322,000,000 is available in the Special NOFO with \$54,500,000 of that amount available only for projects that serve rural areas as defined in Special NOFO Section III.C.2.k. and \$267,500,000 available for projects as part of the Unsheltered Homelessness Set Aside.

The CoC Application is one of three parts of the Special NOFO CoC Consolidated Application—the second part is the CoC Priority Listing, and the third is all the project applications submitted to your CoC which your CoC reviewed, approved, ranked where required, or rejected in the local CoC competition for consideration for funding through this Special NOFO by the Department of Housing and Urban Development (HUD).

This Competition is separate from the FY 2022 CoC Program Competition so any information provided in response to the selection criteria in Section VII of the Special NOFO will not be carried forward to the CoC's FY 2022 CoC Program application, and any amounts applied for or awarded under this Special NOFO will not impact the amount the CoC may apply for or be awarded in the FY 2022 CoC Program Competition.

The CoC Application and the CoC Priority Listing are separate submissions in *e-snaps*; therefore, you must ensure that both the CoC Application and the CoC Priority Listing, with all project applications approved, ranked where required, or rejected, are submitted in *e-snaps* prior to the Special NOFO Program Competition application submission deadline.

## Resources for Completing CoC Application Process

The [CoC Special NOFO](#) page on HUD's website provides HUD-approved resources to assist you in completing the CoC Application, including:

- Special Notice of Funding Opportunity to Address Unsheltered and Rural Homelessness;
- [24 CFR part 578](#);
- Special NOFO CoC Application Navigational Guide
- [Section 3 Resources](#); and
- Frequently Asked Questions

## CoC Approval is Required before You Submit Your CoC's Special NOFO CoC Consolidated Application

- 24 CFR 578.9 requires you to compile and submit the Special NOFO CoC Consolidated Application for the CoC Program Competition on behalf of your CoC.
- 24 CFR 578.9(b) requires you to obtain approval from your CoC before you submit your CoC's Special NOFO CoC Consolidated Application into *e-snaps*.

## Answering Multi-Part Narrative Questions in *e-snaps*

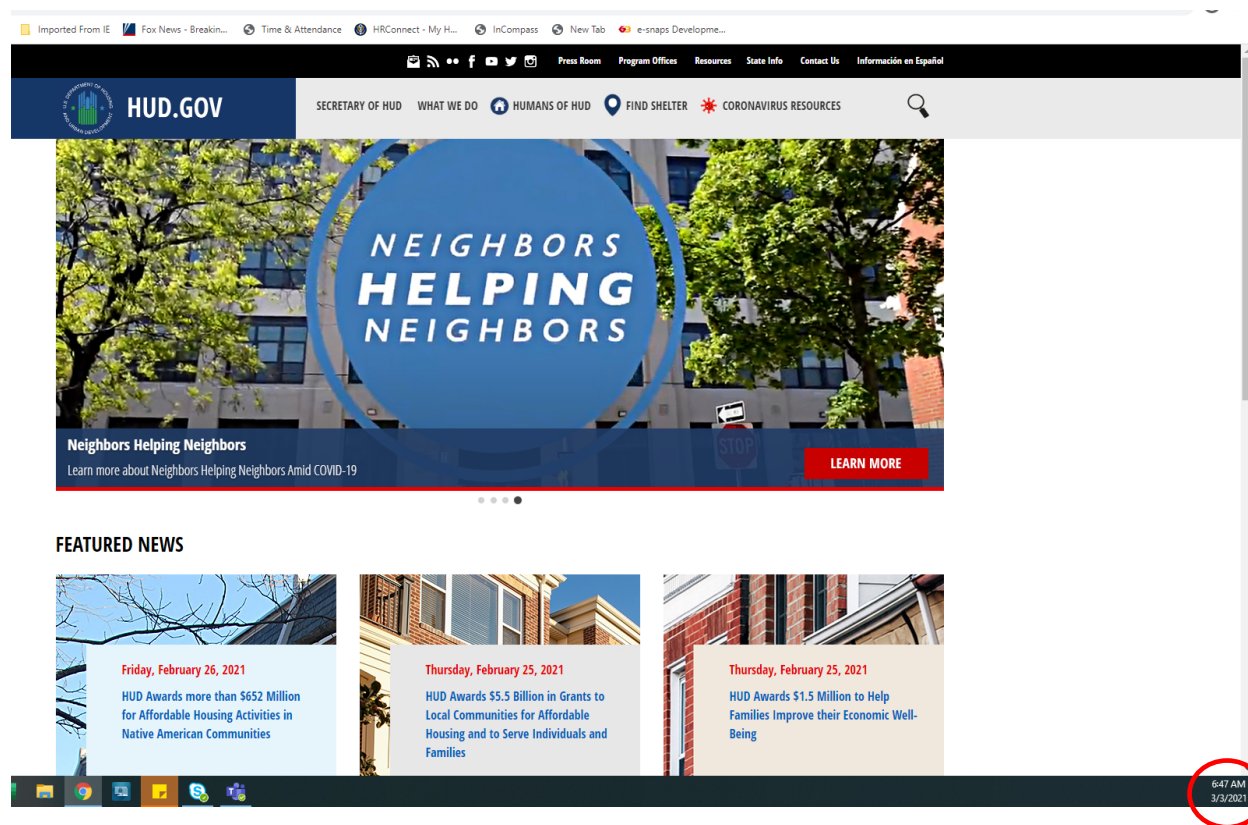
Many questions require you to address multiple elements in a single text box. Number your responses to correspond with multi-element questions using the same numbers in the question.

This will help you organize your responses to ensure they are complete and help us to review and score your responses.

## Attachments

Questions requiring attachments to receive points state, “**You must upload the [specific attachment] attachment to the 4A. Attachments Screen.**” Only upload documents responsive to the questions posed in *e-snaps*. Do not include other material because this slows the review process, which ultimately slows the funding process. Include a cover page with the attachment name.

- Attachments must match the questions they are associated with—if we do not award points for evidence you upload and associate with the wrong question, this **is not** a valid reason for you to appeal HUD’s funding determination.
- We prefer that you use PDF files, though other file types are supported—please only use zip files if necessary. Also, **converting electronic files to PDF**, rather than printing documents and scanning them, produces higher quality images. Many systems allow you to create PDF files as a **Print option**. If you are unfamiliar with this process, you should consult your IT support or search for information on Google or YouTube.
- We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time). When we review screenshots, we enlarge the image so the image must be clear and readable. Below is an example of a legible screenshot displaying the system-generated date and time stamp—6:47 AM 3/3/21.



