

Fredericksburg Regional Continuum of Care
2022 Virginia Housing Trust Fund – Homelessness Reduction Grant

The Fredericksburg Regional Continuum of Care is accepting requests for a letter of support as part the Virginia Housing Trust Fund (VHTF) - Homeless Reduction Grant application. A letter of support from the CoC is required as part of the application process. Please visit the [VHTF](#) page of the Virginia Department of Housing & Community Development (DHCD) website for more information about this program.

Request Process and Timeline

The Fredericksburg Regional Continuum of Care has established a process for requests as outlined in the [Funding Policies and Procedures](#). Applicants should use the process outlined for “requesting a letter of endorsement” (the HTF application calls this letter a ‘letter of support’, but it is considered a “letter of endorsement” by CoC standards) (pg.10) using the revised timeline here:

1. Applicants may submit requests via email to funding@fredericksburgcoc.org by **October 12, 2021 at noon**. Requests should be no more than 2 pages including:
 - A brief summary of project proposal - Description of the proposed activities and summary of the funding request
 - The need addressed by project - Using data, describe the unmet need in the community and how the proposed project will address the need
 - Target population and eligibility requirements
 - Experience working with target population
 - Expected number served/ project outcomes
2. The Funding and Performance Committee will review the requests, along with any current grantee drawdowns and performance data (if applicable) and make recommendations for which projects are to be provided with a letter to the CoC Board for final approval.
3. CoC staff will notify all requesters of the outcome of the Funding and Performance Committee by **October 26, 2021**.
4. The CoC Board will review and vote on the Funding and Performance Committee recommendations at their October meeting, no later than **October 28, 2021**.
5. All accepted applicants will be required to submit draft applications to CoC staff for review and technical assistance **prior to submitting, but no later than COB October 28, 2021**.
6. The CoC Board Chair and CoC staff will complete letters for approved applicants and have them returned by **COB October 29, 2021**.