



# 2023 Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Renewal of Youth Homelessness Demonstration Program (YHDP) Grants

## Local Competition Request for Proposals (RFP)

July 24, 2023	RFP Release Date
July 27, 2023, 9:00-11:00 am	Applicant workshop via Zoom
August 1, 2023, 5:00 pm	Letters of Intent – no late submissions
August 3, 2023, 9:00-10:00 am	Optional Office Hours
August 10, 2023, 10:00-11:00 am	Optional Office Hours
August 18, 2023, 5:00 pm	Applications Due – no late submissions
August 21-30, 2023	Revisions with Required Office Hours
August 30, 2023, 5:00 pm	Revisions Due – no late submissions
September 11, 2023, 4:00 pm	Notice of Intent to Appeal due

Direct Questions to [staff@mwvhomelessalliance.org](mailto:staff@mwvhomelessalliance.org).

All questions and their answers will be posted on the CoC [website](#).

[FY 2023 CoC Program NOFO](#)

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## Part 1 – General Information

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### 1. Introduction

The Mid-Willamette Valley Homeless Alliance, or “Alliance,” is a collaborative organization engaging in a communitywide commitment to coordinate, leverage, and align efforts and resources to prevent and end homelessness in the Marion-Polk region.

The Alliance’s purpose is executed through three main goals:

- 1.1. Quickly rehousing homeless individuals, including unaccompanied youth and families, while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness;
- 1.2. Promoting access to and effective utilization of mainstream housing and homeless services programs by homeless individuals; and
- 1.3. Optimizing self-sufficiency among individuals and families experiencing homelessness.

Recognized by the U.S. Department of Housing and Urban Development (HUD) in December 2019 as the Marion-Polk region’s Continuum of Care (CoC), the Alliance does not provide direct services. Rather, it focuses on communitywide planning and coordination, e.g., aligning services, implementing a strategic plan, collecting and analyzing data, leveraging resources, expanding participation in the Coordinated Entry System, and bringing chronic, Veteran, and youth homelessness to functional zero through the Built for Zero system improvement methodology. The Alliance is also responsible for annually compiling a single community application for federal Continuum of Care dollars.

The Alliance is supported by the ORS 190 Entity, Mid-Willamette Valley Homeless Alliance, an intergovernmental organization which serves as the Collaborative Applicant for the annual funding application and is responsible for financial, legal, contracts, and other administrative functions.

### 2. Funding Opportunities

This RFP includes two funding opportunities.

- 2.1. The annual Continuum of Care Program Notice of Funding Opportunity (NOFO)
- 2.2. The renewal of Youth Homelessness Demonstration Program (YHDP) grants

### 3. Who Is Eligible to Apply for Funding?

- 3.1. Faith-based organizations
- 3.2. Government organizations
- 3.3. Nonprofit organizations
- 3.4. Tribes and tribally designated housing entities included in CoC Registration (The Confederated Tribes of Grand Ronde)

A faith-based organization may not use direct financial assistance from HUD to support or engage in any explicitly religious activities except where consistent with the Establishment Clause and any other applicable requirements. Such an organization also may not, in providing services funded by HUD, discriminate against a beneficiary or prospective program beneficiary on the basis of religion, religious belief, a refusal to hold a religious belief, or a refusal to attend or participate in a religious practice.

For-profit entities are not eligible to apply for grants or to be subrecipients of grant funds.

Projects funded through this NOFO must serve homeless populations as defined in [24 CFR 578.3](#). All projects must participate in Coordinated Entry, and the selection of program participants must be consistent with the CoC's Coordinated Entry process.

To be considered for funding, Project Applicants must complete and submit all the information required by HUD and the Alliance by the established due dates and times. See RFP Attachment 1, page 25 for a complete list of documents to be submitted. All subrecipients must also meet the eligibility standards as described in this RFP. Project applicants are required to submit documentation of their subrecipient's (if any) eligibility with the application.

**4. Project Budget Matching Requirements** See [24 CFR § 578.73](#) for information.

A minimum 25% match is required for CoC projects funded through this RFP. Match funds should be clearly outlined in the proposed budget, and applicants must provide a letter that describes the original source of the match.

HUD will not require YHDP Renewal or replacement projects to meet the 25% match requirement if the applicant is able to demonstrate it has taken reasonable steps to maximize resources available for youth experiencing homelessness.

A match is actual cash or in-kind resources contributed to the grant. 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.

Administration costs are limited by HUD to no more than 10% of the total amount available.

All costs proposed in the grant application have to be covered by grant funds and the 25% required match must be costs allowable by HUD.

**5. Homeless Management Information System (HMIS)**

The Alliance's HMIS has the capacity to collect unduplicated counts of individuals and families experiencing homelessness and provide information to individual providers and the Alliance for needs analysis, planning, and funding priorities.

Grant recipients must participate in the local HMIS, unless a recipient is a victim services provider or legal services provider, in which case it must use a comparable database and provide de-identified information to the Alliance.