## About the Special NOFO CoC Application

1. If your CoC is requesting funding during this competition under the Unsheltered Homelessness Set-Aside, you must answer every question in this application. If your CoC is requesting funding under the Rural Homelessness Set-Aside, you must answer all questions that state...
2. **Unsheltered Homelessness Set Aside.** We will assess the **Special NOFO CoC Consolidated Applications** on a 100-point scale for the Unsheltered Homelessness Set Aside. Additionally, HUD will award bonus points to CoCs based on the number of people experiencing unsheltered homelessness reported in the 2019 Point-in-Time Count. We will conditionally select for funding the highest scoring CoC and its rated and ranked projects that pass quality threshold; as described in Section V.C.3.c of the Special NOFO. We will select projects in this manner until no more funds are available. Project applicants are prohibited from requesting new construction and rehabilitation costs under the funding set aside.
3. **Rural Set-Aside.** Projects under this set-aside must only serve rural areas as defined in the Special NOFO. We will assess your CoC's **Special NOFO CoC Consolidated Application** on an 89-point scale for the Rural Set Aside. We will conditionally select for funding the highest scoring CoC and its rated and ranked projects that pass quality threshold; as described in Section V.C.3.c of the Special NOFO. We will select projects in this manner until no more funds are available. Project applicants may request new construction and rehabilitation costs under this funding set aside; however your CoC must provide a support letter for each applicant with specific requirements detailed in these instructions.
4. **CoC Plan to Serve Individuals and Families Experiencing Homelessness with Severe Service Needs.** You must submit a plan for serving individuals and families experiencing severe service needs, as defined in the Special NOFO. **Section 4A.** in the *e-snaps* application provides and outline for the required narrative responses along with guidance, and the require attachments you must submit with the application.
5. We will only consider responses provided to individual questions unless otherwise stated in this guidance.
6. For narrative responses provided in text boxes in *e-snaps*, we recommend you draft responses in a word processing program with a character counter to ensure responses do not exceed the character limit allowed in the text field—then carefully copy and paste your response to the correct response field in *e-snaps*.

## 1A. Continuum of Care (CoC) Identification

Questions 1A-1 through 1A-3 are **read-only** and are prepopulated based on information in your CoC's Applicant Profile. The Collaborative Applicant information displayed must match the Collaborative Applicant registered during the FY 2022 CoC Program Registration process. If this information is different, it must have been approved as outlined in Section I.F. of the Special NOFO. You cannot change the Collaborative Applicant name in the CoC Application. If the information in this section is not correct, or if the field is blank, send an email to [SpecialCoCNOFO@hud.gov](mailto:SpecialCoCNOFO@hud.gov).

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**1A-1. CoC Name and Number.**  
Special NOFO Sections I.f.1.

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**1A-2. Collaborative Applicant Name.**  
Special NOFO Sections III.I.

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**1A-3. CoC Designation.**  
Special NOFO Sections I.f.1.

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**1A-4. HMIS Lead.**  
Special NOFO Sections II.B.5.

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**1A-5. Funding Opportunity.**  
Special NOFO Sections VII.A.

**Guidance**—You must select at least one, but you can select both.

Complete the chart below by indicating which funding opportunity(ies) your CoC is applying for projects under. A CoC may apply for funding under both set asides; however, projects funded through the rural set aside may only be used in rural areas, as defined in Section III.C.2.k in the Special NOFO.

<b>1. Unsheltered Homelessness Set Aside</b>	Yes–No
<b>2. Rural Homelessness Set Aside.</b>	Yes–No

## 1B. Project Capacity, Review, and Ranking—Local Competition

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**1B-1. Web Posting of Your CoC Local Competition Deadline—Advance Public Notice. (All Applicants)**  
Special NOFO Section VII.B.1.b.

You must upload the **Local Competition Deadline** attachment to the **4A. Attachments Screen**.

**Guidance–**

- A. Upload a screenshot demonstrating your CoC posted its local competition submission deadline for applicants to submit their project applications to your CoC.
- B. The screenshot must explicitly display the submission deadline date and state the deadline is for the CoC’s local competition for CoC Program funding.
- C. You may use your CoC’s website or a partner’s website to meet this requirement.
- D. Name the attachment **Local Competition Deadline**.
- E. We will not award points for attachments:
  - (1) that are not readable;
  - (2) with manually added times and dates; or
  - (3) with no system-generated dates and times.

Enter the date your CoC published the deadline for project application submission for your CoC’s local competition.	Date
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**1B-2. Project Review and Ranking Process Your CoC Used in Its Local Competition. (All Applicants)**

Special NOFO Section VII.B.1.a.

You must upload the **Local Competition Scoring Tool** attachment to the **4A. Attachments Screen**.

**Guidance–**

- A. Attach to the **4A. Attachments Screen** the scoring tool your CoC used in your local competition to score new ranked projects and all project application types– include the entire tool;
- B. Name the attachment **Local Competition Scoring Tool**.
- C. Though CoCs are only applying for new projects in this Special NOFO, we expect applicants to utilize objective and performance criteria to evaluate the applications. For example, your CoC may:
  - (1) consider the performance of the applicant in administering projects funded with CoC, ESG, or other funding sources; or
  - (2) evaluate the quality and previous success of the program model the applicant is proposing.

Select yes or no in the chart below to indicate how your CoC ranked and selected new project applications during your CoC’s local competition:

<b>1.</b> Established total points available for each project application type.	Yes–No
<b>2.</b> At least <b>33 percent</b> of the total points were based on objective criteria for the project application (e.g., cost effectiveness, timely draws, utilization rate, match, leverage), performance data, type of population served (e.g., DV, youth, Veterans, chronic homelessness), or type of housing proposed (e.g., PSH, RRH).	Yes–No

3. At least <b>20 percent</b> of the total points were based on <b>system performance</b> criteria for the project application (e.g., exits to permanent housing destinations, retention of permanent housing, length of time homeless, returns to homelessness).	Yes–No
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**1B-3. Projects Rejected/Reduced–Notification Outside of *e-snaps*. (All Applicants)**  
Special NOFO Section VII.B.1.b.

You must upload the **Projects Rejected-Reduced** attachment to the **4A. Attachments Screen**.

**Guidance–**

- A. If your CoC rejected or reduced any project(s), upload at the **4A. Attachments Screen** evidence that your CoC provided notification 15 days before HUD’s Special NOFO Application submission deadline.
- B. If your CoC did not reduce or reject any project(s), upload an attachment that states this fact.
- C. Name the attachment **Notification of Projects Rejected-Reduced**.
- D. **Examples** of acceptable evidence that your CoC notified project applicants 15 days before the Special NOFO submission deadline—that clearly displays the date and time—include:
  - (1) email to all project applicants notifying them that your CoC posted to your CoC’s or affiliate’s website a listing that includes:
    - (a) all projects;
    - (b) all project scores; and
    - (c) all funding amounts.
  - (2) individual notifications to project applicants—e.g., email or email with a letter attached—that includes the reason(s) why your CoC reduced or rejected their project, which could be the project score.
- E. We **will not** award points for the following:
  - (1) documents with manually added times and dates;
  - (2) notification to any applicant that does not meet the deadline;
  - (3) attachments that include dated letters with no evidence your CoC sent the letters by the deadline.

1. Did your CoC reject or reduce any project application(s)?	Yes/No
2. Did your CoC inform the applicants why their projects were rejected or reduced?	Yes/No
3. If you selected yes for <b>element 1</b> of this question, enter the date your CoC notified applicants that their project applications were being rejected or reduced, in writing, outside of <i>e-snaps</i> . If you notified applicants on various dates, list the latest date of any notification. For example, if you notified applicants on 6/26/22, 6/27/22, and 6/28/22, then you must enter 6/28/22.	Date



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**1B-3a. Projects Accepted–Notification Outside of *e-snaps*. (All Applicants)**

Special NOFO Section VII.B.1.b.

You must upload the **Notification of Projects Accepted** attachment to the **4A. Attachments Screen**.

**Guidance–**

- A. Upload to the **4A. Attachments Screen** evidence that your CoC provided notification 15 days before HUD’s Special NOFO Application submission deadline.
- B. Name the attachment **Notification of Projects Accepted**.
- C. Examples of acceptable evidence that your CoC notified project applicants 15 days before the Special NOFO submission deadline—that clearly displays the date and time—include:
  - (1) email notification to all project applicants that your CoC posted to your CoC’s or affiliate’s website a listing that includes:
    - (a) all projects;
    - (b) all project scores; and
    - (c) all funding amounts.
  - (2) individual notifications, e.g., email or email with a letter attached that includes:
    - (a) funding amount; and
    - (b) project score.
- D. We **will not** award points for any of the following:
  - (1) documents with manually added times and dates;
  - (2) notification to any applicant that does not meet the deadline; and
  - (3) attachments that include dated letters with no evidence your CoC sent the letters by the deadline.

