



Butte Countywide Homeless Continuum of Care

2019 Super NOFA For Emergency Shelter and Rapid-Rehousing

NOTE: APPLICANTS ARE RESPONSIBLE FOR READING ALL INFORMATION THAT IS STATED IN THIS REQUEST FOR PROPOSAL AND PROVIDE A RESPONSE AS REQUIRED

**PROPOSALS MUST BE RECEIVED BY:
July 9, 2019 on or before 3:30pm**

*****Proposals received after 3:30 P.M. on 7/9/19 will not be accepted*****

**ALL PROPOSALS ARE TO BE SUBMITTED TO THE FOLLOWING LOCATION:
(either hand delivered or mailed)**

Butte Countywide Homeless Continuum of Care
C/O Housing Authority of the County of Butte
2039 Forest Ave, Chico, CA 95926
Attention: **CoC Coordinator – Super NOFA**

NO FAXED OR EMAILED PROPOSALS WILL BE ACCEPTED

Tab A: Proposal Checklist

Instructions: This section must be filled in and each item checked off to ensure all items requested by the BCHCoC in this Super NOFA have been submitted. Follow the instructions in each section of this Super NOFA. Present all requested items in the index tabs ordered A through I as shown. Label each item presented and include additional items on your Table of Contents. All proposals must include a detailed description of each proposed service to be provided. Applicants that do not follow the bid instructions may be found to be “non-responsive” and disqualified from the NOFA process.

Name of Organization: _____

Project Name: (Example: ABC Bridge Housing Program) _____

Proposal Submission Checklist

General Applicant Information

The following items need to be included in your proposal. Indicate the page number where the item is located.

Page Number

Tab A – Proposal Checklist (*this page*) _____

Tab B – Cover Pages and Entity Certification (Attachment B &D) _____

Tab C – Organization Profile/ Experience & Completed Attachment E _____

Tab D – Acknowledgements..... _____

Tab E – Scope of Service..... _____

(If submitting more than one proposed project, please submit separate applications)

Tab F – References _____

Tab G – Applicant Attachment _____

Tab H – Cost Proposal _____

(If submitting more than one proposed project, please submit separate applications)

Tab I – Financial Statements..... _____

List all attachments included in this Section. Please use additional pages to list attachments if necessary.

Attachment Number	Document Title	Page Number
Attachment 1	_____	_____
Attachment 2	_____	_____
Attachment 3	_____	_____
Attachment 4	_____	_____
Attachment 5	_____	_____
Attachment 6	_____	_____
Attachment 7	_____	_____
Attachment 8	_____	_____
Attachment 9	_____	_____
Attachment 10	_____	_____
Attachment 11	_____	_____
Attachment 12	_____	_____
Attachment 13	_____	_____
Attachment 14	_____	_____
Attachment 15	_____	_____
Attachment 16	_____	_____
Attachment 17	_____	_____
Attachment 18	_____	_____
Attachment 19	_____	_____
Attachment 20	_____	_____

Cost and Financials

- Tab H –Proposed Project Budget/Budget Narrative – Budget sample sheet provided
- Tab I – Financial Statements

Financial Statements Include:

- Page 1 and 2 (only) of Last 990 filed with the IRS, government entities excluded
 - If None, please explain
- End of Last Fiscal Year Balance Sheet including preparer name
- End of Last Fiscal Year Profit and Loss Statement
- Current Fiscal Year to Date (May 31, 2019) Profit and Loss Statement

Overview of Local Priorities to Address Needs of Individuals and Families Experiencing Homelessness in Butte County

In July 2018, the Butte Countywide Continuum of Care (BCHCoC) developed local community priorities. These priorities were reviewed after the November 2018 Camp Fire, and again in May 2019. Based on these efforts, the strategic vision of the BCHCoC includes:

- o Emergency Shelter:
 - Expand emergency shelter for individuals in Oroville
 - Expand emergency shelter for individuals in Chico
 - Expand emergency shelter for families in Chico
 - Expand emergency shelter for families in Oroville
 - Expand targeted subpopulation emergency shelter in Butte County
- o Establish diversion capacity
- o Expand Rapid Rehousing
- o Expand Permanent Supportive Housing (PSH) – capital, operating and rental assistance
- o Create targeted affordable housing – capital, operating and rental assistance

In addition to expansion of these critical resources, the BCHCoC recognizes a need for systems improvements across the BCHCoC including improvements to successfully utilize Coordinated Entry and the Homeless Information Management Systems (HMIS), or comparable database as allowable by HUD, in order to ensure the needs of the community and the successes are well documented.

The BCHCoC reserves the right to conditionally award fund in conjunction with planning grants, use all, some, or none of these funds for proposals submitted in response to this Super NOFA. Applicants are encouraged to submit Rapid Rehousing and Emergency Shelter projects that meet local needs and the requirements outlined in this NOFA. Applicants may submit proposals for both RRH and ES or only one of the two.

Applicants are welcome to indicate preferred funding sources; the expectation is funds will be allocated to best meet the needs of persons experiencing homelessness in the County.

One of the BCHCoC goals is to build local capacity to deliver the services necessary to making homelessness a brief, rare, one-time experience in Butte County. In order to achieve this goal, the BCHCoC may choose to award planning grants linked with future project funds; in this case, the implementation funds will be awarded contingent on completing activities under the planning grant. For example, an organization that does not have experience with federal and/or state funding but has scored highly on delivery of the emergency services may receive a planning grant to put the necessary financial infrastructure in place, as well as an award of funds for capital, operating or support services.

These funds will be offered on a one-time basis. Funding may be split between multiple applicants. The BCHCoC reserves the right to:

- Increase or decrease the estimated award and contract amount;
- Fund the proposed project in whole or in part; and
- Terminate or extend the project(s) or contract(s) based on funding availability.

The BCHCoC reserves the right to withhold funds for Emergency Shelter, excluding any expansion of targeted subpopulation emergency shelter, located in Chico until there is a proposal that the review committee determines, at a minimum, can be supported, with or without, a planning grant for the development of a low barrier Emergency Shelter for individuals (at minimum) in Oroville.

Eligible applicants include local governments, private non-profits, or public non-profit organizations that the BCHCoC determines is qualified to undertake one or more of the eligible activities described in the NOFA. Applicants must provide a complete, separate proposal for Rapid Rehousing and Emergency Shelter should they wish to administer both.

