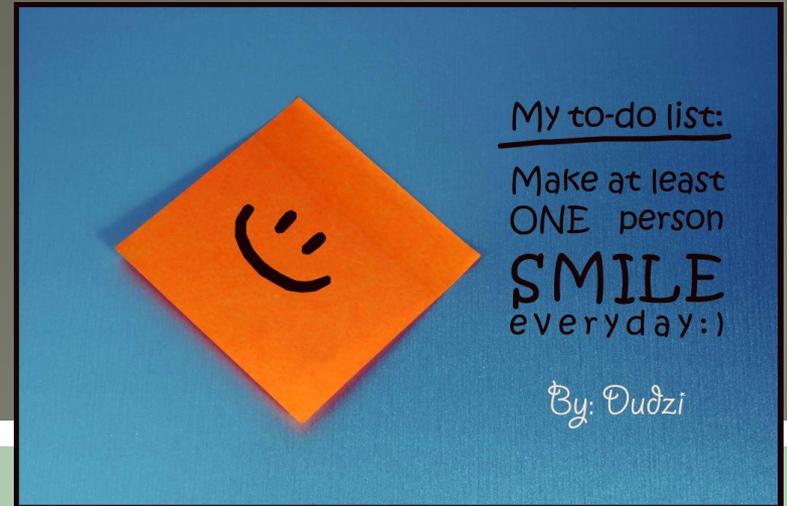


"You don't have to be great to start, but you have to start to be great."

~ Zig Ziglar



BRIGHT DROPS .com



Super NOFA



Technical Assistance 1st Session



Important Dates

- ☞ July 1 at 5pm – Last Day to Submit Questions
- ☞ July 3rd at 9am – 2nd and Final Technical Assistance Session
- ☞ July 9th at 3:30 pm – Your response is due
- ☞ Be Prepared for Interviews July 11th or July 12th

- ☞ 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.bcsb.ca.gov/hcfc/aid_program.html

Who Are You

☞ Applicant

☞ Co-Applicant

☞ Subcontractor

☞ 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

☞ **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.**

☞ FUNDING SOURCES for the Super NOFA

- ☞ 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.
 - NOTE All ESG funds will require a 100% Match and Board Resolution
- ☞ 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.
 - \$400,000 (two recommended proposals between \$75,000 - \$200,000 will be submitted to the regional competition) ESG Competitive (one year funds) – operations only
 - \$401,060 CESH1 funds (five year funds; this is max allowed) – operations only
 - \$226,060 CESH2 funds (five year funds; this is max allowed) – operations only
 - \$450,000 returned HEAP (one year funds) – capital or operations

KEEP GOIN



- 80 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:
 - Projects must implement California's Housing First / Low Barrier policy in all aspects of program design and operation.
 - Projects must participate in the Coordinated Entry System (CES).
 - 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:**
 - Organizational Capacity: Proven administrative and financial capacity to administer the program within 60 days of the local award and on a reimbursement basis.
 - Other Requirements: Applicant must be eligible to receive federal funds and not be on the Federal Exclusion list.

80

- ☞ 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.

Recommended ESG – Special Notes

From ESG NOFA

- ☞ Applicants impacted by a FEMA declared major disaster in 2018 must submit an application to HCD no later than 5:00 p.m. Pacific Standard Time on Wednesday, July 31, 2019.
- ☞ Applicant has site control documented for any application proposing an ES activity.
- ☞ The application includes a completed authorizing resolution (AR) approved by the applicant's governing board. The AR designates a person or persons responsible for, and authorized to execute, all documents related to the application of ESG funds and submittal of funds requests.
- ☞ For private non-profit organizations proposing ES activities, the application includes a Certification of Local Approval completed and signed by the city or county where the activity is located, as required by 24 CFR Part 576.202 (a) (2).
- ☞ Applicants have identified dollar-for-dollar match for the federal ESG funding with funds from other public or private sources as required by 24 CFR Part 576.201.

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.



**Soft kitty,
warm kitty
little Ball of fur.
Happy kitty,
sleepy kitty,
purr, purr, purr**

Need for Funds, Budget and Narrative

- ☞ 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.

3 – Year Contracting

APPLICANT'S RESPONSE:

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

- ∞ 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.

Sample Budget Sheet — Where Money Comes From

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	\$ -	\$ -	\$ -

- ☞ 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.

Required for ALL Applicants

- ☞ 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:**
 - Place financials in a separate envelope and mark "Financial Statement - Confidential"
 - 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.

- ☞ **This Document Will Be Presented to CoC at Time of Recommendation – Regardless of the status of recommendation**
- ☞ Applicant Name:
- ☞ Any Co-Applciant Names:
- ☞ Requested Funding:

- ☞ Project Location:
- ☞ Project Time Line:

- ☞ Summary of Project and Expected Outcomes:

Your Turn ... Questions General or Specific

