

**NOTICE OF FUNDING OPPORTUNITY (NOFO) – NOTICE TO POTENTIAL APPLICANTS AND CALL FOR LETTERS OF INTENT (LOI)  
RELATED TO CONSOLIDATED APPLICATION FOR BAKERSFIELD/KERN COUNTY CA-604**

**US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT 2022 CONTINUUM OF CARE PROGRAM COMPETITION**

Representatives within the Kern County geographic area establish the Continuum of Care (CoC) to carry out the duties of the HUD CoC NOFA Consolidated Application for the Bakersfield/Kern CA-604 CoC. Homelessness stakeholders involved in the work include nonprofits, victim service providers, faith-based organizations, governments, businesses, advocates, public housing agencies, school districts, social service providers, mental health agencies, hospitals, universities, affordable housing developers, law enforcement, and organizations that serve homeless and formerly homeless veterans, and homeless and formerly homeless persons.

The HUD CoC funding process is administered through the Collaborative Applicant and Fiscal Agent, Bakersfield – Kern Regional Homeless Collaborative (BKRHC). According to HUD’s HEARTH Act, the CoC’s purpose “is to promote communitywide commitment to the goal of ending homelessness; provide funding for efforts by nonprofit providers, and state and local governments to quickly rehouse homeless individuals and families while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness; promote access to and effective utilization of mainstream programs by homeless individuals and families; and optimize self-sufficiency among individuals and families experiencing homelessness.” The mission of the BKRHC is “to put an end to homelessness in Kern County through collaborative planning and action.” This is achieved locally by providing paths to housing and wellness and ending homelessness by working to create communitywide solutions.

BKRHC Members in good standing (dues paid) are eligible to apply for grants through this 2022 Consolidated Application (a process requiring proposed projects to be evaluated and ranked by HUD priorities). To facilitate the process, potential applicants pursuing CoC grant funds must submit a LETTER OF INTENT (LOI) to BKRHC. The LOI is a non-binding expression of interest that helps the BKRHC determine if the applicant meets minimum threshold requirements. If an applicant meets the minimum threshold requirements, they will be invited to submit a project application and ranking packet for evaluation and ranking and possible inclusion in the Consolidated Application for funding under HUD’s Notice of Funding Opportunity (NOFO) 2022.

Renewal and new project applicants must complete the **Letter of Intent**. The CoC has not reallocated funds. Therefore, new project applicants are eligible to apply for DV Bonus and CoC Bonus funds. Only one LOI per applicant is required. The LOI cover letter, template for threshold compliance and the NOFO Summary describing eligible activities are available on the BKRHC Home website: [www.bkrhc.org](http://www.bkrhc.org)

**The following documentation MUST BE SUBMITTED FOR EACH NEW APPLICANT AGENCY along with the LOI by August 17, 2022 at 5pm:**

1. Copies of bylaws and articles of incorporation (non-governmental only);
2. Proof of 501(c)3 status (non-governmental only);
3. List of current Board of Directors; and
4. Financial statements prepared by a licensed Certified Public Accountant in accordance with Generally Accepted Accounting Principles for the most recently available two (2) years. For organizations with annual revenues of:
  - \$300,000 or more, these statements should be audited in accordance with generally accepted auditing standards and Government Auditing Standards issued by the Controller General of the United States of America;
  - \$50,000 to \$300,000 statements should be submitted that have been reviewed by a Certified Public Accountant in accordance with standards applicable in the United States of America to review engagements; and
  - \$50,000 or less should submit compiled financial statements prepared by an independent Certified Public Accountant. All statements submitted must include any management letters or other correspondence issued by the auditors in connection with the financial statements.

**The following documentation MUST BE SUBMITTED ALONG WITH THE LOI(s) BY EACH RENEWING APPLICANT AGENCY:**

1. Most recent audited financial statement

Projects submitted without documentation required by this notice will not be considered in the 2022 Consolidated Application.

For Collaborative membership, contact or LOI information contact the BKRHC, Destiny Reveles (Compliance Coordinator) or Anna Laven (Executive Director), 661-526-0111.

