

# **Request for Applications (RFA)**

## **U.S. Department of Housing and Urban Development FY 2025 Continuum of Care Projects, CoC Bonus Projects and Domestic Violence Bonus Projects**

**RFA Released  
Wednesday, November 26, 2025**

**Applications Due  
Friday, December 12, 2025 by 12:00 PM EST**

**Applications must be submitted by email to  
Joan Hoxter at [Jhoxter@leegov.com](mailto:Jhoxter@leegov.com)**

Lee County Human and Veteran Services  
2440 Thompson St., Fort Myers, FL 33901

**It is the responsibility of the applicant to ensure the application(s) arrive prior to the due date and time.  
Applications received after 12:00 PM EST will be returned to the applicant and will not be considered.**

**All applications and attachments must be submitted in PDF format.  
ZIP files are not accepted.**

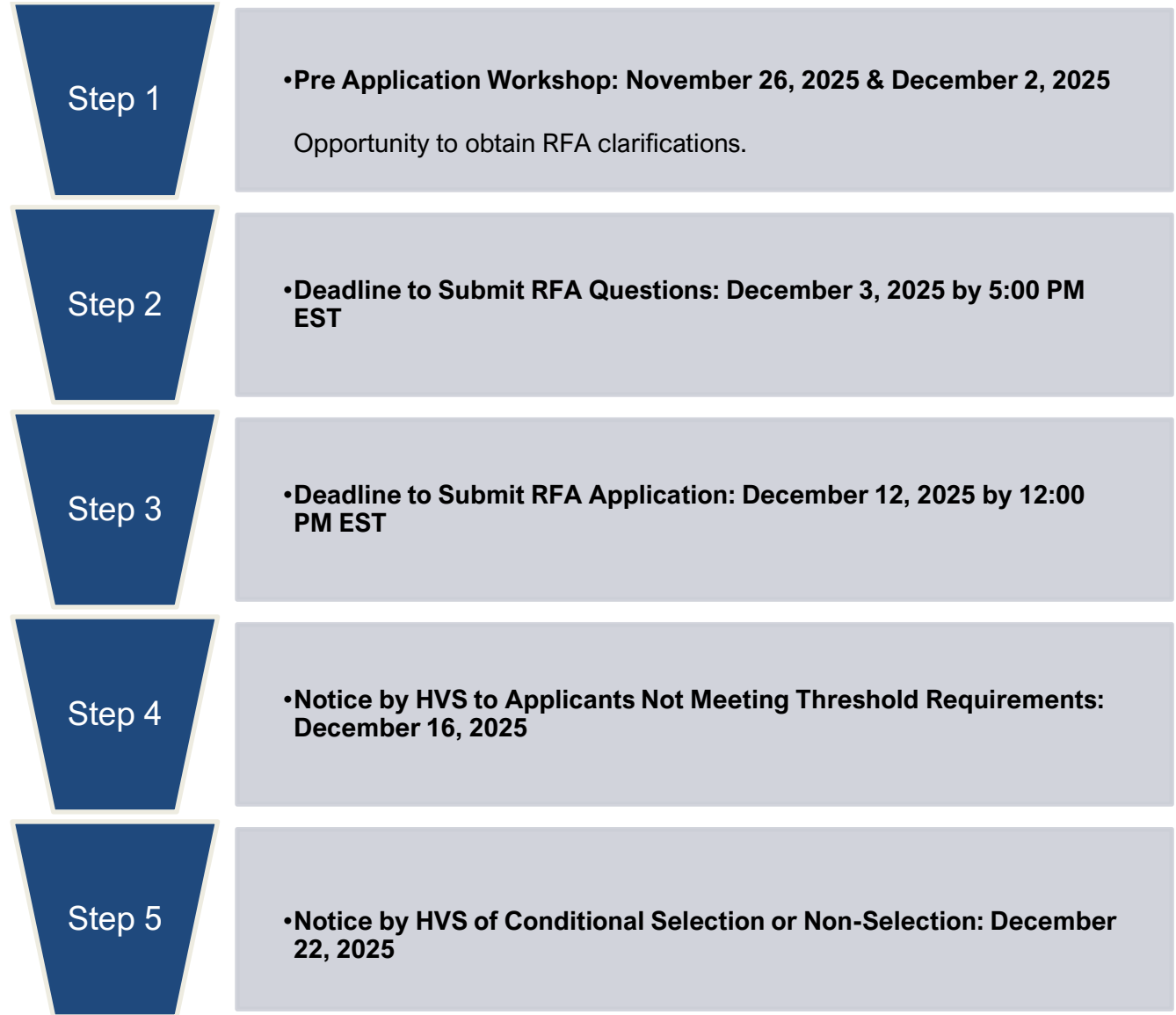
This document can be made available in alternative accessible formats upon request.

## ***Considerations Prior to Applying***

Lee County Human and Veteran Services (HVS) aims to provide as much information to prospective applicants as possible so informed decisions can be made when applying for grant funds. Below is a snapshot of some of the items to consider during the planning process. Additional specific regulations or requirements will apply based on the project. This is not intended as a complete listing.

- Adherence to the timely spending of grant funds is critical and appropriate. Please give careful thought when planning the expenditures for your project.
- Records and staff must be available for internal or State audits as needed.
- Documentation for all expenditures is required.
- Monthly pay requests are required with auditable detailed backup.
- Monitoring will occur during and at the closeout of your project, and possibly annually thereafter depending on the nature of the program.

## ***Application Steps/Process Overview***



The application steps above are subject to change at the discretion of Lee County. It is the sole responsibility of the Applicant to frequently visit the Lee County website at <https://www.leegov.com/dhs/funding> to identify any changes made to this RFA.

## **Lee County Human & Veteran Services**

### **Request for Applications (RFA) for**

### **U.S. Department of Housing and Urban Development FY 2025 Continuum of Care Projects, CoC Bonus Projects and Domestic Violence Bonus Projects**

Lee County Human and Veteran Services (HVS) is issuing a Request for Applications (RFA) for the FY2025 Continuum of Care Projects, CoC Bonus Projects and Domestic Violence Bonus Projects opportunity through the U.S. Department of Housing and Urban Development (HUD).

#### **Funding Available**

HUD Continuum of Care Program <b>Continuum of Care Projects - Annual Renewal Demand (ARD)</b>	<b>\$2,420,754</b>
HUD Continuum of Care Program <b>CoC Bonus Projects</b>	<b>\$966,089</b>
HUD Continuum of Care Program <b>Domestic Violence Bonus Projects</b>	<b>\$483,045</b>

**Applicants applying for the CoC Continuum of Care Projects, CoC Bonus Projects and/or DV Bonus Projects must submit a separate application for each project type.**

This RFA contains information and required forms for potential applicants to apply and compete for grant funds. Potential applicants are advised to read the materials carefully. The material in this RFA does not represent all of the particular priorities, program components, or funding sources currently/potentially available through local, state, or federal funders and may change upon the release of RFAs/NOFAs for the various funding sources. Terms of this RFA are subject to the terms of the upcoming Notice of Funding Opportunity to be published by HUD and may change. HVS reserves the right to apply such changes without further notice to applicants.

**Full NOFO from HUD can be found here:**

<https://grants.gov/search-results-detail/360861>

#### **Questions Regarding this RFA**

Questions from potential applicants must be submitted via email to Joan Hoxter at [jhoxter@leegov.com](mailto:jhoxter@leegov.com) with the subject line "RFA Questions – CoC FY2025." All questions must be received no later than **5:00 PM on Wednesday, December 3, 2025.**

HVS will compile all questions and answers and respond to applicants no later than **5:00 PM on Friday, December 5, 2025.** Responses to RFA questions will be posted to the HVS website: <https://www.leegov.com/dhs/funding>.

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## SECTION I: General Information

Lee County Human and Veteran Services (HVS) is the lead agency and HUD's designated Collaborative Applicant for FL-603 - Lee County Continuum of Care is soliciting project applications through this local Request for Application (RFA) for the U.S. Department of Housing and Urban Development FY 2025 Continuum of Care Projects, CoC Bonus Projects and Domestic Violence Bonus Projects. This RFA is issued in accordance with the FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO published under funding opportunity #FR-6900-N-25 at Grants.gov.

To be considered for funding, applicants must meet the following eligibility requirements and submit all required materials by the stated deadlines. Only organizations that demonstrate legal, financial and operational readiness and whose projects align with Request for Applications (RFA) for the U.S. Department of Housing and Urban Development FY 2025 Continuum of Care Projects, CoC Bonus Projects and Domestic Violence Bonus Projects will be considered. Incomplete applications or missing documentation will result in disqualification. Submission of an application does not entitle the applicant to funding, even if sufficient funds remain.

*Lee County Continuum of Care invites applications from organizations that have not previously received CoC funding to apply.*

## ELIGIBILITY

Organizations are eligible to apply for funding under this RFA if they meet the following conditions.

### Eligible Entity Types

Applicants must qualify as one of the eligible entity types recognized under the FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO (FR-6900-N-25). Eligible types include:

- Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education.
- Faith-based organizations.\*

\*Faith-based organizations may apply on the same basis as any other organization, consistent with Federal law.

### Ineligible Entity Types

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

### Eligibility Criteria

1. Must be a legally formed entity authorized to do business in the state of Florida as of the application deadline.
2. Must have provided continuous direct services for at least 12 months prior to the

application deadline.

3. Any applicant on the **excluded parties** list ([www.sam.gov/SAM/](http://www.sam.gov/SAM/)) will be considered **ineligible** for funding.

#### Required Application Actions

1. Ensure the application is signed by an authorized official designated to execute contracts on behalf of the agency. (The name should match the information on the Florida Secretary of State website: <https://dos.fl.gov/sunbiz>)
2. Submit all documents in PDF format.

#### Required Documentation

1. Evidence of legally formed entity qualified to do business in the state of Florida as of the application deadline.
2. Proof of 501(c)(3) nonprofit status or official documentation confirming status as a faith-based organization.
  - a. Eligible nonprofits, including faith-based organizations, must provide IRS 501(c)(3) determination documentation.
  - b. Faith-based organizations that are not structured as 501(c)(3) entities must provide alternative documentation establishing their legal organizational status (e.g., articles of incorporation, state registration, or other legally recognized formation documents).
3. Evidence that the organization has provided continuous direct services for at least 12 months prior to the application deadline.
  - a. **Nonprofit Organizations (including faith-based nonprofits):** Submit the most recent Form 990 or a letter of attestation from the Board Chair on organizational letterhead.
  - b. **Faith-Based Organizations without 501(c)(3) status:** Submit a letter of attestation from the organization's authorized leader on letterhead confirming at least 12 months of direct service delivery.
4. Monthly Financial Statements. (Within the last 60 days).
5. Current CPA's Peer Review Letter.
6. Independent Certified Audited Financial Statement of the most recent or immediate prior fiscal year, including the management letter and written response. (Exceptions may be considered on an individual basis).
7. Copy of the applicant's operating budget, including other services or programs and funding sources, and overhead/indirect rates charged to grant sources.
8. Budget Form
9. Match Form
10. Match Commitment Letters
11. Organizational Chart
12. Memorandum of Understanding(s)

13. Documentation of national best practices or evidence-based program design, if applicable.

### **Statutory and Regulatory Requirements**

To be eligible for funding under the FY 2025 Continuum of Care and Youth Homeless Demonstration Program Grants NOFO, project applicants must meet all statutory and regulatory requirements in the McKinney-Vento Homeless Assistance Act, (42 U.S.C. 11381–11389) (the Act) and the CoC Program Rule found in 24 CFR part 578 (the Rule).

Project applicants can obtain a copy of the Act and the Rule at <https://www.hud.gov/hud-partners/community-coc> or by contacting the NOFO Information Center at 1-800-483-8929. Individuals who are deaf or hard of hearing, as well as individuals with speech or communication disabilities, may visit <https://www.fcc.gov/consumers/guides/telecommunications-relay-services> for information on how to make an accessible telephone call to HUD.

Applicants must comply with the current General Statutory and Regulatory Requirements Affecting Eligibility for HUD's Competitive Programs.

### **Compliance with HUD and CoC Requirements**

- a. Be able to comply with all statutory and regulatory requirements of the McKinney-Vento Homeless Assistance Act and 24 CFR part 578.
- b. Agree to comply with the General Statutory and Regulatory Requirements for HUD's Competitive Programs, as incorporated into the FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO.
- c. Agree to participate in the FL-603 HMIS (or a comparable database for DV projects) and the FL-603 Coordinated Entry System, consistent with CoC policies and this RFP.
- d. Agree to comply with all federal civil rights, fair housing, and equal opportunity requirements, including but not limited to:
  - 1) Title VI of the Civil Rights Act;
  - 2) Fair Housing Act;
  - 3) Section 504 of the Rehabilitation Act;
  - 4) Title II of the ADA; and
  - 5) Equal Access Rule.

### **Project Timeframes**

For most project types, the Proposed Project should be able to be operational within 1 to 3 months following the award.

### **Public Records**

By submitting an application, the applicant acknowledges that any material submitted in response to this RFA is a public record pursuant to the Florida Public Records Law, Chapter 119, Florida Statutes, and may be subject to public inspection.



## CRITICAL DATES AND DEADLINES

The following table provides an overview of all major dates and deadlines associated with this RFA process. Applicants should review these deadlines carefully and plan accordingly to avoid delays or missed requirements. All submissions must be completed by the deadlines listed to be considered in this year's competition.

Thursday, November 13, 2025	N/A	HUD Released the FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO
Wednesday, November 26, 2025	1:00 PM	Pre-Application Workshop Microsoft Teams <a href="#">Join the meeting now</a> Meeting ID: 272 615 335 862 02 Passcode: H8sP3gZ6
Wednesday, November 26, 2025	5:00 PM	Lee County posts notice of CoC Local Program Competition RFA on HVS website <a href="https://www.leegov.com/dhs/funding">https://www.leegov.com/dhs/funding</a>
Wednesday, December 2, 2025	1:00 PM	Microsoft Teams <a href="#">Join the meeting now</a> Meeting ID: 218 416 138 739 18 Passcode: d2Je3JN2
<b>Wednesday, December 3, 2025</b>	<b>5:00 PM</b>	<b><u>Deadline to Submit RFA Questions</u></b> <b>to Joan Hoxter at <a href="mailto:jhoxter@leegov.com">jhoxter@leegov.com</a></b>
Friday, December 5, 2025	5:00 PM	Responses to RFA questions posted to the HVS website <a href="https://www.leegov.com/dhs/funding">https://www.leegov.com/dhs/funding</a>
<b>Friday, December 12, 2025</b>	<b>12:00 PM</b>	<b><u>Deadline to Submit RFA Application</u></b> <b>to Joan Hoxter at <a href="mailto:jhoxter@leegov.com">jhoxter@leegov.com</a></b>  <b>PDF Format. NO ZIP FILES ACCEPTED.</b>
Friday, December 19, 2025	9:00 AM	Performance, Evaluation and Ranking Committee (PERC) meets for final scoring and project priority listing.
Friday, December 19, 2025	3:00 PM	Lee County CoC Governing Board final approval of ranking and priority listing.
Monday, December 22, 2025	5:00 PM	Notice of Conditional Selection or Non-Selection to all project applicants.
Wednesday, January 14, 2026,	8:00 PM	HUD FY 2025 COC NOFO CONSOLIDATED APPLICATION SUBMISSION DEADLINE.