Enter the date your CoC notified project applicants that their project applications were accepted and ranked on the Priority Listings in writing, outside of <i>e-snaps</i> . If you notified applicants on various dates, list the latest date of any notification. For example, if you notified applicants on 6/26/22, 6/27/22, and 6/28/22, then you must enter 6/28/22.	Date
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**1B-4. Web Posting of the CoC-Approved Special NOFO CoC Consolidated Application.**

**(All Applicants)**

Special NOFO Section VII.B.1.b.

You must upload the **Web Posting–Special NOFO CoC Consolidated Application** attachment to the **4A. Attachments Screen**.

**Guidance–**

- A. Upload to the **4A. Attachments Screen** a screenshot of a website posting that legibly displays a system generated date and time that demonstrates your CoC posted the final version of your CoC’s Consolidated Application at least 2 days before the FY 2021 CoC Program Competition application submission deadline (e.g., screenshot displaying the time and date of the public posting using your desktop calendar).
- B. We will only award points for the CoC-approved version of the Special NOFO CoC Consolidated Application–this means your CoC must approve and post the CoC Consolidated Application at least 2 days before HUD’s application submission deadline.
- C. We will not award points for attachments:
  - (1) that are not readable;
  - (2) with manually added times and dates; or
  - (3) with no system-generated dates and times.
- D. We recommend you export a PDF version of your CoC’s Consolidated Application from *e-snaps* for public posting—as approved by your CoC. that contains:
  - (1) the CoC Application; and
  - (2) Priority Listings, including reallocation forms and all New, Renewal, and Replacement Project Listings.
- E. If **your CoC** does not have its own webpage, it may use any partner’s website to meet the public posting requirement.
- F. You are **not required** to include all **project applications** in the public posting or submit them as an attachment to this question.
- G. Name the attachment **Special NOFO CoC Consolidated Application**.

Enter the date your CoC posted its Special NOFO CoC Consolidated Application on the CoC’s website or affiliate’s website—which included: <ul style="list-style-type: none"> <li>1. the CoC Application, and</li> <li>2. Priority Listings.</li> </ul>	Date
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## 2A. System Performance

### 2A-1. Reduction in the Number of First Time Homeless–Risk Factors. (All Applicants) Special NOFO Section VII.B.2.b.

#### Guidance–

- A. We will use data from HDX **metric 5.2**. as part of the score for this question.
- B. Your response to this question must be based on **your CoC’s current strategy** to reduce the number of individuals and families that experience homelessness for the first time, not on the specific metric in **A** above.

Describe in the field below:

1. how your CoC determined which risk factors your CoC uses to identify persons becoming homeless for the first time;
2. how your CoC addresses individuals and families at risk of becoming homeless; and
3. provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to reduce the number of individuals and families experiencing homelessness for the first time or to end homelessness for individuals and families.

Limit 2,500 Characters

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## 2A-2. Length of Time Homeless–Strategy to Reduce. (All Applicants)

Special NOFO Section VII.B.2.c.

### Guidance–

- A. We will use data from HDX **metric 1.2** as part of the score for this question.
- B. Your response to this question must be based on your CoC's current strategy to reduce the average length-of-time individuals and families remain homeless, not the specific metric in A above.

Describe in the field below:

1. your CoC's strategy to reduce the length of time individuals and persons in families remain homeless;
2. how your CoC identifies and houses individuals and persons in families with the longest lengths of time homeless; and
3. provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to reduce the length of time individuals and families remain homeless.

Limit 2,500 Characters

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## 2A-3. Successful Permanent Housing Placement or Retention. (All Applicants)

Special NOFO Section VII.B.2.d.

### Guidance–

- A. We will use data from HDX **metrics 7b.1 and 7b.2** as part of the score for this question.
- B. Your response to this question must be based on **your CoC's current strategy** to increase the rate that individuals and families exit to or retain permanent housing, not on the specific metric in A above.

Describe in the field below how your CoC will increase the rate that individuals and persons in families residing in:

1. **emergency shelter, safe havens, transitional housing, and rapid rehousing** exit to permanent housing destinations; and
2. **permanent housing projects** retain their permanent housing or exit to permanent housing destinations.

Limit 2,500 Characters

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**2A-4. Returns to Homelessness–CoC’s Strategy to Reduce Rate. (All Applicants)**

Special NOFO Section VII.B.2.e.

**Guidance–**

- A.** We will use data from HDX **metric 2a** as part of the score for this question.
- B.** Your response to this question must address **your CoC’s current strategy** to reduce the rate that individuals and families return to homelessness, not on the specific metric in **A** above.

Describe in the field below:

1. how your CoC identifies individuals and families who return to homelessness;
2. your CoC’s strategy to reduce the rate of additional returns to homelessness; and
3. provide the name of the organization or position title that is responsible for overseeing your CoC’s strategy to reduce the rate individuals and persons in families return to homelessness.

Limit 2,500 Characters

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**2A-5. Increasing Employment Cash Income–Strategy. (All Applicants)**

Special NOFO Section VII.B.2.f.

**Guidance–**

- A.** We will use data from HDX **metric 4.4** as part of the score for this question.
- B.** Your response to this question must be based on your CoC’s current strategy to increase employment cash income, not on the specific metric in **A** above.

Describe in the field below:

1. the strategy your CoC has implemented to increase employment cash sources;
2. how your CoC works with mainstream employment organizations to help individuals and families increase their cash income; and
3. provide the organization name or position title that is responsible for overseeing your CoC’s strategy to increase income from employment.

Limit 2,500 Characters

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**2A-5a. Increasing Non-employment Cash Income–Strategy. (All Applicants)**

Special NOFO Section VII.B.2.f.

**Guidance–**

- A.** We will use data from HDX **metric 4.5** as part of the score for this question; and
- B.** your response describing your CoC’s strategy to increase non-employment cash income, e.g., SSI, SSDI, TANF.

Describe in the field below:

1. the strategy your CoC has implemented to increase non-employment cash income;
2. your CoC’s strategy to increase access to non-employment cash sources; and

- provide the organization name or position title that is responsible for overseeing your CoC’s strategy to increase non-employment cash income.

Limit 2,500 Characters

## 2B. Coordination and Engagement–Inclusive Structure and Participation

### 2B-1. Inclusive Structure and Participation–Participation in Coordinated Entry. (All Applicants)

Special NOFO Sections VII.B.3.a.(1)

#### Guidance–

- If you select yes for **Participated in CoC Meetings**, you must select yes or no in the other two columns.
- If you select no for **Participated in CoC Meetings**, you can select yes for **Participated in CoC’s Coordinated Entry**.
- Participated in CoC’s Coordinated Entry System (CES)** means a partner is involved in the assessment and/or referral process, not whether the entity participated in developing the CES.
- Elements **33 and 34 Other** are optional–you can provide additional information if you choose to.