Meetings of the BKRHC Governing Board are open to the public and generally scheduled to meet the last Wednesday of each month, 9:00am, at the Mission at Kern County, 816 E 21st St, Bakersfield CA 93305.

LETTERS OF INTENT AND ALL REQUIRED DOCUMENTATION MUST NOT BE MAILED. Documentation must be delivered VIA EMAIL TO [coordinator@bkrhc.org](mailto:coordinator@bkrhc.org) and CC [anna.laven@bkrhc.org](mailto:anna.laven@bkrhc.org).

It is the responsibility of the submitter/applicants/sponsor to confirm receipt of the emailed LOI(s) to request a time/date stamped receipt of documentation delivered. **Letters of Intent with required documentation must be received by August 17, 2022 at 5pm. Letters of Intent received after the deadline will not be considered.**

Date

Anna Laven, Executive Director  
Bakersfield Kern Regional Homeless Collaborative  
1900 E. Brundage Ln  
Bakersfield, CA 93307

**RE: Letter of Intent – Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2022  
Continuum of Care Competition and Noncompetitive Award of Youth Homeless  
Demonstration Program Renewal and Replacement Grants FR-6600-N-25 (FY 2022 CoC  
Program Competition NOFO)**

Dear Anna:

Please let this serve as the Letter of Intent for Agency Name to apply for List of Projects.  
Agency Name will be applying for funding through the FY 2022 CoC Program Competition  
NOFO. Agency Name is an active member of the Bakersfield Kern Regional Homeless  
Collaborative in good standing.

Applicant's Legal Name: Agency Name

Please contact the following persons regarding the Consolidated Application:

Point of Contact: AND

Organization:

Title:

Mailing Address:

Email Address:

Phone:

Included with this Letter of Intent are:

- 
- 
- 
- 

Sincerely,

Name

Title

**AGENCY SPECIFIC INFORMATION ENTERED HERE**

**MAKE SURE TO INCLUDE GRANT NAME AND PROGRAM TYPE**

**PUT ALL PROJECTS IN THIS SECTION**

**Letter of Intent**

**HUD THRESHOLD REQUIREMENTS**

1. Active SAM registration number: \_\_\_\_\_
2. Valid DUNS number in application: \_\_\_\_\_
3. Our agency has no Outstanding Delinquent Federal Debts- It is HUD policy, consistent with the purposes and intent of 31 U.S.C. 3720B and 28 U.S.C. 3201(e),  
OR I certify that our agency has outstanding delinquent federal debt, however we have a negotiated repayment schedule and the repayment schedule is not delinquent, or other arrangements satisfactory to HUD are made before the award of funds by HUD.
4. Our agency has no Debarments and/or Suspensions - In accordance with 2 CFR 2424, no award of federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the Federal Government.
5. Our agency agrees to disclose any violations of Federal criminal law in the box below. (attach additional pages if necessary)

6. Our agency agrees to disclose the required certifications as specified in the NOFO.

**Faith-based activities**

**Does your proposed renewal program use direct program funds to support or engage in any explicitly religious activities, including activities that involve overt religious content, such as worship, religious instruction, or proselytization, or any manner prohibited by law?**

Yes  No

**Involuntary family separation**

**Does the project accept all families with children under age 18 without regard to the age of any child? In general, under the HEARTH Act, any project sponsor receiving funds to provide emergency shelter, transitional housing, or permanent housing to families with children under age 18. Note there is an exception outlined in the Act: Project sponsors of transitional housing receiving funds may target transitional housing resources to families with children of a specific age only if the project sponsor: (1) operates a transitional housing program that has a primary purpose of implementing evidence based practice that requires that housing units be targeted to families with children in a specific age group; and (2) provides assurances, as the Secretary shall require, that an equivalent appropriate alternative living arrangement for the whole family or household unit has been secured.**

Yes. Project certifies that it accepts all families with children under age 18 without regard to the age of any child.

- No. Project does not comply with this requirement. A narrative is attached explaining how the project will comply with this HEARTH Act requirement.
- No. Project does not comply with this requirement but qualifies for an exception because it is implementing an evidence based practice that requires housing units targeted to families with children in a specific age group. A narrative is attached explaining how the project will comply with the exception, including identification of the evidenced based practice being utilized.
- N/A. Project does not serve families.
- N/A. Project is new and has not started yet.