## 6. Timeline – RFP Process

Date	Time	Task/Item
24-Jul		Request for Proposals (RFP) released
27-Jul	9:00-11:00 am	<b>Applicant Workshop</b> (attendance is highly encouraged) Zoom Meeting: <a href="https://us02web.zoom.us/j/85935715190?pwd=d3dYUTUzNVhvbnNySUUpWUFF3cG1OZz09">https://us02web.zoom.us/j/85935715190?pwd=d3dYUTUzNVhvbnNySUUpWUFF3cG1OZz09</a> Meeting ID: 859 3571 5190 Passcode: 245834 One tap mobile +16699006833,,85935715190#,,,,*245834#
1-Aug	5:00 pm	<b>Letters of Intent (LOI) due</b> Submit to <a href="mailto:staff@mwwhomelessalliance.org">staff@mwwhomelessalliance.org</a> . <b>NO LATE SUBMISSIONS ACCEPTED</b>
3-Aug	9:00-10:00 am	<b>Optional Office Hours</b> Zoom Meeting: <a href="https://us02web.zoom.us/j/85951420681?pwd=cmVSRFM4RIFSSnFMYmVUSkF4dkRNUt09">https://us02web.zoom.us/j/85951420681?pwd=cmVSRFM4RIFSSnFMYmVUSkF4dkRNUt09</a> Meeting ID: 859 5142 0681 Passcode: 051013 One tap mobile +17193594580,,85951420681#,,,,*051013#
10-Aug	10:00-11:00 am	<b>Optional Office Hours</b> Zoom Meeting: <a href="https://us02web.zoom.us/j/85643734064?pwd=a0dHZkFMSFdNcjFYNDJNdTNpOTgwZz09">https://us02web.zoom.us/j/85643734064?pwd=a0dHZkFMSFdNcjFYNDJNdTNpOTgwZz09</a> Meeting ID: 856 4373 4064 Passcode: 798287 One tap mobile +16699006833,,85643734064#,,,,*798287#
18-Aug	5:00 pm	<b>Applications due</b> Submit to <a href="mailto:staff@mwwhomelessalliance.org">staff@mwwhomelessalliance.org</a> . <b>NO LATE SUBMISSIONS ACCEPTED</b>
21-Aug	12:00 pm	Requests for revisions sent to applicants
23-Aug	9:00 a-12:00 p	<b>Required Office Hours</b> – Applicants will sign up for a 1-hour slot on either 8/23 or 8/25. Additional office hours may be added for 8/24, if needed.
25-Aug	9:00 a-12:00 p	<b>Required Office Hours</b> – Applicants will sign up for a 1-hour slot on either 8/23 or 8/25. Additional office hours may be added for 8/24, if needed.
30-Aug	5:00 pm	<b>Revisions due</b> Submit to <a href="mailto:staff@mwwhomelessalliance.org">staff@mwwhomelessalliance.org</a> . <b>NO LATE SUBMISSIONS ACCEPTED</b>

## 7. Timeline - Review and Recommendations Process and Application Submission

Date	Time	Task/Item
31-Aug	4:00 pm	R&R Committee briefing
6-Sep	4:00-7:00 pm	R&R Committee meeting (Group A-CoC projects; Group B-YHDP projects)
7-Sep	9:00 am - noon	Applicant interviews (tentative)
7-Sep	2:00-4:00 pm	R&R Committee meeting (Group A-CoC projects only)
7-Sep	5:00 pm	Distribution of preliminary prioritized list
8-Sep	4:00 pm	<b>Notice of Intent to Appeal due</b>
11-Sep	4:00 pm	<b>Appeal letter due</b>
14-Sep	3:00-4:00 pm	<b>Appeals Committee meeting (if needed)</b>
21-Sep	3:00-5:00 pm	<b>Board approval</b> Alliance Office at Council of Governments, 100 High St. SE, suite 200 in Salem Zoom Option: <a href="https://us02web.zoom.us/j/85158591210?pwd=UFQ2UXdqREZrNTZSeTM1U2xKeG5YUT09">https://us02web.zoom.us/j/85158591210?pwd=UFQ2UXdqREZrNTZSeTM1U2xKeG5YUT09</a> Meeting ID: 851 5859 1210 Passcode: 773509 One tap mobile +12532050468,,85158591210#,,,,*773509#
27-Sep		CoC submits consolidated application to HUD
28-Sep		Final HUD deadline

## 8. Definitions of Terms Used in this Document

### a. Chronic Homelessness

(1) A “homeless individual with a disability,” as defined in section 401(9) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11360(9)), who:

(i) Lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; and

(ii) Has been homeless and living as described in paragraph (1)(i) of this definition continuously for at least 12 months or on at least 4 separate occasions in the last 3 years, as long as the combined occasions equal at least 12 months and each break in homelessness separating the occasions included at least 7 consecutive nights of not living as described in paragraph (1)(i). Stays in institutional care facilities for fewer than 90 days will not constitute as a break in homelessness, but rather such stays are included in the 12-month total, as long as the individual was living or residing in a place not meant for human habitation, a safe haven, or an emergency shelter immediately before entering the institutional care facility.

(2) An individual who has been residing in an institutional care facility, including a jail, substance abuse or mental health treatment facility, hospital, or other similar facility, for fewer than 90 days and met all the criteria in paragraph (1) of this definition, before entering that facility; or

(3) A family with an adult head of household (or if there is no adult in the family, a minor head of household) who meets all the criteria in paragraph (1) or (2) of this definition, including a family whose composition has fluctuated while the head of household has been homeless.

**b. Client-centered**

Placing the client’s priorities, needs, and interests at the center of the work with the client; providing nonjudgmental assistance, with an emphasis on client self-determination, where appropriate; and assisting clients in making informed choices.

**c. Congregate Living**

Independent living in separate rooms or units, with opportunities to share activities of daily living with other residents, as one chooses.

**d. Continuum of Care (CoC)**

An entity recognized by HUD to convene partners and coordinate community efforts to address homelessness and accept and consider grant applications for HUD funding and submit the region’s priorities to HUD.

**e. Coordinated Entry (CE)**

A standardized method for connecting individuals and families at risk of or experiencing homelessness to the resources available in a geographic area.

**f. DV Domestic Violence**

**g. Equity**

The meaning given to that term in Section 2(a) of Executive Order 13985 and means the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; 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.

**h. ES Emergency Shelter**

**i. HMIS**

Homeless Management Information System, an information technology system used to collect client-level data and data on the provision of housing and services to homeless individuals and families and people at risk of homelessness.

**j. Homeless**

Individuals who lack resources and support networks to obtain permanent housing meet HUD’s definition of homeless. Categories of homeless include experiences of those who: are trading sex for housing; are staying with friends but cannot stay there for longer than 14 days; are being



trafficked; or left home because of physical, emotional, or financial abuse or threats of abuse and have no safe, alternative housing.