In the chart below for the period from May 1, 2021 to April 30, 2022:

- select yes or no in the chart below if the entity listed participates in CoC meetings, voted–including selecting CoC Board members, and participated in your CoC’s coordinated entry system; **or**
- select **Nonexistent** if the organization does not exist in your CoC’s geographic area:

Organization/Person	Participated in CoC Meetings	Voted, Including Electing of CoC Board Members	Participated in CoC’s Coordinated Entry
1. Affordable Housing Developer(s)	Yes/No/Nonexistent	Yes/No	Yes/No
2. Agencies serving survivors of human trafficking	Yes/No/Nonexistent	Yes/No	Yes/No
3. CDBG/HOME/ESG Entitlement Jurisdiction	Yes/No/Nonexistent	Yes/No	Yes/No
4. CoC-Funded Victim Service Providers	Yes/No/Nonexistent	Yes/No	Yes/No
5. CoC-Funded Youth Homeless Organizations	Yes/No/Nonexistent	Yes/No	Yes/No
6. Disability Advocates	Yes/No/Nonexistent	Yes/No	Yes/No
7. Disability Service Organizations	Yes/No/Nonexistent	Yes/No	Yes/No
8. Domestic Violence Advocates	Yes/No/Nonexistent	Yes/No	Yes/No
9. EMS/Crisis Response Team(s)	Yes/No/Nonexistent	Yes/No	Yes/No
10. Homeless or Formerly Homeless Persons	Yes/No/Nonexistent	Yes/No	Yes/No
11. Hospital(s)	Yes/No/Nonexistent	Yes/No	Yes/No

<b>Organization/Person</b>	<b>Participated in CoC Meetings</b>	<b>Voted, Including Electing of CoC Board Members</b>	<b>Participated in CoC's Coordinated Entry</b>
12. Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	Yes/No/Nonexistent	Yes/No	Yes/No
13. Law Enforcement	Yes/No/Nonexistent	Yes/No	Yes/No
14. Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ+) Advocates	Yes/No/Nonexistent	Yes/No	Yes/No
15. LGBTQ+ Service Organizations	Yes/No/Nonexistent	Yes/No	Yes/No
16. Local Government Staff/Officials	Yes/No/Nonexistent	Yes/No	Yes/No
17. Local Jail(s)	Yes/No/Nonexistent	Yes/No	Yes/No
18. Mental Health Service Organizations	Yes/No/Nonexistent	Yes/No	Yes/No
19. Mental Illness Advocates	Yes/No/Nonexistent	Yes/No	Yes/No
20. Non-CoC Funded Youth Homeless Organizations	Yes/No/Nonexistent	Yes/No	Yes/No
21. Non-CoC-Funded Victim Service Providers	Yes/No/Nonexistent	Yes/No	Yes/No
22. Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes/No/Nonexistent	Yes/No	Yes/No
23. Organizations led by and serving LGBTQ+ persons	Yes/No/Nonexistent	Yes/No	Yes/No
24. Organizations led by and serving people with disabilities	Yes/No/Nonexistent	Yes/No	Yes/No
25. Other homeless subpopulation advocates	Yes/No/Nonexistent	Yes/No	Yes/No
26. Public Housing Authorities	Yes/No/Nonexistent	Yes/No	Yes/No
27. School Administrators/Homeless Liaisons	Yes/No/Nonexistent	Yes/No	Yes/No
28. Street Outreach Team(s)	Yes/No/Nonexistent	Yes/No	Yes/No
29. Substance Abuse Advocates	Yes/No/Nonexistent	Yes/No	Yes/No
30. Substance Abuse Service Organizations	Yes/No/Nonexistent	Yes/No	Yes/No
31. Youth Advocates	Yes/No/Nonexistent	Yes/No	Yes/No
32. Youth Service Providers	Yes/No/Nonexistent	Yes/No	Yes/No
33. Other:	Yes/No/Nonexistent	Yes/No	Yes/No
34. Other:	Yes/No/Nonexistent	Yes/No	Yes/No

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**2B-2. Open Invitation for New Members. (All Applicants)**

Special NOFO Section VII.B.3.a.(2), V.B.3.g.

Describe in the field below how your CoC:

1. communicated the invitation process annually to solicit new members to join the CoC;
2. ensured effective communication with individuals with disabilities, including the availability of accessible electronic formats;

3. conducted outreach to ensure persons experiencing homelessness or formerly homeless persons are encouraged to join your CoC; and
4. invited organizations serving culturally specific communities experiencing homelessness in the geographic area to address equity (e.g., Black, Latino, Indigenous, other People of Color, persons with disabilities).

Limit 2,500 Characters

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**2B-3. CoC’s Strategy to Solicit/Consider Opinions on Preventing and Ending Homelessness. (All Applicants)**  
Special NOFO Section VII.B.3.a.(3)

Describe in the field below how your CoC:

1. solicited and considered opinions from a broad array of organizations and individuals that have knowledge of homelessness or an interest in preventing and ending homelessness;
2. communicated information during public meetings or other forums your CoC uses to solicit public information; and
3. took into consideration information gathered in public meetings or forums to address improvements or new approaches to preventing and ending homelessness.

Limit 2,500 Characters

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**2B-4. Public Notification for Proposals from Organizations Not Previously Funded. (All Applicants)**  
Special NOFO Section VII.B.3.a.(4)

**Guidance–**

**A.** Public notification may include, but is not limited to:

- postings on your CoC’s website or a partner’s website;
- postings on social media;
- postings in newspapers with general circulation within the geographic area; and
- publicly accessible forums.

**B.** All mediums must be open to the public. Unacceptable mediums include:

- forums that **do not** reach the general public;
- email to the **existing membership**, for example, listserv messages; and
- notes from CoC meetings.

Describe in the field below how your CoC notified the public:

1. that your CoC’s local competition was open and accepting project applications;
2. that your CoC will consider project applications from organizations that have not previously received CoC Program funding;
3. about how project applicants must submit their project applications;
4. about how your CoC would determine which project applications it would submit to HUD for funding; and

5. how your CoC effectively communicated with individuals with disabilities, including making information accessible in electronic formats.

Limit 2,500 Characters

**2C. Coordination and Engagement–Coordination with Federal, State, Local, Private, and Other Organizations**

**2C-1. Coordination with Federal, State, Local, Private, and Other Organizations. (All Applicants)**

Special NOFO Section VII.B.3.b.

**Guidance–**

- A. CoC’s must consult with the organizations that award funds, not their subrecipients.
- B. Element **18 Other** is optional—you can provide additional information if you choose to.

In the chart below:

1. select yes or no for entities listed that are included in your CoC’s coordination, planning, and operations of projects that serve individuals, families, unaccompanied youth, persons who are fleeing domestic violence who are experiencing homelessness, or those at risk of homelessness; or
2. select **Nonexistent** if the organization does not exist within your CoC’s geographic area.

<b>Entities or Organizations Your CoC Coordinates with for Planning or Operations of Projects</b>	<b>Coordinates with Planning or Operations of Projects</b>
1. Funding Collaboratives	Yes/No/Nonexistent
2. Head Start Program	Yes/No/Nonexistent
3. Housing and services programs funded through Local Government	Yes/No/Nonexistent
4. Housing and services programs funded through other Federal Resources (non-CoC)	Yes/No/Nonexistent
5. Housing and services programs funded through private entities, including Foundations	Yes/No/Nonexistent
6. Housing and services programs funded through State Government	Yes/No/Nonexistent
7. Housing and services programs funded through U.S. Department of Health and Human Services (HHS)	Yes/No/Nonexistent
8. Housing and services programs funded through U.S. Department of Justice (DOJ)	Yes/No/Nonexistent
9. Housing Opportunities for Persons with AIDS (HOPWA)	Yes/No/Nonexistent
10. Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	Yes/No/Nonexistent
11. Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes/No/Nonexistent
12. Organizations led by and serving LGBTQ+ persons	Yes/No/Nonexistent
13. Organizations led by and serving people with disabilities	Yes/No/Nonexistent
14. Private Foundations	Yes/No/Nonexistent



Entities or Organizations Your CoC Coordinates with for Planning or Operations of Projects	Coordinates with Planning or Operations of Projects
15. Public Housing Authorities	Yes/No/Nonexistent
16. Runaway and Homeless Youth (RHY)	Yes/No/Nonexistent
17. Temporary Assistance for Needy Families (TANF)	Yes/No/Nonexistent
18. Other	Yes/No/Nonexistent

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**2C-2. CoC Consultation with ESG Program Recipients. (All Applicants)**

Special NOFO Section VII.B.3.b.

