

Fredericksburg Regional CoC 2020 VHSP Local Notice of Funding Availability

The Fredericksburg Regional Continuum of Care (CoC) is soliciting project applications for inclusion in its collaborative application for FY21 & FY22 Virginia Homeless Solutions Program (VHSP) funding.

VHSP is a state- and federally-funded program funded by the State General Fund and the federal Emergency Solutions Grant (ESG) to support the development and implementation of localized emergency crisis response systems with housing-focused, coordinated community-based activities. These activities are designed to reduce the overall length of homelessness in the community, the number of households becoming homeless and the overall rate of formerly homeless households returning to homelessness.

Please visit the [VHSP](#) page of the Virginia Department of Housing & Community Development (DHCD) website for more information about this program.

Applicant Eligibility & Requirements

Per the [Fredericksburg Regional CoC Funding Policies & Procedures](#), applicants requesting funds through any CoC funding process must meet the following conditions:

1. Be a member of the Fredericksburg Regional CoC as defined in the Bylaws.
2. Agree to adhere to the *Fredericksburg Regional CoC Coordinated Entry Policies & Procedures*, including the following requirements of that document:
 - a. Follow the Housing First model
 - b. Participate in the CoC's coordinated entry process
 - c. Adhere to established project standards
 - d. Collect data through HMIS or a comparable database
3. Meet the eligibility requirements of the funding agency.

VHSP applicants must be non-profits that are current on 990 filings, housing authorities, planning district commissions, or units of local government. Planning district commissions and housing authorities are not eligible to receive funding for shelter operations or rapid re-housing activities.

VHSP applicants must also meet all requirements contained in the [Virginia Homeless and Special Needs Housing Funding Guidelines 2020-2022](#).

Project Requirements

There are eight categories of eligible VHSP activities:

- Centralized or Coordinated Assessment/Entry System
- Outreach
- Emergency Shelter Operations
- Rapid Re-Housing (including Housing Location)
- Targeted Prevention (including Housing Location)

- CoC Planning
- HMIS
- Administrative Costs

Projects must meet all requirements contained in the *Virginia Homeless and Special Needs Housing Funding Guidelines 2020-2022*.

Estimated Funding Available

The CoC currently receives the following amount of VHSP funding:

Category	Current Funding
Centralized or Coordinated Assessment/Entry System	\$72,788
Outreach	\$0
Emergency Shelter Operations	\$156,057
Rapid Re-Housing	\$519,318
Targeted Prevention	\$160,040
CoC Planning	\$40,000
HMIS	\$36,983
Administrative Costs	\$18,904
Total	\$1,004,090

The CoC is not limited in the amount of funding it can request through the VHSP collaborative application. Approximately \$15.4 million in VHSP funding is anticipated to be available statewide each year for FY21 & FY22, which represents a 1% increase from FY19 & FY20 funding levels.

Funding Process & Timeline

The *Fredericksburg Regional CoC Funding Policies & Procedures* governs the process for CoC funding decisions, including the solicitation, review, selection, and ranking of projects for collaborative applications, to ensure an objective and transparent funding process. The collaborative application process for FY21 & FY22 Virginia Homeless Solutions Program funding will adhere to this policy. The timeline for this funding process is included below:

Deadline	Action
2/6/20	Application forms and scoring sheets approved by CoC Board
2/7/20	Application forms, attachment templates, and scoring sheets sent to CoC members and posted to CoC website.
2/13/20	Informational Session
2/28/20	Project applications due to GWRC by noon
3/9/20	Project applications reviewed and scored by Funding & Performance Committee
3/9/20	Project applicants notified of application scores, funding recommendation, and appeals process
3/11/20	Appeals due to GWRC by noon
3/13/20	Appeals reviewed and determined by Appeals Committee
3/13/20	Appealing agencies notified of Appeals Committee determinations

3/19/20	VHSP Year Two Request and collaborative application approved by CoC Board
3/19/20	Project applicants notified of CoC Board determination
3/19/20	Collaborative application sent to CoC members and posted to CoC website
3/20/20	Collaborative application due to DHCD

Application Submission

Each project application will consist of two components:

- Cover Letter and Project Application Form; and
- Agency and Project Level Attachments

Cover Letter & Project Application Form

Each project's cover letter and completed application form **must** be submitted as a single PDF. Application forms and the cover letter template are available on the [Funding](#) page of the CoC website. A separate application must be submitted for each project, each with its own cover letter.

Project application types include:

- Coordinated Assessment/Entry
- Outreach
- Emergency Shelter Operations
- Rapid Re-Housing
- Targeted Prevention
- Housing Location
- CoC Planning (*Only the CoC Lead Agency is eligible to apply for CoC Planning VHSP funding.*)

Attachments

Each applicant must submit the following, each as a single PDF except for the Spending Plan (once per applicant, even if applicant submits multiple project applications):

- Board of Director Listing
- Organizational Chart
- 990 (if applicable)
- Profit and Loss Statement (prior year and most recent YTD)
- Spending Plan (template provided, please submit in Excel format)
- Organizational Certification and Assurances (template provided)

For each project application submitted, except for CoC Planning projects, applicants are required to submit the following, each as a single PDF:

- Project Policies and Procedures
- Project Job Descriptions (must be housing-focused)
- MOU(s) (if applicable)
- For DV Renewal Projects ONLY: CoC Data Sheet (template provided)

CoC Planning projects are required to submit the following, each as a single PDF:

- CoC Bylaws

- HMIS Policies & Procedures
- CoC-Level Policies & Procedures/Service Standards
- Homelessness Response System Flow Chart
- CoC Strategic Plan
- CoC Certification and Assurances
- Project Job Descriptions

Any attachment templates provided are available on the Funding page of the CoC website. Each attachment **must** be submitted as a single PDF, except for the Spending Plan, which should be submitted in Excel format. Each attachment should be labeled with the agency name and the name of the attachment, matching the requested information. (Example: AgencyA_Organizational_Chart.pdf)

Scoring Sheets

Scoring sheets for each project type are available on the Funding page of the CoC website.

Please note that information on drawdowns, resolution of monitoring findings, and performance of current VHSP projects will be provided by staff to the Funding & Performance Committee. Grantees will be given the opportunity to address any concerns raised by these items.

Important Application Dates

An informational session to review this funding process with potential applicants will be held on **February 13, 2020 at 9 AM** at the George Washington Regional Commission, 406 Princess Anne Street, Fredericksburg, VA 22041. All applicants for this funding are encouraged to attend.

Project applications, cover sheets, and required attachments must be submitted via email to Sam Shoukas at shoukas@gwregion.org by **February 28, 2020 at noon**.

Appeals Process

Appeals will adhere to the appeals process outlined in the *Fredericksburg Regional CoC Funding Policies & Procedures*. A summary of the appeals process for this solicitation is also available on the Funding page of the CoC website.

Appeals must be submitted via email to Sam Shoukas at shoukas@gwregion.org by **March 11, 2020 at noon**.