As defined by the McKinney-Vento Homeless Assistance Act, section 605 of VAWA 2022 amended section 103(b) of the McKinney-Vento Homeless Assistance Act requires HUD to consider as homeless: any individual or family who

- (1) Is experiencing trauma or a lack of safety related to, or fleeing or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous, traumatic, or life-threatening conditions related to the violence against the individual or a family member in the individual's or family's current housing situation, including where the health and safety of children are jeopardized;
- (2) Has no other safe residence; and
- (3) Lacks the resources to obtain other safe permanent housing.

#### **k. Housing First**

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 a minimum income threshold). Housing and supportive service only projects can be considered to be using a Housing First model for the purposes of this RFP if they operate with low-barriers, work to quickly move people into permanent housing, do not require participation in supportive services, and do not require any preconditions (e.g., sobriety or minimum income threshold).

#### **l. Housing Focused**

Activities that seek to lower barriers for people experiencing homelessness or housing instability. Activities may not screen participants out solely on the basis of certain behavioral, psychological, physiological, citizenship or immigration status or economic preconditions. Housing Focused services must ensure that the safety and support of both staff and clients are paramount. This is accomplished through a focus on ensuring safety by managing behaviors that pose a risk to health and safety rather than implementing blanket exclusions based on a past diagnosis or current behavioral health symptoms that do not pose a direct risk to community safety. Housing Focused activities coordinate services and supports for helping people exit homelessness and make efforts to reduce the barriers to re-housing individuals and families in their community.

#### **m. HUD [United States Department of] Housing and Urban Development**

#### **n. Joint TH and PH-RRH Project**

The Joint TH and PH-RRH project combines two program components, Transitional Housing and Permanent Housing-Rapid Re-Housing, in a single project to serve individuals experiencing homelessness.

**o. LGBTQ+** Lesbian, Gay, Bisexual, Transgender, Queer, Non-binary, Intersex, Asexual

**p. Limited English Proficiency (LEP)**

Persons who do not speak English as their primary language and who have a limited ability to speak, read, write, or understand. For purposes of Title VI and the LEP Guidance, persons may be entitled to language assistance with respect to a particular service, benefit, or encounter.

**q. Low Barrier**

An emergency shelter or other services with as few barriers or requirements as possible to allow more people access to emergency shelter and services. Examples of low barrier shelter admissions criteria include: (i) keeping shelter open 24/7; (ii) not requiring people to line up for a bed each night or leave early each morning; (iii) low barrier admissions policies (no drug or alcohol testing, no criminal background checks, no income requirements, no housing readiness requirements), (iv) allowing people, pets, and possessions, and (v) supportive services are voluntary.

**r. Non-Congregate Living**

Independent living in separate rooms or units, with opportunities to share activities of daily living with other residents, as one chooses.

**s. Persons with Lived Experience**

Persons with first-hand knowledge of homelessness with perspectives on how social, economic, and political situations affect homelessness. Provides insight, training, and voice from persons who have or are experiencing homelessness regarding the current homeless system through discussion, recommendation, and participation.

**t. Project**

A group of eligible activities identified as a project in an application to HUD for funds.

**u. Racial Equity**

The elimination of racial disparities, and is achieved when race can no longer predict opportunities, distribution of resources, or outcomes – particularly for Black and Brown persons, which includes Black, Latino, Indigenous, Native American, Asian, Pacific Islander, and other persons of color.

**v. Rapid Re-Housing (RRH)**

Provides short-term or medium-term rental assistance and services. The goals are to help people obtain housing quickly, increase self-sufficiency, and stay housed. It is offered without preconditions (such as employment, income, absence of criminal record, or sobriety) and the resources and services provided are typically tailored to the needs of the person.

**w. Severe Service Needs**

Any combination of the following factors: facing significant challenges or functional impairments, including any physical, mental, developmental or behavioral health disabilities regardless of the type of disability, which require a significant level of support in order to

maintain permanent housing (this factor focuses on the level of support needed and is not based on disability type); high utilization of crisis or emergency services to meet basic needs, including but not limited to emergency rooms, jails, and psychiatric facilities; currently living in an unsheltered situation or having a history of living in an unsheltered situation; experiencing a vulnerability to illness or death; having a risk of continued or repeated homelessness; and having a vulnerability to victimization, including physical assault, trafficking or sex work.

**x. SSO**

Supportive Services Only, projects where funds only pay for services, not housing assistance.

**y. Street Outreach**

Essential services and supports related to reaching out to all unsheltered individuals and families experiencing homelessness within the CoC's geographic area, including those least likely to request assistance. Services include connection to emergency shelter, housing, critical/crisis services, and urgent, non-facility-based care.

**z. Transitional Housing (TH)**

Medium-term housing (up to 24 months, or up to 36 months with exceptions), sometimes with supportive services for homeless individuals. TH is not considered Permanent Housing as individuals do not have a lease in their name. TH can present as congregate living or scattered site with master leasing. (TH projects are not eligible for funding through this RFP.)

**aa. Trauma-informed**

Approaches delivered with an understanding of the vulnerabilities and experiences of trauma survivors, including the prevalence and physical, social, and emotional impact of trauma. A trauma-informed approach recognizes signs of trauma in staff, clients, and others, and responds by integrating knowledge about trauma into policies, procedures, practices, and settings. Trauma-informed approaches place priority on restoring the survivors' feelings of safety, choice, and control. Programs, services, organizations, and communities can be trauma informed.

**bb. Underserved Communities**

Has the meaning given to that term in Section 2(b) of Executive Order 13985 and refers to 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, as exemplified by the list in the definition of "equity" above.

**cc. Unsheltered**

An unsheltered person resides in a place not meant for human habitation, such as cars, parks, sidewalks, abandoned buildings (on the street).