Funding and Priorities for this Super NOFA

The BCHCoC seeks to maximize use of the available funds to meet local priorities. Funding under this Super NOFA may include funds from the following sources;

Funding Source	Estimated Maximum Available	Estimated Time Period Funds Available	Eligible Uses Under this Super NOFA
ESG RRH	\$ 121,325.00	April 1, 2020 – March 30, 2021	Any eligible activities related to Rapid Re-housing. Expansion of existing RRH, establishment of new RRH, funding RRH that has operated successfully and will be expiring. The BCHCoC may recommend two proposals for funding. Up to 10% of the funds can be used in each category for street outreach, homelessness prevention, and HMIS.
ESG Competitive	\$ 400,000.00	April 1, 2020 – March 30, 2021	Any eligible activities related to Emergency Shelter including but not limited to capital, operating and/or service supports. This is one-year funding only. <u>The BCHCoC may submit two proposals to the Northern region’s competitive pool. THERE is a \$75,000 min grant amount and a \$200,000 maximum grant amount.</u>
CESH Round 1	\$ 401,060.00	August 1, 2019 – July 30, 2023	CESH funds may be requested for capital, operating and/or services supports for emergency shelters. CESH funds can be expended over a five-year period. The BCHCoC reserves the right to award planning grants in combination with conditional shelter awards in order to bring an applicant into compliance with state requirements .All capital, operating and/or support funds would be utilized starting at the end of the planning grant period.
CESH Round 2	\$ 226,060.00	August 1, 2020 – July 30, 2024	CESH funds may be requested for capital, operating and/or services supports for emergency shelters. CESH funds can be expended over a five-year period.
HEAP Funds	\$ 450,000.00	August 1, 2019 – May 31, 2021	HEAP funds may be requested for capital, operating and/or services supports for emergency shelters.

All applicants are responsible for reading, understanding, and complying with the actual NOFA’s released by the State of California. They can be found at:

<http://www.hcd.ca.gov/grants-funding/active-funding/esg.shtml>

<http://www.hcd.ca.gov/grants-funding/active-funding/cesh.shtml>

https://www.bcsd.ca.gov/hcfc/aid_program.html

Submission Deadline and Format

Proposals are due no later than 3:30 PM on July 9, 2019. Proposals must include:

- 1 - one hardcopy with original signature
- 2 - one USB flash drive with the same hardcopy documents in a single PDF

Immediately after the close of the deadline, all proposals will be opened and documented as to Agency, Funding Activity, and Amount. This information will then be posted on the BCHCoC Website.

Proposals may be mailed, shipped or hand delivered to:

Butte Countywide Homeless Continuum of Care (BCHCoC)
2039 Forest Ave Chico, CA 95973

Applicant is responsible to ensure delivery by 3:30 pm. Postmarks and late proposals will not be accepted.

1. Proposals must be received by the date and time recited above. Modifications or corrections received after the deadline specified will not be considered, except if such modifications or corrections were at the BCHCoC request.
2. **Only Proposals submitted in the format described within this Super NOFA will be considered. Proposals must be submitted in standard 8-1/2" x 11" page format, typed, double-spaced, in no less than 12-point typeface, with 1" margins and pages numbered consecutively. Including forms and attachments, proposals should not exceed 30 pages total.**

Proposals that meet the requirements set forth in this Super NOFA will be evaluated according to the criteria within this Super NOFA. Notwithstanding the above, in the event that information that is not materially relevant to the project is missing or deficient, the proposal may be scored as submitted and the applicant will have 5 business days to provide the missing or deficient information.

Any questions, contact Jennifer Griggs at jenniferg@butte-housing.com or 530.717.2138

FUNDING SOURCES for the Super NOFA

1. Rapid Rehousing: \$121,325 ESG. Funds must be used for this purpose; up to 10% of these funds can be utilized for homelessness prevention, HMIS, and street outreach. Up to two applicants may be recommended by the BCHCoC for funding.
 - a. NOTE All ESG funds will require a 100% Match and Board Resolution
2. Emergency shelter needs identified above. A total of up to \$1.47 million will be used to cover shelter awards; funds may be "mixed and matched" for most effective use of funds.
 - a. \$400,000 (two recommended proposals between \$75,000 - \$200,000 will be submitted to the regional competition) ESG Competitive (one year funds) – operations only
 - b. \$401,060 CESH1 funds (five year funds; this is max allowed) – operations only
 - c. \$226,060 CESH2 funds (five year funds; this is max allowed) – operations only
 - d. \$450,000 returned HEAP (one year funds) – capital or operations

Tab B: Proposal Cover Page

This Proposal Cover Page must be signed by an authorized representative. Signature by an authorized representative of the Organization on the proposal cover page shall constitute a warranty, the falsity of which shall entitle the BCHCoC to pursue any remedy authorized by law, which shall include the right, at the option of the BCHCoC , of declaring any contract made as a result thereof, to be void.

APPLICANT TO COMPLETE ALL APPLICABLE AREAS

Primary Applicant

Organization Name:		
Mailing Address:		
City:	State:	Zip:
Phone # ()	FAX # ()	
Organization Website:		
Name:	Title:	
Signature:	Date:	
Email:		

Co-Applicant

Organization Name:		
Mailing Address:		
City:	State:	Zip:
Phone # ()	FAX # ()	
Organization's Website:		
Name:	Title:	
Signature:	Date:	
Email:		

Note:

- The following documents are to be included in Tab B.
- The Above Information
 - Completed Attachment B Cover Page
 - Completed Attachment D Entity Certification

Tab C: Organization Profile/ Experience

This section of the proposal is designed to establish the applicant as an entity with the ability and experience to operate the program as specified in the Super NOFA. The Organization Profile should be concise and clear, and include descriptive information regarding service delivery.

1. List applicant's legal business name and legal business status (i.e. partnership, corporation, etc.):

APPLICANT'S RESPONSE:

2. Provide IRS Letter of Determination of non-profit status, if applicable:

APPLICANT'S RESPONSE:

3. Overview of organizational structure, services or activities performed, including:

- a. Roster of Board of Directors, including officers (President, Vice President, etc.). Include name and affiliation.
- b. Organizational chart. The organizational chart shall clearly identify all staff members and their position that will provide services under this contract.
- c. The number of years in business under the present business name, as well as prior business names, and the number of years of experience providing the proposed, equivalent or related services
- d. Organization size - number of staff (Paid vs Volunteer)
- e. Location of the office(s) from which the work under this contract will be provided and the staff allocation at that office.

APPLICANT'S RESPONSE:

4. Provide your organization's mission statement.

APPLICANT'S RESPONSE:

5. Provide names of persons with whom the applicant has been associated in business as partners or business associates in the last five years. Governmental agencies are exempt from this requirement.

