



FY 2021

GA-502 Fulton County Continuum of Care Program Competition for Renewal Projects

Release Date: September 21, 2021

Deadline for Submission

October 18, 2021

5:00 pm

I. BEFORE YOU BEGIN

Some of the data information will already be calculated and provided by email to the agencies, along with the APRs that the data was collected from. This should help calculate answers to select questions. Although numbers will be checked, **it will be up to the agencies to confirm that the numbers are correct.**

1. Submit complete applications to Homelessinfo@fultoncountyga.gov. Subject- COC FY21 Renewal
2. Complete all project documentation. This will vary from project to project and will not necessarily be limited to, but should include:
 - A complete intake package (required);
 - House rules and policies (required);
 - Client handbook (required);
 - Client termination and appeals process (required);
 - Client Comment/Suggestion form; (optional)
 - Any other project documents; (optional)
 - Match letter verification (required)
 - A PDF from SAGE of the most recent APR that was submitted for this project; (required)
 - A copy of any monitoring letters (with or without concerns or findings) that cover visits that have occurred since July 1, 2019;
 - Completed FY21 Fulton County CoC Supplemental Questions located at the end of this application;
 - Completed MOU between Fulton County (CoC Collaborative Applicant) and applicant. (See attached). (required)
3. **Submitted Applications** will be reviewed by the CoC's Ranking and Review Committee/Peer Reviewers and recommended to the COC Board for inclusion in the CoC application.
4. **ACCEPTED APPLICANTS** will complete the HUD project application, with all updated forms, in e-snaps, **no later than November 1, 2021 at noon**. The e-snaps applications is what will be submitted with the CoC Consolidated application to HUD.

Please know that there may be additional information that is requested either after the release of this application or during the review process. It is expected that if additional information is requested, it will be provided in a timely manner. Any other documentation requested in the review process will be used to help clarify your application.

The scoring for the FY21 Fulton County CoC local competition process for CoC Program funding will be data driven. Therefore, some of the questions that allow for narratives may be for informational purposes only. While most projects serve individuals, data for projects serving families will be adjusted, as applicable (since some measures relate to all persons served and others to heads of households).

The submission deadline for all **LOCAL COMPETITION** renewal review applications, and all required documents, is **October 18, 2021 at noon**. An application may be considered incomplete if it does not include all required documents.

The deadline for **ACCEPTED PROJECT** e-snaps applications, and all required updated attachments is **November 1, 2021 at noon**. An e-snaps application may be considered incomplete if all required attachments.

II. Applicant Information

1. Name of Organization

2. Organization Type

- Nonprofit 501(c)(3) Government Unit
- Public Housing Authority
- Other (please specify)

3. Name of Subrecipient/Sponsor Organization (enter N/A if not applicable)

4. Subrecipient/ Sponsor Organization Type (enter N/A if not applicable)

- N/A
- Nonprofit 501(c)(3) Government Unit
- Public Housing Authority

Other (please specify)

5. Contact Person for Application

Name and Title

Phone Number

Email Address

6. HUD Project Name

7. Exact HMIS (or equivalent) Project Name

8. DUNS Number

9. SAM Registration Expiration Date

10. HUD Project Type

- Permanent Supportive Housing – Scattered Site
- Permanent Supportive Housing - Project Based
- Permanent Supportive Housing - Sponsor Based
- Permanent Supportive Housing - Tenant Based Rapid
- Rehousing
- Support Services Only - HMIS
- Support Services Only - Coordinated Entry

11. Total HUD 2021 Funding Request

12. Is this amount less than previous year due to underutilization or underspending?

- Yes
- No

13. If any funding reductions are proposed (Q12), please explain. If no changes, please enter N/A. (500 characters maximum. **Attach explanation as a separate page, and label it Question 13.**)

14. Please provide a brief, but complete, description that addresses the entire scope of the project. (1,000 characters maximum) **(Attach explanation as a separate page, and label it Question 14.)**

III. PROJECT OVERVIEW AND STRATEGIC ALIGNMENT

The Fulton County CoC works to align itself with HUD priorities and its five year Consolidated Plan.