**Discrimination Policy**

Does your program deny services to potential recipients based on any of the following:

- Age  Yes  No
- Color  Yes  No
- Disability  Yes  No
- Familial Status  Yes  No
- Gender  Yes  No
- Marital Status  Yes  No
- National Origin  Yes  No
- Race  Yes  No
- Religion  Yes  No
- Sexual Orientation  Yes  No

If you answered “yes” to any of the above, please explain why in the box below (expand box as needed).

7. This project will serve the population which meet program eligibility requirements as described in the Act. This includes any additional eligibility criteria for certain types of projects contained in the NOFO.

**If the project is not providing participant data in the HMIS – indicate one or more of the four (4) reason(s) for non-participation:**

- Federal law prohibits (please cite specific law)
- State law prohibits (please cite specific law)
- New project not yet in operation
- Other (please specify prohibition)

8. Our agency meets HUD financial expectations – Note: If a project applicant has previously received HUD grants, the organization must have demonstrated its ability to meet HUD’s financial expectations. If any of the following have occurred, the project applicant would NOT meet this threshold criteria:
  - a) Outstanding obligation to HUD that is in arrears or for which a payment schedule has not been agreed upon;
  - b) Audit finding(s) for which a response is overdue or unsatisfactory;
  - c) History of inadequate financial management accounting practices;
  - d) Evidence of untimely expenditures on prior award;
  - e) History of other major capacity issues that have significantly affected the operation of the project and its performance;
  - f) History of not reimbursing subrecipients for eligible costs in a timely manner, or at least quarterly; and
  - g) History of serving ineligible program participants, expending funds on ineligible costs, or failing to expend funds within statutorily established timeframes.
9. This project is Consistent with Jurisdictional Consolidated Plan(s) - All projects must be consistent with the relevant jurisdictional Consolidated Plan(s). The CoC will be required to submit a Certification of Consistency with the Consolidated Plan at the time of application submission to HUD.

**CoC THRESHOLD REQUIREMENTS**

1. This project meets Housing First and/or Low Barrier Implementation
2. Our agency will be able to provide the match requirement for your renewal project (including a commitment letter or MOU)?

Match must equal 25 percent of the total grant request including Admin costs but excluding leasing costs (i.e., any funds identified for Leased Units and Leased Structures). Match must be met on an annual basis. HUD requires match letters to be submitted with the e-snaps application. Match contributions can be cash, in-kind, or a combination of the two; and, match must be used for an eligible cost as set forth in Subpart D of CoC Program interim rule. For an in-kind match, the recipient may use the value of property, equipment, goods, or services contributed to the project, provided that, if the recipient or sub recipient had to pay for such items with grant funds, the costs would have been eligible. If third party services are to be used as match, the third party service provider that will deliver the services must enter into a memorandum of understanding (MOU) before the grant is executed documenting that the third part will provide such services and value towards the project.

3. Our agency is an active CoC participant  
**Describe what local Continuum of Care committees, subcommittees, and/or working groups that your agency participates in on a regular basis in the box below (expand box as needed). Please include the names and titles of those participating as well as their level of involvement/participation.**

4. I have attached our agencies last audited financial

5. I certify that Our Agency board structure is compliant with HUD regulations

**Does your agency provide for the participation of not less than one homeless individual or formerly homeless individual on the board of directors or other equivalent policymaking entity of the recipient or sub recipient, to the extent that such entity considers and makes policies and decisions regarding any project, supportive services, or assistance provided under this part. This requirement is waived if a recipient or sub recipient is unable to meet such requirement and obtains HUD approval for a plan to otherwise consult with homeless or formerly homeless persons when considering and making policies and decisions?**

Yes  No

If not, please provide an action plan/timeline on when your agency will be compliant with this requirement in the box below (expand box as needed).

**Does your agency, to the maximum extent practicable, involve homeless individuals and families through employment; volunteer services; or otherwise in constructing, rehabilitating, maintaining, and operating the project, and in providing supportive services for the project?**

Yes  No

If not, please provide an action plan/timeline as to when your agency will be compliant with this requirement in the box below (expand box as needed).