**Applicants should monitor <https://www.leegov.com/dhs/funding> for any updates or revisions to this RFA.**

## **FY 2025 CONTINUUM OF CARE COMPETITION AND YOUTH HOMELESS DEMONSTRATION PROGRAM GRANTS NOFO SUMMARY**

On March 15, 2025, the President signed H.R. 1968, the Full-Year Continuing Appropriations and Extensions Act, 2025 (Public Law 119-4), making funding of approximately \$3,918,000,000 available through the FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO. Pursuant to this Act, and together with repurposed or previously appropriated funds made available by the Department of Housing and Urban Development (HUD) for homelessness assistance programs, the FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO (FR-6900-N-25) establishes the requirements, priorities, and available funding for all CoC Program and Youth Homelessness Demonstration Program (YHDP) project applications submitted nationwide. Funding available under the FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO supports renewal CoC Program grants, renewal and replacement YHDP grants, new projects created through CoC Bonus and DV Bonus opportunities, and new projects created through reallocation or transition.

To view the FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO (FR-6900-N-25) on Grants.gov, visit: <https://grants.gov/search-results-detail/360861>

To view the notice and details on HUD's CoC Competition Page, visit: <https://www.hud.gov/hud-partners/community-coc>

List of eligible activities: <https://www.hudexchange.info/homelessness-assistance/coc-esg-virtual-binders/coc-eligible-activities/coc-eligible-activities-overview/list-of-coc-eligible-activities/>

## **FY 2025 CONTINUUM OF CARE COMPETITION AND YOUTH HOMELESS DEMONSTRATION PROGRAM GRANTS NOFO CHANGES FROM FY 2024**

FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO (FR-6900-N-25) rescinds and supersedes any mention of awards of FY 2025 CoC funds in the FY 2024 and FY 2025 Continuum of Care Competition and Renewal or Replacement of Youth Homeless Demonstration Program Grants published on July 31, 2024, and includes several changes.

These changes are summarized below:

### *1. Increased Competition*

Tier 1 is set at 30 percent of the CoC's Annual Renewal Demand (ARD). This change means that a majority of projects will be ranked in Tier 2 and these projects will compete nationally for awards.

2. *Investment in Transitional Housing and Supportive Service Only Projects*

In order to promote balance and increase competition, no more than 30 percent of a CoC's Annual Renewal Demand (ARD) will fund Permanent Housing projects, including PH-PSH, PH-RRH and Joint TH and PH-RRH projects.

3. *Emphasis on Transitional Housing*

Through the cap on permanent housing programs, HUD has emphasized the creation of new Transitional Housing projects.

4. *Emphasis on Street Outreach Project Types*

Through the cap on permanent housing programs, HUD has emphasized the creation of new Supportive Services Only (SSO) projects.

SSO project types have been further divided into two categories to distinguish different threshold requirements for each:

- SSO – Standalone
- SSO – Street Outreach

5. *Reallocation and Transition Grants*

The FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO continues to allow CoCs to use reallocation to shift funds from eligible renewal projects to new projects without reducing the CoC's Annual Renewal Demand (ARD). For this competition, CoCs may only reallocate funds from renewal projects with grant agreements that expire in Calendar Year (CY) 2026. Reallocated funds may be used to create new projects under eligible components (e.g., TH, PH, SSO).

In addition, the FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO allows renewal projects to apply as Transition Grants. A Transition Grant permits an eligible renewal project to change from one component type to another (for example, from PH-RRH, PH- or RRH-DV to TH or SSO) over a single one-year grant term while retaining renewal status. By the end of the Transition Grant period, the project must operate solely under the new component.

Domestic violence (DV) reallocation and transition are subject to additional HUD requirements. DV renewal funds may not be reallocated to non-DV projects, and DV Reallocation may only be used to create new DV Transitional Housing (including DV Transition Grants) or DV SSO-CE projects.

6. *Participant Eligibility*

- a.) All projects funded through this RFA must enroll only participants who meet HUD's definition of "homeless" at 24 CFR 578.3 and section 103(b) of the McKinney-Vento Homeless Assistance Act, as applicable. All references in this RFA to specific

paragraphs of the definition of “homeless” refer to the paragraphs listed under 24 CFR 578.3 and are deemed to also include the corresponding provisions of section 103(b), even if section 103(b) is not explicitly referenced.

- b.) All projects must participate in FL-603’s coordinated entry system. The selection of program participants must be consistent with the CoC’s written coordinated entry policies and procedures. Projects may not enroll participants outside of coordinated entry except as expressly permitted in those policies.
- c.) As provided by the Consolidated Appropriations Act, 2025, youth aged 24 and under must not be required to provide third-party documentation that they meet the homeless definition in 24 CFR 578.3 or section 103(b) of the McKinney-Vento Homeless Assistance Act as a condition for receiving services funded under this RFA. In addition, any youth-serving provider funded under the FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO may serve unaccompanied youth aged 24 and under, or families headed by youth aged 24 and under, who are living in unsafe situations. For purposes of this provision:
  - 1.) “Youth-serving provider” means a private nonprofit organization whose primary mission is to provide services to youth aged 24 and under and families headed by youth aged 24 and under; and
  - 2.) “Living in unsafe situations” means having an unsafe primary nighttime residence and no safe alternative to that residence.

These youth-related provisions supersede any conflicting requirements under this RFA, the FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO, or 24 CFR part 578.

- d.) Participants eligible to be served by specific project types funded under this RFA are as follows:
  - 1.) Permanent Supportive Housing (PH-PSH) projects must serve:
    - a. Persons eligible to be served by DedicatedPLUS projects as described in section III.G.9 of this RFA, in which case all units funded by the project must be used to serve program participants who meet the DedicatedPLUS qualifications; or
    - b. Persons who qualify as homeless under paragraphs (1), (2), or (4) of the definition of “homeless” at 24 CFR 578.3 or section 103(b) of the McKinney-Vento Homeless Assistance Act.
  - 2.) Transitional Housing (TH) and Supportive Services Only (SSO) projects must serve persons who qualify as homeless under paragraphs (1), (2), or (4) of the definition of “homeless” at 24 CFR 578.3 or section 103(b) of the McKinney-Vento Homeless Assistance Act.
  - 3.) DV Bonus and DV Reallocation projects must serve individuals and families who are fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, or stalking, and who qualify as homeless under paragraphs (1)

or (4) of the definition of “homeless” at 24 CFR 578.3 or the corresponding provisions of section 103(b) of the McKinney-Vento Homeless Assistance Act.

*7. Performance-Based Decisions*

- a.) The CoC must review every project application submitted for inclusion in the FY 2025 CoC Priority Listing and either approve and rank the project or reject the application. All project applications approved by the CoC must appear on the CoC Priority Listing in rank order.
- b.) Under the FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO, higher ranked projects are placed in Tier 1 and lower ranked projects are placed in Tier 2. This two-tiered structure informs HUD which projects the CoC considers the highest priority for funding based on project performance, local needs, and system gaps. Locally, this RFA implements that requirement through the scoring, ranking, and tiering process.

*8. Coordination with Housing and Healthcare*

- a.) The Consolidated Appropriations Act, 2024 directs HUD to provide incentives for projects that demonstrate coordination with housing providers and healthcare organizations when delivering housing and supportive services. Consistent with this direction, the FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO emphasizes partnerships with:
  - 1. Healthcare systems and providers;
  - 2. Managed care entities and behavioral health systems;
  - 3. Hospitals and emergency departments; and
  - 4. Other housing partners, including PHAs and affordable housing developers.
- b.) Applicants proposing new Transitional Housing (TH) or Permanent Supportive Housing (PH-PSH) projects are strongly encouraged to incorporate clear, documented collaboration with these partners as appropriate to the project design and target population. The extent and quality of these partnerships will be evaluated as part of the local merit review and scoring process.

*9. New Performance, Capacity, and Service Requirements*

The FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO establishes strengthened minimum quality standards that all new project applications must meet to be eligible for funding. These standards focus on project performance, organizational capacity, and the intensity of supportive services.

- a.) Transitional Housing (TH) and Permanent Supportive Housing (PSH)
  - 1.) Both TH and PSH projects funded as new projects under the FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO must require participation in supportive services in accordance with 24 CFR

578.75(h), ensuring structured engagement that supports participant stability and self-sufficiency.

- 2.) In addition, TH projects must provide, on average, at least 40 hours per week of individualized supportive services, with limited exceptions for participants who are employed, adults age 62 or older, or individuals with disabilities, as allowed under the FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO. This reflects HUD's increased emphasis on treatment, recovery, and workforce readiness within TH programs.
- b.) Supportive Services Only – Street Outreach (SSO-SO)
  - 1.) New SSO-SO projects must demonstrate active coordination with law enforcement, first responders, and behavioral health or treatment systems. Projects are expected to support safety, crisis response, and effective engagement with people experiencing unsheltered homelessness.

Any new project application that fails to meet these minimum quality standards may be rejected by HUD, regardless of the project's rank or priority in the local competition. Locally, this RFA incorporates these standards as threshold and scoring criteria for all new project applications.

#### *10. New Prohibitions and Compliance Requirements*

The FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO establishes several explicit federal prohibitions that all applicants must comply with as a condition of eligibility for CoC Program funding.

##### *a.) Drug-Related Prohibitions*

CoC-funded projects may not operate, support, or participate in drug consumption sites of any kind, nor may they distribute drug paraphernalia under any circumstances. Project designs, policies, and practices must not directly or indirectly subsidize these activities.

##### *b.) Civil Rights and Nondiscrimination*

Projects may not use racial preferences or engage in discriminatory practices in determining eligibility, prioritization, or the provision of housing or services. All funded projects must comply with applicable federal civil rights laws and regulations.

##### *c.) Definition of Sex*

HUD clarifies that projects may not apply or rely on any definition of "sex" other than a binary definition when determining program eligibility or providing services, consistent with the FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO and applicable federal law. All applicants must affirmatively certify in their local and HUD applications that their programs adhere to these prohibitions and requirements. Failure to comply may result in rejection of the application, grant reduction, or other enforcement actions.

### *11. National Priorities and Strategic Focus Areas*

The FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO aligns the CoC Program competition with broader federal priorities centered on treatment, safety, and coordinated community response.

a.) Treatment, Recovery, and Behavioral Health

HUD places substantial emphasis on expanding access to behavioral health and substance use treatment, recognizing these services as essential to achieving housing stability, especially for individuals experiencing chronic or unsheltered homelessness. Projects are encouraged to integrate treatment and recovery supports into housing models and to partner with behavioral health providers.

b.) Public Safety and Encampment Response

The FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO elevates public safety as a national priority. CoCs are directed to adopt strategies that reduce unsheltered encampments, improve safety for people experiencing homelessness and surrounding communities, and strengthen coordination with systems that regularly interact with unsheltered individuals, including law enforcement and first responders.

c.) Cross-System Partnerships

HUD underscores the importance of cross-system partnerships. CoCs and project applicants are encouraged to demonstrate strong collaboration with:

1. Healthcare providers and behavioral health systems;
2. Law enforcement agencies and first responders;
3. Workforce development and employment systems; and
4. Mainstream housing providers and landlords.

Applicants proposing Transitional Housing (TH) or Permanent Supportive Housing (PSH) are especially encouraged to show active, formalized partnerships with healthcare and housing entities to ensure comprehensive support, continuity of care, and improved long-term outcomes for participants. Locally, this RFA reflects these priorities in the scoring, ranking, and Tier 1/Tier 2 placement criteria.



## SECTION II: Scope of Grant Activities and Program Requirements

The federal Continuum of Care (CoC) Program is designed to:

1. Promote a community-wide commitment to the goal of ending homelessness;
2. Provide funding for efforts by nonprofit providers, States, Indian Tribes or Tribally Designated Housing Entities (as defined in section 4 of the Native American Housing Assistance and Self-Determination Act of 1996, 25 U.S.C. 4103), and local governments to quickly rehouse individuals and families experiencing homelessness; persons experiencing trauma or a lack of safety related to fleeing or attempting to flee domestic violence, dating violence, sexual assault, and stalking; and youth experiencing homelessness; while minimizing the trauma and dislocation caused by homelessness;
3. Promote access to, and effective utilization of, mainstream programs and programs funded with State or local resources; and
4. Optimize self-sufficiency among individuals and families experiencing homelessness.

The FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO funds the renewal of existing CoC grants, including DV Renewal projects. The NOFO also provides funding for new projects, including those created with DV Bonus, CoC Bonus, and the reallocation of existing renewal projects. For FY 2025, HUD requires Collaborative Applicants to rank all project applications, except CoC Planning, in accordance with the two-tier structure described in the NOFO.

### FY 2025 HUD POLICY PRIORITIES

The FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO establishes national policy objectives intended to advance HUD's overarching goal of ending homelessness. These objectives must be incorporated into the local CoC competition and the awarding of funds, consistent with 2 CFR 200.211(c)(1)(ii). The following goals summarize the national policy direction that informs the FL-603 CoC's scoring, ranking, and funding decisions.

#### *1. Ending the Crisis of Homelessness on Our Streets*

Applicants should direct resources towards outreach, intervention, and assistance that helps people regain self-sufficiency. Consistent with Executive Order 14321 "Ending Crime and Disorder on America's Streets," applicants should work with law enforcement, first responders, and their state and local governments to reduce encampments, public camping, and public drug use in order to address barriers to maintaining housing and increasing self-sufficiency.

#### *2. Prioritizing Treatment and Recovery*

Applicants should prioritize projects that provide the treatment and services people need to recover and regain self-sufficiency including on-site behavioral health treatment, robust wraparound supportive services, and participation requirements. FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO devotes resources to Transitional Housing programs and Supportive Service Only projects with



the goal of improving health and long-term economic independence for the homeless. HUD encourages applicants to utilize the full array of mainstream programs and local and private resources to provide housing and healthcare needed to maintain safe and stable housing.

3. *Advancing Public Safety*

Safety and security for all members of the public, especially those living unsheltered, is essential to promoting a community-wide commitment to the goal of ending homelessness. Applicants should cooperate with law enforcement to advance public safety for the entire community impacted by homelessness. No one should sleep outside on the street or in dangerous encampments, and everyone should be able to enjoy public spaces safely. HUD encourages applicants to assist in preventing and minimizing the trauma associated with living on the streets or in encampments, especially for women and youth that are the victims of sexual assault and trafficking. Unchecked public camping and public illicit drug use inhibit nonprofit providers and local government from effectively addressing homelessness.

First responders are critical partners in engaging people into treatment and services and protecting public order and vulnerable individuals experiencing homelessness. In *Grants Pass v. Johnson*, the Supreme Court of the United States upheld the authority of local governments to prohibit public camping.

4. *Promoting Self-Sufficiency*

One of the primary purposes of the CoC Program is to optimize self-sufficiency. Applicants should partner with workforce development centers, employers, childcare, and other supportive service providers to increase employment and employment income for program participants. Applicants should prioritize projects that help lead to long-term economic independence for individuals and families to exit homelessness and prevent future returns to homelessness.