**Guidance–**

- A.** Consultation must **be** with ESG recipients–metropolitan cities, urban counties, territories, and states, as defined in 24 CFR 576.2–not subrecipients.
- B.** If there is **no local** ESG-allocation within your CoC’s geographic area, your CoC **must consult with the state ESG recipient**; therefore, you must respond to this question by either answering the questions or stating that your CoC did not consult with the state ESG recipient.
- C.** If your CoC’s Collaborative Applicant is an ESG recipient, you must still respond to each element in this question.

Describe in the field below how your CoC:

1. consulted with ESG Program recipients in planning and allocating ESG funds;
2. participated in evaluating and reporting performance of ESG Program recipients and subrecipients;
3. provided Point-in-Time (PIT) count and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions within its geographic area; and
4. provided information to Consolidated Plan Jurisdictions to address homelessness within your CoC’s geographic area so it could be addressed in Consolidated Plan update.

Limit 2,500 Characters

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**2C-3. Discharge Planning Coordination. (All Applicants)**

Special NOFO Section VII.B.3.c.

Select yes or no in the chart below to indicate whether your CoC **actively** coordinates with the systems of care listed to ensure persons who have resided in them longer than 90 days are not discharged directly to the streets, emergency shelters, or other homeless assistance programs.

1. Foster Care	Yes–No
2. Health Care	Yes–No
3. Mental Health Care	Yes–No
4. Correctional Facilities	Yes–No

---

**2C-4. CoC Collaboration Related to Children and Youth–SEAs, LEAs, School Districts. (All Applicants)**

Special NOFO Section VII.B.3.d.

**Guidance**–Youth education providers can include public and private or charter schools, trade schools, job training and other specialized programs such as Youth Build and Job Corps or there may be other types of youth education providers within a CoC not directly related to the SEA or LEA.

Select yes or no in the chart below to indicate the entities your CoC collaborates with:

1. Youth Education Provider	Yes–No
2. State Education Agency (SEA)	Yes–No
3. Local Education Agency (LEA)	Yes–No
4. School Districts	Yes–No

---

**2C-4a. CoC Collaboration Related to Children and Youth–SEAs, LEAs, School Districts–Formal Partnerships. (All Applicants)**

Special NOFO Section VII.B.3.d.

**Guidance**–

- A. We are looking for a systemwide process, not one project or shelter.
- B. Formal means the partnership is in writing; examples include:
  - policy and procedures;
  - MOU;
  - governance charter that specifies a reserved seat for one of the organizations selected in question 2C-4 on the CoC’s board or other working group; and
  - other written documents.

Describe in the field below the formal partnerships your CoC has with the entities checked in **Question 2C-4**.

Limit 2,500 Characters

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**2C-4b. CoC Collaboration Related to Children and Youth–Informing Individuals and Families Experiencing Homelessness about Eligibility for Educational Services. (All Applicants)**

Special NOFO Section VII.B.3.d.

**Guidance**–You could use language from your policies and procedures manual to respond to this question.

Describe in the field below written policies and procedures your CoC adopted to inform individuals and families who become homeless of their eligibility for educational services.

Limit 2,500 Characters

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**2C-5. Mainstream Resources–CoC Training of Project Staff. (All Applicants)**

Special NOFO Section VII.B.3.e.

**Guidance–**

- A** Effective use of benefits may include assisting with appointments, transportation, etc.
- B** Element 7 **Other** is optional–you can provide additional information if you choose to.

Indicate in the chart below whether your CoC trains project staff **annually** on the following mainstream resources available for program participants within your CoC’s geographic area:

<b>Mainstream Resource</b>	<b>CoC Provides Annual Training?</b>
1. Food Stamps	Yes–No
2. SSI–Supplemental Security Income	Yes–No
3. TANF–Temporary Assistance for Needy Families	Yes–No
4. Substance Abuse Programs	Yes–No
5. Employment Assistance Programs	Yes–No
6. Other	Yes–No

---

**2C-5a. Mainstream Resources–CoC Collaboration with Project Staff Regarding Healthcare Organizations. (All Applicants)**  
Special NOFO Section VII.B.3.e.

**Guidance–**

- A** For element 1 of this question, your response must describe how the CoC provides updates that occur during the year not covered in the annual training because the change happened after the training.
- B** We are looking for a system-wide processes in these answers.

Describe in the field below how your CoC:

1. systemically provides up-to-date information on mainstream resources available for program participants (e.g., Food Stamps, SSI, TANF, substance abuse programs) within your CoC’s geographic area;
2. works with project staff to collaborate with healthcare organizations, including substance abuse treatment and mental health treatment, to assist program participants with receiving healthcare services; and
3. works with projects to promote SOAR certification of program staff.

Limit 2,500 Characters

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**3A. New Projects With Rehabilitation/New Construction Costs**

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**3A-1. Rehabilitation/New Construction Costs–New Projects. (Rural Set Aside Only).**  
Special NOFO Section VII.A.

**You must upload the CoC Letter Supporting Capital Costs attachment to the 4A. Attachments Screen.**

## Guidance–

- A. Only projects applying for funding through the Rural Set Aside may request rehabilitation and new construction costs.
- B. When responding to this question, you should review the responses in all New Project applications for projects applying for the Rural Set Aside on Screen 3B: Question 2a, Screen 6A: Question 5a, and Screen 6B: 6B.
- C. If you answer ‘Yes,’ you must upload a letter from your CoC supporting the capital costs for each project that is requesting new construction or rehabilitation costs—you can meet this requirement by submitting one letter that include all projects so long as you clearly distinguish between each project and the associated capital costs for each project.
- D. For projects requesting new construction or rehabilitation costs that exceed \$200,000, the support letter must include how the projects will comply with:
  - (1) Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u); and
  - (2) HUD’s implementing rules at 24 CFR part 75 to provide employment and training opportunities for low- and very-low-income persons, as well as contracting and other economic opportunities for businesses that provide economic opportunities to low- and very-low-income persons.
- E. This does not affect the CoC’s existing responsibilities to provide training, employment, and other economic opportunities pursuant to Section 3 that result from the receipt of other HUD funding.
- F. Refer to [HUD Section 3 Business](#) for self-certified businesses in your locality and [About Section 3](#) for more information, and [Section 3 Guidebook Tools](#).
- G. Name the attachment **CoC Letter Supporting Capital Costs**.

Is your CoC requesting funding for any new project(s) under the Rural Set Aside for rehabilitation or new construction costs?	Yes–No
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## 3B. Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes

### 3B-1. Designating Projects Requesting Funding through the Rural Set Aside to Serve Persons Experiencing Homelessness as Defined by Other Federal Statutes. (Rural Set Aside Only) Special NOFO Section VII.C.

