

**ORANGE COUNTY
CONTINUUM OF CARE**

**FY 2023 REQUEST FOR PROPOSALS FOR CONTINUUM OF
CARE BONUS, DOMESTIC VIOLENCE BONUS AND
REALLOCATION PROJECTS**

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Submission Deadline

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TABLE OF CONTENTS

INTRODUCTION.....	3
DOMESTIC VIOLENCE BONUS	4
COC BONUS AND REALLOCATION FUNDING	4
PROJECT TYPES	6
PROPOSAL MINIMUM REQUIREMENTS.....	10
RFP REVIEW, SCORING AND SELECTION PROCESS.....	12
REQUEST FOR PROPOSAL REQUIREMENTS	16
REQUIRED DOCUMENTS.....	18
TIMELINE AND DUE DATES	22
SUBMITTAL	22
RIGHT OF ORANGE COUNTY CONTINUUM OF CARE TO WAIVE IRREGULARITIES	22
FURTHER QUESTIONS AND ADDITIONAL RESOURCES	23
ADDITIONAL INFORMATION	23

INTRODUCTION

Welcome to the Request for Proposals (RFP) for Continuum of Care (CoC) Bonus, Domestic Violence (DV) and Reallocation Projects for the Fiscal Year (FY) 2023 Orange County CoC Program.

On July 5, 2023, the U.S. Department of Housing and Urban Development (HUD) released the FY 2023 CoC Program NOFO¹ that establishes the funding criteria to communities nationwide to provide housing and services to populations experiencing homelessness. HUD is making available approximately \$3.1 billion in FY2023 for the CoC Program NOFO, including at least \$52 million available for Domestic Violence, Dating Violence, Sexual Assault, and Stalking Bonus (DV Bonus) projects.

The FY2023 CoC Program NOFO outlines HUD's Homeless Policy and Program Priorities, including:

- Ending homelessness for all persons.
- Using a Housing First approach.
- Reducing unsheltered homelessness.
- Improving system performance.
- Partnering with housing, health, and service agencies.
- Racial equity.
- Improving assistance to individuals identifying as Lesbian, Gay, Bisexual, Transgender, Queer or Questioning, or Other Gender or Sexual Identities (LGBTQ+).
- Persons with lived experience.
- Increasing affordable housing supply.

The FY2023 CoC Program NOFO also highlights important information that the CoC and applicants should consider while preparing the FY2023 CoC Application and new project applications consistent with the requirements of the Consolidated Appropriations Act, 2023, including:

- Creating projects that provide Rapid Rehousing (RRH), Joint Transitional Housing and Permanent Housing - Rapid Rehousing (Joint TH/PH-RRH), Supportive Services Only projects providing Coordinated Entry System (SSO-CES) to assist survivors of domestic violence, dating violence, sexual assault, or stalking.
- Review and ranking of all new reallocated, CoC Bonus and DV Bonus project applications submitted to the CoC.
- DV Bonus projects, not including SSO-CES, will be evaluated utilizing a 100-point scale consisting of up to 50 points for the CoC score, up to 10 points in direct proportion to the score received on CoC collaboration with victim service providers, up to 10 points based on the extent the CoC qualifies the need for the project, up to 15 points based on the quality of the project applicant experience, up to 8 points based on the project's plan to address the housing and safety needs of survivors by adopting victim-centered practices, up to 7 points based on the project's plan to demonstrate its plan to involve survivors in policy and program development throughout the project's operation.
- CoC Bonus and Reallocation projects must meet the project eligibility and project quality threshold requirements established by HUD and demonstrate its CoC ranks projects based on how they improve system performance.

¹ FY 2023 CoC Program NOFO: <https://www.grants.gov/web/grants/view-opportunity.html?oppld=349091>

Orange County Continuum of Care - FY2023 Request for Proposals for Continuum of Care Bonus, Domestic Violence Bonus and Reallocation Projects

In Orange County, the CoC Board is the group of community stakeholders that set local priorities for the FY2023 CoC Program NOFO. As a result, the CoC Board, in collaboration with the County of Orange (County), as the Collaborative Applicant, have set forth the following RFP for new projects and expansion projects being funded with CoC Bonus, DV Bonus and Reallocation funding and will evaluate submittals to ensure the most competitive application is put forth to HUD consistent with HUD guidance and HEARTH Act regulations. The Orange County CoC will solicit CoC Bonus, DV Bonus and Reallocation projects that follow a Housing First approach and focus on providing new RRH, Joint TH and RRH and permanent supportive housing (PSH) programs.

DOMESTIC VIOLENCE BONUS

The Orange County CoC is eligible to apply for an estimated **\$2,076,061 in DV Bonus** funding during the FY2023 CoC Program NOFO. HUD has not yet released the final FY2023 Grant Inventory Worksheet (GIW) but has provided the estimated Annual Renewal Demand (ARD) Report to provide the CoC's estimated funding amounts available. This RFP will be utilized to identify new projects and/or expansion projects for the DV Bonus funds that become available through the FY2023 CoC Program NOFO. All proposed services must be new, and proposed project funding cannot replace other existing funding sources.