5. *Improving Outcomes*

Local project performance is essential to achieving community-wide reductions in homelessness. All projects eligible for renewal under this RFA will be assessed on their effectiveness in reducing homelessness and increasing self-sufficiency. Projects are prioritized that promote self-sufficiency, increase employment income over government assistance, and promote treatment and recovery.

The FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO provides several mechanisms to strengthen overall CoC performance, including reallocation, expansion, and transition grants. The CoC may use these tools to improve system effectiveness and to expand the pool of providers, including faith-based providers, and improve the overall performance of the CoC.

6. *Minimizing Trauma*

One of the purposes of the CoC program is to minimize the trauma associated with homelessness. Applicants should provide trauma informed care and ensure participant safety in programs, especially for youth and survivors of domestic violence, dating violence, sexual assault, and stalking. Women experiencing homelessness or domestic

violence should have access to safe, single-sex spaces and other considerations for personal privacy (24 CFR 578.93(b)).

## PROJECT TYPE OVERVIEW

The overview below defines various project component types.

### **PERMANENT HOUSING PROJECTS (PSH, RRH, Joint TH-RRH)**

HUD considers the following project types to be permanent housing:

- Permanent Supportive Housing (PSH): Permanent Supportive Housing (PSH) is permanent housing in which housing assistance (e.g., long-term leasing or rental assistance) and supportive services are provided to assist households with at least one member (adult or child) with a disability in achieving housing stability.
- Rapid Rehousing (RRH): RRH is permanent housing that provides short-term (up to three months) and medium-term (4-24 months) tenant-based rental assistance and supportive services to households experiencing homelessness.
- Joint Component - Transitional Housing and Permanent Housing – Rapid Re-housing (TH-RRH): Project that combines the activities of a transitional housing project with those of a rapid re-housing project. These projects provide a safe place for people to stay – transitional housing – with financial assistance and wrap around supportive services determined by program participants to help them move to permanent housing as quickly as possible.

HUD requires that new PSH must serve elderly or physically disabled individuals (not including substance use disorder) with required services. HUD will not accept new TH-RRH projects.

### **TRANSITIONAL HOUSING PROJECTS**

Transitional Housing (TH) provides temporary housing with supportive services to individuals and families experiencing homelessness with the goal of interim stability and support to successfully move to and maintain permanent housing. TH projects can cover housing costs and accompanying supportive services for program participants for up to 24 months.

Review 24 CFR 578.37(a)(2) and the CoC Program Interim Rule for more information on Transitional Housing requirements and eligibility.

### **SUPPORTIVE SERVICES ONLY (SSO) PROJECTS**

Supportive Services Only projects allow recipients to provide supportive services—such as conducting outreach to sheltered and unsheltered homeless persons and families and providing referrals to other housing or other necessary services—to families and individuals experiencing homelessness. The recipient may only assist program participants for whom the recipient or subrecipient of the funds is not providing housing or housing assistance.

- *Supportive Services Only (Street Outreach)*: An SSO project primarily dedicated to outreach service activity described in 24 CFR 578.53(e)(13) to individuals and families primarily residing in places not meant for human habitation.
  - 24 CFR 578.53(e)(13) describes outreach services as “activities to engage persons for the purpose of providing immediate support and intervention, as well as identifying

potential program participants...” and includes “initial assessment; crisis counseling; addressing urgent physical needs, such as providing meals, blankets, clothes, or toiletries; actively connecting and providing people with information and referrals to homeless and mainstream programs; and publicizing the availability of the housing and/or services.”

- *Supportive Services Only (Standalone)*: This project type covers all other SSO projects types that are not primarily dedicated to Coordinated Entry or Street Outreach, as described in 24 CFR 578.37(a)(3). Eligible supportive services are listed in the CoC Interim Rule and are listed on the HUD website. Examples include case management, education services, employment assistance, legal services, outpatient health services, and utility deposits.

## ELIGIBLE PROJECT APPLICATIONS

All project applications submitted under this RFA must be designed to serve individuals and families experiencing homelessness within the FL-603 Lee County Continuum of Care (CoC). Applications proposing to operate primarily outside the CoC’s geographic boundaries will not be accepted.

Project applications must fall within one or more of the project types listed below and must meet the project eligibility and project quality threshold requirements.

### 1. *CoC Bonus and CoC Reallocation Projects*

Applicants may submit new project applications using CoC Bonus funds and/or CoC Reallocation funds. New projects may be developed under eligible components identified in the FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO, including Supportive Services Only (SSO), Transitional Housing (TH), Permanent Supportive Housing (PH-PSH), and Permanent Housing–Rapid Re-Housing (PH-RRH).

#### a. *CoC Bonus Projects*

The FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO permits CoCs to create new projects using up to 20 percent of the CoC’s FPRN as CoC Bonus funding. All CoC Bonus applications must meet the project eligibility and project quality threshold requirements described in this RFA.

#### b. *CoC Reallocation Projects*

CoC Reallocation projects are created when the CoC reallocates all or a portion of eligible renewal funds from non-DV renewal projects with grant terms expiring in Calendar Year 2026. The amount available through reallocation is equal to the total amount of eligible renewal funds the CoC elects to reallocate. Reallocated funds may be used to support new TH, SSO, PH-PSH, PH-RRH, or other eligible components consistent with the FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO.

## 2. *DV Bonus and DV Reallocation Projects*

This RFA allows applications for two types of Domestic Violence (DV), focused new projects: DV Bonus projects and DV Reallocation projects.

### a. *DV Bonus Projects*

HUD determines each CoC's DV Bonus amount annually as up to 10 percent of the CoC's Preliminary Pro Rata Need (PPRN). DV Bonus funds may be used only for:

1. DV Transitional Housing (TH), including DV Transition Grants; and
2. *DV SSO-Coordinated Entry (DV SSO-CE)*.

### b. *DV Reallocation Projects*

DV Reallocation projects are created when the CoC reallocates all or a portion of eligible DV renewal funds from DV projects with grant terms expiring in Calendar Year 2026. DV Reallocation funds may only be used to create new DV TH (including DV Transition Grants) or DV SSO-CE projects.

### c. *Eligibility Requirements for All DV Projects*

1. All DV Bonus and DV Reallocation project applications must:
  - i. Serve individuals or families fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking;
  - ii. Serve participants who meet paragraphs (1) or (4) of the homeless definition at 24 CFR 578.3 or the corresponding provisions of section 103(b) of the McKinney-Vento Act; and
  - iii. Not exclusively serve human trafficking survivors, although survivors of trafficking may qualify under paragraph (4).

### d. *Restrictions on DV Reallocation*

In accordance with HUD requirements:

1. DV renewal SSO-CE projects may not be reallocated.
2. DV renewal funds may not be used to expand an existing non-DV renewal project.
3. DV renewal funds cannot be reallocated to create non-DV projects.
4. DV Reallocation funds may only be used to create new DV TH projects, including DV Transition Grants, or DV SSO-CE projects, as permitted in the FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO.

## 3. *Renewal Projects*

Eligible renewal projects are existing CoC Program grants with grant terms expiring in Calendar Year 2026 that meet HUD's and the CoC's renewal requirements. Renewal projects may:

- a. Apply as standard renewals (as long as the renewal falls in 30% of ARD for PH projects, which are either PSH or RRH)
- b. Apply as Transition Grants to convert to a new component; or
- c. Be fully or partially reallocated, as described in this RFA.

#### 4. *Transition Grants*

A Transition Grant is a new CoC project created when an eligible renewal project changes from one component type to another over a single one-year grant term while retaining its renewal status. Only renewal grants with grant terms expiring in Calendar Year 2026 may submit a Transition Grant application.

- a. The Transition Grant must convert the project from the current component to a new eligible component (for example, from PH-RRH or Joint TH+PH-RRH to TH or SSO).
- b. Transition Grant applications must meet the project eligibility and quality thresholds.
- c. By the end of the Transition Grant period, the project must operate solely under the new component and may thereafter apply for renewal only under that new component.

#### 6. *Expansion Projects*

An Expansion Project is a new project application used to add funds to an existing CoC renewal or DV renewal project to increase units, beds, number of persons served, or services provided.

- a. Expansion projects may be funded using CoC Bonus, DV Bonus, CoC Reallocation, or DV Reallocation funds.
- b. Only renewal projects with grant terms expiring in Calendar Year 2026 are eligible for expansion under this RFA.
- c. Expansion applications must be for the same component as the renewal project being expanded and must meet all project eligibility and quality threshold requirements.
- d. Limitations on Expansion Projects
  - i. If the expansion request exceeds the amount available through Bonus or Reallocation, HUD will reduce the expansion award to the maximum allowed.
  - ii. Expansion applications may not include capital costs (new construction, rehabilitation, or acquisition) and may receive only one-year funding.
  - iii. Projects included in a consolidation during the same competition year cannot also request expansion.
  - iv. If CoC Bonus, CoC Reallocation, DV Bonus, or DV Reallocation funds are used to expand a DV renewal project, the entire expanded project must be 100 percent DV-dedicated and meet all DV-specific requirements in this RFA and the FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO.
- e. Applicants expanding an eligible CoC renewal or DV renewal project must:
  - i. Submit both a renewal application and a new expansion application, each with a unique rank number;
  - ii. Enter the renewal project's grant number in the expansion application;
  - iii. Describe how the expansion will increase units, beds, services, and/or persons served; and

- iv. Ensure the funding request for the expansion project falls within the allowable limits under CoC Bonus, CoC Reallocation, DV Bonus, or DV Reallocation amounts available.

#### 7. *Consolidation Projects*

Applicants may consolidate two or more eligible renewal projects into one renewal project with a single grant agreement, subject to HUD rules and the following conditions:

- a. Only renewal projects with the same recipient, the same component type, and grant terms expiring in Calendar Year 2026 may be consolidated.
- b. All projects proposed for consolidation must be in good standing (no significant audit findings, arrears, unresolved monitoring findings, chronic draw-down delays, low occupancy, or serious performance or capacity concerns).
- c. A DV renewal project may not be consolidated with a non-DV project.
- d. TH and PH projects may not be consolidated to form a Joint TH/RRH project.
- e. A Transition Grant may not be part of a consolidation.
- f. A project may not simultaneously request consolidation and expansion in the same competition year.
- g. Applicants requesting consolidation must:
  - 1. Submit separate renewal applications for each project to be consolidated; and
  - 2. Submit a consolidated application that reflects the combined units, beds, services, and budget line items (BLIs), and identifies the surviving grant number.
  - 3. If HUD approves the consolidated application, lower-ranked duplicate renewal projects will be removed from the Priority Listing, causing lower-ranked projects to move up. The start date for the consolidated grant will be the day after the last expiring grant's end date, and the expiration date will be calculated by HUD based on the combined terms, consistent with HUD's instructions.

## SECTION III: Funding Guidelines

For the FY 2025 competition, the total maximum amount available to the FL-603 CoC including the available Annual Renewal Demand (ARD) \$2,420,754, CoC Bonus \$966,089 and DV Bonus \$483,045. All renewal and new project applications submitted under this RFA must collectively remain within this maximum application amount and comply with all requirements and restrictions contained in the FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO and in this RFA.

### **NEW PROJECT FUNDING AVAILABLE**

CoC Bonus (20% of FPRN): **\$966,089**

DV Bonus (10% of PPRN): **\$483,045**

These funds may be used for eligible new CoC Bonus, DV Bonus, CoC Reallocation, and DV Reallocation projects.

### **RENEWAL AND REALLOCATION PROJECT FUNDING AVAILABLE**

Estimated Available Annual Renewal Demand (ARD): **\$2,420,754**

Renewal funding is available for eligible projects with grant terms expiring in Calendar Year 2026.

#### Other important amounts to note:

- Tier 1 projects are capped at \$726,226.20 total, or 30% of ARD
- Permanent housing projects (PSH, RRH, and TH-RRH) are capped at \$726,226.20 total, or 30% of ARD

This RFA does not commit the County to award any funding to any Applicant.

## **COST OF SUBMITTING APPLICATIONS**

The cost of preparing and submitting an application is the sole responsibility of the applicant and shall not be chargeable in any manner to HVS. HVS will not reimburse any applicant for any costs associated with the preparation and submission of an application, including but not limited to, expenses incurred in making an oral presentation or participating in an interview (*if required*).

## **REIMBURSEMENT**

All contracts will be on a cost-reimbursement basis. Sub-recipient will be required to submit proper supporting backup documentation for project-eligible expenses as determined by the funding source regulations and requirements.

## **MAXIMUM FUNDING REQUEST**

The maximum funding request for CoC Continuum of Care ARD is \$2,244,904, the maximum funding for CoC Bonus is \$966,089, and the maximum funding request for DV Bonus is \$483,045. If you apply for multiple projects, the maximum funding request applies to each project. HVS



reserves the right to award more or less than the amount of funds requested based on the funding available.

## **MATCH**

Match may be cash or in-kind for otherwise eligible project costs by the funding source. All match must be documented in writing. While the required amount of match differs based on the funding source, all funding sources require match.

Match is defined as the provision of direct eligible costs to the project from a source other than the funding source. Match can be provided through an agency's other funded projects, which may also provide services to the funded project's clients or through community partners that, are providing additional, eligible services to a funded project's clients. Match guidelines are as follows:

<b>Funding Source</b>	<b>Percent of Match Required</b>
CoC Continuum of Care Projects	25%
CoC Bonus Projects	25%
Domestic Violence Bonus Projects	25%

This Program requires cost sharing or matching. 24 CFR 578.73 of the Rule requires that recipients must match all grant funds, except for leasing funds, with no less than 25 percent of funds or in-kind contributions from other sources. 24 CFR 578.73. Project applicants that intend to use program income as a match must provide an estimate of how much program income will be used for the match.

## **UNALLOWABLE COSTS**

Any requests for ineligible costs will be rejected, unless otherwise stated in this RFA or the FY 2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO.

## **INDIRECT COSTS**

Applicants must submit the Indirect Cost Rate Certification form (HUD-426) with the project application, if expected to charge indirect costs.

Indirect cost rules under 2 CFR part 200, as may be amended from time to time, apply. Applicants that intend to charge indirect costs must clearly state in the project application(s) the rate and distribution base the recipient intends to use. If the rate is a Federally negotiated indirect cost rate, the project application must include the corresponding negotiated indirect cost rate agreement signed by the cognizant agency. A government department or agency unit that receives no more than \$35 million in direct federal funding per year and has developed and maintains an indirect cost rate proposal and supporting documentation in accordance with 2 CFR part 200, appendix VII, may use the rate and distribution base specified in that indirect cost rate proposal.

For each applicant that meets the conditions for using the de minimis rate under CFR 200.414(f) and will use that rate to charge indirect costs, the project application must clearly state the intended use of the de minimis rate. As described in 2 CFR 200.403, costs must be consistently charged as either indirect or direct costs but must not be double charged or inconsistently charged as both. Once an organization elects to use the de minimis rate, the organization must



apply this methodology consistently for all Federal awards until the organization chooses to negotiate for a rate, which the organization may apply to do at any time. Documentation of the decision to use the de minimis rate must be retained on file for audit.

## SECTION IV: Application Evaluation and Selection

All applications will first be reviewed for minimum threshold requirements. Only applications that meet all applicable threshold requirements will move forward to the scoring, ranking, and tiering process.

