

General Information

BEFORE YOU BEGIN

The local process for the FY21 CoC competition will be completed online. Much of the information collected is similar to the FY19 competition year. 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.**

This is a competitive process. Please make sure to answer each question. The Rank and Review Committee can only score based on the information provided. We estimate it will take 30-45 minutes to complete the application.

This SurveyMonkey application must be completed in one-sitting . Please make sure you give yourself time to complete all questions. For each Renewal Project, an agency must:

1. Submit this application via SurveyMonkey. Use data information from APRs provided to you for each project. The SurveyMonkey application is what will be scored by the Rank and Review Committee.

2. Email Summer Duperon at sduperon@partnersforhome.org when you have completed this application or if you run into any difficulties. A PDF version for your files will be emailed to you for your records as confirmation it has been received.

3. 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 Atlanta CoC Supplemental Questions located at the end of this application;
- Completed MOU between Partners for HOME (CoC Lead Agency) and applicant located under the "CoC Attachments" section of the page. (required)

4. **ACCEPTED APPLICANTS** will complete the 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 Atlanta 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 8, 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.

* 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 - 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 2019 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)

* 14. Please provide a brief, but complete, description that addresses the entire scope of the project. (1,000 characters maximum)

PROJECT OVERVIEW AND STRATEGIC ALIGNMENT

The Atlanta CoC works to align itself with HUD priorities, the USICH Plan, Opening Doors and *ClearPath*, a five-year strategic plan, which outlines the principles and priorities for the CoC. These next questions correlate to those priorities.

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 Atlanta 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 of 07/01/2019 – 06/30/2020 and 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 you find an error, please email Summer Duperon at sduperon@partnersforhome.org.

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.

Program Policies and Procedures - Program Entry and Continued Program Participation

The Atlanta 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 Atlanta 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)

* 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)

* 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)

* 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)

* 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)

* 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)

* 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 at the end of this survey)

No

* 26. Please briefly explain your response to Q25. (1,000 characters maximum)

* 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)

* 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)

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 Q2 - Q14)

Mental health problems

Alcohol abuse

Drug abuse

Both alcohol and drug abuse

Chronic health condition

HIV/AIDS

Developmental disability

Physical disability

Fleeing domestic violence

Veterans

Chronically homeless

Youth households

Zero cash income entry

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

b. July 1, 2019 through
June 30, 2020 - Project
Data Document Q22

* 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)

* 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

b. July 1, 2019 through
June 30, 2020 - Project
Data Document Q27

* 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)

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

b. July 1, 2019 through
June 30, 2020 - Project
Data Document Q29

* 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

b. July 1, 2019 through
June 30, 2020 - Project
Data Document Q31

* 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)

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

b. July 1, 2019 through
June 30, 2020 - Project
Data Document Q37

* 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)

* 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

b. LEAVERS July 1, 2020
through June 30, 2021 -
Project Data Document
Q43

* 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

b. LEAVERS July 1, 2019
through June 30, 2020 -
Project Data Document
Q49

* 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)

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

b. July 1, 2019 through
June 30, 2020 - Project
Data Document Q55

* 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

b. July 1, 2019 through
June 30, 2020 - Project
Data Document Q57

* 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)

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. (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.

* 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	<input type="text"/>
Drawdown 1	<input type="text"/>
Drawdown 2	<input type="text"/>
Drawdown 3	<input type="text"/>
Drawdown 4	<input type="text"/>
List all remaining dates (enter N/A if no other dates)	<input type="text"/>

* 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	<input type="text"/>
b. Total HUD Award	<input type="text"/>
c. Start and End Date	<input type="text"/>

* 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)? (=SurveyMonkey Q56a/SurveyMonkey Q57)

* 59. What is the average per person served (these HUD funds only)? (=SurveyMonkey Q56b/SurveyMonkey Q57)

* 60. How many persons either remained in permanent housing or exited the project to permanent destinations over the course of the program year? ([APR Q23c, 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)? (=SurveyMonkey Q56a/SurveyMonkey Q60)

* 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)? (=SurveyMonkey Q56b/SurveyMonkey Q60)

* 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)

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?

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

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 upload your complete intake package. This is required.

Upload this document in PDF format. Maximum file size is 16MB.

Choose File

Choose File

No file chosen

* 75. Please upload your house rules and policies. This is required.

Upload this document in PDF format. Maximum file size is 16MB.

Choose File

Choose File

No file chosen

* 76. Please upload your client handbook. This is required.

Upload this document in PDF format. Maximum file size is 16MB.

Choose File

Choose File

No file chosen

* 77. Please upload your client termination and appeals process. This is required.

Upload this document in PDF format. Maximum file size is 16MB.

No file chosen

* 78. Please upload your client comments/suggestions form. This is optional.

Upload this document in PDF format. Maximum file size is 16MB.

No file chosen

* 79. Please upload any additional project documents. This is optional.

Upload this document in PDF format. Maximum file size is 16MB.

No file chosen

* 80. Please upload Match verification letters. This is required.

Upload this document in PDF format. Maximum file size is 16MB.

No file chosen

* 81. Please upload a recent SAGE APR. This is required.

Upload this document in PDF format. Maximum file size is 16MB.

No file chosen

* 82. Please upload 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.

Upload this document in PDF format. Maximum file size is 16MB.

No file chosen

* 83. Please upload the signed MOU between Partners for HOME and the applicant. This form is [located on the Partners for HOME website](#) under "CoC Application Attachments." This is required.

Upload this document in PDF format. Maximum file size is 16MB.

No file chosen

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 (Data Doc Q61)

2019-2020 (Data Doc Q65)

* 85. **Ensuring Families are not Separated:** Does your project deny admission to or separate family members? Please explain below. (500 characters maximum)

* 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)

* 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)

* 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)

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 Atlanta CoC application to HUD also does not guarantee funding, as all final funding decisions are made by HUD.

*** 90. Electronic Acknowledgement**

Name and Title

Date