APPLICANT'S RESPONSE:

6. Provide an explanation of any litigation involving the applicant or any principal officers thereof in connection with any contract. If none, that must be stated.

APPLICANT'S RESPONSE:

7. Applicants must conduct, at a minimum, a criminal background record check on all employees, subcontractors and volunteers should award be granted. Explain the applicant's policy and procedures for conducting background check and background company utilized.

APPLICANT'S RESPONSE:

8. This Request for Proposal is funded by federal and/or state grants. Applicants shall go to the Federal Exclusion List-System for Award Management (SAM) website and submit with their proposals verification that their organizations are not listed as being debarred by the following registries: <https://www.sam.gov>
- a. Central Contractor Registry (CCR)
 - b. Federal Agency Registration (FedReg)
 - c. Online Representations and Certifications Application
 - d. Excluded Parties List System (EPLS)

The System for Award Management (SAM) is the Official U.S. Government system that consolidated the capabilities of CCR/FedReg, ORCA, and EPLS. If awarded a contract, awarded vendor must notify the BCHCoC immediately if debarred at any time during the contract period.

<i>APPLICANT'S RESPONSE:</i>

Threshold Requirements

Only those proposals meeting these threshold requirements below will be considered for funding. All proposals that do not meet threshold will be provided with an opportunity to submit additional information in order to meet these threshold requirements. Additional information must be provided within 5 business days.

(1) Qualifications

In order to be awarded funding, an applicant must:

- Be incorporated as a non-profit 501(c)(3) organization that has been operational for at least twenty-four (24) months prior to the release of this Super NOFA. **Any identified subcontractor** must be incorporated and operational as a non-profit 501(c)(3) organization; or
- Be a unit of local government
- Have at least twelve (12) months of experience providing services or conducting activities similar to those proposed in the proposal.
- Service Delivery Conditions / Implementation Requirements:
 1. Projects must implement California's Housing First / Low Barrier policy in all aspects of program design and operation.
 2. Projects must participate in the Coordinated Entry System (CES).
 3. Projects must participate and contribute client-level data to the Homeless Management Information System (HMIS), or comparable database as allowable by HUD.
- Organizational Eligibility Requirements:
 1. Organizational Capacity: Proven administrative and financial capacity to administer the program within 60 days of the local award and on a reimbursement basis.
 2. Other Requirements: Applicant must be eligible to receive federal funds and not be on the Federal Exclusion list.

PRIVATE NONPROFIT ORGANIZATION: (as defined by HUD) means an organization:

- No part of the net earnings of which inure to the benefit of any member, founder, contributor, or individual;
- That has a voluntary board;
- That has a functioning accounting system that is operated in accordance with generally accepted accounting principles, or has designated a fiscal agent that will maintain a functioning accounting system for the organization in accordance with generally accepted accounting principles; and

- That practices nondiscrimination in the provision of assistance.
- A private nonprofit organization does not include governmental organizations, such as public housing agencies.

PRIVATE NONPROFIT STATUS: status that is documented by a copy of the Internal Revenue Service (IRS) ruling proving tax-exempt status under Section 501(c)(3) of the IRS Code; and

- no part of the net earnings of which may inure to the benefit of any member, founder, contributor, or individual;
- that has a voluntary board of not less than five (5) unrelated persons;
- that has a functioning accounting system that is operated in accordance with generally accepted accounting principles, or has designated an entity that will maintain a functioning accounting system for the organization in accordance with generally accepted accounting principles;
- that practices nondiscrimination in the provision of assistance; AND
- has all required licenses and certifications to do business in the State
- Applicant must possess the potential ability to perform successfully under the terms and conditions set forth in the Super NOFA and those issued by the State of California and the County of Butte. Consideration shall be given to such matters as Applicant integrity; record of past performance; and financial and technical resources.

BCHCoC shall make such investigations as deemed necessary to determine the ability of an Applicant to provide the specified programs and perform services.

BCHCoC reserves the right to reject any Proposal if the evidence submitted by, or investigation of, such Applicant fails to satisfy BCHCoC that said Applicant is properly qualified to carry out the obligations of the final Contract.

(2) Eligible Activities

Proposed activities are either Rapid Rehousing or Emergency Shelter Services, with or without a planning grant. Services are available to the target population Countywide regardless of where the project site is located.

(3) Site Identification

If the proposed activities are intended to take place at a specific site or sites, identification of sites. *Note:* Site control will be awarded greater points.

Additional Information

BCHCoC reserves the right to change the Super NOFA schedule and to issue addenda. BCHCoC also reserves the right to cancel, reissue, or to make corrections or amendments to the Super NOFA due to errors or changes identified by BCHCoC or suggested by an Applicant, and to otherwise modify the terms of the Super NOFA at any time in its sole discretion.

All Awardees (also known as Contractors) are required to:

- Enter program- and client-level data in the BCHCoC Homeless Management Information System (HMIS) OR COMPARABLE DATABASE AS ALLOWABLE BY HUD for DV programs).
- Participate in the Coordinated Entry System (CES) for the purposes of prioritizing and matching clients to the appropriate programs.
- Adhere to the Housing First philosophy in all aspects of program design and operation (see Attachment).
- Participate regularly (as defined in the BCHCoC's written standards) in the BCHCoC.
- Participate in the BCHCoC's process for evaluating program and system-level performance of all homeless programs.

- Adopt other best practices developed for addressing the needs of the target population, as appropriate.
- Maintain program and client records in legally permissible data systems as may be required.
- Meet performance standards – As Set Forth in Contract with the County of Butte and the State of California Housing and Community Development.
- Adhere to all federal and state laws, regulations, and contract requirements as applicable.

Additionally:

Answer each question regarding your proposed project.

Attach letters of commitment for match for your project to your proposal submission.

The Super NOFA response must be submitted by the deadline.

The proposal requests must be within the allowable amounts.

Site control is documented, or can be within 60 days, for any proposal proposing ES activity (New or Expansion)

The proposal adopts the system-wide written standards for the proposed activity.

The applicant meets the State’s 100% match requirement for the ESG component, if applying for ESG funds.

The applicant agrees to participate in the HMIS, or comparable database as allowable by HUD for DV programs.