**dd. Victim-centered**

Placing the crime victim's priorities, needs, and interests at the center of the work with the victim; providing nonjudgmental assistance, with an emphasis on client self-determination, where appropriate, and assisting victims in making informed choices; ensuring that restoring victims' feelings of safety and security are a priority and safeguarding against policies and

practices that could inadvertently re-traumatize victims; ensuring that victims' rights, voices, and perspectives are incorporated when developing and implementing system- and community-based efforts that affect crime victims.

ee. **YYA** Youth (aged 12-17) and Young Adults (aged 18-24).

Also see pages 9-12 of [NOFO FR-6700-N-25](#) for the full list of HUD definitions related to this NOFO cycle.

## **Part 2 – CoC Program Funding – Project Information [FY 23 NOFO](#) [FY23 NOFO](#)**

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Applicants are responsible for submitting project proposals in alignment with the FY23 NOFO and the requirements outlined in this RFP.

The funding amounts available through this RFP will be released on the MWWHA [Notice of Funding Opportunity webpage](#) once that information is available from HUD. If the funding amount is released after August 1, an email will also be sent to organizations that have submitted their Letters of Intent to apply for funding.

HUD will initiate project contracts. Note that conditional award funding is typically based on the submitted Final Prioritized List of local projects; however, actual awards and award amounts are determined by HUD.

### **1. HUD's Strategic Planning Goals and Homeless Policy Priorities**

(See NOFO pg. 6-9 for full details.)

Strategic Goal 1: Support underserved communities.

Strategic Goal 2: Ensure access to and increase the production of affordable housing.

Strategic Goal 3: Promote homeownership.

Strategic Goal 4: Advance sustainable communities.

### **2. HUD's Priorities**

- a. Ending homelessness for all persons.
- b. Using a Housing First approach.
- c. Reducing unsheltered homelessness.
- d. Improving system performance.
- e. Partnering with housing, health, and service agencies.
- f. Racial equity.
- g. Improving Assistance to LGBTQ+ Individuals.
- h. Persons with Lived Experience.
- i. Increasing Affordable Housing Supply.

### **3. CoC Program Project Eligibility**

The following projects are eligible for funding through this RFP:

1. Renewal YHDP Projects (TH-RRH, SSO, and SSO-CE)
2. Renewal CoC Projects (RRH, PSH, SSO-CE, and HMIS)
3. New Projects
  - a. DV Bonus (RRH, PSH)
  - b. CoC Bonus (RRH, PSH)

### **4. YHDP Program Project Eligibility**

Only YHDP renewal applications will be accepted in the FY 2023 Competition.

### **5. Coordination with Housing and Healthcare**

As stated in section I.B.3.d of this NOFO, HUD will award up to 14 points to CoCs that submit new PSH and RRH project applications demonstrating coordination with housing providers and healthcare organizations.

### **6. Domestic Violence, Dating Violence, Sexual Assault, and Stalking Bonus (DV Bonus)**

The Consolidated Appropriations Act, 2023 provides not less than \$52 million for “new rapid re-housing projects and supportive service projects providing coordinated entry, and for eligible activities that the Secretary determines to be critical in order to assist survivors of domestic violence, dating violence, sexual assault, or stalking.” See section I.B.2.b.(8) of this NOFO for additional information.

7. All projects will be evaluated based on the degree to which they improve the CoC’s system performance.
8. All projects must incorporate a Housing First approach that prioritizes rapid placement and stabilization in permanent housing that does not have service participation requirements or preconditions (such as sobriety or a minimum income threshold). For more information on Housing First, visit the HUD Exchange website at [Housing First Implementation Resources - HUD Exchange](#)
9. **Renewal Projects.** (See NOFO pages 30-32 for more details.)

Eligible renewal projects will be under grant agreement by December 31, 2023, and will have an expiration date in CY 2024 (between January 1, 2024, and December 31, 2024). Renewal projects must meet minimum project eligibility, capacity, timeliness, and performance standards identified in this NOFO or they will be rejected from consideration for funding:

  - 9.1. Permanent Housing-Permanent Supportive Housing (PH-PSH) renewal projects must serve persons experiencing chronic homelessness at the time they initially enrolled in the project.

- 9.2. Permanent Housing-Rapid Re-Housing (PH-RRH), Joint TH/PH-RRH, and SSO projects may serve persons who qualify as homeless under paragraphs (1), (2), or (4) of 24 CFR 578.3.
- 9.3. Renewal projects originally awarded under a previous year's DV Bonus must continue to serve survivors of domestic violence, dating violence, sexual assault, and stalking who qualify as homeless under paragraph (4) of 24 CFR 578.3.
- 9.4. YHDP Renewal projects must serve youth aged 24 or younger, including unaccompanied and pregnant or parenting youth who:
  - 9.4.1. Qualify as homeless under paragraphs (1), (2), or (4) of the homeless definition in 24 CFR 578.3 or Section 103(b) of the McKinney-Vento Homeless Assistance Act;
  - 9.4.2. Have an unsafe primary nighttime residence and no safe alternative to that residence; or
  - 9.4.3. Qualify as homeless under paragraph (3) of 24 CFR 578.3 if the CoC is approved to serve persons in paragraph (3).

## **10. Renewal Project Requirements**

When considering renewal projects for award; HUD will review information in eLOCCS, Annual Performance Reports (APRs), and information provided from the local HUD Community Planning Development field office; including monitoring reports and audit reports as applicable, and performance standards on prior grants, and will assess projects using the following criteria on a pass/fail basis:

- (a) whether the project applicant's performance met the plans and goals established in the initial application, or grant as amended;
- (b) whether the project applicant demonstrated all timeliness standards for grants being renewed have been met, including those standards for the expenditure of grant funds;
- (c) the project applicant's performance in assisting program participants to achieve and maintain independent living and records of success, except dedicated HMIS projects are not required to meet this standard; and
- (d) evidence of unwillingness of project applicants to accept technical assistance, a history of inadequate financial accounting practices, indications of project mismanagement, a drastic reduction in the population served, program changes have been made without prior HUD approval, or the loss of project site control.

