

**2019 Kentucky Balance of State Continuum of Care
Instructions for Completing the NEW or EXPANDED CoC Project Intent to Apply Form
(Published July 17, 2019)**

I. Purpose

The Kentucky Balance of State Continuum of Care (KY BoS CoC) is seeking partners to create new, permanent housing projects, new Joint Transitional Housing (TH)/Rapid Rehousing (RRH) projects, and new Supportive Services Only projects for Coordinated Entry funded through the United States Department of Housing and Urban Development's (HUD) Continuum of Care Program. In addition, certain existing CoC projects eligible for renewal are permitted to submit new applications to expand (i.e., increase) the funding amount of their current grants.

As stated in the [Notice of Funding Availability \(NOFA\) for the Fiscal Year \(FY\) 2019 Continuum of Care Program Competition](#), HUD is accepting applications for new or expanded projects created through Reallocation, CoC Bonus, and the Domestic Violence (DV) Bonus.

Project applicants are expected to read the NOFA in its entirety and ensure proposed projects comply with the project requirements, including eligible expenses, outlined in the [CoC Program Interim Rule](#) and the NOFA.

Intent to Apply

- Renewal projects intending to apply for an expansion of their existing CoC project must complete the **2019 CoC New/Expanded Project Intent to Apply Form**. Entirely new projects, including those created through the DV Bonus are not required to submit an Intent to Apply Form, but are **STRONGLY** encouraged to do so. By submitting the form, new projects will have more time to work with KHC on project design and proposed budgets. The form is separate from this instruction document and is available on the KHC website under Specialized Housing, [Continuum of Care](#), in the 2019 CoC Application Section.
- **Intent to Apply Deadline:** The completed 2019 CoC New/Expanded Project Intent to Apply Form should be submitted to Shaye Rabold at srabold@kyhousing.org by **Wednesday, August 7, 2019 by 11:59 p.m. ET.**

The Intent to Apply Form is not the project applicant's actual application for the CoC competition. It is used for planning purposes and to allow KHC, the Collaborative Applicant for the KY BoS CoC, time to assist agencies intending to create new or expanded projects.

Project Applications Submitted via e-snaps

New Project Applicants: In addition to the Intent to Apply form, all agencies applying for new projects are required to submit their actual applications via [e-snaps](#), HUD's online grant management system for the CoC program, no later than **Wednesday, August 28, 2019** by 11:59 p.m. ET.

For directions on registering new projects and submitting applications in e-snaps, visit the [HUD Exchange](#) webpage specific to the 2019 CoC Competition.

Expansion Projects: HUD is allowing certain eligible renewal projects to expand the amount of funding awarded to an existing project. Projects planning to expand will be required to submit a renewal application and a separate expansion application. If both the renewal project and expansion project applications are conditionally awarded by HUD, HUD will combine the two projects into one grant agreement.

If a renewal project eligible to apply for expansion funding is currently funded as a subrecipient of KHC, the expansion portion of the project will also be awarded under a KHC subrecipient arrangement. Any current direct grantees planning to submit expansion applications will remain the direct grantee for both the renewal application and the expansion application.

Direct grantees are responsible for submitting project applications via e-snaps by the August 28 deadline. KHC will enter project information into e-snaps for subrecipient projects. To allow KHC enough time to enter the required information into e-snaps, KHC will establish subrecipient deadlines prior to August 28. KHC staff will communicate directly with subrecipients on these deadlines and to request specific information on proposed expansion projects.

II. Eligible New or Expanded Projects:

Regular CoC Funding

Through the process of Reallocation and CoC Bonus funding, CoCs may create new projects or expand certain eligible renewal projects as follows:

1. New Permanent Supportive Housing (PSH) projects
2. New Rapid Rehousing (RRH) projects
3. New Joint TH and PH-RRH projects
4. New Supportive Services Only (SSO) projects to develop or operate a coordinated entry system.

The NOFA outlines specific criteria for persons served by the projects above as well as other important details. Applicants should pay particular attention to Sections II.B.10.f and II.B.10.f(2).

DV Bonus

Again this year, HUD will allow the following projects to be created through the DV Bonus.

1. New rapid rehousing (RRH) projects.
2. New Joint TH and PH-RRH component projects.
3. Supportive services only (SSO-CE) projects to implement policies, procedures, and practices to better equip CoC's coordinated entry to better meet the needs of survivors.

Applicants interested in applying for the DV Bonus should read Section II.B.3 and Section II.B.10.e.

III. Competition Process and Funding Priorities

CoC Application Process

The application process is specific to the KY BoS CoC application and consists of the following components:

- New/Expanded Project Intent to Apply submitted to KHC by Wednesday, August 7, 2019.
- Intent to Apply Feedback from KHC
- Registration of new project with HUD via e-snaps (applicants may start this process prior to feedback from KHC)
- Project Applications submitted via e-snaps to KHC by Wednesday, August 28, 2019.
- Project scoring and ranking by CoC Advisory Board
- Applicants notified in writing by Friday, September 13, 2019 if the project will be included in the KY BoS CoC's Consolidated Application to HUD.
- Consolidated Application, including selected project applications, submitted to HUD by Monday, September 30, 2019.

2019 Priorities

New and expanded project applications will be competitively scored based on criteria adopted by the KY BoS CoC Advisory Board. In general, new projects will be scored on how well the project will help to quickly transition individuals and families to permanent housing and to what degree it is aligned with identified and specific KY BoS CoC priorities such as adopting a Housing First model; participation in coordinated entry; and assisting participants to increase their income through employment. Expansion projects will also be scored on performance outcomes for the renewal project they plan to expand.

The KY BoS CoC Advisory Board will consider and adopt the 2019 CoC scoring criteria for renewal projects, new projects, and expanded projects at a public meeting in mid-August. The meeting will be held via webinar. Once the date is set, it will be made public via KHC eGram.

The adopted scoring criteria will provide applicants with more specific information about the KY BoS CoC's priorities.

If you have questions relating to the 2019 CoC Program competition, please contact the Housing Contract Administration (HCA) [Help Desk](#).