Is your CoC requesting to designate one or more of its projects requesting funding through the Rural Set Aside to serve families with children or youth experiencing homelessness as defined by other Federal statutes?	Yes–No
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**3B-2. Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes.  
(Rural Set Aside Only)**  
Special NOFO Section VII.C.

You must upload the **Project List for Other Federal Statutes** attachment to the **4A. Attachments Screen**.

**Guidance–**

- A. In the Special NOFO Competition, CoCs may request that up to 10 percent of funding awarded through the Rural Set Aside under the Special NOFO Competition be approved to serve homeless households with children and youth defined as homeless under other federal statutes who are unstably housed (paragraph 3 of the definition of homeless found at 24 CFR 578.3).
- B. Approved CoCs are limited to using up to 10 percent of the total amount awarded to the CoC through the Rural Set Aside under the Special NOFO Competition to serve this population and must determine which project(s) will be permitted to use some or all their funding for this purpose.
- C. Upload an attachment at the **4A. Attachments Screen** that identifies the specific project(s) that will use the funding for this purpose that includes:
  - (1) project name(s) as listed on the CoC Priority Listing; and
  - (2) amount of funding in the project or per project that will be used for this purpose.
- D. Name the attachment **Project List for Other Federal Statutes**.

If you answered yes to question **3B-1**, describe in the field below:

- 1. how serving this population is of equal or greater priority, which means that it is equally or more cost effective in meeting the overall goals and objectives of the plan submitted under Section 427(b)(1)(B) of the Act, especially with respect to children and unaccompanied youth than serving the homeless as defined in paragraphs (1), (2), and (4) of the definition of homeless in 24 CFR 578.3; and
- 2. how your CoC will meet requirements described in Section 427(b)(1)(F) of the Act.

Limit 2,500 Characters

<p><b>P. CoC Plan for Serving Individuals and Families Experiencing Homelessness with Severe Service Needs–Outline for Narrative Responses and Attachment Requirements.</b></p>
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Special NOFO Section VII.B.4.

You must upload the **CoC Plan** for serving individuals and families experiencing homelessness with severe service needs attachment to the **4A. Attachments Screen**.

**Your attachment–**

- A. The CoC’s Plan for serving individuals and families experiencing homelessness with severe service needs described in Section VII.B.4 of this NOFO. The majority of this plan will be included as a written attachment, which must follow the formatting described below.

- B. The maximum page limit for describing the following elements is 15 pages as described in HUD will not consider any responses after 15 pages for scoring for this competition.
- C. You must use the following page formatting for your CoC's Plans For Reducing Unsheltered Homelessness—narrative responses to **Section P**:
  - (1) use paper size 8-1/2 x 11 inches;
  - (2) use 12-point, Times New Roman font;
  - (3) use single-spacing;
  - (4) use at least a 1/2 inch for all margins—we will count pages with margins smaller than 1/2 inch as two pages;
  - (5) we will count any pages marked as sub-pages (e.g., with numbers and letters such as 25A, 25B, 25C) as separate pages;
  - (6) limit of one page per one sheet of paper; i.e., you must not shrink pages to get two or more pages on a page—we will be count shrunken pages as multiple pages; and
  - (7) number all pages consecutively.
- D. You must submit separately in *e-snaps* **the attachments referenced in the plan outline** as described in this section. These attachments do not count towards the 15-page limit established in Section VII.B.4 of the Special NOFO.
- E. Use the outline below to number narrative responses to correspond with the numbering in this section.
- F. If your CoCs is applying for funding through the Unsheltered Homelessness Set Aside, you must provide answers for all the elements described below to receive points.
- G. If your CoC is only applying for funding through the **Rural Set Aside** (and not also requesting funding for the Unsheltered Homelessness Set Aside) you are only required to respond to elements that state, “**Required for Rural Set Aside.**”

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**P-1. Leveraging Housing Resources.**  
Special NOFO Section VII.B.4.a.

Through attachments and narrative, you must demonstrate your CoC's efforts to increase the number of permanent housing units available to individuals and families experiencing homelessness by responding to the elements below.

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**P-1a. Development of New Units and Creation of Housing Opportunities—Leveraging Housing. (Required for Rural Set Aside).**  
Special NOFO Section VII.B.4.a.1.

You must upload the **Leveraging Housing Commitment** attachment to the **4A. Attachment Screen**.

**Guidance—**

- A. Your **Leveraging Housing Commitment** attachment can include letters of commitment, contracts, or other formal written documents that must:

- (1) demonstrate that your CoC applied for permanent housing project(s), including permanent supportive housing or rapid rehousing, that uses housing subsidies or subsidized housing units not funded through the CoC Program or ESG Program (examples of programs not funded through the CoC or ESG Programs include Housing Choice Vouchers (HCV), HOME-ARP, HOPWA);
  - (2) demonstrate that these housing units, which are not funded through the CoC or ESG Programs, will meet the following thresholds to meet full points—we may award partial points for responses that demonstrate less than the thresholds described:
    - (a) in the case of a permanent supportive housing project(s), provide at least 50 percent of the units included in the project; or
    - (b) in the case of a rapid rehousing project(s), serve at least 50 percent of the program participants anticipated to be served by the project; and
- B.** To determine if your Leveraging Housing Commitment **attachment** meets the 50 percent requirement, we will use the following calculation:
- (1) sum the number of units in permanent supportive housing projects and the number of persons served in rapid rehousing projects, including rapid rehousing and Joint TH-RRH projects, identified in the formal written documents that will be used as leverage;
  - (2) sum the number of units for all permanent supportive housing projects and the number of people served for all rapid rehousing projects, including rapid rehousing, and Joint TH-RRH projects) included in this Special NOFO for your CoC;
  - (3) divide the number in (1) by the number in (2); and
  - (4) multiply the number derived in (3) by 100 to determine percent of housing units your CoC will leverage.
- C.** Your Leveraging Housing Commitment attachment must include the date the units will be available for program participants.
- D.** There is no narrative response associated with this element of the CoC’s Plan to Serve Individuals and Families Experiencing Homelessness with Severe Service Needs.

---

**P-1b. Development of New Units and Creation of Housing Opportunities–PHA Commitment. (Required for Rural Set Aside)**  
Special NOFO Section VII.B.4.a.1.

**You must upload the PHA Commitment attachment to the 4A. Attachment Screen.**

**Guidance**—Stability Vouchers are vouchers authorized through the Consolidated Appropriations Act, 2021 (Public Law 116-260, approved December 20, 2020) which makes available \$43,439,000 of new incremental voucher assistance under section 8(o) of the United States Housing Act of 1937 for use by individuals and families experiencing or at-risk of homelessness; those fleeing or attempting to flee domestic

violence, dating violence, sexual assault, and stalking; veterans and families that include a veteran family member that meets one of the preceding criteria.

**Your Attachment must demonstrate a clear commitment from a PHA to:**

1. work with your CoC to pair vouchers with CoC-funded supportive services; and
2. work with your CoC and other stakeholders to develop a prioritization plan for a potential allocation of Stability Vouchers or a preference for general admission to Housing Choice Voucher program through the coordinated entry process for individuals and families experiencing homelessness, at risk of homelessness, or fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking.

---

**P-1c. Landlord Recruitment. (Required for Rural Set Aside)**

Special NOFO Section VII.B.4.a.2.