While much of the scored information will be taken from project APRs and HMIS, please respond to the questions, addressing the various objectives of the Fulton County CoC. Provide a brief explanation for each of the subparts when requested.

Please note: To remain as objective as possible, much of the scoring is based on the data and backup provided. Explanations are for informational purposes only.

For questions that reference project performance, please include the applicable project performance data from the data document that was provided for this project (unless otherwise indicated).

This data was derived from APRs that were pulled from HMIS (or equivalent) covering the periods 07/01/2020 - 06/30/2021. This document was provided to make the application process easier and less onerous on the agencies. Even though this data was checked a few times, please confirm that it is correct.

If your project is newer and does not have one or both of the complete years to report on, please note that and explain how the project will meet the objectives when narratives are indicated.

IV. Program Policies and Procedures - Program Entry and Continued Program Participation

The Fulton County CoC Coordinated Entry Process prioritizes individuals and families based upon their duration of homelessness, vulnerability factors and barriers to securing and maintaining housing.

CoC-funded projects frequently work with individuals and/or families who have significant barriers to securing and maintaining housing. As such the Fulton County CoC and CoC-funded projects must ensure that our standard of care, program policies and procedures, and portfolio of housing and services options is responsive to those needs. To that end, CoC-funded projects are expected to reduce and remove barriers to accessing services, program acceptance and entry and continued program participation.

Please review and answer the following questions as applicable to the renewal project.

15. Does the project accept 100% of participants from the Coordinated Entry process? (This may be verified.)

Yes No

16. Please briefly explain your response from Q15, especially if the response is no. **(1,000 characters maximum. Attach response as a separate page, and label it Question 16.)**

17. Since July 1, 2020, how many coordinated entry referrals made to this project, were denied admission? Please briefly explain. **(This may be verified. 1,000 characters maximum. Attach response as a separate page, and label it Question 17)**

18. Since July 1, 2020, how many new enrollments *did not* come from coordinated entry? Please briefly explain. **(This may be verified. 1,000 characters maximum. Attach response as a separate page, and label it Question 18.)**

19. If a potential client is referred through the coordinated entry process, which of the following will prohibit this client from being accepted in the project? (Check all that apply. This may be verified.)

- Too little income
- Active/history of substance abuse
- A criminal record (with the exception of state-mandated restrictions)
- History of victimization (i.e. domestic violence, sexual assault, childhood abuse)
- Gender orientation/identity
- None of the above

Other (please specify)

20. Please briefly explain your response from Q19. **(1,000 characters maximum. Attach response as a separate page, and label it Question 20)**

21. Which of the following can terminate a participant from the program? (Check all that apply. This may be verified.)

- Failure to participate in supportive services
- Failure to make progress on a service plan
- Loss of income or failure to improve income
- Any other activity not covered in a lease agreement typically found for unassisted persons in the project's geographic area
- Failure to pay rent

None of the above

Other (please specify)

22. Please briefly explain your response from Q21. **(1,000 characters maximum. Attach response as a separate page, and label it Question 22.)**

23. Does the project use a harm-reduction model for drugs and/or alcohol use? (This may be verified.)

Yes

No

24. If your response to Q23 was yes, please provide **a specific example** (*without identifying anyone*) illustrating a time when a harm-reduction model was used. If your response to Q23 was no, please explain why not. **(1000 characters maximum. Attach response as a separate page, and label it Question 24)**

25. Does the project have specific policies and procedures that work to prevent eviction or lease violations? (This may be verified.)

Yes (please attach document and label it Question 25.)

No

26. Please briefly explain your response to Q25. **(1,000 characters maximum. Attach response as a separate page, and label Question 26)**

27. Since July 1, 2020, how many households have been evicted/terminated from this project? Please explain. (This may be verified. **(1,000 characters maximum. Attach response as a separate page, and label Question 27)**)

28. Please indicate which of the following are required for clients to move into this project. (Check all that apply. This may be verified.)