### **Threshold Requirements**

Applications will be reviewed by Lee County staff to ensure the submission does NOT contain any fatal flaws, as listed below. If Lee County determines that a project fails to meet threshold requirements, the application will be disqualified and the agency will be notified in writing.

### **Fatal Flaws**

Applications that commit the following fatal flaws will not be considered for funding:

1. Applicant is not a legally formed entity authorized to do business in the state of Florida as of the application deadline.
2. Applicant is not a 501(c)(3) nonprofit organization or faith-based organization.
3. Applicant is on the **excluded parties** list ([www.sam.gov/SAM/](http://www.sam.gov/SAM/)).
4. Project does not align with the strategies outlined in this RFA.
5. Application submitted after the published deadline.
6. Applicant did not submit all documents in PDF format.
7. Application is not signed by an authorized official designated to execute contracts on behalf of the agency. (The name should match the information on the Florida Secretary of State website: <https://dos.fl.gov/sunbiz>)
8. Applicant did not provide evidence of legally formed entity qualified to do business in the state of Florida as of the application deadline.
9. Applicant did not provide proof of 501(c)(3) nonprofit status or official documentation confirming status as a faith-based organization.
10. Applicant did not provide evidence of continuous direct services for at least 12 months prior to the application deadline.
  - Nonprofits: Submit the most recent Form 990 or a letter of attestation from the Board Chair on organizational letterhead.
  - Faith-based Organizations: Submit a letter of attestation from a department director or other authorized official on agency letterhead.
11. Applicant did not provide the required Monthly Financial Statements (within the last 60 days).
12. Applicant did not provide a current CPA's Peer Review Letter.
13. Applicant did not provide an Independent Certified Audited Financial Statement of the most recent or immediate prior fiscal year, including the management letter and written response. (Exceptions may be considered on an individual basis).
14. Applicant did not provide a copy of the operating budget, including other services or

programs and funding sources, and overhead/indirect rates charged to grant sources.

15. Application is incomplete due to missing responses and/or additional documents not provided such as Budget Form, Match Form, Match Commitment Letters, Organizational Chart, Memorandum of Understanding(s) and Documentation of National Best Practices or Evidence-Based Program Design.

Lee County Human and Veteran Services staff may, at their discretion, allow applicants to correct minor technical errors or omissions (e.g., missing signature page, minor attachment formatting issues) within a limited timeframe, consistent with HUD guidance. However, Lee County Human and Veteran Services is not required to request corrections and will not permit corrections that would result in a fundamentally different project, a change in component, or a change in requested funding.

Only applications that pass **\*\*all\*\*** applicable threshold requirements will advance to review, scoring, and conditional selection.

#### **Application Review, Scoring, Conditional Selection & Approval Process**

Applications that meet threshold criteria will be reviewed and scored by an Evaluation and Ranking Committee using the Project Ranking Tool. The committee will rank and conditionally select projects for funding. An application scoring the most points does not guarantee it will be recommended for funding.

*Committee members who have a personal conflict of interest must recuse themselves from the Evaluation and Ranking Committee. A personal conflict includes being an employee, volunteer, or board member of an applicant organization, or of an entity that is a direct partner or would otherwise directly benefit from the proposed project. Additionally, to avoid institutional conflicts of interest, representatives from agencies that provide funding to an applicant organization are not eligible to serve on the Evaluation and Ranking Committee.*

#### **Post Award Requirements**

If awarded, a contract will be executed by the Lee County Board of County Commissioners and administered by Lee County. The contract will be based upon the information submitted in the application, all accompanying exhibits/attachments reimbursement-based any additional information that is requested/received during the review phase. **Contract language is not negotiable. The contract is reimbursement based, and the applicant must be able to pay for project costs prior to requesting payment.** Modifications and updates to the application exhibits may be required prior to contract execution.

**Liability insurance is required for all Grants.** All agencies awarded funds will be required to obtain liability and worker's compensation coverage that will be further defined in the funding agreement, if awarded. **Lee County Board of County Commissioners must be named as the Certificate Holder and the additional insured.**

**Notice of Conditional Selection Decision**

Notice of Conditional Selection or Non-Selection will be sent to applicants by Monday, December 22, 2025, at 5:00 pm.

**Local Project Application**

The Local Project Application is not yet available because HUD has not released the official FY 2025 CoC project application materials. Once HUD posts those documents, the local application and ranking tool will be released to align with HUD's requirements. Updates will be posted on the HVS website, and applicants are encouraged to check regularly for new information.

## SECTION V: Post-Award Requirements and Administration

### A. Administrative, National and Departmental Policy Requirements, and General Terms and Conditions

Applicants must follow the applicable provisions in the [Administrative, National & Departmental Policy Requirements and Terms for HUD Financial Assistance – 2025](#). Applicants must comply with these applicable provisions:

1. The Fair Housing Act ([42 USC 3601-3619](#)) and Civil Rights laws which encompass the Fair Housing Act and related authorities (24 CFR 5.105(a))
2. Affirmatively Furthering Fair Housing (AFFH) requirements, ([42 USC § 3608\(e\)\(5\)](#)) and implementing regulations at [24 CFR 5.150 et seq.](#) as amended by 90 FR 11020.
3. Economic Opportunities for Low-and Very Low-income Persons ([12 USC 1701u](#)) requirements, including those listed at [24 CFR part 75](#)
4. Compliance with Immigration Requirements (8 U.S.C. 1601-1646; [Executive Order 14218](#))
5. Accessible Technology requirements, ([29 USC § 794d](#), 29 USC 794, 42 USC 12131- 12165) and implementing regulations at 36 CFR part 1194 (Section 508 regulations), [24 CFR § 8.6](#) (Section 504 effective communication regulations), 28 CFR part 35, subpart H (DOJ Web Access Rule), and [28 CFR part 35, subpart E](#) (DOJ's Title II communications regulations)
6. Ensuring, when possible, small businesses, minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus area firms receive consideration consistent with [2 CFR 200.321](#)
7. Equal Participation of Faith-based Organizations in HUD Programs and Activities consistent with 42 U.S.C. 2000bb et seq.; 42 U.S.C. 2000d et seq.; 24 CFR 5.109; and Executive Orders 14202, *Eradicating Anti-Christian Bias* and EO 14205, *Establishment of the White House Faith Office*.
8. Uniform Relocation Assistance and Real Property Acquisition Policies Act ([42 USC § 4601 et seq.](#)) (URA) requirements, [49 CFR part 24](#), and applicable program regulations
9. Participation in HUD-Sponsored Program Evaluation (12 USC 1701z-1; 12 USC 1702z-2; 24 CFR part 60; and FR-6278-N-01)
10. OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards ([2 CFR part 200](#))
11. Drug-Free Workplace requirements ([2 CFR part 2429](#))
12. HUD requirements related to safeguarding resident/client files (e.g., [2 CFR 200.303\(e\)](#))
13. The Federal Funding Accountability and Transparency Act of 2006 ([2 CFR part 170](#)) (FFATA), as amended

15. Accessibility for Persons with Disabilities requirements ([29 USC § 794](#)) and implementing regulations at [24 CFR parts 8](#) and [100](#); [28 CFR part 35](#)
16. Applicable Violence Against Women Act requirements in the Housing Chapter of VAWA ([34 USC § 12491-12496](#)) [24 CFR part 5, subpart L](#), and program-specific regulations.
17. Conducting Business in Accordance with Ethical Standards/Code of Conduct, including [2 CFR 200.317](#), [2 CFR 200.318\(c\)](#) and other applicable conflicts of interest requirements
18. [Build America, Buy America \(BABA\) Act](#) procurement purchase requirements
20. Environmental requirements that apply in accordance with [24 CFR part 50](#) or [part 58](#)
22. Unless prohibited by law and to the extent permitted under the Freedom of Information Act (FOIA), your application and post-award content may be released to the public in response to FOIA requests, except to the extent that certain information may be withheld under a FOIA exemption ([5 USC § 552\(b\)](#); [24 CFR 15.107\(b\)](#)). HUD may also share your information within HUD or with other Federal agencies if HUD determines that sharing is relevant to the respective program's objectives.
23. Waste, Fraud, Abuse, and Whistleblower Protections. [41 USC § 4712](#), which includes informing your employees in writing of their rights and remedies, in the predominant native language of the workforce. Under [41 U.S.C. § 4712](#), employees of a contractor, subcontractor, grantee, subgrantee, and personal services contractor may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing information that the employee reasonably believes is evidence of gross mismanagement of a Federal contract or grant, a gross waste of Federal funds, an abuse of authority relating to a Federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a Federal contract (including the competition for or negotiation of a contract) or grant. (See [Federal Contractor or Grantee Protections | Office of Inspector General, Department of Housing and Urban Development \(hudoig.gov\)](#))
24. Implementing Presidential Executive Actions affecting federal financial assistance programs, as advised by the Department, unless otherwise restricted by law: Executive Order (EO) [14219](#) (Ensuring Lawful Governance and Implementing the President's "Department of Government Efficiency" Deregulatory Initiative); [14218](#) (Ending Taxpayer Subsidization of Open Borders); guidance resulting from the White House Task Force established by [14202](#) (Eradicating Anti-Christian Bias) and the Senior Advisor to the White House Faith Office assigned by [14205](#) (Establishment of the White House Faith Office); [14182](#) (Enforcing the Hyde Amendment); [14173](#) (Ending Illegal Discrimination and Restoring Merit-Based Opportunity); [14168](#) (Defending Women From Gender Ideology Extremism and Restoring Biological Truth to the Federal Government); [14151](#) (Ending Radical and Wasteful Government DEI Programs and Preferencing); and [14148](#) (Initial Rescissions of Harmful Executive Orders and Actions)

In addition:

1. Awards made under this NOFO will not be used to conduct activities that subsidize or facilitate racial preferences or other forms of illegal discrimination, including activities where race or intentional proxies for race will be used as a selection criterion for employment or program participation; or conduct activities that rely on or otherwise use

a definition of sex as other than binary in humans [14332](#) (Improving Oversight of Federal Grantmaking).

2. Awards made under this NOFO will not be used to fund, promote, encourage, subsidize or facilitate the use of illicit drugs.
3. Awards made under this NOFO will not be used to fund any project, service provider, or organization that operates drug injection sites or “safe consumption sites,” knowingly distributes drug paraphernalia on or off of property under their control, permits the use or distribution of illicit drugs on property under their control, or conducts any of these activities under the pretext of “harm reduction.” [14321](#) (Ending Crime and Disorder on America’s Streets).
4. All agreements or contracts made with subrecipients under this NOFO must contain the identical terms and conditions as those in the grant agreement issued by HUD. Any additional or conflicting terms and conditions must be approved by HUD.

## **B. Environmental Requirements**

### **1. Environmental Review**

You must follow these environmental review requirements, including regulations at:

[24 CFR part 50](#)

[24 CFR part 58](#)

Notwithstanding 24 CFR 578.31 and 24 CFR 578.99(a) of the Rule, and in accordance with Section 100261(3) of MAP-21 (Pub. L. 112-141, 126 Stat. 405), activities under this NOFO are subject to environmental review by a responsible entity under HUD regulations at 24 CFR part 58 or by HUD under 24 CFR part 50.

- a. All HUD assisted activities, even projects that only involve exempt activities, require some level of environmental review. Two types of projects are Categorically Excluded from review under the National Environmental Policy Act (NEPA) and not subject to compliance with the laws and authorities listed under 24 CFR 58.5 (CENST): All scattered-site projects where program participants choose their own unit and are not restricted to units within a pre-determined specific project site or sites are categorized in 24 CFR 58.35(b)(1) as CENST. This includes both tenant-based rental assistance and tenant-based leasing projects where program participants choose their own unit and do not involve any physical work or impacts beyond routine maintenance as defined by Notice CPD-16-02: Guidance for Categorizing an Activity as Maintenance for Compliance with HUD Environmental Regulations. The Exempt/CENST environmental review form is only required for each project, not every unit.
- b. For activities under a grant to a recipient other than a state or unit of general local government that generally would be subject to review under 24 CFR part 58, HUD may make a finding in accordance with 24 CFR 58.11(d) and may itself perform the environmental review under the provisions of 24 CFR part 50 if the recipient objects in writing to the responsible entity’s performing the review under part 24 CFR part 58.



- c. Irrespective of whether the responsible entity in accordance with 24 CFR part 58 (or HUD in accordance with 24 CFR part 50) performs the environmental review, the recipient must supply all available, relevant information necessary for the responsible entity (or HUD, if applicable) to perform for each property any required environmental review. The recipient also must carry out mitigating measures required by the responsible entity (or HUD, if applicable) or select alternative property.
- d. The recipient, its project partners, and their contractors may not acquire, rehabilitate, convert, lease, repair, dispose of, demolish, or construct property for a project under this NOFO, or commit or expend HUD or non-HUD funds for such eligible activities under this NOFO, until the responsible entity (as defined by 24 CFR 58.2(a)(7)) has completed the environmental review procedures required by 24 CFR part 58 and the environmental certification and Request for Release of Funds (RROF) have been approved or HUD has performed an environmental review under 24 CFR part 50 and the recipient has received HUD approval of the project. HUD will not release grant funds if the recipient or any other party commits grant funds (i.e., incurs any costs or expenditures to be paid or reimbursed with such funds) before the recipient submits and HUD approves its RROF (where such submission is required).

## **2. NOFO Impact Determination Related to the Environment**

This NOFO has no significant impact related to the environment. HUD has made a Finding of No Significant Impact (FONSI) as required by HUD regulations at [24 CFR part 50](#), which implement section 102(2)(C) of the National Environmental Policy Act of 1969 (42 USC § 4332(2)(c)). To learn more about this FONSI, go to [HUD's Funding Opportunities](#) web page.

## **3. Lead-Based Paint Requirements**

You must follow the lead-based paint rules below if you fund any work on pre-1978 housing. This includes buying, leasing, support services, operating, or work that disturbs painted surfaces.

- [HUD's rules](#) (Lead Disclosure Rule; and Lead Safe Housing Rule).
- EPA's rules ([Renovation, Repair and Painting Rule](#), and [Lead Abatement, Inspection and Risk Assessment Rule](#)).

You must discuss the [Lead Disclosure Rule](#) if you fund education or counseling on buying or renting housing that may have been built before 1978. You must also discuss the Lead Safe Housing Rule if the education or counseling focuses on buying or renting HUD-assisted pre-1978 housing.

## **C. Remedies for Noncompliance**

HUD may terminate all or a part of your award as described under 2 CFR 200.340 through 200.343 pursuant to the terms and conditions of your award, including, to the extent authorized by law, if an award no longer effectuates the program goals or agency priorities. HUD may also impose specific conditions on your award or take other remedies as described by 2 CFR 200.339 through 200.343, if you do not comply with your award terms and conditions.

For more information on CoC Program sanctions and remedies for noncompliance see 24 CFR 578.107.



## SECTION VI: HUD Project Quality Thresholds

The following are HUD-required project quality threshold criteria and will be incorporated into the local application and ranking tool once released. Applicants should keep these requirements in mind when planning their projects.