## **11. New Projects** (See NOFO section III.B.3.e for more information on New Project applications)

- 11.1. New PH-PSH projects must serve persons experiencing chronic homelessness at the time they initially enroll in the project.
- 11.2. New PH-RRH, Joint TH/PH-RRH, and SSO-CE projects may serve persons who qualify as homeless under paragraphs (1), (2), or (4) of 24 CFR 578.3.
- 11.3. New DV Bonus projects (RRH, and Joint TH/PH-RRH) must serve survivors of domestic violence, dating violence, sexual assault, or stalking who qualify as homeless under paragraph (1) or (4) of 24 CFR 578.3 or Section 103(b) of the McKinney-Vento Homeless Assistance Act.

**12. New Project Grant Terms.**

The initial grant term for new project applications may be 1-year, 2-years, 3-years, 4-years, 5-years, or 15-years. HUD may extend the grant consistent with 2 CFR 200.308 and 2 CFR 200.309. Please see NOFO section III.B.3.f for a full list of exceptions that HUD may impose.

**13. Eligible Costs and Activities**

See [24 CFR 578.37 through 578.63](#) to identify eligible costs that applicants may request under the CoC Program. The FY2023 NOFO lists additional eligible costs beginning on page 41. The NOFO also contains information on indirect costs.

**14. New Project Criteria and Scoring**

See the MWVHA Notice of Funding Opportunity [webpage](#) for project scoring tools.

NEW PROJECT: Permanent Housing - Permanent Supportive Housing or Rapid Rehousing	
Project rating factors	Criteria
New Permanent Housing (PH) projects must satisfy at least 4 out of the 5 criteria for this project type. PH projects that do not meet at least four requirements will be rejected.	Type of housing proposed, including the number and configuration of units, will fit the needs of the program participants (e.g., two or more bedrooms for families).
	The type of supportive services that will be offered to program participants will ensure successful retention in or help to obtain Permanent Housing, including all supportive services regardless of funding source.
	Proposed project has a specific plan for ensuring program participants will be individually assisted to obtain the benefits of mainstream health, social, and employment programs, for which they are eligible to apply, that meet the needs of program participants (e.g., Medicare, Medicaid, SSI, food stamps, local Workforce office, early childhood education).
	Program participants are assisted to obtain and remain in Permanent Housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, and additional assistance to ensure retention of PH).
	The average cost per household served is reasonable, meaning that the costs for housing and services provided by the project are consistent with the population the project plans to serve.

NEW PROJECT: Joint TH/PH-RRH	
Project rating factors	Criteria
New Joint TH/PH-RRH project applications must satisfy at least 6 out of 8 criteria for this project type. Joint TH/PH-RRH projects that do not meet at least six of the categories will be rejected.	The type of housing proposed, including the number and configuration of units, will fit the needs of the program participants (e.g., two or more bedrooms for families).
	The proposed project will provide enough Rapid Re-Housing assistance to ensure that at any given time a program participant may move from Transitional Housing to Permanent Housing. This may be demonstrated by identifying a budget that has twice as many resources for the Rapid Re-Housing portion of the project than the TH portion, by having twice as many PH-RRH units at a point in time as TH units, or by demonstrating that the budget and units are appropriate for the population being served by the project.
	The type of supportive services that will be offered to program participants will ensure successful retention or help to obtain Permanent Housing, including all supportive services regardless of funding source.
	The proposed project has a specific plan for ensuring program participants will be individually assisted to obtain the benefits of mainstream health, social, and employment programs for which they are eligible to apply, and which meets the needs of program participants (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education).
	Program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing).
	The project adheres to a Housing First model as defined in section I.B.2.b.(15) of this NOFO.
	The average cost per household served is reasonable, meaning that the costs for housing and services provided by the project are consistent with the population the project plans to serve.

The Joint TH/PH-RRH component project combines two existing program components—Transitional Housing and Permanent Housing Rapid Rehousing—in a single project to serve individuals and families experiencing homelessness. The recipient must adopt a Housing First approach [see sections I.A.4.b.(2) and I.B.2.b.(15) of this NOFO] across the entire project and program participants may only receive up to 24-months of total assistance. For more information about Joint TH/PH-RRH component project quality threshold requirements, see section III.C.5.c. of this NOFO.

If funded, HUD will limit eligible costs as follows leasing of a structure or units, and operating costs to provide Transitional Housing;

- (a) leasing of a structure or units, and operating costs to provide transitional housing;



- (b) short- or medium-term tenant-based rental assistance on behalf of program participants to pay for the RRH portion of the project;
- (c) supportive services;
- (d) costs of contributing data to the HMIS; and
- (e) project administrative costs.

Project applicants must provide details in the project description of how TH and PH-RRH assistance will be provided. Additionally, if CoC Program funds are not being requested for both TH and PH-RRH units, the project application must describe and include the number of the project's TH and PH-RRH units that will be paid for from another funding source.

Applicants may only use CoC Program Leasing funds or non-CoC Program Funds to house program participants enrolled in the TH portion of the project. When a program participant is enrolled in a Joint TH/PH-RRH component project, the recipient or subrecipient must be able to provide both components, including the units supported by the TH component and the tenant-based rental assistance and services provided through the PH-RRH component, to all participants. A program participant may choose to receive only the assistance provided through the TH portion of the project or the assistance provided through the PH-RRH component, but the recipient or subrecipient must make both types of assistance available.

### **Minimum Threshold and Compliance Requirements**

For HUD to consider projects as meeting project quality threshold, all new projects must meet all the following criteria:

- a. Project applicants and potential subrecipients must have satisfactory capacity, drawdowns, and performance for existing grant(s) funded under the CoC Program, as evidenced by timely reimbursement of subrecipients, regular drawdowns, and timely resolution of any monitoring findings; however, this does not apply to project applicants who have never received a CoC Program funded project;
- b. For expansion project applications, project applicants must describe the part of the project that is being expanded and demonstrate the project is not replacing other funding sources; and
- c. Project applicants must demonstrate their ability to meet all timeliness standards per 24 CFR 578.85. Project applicants with existing projects must demonstrate they met all renewal project threshold requirements of this NOFO. HUD reserves the right to deny a funding request for a new project, if the request is made by an existing recipient that HUD finds to have significant issues related to capacity, performance, unresolved audit, or monitoring findings related to one or more existing grants; or does not routinely draw down funds from eLOCCS at least once per quarter. HUD also reserves the right to withdraw funds if no APR is submitted on the prior grant.