## **2022 Continuum of Care (CoC) Program Competition: NOFO Summary of Primary Points**

### **A. Funding**

Approximately \$2,794,000,000 is available nationally.

#### **1. Annual Renewal Demand**

- Annual Renewal Demand (ARD) is the total amount of funds for all of the CoCs projects previously funded and eligible for renewal
- Eligible Renewal Project is a project that will be under grant agreement by December 31, 2022 and will have an expiration date in CY 2023 (between January 1, 2023, and December 31, 2023).

#### **2. DV Bonus**

HUD has made at least \$52,000,000 available nationally for Domestic Violence, Dating Violence, Sexual Assault, and Stalking Bonus (DV Bonus) projects.

To be considered for the DV Bonus, new projects must be:

- Permanent Housing-Rapid Rehousing (PH-RRH) projects dedicated to serving survivors of domestic violence, dating violence, sexual assault, or stalking that are defined as homeless (24 CFR 578.3);
- Joint Transitional Housing/Permanent Housing-Rapid Rehousing (TH/PH-RRH) component projects dedicated to serving survivors of domestic violence, dating violence, sexual assault, or stalking who are defined as homeless (24 CFR 578.3); or
- Supportive Services Only-Coordinated Entry (SSO-CE) project to implement policies, procedures, and practices that equip the CoC's coordinated entry to better meet the needs of survivors of domestic violence, dating violence, sexual assault, or stalking.

Only one SSO-CE project can be submitted per CoC; however, there is no limit on the number of Permanent housing-rapid rehousing (PH-RRH) and Joint TH/PH-RRH projects provided that each application is for at least \$50,000.

DV Bonus funds can only be used to expand an existing renewal project if the expansion project is dedicated to survivors of domestic violence, dating violence, sexual assault, or stalking who qualify under paragraph (4) of the definition of homeless at 24 CFR 578.3; however, only the new project application for the expansion will be considered for DV Bonus funds. – p. 23

### 3. CoC Bonus

CoCs may receive up to 14 points on the CoC Application if the CoC Priority Listing includes new project applications created through the CoC Bonus that utilizes housing vouchers and healthcare provided through an array of healthcare services providers.

New projects created through CoC Bonus includes:

- Permanent Housing-Permanent Supportive Housing (PH-PSH) projects;
- Permanent Housing-Rapid Rehousing (PH-RRH) projects;
- Joint Transitional Housing/Permanent Housing-Rapid Rehousing (TH/PH-RRH) component projects;
- Dedicated Homeless Management Information System (HMIS) project for the costs at 24 CFR 578.37(a)(4) that can only be carried out by the HMIS Lead, which is the recipient or subrecipient of an HMIS grant and is listed on the HMIS Lead form in the CoC Applicant Profile in *e-snaps*. Additionally, if the CoC has organizations within its geographic area that are victim service providers, the HMIS Lead, or subrecipient, may request HMIS funds for a comparable database. Victim service providers may also request HMIS funds in their project application budgets to enter data into a comparable database.
- Supportive Services Only-Coordinated Entry (SSO-CE) project to develop or operate a centralized or coordinated assessment system.

### 4. Reallocation

Reallocation is a process CoCs use to shift funds in whole or part from existing eligible renewal projects to create one or more new projects without decreasing the CoC's ARD.

CoCs may submit new projects created through reallocation, CoC Bonus, or a combination of reallocation and CoC Bonus, new DV Bonus projects.

New projects created through Reallocation includes:

- Permanent Housing-Permanent Supportive Housing (PH-PSH) projects;
- Permanent Housing-Rapid Rehousing (PH-RRH) projects;
- Joint Transitional Housing/Permanent Housing-Rapid Rehousing (TH/PH-RRH) component projects;
- Dedicated Homeless Management Information System (HMIS) project for the costs at 24 CFR 578.37(a)(4) that can only be carried out by the HMIS Lead, which is the recipient or subrecipient of an HMIS grant and is listed on the HMIS Lead form in the CoC Applicant Profile in *e-snaps*. Additionally, if the CoC has organizations within its geographic area that are victim service providers, the HMIS Lead, or subrecipient, may request HMIS funds for a comparable database. Victim service providers may also request HMIS funds in their project application budgets to enter data into a comparable database.
- Supportive Services Only-Coordinated Entry (SSO-CE) project to develop or operate a centralized or coordinated assessment system.