Current employment or other income

State-issued identification

No presenting symptoms of mental illness

No presenting evidence of substance use (sobriety)

Specific disabling condition (i.e. mental health, substance abuse, HIV/AIDS)

Medication compliance

Order of protection, police involvement or specified time separated from abuser for victims/survivors of domestic violence

None of the above

Other (please specify)

29. Please briefly explain your response from Q28. Provide a description and explanation for each of the program requirements as selected above. The description should include the reasons for any of the selection program requirements. **(1,000 characters maximum. Attach response as a separate page, and label it Question 29)**

V. Populations and Subpopulations

For all questions that refer to data from APRs, use the APR documents that were provided specific to this project.

30. Populations Served (Check all that apply.)

- Adult households without children (individuals and couples aged 25 and older, with no children)
- Adult households with children (individuals and couples aged 25 and older, with children)
- Youth households without children (individuals and couples aged 18-24, with no children)
- Youth households with children (individuals and couples aged 18-24, with children)
- Unaccompanied youth under age 18

31. Total persons served from July 1, 2020 - June 30, 2021. (Project Data Document Q1)

32. What is the percentage of clients served from each of the subpopulation below? (July 1, 2020 – June 30, 2021 - Project Data Document)

Mental health problems	<input type="text"/>
Alcohol abuse	<input type="text"/>
Drug abuse	<input type="text"/>
Both alcohol and drug abuse	<input type="text"/>
Chronic health condition	<input type="text"/>
HIV/AIDS	<input type="text"/>
Developmental disability	<input type="text"/>
Physical disability	<input type="text"/>
Fleeing domestic violence	<input type="text"/>
Veterans	<input type="text"/>
Chronically homeless	<input type="text"/>
Youth households	<input type="text"/>
Zero cash income entry	<input type="text"/>

VI. Housing Stability

For all questions that refer to data from APRs, use the APR documents that were provided specific to this project.

33. What is the percent of exiting persons who exited to permanent housing?

a. July 1, 2020 through
June 30, 2021 - Project
Data Document Q18

34. Please explain any decreases from last year. Whether there is a decrease or not, how will your agency plan to continue to improve the permanent housing placements for exiting project participants? **(1,000 characters maximum. Attach response as a separate page, and label it Question 34)**

35. What is the percent of persons who maintained or obtained permanent housing?

a. July 1, 2020 through
June 30, 2021 - Project
Data Document Q24

36. Please explain any decreases from last year. Whether there is a decrease or not, how will your agency plan to continue to improve housing stability for project participants? **(1,000 characters maximum. Attach response as a separate page, and label it Question 36.)**

VII. Project Participant Income

For all questions that refer to data from APRs, use the APR documents that were provided specific to this project.

37. What is the percent of participants who gained or increased earned income from entry to latest status/exit?

a. July 1, 2020 through
June 30, 2021 - Project
Data Document Q28

38. What is the percent of participants with cash income other than employment from entry to latest status/exit?

a. July 1, 2020 through
June 30, 2021 - Project
Data Document Q30

39. Please explain any decreases from last year. Whether there is a decrease or not, how will your agency plan to continue to improve income for project participants? **(1,000 characters maximum. Attach response as a separate page, and label it Question 39.)**

VIII. Mainstream (non-cash) Benefits

For all questions that refer to data from APRs, use the APR documents that were provided specific to this project.

40. What is the percent of clients with 1+ source of income at annual assessment/exit?

a. July 1, 2020 through
June 30, 2021 - Project
Data Document Q34

41. Please explain any decreases from last year. Whether there is a decrease or not, how will your agency plan to continue to increase the percentage of project participant who access mainstream benefits? **(1,000 characters maximum. Attach response as a separate page and label it Question 41)**

42. What is the percent of clients with health insurance? (2020-2021)

a. STAYERS July 1, 2020 through June 30, 2021 - Project Data Document Q40

43. What is the percent of clients with health insurance? (2019-2020)

a. STAYERS July 1, 2019 through June 30, 2020 - Project Data Document Q46

44. Please explain any decreases from last year. Whether there is a decrease or not, how will your agency plan to continue to increase the percentage of project participant who access health insurance? (1,000 characters maximum)

IX. Utilization Rate/Move-In Time

For all questions that refer to data from APRs, use the APR documents that were provided specific to this project.

