



Homeless Care Council of Northwest Alabama, Inc. Notice of Funding Opportunity (NOFO) for the Fiscal Year FY 2024-2025 Continuum of Care Program Competition

Link to the Overall FY2024-2025 Competition NOFO:

[FY24 and FY25 NOFO.pdf](#)

The Homeless Care Council of Northwest Alabama has received notice of funding available from HUD for the Fiscal Year 2024-2025 Continuum of Care Program Competition. It is **strongly suggested** that any eligible agency wishing to apply for any of the projects, renewal or new, read the NOFO in its **entirety**. The link to the complete FY 2024-2025 CoC NOFO is above. If you have questions about whether your proposed project is eligible to be funded in this FY2024-2025 Competition, please contact Ashley Smith, Executive Director of the Homeless Care Council, at [hccnwal@gmail.com](mailto:hccnwal@gmail.com) before making any project plans. The HUD competition is very specific about what type of projects can be funded and the process that must be followed for consideration before submission.

Active members, in good standing of at least one year, of the Homeless Care Council of Northwest Alabama are invited to submit applications for funding under the HUD NOFO for the Continuum of Care Program Competition. If your agency plans to submit a proposal, you MUST submit your project proposal to Ashley Smith, Executive Director of the HCCNWA, [hccnwal@gmail.com](mailto:hccnwal@gmail.com) no later than 4 pm on Friday, August 23<sup>rd</sup>. See the Submission Schedule at the end of this notice for a calendar of dates regarding the submission process. You will be notified by Friday, August 30<sup>th</sup> via email if your proposal meets the criteria for application.

Completed FY 2024 CoC Project applications will then be due by Friday, September 13<sup>th</sup>, 2024, by 4 pm to the Homeless Care Council Office, at 210 East Tennessee Street #111 Florence, Alabama.

Applications will then be reviewed and ranked during the week of September 23<sup>rd</sup>, 2024. If your application is approved for submission, you will receive notification of your application being approved and its rank for submission no later than Wednesday, September 25<sup>th</sup>, 2024. The same notification will apply to any applications rejected or reduced as well. Your final application is then due to the HCCNWA, as well as in eSNAPS, by Monday, September 30<sup>th</sup>, 2024.

The Homeless Care Council will submit the collaborative and complete application to HUD no later than Monday, October 28<sup>th</sup>, 2024. Generally, it takes 60-90 days to receive notice of awards.

The CoC Program (24 CFR part 578) is designed to promote a community-wide commitment to the goal of ending homelessness; to provide funding for efforts by nonprofit providers, States, and local governments to quickly re-house homeless individuals, families, persons fleeing domestic violence, and youth while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by homeless; and to optimize self-sufficiency among those experiencing homelessness. The Homeless Care Council of Northwest Alabama will serve as the Collaborative Applicant for the Continuum of Care, which serves Lauderdale, Colbert, Franklin, Marion, Winston, and Lawrence counties.

HUD'S priorities for this Funding Competition include the following list. Detailed information about each priority is outlined in the NOFO, Section I. All applications must propose projects which fall under one of these categories.

1. Ending homelessness for all persons.
2. Using a Housing First approach.
3. Reducing Unsheltered Homelessness
4. Improving System Performance
5. Partnering with Housing, Health and Service Agencies
6. Racial Equity
7. Improving Assistance to LGBTQ+ Individuals
8. Persons with Lived Experience
9. Building an Effective Workforce
10. Increasing Affordable Housing Supply

#### **Projects Available for Funding**

**Please read through the FY 2024 NOFO in its entirety. Due to the passage of the Consolidated Appropriations Act, 2021, and the American Rescue Plan 2021, there are new and/or additional opportunities for projects. Also, using the "Housing First" model has returned to this NOFO. You can read more about these changes in the NOFO.**

Also, please refer to Section III Eligibility Information of the NOFO, starting on page 34, for all project consideration guidelines. The Continuum of Care is required to rank all renewal projects, and HUD will consider these rankings when making renewal awards. Renewals will be judged based on past performance.