## Part III – General Instructions

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### Proposal Preparation

#### 1. Applicant Workshop - July 27, 2023, 9:00-11:00 am via Zoom

All interested applicants are strongly encouraged to send an agency representative.

Zoom Meeting:

<https://us02web.zoom.us/j/85935715190?pwd=d3dYUTUzNVhvbzNySUpWUFF3cG1OZz09>

Meeting ID: 859 3571 5190 Passcode: 245834 One tap mobile 16699006833

#### 2. Optional Office Hours

Office hours are an opportunity for applicants to engage in a face-to-face virtual conversation with Jan Calvin, MWWHA consultant, to gain a greater understanding of the focus of this request for proposals. Interested applicants are encouraged to take advantage of Office Hours opportunities.

- August 3, 2023, 9:00-10:00 am

Zoom Meeting:

<https://us02web.zoom.us/j/85951420681?pwd=cmVSRFM4RIFSSnFMYmVUSkF4dkRNUT09>

Meeting ID: 859 5142 0681 Passcode: 051013 One tap mobile  
+17193594580,,85951420681#,,,,\*051013#

- August 10, 2023, 10:00-11:00 am

Zoom Meeting:

<https://us02web.zoom.us/j/85643734064?pwd=a0dHZkFMSFdNcjFYNDJNdTNpOTgwdz09>

Meeting ID: 856 4373 4064 Passcode: 798287 One tap mobile  
+16699006833,,85643734064#,,,,\*798287#

#### 3. Required Letter of Intent (LOI) – Due by 5:00 pm on August 1, 2023.

**Late LOIs will not be accepted.**

All applicants are required to submit a letter of intent to apply that includes

- Agency name;
- Primary contact person's name and contact information;
- Proposed project type;
- Population to be served;
- Estimated funding request; and

- Brief description of project concept.

Submit letters of intent to [staff@mwvhomelessalliance.org](mailto:staff@mwvhomelessalliance.org).

4. Proposers are responsible for reading and understanding all portions of the solicitation documents, including attachments and addenda, if any, and to include all requirements in their proposal. To be responsive, proposals must be made in writing, and address requests for information contained in the RFP. Proposals must be submitted in the required form and contain all required documents and responses, be signed by the proposer or its authorized representative, and submitted in the manner and number described in the RFP.

By submitting a proposal, proposer acknowledges that the proposer has read and understands the terms and conditions applicable to this RFP and accepts and agrees to be bound by the terms and conditions of the contract, including the obligation to perform the scope of work and meet the performance standards.

Proposals submitted in response to this RFP become public records under Oregon law and will be subject to disclosure to any person or organization that submits a public records request.

5. Proposers are required to acknowledge that any proposal may be disclosed in its entirety to any person or organization making a records request, except for such information as may be exempt from disclosure under the law. Each proposer must clearly identify all information included in its proposal that is claimed to be exempt from disclosure. If the Alliance receives a records request, including subpoena, covering information the proposer believes is covered by an applicable public records exemption, it is the proposer's responsibility to defend and indemnify the Alliance for any costs associated with establishing such an exemption.
6. All potential project applicants must register in HUD's e-snaps internet-based data reporting and application system with active profiles and authorized representatives to complete submission. <https://www.hudexchange.info/programs/e-snaps/>
7. For questions regarding project applications, send an email [staff@mwvhomelessalliance.org](mailto:staff@mwvhomelessalliance.org) for clarification. Written questions and the responses will be posted to the Alliance website, generally within two business days.
8. A proposer may withdraw its proposal at any time prior to the deadline set for receipt of proposals and may provide a new proposal in the manner stated in this RFP. The Alliance will not consider proposals received after the time and date indicated for receipt of proposals. A proposer may not modify its proposal after it has been finalized in e-snaps.

## Submitting an Application

**NOTICE:** HUD may release additional questions to be included in the application responses. Check the MWVHA [Notice of Funding Opportunity webpage](#) for any additional (supplemental) questions that may be required as part of the RFP response. If HUD releases supplemental questions after August 1, an email will also be sent to organizations that have submitted their Letter of Intent to apply for funding.

1. Applications are to be submitted to [staff@mwvhomelessalliance.org](mailto:staff@mwvhomelessalliance.org) as follows:
  - a. Respond to ALL application questions required in e-snaps. Do not submit the application at this point, instead save a PDF copy of the application.
  - b. Email the PDF of the e-snaps application, and all required supplemental materials (including responses to DV Bonus questions if applicable), responses to the Equity Supplemental Questions, APR (if renewal project), and a signed copy of the Local Competition Application Certification to [staff@mwvhomelessalliance.org](mailto:staff@mwvhomelessalliance.org).

**Applications are due by 5:00 pm, August 18, 2023.**

**Late applications will not be accepted.**

See RFP Attachment 1, page 25 for a check list of required materials to be submitted.

2. All projects must meet the minimum threshold and compliance requirements listed in the Local Competition Application Certification, published in this RFP, and posted on the Alliance's website, <https://mwvhomelessalliance.org/nofo/>.

CoC staff will screen all submissions to determine that threshold criteria have been met. Projects that meet threshold criteria will be forwarded to the Review & Recommendations Committee. Project applicants will be informed of the results of the threshold criteria screening and provided a written report describing any shortcomings.

The CoC reserves the right to waive technical defects, discrepancies, and minor irregularities. Mistakes discovered during the technical review where the intended correct statement or amount is clearly evident or properly substantiated may be corrected. Where the intended correct statement or amount is not clearly evident or cannot be substantiated by accompanying documents, and where the statement or amount is material to determining compliance with the minimum requirements of the RFP, the proposal may not be accepted.