Threshold Questions	Scoring Criteria
<p>A. Only applies if ESG is being requested in this proposal. Please declare your total match commitment for ESG:</p> <p>In-kind: \$ _____</p> <p>Cash: \$ _____</p> <p>Is match being used for eligible activities? (Please see Tables in Part 3: Budget for eligible activities costs)</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><i>Match must equal 100% of the total grant request including admin costs. All match for ESG grants may be in-kind in nature. Supporting documentation of match commitments must be attached.</i></p>	<p>Met or Unmet</p>
<p>B. This project agrees to participate in the Coordinated Entry and HMIS, or comparable database as allowable by HUD. The standards for a comparable database are set forth in 24 CFR 580.25</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Met or Unmet</p>

Federal Education Requirements – <i>Required for homeless children and youth per (42 USC 11431 et seq).</i>	
<p>C. Are the proposed project policies and practices consistent with the laws related to providing education services to homeless children and youth?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please attach a copy of relevant policies and practices for this project, with relevant sections highlighted.</p>	<p>Met or Unmet</p>
<p>D. Does the project have a staff person to ensure that homeless children are enrolled in school and receive educational services as appropriate?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA for capital projects only</p> <p>Please attach a copy of relevant policies and practices for this project, with relevant sections highlighted.</p>	<p>Met or Unmet</p>

Tab D: Acknowledgements**1. Clarifications, Exceptions, or Deviations**

All applicant(s) shall describe any exception or deviation from the requirements of the Super NOFA. Each clarification, exceptions, or deviation must be clearly identified. If the vendor has no clarification, exceptions, or deviation, a statement to that effect shall be included in this section.

The following contractual terms are **non-negotiable**.

- Indemnification
- All insurance terms prior to the start of the agreement
- Termination
- Ownership/Use of Contract Materials and Products
- Disputes
- Governing Law
- Confidentiality
- Subcontractors
- Reporting Requirements

Do you have any other exceptions/deviations? If so, please provide an explanation:

APPLICANT'S RESPONSE:

2. Evidence of Insurability/Business Licenses

All applicants shall submit evidence of all required insurance. An Accord cover page will suffice and if awarded the contract the applicant has ten (10) calendar days to produce the required insurances including a certified endorsement, as required. Insurance requirements are project specific and are determined after award. The applicant shall certify to the possession of any and all current required licenses or certifications. The applicant is not required to purchase additional insurance until this bid has been awarded. Provide a copy of current business license or other applicable licenses.

Tab E: Scope of Services

Applicants requesting funding for different project type components are required to submit separate APPLICATIONS for projects that will be operated separately. If appropriate, Applicants can also combine project type components under one umbrella, all included in a single Scope of Service if the components are operated together for a cohesive service delivery.

Applicants shall address all sections listed in the Scope of Services, providing a complete and concise response within a *maximum of 10 pages* of narrative.

I. Project Type

Indicate all the projects you are submitting in this proposal. You are required to submit a separate Scope of Service for each one that you check:

- Capital Improvement for an Emergency Shelter*** (e.g. new construction, expansion, renovation/rehabilitation or replacement project for an existing facility or facilities, improvements to current structure, etc.)
- Housing*** (Rapid Rehousing with Supportive Services)
- Emergency Housing in Greater Oroville Area*** (Shelter with Supportive Services)
- Emergency Housing in Greater Chico Area*** (Shelter with Supportive Services)
- Emergency Housing for Targeted Subpopulations*** (Shelter with Supportive Services)

II. Organization and Data Collection Experience (35 points)

Provide a narrative description of your organization(s)'s relevant experience, including:

- i. Providing services similar to those proposed in your proposal.
- ii. Managing federal grants and complying with funding requirements.
- iii. If the applicant is collaborating with an (other) agency(ies), describe the role of each agency in the collaboration and indicate which agency will be the lead. Please include the following as attachments:
 1. Letter of commitment from each agency; corporate profiles for each agency; a description of roles for each agency; and staff resume(s) and/or job descriptions of individuals who will be involved in implementing and evaluating the program.
 2. Applicants must demonstrate a history in working with homeless or imminently homeless individuals, individuals with mental illness and/or co-occurring disorders, and individuals in racially/ethnically diverse settings Butte County.
 3. Ideally, applicants would have an established membership in the BCHCoC, including a record of attendance at BCHCoC and committee meetings such as the Coordinated Entry Committee/HMIS (or equal per HUD).
 4. This is a collaborative process. As such, applicants will demonstrate the readiness/ability to work with ALL identified providers to carry out the Coordinated Entry system as partnered subrecipients with shared clients and goals.
 5. Applicants must be prepared to develop, adopt, and implement any needed guidelines, plans, and protocols to support the proposed supportive services.
 6. The BCHCoC is seeking to fund potential awardee(s) with a track record of leadership in the community, and in developing and maintaining supportive relationships with the defined target population in Butte County.
 7. Describe how the proposed project meets the Local Priorities.
 8. Describe how the proposed project is aligned with local/regional homeless collaborative and/or the BCHCoC Homelessness Priorities
 9. Describe how the proposed project will adhere to the principles and practices of California's Housing First Policy.

10. Describe how the proposed project will participate and comply with the BCHCoC's Coordinated Entry System (CES) requirements for assessment, prioritization and referrals to housing
11. Describe how the proposed project will participate and contribute client-level data to the Homeless Management Information System (HMIS) OR COMPARABLE DATABASE AS ALLOWABLE BY HUD) and demonstrate adequate capacity for data collection and reporting. Identify staff that will be responsible for data entry and ensuring data quality – completeness, accuracy and timeliness.

III. Program Design (25 points)

- A. Provide an overall description of your services and administration of your project. Describe how your project will provide emergency assistance and/or supportive services to people experiencing homelessness or at risk of homelessness. If you are applying for funds for more than one activity, please complete a separate program design for each activity.
 - a. At minimum, specify the following:
 - Is this a new project or an existing/expansion project?
 - Please describe what your organization proposes to do with the requested funding. Please address the following in your response:
 - i. The type of program proposed and the overall goals of the program
 - ii. How many people will be served and for what period of time.
 - iii. How the program will be staffed, and whether these funds will be used for staff time.
 - iv. How the program will serve the entirety of the County.
 - v. Describe the target population. Provide evidence that the population the project proposes to serve is underserved in Butte County and describe how the project will remedy that gap.
 - Please describe how the proposed program will operate. Please address the following specific areas:
 - i. Describe how this program/initiative will adhere to the principles and practices of Housing First. (see Attachment A) Please provide specific programmatic examples including how the shelter will be low barrier. Please provide any challenges the applicant anticipates to delivering a low barrier program and what the BCHCoC can do to assist the program in becoming low barrier.
 - ii. Describe whether your agency has experience with Coordinated Entry. Describe how this program will participate in Coordinated Entry including which staff will be responsible for Coordinated Entry.
 - iii. Describe whether your agency has experience with HMIS, or comparable database as allowable by HUD. Describe how this program will participate in HMIS, or comparable database as allowable by HUD, including which staff will be responsible for HMIS, or comparable database as allowable by HUD.
 - iv. Describe how the program will assist homeless participants to secure permanent affordable housing.
 - v. Describe how this program will ensure that homeless participants receive case management to be connected to other services and resources, including primary care, behavioral health services, employment, benefits advocacy, legal assistance, and other services.

