

**Request for Proposals for CoC Program Grant Transfer**

The North Carolina Balance of State CoC (NC BoS CoC) seeks proposals for the transfer of the following currently operating Continuum of Care Program permanent supportive housing grant:

Community Link, Northern PSH Combo, NC0221L4F032212

*Project Type*: Permanent Supportive Housing

*Counties served*: Alamance, Caswell, Chatham, Person, Franklin, Granville, Halifax, Warren,

Vance and Rockingham (NC BoS CoC Region 6 & part of Region 9)

*Budget*: $1,453,687 ($1,255,740 in Rental Assistance; $127,836 in Supportive Services; $70,111

in Administrative Costs)

*Match*: $363,422

*Beds/Units*: 119 units and 201 beds

*Grant operating* *year*: 06/01/2024 – 05/31/2025

**Grant Description**

This CoC Program grant provides tenant-based rental assistance to individuals and families experiencing chronic homelessness, meaning they were living in emergency shelter or in unsheltered situations and the head of household had a disabling condition(s) when referred and moved into the program. This grant is dedicated to serving chronically homeless households.

The **Northern PSH** **Combo** grant is projected to serve 201 people in 119 households. In the most recently completed grant term, the grant achieved an 84% spending rate. Grantees are expected to spend at least 90% of the total budget.

The current grantee is willing to assist with the grant transfer by ensuring there is little interruption for participants and sharing information including policies and procedures.

The current grantee has requested that the current staff working with the program also transfer to the agency accepting these grants. Currently, there are 2 staff who work in the Northern PSH Combo: one Housing Caseworker and a Housing Coordinator. All staff are certified HQS inspectors.

**Eligibility & Requirements for Grantee Agencies**

Nonprofit organizations, Public Housing Authorities, and units of local government are eligible to apply. The agency selected for transfer will sign a grant agreement with the US Department of Housing and Urban Development (HUD) for the relevant grant operating year at the time of transfer.

A 25% match is required on all grants. Match may be cash, in-kind, or a combination. For Northern PSH Combo, the match amount required is $363,422.

This grant is renewable on an annual basis through the HUD CoC competition. Please refer to [www.ncceh.org/bos/currentcocapplication/](http://www.ncceh.org/bos/currentcocapplication/) to view the scorecards from the most recent FY2023 CoC competition. Any agency that receives a transferred grant will be expected to meet all thresholds, standards, and expectations on the scorecard.

**Instructions for Submitting a Proposal**

Applicant agencies must submit the relevant materials listed below. All materials must be submitted via this Smartsheet link: <https://app.smartsheet.com/b/form/7c1b3125cb414ca1be08d83f994eee17>

**Letter of Intent Form: Due By 12 PM on Tuesday, February 27, 2024.**

All applicants must submit a completed Letter of Intent Form found under the Continuum of Care (CoC) Program Funds heading on this page: <https://www.ncceh.org/bos/prospectivegrantees/>

**Additional Documents: Due By 12 PM on Tuesday, February 27, 2024.**

Applicants that do not have an existing CoC-funded Permanent Supportive Housing grant must submit the following items:

* A completed Written Proposal Form under the Continuum of Care (CoC) Program Funds heading on this page: [https://www.ncceh.org/bos/prospectivegrantees/](https://www.ncceh.org/bos/prospectivegrantees/%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20)  The Written Proposal Form asks questions regarding the following:
  + Capacity to manage federal funds and leverage other sources of funding
  + Experience serving homeless populations
  + Adherence to the Housing First model and other best practices
  + Plans to provide housing and services to program participants
* Organizational chart
* A signed Grantee Certification Form
* **Nonprofits Only**: 501c3 Letter
* **Nonprofits Only**: Agency’s Current Budget
* **Nonprofits Only**: Agency’s Most Recent Audit - If the agency has had an audit, submit the most recent audit letter stating that the agency has had an audit and summarizing any findings. If the agency has not had an audit, submit a letter stating that the agency has not had an audit.
* **Nonprofits Only**: Financial statements from the most recently closed fiscal year, including a profit & loss statement.

**Due dates are firm, and no late proposals will be considered.**

**Review Process**

Proposals received from eligible agencies by the due date will be reviewed by the members of the NC BoS CoC Project Review Committee on February 29, 2024. The applicant agency chosen for recommendation by the Project Review Committee will be notified no later than March 1, 2024. The applicant agency will be recommended by the Project Review Committee to the Steering Committee on March 5, 2024. The recommended applicant agency will be notified of the Steering Committee’s decision by March 5, 2024.