In the FY 2024 CoC Program Competition, in addition to requests for renewal projects and CoC planning, CoCs may submit requests for new projects through the process of expansion of an existing project, reallocation of existing projects, or a CoC bonus. The types of projects that are permitted in this grant award are defined in the NOFO. Further clarification about what those projects represent is detailed in the attached 24 CFR 578 Regulations.

Carefully read the NOFO released by HUD (General and Program sections). In addition, be familiar with the 24 CFR Regulations for CoC Competition Funding.

**APPLICATION – Please type out this information in a new document**

1. **Name of Proposing Agency**
2. **Address**
3. **Contact Person & Telephone Number**
4. **Participation in the Continuum of Care:** Describe the extent to which the agency has demonstrated an active commitment to and involvement in the Homeless Care Council of Northwest Alabama.
5. **Coordination of Services:** State how the proposed services are integrated into the overall community-based response to homeless people through the continuum of care.
6. **Agency Experience and Capacity:** State the experience of the agency in providing services to the homeless population and describe the capacity of the agency to manage the proposed project and grant funds.
7. **Participation in the Homeless Management Information System (HMIS):** Describe the agency's intent to enter client data in the HMIS. For existing projects, including the current percentage of clients, entered in HMIS for this project and the percent of universal data elements for clients entered. If there is a U.S. Dept. of HUD exception to participation in HMIS that applies to your agency/clients, please explain.
8. **Implementation:** Describe the ability of the agency to implement the project in a timely fashion and recruit the target population.

**\*\*Questions 9-12 are only for Renewal Grant Applicants\*\***

9. **Bed Utilization Rate:** If a project's bed utilization rate was less than 80% during any quarter of the last fiscal year, explain why the rate has fallen below 80% and what has been done to remedy the issue.
10. **Last HUD Monitoring Report:** List findings for the last HUD monitoring visit or attached monitoring report. List actions to correct any HUD finding requiring corrective actions. If the project has not received a monitoring visit by HUD, then state: *No Report*
11. **Rate of Expenditure for Last APR Year**
  1. Annual Period: (Month/Day/Year through Month/Day/Year).
  2. Annual HUD award for APR period above \$
  3. Total HUD funds expended for the APR period above:
  4. % of Funds Expended: (Divide item 3 by item 4 times 100)
12. **APR Period Information & Cost Effectiveness Data**
  1. Annual Period: (Month/Day/Year through Month/Day/Year)
  2. Total # of Individual and/or Family Housing Units Available:
  3. Annual capacity for occupancy possible: (Item 2 times 365)
  4. Actual occupied unit days of services: (Total number of occupied unit days of service)
  5. Annual % of Capacity: (Divide item 3 by item 4 times 100)

## SUBMISSION STEPS

1. Create your agencies proposal for application based on the HUD CoC Stated Priorities.
2. Submit your simple proposal to the Homeless Care Council Executive Director, Ashley Smith, by email at [hccnwal@gmail.com](mailto:hccnwal@gmail.com) no later than August 23<sup>rd</sup> at 4 pm. Include your agency's name, the name of the applicant, email, and address, and the dates of your membership in the Homeless Care Council with your proposal.
3. You will be notified via email by August 30<sup>th</sup>, if your proposal is approved and accepted.
4. Once you have received notification that your project proposal is accepted, you will need to create an account in e-snaps for your application completion (If you haven't already done this).
5. Complete the application for your project. See the listed instructions for completing your application. This includes filling out the 9 steps on the application, as well as submitting the application of your project via e-snaps. These ARE TWO SEPARATE APPLICATIONS. The e-snaps application AND the 9-question HCC Application. If you are a renewal grantee, you must also answer questions 9-12.
6. Once you have completed your application in e-snaps, save it to a pdf.
7. Email the grant application and the esnaps PDF of the project application plus the following attachments to [hccnwal@gmail.com](mailto:hccnwal@gmail.com) – attention HCC Grant Application – by Friday, September 13<sup>th</sup>, 2024, by 4 pm. Late applications will lose points in the review process. At this time, you will need to make 6 hard copies of the application and e-snaps PDF and include the following:
  1. IRS 501c3 letter or other documentation of non-profit status
  2. Current list of board of directors with affiliations
  3. Most recent audit
  4. Proof of UEI number
  5. Supplementary report (see instructions below) – IF RENEWAL APPLICATION