- vi. Proof of site control, if the proposed project takes place in a specific location. Such proof may include:
- Signed lease for a property
 - Evidence of ownership of land or property
 - Letter from owner indicating they are willing to enter into a lease or ownership with applicant but that such an agreement is not yet final
 - Signed Purchase and Sale
 - Alternative proof may be provided; BCHCoC Coordinator is the final arbiter as to whether the evidence meets the threshold requirement.
- Indicate the service area for your project. Applicants shall submit a letter of support, from the jurisdiction where the activity will be based.
 - Describe the case management approach and activities to assess housing needs, arrange/coordinate/monitor the delivery of individualized services.
 - Describe how the proposed project will connect program participants to mainstream benefits, including healthcare options through the Affordable Care Act, social and employment programs, educational programs for children under the McKinney-Vento Act, and any other federally and state assured benefit for which the program participant may qualify.
 - Are services to be directly provided by agency staff and/or subcontracted? Describe subcontracted services and subcontracted agencies.
 - If the project is expected to continue beyond the grant term, describe project sustainability. If the project will be time-limited describe how you will manage the temporary hiring of staff and closing of the program services at the end of the grant term.

B. Description of Capital Improvement Projects:

Provide sufficient details to determine project readiness within 60 days of contract award and plan to expend funds by May 30, 2021. Any long-term projects that require payment after that date are not an appropriate use of HEAP funds. At minimum, specify the following:

- Is this project for new construction, expansion, renovation/rehabilitation or replacement project for an existing facility or facilities, improvements to current structure?
- Does your project have site control? (see above section III, A., vi – site control)
- Does your agency have site control at the time of proposal? Furnish evidence of site control with your proposal, per 24 CFR 578.25(a)-(c). If not, provide a timeline for obtaining site control.
- Does your agency have a zoning permit or conditional use permit issued that allows your proposed activity? Furnish evidence that your project is approved by the Planning Commission/ Department of the jurisdiction where your project will be located. If not, provide timeline for securing permit.
- Describe the other funding sources secured and leveraged for the project.
- At which stage (Planning, City Council endorsement, Construction design & Engineering approval, Construction ready/ “shovel ready”, Construction is in progress, etc.) is the project now in?
- Provide the timeline for your project from conceptual planning through disposal of facility. Projects must ensure a minimum of 15 year useful life to serve the homeless population.
- Describe all employees/subcontractors responsible for administering or providing the proposed services including Position Title, Responsibilities and Qualifications/Experiences.

IV. Need for Funds, Budget and Narrative (20 points)

Describe how the proposed project meets the need of the target community. Need should be supported with data and analysis. Projects targeting specific subpopulations must provide a detailed explanation on the need to serve this subpopulation.

Projects must use grant funding from this Super NOFA to supplement, not replace, funding for existing programs. Please explain what other funding sources are available for this project.

Submit a Project Timeline (with key activities, benchmarks, and target dates) to demonstrate applicant's ability to deliver services or start capital improvement activities within 60 days of contract award from the BCHCoC AE for HEAP and CESH Grants or contract with the State HCD for ESG grants.

V. Sustainability (10 points):

Please explain how the proposed activities will continue past the period in which this funding is available or, alternatively, how the activities will be phased out in a manner that does not disrupt access to services, require relocation, or impose other related hardships on participants.

Equal Access and non-discrimination.**General Anti-Discrimination Policy**

The BCHCoC does not tolerate discrimination on the basis of any protected class, including actual or perceived race, color, religion, national origin, sex, age, familial status, disability, sexual orientation, gender identity, or marital status.

All BCHCoC programs must comply with applicable equal access and nondiscrimination provisions of federal and state civil rights laws.

Any programs that are required by a funding source to limit participants (e.g., HOPWA agencies may only serve persons living with HIV/AIDS) will avoid discrimination to the maximum extent allowed by their funding sources and their authorizing legislation.

Program Requirements Regarding Equal Access and Non-Discrimination

- Providers must have non-discrimination policies in place and assertively outreach to people least likely to engage in the homeless system.
- Providers must comply with all federal statutes and rules including the Fair Housing Act, the Americans with Disabilities Act, and Equal Access to Housing Final Rule.
- The people who present together for assistance, regardless of age or relationship, are considered a household and are eligible for assistance as a household.
- Projects that serve families with children must serve all types of families with children; if a project targets a specific population (e.g., women with children), these projects must serve all families with children that are otherwise eligible for assistance, including families with children that are headed by a single adult or consist of multiple adults that reside together.
- The age and gender of a child under 18 must not be used as a basis for denying any family's admission to a project.
- Providers must abide by the Equal Access to Housing in HUD Programs – Regardless of Sexual Orientation or Gender Identity Final Rule published in 2012 and the subsequent Final Rule under 24 CFR 5 General HUD Program Requirements; Waivers, September 2016.
- The BCHCoC encourages providers to practice a person-centered model that strongly incorporates participant choice and inclusion of subpopulations present in the Butte County service area, including homeless veterans, youth, families with children, victims of domestic violence, and LGBTQ+.

Tab F: References

I. Contact Information for Applicant’s References

References cannot include Butte County or City Elected Officials or their staff, or any Board Member of your Organization. However, references can include other BCHCoC agencies that are not partaking in this Super NOFA. Applicant shall verify that all reference information is correct. References would be able to speak about your performance as a homeless service provider, and how the requested project is similar to activities currently or in the past have been done by your organization.