## **5. Transition Grants**

HUD first introduced transition grants in the FY 2018 CoC Program Competition. This process provides an opportunity for renewal projects to transition from one CoC Program component to another during the CoC Program Competition.

New this year, CoCs will not be limited to only 50 percent of awarded funds to be used for the costs of eligible activities of the program component originally funded. Instead, recipients may use as much of the awarded grant funds on the costs of eligible activities of the program component originally funded; however, by the end of the operating year, the recipient must be fully operating the new program component. Recipients will be eligible for renewal in subsequent fiscal years for eligible activities of the new program component. See Section III.B.2.cc for more information on Transition Grants.

A grant to fund a new CoC project to transition an eligible renewal project being eliminated through reallocation from one program component to another eligible new component over a 1-year period. The new transition project must meet the following requirements:

- transition grants in this Competition are eligible for renewal in subsequent fiscal years for eligible activities of the new component;
- to be eligible to receive a transition grant, the current recipient must have the consent of its Continuum of Care; and
- the new project application must meet project eligibility and project quality thresholds established by HUD in Sections V.C.4.b and c of this NOFO.

Transition grants conditionally awarded in the FY 2022 CoC Program Competition will have one year to fully transition from the original component to the new component during the normal operating year

## **6. Expansion Project**

Expansion is the process by which a renewal project applicant submits a new project application to expand its current operations by adding units, beds, persons served, services provided to existing program participants, or in the case of HMIS, increase the current HMIS activities within the CoC's geographic area.

HUD will allow project applicants to apply for a new expansion project through reallocation, CoC Bonus, and DV Bonus processes to expand existing projects to increase the number of units, persons served, services provided to existing program participants, or to add additional activities to HMIS and SSO-CE projects.

If the new expansion project will expand an existing eligible CoC Program renewal project HUD will not fund capital costs (i.e., new constructions, rehabilitation, or acquisition) and will only allow 1-year funding requests.

DV Bonus funds can only be used to expand an existing renewal project if the expansion project is dedicated to survivors of domestic violence, dating violence, sexual assault, or stalking who qualify under paragraph (4) of the definition of homeless at 24 CFR 578.3; however, as explained in II.B.11.e, only the new project application for the expansion will be considered for DV Bonus funds.

For projects that are expanding their current CoC Program-funded project, project applicants will be required to submit:

- the renewal project application that will be expanded; and
- a new project application with the expansion information.

### **7. Consolidation Project**

Project applicants can consolidate two but no more than ten eligible renewal projects during the application process. The projects being combined during a grant consolidation will continue uninterrupted.

To be eligible for consolidation, the projects must have the same recipient and be for the same component; and will only be funded in this Competition with FY 2022 funds (meaning no funds recaptured from prior years will be awarded to the project).

### **8. Match**

The CoC Program requires a 25 percent match of the awarded grant amount minus funds for leasing.

Cash or in-kind resources will satisfy the match requirement.

All costs paid for with matching funds must be for activities that are eligible under the CoC Program, even if the recipient is not receiving CoC Program grant funds for that activity. Match resources may be from public (not statutorily prohibited by the funding agency from being used as a match) or private resources.

### **9. Leverage**

Leverage is any amount over the 25% minimum Match provided to the CoC project.

### **10. Miscellaneous Notes**

Because funds for acquisition, new construction, and rehabilitation may not be renewed, grants being renewed whose original expiring award included those funds may only renew leasing, supportive services, rental assistance, operating, and HMIS costs and may not exceed 10 percent in administrative costs.