## **Project Review and Scoring**

The primary purpose of the required local application process is to provide an in-depth review of each CoC's potential projects and recommendations for project applications during the review and recommendation process. CoC project recommended rankings and YHDP project recommendations from the Review & Recommendations (R&R) Committee will be made to the Alliance Board of Directors for prioritizing both new and renewal projects in the annual HUD CoC funding competition's Tier 1 and Tier 2 divisions. The Preliminary Prioritized List created by the R&R Committee will show the scoring and recommended rank of all the CoC projects in the Marion-Polk region. Per HUD directions, YHDP projects will be scored, but will not be ranked.

1. **Project Scoring.** The Review and Recommendations (R&R) Committee membership is selected by the CoC Board of Directors or by delegation to the Executive Committee, depending on HUD deadlines. To engage local expertise, the committee is comprised of a minimum of six individuals with experience in local homeless services system, with at least two people from the Collaborative Committee and/or other service providers, with prioritization given to people with lived experience, including members of Backbone, the CoC's Youth Action Board.

Members of the R&R Committee may not have a conflict of interest, which prohibits being affiliated in any way with an applicant whose application will be reviewed by the committee.

Appointed members of the R&R Committee will be divided into two groups: one to review, score, and rank CoC applications; and one to review and score YHDP renewal applications. Committee members will pair up and develop a deep understanding of assigned projects. The pairs will present a summary of selected projects to their respective subgroups, and the projects will be scored independently once each member has a deep understanding of the projects.

R&R Committee members will use standardized scoring tools to score each project. Scoring tools will be posted on the CoC's website. Committee members will use information they receive from local applications to calculate a score for each project using the scoring factors listed in the scoring tools. Committee members do not need to agree on scores and are entitled to their own opinions as long as scoring is consistent individually. After individual scoring is completed, scores will be averaged to calculate the project's final score.

Unless specifically indicated, all scoring factors have a minimum of 0 points. Committee members may not assign a project a negative number of points or decimal scores (e.g., 2.5 points). Similarly, members may not assign "extra credit" that goes above the maximum score listed for a scoring factor in the scoring tool.

For complete information on project Review and Recommendations see the [Review and Recommendation Process](#) document posted on the Alliance's website.

2. **Interviews.** During the project application review process, applicants may be asked for an interview to discuss the project application and scoring may be impacted. The R&R Committee may request an interview with any applicant. If an application or project details are unclear, or appear inadequate, the applicant may be given an opportunity in the interview to explain and provide additional details. If the R&R Committee requests interviews, all applicants within an identified project type will be offered an interview.

The CoC reserves the right to make such investigations it deems appropriate to determine whether an applicant is qualified to provide the proposed program services. The CoC may request supplemental written information from an applicant concerning the applicant's ability to perform services. If an applicant fails to cooperate with an investigation, fails to provide supplemental information, or provides false, misleading, or incomplete information, the CoC may reject the applicant's proposal.

3. **Assigning Project Ranks to CoC Projects.** After all projects have been scored, the R&R Committee will assemble a recommended list for how each CoC project should be ranked in order of funding priority. This Preliminary Prioritized List will be determined by the average scores that members assigned.

**TIER 1:** In a typical competition, Tier 1 includes roughly 90% of the funding available to the CoC. Projects that are ranked in Tier 1 are likely to receive federal funding unless the government shuts down or the project is deemed legally ineligible by HUD.

**TIER 2:** Tier 2 is equal to the difference between Tier 1 and the CoC Annual Renewal Demand plus the amount available for any bonus projects (not including the DV Bonus amount). This means the community would like those projects to receive funding, but it is uncertain whether HUD will allocate enough money to fund those projects. If the CoC performs well in the national competition, or if Congressional appropriations stretch further than expected, then some Tier 2 projects may be funded. Projects ranked toward the top of Tier 2 are somewhat more likely to receive funding than projects at the bottom of Tier 2.

The R&R Committee may exercise scoring discretion in cases where community funding is at risk. Discretion may include removing prioritization of low-performing renewal projects over new projects or placing the project into Tier 2 of the priority list. Performance Improvement Agreements may be considered as part of any decision about ranking renewal projects.

The R&R Committee may choose to prioritize Permanent Supportive Housing projects with a strong track record of performance above any new projects to promote and prioritize system performance through preventing returns to homelessness and promoting housing stability and retention.

4. **Notification of Preliminary Ranking.** The CoC will endeavor to notify project applicants as to whether their project was recommended for funding on the Preliminary Prioritized Ranking List (and, if so, in which tier) within 72 hours of the R&R Committee meeting adjournment. Project applicants may also receive a more detailed report that includes a full list of project scores along with a scoring breakdown for their own project. Depending on the pace of the competition, the more detailed report may not be immediately available.
5. **Appeals.** The CoC Appeals Committee will review all appeals by the process set forth in the [Alliance Governance Charter, Article IV\(E\)](#). A Notification of Intent to Appeal and actual appeals must be received in writing with supporting documentation by the established deadlines. Appeal documentation must be based on the information submitted in the original application. No additional or new information will be considered. Eligible applicants may appeal both their scores and preliminary rankings; applicants that have not met the threshold eligibility standards are not eligible to appeal.

The Appeals Committee may make modifications to the Preliminary Prioritized List, based on the results of the appeals process. The following are the threshold eligibility standards which provide the basis for an applicant to appeal:

- a. An applicant receives less funding than applied for;
  - b. An applicant is ranked below Tier 1;
  - c. An applicant is ranked in the bottom third of Tier 1;
  - d. An applicant believes its score is not reflective of the application information provided;
  - or
  - e. An applicant can describe bias or unfairness in the process that warrants the appeal.
6. **Supplemental Project Funding.** In some circumstances there may be an opportunity after the application deadline for the CoC to recommend allocating supplemental funding to projects. The CoC reserves the right, in its sole discretion, to add funds to one or more of the projects awarded through the local competition process, to recommend entering into new contracts with applicants which were not awarded through this competition process, and to issue a new opportunity to apply for funding.