Reference 1	
Organization name:	
Address:	
Contact person:	
Email address:	
Telephone address:	
Project name:	
Dates worked performed:	
Summary of scope of services:	
Project cost:	

Reference 2	
Organization name:	
Address:	
Contact person:	
Email address:	
Telephone address:	
Project name:	
Dates worked performed:	
Summary of scope of services:	
Project cost:	

Tab F: References

Reference 3	
Organization name:	
Address:	
Contact person:	
Email address:	
Telephone address:	
Project name:	
Dates worked performed:	
Summary of scope of services:	
Project cost:	

II. 3-Year Grant & Contract Award History (Federal, State, County, City/Town, Foundation)

Provide a list detailing all the contracts that your Organization has been awarded during the last three years (from 2015 to 2018), specifying the following:

- a. Project Name & Contract Term: start year and end year
- b. Funding Agency/Contracting Agency: contact name, email, and phone number
- c. Contract Amount: total contract dollar amount
- d. Summary of Contracted Services: list of general services, total service units and/or clients, target population, and location of services

APPLICANT'S RESPONSE:

Project Name	Contract Term	Funding/Contracting Agency Contact	Contract Amount	Summary of Contracted Services

Tab G: Applicant Attachment

For responses that applicants are unable to paste into the “Applicants Response” boxes in any section of the Super NOFA, applicants shall paste those responses in Tab G. When pasting attachments to Tab G, label the attachments “Attachment 1”, Attachment 2” and so forth. Enter the corresponding “Attachment Number” into the Applicant’s Response box as the example shows below:

Below is an example:

Tab C Organization Profile and Experience

This section of the proposal is designed to establish the applicant as an entity with the ability and experience to operate the program as specified in the Super NOFA. The Organization Profile should be concise and clear, and include descriptive information regarding service delivery. The following information must be provided as follows:

1. Business name and legal business status (i.e. partnership, corporation, etc.)
APPLICANT’S RESPONSE: Located in “Attachment 1”
2. Proof of non-profit status, if applicable
APPLICANT’S RESPONSE: Located in “Attachment 2”

Tab H: Cost Proposal/Budget/Budget Narrative

In this section, please complete and include the Cost Proposal Sheet and Budget Narrative. The BCHCoC reserves the right to negotiate final fees with the selected Applicant(s). Proposals must fully describe all costs for the entire term of the service/project. Expenses not included in the Line Item Budget will not be reimbursed. Applicants may also include any other documents as information to further explain the proposed costs.

Submit a different budget and narrative for each different Scope of Service/ Project.

H-1- Cost proposal-Line item services table (EXAMPLE) – See attachment for ACTUAL BUDGET SHEET

Program	HEAP Request	CESH Request	Non Competitive ESG Request Rapid Re-Housing Only	Competitive ESG Request
Activities				
Emergency Shelter - Chico				
Emergency Shelter - Oroville				
Emergency Shelter - Family - Chico				
Emergency Shelter - Family - Oroville				
Targeted Subpopulations - Emergency Shelter				
Capitol Improvements				
Rapid Re-Housing				
TOTAL DOLLAR AMOUNT REQUEST	\$ -	\$ -	\$ -	\$ -

Expense	Total Program Budget	Program	
		Services	Capital Improvements
Salaries, Benefits, and Payroll Taxes - Provide detail for all operational or program staff. Add lines as needed.			
SAMPLE-Case Manager 5.0 FTE @ 100% - \$34,000/year			
ADD ROWS and DESCRIPTIONS AS NEEDED			
Rental			
Utility			
Rehabilitation			
Acquisition			
Other (Please specify):			
Consultants and Contracts			
Facility, Utilities, and Maintenance			
Telephone, Fax, and Internet			
Supplies (includes General, Food, and Office Supplies)			
Postage and Shipping			
Marketing			
Travel, Mileage, and Training (Includes Gas and Vehicle Expense)			
Equipment Rental and Maintenance			
Insurance			
Add rows as needed	\$ -		
Allowable Admin			
Total Expenses	\$ -	\$ -	\$ -

H-2 Budget Narrative

Applicants shall provide the budget narrative that includes a detail of the line items requested on the applicants' budgets, including estimated timeline of expenditures.

Applicant must also state a minimum award amount that would be acceptable, if the entire requested amount cannot be awarded. If not applicable, please state.

APPLICANT'S RESPONSE:

Tab I: Financial Statement

The applicant shall submit:

- Page 1 and 2 (only) of Last 990 filed with the IRS, government entities excluded
 - If None, please explain
- End of Last Fiscal Year Balance Sheet
- End of Last Fiscal Year Profit and Loss Statement
- Current Fiscal Year to Date (May 31, 2019) Profit and Loss Statement

These statements must clearly identify the financial status and condition of the applicant's entire business entity.

Financials must provide sufficient detail to assure the BCHCoC that the applicant can support services being offered; and as a Contractor, the firm will not seek early payment for services delivered, expedited payments or checks delivered by any means other than regular mail through the County of Butte.

If the applicant's organization requires to keep confidential their Financial Statements, then the applicant shall:

1. Place financials in a separate envelope and mark "Financial Statement - Confidential"
2. The financial documents must be in the original proposal only and not on the flash drive.

The BCHCoC cannot guarantee that the financials submitted will be kept confidential. All review panel members will have access to Financial Statements.

Review of Submissions

The purpose of the evaluation is to determine which applicants demonstrate the skills, expertise and experience to successfully perform the tasks specified in the Super NOFA. Each committee member will read the applications, and the meet to score each proposal together using a standardized scoring instrument.

The scoring instrument will reflect the requirements of the Super NOFA and the scoring rubric below:
See attachment E for the scoring matrix.

Section Points:

Organization	25 pts
Program Design	25 pts
Data Collection Experience	10 pts
Need for Funds, Budget and Narrative	20 pts
Sustainability	10 pts
Site Control	10 pts
Oroville Emergency Shelter – Bonus Points	10 pts
TOTAL	100 pts plus 10 Bonus pts

The BCHCoC Coordinator will conduct an initial technical review of every submission to ensure that the format and the threshold requirements outlined in this Super NOFA have been fulfilled. If any of the material format or substantive requirements is missing or incorrect, the applicant will be notified and asked to fix the concern within 48 hours. The BCHCoC Coordinator will advise the committee a correction was requested. All proposals will be submitted to a Review Committee for scoring.

Once the Review Committee has reviewed all proposals, interviews will be set up with each applicant. These interviews will be open to all BCHCoC Members (Voting and Non-Voting). At this interview, the applicant’s completed summary (See Exhibit E) will be available for distribution to the people attending these interviews. The interviews are likely to be scheduled July 11th, 12th or 15th.

Once all interviews have been completed, the review committee will make a recommendation to the entire BCHCoC voting membership for consideration and vote. The voting will be by closed ballot, and the BCHCoC coordinator will tally all votes from the BCHCoC voting members. If there is a tie in the votes, the applicants will have 3 minutes to pitch their project and a re-vote on the ties will occur. (See Exhibit F for Sample of Ballot)

COMPOSITION OF THE REVIEWING COMMITTEE PANEL/MEMBER

- Members are from non-conflicted BCHCoC member agencies or other non-associated agencies who have experience in Super NOFA responding, or reviewing
- Minimum of 3, maximum of 7 members
- Members may represent public or private agencies
- Only one representative from a member agency will be included on the committee
- BCHCoC Coordinator is staff to committee, but does not participate in ranking or voting

An applicant may not be recommended for funding, regardless of the merits of the proposal submitted, if it has a history of contract non-compliance with the requirements of Butte County or other funding source, or poor past or current contract performance with any Local, State or Federal funding source. The applicant may be given a provisional award with the stipulation that special terms and conditions regarding the areas of concern will be a part of the contract.