<b>(a) Transitional Housing (TH)</b>		
<b>New Project Application Rating Factors</b>	<b>Points Available</b>	<b>Criteria</b>
New Transitional Housing projects must receive at least 7 out of 10 points available for this project type. New TH projects that do not receive at least 7 points will be rejected.	2	Demonstrate that the project will provide and/or partner with other organizations to provide eligible supportive services that are necessary to assist program participants to obtain and maintain housing.
	1	The applicant has prior experience operating transitional housing or other projects that have successfully helped homeless individuals and families exit homelessness within 24 months.
	1	The applicant has previously operated or currently operates transitional housing or another homelessness project, or has a plan in place to ensure, that at least 50 percent of participants exit to permanent housing within 24 months and at least 50 percent of participants exit with employment income as reflected in HMIS or another data system used by the applicant.
	1	The project will be supplemented with resources from other public or private sources, that may include mainstream health, social, and employment programs such as Medicare, Medicaid, SSI, and SNAP.
	2	Demonstrate that the proposed project will require program participants to take part in supportive services (e.g. case management, employment training, substance use treatment, etc.) in line with 24 CFR 578.75(h) by attaching a supportive service agreement (contract, occupancy agreement, lease, or equivalent).

	2	<p>Demonstrate that the proposed project will provide 40 hours per week of customized services for each participant (e.g. case management, employment training, substance use treatment, etc.).</p> <p>The 40 hours per week may be reduced proportionately for participants who are employed. The 40 hours per week does not apply to participants over age 62 or who have a physical disability/impairment or a developmental disability (24 CFR 582.5) not including substance use disorder.</p>
	1	<p>Demonstrate the average cost per household served for the project is reasonable, consistent with 2 CFR 200.404.</p>

<b>(b) Supportive Services Only (SSO) Standalone</b>		
<b>New Project Application Rating Factors</b>	<b>Points Available</b>	<b>Criteria</b>
<p>New SSO – Standalone project applications must receive at least 4 out of the 5 points available for this project type. New SSO standalone projects that do not receive at least 4 points will be rejected.</p>	1	<p>The Supportive Services project is necessary to assist people in exiting homelessness and increasing self-sufficiency and the Recipient will conduct an annual assessment of the service needs of the program participants.</p>
	2	<p>The proposed project has a strategy for providing supportive services to eligible program participants including those with histories of unsheltered homelessness and those who do not traditionally engage with supportive services.</p>
	1	<p>The project will be supplemented with resources from other public or private sources, that may include mainstream health, social, and employment programs such as Medicare, Medicaid, SSI, and SNAP.</p>
	1	<p>The services provided are cost-effective consistent with 2 CFR 200.404.</p>

<b>(c) Supportive Services Only (SSO) Street Outreach</b>		
<b>New Project Application Rating Factors</b>	<b>Points Available</b>	<b>Criteria</b>
New SSO project applications that focus on street outreach and indicate so in their project application must receive at least 5 out of the 6 points available for this project type. Projects that do not receive at least 5 points will be rejected.	1	The project will be supplemented with resources from other public or private sources, that may include mainstream health, social, and employment programs such as Medicare, Medicaid, SSI, and SNAP.
	2	The proposed project has a strategy for providing supportive services to eligible program participants including those with histories of unsheltered homelessness and those who do not traditionally engage with supportive services.
	1	Demonstrate that the applicant has a history of partnering with first responders and law enforcement to engage people living in places not meant for human habitation to access emergency shelter, treatment programs, reunification with family, transitional housing or independent living. The applicant must cooperate, assist, and not interfere or impede with law enforcement to enforce local laws such as public camping and public drug use laws.
	1	The applicant has experience providing outreach services consistent with the activity description at 24 CFR 578.53(e)(13) and has demonstrated effectiveness at helping people successfully exit from places not meant for human habitation to emergency shelter, treatment programs, transitional housing or permanent housing programs.
	1	The services provided are cost-effective consistent with 2 CFR 200.404.

<b>(e) Permanent Housing: Permanent Supportive Housing (PH-PSH)</b>		
<b>New Project Application Rating Factors</b>	<b>Points Available</b>	<b>Criteria</b>
New Permanent Housing projects must receive at least 4 out of the 6 points available for this project type. New Permanent Housing projects that do not receive at least 4 points will be rejected.	1	The type of housing proposed, including the number and configuration of units, will fit the needs of the program participants.
	1	The type of supportive services and assistance that will be offered to program participants will ensure that the participant is able to successfully obtain and retain permanent housing and in a manner that fits their needs (e.g. transportation, safety planning, enhanced case management). If the applicant is proposing to expand an existing PH project, it must demonstrate how they are expanding supportive services to program participants, including where appropriate, on-site supportive services.
	1	The project will be designed to serve elderly individuals and/or individuals with a physical disability/impairment or a developmental disability (24 CFR 582.5) not including substance use disorder. The units will prioritize these populations.
	1	Demonstrate that the proposed project will require program participants to take part in supportive services (e.g. case management, life skills, substance use treatment) in line with 24 CFR 578.75(h) by attaching a supportive service agreement (contract, occupancy agreement, lease, or equivalent).
	1	The average cost per household served is reasonable, consistent with 2 CFR 200.404, meaning that the costs for housing and services provided by the project are consistent with the population the project plans to serve.
	1	The project will be supplemented with resources from other public or private sources, that may include mainstream health, social, and employment programs such as Medicare, Medicaid, SSI, and SNAP.

<b>(e) Permanent Housing: Rapid Rehousing (PH-RRH)</b>		
<b>New Project Application Rating Factors</b>	<b>Points Available</b>	<b>Criteria</b>
New Permanent Housing projects must receive at least 6 out of the 8 points available for this project type. New Permanent Housing projects that do not receive at least 4 points will be rejected.	1	The provision of tenant-based rental assistance will help individuals and families achieve self-sufficiency within 3 months or up to 24 months.
	2	The type of supportive services and assistance that will be offered to program participants (e.g., case management, substance use treatment, mental health treatment, and employment assistance) will ensure that the participant is able to successfully obtain self-sufficiency and exit homelessness.
	2	The applicant has previously operated homelessness projects where outcomes for employment income were improved compared to the average project in the CoC.
	1	Demonstrate that the proposed project will require program participants to take part in supportive services (e.g. case management, employment training, substance use treatment) in line with 24 CFR 578.75(h) by attaching a supportive service agreement (contract, occupancy agreement, lease, or equivalent).
	1	The average cost per household served is reasonable, consistent with 2 CFR 200.404, meaning that the costs for housing and services provided by the project are consistent with the population the project plans to serve.
	1	The project will be supplemented with resources from other public or private sources, that may include mainstream health, social, and employment programs such as Medicare, Medicaid, SSI, and SNAP.

## SECTION VI: Application Form

Applicants applying for the CoC Continuum, CoC Bonus Project, and/or DV Bonus Project must submit an application for each project type.

**All required forms and attachments must be completed and submitted for the application to be considered.**

### 1. Applicant Information

Legal Name of Organization:	Authorized Organization Representative Name: Title:
Address:	Telephone:
City, State & Zip:	Organization Website:
Contact Person Name: Title:	Unique Entity ID (SAM#):
Contact Person Email:	Federal Employer ID #:

### 2. Project Information

Project Name:	
Project Address: <i>(If different from organization address.)</i>	
Total Funding Requested:	
Match Funding Committed:	
Number of Persons to be Served:	

**Instructions:**

- Select the type of application you are submitting (Renewal, Expansion, Transition, or Consolidation are only available for existing CoC-funded recipients - CASL, CCDOV, and Lee County HVS) (New Projects, CoC Bonus or DV Bonus are available to eligible applicants.)
- Then, indicate the project type you are proposing.
- HUD requires a separate application for each project type an applicant wishes to submit.

**For Agencies Currently Funded by the CoC (CASL, CCDOV, and Lee County HVS). If Not Currently Funded, Skip to the Next Section for all Agencies NOT Funded by the CoC**

<input type="checkbox"/> Renewal Project		For DV Renewals, the project type and the population served must remain the same.  For all other Renewal Projects, the project type must remain the same, but the population served may stay the same or may be changed.
<b>Current Project Type (PSH, TH, etc.)</b>	<b>Current Project Population Served</b>	<b>New Population Type (Select One)</b>
<i>[Insert current project type]</i>	<i>[Insert current population]</i>	<input type="checkbox"/> No change - same population served <input type="checkbox"/> New population type: _____

<input type="checkbox"/> Expansion Project		If you are adding units, beds, services, and/or funding to your own existing renewal project.
Renewal Project Name (From GIW)		
Renewal Grant Number (From GIW)		
<b>Reason for Requested Increase (check all that apply):</b>		
<input type="checkbox"/> Increase the number of homeless persons served.		
<input type="checkbox"/> Increase the number of units.		
<input type="checkbox"/> Increase the number of beds.		
<input type="checkbox"/> Increase the number of or expand supportive services provided.		
<input type="checkbox"/> Increase the frequency or intensity of supportive services, coordinated entry/ access.		
<input type="checkbox"/> Expansion Project will bring the existing facility up to state or local government health or safety standards.		
<b>Current Level of Effort:</b>		
Number of Homeless Persons Served		
Number of Units		
Number of Beds		
<b>New Effort Level:</b> <i>If you are not requesting to serve an increased number of homeless persons, please indicate N/A</i>		
Number of additional persons served at a point in time that this project will provide		
Number of additional units this project will provide		
Number of additional beds this project will provide		

<input type="checkbox"/> Transition Grant		If you are proposing to change the component type (e.g., PSH → TH)
<b>Current Project Component</b>	<b>New Component Type</b>	
<input type="checkbox"/> Transitional Housing (TH) <input type="checkbox"/> Supportive Services Only (SSO)-Standalone <input type="checkbox"/> Supportive Services Only (SSO)-Street Outreach <input type="checkbox"/> Permanent Supportive Housing (PH-PSH) <input type="checkbox"/> Rapid Re-Housing (PH-RRH)	<input type="checkbox"/> Transitional Housing (TH) <input type="checkbox"/> Supportive Services Only (SSO)-Standalone <input type="checkbox"/> Supportive Services Only (SSO)-Street Outreach <input type="checkbox"/> Permanent Supportive Housing (PH-PSH) <input type="checkbox"/> Rapid Re-Housing (PH-RRH)	

<input type="checkbox"/> Consolidation Project	Projects being consolidated must remain the same project type and must continue serving the same population as the existing grants.
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<input type="checkbox"/> New Project  <i>Select Project Type Below</i> <input type="checkbox"/> Transitional Housing (TH) <input type="checkbox"/> Supportive Services Only (SSO)-Standalone <input type="checkbox"/> Supportive Services Only (SSO)-Street Outreach <input type="checkbox"/> Permanent Supportive Housing (PH-PSH) <input type="checkbox"/> Rapid Re-Housing (PH-RRH)	This is for agencies currently funded by the CoC that are applying for a new project that the CoC may fund through reallocation during the local ranking process.  Choose the project type as well.
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<b>For all Agencies, NOT Currently Funded by the CoC</b>	
<input type="checkbox"/> New Project  <i>Select Project Type Below</i> <input type="checkbox"/> Transitional Housing (TH) <input type="checkbox"/> Supportive Services Only (SSO)-Standalone <input type="checkbox"/> Supportive Services Only (SSO)-Street Outreach <input type="checkbox"/> Permanent Supportive Housing (PH-PSH) <input type="checkbox"/> Rapid Re-Housing (PH-RRH)	This is for agencies not currently funded by the CoC applying for a new project (other than CoC Bonus or DV Bonus Projects) that may be funded through reallocation during the local ranking process.  Choose the project type as well.

<b>For all Agencies, Including Both Those Currently Funded by the CoC and Those NOT Currently Funded by the CoC</b>	
<input type="checkbox"/> CoC Bonus Project  <i>Select Project Type Below</i> <input type="checkbox"/> Transitional Housing (TH) <input type="checkbox"/> Supportive Services Only (SSO)-Standalone <input type="checkbox"/> Supportive Services Only (SSO)-Street Outreach <input type="checkbox"/> Permanent Supportive Housing (PH-PSH) <input type="checkbox"/> Rapid Re-Housing (PH-RRH)	If you are applying for a new project under the CoC Bonus funding category.  Choose the project type as well.

<input type="checkbox"/> DV Bonus Project <input type="checkbox"/> Transitional Housing (TH) <input type="checkbox"/> Rapid Re-Housing (PH-RRH)	If you are applying for a new project under the Domestic Violence (DV) Bonus.  Choose the project type as well.
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<b>Services Provided Under Proposed Project (Check as many as applicable below):</b>	
<input type="checkbox"/> Substance Use Treatment <input type="checkbox"/> Mental Health Treatment <input type="checkbox"/> Medication Management <input type="checkbox"/> Peer Support <input type="checkbox"/> Case Management <input type="checkbox"/> Street Outreach <input type="checkbox"/> Linkage to Primary Care Services <input type="checkbox"/> Assistance with securing mainstream benefits (Medicaid, SSI/SSDI, SNAP, TANF, WIC, etc.) <input type="checkbox"/> Employment Assistance and Job Training	<input type="checkbox"/> Life Skills Training <input type="checkbox"/> Education Services <input type="checkbox"/> Housing Search Assistance <input type="checkbox"/> Furnishings <input type="checkbox"/> Utility Deposits <input type="checkbox"/> Legal Services <input type="checkbox"/> Credit Repair <input type="checkbox"/> Food <input type="checkbox"/> Transportation <input type="checkbox"/> Child Care <input type="checkbox"/> Other _____
<b>Target Population (Check as many as applicable below):</b>	
<input type="checkbox"/> Individuals <input type="checkbox"/> Families <input type="checkbox"/> Unaccompanied Youth (ages 18-24) <input type="checkbox"/> Chronically Homeless <input type="checkbox"/> Unsheltered Individuals or Living in Encampments <input type="checkbox"/> Individuals with Substance Use Disorders	<input type="checkbox"/> Individuals with Serious and Persistent Mental Illness <input type="checkbox"/> Individuals with Physical or Developmental Disabilities <input type="checkbox"/> Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking <input type="checkbox"/> Individuals Fleeing or Attempting to Flee Human Trafficking <input type="checkbox"/> Veterans
<b>Target Service Location (Check as many as applicable below):</b>	
<input type="checkbox"/> City of Cape Coral <input type="checkbox"/> City of Fort Myers <input type="checkbox"/> City of Bonita Springs <input type="checkbox"/> City of Sanibel	<input type="checkbox"/> Town of Fort Myers Beach <input type="checkbox"/> Unincorporated Lee County <input type="checkbox"/> All of Lee County <input type="checkbox"/> Other: _____

### 3. Certification

Project applicants must certify affirmatively to the following by checking both items below:

- ☐ The project applicant will not engage in racial preferences or other forms of illegal discrimination.
- ☐ The project applicant will not operate drug injection sites or “safe consumption sites,” knowingly distribute drug paraphernalia on or off of property under their control, permit the use or distribution of illicit drugs on property under their control, or conduct any of these activities under the pretext of “harm reduction.”

To the best of my knowledge, I certify that the information in this application is true and correct and that I am authorized to submit this application on behalf of my organization. This certification aligns with federal requirements contained in the SF-424 (Application for Federal Assistance), the E-SNAPS Authorized Representative certification, and the compliance obligations outlined in 24 CFR part 578.