45. What is the average (percentage) utilization rate for PSH only? This is for informational purposes and will not be scored.

a. July 1, 2020 through June 30, 2021 - Project Data Document Q52

46. What is the average length of time between the Project Start Date and Project Move-In Date? This is for informational purposes and will not be scored.

a. July 1, 2020 through June 30, 2021 - Project Data Document Q56

47. Please explain any utilization rate (PSH) decreases **and** length of time to move-in increases from last year. How will your agency plan to continue to improve this measure? **(1,000 characters maximum. Attach response as a separate page, and label it Question 47)**

X. Spend Down and Cost Efficiency

Please note, for this section, the math for Q57 - Q62 was not calculated, as these questions refer to the most recently completed grant year. You will need to run a test APR from SAGE and refer to that document to get the numbers necessary. Please also attach a PDF of that SAGE APR at the end of this application.

48. Expended Funding for Current Contract.

a. Start and end date of this current HUD award.

b. Total amount of award.

c. Total amount of funds not yet drawn down.

49. Do you anticipate you will have unspent funds at the expiration date of this current contract?

Yes No

50. If yes, how much? Please explain the reason for the unexpended funds. **(Attach explanation as a separate page, and label**

it Question 50.) Enter N/A if not applicable.

51. Did you have unspent HUD funds at the expiration of grant terms in any of the previous years listed in Q52?
 Yes No

52. If yes, how much? (Enter 0 if all funds were expended and N/A if it does not apply.)

2020-2021 (ended in 2021,if already expired)

2019-2020 (ended in 2020)

2018-2019 (ended in 2019)

2017-2018 (ended in 2018)

53. Have there been extenuating circumstances in drawing down funds such as a change in the grant year or execution of the contract?
 Yes No

54. If yes, please briefly explain and identify grant years impacted. **(Attach explanation as a separate page, and label it Question 54)**

55. Please provide the dates (month/day/year) of each drawdown made under your most recently expired grant from the first drawdown to the last closeout one.

Start and end date of award

Drawdown 1

Drawdown 2

Drawdown 3

Drawdown 4

List all remaining dates (enter N/A if no other dates)

56. What was the **total budget** for this project (include all financial resources, including in-kind) and the total HUD award for this project **for the most recently completed grant year**?

a. Total Annual Budget

b. Total HUD Award

c. Start and End Date

57. How many persons were served during the above time period? (Q5a total from SAGE APR. Must attach PDF of SAGE APR at end of application.)

58. What is the average cost per person served (full project budget)?)

59. What is the average per person served (these HUD funds only)?

60. How many persons either remained in permanent housing or exited the project to permanent destinations over the course of the program year? ([APR Q23a, third from bottom row "Total persons exiting to positive housing destinations"] + [APR Q23b, third from bottom row "Total persons exiting to positive housing destinations"] + [APR Q5a, Stayers])

61. What is the average cost per exit to, or maintenance of, permanent housing over the course of the program year (full project budget)

62. What is the average cost per exit to, or maintenance of, permanent housing over the course of the program year (these HUD funds only)?

63. Does the applicant have any outstanding federal debt?

Yes No

64. If yes, please provide an explanation of debt owed and repayment arrangements. (If no, enter N/A. 250 characters maximum)

XI. Program Monitoring and Timely APR Submission

65. When was your most recent HUD monitoring visit (Enter N/A if not applicable.)?

66. Please provide an explanation for any open or unresolved findings or concerns, from the above visit. (Enter N/A if not applicable. 500 characters maximum)

67. Has the agency had any site visits/monitoring from ANY funder (private or government, including HUD ESG) since July 1, 2019 (past two years) or ANY outstanding monitoring or audit findings or concerns, even if prior to July 1, 2019.

If yes to EITHER, **attach any and all correspondence** regarding the results of these site visits (including any concerns/findings and letters addressing such) to the end of this application.