Prior to making an award, Butte County, as the Administrative Entity, may choose to conduct interviews with applicants. The purpose of the interviews is to ask follow-up questions that may arise from the review committee and collect any additional information not gleaned from the Proposals. The County of Butte may also request additional information necessary to determine the applicant's financial stability, ability to perform on schedule or willingness to incorporate additional features in the proposal, and any other relevant information necessary to make the award. Once a decision is made, a Notice of Intent to Award will be sent to all applicants evaluated by the committee.

Post Award Information:

SUBCONTRACTING:

- The Contractor (Awardee) shall not subcontract nor assign any portion of the work required by this Contract without prior written approval of the BCHCoC except for any subcontract work identified herein. If Contractor hires a subcontractor under this Contract, Contractor shall require subcontractor to provide and maintain insurance coverage(s) identical to what is required of Contractor under this Contract and shall require subcontractor to name Contractor and County of Butte as an additional insured under this Contract for general liability. It shall be Contractor's responsibility to collect and maintain current evidence of insurance provided by its subcontractors and shall forward to the County evidence of same.
- The Contractor will be required to enter into a Contract with the County of Butte, who is designated as the Administrative Entity for the CESH Funding. The Contractor must meet or exceed all County Procurement requirements for HEAP and CESH. These requirements will be provided to awardees.

BOOKS OF RECORD AND AUDIT PROVISION:

- Contractor shall maintain on a current basis complete books and records relating to this Contract. Such records shall include, but not be limited to, documents supporting all proposals, all income and all expenditures. The books and records shall be original entry books with a general ledger itemizing all debits and credits for the work on this Contract. In addition, Contractor shall maintain detailed payroll records including all subsistence, travel and field expenses, and canceled checks, receipts and invoices for all items. These documents and records shall be retained for at least five years from the completion of this Contract. Contractor will permit BCHCoC and/or County to audit all books, accounts or records relating to this Contract or all books, accounts or records of any business entities controlled by Contractor who participated in this Contract in any way. Any audit may be conducted on Contractor's premises or, at County's option, Contractor shall provide all books and records within a maximum of fifteen (15) days upon receipt of written notice from County. Contractor shall refund any monies erroneously charged.

APPEALS

The Super NOFA Panel reviews all proposals and ranks them for funding recommendations to the BCHCoC voting membership. Applicants may appeal the decision by following the process set forth below.

Appeals may be made only on the following basis:

- Inaccuracy in information provided to the Review Panel (by entities other than the applicant) resulting in a reduced score

NOTE: Appeals based on policy considerations, funding priorities, or other subjective criteria will not be considered and are not eligible.

Appeals Process

Any agency desiring to appeal the decision of the CoC Review Panel must email a letter describing the basis for the appeal to jenniferg@butte-housing.com within 7 calendar days of the BCHCoC voting membership vote to approve awards.

The appeals panel will meet by telephone or video conference with a representative(s) of the party making the appeal to discuss the issue(s) at an Appeal Hearing within 5 business days of the receipt of the appeal.

Attachment A

25 CCR § 8409

§ 8409. Core Practices.

(b) All ESG-assisted projects shall operate in a manner consistent with housing first practices as reflected in the Continuum of Care Written Standards, (consistent with subsections (1) through (5) below), and progressive engagement and assistance practices, including the following:

- (1) Ensuring low-barrier, easily accessible assistance to all people, including, but not limited to, people with no income or income history, and people with active substance abuse or mental health issues;
- (2) Helping participants quickly identify and resolve barriers to obtaining and maintaining housing;
- (3) Seeking to quickly resolve the housing crisis before focusing on other non-housing related services;
- (4) Allowing participants to choose the services and housing that meets their needs, within practical and funding limitations;
- (5) Connecting participants to appropriate support and services available in the community that foster long-term housing stability;
- (6) Offering financial assistance and supportive services in a manner which offers a minimum amount of assistance initially, adding more assistance over time if needed to quickly resolve the housing crisis by either ending homelessness, or avoiding an immediate return to literal homelessness or the imminent risk of literal homelessness. The type, duration, and amount of assistance offered shall be based on an individual assessment of the household, and the availability of other resources or support systems to resolve their housing crisis and stabilize them in housing consistent with community written standards.

Additionally:
CHAPTER 6.5. Housing First and Coordinating Council [8255 – 8257]
(Chapter 6.5 added by Stats. 2016, Ch. 847, Sec. 2.)

8255.

For purposes of this chapter:

(b) “Core components of Housing First” means all of the following:

(1) Tenant screening and selection practices that promote accepting applicants regardless of their sobriety or use of substances, completion of treatment, or participation in services.

(2) Applicants are not rejected on the basis of poor credit or financial history, poor or lack of rental history, criminal convictions unrelated to tenancy, or behaviors that indicate a lack of “housing readiness.”

(3) Acceptance of referrals directly from shelters, street outreach, drop-in centers, and other parts of crisis response systems frequented by vulnerable people experiencing homelessness.

(4) Supportive services that emphasize engagement and problem solving over therapeutic goals and service plans that are highly tenant-driven without predetermined goals.

(5) Participation in services or program compliance is not a condition of permanent housing tenancy.

(6) Tenants have a lease and all the rights and responsibilities of tenancy, as outlined in California’s Civil, Health and Safety, and Government codes.

(7) The use of alcohol or drugs in and of itself, without other lease violations, is not a reason for eviction.

(8) In communities with coordinated assessment and entry systems, incentives for funding promote tenant selection plans for supportive housing that prioritize eligible tenants based on criteria other than “first-come-first-serve,” including, but not limited to, the duration or chronicity of homelessness, vulnerability to early mortality, or high utilization of crisis services. Prioritization may include triage tools, developed through local data, to identify high-cost, high-need homeless residents.

(9) Case managers and service coordinators who are trained in and actively employ evidence-based practices for client engagement, including, but not limited to, motivational interviewing and client-centered counseling.

(10) Services are informed by a harm-reduction philosophy that recognizes drug and alcohol use and addiction as a part of tenants’ lives, where tenants are engaged in nonjudgmental communication regarding drug and alcohol use, and where tenants are offered education regarding how to avoid risky behaviors and engage in safer practices, as well as connected to evidence-based treatment if the tenant so chooses.