Authorized Organization Representative:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Typed Name: \_\_\_\_\_ Title: \_\_\_\_\_

*Applications must be signed by the official authorized to execute contracts on behalf of the agency (The name should match the information on the Florida Department of State website: <https://dos.fl.gov/sunbiz>).*

**Please be advised that by completing and submitting this Application, no grant award has been offered or implied.**

Applications are due **Friday, December 12, 2025 by 12:00 p.m.** All Applications must be submitted via email to Joan Hoxter at [jhoxter@leegov.com](mailto:jhoxter@leegov.com). **Application(s) must be submitted in PDF format. ZIP files are not accepted.**

#### 4. Application Checklist

**Instructions:** Applicants must complete the Application Checklist below by entering the appropriate page number for each required document as listed. If a required document is already on file with Human & Veteran Services (HVS) from a prior or current contract, indicate “On-File” in place of a page number. Do not reattach the document unless an update has occurred.

***The application must be in PDF format. No ZIP files will be accepted.***

<b>Application Checklist</b>	<b>Page #</b>
1. Applicant Information	
2. Project Information	
3. Certification	
4. Application Checklist	
5. Project Overview	
6. Capacity and Cost Reasonableness	
7. HMIS Data Quality and Reporting	
8. Verification of Immigration Status	
9. Project Type Specific Questions	
10. DV Bonus Projects	
11. Budget Forms	
<b>12. Required Attachments</b>	
a. Evidence of legally formed entity qualified to do business in the state of Florida as of the application deadline.	
b. Proof of 501(c)(3) nonprofit status or official documentation confirming status as a faith-based agency.	
c. Evidence that the organization has provided continuous direct services for at least 12 months prior to the application deadline. <ul style="list-style-type: none"> <li>o <b>Nonprofits:</b> Submit the most recent Form 990 or a letter of attestation from the Board Chair on organizational letterhead.</li> <li>o <b>Faith-based Organization:</b> Submit a letter of attestation from the organization's authorized leader on letterhead confirming at least 12 months of direct service delivery.</li> </ul>	
d. Monthly Financial Statements. (Within the last 60 days).	
e. Current CPA's Peer Review Letter.	
f. Independent Certified Audited Financial Statement of the most recent or immediate prior fiscal year, including the management letter and written response. (Exceptions may be considered on an individual basis).	
g. Copy of the applicant's operating budget, including other services or programs and funding sources, and overhead/indirect rates charged to grant sources.	
h. Match Commitment Letters	
i. Organizational Chart	

j. Memorandums of Understanding (MOU)	
k. Indirect Cost Rate Certification Form (HUD-426)	
l. Negotiated indirect cost rate agreement signed by the cognizant agency, if applicable	
m. Supportive Service Agreement Template	
n. Provide a lease or rental agreement if you are doing a Transitional Housing project, Rapid Rehousing of Permanent Supportive Housing project	

### **Important Notice**

HUD has not yet released the FY 2025 CoC Project Application. This local application is based on the information currently available in the FY 2025 CoC NOFO and may not reflect all requirements that HUD will include in the final application. After your application is submitted, the CoC may request additional information, clarifications, or documentation to ensure alignment with HUD's final application and submission requirements.

## 5. Project Overview

This section must be completed by all applicants. Provide a clear and comprehensive description of the proposed project by addressing each item below.

1a. *Summary of Project* – Provide a summary of the proposed project. Include the project component (TH, SSO-Street Outreach, SSO-Standalone, PSH, or RRH), the population of focus to be served, the estimated number of participants, the services to be delivered, the total cost of the proposed activities, and anticipated service partners. **(Maximum Point Value = 5)**

1b. *Statement of Need* – Describe the local factors driving homelessness within the CoC's geographic area and support your explanation with recent local data. Explain the scope and nature of the problem, and describe how the proposed project addresses a specific gap in the current system. **(Maximum Point Value = 5)**

2. *Alignment with HUD FY 2025 NOFO Priorities* – Describe how the proposed project advances all six of the HUD priorities listed below. Provide specific examples of activities, partnerships, service approaches, and expected outcomes. **(Maximum Point Value = 12)**

HUD Goal and Objective	Maximum Point Value
1. Ending the Crisis of Homelessness on Our Streets	2
2. Prioritizing Treatment and Recovery	2
3. Advancing Public Safety	2
4. Promoting Self-Sufficiency	2
5. Improving Outcomes	2
6. Minimizing Trauma	2

Review [the HUD FY2025 Continuum of Care Competition and Youth Homeless Demonstration Program Grants NOFO](#) for further details on the priorities above in Section III. B. – Goals and Objectives.

3. *Returns to Homelessness* - Describe how your project will reduce returns to homelessness after participants exit the program. Explain the strategies, follow-up supports, and coordination practices you will use to help participants remain stably housed. Include how you will measure and track this outcome. The outcomes should not refer to the services/activities to be provided by the applicant, but instead the accomplishments of the clients as a result of the provided services. **(Maximum Point Value = 10)**

4. *Employment Income* - Describe how your project will help participants increase earned income. Identify the workforce or employer partnerships, employment readiness supports, and service approaches you will use. Include projected outcomes and how you will measure increased employment income. The outcomes should not refer to the services/activities to be provided by the applicant, but instead the accomplishments of the clients as a result of provided services. **(Maximum Point Value = 10)**

5. *Supportive Service* - Describe how your project will support and monitor meaningful participant engagement in supportive services. Explain how you will encourage participation, remove barriers, and track outcomes related to service engagement. Include projected service participation expectations and how you will measure outcomes. The outcomes should not refer to the

services/activities to be provided by the applicant, but instead the accomplishments of the clients as a result of provided services. **(Maximum Point Value = 12)**

**6. Healthcare & Housing Integration** - Describe how your proposed project will incorporate partnerships with healthcare organizations and housing providers. Explain how these partnerships will support treatment, recovery, stabilization, and long-term housing outcomes, and how they will be integrated into the project's design and service delivery approach. **(Maximum Point Value = 12)**

## **6. Capacity and Cost-Reasonableness**

**1a. Organizational Capacity** - Describe your organization's capacity to operate this project, including experience managing similar programs, delivering the proposed services, and administering federal, state, local, or private resources. Your response should demonstrate that your organization has the staff, systems, and management structure needed to comply with federal requirements and successfully carry out the project. **(Maximum Point Value = 4)**

**1b. Financial Capacity** - Describe your organization's financial management systems, including confirmation that your organization or fiscal agent maintains a functioning accounting system operated in accordance with generally accepted accounting principles (GAAP) and that you are able to manage and account for federal funds in compliance with 2 CFR part 200. **(Maximum Point Value = 4)**

**1c. Cost Reasonableness** – Describe how your project's proposed budget is cost reasonable in relation to the population served, the services provided, and the outcomes expected. Explain how resources, including staff, partnerships, and funding, will be used efficiently to achieve measurable results. Include any data, benchmarks, or comparisons that demonstrate financial reasonableness. **(Maximum Point Value = 6)**

## **7. HMIS Data Quality and Reporting**

The Homeless Management Information System (HMIS) is the data system required by HUD for all CoC-funded programs. HMIS is used to collect client-level information, track services, measure outcomes, and support systemwide reporting. Lee County Human & Veteran Services operates the HMIS for the local CoC.

Describe how your organization will ensure timely and accurate HMIS data entry by outlining the procedures you will put in place, even if your organization is new to the system. Include how you will train staff, establish internal data quality checks, and monitor entries to correct errors. Explain how you plan to use HMIS data to guide treatment, recovery supports, service coordination, and case management once the project is operating. **(Maximum Point Value = 10)**

## **8. Verification of Immigration Status – Optional for Bonus Points**

Describe how your organization will demonstrate that it voluntarily facilitates immigration status verification prior to providing benefits under this project. This must occur either through direct use of the Systematic Alien Verification for Entitlements (SAVE) system or through coordination with a governmental entity that conducts the verification.

To receive bonus points, address the following in your response:

- Describe your organization's process for verifying immigration status prior to the distribution of benefits.
- Explain whether verification is conducted directly through SAVE or through a partnership with a governmental entity.
- Describe how documentation is maintained to demonstrate compliance with this practice.
- Confirm that this process applies to all CoC-funded benefits provided under this project.

The purpose of verification of immigration status is to remove any incentive for illegal immigration provided by the availability of public benefits and to assure that the public benefits system, including the provision of assistance for homeless Americans, is not burdened by illegal immigration (8 U.S.C 1601). **(Maximum Bonus Point Value = 4)**

## 9. Project Type Specific Questions

Please complete only the section that matches the project type your organization is applying for, whether TH, SSO-Street Outreach, SSO-Standalone, PSH or RRH. Each project type has its own set of required questions. Answer all questions in that section fully and accurately. If a section does not apply to your project type, leave it blank. *Each response is limited to 2,500 characters, including spaces.*

### 1. Transitional Housing (TH)

Answer this question only if you are applying for Transitional Housing (TH).

- a. Explain how the project will provide and/or partner with other organizations to provide eligible supportive services that are necessary to assist program participants to obtain and maintain housing. *Please include any MOUs, written agreements, or letters of commitment in section 12. Required Attachments.* **(Maximum Point Value = 2)**
- b. Explain your organization's prior experience operating transitional housing or other projects that have successfully helped homeless individuals and families exit homelessness within 24 months. **(Maximum Point Value = 1)**
- c. Explain previous experience operating or currently operating transitional housing or another homelessness project, or has a plan in place to ensure that at least 50 percent of participants exit to permanent housing within 24 months, and at least 50 percent of participants exit with employment income. **(Maximum Point Value = 1)**
- d. Explain how the project will be supplemented with resources from other public or private sources, which may include mainstream health, social, and employment programs such as Medicare, Medicaid, SSI, and SNAP. *Please include any MOUs, written agreements or letters of commitment in section 12. Required Attachments.* **(Maximum Point Value = 1)**
- e. Explain how the proposed project will require program participants to take part in supportive services (e.g., case management, employment training, substance use treatment, etc.) in line with 24 CFR 578.75(h). *Attach a supportive service agreement*



(contract, occupancy agreement, lease, or equivalent) in section 12. Required Attachments. **(Maximum Point Value = 2)**

- f. Demonstrate that the proposed project will provide 40 hours per week of customized services for each participant (e.g. case management, employment training, substance use treatment, etc.). The 40 hours per week may be reduced proportionately for participants who are employed. The 40 hours per week does not apply to participants over age 62 or who have a physical disability/impairment or a developmental disability (24 CFR 582.5) not including substance use disorder. Applicants are not required to provide all services directly. Applicants may meet the 40-hour service expectation through a combination of in-house services and services delivered by partner organizations. However, applicants must:

- Explain how they will track and document all services each participant receives.
- Demonstrate how all 40 hours will be met, whether directly or through partners.

Provide MOUs, letters of commitment, or similar documentation showing formal partnerships with agencies that will deliver services on behalf of the project. *Please include any MOUs, written agreements, or letters of commitment in section 12. Required Attachments.* **(Maximum Point Value = 2)**

## **2. Supportive Services Only (SSO) Standalone**

Answer this question only if you are applying for SSO-Standalone.

- a. Explain why the proposed Supportive Services project is necessary to help participants exit homelessness and increase self-sufficiency, and describe how your organization will conduct an annual assessment of each participant's service needs. **(Maximum Point Value = 2)**
- b. Explain how the proposed project has a strategy for providing supportive services to eligible program participants, including those with histories of unsheltered homelessness and those who do not traditionally engage with supportive services. **(Maximum Point Value = 2)**
- c. Explain how the project will be supplemented with resources from other public or private sources, which may include mainstream health, social, and employment programs such as Medicare, Medicaid, SSI, and SNAP. *Please include any MOUs, written agreements or letters of commitment in section 12. Required Attachments.* **(Maximum Point Value = 1)**

## **3. Supportive Services Only (SSO) Street Outreach**

Answer this question only if you are applying for SSO-Street Outreach.

- a. Explain how your organization has a history of partnering with first responders and law enforcement to engage people living in places not meant for human habitation to access emergency shelter, treatment programs, reunification with family, transitional housing or independent living. **(Maximum Point Value = 2)**

- b. Explain how your organization has experience providing outreach services consistent with the activity description at 24 CFR 578.53(e)(13) and has demonstrated effectiveness at helping people successfully exit from places not meant for human habitation to emergency shelter, treatment programs, transitional housing or permanent housing programs. **(Maximum Point Value = 2)**
- c. Explain how the proposed project has a strategy for providing supportive services to eligible program participants, including those with histories of unsheltered homelessness and those who do not traditionally engage with supportive services. **(Maximum Point Value = 2)**
- d. Explain how the project will be supplemented with resources from other public or private sources, which may include mainstream health, social, and employment programs such as Medicare, Medicaid, SSI, and SNAP. *Please include any MOUs, written agreements or letters of commitment in section 12. Required Attachments.* **(Maximum Point Value = 1)**

#### **4. Permanent Housing: Permanent Supportive Housing (PH-PSH)**

Answer this question only if you are applying for Permanent Supportive Housing PH-PSH.

- a. Explain the type of housing proposed, including the number and configuration of units, will fit the needs of the program participants. **(Maximum Point Value = 1)**
- b. Explain how the project will be designed to serve elderly individuals and/or individuals with a physical disability/impairment or a developmental disability (24 CFR 582.5) not including substance use disorder. Describe how the units will prioritize serving these populations. **(Maximum Point Value = 1)**

Note: Projects may not limit or prioritize enrollment solely based on being age 62 or older. To meet HUD eligibility requirements, participants must be age 62+ and meet the definition of having a physical disability, impairment, or developmental disability as defined in 24 CFR 582.5 (excluding substance use disorder). Applicants must demonstrate that the project is designed to serve these eligible populations and may not use age alone as the determining criterion.