**Your narrative response must:**

1. describe the current strategy your CoC uses to recruit landlords, and their units, in which to use tenant-based rental assistance including:
  - a. demonstrating how well this strategy works in identifying units across your CoC's entire geographic area; and
  - b. demonstrating how well this strategy works in identifying units in areas where the CoC has historically not been able to identify units.
2. identify any new practice(s) your CoC has implemented to recruit landlords in the past 3 years and describe the lessons learned from implementing those practices; and
3. describe how your CoC will use data, including the specific data points that will be used, to update its landlord recruitment strategy.

---

**P-2. Leveraging Healthcare Resources—New PSH/RRH Project. (Required for Rural Set Aside)**

Special NOFO Section VII.B.4.b.

**You must upload the Healthcare Leveraging Commitment attachment to the 4A. Attachment Screen.**

**Guidance—**

- A. Your **Healthcare Leveraging Commitment** attachment can include letters of commitment, contracts, or other formal written documents that **must** demonstrate sources of healthcare resources which may include:
  - (1) direct contributions from a public or private health insurance provider to the project;
  - (2) provision of health care services, including mental health services, by a private or public organization (including Federally Qualified Health Centers (FQHCs) and state or local health departments) tailored to the program participants of the project; and



- (3) direct partnerships with organizations that provide healthcare services, including mental health services, to individuals and families (including FQHCs and state or local public health departments) experiencing homelessness who have HIV/AIDS.

**B.** The value of assistance being provided by the healthcare organization in your Healthcare Leveraging Commitment attachment must meet the following thresholds to receive full points—we may award partial points for responses that demonstrate less than the thresholds described below:

- (1) for **substance abuse treatment or recovery providers**, provide access to treatment or recovery services for all program participants who qualify and choose those services; or
- (2) for **healthcare organizations**, include an amount that is equivalent to 50 percent of the funding being requested for the project(s).
- (3) include dates the healthcare resources will be provided;

In-kind resources **must be** valued at the local rates consistent with the amount paid for services not supported by grant funds.

**C.** To determine if your **Healthcare Leveraging Commitment attachment** meets the 50 percent requirement, we will use the following calculation:

- (1) sum the dollar amounts identified in the formal written documents that will be used as leverage for the new permanent housing projects;
- (2) sum the dollar amounts for all permanent housing projects (i.e., permanent supportive housing, rapid rehousing, and the rapid rehousing portion of Joint TH-RRH projects) included in this Special NOFO for your CoC;
  - a. for Joint TH-RRH projects, we will sum the total TH and RRH units and then divide the RRH units by the total to determine the proportion of the project associated with the rapid rehousing portion of the project;
  - b. we will then multiply the number in a. for each Joint TH-RRH project and multiply pro rata amount by each Joint TH-RRH funding request; and
  - c. we will sum the amounts for b. for each Joint TH-RRH project to determine the total funding across the Joint TH-RRH projects that is associated with permanent housing (i.e., rapid rehousing).
- (3) divide the number in (1) by the number in (2); and
- (4) multiply the number derived in (3) by 100 to determine percent of dollars your CoC will leverage for healthcare.

**D.** There is no narrative response associated with this element of the CoC’s Plan to Serve Individuals and Families Experiencing Homelessness with Severe Service Needs.

---

**P-3. Current Strategy to Identify, Shelter, and House Individuals and Families Experiencing Unsheltered Homelessness.**

Special NOFO Section VII.B.4.c.

**Guidance–**

- A. In this Section of the narrative, you must describe your CoC’s *current* strategies to regularly engage individuals and families experiencing unsheltered homelessness in the locations where they reside and connect them to low barrier shelter, temporary housing, or permanent housing as available and appropriate by responding to the elements below.
- B. If your CoC is only applying for funding through the **Rural Set Aside**, you are only required to respond to elements P-3a. and P-3c.

---

**P-3.a Current Street Outreach Strategy. (Required for Rural Set Aside)**  
Special NOFO Sections VII.B.4.c.(1)

**Guidance–**Your response must:

- A. identify evidence-based practices your CoC uses to conduct street outreach; and
- B. demonstrate your CoC’s strategies are based on data and performance.

**Your narrative response must describe your CoC’s current strategies to:**

1. ensure that outreach teams are coordinated;
2. ensure that outreach is frequent, by describing the days and times outreach is conducted each week;
3. help people exit homelessness and unsheltered homelessness;
4. ensure the specific engagement strategy will engage individuals and families experiencing homelessness with the highest vulnerabilities and will use culturally appropriate strategies;
5. use the outreach teams to connect individuals and families experiencing unsheltered homelessness to permanent housing; and
6. hire people with lived expertise of unsheltered homelessness to conduct street outreach.

---

**P-3.b. Current Strategy to Provide Immediate Access to Low-Barrier Shelter and Temporary Housing for Individuals and Families Experiencing Unsheltered Homelessness.**  
Special NOFO Sections VII.B.4.c.(2)

**Your narrative response must:**

1. describe your CoC’s current strategy;
2. describe how well your CoC’s current strategy performs at providing access to low-barrier and culturally appropriate temporary accommodations (e.g., emergency shelter, especially non-congregate shelter, transitional housing) to all individuals and families experiencing unsheltered homelessness; and
3. identify any new practices your CoC implemented in its geographic area over the past 3 years and the lessons learned from implementing those practices.

---

**P-3.c Current Strategy to Provide Immediate Access to Low Barrier Permanent Housing for Individuals and Families Experiencing Unsheltered Homelessness. (Required for Rural Set Aside).**  
Special NOFO Sections VII.B.4.c.(3)

**Your narrative response must:**

1. describe your CoC's current strategy, which must include:
  - a. how your CoC utilizes a Housing First Approach in implementing its current strategy, and
  - b. how the strategy is connected to the permanent housing resources identified in the CoCs response to "Leveraging Housing Resources" portion of the CoC Plan for Serving Individuals and Families Experiencing Homelessness with Severe Service Needs (Special NOFO Section VII.B.4.a);
2. demonstrate how the CoCs current strategy performs at providing low-barrier and culturally appropriate access to permanent housing to individuals and families who have histories of unsheltered homelessness;
3. provide the evidence that supports the use of the CoCs current strategy; and
4. identify new practices the CoC has implemented across its geographic area in the past three years and the lessons learned from implementing those practices.

---

**P-4. Updating the CoC's Strategy to Identify, Shelter, and House Individuals Experiencing Unsheltered Homelessness with Data and Performance.**  
Special NOFO Sections VII.B.4.d.

**Guidance–**

- A. In this section of your narrative, you must describe how your CoC will continually review and update their strategies to identify, shelter, and house individuals and families experiencing unsheltered homelessness (described in the above element at P-3) using data and best practices.
- B. CoCs applying only for funding through the Rural Set Aside the CoC are not required to respond to this element.

**Your narrative response must demonstrate how your CoC will use data, that includes specific data points, performance, and best practices to expand and improve the performance of street outreach, access to low-barrier shelter and temporary accommodations, and rapidly house individuals and families who have histories of unsheltered homelessness within the CoC's geographic area.**

**Your narrative response must demonstrate:**

1. For street outreach:
  - a. How data, performance, and best practices will be utilized to improve the performance of and expand street outreach within the CoC,
  - b. street outreach activities are connected to coordinated entry or HMIS, and
  - c. how your CoC will incorporate new partners (e.g., business owners, law enforcement, healthcare providers) into its street outreach strategies.
2. For low-barrier shelter and temporary accommodations:
  - a. How data, performance, and best practices will be used to improve access to low-barrier shelter and temporary accommodations,

- b. How data, performance, and best practices will be used to expand, as necessary, low-barrier shelter and temporary accommodations, and
  - c. Any new practices and activities that will be funded through an award under this competition.
3. For permanent housing:
- a. How data, performance, and best practices will be utilized to improve the CoCs ability to rapidly house, in permanent housing, individuals and families with histories of unsheltered homelessness, and
  - b. How data, performance, and best practices will be utilized to expand the CoCs ability to rapidly house, in permanent housing, individuals and families with histories of unsheltered homelessness.