(11) The project and specific apartment may include special physical features that accommodate disabilities, reduce harm, and promote health and community and independence among tenants.

Attachment B Cover Page

Legal Applicant:

Name

Address

Telephone

E-mail

Federal Tax ID No.

DUNS:

SAM:

REQUESTED FUNDING AMOUNTS

Activity	Amount
Rapid Rehousing with Services	\$
Emergency Shelter – Operations- Services	\$
Capitol Development	\$
Total	\$

The applicant certifies to the best of his/her knowledge and belief that the data in this proposal is true and correct and that filing of the proposal has been duly authorized by the governing body of the applicant and that applicant will comply with the assurances required of applicant if the proposal is approved and a contract is awarded. The applicant attests to reading, understanding and complying with the State of the California Super NOFA and, if awarded, the contract with the County of Butte. The applicant also attests the costs of the proposed project can be carried by the applicant for at least 90 days at any point during the term of the contract.

Applicant / Entity Name _____

Contact Person _____

Signature _____

Date _____

Attachment C
Local Priorities
Butte Countywide Homeless Continuum of Care
Local Priorities
Established in July 2018 – Updated Dec 2018

CoC Local Priorities: Primary

- Prioritize projects that provide housing. This priority should strive to have a balance of projects on the housing spectrum from Emergency Shelter to Permanent housing.
- House within 30 days or less of becoming homeless, our Families with Children, Youth or TAY (Transition aged youth 18-24) and Domestic Violence Victims/Survivors.
- Provide Funding For and Have a Coordinated Entry Housing Navigator in Place. This person would be responsible for countywide housing navigation with those on Coordinated Entry.
- Adopt a Discharge Plan with the 4 hospitals for those who are homeless. This would include a case manager and a housing plan.
- Have Locations in Chico, Paradise, Oroville and Gridley for Homeless to Be Entered into HMIS, or comparable database as allowable by HUD, and Coordinated Entry.
- Street Outreach Program
- Implement a Mobile Clinic to Assist Persons with Chronic Conditions and Medicine Management
- Increase Landlord Participation in Rapid Re-Housing Programs in Oroville, Paradise and Chico

CoC Local Priorities: Secondary

- Develop and Start an Elderly 60+ with Chronic Illness Homeless to Housing Program
- Develop a Low Barrier- Seasonal Emergency Shelter in Oroville, Chico, and Paradise for both Winter and Summer Months and/or year round
- Take the 20 Persons with the highest vulnerability from Coordinated Entry and have them placed into housing by end of Dec 2019
- Have all of our Butte County Homeless Entered into Coordinated Entry
- Significantly Reduce Veteran Homelessness in Butte County
- Have a Coordinated Discharge Plan with the Butte County Jail, which would include case management and housing for those who are homeless

Attachment D **Entity Certification:**

This certification attests to awareness and agreement to the content of this Super NOFA and all accompanying calendar schedules and provisions contained herein. The entity must ensure that the following certificate is duly completed and correctly executed by an authorized officer/person of your organization.

This proposal is submitted in response to Super NOFA, issued by the BCHCoC, in Butte County California.

The undersigned applicant Entity hereby certifies that:

The information contained in the proposal and all attachments is true to the best of my knowledge.

The undersigned is a duly authorized officer, hereby certifies that:

(Organization Name)

If awarded funds, the Entity certifies that:

- It will comply with Federal, State, County and Local regulations and policies applicable to the source of funds awarded.
- Will conform to the Written Standards of the ESG program, as applicable.
- Annually will review the current HUD FMR's and adjust as needed.
- It understands that the BCHCoC, County of Butte, HUD, HCD, BSCH or other federal entity shall have access to all program and financial records related to the program for monitoring or audit purposes.
- Will provide insurance liability information 15 days prior to coverage expiration
- There will be sufficient funds from all combined procured sources to operate the program as proposed.
- There will be sufficient staff capacity to effectively administer the program.
- It will income-qualify all program participants (beneficiaries) in accordance with 24 CFR Part 5.609 (Part 5), if applicable.
- It will collect universal data elements and meet data quality standards of the Homeless Management Information System Policies and Procedures and Data Quality Plan and all other related data collection and reporting documents, including but not limited to Coordinated Entry.
- It will retain records relating to the use of funds for a period not less than five years.
- It will provide timely performance reports to both the Butte Countywide Continuum of Care and the County of Butte as required in the executed agreement with the County of Butte.
- It will advise the Butte Countywide Continuum of Care and the County of Butte within 10 days of change of Board of Directors, Executive Team or Program Managers of all Lead Applicants and any sub recipients listed below.
- It will comply with all Butte Countywide Continuum of Care, County of Butte, Local, State or Federal regulations regarding accountability and transparency.

Please Include in your Proposal and Attached to this Entity Certification:

Acknowledgement of All Amendments – Signed and Attached

List of Any Sub-Grantees, Sub-Contractors, or Sub-Recipients with amount of payment expected.

Name:	Amount:

For any Entity or Agency listed above whom will receive funding, you must attach Proof of Entity Legal Status and Current MOU in place to confirm scope of work to be provided.

The undersigned further certify that their entity (check one):

IS

IS NOT

Currently debarred, suspended, or proposed for debarment by any local, state or federal entity. The undersigned agree to notify Butte Countywide Continuum of Care of any change in this status, should one occur, until June 30, 2024.

Person[s] authorized to negotiate for purposes of this Super NOFA are:

Name:

Title:

Signature:

Date:

Email:

Name:

Title:

Signature:

Date:

Email:

Attachment E
Summary of Project

**This Document Will Be Presented to CoC at Time of
Recommendation**

Applicant Name:

Any Co-Applicant Names:

Requested Funding:

Project Location:

Project Time Line:

Summary of Project and Expected Outcomes:

Attachment F

Sample Ballot

<input type="checkbox"/>	Sunshine Services	Operations for Shelter	\$75,000	1 year	ESG
<input type="checkbox"/>	Sweet Success	Operations for Shelter	\$400,000	4 years	CESH 1
<input type="checkbox"/>	Family Shelter	Capitol Purchase	\$450,000	18 Months	HEAP
<input type="checkbox"/>	Sweet Success	Capital Purchase	\$450,000	18 Months	HEAP
<input type="checkbox"/>	Come Home	Operations Shelter	\$650,000	6 years	CESH 1&2
<input type="checkbox"/>	Loving Palace	Case Management	\$250,000	3 years	ESG and HEAP