**These will need to be delivered to the Homeless Care Council Office, by 4 pm at 210 East Tennessee Street #111, Florence, AL, also by Friday, September 13<sup>th</sup>, 2024.**

8. Once your application has been reviewed and ranked by the Homeless Care Council Rank & Review Committee if needed, you will need to make any edits or corrections. You will find out if your project has been ranked in Tier 1 or Tier 2 by 4 pm on Wednesday, September 25<sup>th</sup> and all changes will need to be made by Monday, September 30<sup>th</sup>, 2024, by 4 pm for final submission.
9. You will need to hit final submit on your e-snaps application and export and print your application pdf out. Once those are completed, you need to submit the completed and final application by Monday, September 30<sup>th</sup> at 4 pm, as well as the exported pdf of your esnaps.
10. The Homeless Care Council will submit all projects and the Collaborative Application to HUD no later than Monday, October 28<sup>th</sup>, 2024. The grant is due to HUD on Wednesday, October 30<sup>th</sup>, 2024, at 8:00 PM EDT. You will be notified as to which Tier your project was put in and how it was ranked based on priority.

NOTE: It generally takes at least 60 days to hear about the award. Tier 1 awards will be announced first and then Tier 2 reports are generally announced 30-60 days after Tier 1 is announced.

**Homeless Care Council of Northwest Alabama  
FY2024 Continuum of Care Homeless Assistance Program**

**Schedule of Submission Deadlines**

-PROPOSAL DEADLINE FOR YOUR AGENCY TO SUBMIT A SIMPLE PROPOSAL FOR THIS COMPETITION-

**Friday, August 23 by 4 pm.**

Must submit a simple summary of the proposed project and intent to apply. This can be done via email to [hccnwal@gmail.com](mailto:hccnwal@gmail.com) or brought to the HCCNWAL Office at 210 E Tennessee Street Suite 111, Florence, AL.

-NOTIFICATION VIA EMAIL IF YOUR AGENCIES PROJECT PROPOSAL IS ACCEPTED-

**Friday, August 30.**

You will be notified via email no later than August 30 if your project proposal is accepted.

**-APPLICATION DEADLINE!**

**Friday, September 13 by 4pm.**

NOTE: Late applications will cause you to lose points in the rank and review process. Project applications are due NO LATER than 4pm on this date.

You must submit 6 hard copies of the PDF version of your esnaps application, plus 6 copies of your project application, including attachments to The Homeless Care Council, 210 E Tennessee Street #111, Florence, AL 35630.

-THE RANK AND REVIEW COMMITTEE WILL MEET THIS WEEK TO REVIEW APPLICATIONS:

**Week of September 23.**

The CoC Rank and Review Committee will meet this week to review and approve your application.

-NOTIFICATION OF ACCEPTANCE OF YOUR APPLICATION, INCLUDING THE RANK OF YOUR PROJECT-

**Wednesday, September 25.**

Any changes or edits that are needed will be reported back to you for correction, by email.

-CORRECTED APPLICATIONS WITH SUGGESTED CHANGES OR EDITS ARE DUE BACK TO THE OFFICE AS WELL AS SUBMITTED TO ESNAPS-

**Monday, September 30<sup>th</sup>, by 4 pm.**

**Failure to make edits will make your application ineligible.** Completed Projects are due to the continuum no later than Monday, September 30<sup>th</sup>, by 4 pm for final submission. Registration in e-snaps must be completed, along with all necessary revisions completed by the review committee.

-COMPLETE GRANT, INCLUDING ALL APPLICANTS AND COC APPLICATION WILL BE SUBMITTED NO LATER THAN-

**Monday, October 28<sup>th</sup>, 2024.**

The final grant application will be submitted to HUD via e-snaps by the CoC on behalf of all projects.

The grant is due to HUD on Wednesday, October 30<sup>th</sup>, 2024, at 8:00 PM EDT. You will be notified as to which Tier your project was put in and how it was ranked based on priority.

NOTE: It generally takes at least 60 days to hear about the award. Tier 1 awards will be announced first, and then Tier 2 reports are generally announced 30-60 days after Tier 1 is announced.