- c. Explain the type of supportive services and assistance that will be offered to program participants will ensure that the participant is able to successfully obtain and retain permanent housing in a manner that fits their needs (e.g., transportation, safety planning, enhanced case management). **(Maximum Point Value = 1)**
- d. Explain how the project will be supplemented with resources from other public or private sources, which may include mainstream health, social, and employment programs such as Medicare, Medicaid, SSI, and SNAP. *Please include any MOUs, written agreements or letters of commitment in section 12. Required Attachments.* **(Maximum Point Value = 1)**
- e. Demonstrate that the proposed project will require program participants to take part in supportive services (e.g., case management, life skills, substance use treatment) in line with 24 CFR 578.75(h). *Attach a supportive service agreement (contract, occupancy*

*agreement, lease, or equivalent) in section 12. Required Attachments. (Maximum Point Value = 1)*

## **5. Permanent Housing: Rapid Rehousing (PH-RRH)**

*Answer this question only if you are applying for the Rapid Rehousing (PH-RRH).*

- a. Explain how the provision of tenant-based rental assistance will help individuals and families achieve self-sufficiency within 3 months or up to 24 months. **(Maximum Point Value = 1)**
- b. Explain how your organization has previously operated homelessness projects where outcomes for employment income were improved. **(Maximum Point Value = 2)**
- c. Explain how the project will be supplemented with resources from other public or private sources, which may include mainstream health, social, and employment programs such as Medicare, Medicaid, SSI, and SNAP. *Please include any MOUs, written agreements or letters of commitment in section 12. Required Attachments.* **(Maximum Point Value = 1)**
- d. Explain the type of supportive services and assistance that will be offered to program participants (e.g., case management, substance use treatment, mental health treatment, and employment assistance) will ensure that the participant is able to successfully obtain self-sufficiency and exit homelessness. *Attach a supportive service agreement (contract, occupancy agreement, lease, or equivalent) in section 12. Required Attachments.* **(Maximum Point Value = 1)**
- e. Demonstrate that the proposed project will require program participants to take part in supportive services (e.g. case management, employment training, substance use treatment) in line with 24 CFR 578.75(h). *Attach a supportive service agreement (contract, occupancy agreement, lease, or equivalent) in section 12. Required Attachments.* **(Maximum Point Value = 2)**

## **10. DV Bonus Projects**

*Answer this question only if you are applying for the DV Bonus Project.*

Describe how your project will provide safe and confidential housing and services for survivors of domestic violence, dating violence, sexual assault, or stalking. Explain how the program design minimizes trauma, protects survivor safety, and ensures access to survivor-centered supports. Include your approach to trauma-informed practices, safety planning, confidentiality protections, and coordination with victim service providers and law enforcement when appropriate. Upload any related MOUs, letters of support, or partnership documentation in the Attachments section. **(Maximum Point Value = 10)**

## 11. Budget Forms

Complete the applicable Budget Forms below by listing all anticipated project costs by category for the program year. Additional rows may be added to the Budget Form as needed.

### **Supportive Services – All Projects**

Supportive Services		
Eligible Costs	Quantity AND Description (max 400 characters)	Annual Amount Requested
Assistance with Moving Costs (PH or TH Projects Only)		
Substance Use Treatment		
Mental Health Treatment		
Medication Management		
Peer Support		
Case Management		
Street Outreach (SSO-SO Projects Only)		
Employment Assistance		
Job Training		
Life Skills Training		
Education Service		
Housing Service Assistance		
Utility Deposits		
Transportation		
Child Care		
Credit Repair		
Operating Costs*		
<b>Sub-Total for Supportive Services</b>		<b>\$</b>

**\*See 24 CFR 578.53(a) to determine if you are eligible to apply for funds in this category, as it does not apply to all project applications.**

**Quantity AND Description:** This field must provide a complete picture of how CoC Program funds will be used in the project to assist program participants. Enter the quantity (i.e., numbers) and descriptive information for each activity for which you are requesting funds (e.g., if requesting staffing enter position title–1 FTE @ \$45,000 including fringe benefits of \$X or 50 hours @ \$25 per hour including fringe benefits of \$X). Additionally, include any direct provision costs (24 CFR 578.53(e)(17)) for each line item (e.g., monthly use of cell phone to contact program participants @ \$X per month.0

**Annual Assistance Requested:** Enter the annual amount requested for eligible CoC Program supportive services for a 12-month period.

**Total Annual Assistance Requested:** This field calculates the total based on the sum for each eligible cost where you entered information.

## ***Rental Assistance – Permanent Housing Projects (RRH and PSH)***

Select type of rental assistance:

- PRA – Project-based rental assistance where program participants must reside in housing provided through a contract with the owner of an existing structure, whereby the owner agrees to lease subsidized units to program participants. Program participants may not retain their rental assistance if they relocate to a unit outside the project,
- SRA – Sponsor-based rental assistance where program participants must reside in housing owned or leased by a sponsor organization and arranged through a contract between the recipient and the sponsor organization, or
- TRA – Tenant-based rental assistance where program participants select any appropriately sized unit within the CoC's geographic area, although recipients or subrecipients may restrict the location under certain circumstances to ensure the availability of the appropriate supportive services.

**NOTE:** If you have more than one rental assistance type for the project, you must create a separate detail budget section for each rental assistance type, even if they are in the same FMR area. For example, if the project consists of 10 PRA units and 10 TRA units in County A, you must submit two 'Rental Assistance Budget Detail' sections for County A—one for the 10 PRA units and one for the 10 TRA units.

**Calculate Fair Market Rent (FMR) at the following link:**

[https://www.huduser.gov/portal/datasets/fmr/fmrs/FY2025\\_code/select\\_Geography.odn](https://www.huduser.gov/portal/datasets/fmr/fmrs/FY2025_code/select_Geography.odn)

Unit Size	# of Units (a)	Fair Market Rent (b)	12 Months (c)	Total Request (a)x(b)x(c)
Single Room Occupancy		\$	12	\$
0 Bedrooms		\$	12	\$
1 Bedrooms		\$	12	\$
2 Bedrooms		\$	12	\$
3 Bedrooms		\$	12	\$
4 Bedrooms		\$	12	\$
Total Request for Grant Term	\$			

***Leased Structures Budget – Transitional And Permanent Supportive Housing Projects (TH and PSH)***

Applicants must list each structure, include the full address, and enter the monthly leasing cost in column (a). The “12 Months” column is already set to 12. Multiply the monthly cost by 12 and enter the result in the “Total Request” column. Complete a row for each structure and add all totals at the bottom to show the full amount requested for the grant term.

<b>Structure Name, Street Address, City, State&amp; Zip Code</b>	<b>Monthly Leasing Cost (a)</b>	<b>12 Months (b)</b>	<b>Total Request (a)x(b)</b>
	\$	12	\$
	\$	12	\$
	\$	12	\$
	\$	12	\$
	\$	12	\$
	\$	12	\$
	\$	12	\$
	\$	12	\$
	\$	12	\$
	\$	12	\$
<b>Total Request for Grant Term</b>	\$		

### ***Operating Budget – Transitional And Permanent Supportive Housing Projects (TH and PSH)***

The operating costs listed are based on the eligible operating costs described in 24 CFR 578.55. Operating costs are associated with the day-to-day operations of housing units and facilities.

PSH projects may only include operating costs in this section **if they are not requesting rental assistance** for the same units.

<b>Eligible Operating Cost</b>	<b>Quantity</b>	<b>Description</b>	<b>Amount Requested</b>
1. Maintenance and Repair			\$
2. Property Taxes and Insurance			\$
3. Replacement Reserve			\$
4. Building Security			\$
5. Electricity, Gas, and Water			\$
6. Furniture			\$
7. Equipment			\$
<b>Total Operating Request for Grant Term</b>	\$		

**Eligible Costs:** The categories listed are eligible operating costs for which funds can be requested under 24 CFR 578.55.

**Quantity AND Description:** This field must provide a complete picture of how CoC Program funds will be used in the project. Enter the quantity (i.e., numbers) and descriptive information for each activity for which you are requesting funds (e.g., if requesting staffing, enter position title—1 FTE @ \$45,000, including fringe benefits of \$X or 50 hours @ \$25 per hour, including fringe benefits of \$X).

**Annual Assistance Requested:** Enter the annual amount requested for eligible CoC Program operating costs for a 12-month period.



### **VAWA Cost Budget – All Projects**

The Violence Against Women Act (VAWA) Reauthorization Act of 2022 clarified the use of CoC Program funds for VAWA-eligible cost categories. These VAWA cost categories can be added to a new project application to create a CoC VAWA Budget Line Item (BLI).

**Note:** The VAWA BLI is not limited to DV Bonus projects or other projects focused on survivors. It can be requested by any project regardless of population served in order to meet the emergency transfer and confidentiality requirements of VAWA for covered housing providers. Eligible CoC VAWA costs can be identified in the following CoC VAWA categories. Examples of eligible costs in these cost categories are identified as follows:

<b>Eligible VAWA Cost</b>	<b>Quantity</b>	<b>Description</b>	<b>Amount Requested</b>
<b>Moving Costs</b>			
<b>Travel Costs</b>			
<b>Security Deposits</b>			
<b>Utilities</b>			
<b>Housing Fees</b>			
<b>Case Management</b>			
<b>Housing Navigation</b>			
<b>Safety Technology</b>			
<b>Confidentiality Requirements</b>			
<b>Total VAWA Request for Grant Term</b>	\$		

### **Administration Cost Budget – All Projects**

Before completing this section, indicate whether your project will apply an indirect cost rate. Projects may either use a federally negotiated rate (NICRA) or the 10% de minimis rate allowed under 2 CFR 200.414(f). If you do not apply an indirect cost rate, indirect costs cannot be charged to the project.

1. Will this project use an indirect cost rate?

Select **Yes** if you will apply a negotiated indirect rate or the 10% de minimis rate.  
Select **No** if the project will not charge indirect costs.

- ☐ Yes  
☐ No

2. If you answered 'Yes' to question 1, complete the indirect cost rate table below.

Cognizant Agency – Enter the name of the agency that approved your rate (e.g., HUD, HHS). If using the 10% de minimis rate, enter “N/A.”

Indirect Cost Rate – Enter the approved rate percentage, or “10%” if using de minimis.

Direct Cost Base – Enter the direct cost base used to calculate indirect costs for this application.

Plan Type – Indicate “Plan approved by cognizant agency” or “Will use 10% de minimis rate.”

Cognizant Agency	Indirect Cost Rate	Direct Cost Base	Plan Type
	%	\$	

### **Required Documentation**

If applying a **federally negotiated indirect cost rate**, provide a copy of the negotiated indirect cost rate agreement (NICRA) signed by the cognizant agency in section 12. Required Attachments.

### ***Cost Sharing or Match Budget – All Projects***

Describe how your project will meet the CoC Program's [cost-sharing or matching](#) requirement. Under [24 CFR 578.73](#), all grant funds, except leasing, must be matched with at least a 25% cash or in-kind contribution from other sources. If your project will use program income as part of the match, state the estimated amount and how it will be generated.

The match letter must be included as a **separate attachment** in the application. Letters must meet the following criteria:

- Be on letterhead from the organization providing the contribution. Contributions can be from an internal or external organization.
- Be signed and dated by an authorized representative of the contributing organization.
- Contain the cash amount or dollar value of the in-kind contribution.
- Contain the specific date the contribution will be made available and the period during which the contributions will be available.
- Contain the name of the applicant agency to which the contribution is being given.
- Contain the specific grant name and the fiscal year.
- Contain a description of the goods/services that will be provided (for in-kind contributions) or a description of what the funds will be spent on (for cash contributions).

## 12. Required Attachments

Applicants must upload all required attachments at the end of the application that are **not marked “On-File”** in the Application Checklist. Files must be clearly labeled and submitted in PDF format unless otherwise specified. Incomplete or missing attachments may result in the application being deemed ineligible for review.

- a. Evidence of legally formed entity qualified to do business in the state of Florida as of the application deadline.
- b. Proof of 501(c)(3) nonprofit status or official documentation confirming status as a faith-based agency.
- c. Evidence that the organization has provided continuous direct services for at least 12 months prior to the application deadline.
  - o **Nonprofits:** Submit the most recent Form 990 or a letter of attestation from the Board Chair on organizational letterhead.
  - o **Faith-based Organization:** Submit a letter of attestation from the organization’s authorized leader on letterhead confirming at least 12 months of direct service delivery.
- d. Monthly Financial Statements. (Within the last 60 days).
- e. Current CPA’s Peer Review Letter.
- f. Independent Certified Audited Financial Statement of the most recent or immediate prior fiscal year, including the management letter and written response. (Exceptions may be considered on an individual basis).
- g. Copy of the applicant’s operating budget, including other services or programs and funding sources, and overhead/indirect rates charged to grant sources.
- h. Match Commitment Letters
- i. Organizational Chart
- j. Memorandums of Understanding (MOU)
- k. Indirect Cost Rate Certification Form (HUD-426)
- l. Negotiated indirect cost rate agreement signed by the cognizant agency, if applicable.
- m. Supportive Service Agreement Template
- n. Provide lease or rental agreement if you are doing a Transitional Housing project, Rapid Rehousing of Permanent Supportive Housing project

### Important Notice

HUD has not yet released the FY 2025 CoC Project Application. The CoC may request additional attachments or clarifications after submission to ensure alignment with HUD’s federal application requirements. Applicants must respond promptly to maintain eligibility.

**FY 2025 Continuum of Care Projects, CoC Bonus Projects and Domestic Violence Bonus Projects RFA**  
**Project Ranking Tool - Threshold Review**  
**12/19/2025**

<b>Application Threshold Review</b> <i>This portion of the ranking tool will be completed by HVS .</i>	Threshold Requirements	Threshold Requirements	Threshold Requirements	Threshold Requirements	Threshold Requirements
	Name of Applicant	Name of Applicant	Name of Applicant	Name of Applicant	Name of Applicant
Application was submitted by deadline: December 12, 2025 by 12:00 PM <i>If no, ineligible to move forward to ranking committee.</i>	Date Submitted: _____  <input type="checkbox"/> Yes <input type="checkbox"/> No	Date Submitted: _____  <input type="checkbox"/> Yes <input type="checkbox"/> No	Date Submitted: _____  <input type="checkbox"/> Yes <input type="checkbox"/> No	Date Submitted: _____  <input type="checkbox"/> Yes <input type="checkbox"/> No	Date Submitted: _____  <input type="checkbox"/> Yes <input type="checkbox"/> No
Organization is listed on the excluded parties list. (www.sam.gov) <i>If yes, ineligible to move forward to ranking committee.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Provided proof applicant is a legally formed entity authorized to conduct business in the State of Florida. <i>If no, ineligible to move forward to ranking committee.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Provided proof applicant is a non-profit with a 501(c)(3) status or or official documentation confirming status as a faith-based organization. <i>If no, ineligible to move forward to ranking committee.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Provided evidence applicant has provided continuous direct services for at least 12 months prior to the application deadline. a. Nonprofit Organizations (including faith-based nonprofits): Most recent Form 990 or a letter of attestation from the Board Chair on organizational letterhead. b. Faith-Based Organizations without 501(c)(3) status: Letter of attestation from the organization's authorized leader on letterhead. <i>If no, ineligible to move forward to ranking committee.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Provided required Monthly Financial Statements (within the last 60 days). <i>If no, ineligible to move forward to ranking committee.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Provided current CPA's Peer Review Letter. <i>If no, ineligible to move forward to ranking committee.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Provided Independent Certified Audited Financial Statement of the most recent or immediate prior fiscal year, including the management letter and written response (exceptions maybe approved on an individual basis). <i>If no, ineligible to move forward to ranking committee.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Application is signed by the agency official authorized to execute contracts. (The name should match the information on the Florida Secretary of State website at <a href="https://dos.fl.gov/sunbiz">https://dos.fl.gov/sunbiz</a> ). <i>If no, ineligible to move forward to ranking committee.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

**FY 2025 Continuum of Care Projects, CoC Bonus Projects and Domestic Violence Bonus Projects RFA**  
**Project Ranking Tool - Threshold Review**  
**12/19/2025**

<b>Application Threshold Review</b> <i>This portion of the ranking tool will be completed by HVS .</i>	Threshold Requirements	Threshold Requirements	Threshold Requirements	Threshold Requirements	Threshold Requirements
	Name of Applicant	Name of Applicant	Name of Applicant	Name of Applicant	Name of Applicant
Application is complete and has all the required documents and signature. <i>If no, ineligible to move forward to the ranking committee.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Eligible to Move Forward to Ranking Committee</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
HVS Staff Reviewer Initials:					
Date of Application Threshold Review:					