---

**P-5. Identify and Prioritize Households Experiencing or with Histories of Unsheltered Homelessness. (Required for Rural Set Aside).**

Special NOFO Sections VII.B.4.e.

**Guidance**—In this section of your narrative, you must demonstrate that your CoC has a comprehensive method to identify and provide street outreach services to individuals and families experiencing unsheltered homelessness, and with histories of unsheltered homelessness, along with an ability to priority these individuals and families for permanent housing.

**Your narrative response must describe:**

1. your CoC’s strategy for ensuring that resources provided under this Special NOFO will reduce unsheltered homelessness;
2. how your CoC will adopt:
  - a. program eligibility processes that reduce unsheltered homelessness;
  - b. coordinated entry processes that reduce unsheltered homelessness;
3. how your CoC will use street outreach to connect those living in unsheltered situations with housing resources; and
4. additional steps your CoC is taking to ensure that people who are unsheltered or have histories of unsheltered homelessness can access housing and other resources in the community, including steps to:
  - a. increase access to identification;
  - b. provide housing navigation services; and
  - c. provide access to health care and other supportive services.

---

**P-6. Involving Individuals with Lived Experience of Homelessness in Decision Making—Meaningful Outreach. (Required for Rural Set Aside).**

Special NOFO Sections VII.B.4.f.

**Guidance**—

- A. In this section of the narrative, you must demonstrate that your CoC meaningfully includes individuals with lived experience of homelessness in the decisionmaking and service delivery activities of your CoC.

**Your narrative response must clearly describe:**

1. the meaningful outreach efforts (e.g., street outreach, social media announcements) to engage those with lived homelessness experience to develop a working group;
2. how individuals and families experiencing homelessness, particularly those who have experienced unsheltered homelessness, are meaningfully and intentionally integrated into the CoC decisionmaking structure; and

**Guidance–**

- B.** Your responses to **element 2** of this question should include information about the ability of the working group comprised of individuals with lived expertise of homelessness to influence local policy and priorities that impact those experiencing homelessness and may also include other information about how people with lived expertise are meaningfully and intentionally integrated into the CoC’s decisionmaking structure (e.g., their inclusion on working groups, their ability to have input on the local competition, any voting authority provided to individuals with lived expertise of homelessness).
3. how your CoC encourages projects to involve individuals and families with lived experience of unsheltered homelessness in the delivery of services (e.g., by hiring people with lived experience of unsheltered homelessness).

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**P-6a. Involving Individuals with Lived Experience of Homelessness in Decision Making– Letter of Support from Working Group Comprised of Individuals with Lived Experience of Homelessness. (Required for Rural Set Aside)**  
Special NOFO Sections VI.F.1.g and VII.B.4.f.

You must upload the **Lived Experience Support Letter** attachment to the **4A. Attachment Screen**.

**Guidance–**

- A.** Your **Lived Experience Support Letter** attachment must:
  1. be from a working group (e.g., advisory committee, subcommittee) comprised of individuals with lived experience of homelessness;
  2. be signed by either:
    - (a) at least three members involved in the working group comprised of individuals with lived experience, or
    - (b) an authorized representative of the workgroup (e.g., a working chair) along with evidence that the person is authorized to represent the group; and
  3. demonstrate support of the priorities for serving individuals and families experiencing homelessness with severe service needs in the CoC’s geographic area outlined in the Special NOFO CoC Application and the Project Applications.

- B. There is no **narrative** response associated with this element of the CoC’s Plan to Serve Individuals and Families Experiencing Homelessness with Severe Service Needs.

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**P-7. Supporting Underserved Communities and Supporting Equitable Community Development. (Required for Rural Set Aside)**

Special NOFO Sections VII.B.4.g.

**Guidance–**

- A. In this Section of your narrative, you must describe the extent to which your CoC supports and serves underserved communities in its geographic area and offers equitable housing interventions to address their needs.
- B. For this question, underserved communities are defined as: “Populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life. These communities include Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders, and other persons of color; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality.” (Special NOFO Section III.C.2.t)

**Your narrative response must clearly describe:**

1. your CoC’s current strategy to identify populations in your CoC’s geography that have not been served by the homeless system at the same rate they are experiencing homelessness.
2. how underserved communities in your CoC’s geographic area interact with the homeless system, including a description of those populations; and
3. your CoC’s current strategy to provide outreach, engagement, and housing interventions to serve populations experiencing homelessness that have not previously been served by the homeless system at the same rate they are experiencing homelessness.

## 4A. Attachments Screen

Please read the following guidance to help you successfully upload attachments and get maximum points:

1. You must include a **Document Description** for each attachment you upload; if you do not, the **Submission Summary** screen will display a red **X** indicating the submission is incomplete.
2. You must upload an attachment for each document listed where ‘**Required?**’ is ‘**Yes**’.
3. We prefer that you use PDF files, though other file types are supported—please only use zip files if necessary. **Converting electronic files to PDF**, rather than printing documents and scanning them, often produces higher quality images and reduces file size. Many systems allow you to create PDF files as a **Print option**. If you are unfamiliar with this process, you should consult your **IT Support** or search for information on **Google** or **YouTube**.
4. Attachments must match the questions they are associated with.
5. Only upload documents responsive to the questions posed—including other material slows down the review process, which ultimately slows down the funding process.
6. If you cannot read the attachment, it is likely we cannot read it either.
  - We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time).
  - We must be able to read everything you want us to consider in any attachment.
7. Open attachments once uploaded to ensure they are the correct attachment for the **Document Type** required.

Question	Attachments for the Special NOFO CoC Application	Name Your Attachment
1B-1	Web Posting of Your CoC Local Competition Deadline—Advance Public Notice	Local Competition Announcement
1B-2	Project Review and Ranking Process Your CoC Used in Its Local Competition.	Local Competition Scoring Tool
1B-3	Projects Rejected/Reduced—Notification Outside of <i>e-snaps</i> .	Notification of Projects Rejected-Reduced
1B-3a	Projects Accepted—Notification Outside of <i>e-snaps</i> .	Notification of Projects Accepted
1B-4	Web Posting of the CoC-Approved Special NOFO CoC Consolidated Application, including the CoC Application and the Priority Listings	Special NOFO CoC Consolidated Application
3A-1.	Rehabilitation/New Construction Costs	CoC Letter Supporting Capital Costs
3B-2.	Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes	Project List for Other Federal Statutes

Question	Attachments for the Special NOFO CoC Application	Name Your Attachment
<b>Attachments Related to the CoC Plan for Serving Individuals and Families Experiencing Homelessness with Severe Service Needs</b>		
<b>P-1.</b>	Development of New Units and Creation of Housing Opportunities–Leveraging Housing.	Leveraging Housing Commitment
<b>P-1a.</b>	Development of New Units and Creation of Housing Opportunities–PHA Commitment	PHA Commitment
<b>P-3.</b>	Leveraging Healthcare Resources–New PSH/RRH Project	Healthcare Leveraging Commitment
<b>P-9c.</b>	Involving Individuals with Lived Experience of Homelessness in Decision Making–Letter of Support from Working Group Comprised of Individuals with Lived Experience of Homelessness	Lived Experience Support Letter