HUD will allow new projects to request 1 year of funding with a longer initial grant term not to exceed 18 months. HUD has determined that most new projects requesting 1 year of funding normally take approximately 3 to 6 months to begin fully operating the new project (e.g., hiring staff, developing partnerships with landowners if leasing or renting). Therefore, a new project requesting 1 year of funding may request a grant term of 12 months to 18 months that will allow for the additional start-up process. Any new projects requesting capital costs (i.e., new construction, acquisition, or rehabilitation) are not eligible for 1-year requests

Any new expansion project that is submitted to expand an eligible renewal CoC Program-funded project may only request a 1-year grant term, regardless of the project type.

## **B. CoC Project Review and Ranking**

### **1. Priority Listing**

Project applications must be completed by project applicants for all new and renewal projects.

Project applications submitted to the CoC for inclusion on the FY 2022 CoC Priority Listing as part of the CoC Consolidated Application must be reviewed and either accepted and ranked, approved, or rejected by the CoC.

HUD expects each CoC to implement a thorough review and oversight process at the local level for both new and renewal project applications

### **2. Tier 1 and 2**

Tier 1 is equal to 95 percent of the CoC's Annual Renewal Demand (ARD) minus the Annual Renewal Amounts (ARAs) of YHDP renewal and YHDP replacement projects.

Tier 2 is the difference between Tier 1 and the maximum amount of renewal, reallocation, and CoC Bonus funds that a CoC can apply for but does not include YHDP renewal or YHDP replacement projects, CoC planning projects, and if applicable, UFA Costs projects or projects selected with DV Bonus funds. If a DV Bonus project ranked in Tier 2 is selected with DV Bonus funds, the project will be removed from this tier and the projects below it will move up one rank position.

Higher ranked projects will be assigned to Tier 1 and lower ranked projects will be assigned to Tier 2.

If a project application straddles the Tier 1 and Tier 2 funding line, HUD will conditionally select the project up to the amount of funding that falls within Tier 1.

HUD will select projects in order of point value until there are no more funds available.

### **3. HUD's Homeless Policy Priorities and Program Highlights**

- Ending homelessness for all persons.
- Use a Housing First approach
- Reducing Unsheltered Homelessness
- Improving System Performance
- Partnering with Housing, Health, and Service Agencies
- Racial Equity
- Improving Assistance to LGBTQ+ Individuals
- Persons with Lived Experience
- Increasing Affordable Housing Supply

Task Name	Due Date
CoC notifies applicant of public rating and ranking criteria	8/10/2022
Governing Board approves the CoC to apply to the CoC-wide application to the HUD Regular NOFO	8/11/2022
Governing Board approves ranking timeline and approves BKRHC staff to make adjustments to existing LOI, ranking packet, sliding scale and other materials in accordance with the NOFO and as HUD provides additional guidance	8/11/2022
LOI published BKRHC website, emailed, and sent to Bakersfield Californian	8/11/2022
Regular NOFO info session for potential project applicants (via Zoom)	8/15/2022
LOIs due	8/17/2022
LOI packets reviewed for compliance with threshold requirements	8/18/2022
CoC Ranking Packets populated with data for renewal projects	8/18/2022
CoC Ranking Packet distributed to qualifying project applicants	8/19/2022
Ranking packets are due	8/23/2022
Governing Board approves of non-conflicting ranking panel	8/24/2022
Draft CoC application assignments due	8/29/2022
All project applications submitted to BKRHC in e-snaps	8/30/2022
Ranking Review Panel to review CoC HUD application projects and making recommendations to take to Governing Board	8/31/2022 - 9/1/2022
Ranking review panel priority list is due to BKRHC staff	9/2/2022
Governing Board meeting; approve priority list for CoC HUD Consolidated application projects	9/8/2022
Draft CoC E-Snaps application and ranking circulated for review	9/12/2022
Agencies notified in writing of acceptance or rejection of project applications	9/12/2022
Appeal are due	9/14/2022
Appeals committee to meet	9/15/2022

Appeals noticed within 2 days

9/19/2022

Special Governing Board meeting to approve all components of the NOFO application

9/22/2022

*Project - level Certificates of Consistency with Consolidated Plan(s) signed*

9/26/2022

All components of the NOFO Application Posted to BKRHC Website

9/26/2022

CoC Application and Ranking submitted in E-Snaps

9/28/2022

2022 HUD Regular NOFO Due!!!

9/30/2022