Yes No

68. Please list all site visits/monitoring since July 1, 2019. (Enter N/A if not applicable.)

69. Within your organization, please describe what actions are done to evaluate project and agency performance. (1,000 characters maximum)

70. Ending date for the last completed grant year? _____

71. Date the APR for last completed grant year was submitted and accepted in SAGE? _____

XII. Match Funds

HUD requires a 25% match (minus leasing) for this funding. This needs to be based on current commitments at the time of project application, covering the requested grant operating period/term, and NOT based on projections.

Documentation should be attached to this application and dated within 60 days of the HUD application deadline (November 16, 2021). For additional guidance on match funds, please refer to the project guides or search for "match" on the [FAQs on the HUD Exchange website](#).

72. Do you have all required and acceptable match commitments and documentation?

Yes No

73. Do you acknowledge that failure to have the required and acceptable match documentation may result in this project being excluded from the project listing (that is, not ranked for future funding)?

Yes No

XIII. Attachments

Please attach the following required documents as part of your application. If any do not apply, please upload a PDF indicating "this question does not apply" so that it is clear you did not fail to submit documentation.

74. Please attach your complete intake package. This is required. Attach this document in PDF format.

75. Please attach your house rules and policies. This is required. Attach this document in PDF format. .

76. Please attach your client handbook. This is required. Attach this document in PDF format.

77. Please attach your client termination and appeals process. This is required. Attach this document in PDF format.

78. Please attach your client comments/suggestions form. This is optional. Attach this document in PDF format. .

79. Please upload any additional project documents. This is optional. Attach this document in PDF format.

80. Please upload attach Match verification letters. This is required. Attach this document in PDF format.

81. Please attach a recent SAGE APR. This is required. Attach this document in PDF format. .

82. Please attach any and all correspondence related to site visits/monitoring (with or without concerns) that cover visits since July 1, 2019. This is required for agencies who received correspondence related to site visits/monitoring.

83. Please attach the signed MOU between Fulton County and the applicant. This is required.

Attach this document in PDF format.

XIV. Supplemental Questions

These questions are used to supplement your local competition application and provide answers that strengthen the overall CoC application submitted to HUD. Bonus points may be permitted for answering questions; please refer to the Renewal Project Scoring Tool for more information. For questions that do not relate to your project or organization, enter N/A.

84. What is the percent of persons served with 3+ physical or mental health conditions?

2020-2021 (ConditionalDoc Q4)

2019-2020 (ConditionalDoc Q8)

85. **Ensuring Families are not Separated:** Does your project deny admission to or separate family members? Please explain below. **(500 characters maximum. Attach explanation as a separate page, and label it Question 85)**

86. **Child/Youth Collaborations:** Does your project have written agreements in place with educational supports for children ages 0-5? Please explain below and upload in attachments section. **(500 characters maximum. Attach explanation as a separate page and label it Question 86.)**

87. **Domestic Violence Projects:** Do you use a comparable database to HMIS to collect required data? Enter "N/A" if not applicable.

88. **Domestic Violence Projects:** Using objective criteria, briefly explain how your project has improved safety for the population you serve. Enter "N/A" if not applicable. **(1,000 character maximum. Attach explanation as a separate page and label it Question 88)**

89. **Racial Equity:** Has your project identified barriers to participation (i.e. lack of outreach) faced by persons of different races? Briefly explain what steps you have taken to eliminate the identified barriers. (1,000 character maximum)

XV. Assurances

To the best of my knowledge and belief, all information in this application is true and correct. The governing body of the applicant has duly authorized this document and the applicant will comply with the following:

1. Applicant will complete the HUD esnaps application form with the same information contained in this application unless adjustments have been requested by the Collaborative Applicant.
2. Applicant agrees to participate fully with the HMIS identified by the CoC, or alternate system for domestic violence providers.
3. Applicant agrees to participate fully with the CoC Coordinated Entry system.

Additionally, the governing body of this applicant understands that:

1. Submission of this application and the e-snaps application is not a guarantee of funding.
2. Inclusion in the Fulton County CoC application to HUD also does not guarantee funding, as all final funding decisions are made by HUD.

90. Acknowledgement

Name and Title of Authorizing Authority

Signature

Date