## Part IV – Proposal Content

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### 1. Required Documentation

Applicants are responsible for responding to all e-snaps items as well as providing an answer to the Equity Supplemental Questions below.

Please see RFP Attachment 1, page 25 to ensure that all the required documentation is submitted in the application process.

Proposals that are incomplete or fail to include all items may be rejected.

### 2. Equity Supplemental Questions

- a. In what ways have stakeholders with different identities (e.g., race/ethnicity, LGBTQ+, rural)—especially those most adversely affected—been i) informed, ii) meaningfully involved, and iii) authentically represented in the development of this project or within your organization?
  
- b. What positive impacts on equity and inclusion, if any, do you anticipate as a result of this proposal? Which identities (e.g., race/ethnicity, LGBTQ+ would benefit? Are there further ways to maximize equitable opportunities and impacts?



**Attachment 1: Checklist**

This checklist identifies the documents that are required to be submitted for proposal to be considered for funding.

Submit emailed documents to: [staff@mwvhomelessalliance.org](mailto:staff@mwvhomelessalliance.org) no later than 5:00 pm (PDT) August 18, 2022. Late applications will not be accepted.

	Project Application PDF generated from e-snaps
	PDF of Equity Supplemental Questions
	A letter that describes the amount, specific use of, and <b>original source</b> of the required match
	PDF of the Local Competition Application Certification, completed and signed by applicant (Form is posted on the CoC website)
	As applicable – PDF of the DV Bonus Supplemental Questions (Attachment 2)
	For renewal projects – Annual Performance Report (APR) covering 12-month period (or less if project started after August 1, 2022) ending July 31, 2023

## **Attachment 2: DV Bonus**

The Consolidated Appropriations Act, 2022 provides funding for Rapid Re-Housing projects and Supportive Services projects providing Coordinated Entry, and for eligible activities that the Secretary determines to be critical in order to assist survivors of domestic violence, dating violence, sexual assault, or stalking.

HUD is clarifying that persons who are fleeing or attempting to flee human trafficking may qualify as homeless under paragraph (4) of the homeless definition at 24 CFR 578.3; and, therefore, the individuals may be eligible for certain forms of homeless assistance under the CoC Program, subject to other restrictions that may apply. HUD considers human trafficking, including sex trafficking, to be “other dangerous or life-threatening conditions that relate to violence against the individual or family member” under paragraph (4) of the definition of homeless at 24 CFR 578.3.

### **DV Bonus Funding Applicants:**

#### **Required Information and Supplemental Questions**

**NOTICE:** As of the publishing of this RFP, HUD has not released the DV Bonus questions. An addendum to this RFP will be published on the MWVHA [Notice of Funding Opportunity webpage](#) once the questions are available. If HUD releases DV Bonus supplemental questions after August 1, an email will also be sent to organizations that have submitted their Letter of Intent to apply for funding.

**FY 2023 Local Competition Application Certification**

All applicants must meet the minimum threshold and minimum compliance requirements.

**1. MINIMUM THRESHOLD REQUIREMENTS.** Applications that do not meet the following minimum threshold requirements will not be considered for funding:

1. Applicant and subrecipient (if any) are eligible entities (nonprofit organizations, faith-based organizations, governments, tribes, and tribally designated housing entities).
2. Applicant submitted signed Local Competition Application Certification by due date.
3. Applicant submitted letter of intent by due date.
4. Application budget request reflects the proposed scope of work and meets U.S. Department of Housing & Urban Development (HUD) matching requirements.
5. Application is submitted by the designated due date.
6. Application is complete per HUD standards, with eligible activities, project type, and identification of HUD homeless categories served included.

**2. MINIMUM COMPLIANCE REQUIREMENTS.** Applicants agree to comply with the following Continuum of Care (CoC) expectations:

1. Comply with all CoC policies, procedures, and practices.
2. Participate in the Alliance by way of attendance and participation in the Collaborative Committee, other committees, and related subcommittees.
3. Participate in Coordinated Entry (CE), which requires all housing placements be made through the CE system. Applicants that have not agreed to participate in CE, when it is available for the program type, are not eligible for funding.
4. For SSO-CE projects: Abide by the CoC’s Coordinated Entry Policies & Procedures; SSO-CE project lead will be appointed by the MWVHA board of directors and participate in the CoC Coordinated Entry Committee.
5. Participate in the Homeless Management Information System (HMIS) or a comparable database for Domestic Violence providers.
6. Use a Housing First approach. Application responses that are not consistent with a Housing First approach are not eligible for funding.
7. Provide to the CoC upon request: reports, data, APRs, CAPERS, HUD program quality report findings; make presentations on program activities, performance, and quality, as requested.
8. Meet HUD timeliness standards.

**My agency agrees to comply with all minimum threshold and compliance requirements. I attest that I am authorized by my agency to sign this document.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Agency Name

\_\_\_\_\_  
Email Address

## Resources

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1. [CFR Title 24](#) - Housing and Urban Development PART 578 - CONTINUUM OF CARE PROGRAM (The Rule)
2. HUD Continuum of Care Program Competition [website](#)
3. [E-snaps](#) Assistance
4. Federal Continuum of Care Program [information](#)
5. HUD Limited English Proficiency [FAQs](#)
6. Mid-Willamette Valley Homeless Alliance [NOFO webpage](#)
7. Mid-Willamette Valley Homeless Alliance Coordinated Entry System Policies and Procedures [Manual](#)
8. Mid-Willamette Valley Homeless Alliance [HMIS User Agreement](#)
9. Mid-Willamette Valley Homeless Alliance [Local Data & Metrics](#)
10. Mid-Willamette Valley Homeless Alliance Governance [Charter](#) Governing Documents
11. [Rapid Re-Housing Resources](#)
12. HUD [System Performance Measure Introductory Guide](#)