**FY 2025 Continuum of Care Projects, CoC Bonus Projects and Domestic Violence Bonus Projects RFA**  
**Project Ranking Tool - Project Scoring**  
**12/19/2025**

<b>Project Scoring</b> <i>This portion of the ranking tool will be completed by the PERC.</i>	Project Type	Project Type	Project Type	Project Type	Project Type
	Name of Applicant	Name of Applicant	Name of Applicant	Name of Applicant	Name of Applicant
<b>All Projects Scoring - New Projects and CoC Bonus are ranking on the same categories. There is one additional question for DV Bonus projects.</b>					
<b>Project Overview</b> 1a. Assess the summary of the project, the population of focus to be served, the estimated number of participants, the services to be delivered, the total cost of the proposed activities and anticipated service partners. <i>(Maximum Point Value: 5)</i> 1b. Assess the use of local data to explain the scope and nature of the problem and how the proposed project addresses a specific gap in the current system. <i>(Maximum Point Value: 5)</i> <b>Total Maximum Point Value: 10</b>					
<b>Alignment with HUD FY2025 NOFO Priorities</b> Assess how well the project demonstrates alignment with all six HUD FY2025 NOFO priorities through examples of activities, partnerships, service approaches, and expected outcomes. 1. Ending the Crisis of Homelessness on Our Streets <i>(Maximum Point Value: 2)</i> 2. Prioritizing Treatment and Recovery <i>(Maximum Point Value: 2)</i> 3. Advancing Public Safety <i>(Maximum Point Value: 2)</i> 4. Promoting Self-Sufficiency <i>(Maximum Point Value: 2)</i> 5. Improving Outcomes <i>(Maximum Point Value: 2)</i> 6. Minimizing Trauma <i>(Maximum Point Value: 2)</i> <b>Total Maximum Point Value: 12</b>					
<b>Returns to Homelessness</b> Assess the applicant's plan to reduce returns to homelessness by evaluating the strategies, follow-up supports coordination practices and the methods they will use to measure and track outcomes. <b>Total Maximum Point Value: 10</b>					
<b>Employment Income</b> Assess the applicant's plan to increase earned income for participants, including the use of workforce or employer partnerships, employment readiness supports, service approaches and the methods they will use to measure and track outcomes. <b>Total Maximum Point Value: 10</b>					
<b>Supportive Service</b> Assess how the project will ensure meaningful participant engagement in supportive services by evaluating how the applicant will encourage participation, remove barriers, and measure and track related outcomes. <b>Total Maximum Point Value: 12</b>					



**FY 2025 Continuum of Care Projects, CoC Bonus Projects and Domestic Violence Bonus Projects RFA**  
**Project Ranking Tool - Project Scoring**  
**12/19/2025**

<b>Project Scoring</b> <i>This portion of the ranking tool will be completed by the PERC.</i>	Project Type	Project Type	Project Type	Project Type	Project Type
	Name of Applicant	Name of Applicant	Name of Applicant	Name of Applicant	Name of Applicant
<b>Healthcare and Housing Integration</b> Evaluate the applicant's partnerships with healthcare organizations and housing providers and the extent to which these partnerships support treatment, recovery, stabilization, and long-term housing outcomes. Assess whether the project design incorporates healthcare services (such as behavioral health, primary care, or hospital coordination) and housing resources. <b>Total Maximum Point Value: 12</b>					
<b>Capacity and Cost Reasonableness -</b> 1a. Assess the organization's ability to operate the project, deliver the proposed services, and administer grant funds. <i>(Maximum Point Value: 4)</i> 1bb. Assess the organization's capacity to maintain financial management systems that comply with GAAP and the requirements of 2 CFR part 200. <i>(Maximum Point Value: 4)</i> 1c. Evaluate whether the proposed budget is cost reasonable based on the population served, services provided, expected outcomes, and any data or benchmarks demonstrating financial soundness. <i>(Maximum Point Value: 6)</i> <b>Total Maximum Point Value: 14</b>					
<b>HMIS Data Quality and Reporting</b> Assess the organization's ability to ensure timely and accurate HMIS data entry, including planned staff training, internal data quality controls, monitoring procedures, and the use of HMIS data to support treatment, recovery, service coordination, and case management. <b>Total Maximum Point Value: 10</b>					
<b>Budget and Cost-Sharing and Match</b> The project has a reasonable budget, all anticipated costs are eligible under one of the available funding sources and project indicates a sustainability financial structure. The applicant provides a clear plan to meet HUD's 25% match requirement, including identification of cash, in-kind, or program income sources. <b>Total Maximum Point Value: 10</b>					

**FY 2025 Continuum of Care Projects, CoC Bonus Projects and Domestic Violence Bonus Projects RFA**  
**Project Ranking Tool - Project Scoring**  
**12/19/2025**

<b>Project Scoring</b> <i>This portion of the ranking tool will be completed by the PERC.</i>	Project Type	Project Type	Project Type	Project Type	Project Type
	Name of Applicant	Name of Applicant	Name of Applicant	Name of Applicant	Name of Applicant
<b>Bonus Point Section</b>					
<b>Bonus: Verification of Immigration Status</b> Assess the applicant's ability to demonstrate that the organization voluntarily, consistently, and verifiably conducts immigration status checks before distributing benefits. Assess the clarity and completeness of the applicant's description of how immigration status is verified using SAVE directly or through coordination with a governmental entity. <b>Total Maximum Point Value: 4</b>					
<b>Bonus:</b> This bonus applies to projects applying under either the SSO-Standalone or SSO-Street Outreach component. <b>Total Maximum Point Value: 10</b>					
<b>Bonus:</b> This bonus applies to projects applying under Transitional Housing. <b>Total Maximum Point Value: 10</b>					

**FY 2025 Continuum of Care Projects, CoC Bonus Projects and Domestic Violence Bonus Projects RFA**  
**Project Ranking Tool - Project Scoring**  
**12/19/2025**

<b>Project Scoring</b> <i>This portion of the ranking tool will be completed by the PERC.</i>	Project Type	Project Type	Project Type	Project Type	Project Type
	Name of Applicant	Name of Applicant	Name of Applicant	Name of Applicant	Name of Applicant
<b>Individual Project Type Scoring</b>					
<b>New Projects - Transitional Housing (TH)</b> <b>Projects must receive at least 7 out of 9 points available for this project type. New TH projects that do not receive at least 7 points will be rejected by HUD.</b>					
a. The project will provide and/or partner with eligible supportive services that are necessary to assist program participants to obtain and maintain housing. <b>Maximum Point Value: 2</b>					
b. The applicant has prior experience operating transitional housing or other projects that have successfully helped homeless individuals and families exit homelessness within 24 months. <b>Maximum Point Value: 1</b>					
c. The applicant has previously operated or currently operates transitional housing or another homelessness project, or has a plan in place to ensure, that at least 50 percent of participants exit to permanent housing within 24 months and at least 50 percent of participants exit with employment income. <b>Maximum Point Value: 1</b>					
d. The project will be supplemented with resources from other public or private sources, that may include mainstream health, social, and employment programs such as Medicare, Medicaid, SSI, and SNAP. <b>Maximum Point Value: 1</b>					
e. The project will require program participants to take part in supportive services (e.g. case management, employment training, substance use treatment, etc.) in line with 24 CFR 578.75(h). <b>Maximum Point Value: 2</b>					
f. The project will provide 40 hours per week of customized services for each participant (e.g. case management, employment training, substance use treatment, etc.). The 40 hours per week may be reduced proportionately for participants who are employed. The 40 hours per week does not apply to participants over age 62 or who have a physical disability/impairment or a developmental disability (24 CFR 582.5) not including substance use disorder. <b>Maximum Point Value: 2</b>					

**FY 2025 Continuum of Care Projects, CoC Bonus Projects and Domestic Violence Bonus Projects RFA**  
**Project Ranking Tool - Project Scoring**  
**12/19/2025**

<b>Project Scoring</b> <i>This portion of the ranking tool will be completed by the PERC.</i>	Project Type	Project Type	Project Type	Project Type	Project Type
	Name of Applicant	Name of Applicant	Name of Applicant	Name of Applicant	Name of Applicant
<b>New Projects - Supportive Services Only (SSO) Standalone</b> <b>Project applications must receive at least 4 out of the 4 points available for this project type. New SSO standalone projects that do not receive at least 4 points will be rejected by HUD.</b>					
a. The supportive services project is necessary to help participants exit homelessness and increase self-sufficiency, and describe how your organization will conduct an annual assessment of each participant's service needs. <b>Maximum Point Value: 2-1</b>					
b. The project has a strategy for providing supportive services to eligible program participants including those with histories of unsheltered homelessness and those who do not traditionally engage with supportive services. <b>Maximum Point Value: 2</b>					
c. The project will be supplemented with resources from other public or private sources, that may include mainstream health, social, and employment programs such as Medicare, Medicaid, SSI, and SNAP. <b>Maximum Point Value: 1</b>					

**FY 2025 Continuum of Care Projects, CoC Bonus Projects and Domestic Violence Bonus Projects RFA**  
**Project Ranking Tool - Project Scoring**  
**12/19/2025**

<b>Project Scoring</b> <i>This portion of the ranking tool will be completed by the PERC.</i>	Project Type	Project Type	Project Type	Project Type	Project Type
	Name of Applicant	Name of Applicant	Name of Applicant	Name of Applicant	Name of Applicant
<b>New Projects - Supportive Services Only (SSO) Street Outreach</b> <b>Project applications that focus on street outreach and indicate so in their project application must receive at least 5 out of the 5 points available for this project type. Projects that do not receive at least 5 points will be rejected by HUD.</b>					
a. The applicant has a history of partnering with first responders and law enforcement to engage people living in places not meant for human habitation to access emergency shelter, treatment programs, reunification with family, transitional housing, or independent living. The applicant must cooperate, assist, and not interfere or impede with law enforcement to enforce local laws such as public camping and public drug use laws. <b>Maximum Point Value: 2-1</b>					
b. The applicant has experience providing outreach services consistent with the activity description at 24 CFR 578.53(e)(13) and has demonstrated effectiveness at helping people successfully exit from places not meant for human habitation to emergency shelter, treatment programs, transitional housing or permanent housing programs. <b>Maximum Point Value: 2-1</b>					
c. The project has a strategy for providing supportive services to eligible program participants including those with histories of unsheltered homelessness and those who do not traditionally engage with supportive services. <b>Maximum Point Value: 2</b>					
d. The project will be supplemented with resources from other public or private sources, that may include mainstream health, social, and employment programs such as Medicare, Medicaid, SSI, and SNAP. <b>Maximum Point Value: 1</b>					

**FY 2025 Continuum of Care Projects, CoC Bonus Projects and Domestic Violence Bonus Projects RFA**  
**Project Ranking Tool - Project Scoring**  
**12/19/2025**

<b>Project Scoring</b> <i>This portion of the ranking tool will be completed by the PERC.</i>	Project Type	Project Type	Project Type	Project Type	Project Type
	Name of Applicant	Name of Applicant	Name of Applicant	Name of Applicant	Name of Applicant
<b>New Projects - Permanent Housing: Permanent Supportive Housing (PH-PSH)</b> <b>Project applications must receive at least 4 out of the 7 5 points available for this project type. New Permanent Housing projects that do not receive at least 4 points will be rejected by HUD.</b>					
a. The type of housing proposed, including the number and configuration of units, will fit the needs of the program participants. <b>Maximum Point Value: 1</b>					
b. The project will be designed to serve elderly individuals and/or individuals with a physical disability/impairment or a developmental disability (24 CFR 582.5) not including substance use disorder. The units will prioritize these populations. <b>Maximum Point Value: 1</b>					
c. The type of supportive services and assistance that will be offered to program participants will ensure that the participant is able to successfully obtain and retain permanent housing and in a manner that fits their needs (e.g. transportation, safety planning, enhanced case management). <b>Maximum Point Value: 1</b>					
d. The project will be supplemented with resources from other public or private sources, that may include mainstream health, social, and employment programs such as Medicare, Medicaid, SSI, and SNAP. <b>Maximum Point Value: 1</b>					
e. Demonstrate that the proposed project will require program participants to take part in supportive services (e.g. case management, life skills, substance use treatment) in line with 24 CFR 578.75(h). <b>Maximum Point Value: 1</b>					

**FY 2025 Continuum of Care Projects, CoC Bonus Projects and Domestic Violence Bonus Projects RFA**  
**Project Ranking Tool - Project Scoring**  
**12/19/2025**

<b>Project Scoring</b> <i>This portion of the ranking tool will be completed by the PERC.</i>	Project Type	Project Type	Project Type	Project Type	Project Type
	Name of Applicant	Name of Applicant	Name of Applicant	Name of Applicant	Name of Applicant
<b>New Projects - Permanent Housing: Rapid Rehousing (PH-RRH)</b> <b>Project applications must receive at least 6 out of the 7 points available for this project type. New Permanent Housing projects that do not receive at least 4 points will be rejected by HUD.</b>					
a. The provision of tenant-based rental assistance will help individuals and families achieve self-sufficiency within 3 months or up to 24 months. <b>Maximum Point Value: 1</b>					
b. The applicant has previously operated homelessness projects where outcomes for employment income were improved compared to the average project in the CoC. <b>Maximum Point Value: 2</b>					
c. The project will be supplemented with resources from other public or private sources, that may include mainstream health, social, and employment programs such as Medicare, Medicaid, SSI, and SNAP. <b>Maximum Point Value: 1</b>					
d. Demonstrate that the proposed project will require program participants to take part in supportive services (e.g. case management, employment training, substance use treatment) in line with 24 CFR 578.75(h). <b>Maximum Point Value: 1</b>					
e. The type of supportive services and assistance that will be offered to program participants (e.g., case management, substance use treatment, mental health treatment, and employment assistance) will ensure that the participant is able to successfully obtain self-sufficiency and exit homelessness. <b>Maximum Point Value: 2</b>					

**FY 2025 Continuum of Care Projects, CoC Bonus Projects and Domestic Violence Bonus Projects RFA**  
**Project Ranking Tool - Project Scoring**  
**12/19/2025**

<b>Project Scoring</b> <i>This portion of the ranking tool will be completed by the PERC.</i>	Project Type	Project Type	Project Type	Project Type	Project Type
	Name of Applicant	Name of Applicant	Name of Applicant	Name of Applicant	Name of Applicant
<b>DV Bonus Project Only</b>					
Assess the applicant's ability to provide safe, confidential, and survivor-centered housing and services for individuals and families fleeing domestic violence, dating violence, sexual assault, or stalking. Evaluate how the project will minimize trauma, ensure participant safety, and collaborate with victim service providers. Review whether the applicant clearly demonstrates experience serving DV survivors, the use of trauma-informed and culturally responsive practices, and coordination with law enforcement and community partners where appropriate. <b>Maximum Point Value: 10</b>					
<b>Earned Points</b>					
<b>Total Points Possible</b>					
<b>Normalized Score (Earned Points/Total Points)</b>					

**Instructions:** Please enter your score for each scoring criteria based on the project proposal. Please use only whole and half points.

\_\_\_\_\_  
**Reviewer Signature**

\_\_\_\_\_  
**Reviewer Name**

\_\_\_\_\_  
**Date**