New projects and expansion projects funded by the DV Bonus must serve survivors of domestic violence, dating violence, sexual assault, or stalking that are defined as homeless (24 CFR 578.3). Applicants are encouraged to reference the amended criteria to qualifying as "homeless" when considering the eligible populations to be served through DV Bonus funding. For purposes of the CoC Program and other HUD programs authorized by the McKinney-Vento Homeless Assistance Act, section 605 of Violence Against Women Act (VAWA) 2022 amended section 103(b) of the McKinney-Vento Homeless Assistance Act to require HUD to consider as homeless: any individual or family who—

- is experiencing trauma or a lack of safety related to, or fleeing or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous, traumatic, or life-threatening conditions related to the violence against the individual or a family member in the individual's or family's current housing situation, including where the health and safety of children are jeopardized;
- has no other safe residence; and
- lacks the resources to obtain other safe permanent housing.

New projects and expansion projects funded through the DV Bonus must exclusively serve households who qualify as survivors of domestic violence. Additionally, per the FY 2023 CoC Program NOFO, new projects and expansion projects proposed and funded through the DV Bonus cannot exclusively serve human traffic victims but may serve this segment of the population as part of the total population to be served.

The Orange County CoC will only solicit DV Bonus proposals for the following project types:

- Permanent Housing – Rapid Rehousing (RRH) projects
- Joint Transitional Housing and Permanent Housing – Rapid Rehousing (Joint TH/ PH-RRH) Projects

Additional detail on the requirements for each type of new project that may be funded through this RFP are detailed in the Project Types Section and related tables.

CoC BONUS AND REALLOCATION FUNDING

Orange County Continuum of Care - FY2023 Request for Proposals for Continuum of Care Bonus, Domestic Violence Bonus and Reallocation Projects

The Orange County CoC is eligible to apply for an estimated **\$2,138,876 in CoC Bonus** funding during the FY2023 CoC Program NOFO. HUD has not yet released the final FY2023 GIW but has provided the Estimated ARD Report to provide CoC's estimated funding amounts available.

On July 26, 2023, the CoC Board approved the reallocation of \$579,869 in funding to solicit new project proposals that serve families (households with at least one minor child and one adult). The Orange County CoC may have additional funding available for new projects and/or expansion projects through the reallocation process as the CoC NOFO local competition continues, as the review and evaluation of renewal projects is still underway. As such, the total funding available for reallocation has not yet been confirmed.

This RFP will be utilized to identify new projects and/or expansion projects for the CoC Bonus available through the FY2023 CoC Program NOFO and any additional reallocation funds that become available. All proposed services must be new, and proposed project funding cannot replace other existing funding sources.

The Orange County CoC will only solicit CoC Bonus and Reallocation proposals for the following project types:

- Permanent Housing – Rapid Rehousing (RRH) projects
- Permanent Housing – Permanent Supportive Housing (PSH) projects

New projects and expansion projects funded by the CoC Bonus and Reallocation funding must serve persons who qualify as homeless under paragraphs (1), (2), or (4) of 24 CFR 578.3. Additionally, proposed projects will prioritize serving households with severe service needs and undeserved communities. Severe service needs means any combination of the following factors:

- Facing significant challenges or functional impairments, including any physical, mental, developmental or behavioral health disabilities regardless of the type of disability, which require a significant level of support in order to maintain permanent housing (this factor focuses on the level of support needed and is not based on disability type);
- High utilization of crisis or emergency services to meet basic needs, including but not limited to emergency rooms, jails, and psychiatric facilities; currently living in an unsheltered situation or having a history of living in an unsheltered situation; experiencing a vulnerability to illness or death;
- Having a risk of continued or repeated homelessness; and
- Having a vulnerability to victimization, including physical assault, trafficking or sex work.

Proposed project(s) should primarily serve (75 percent or more) households with severe service needs or include designated units to serve any of the following populations, including families (households with at least one minor child and one adult), Transitional Age Youth (TAY) (ages 18 – 24), individuals (adult only households) experiencing chronic homelessness and older adults (ages 62 and older). Additional details related to households to be served can be found in the Scoring and Rating Criteria section of this RFP.

Additionally, new Permanent Housing – Permanent Supportive Housing (PSH) projects must be either designated as DedicatedPLUS project or Dedicated to Chronically Homeless Individuals and Families.

- Dedicated to Chronically Homeless Individuals and Families – A permanent supportive housing bed that is dedicated specifically for use by chronically homeless individuals and families within the CoC. When a program participant exits the project, the bed must be filled by another

Orange County Continuum of Care - FY2023 Request for Proposals for Continuum of Care Bonus, Domestic Violence Bonus and Reallocation Projects

chronically homeless participant unless there are no chronically homeless persons located within the CoC's geographic area.

- **DedicatedPLUS Project** – A permanent supportive housing project where 100 percent of the beds are dedicated to serve individuals, families, and unaccompanied youth (including pregnant and parenting youth) that at intake meet one of the following categories:
 - Experiencing chronic homelessness as defined in 24 CFR 578.3;
 - Residing in a transitional housing project that will be eliminated and meets the definition of chronically homeless in effect at the time in which the individual or family entered the transitional housing project;
 - Residing in a place not meant for human habitation, emergency shelter, or Safe Haven and had been admitted and enrolled in a permanent housing project within the last year but were unable to maintain a housing placement and met the definition of chronic homeless as defined by 24 CFR 578.3 prior to entering the project;
 - Residing in transitional housing funded by a Joint TH/PH-RRH component project and who were experiencing chronic homelessness as defined at 24 CFR 578.3;
 - Residing and has resided in a place not meant for human habitation, Safe Haven, or emergency shelter for at least 12 months in the last three years, but has not done so on four separate occasions and the individual or head of household meet the definition of 'homeless individual with a disability; or
 - Receiving assistance through a Department of Veterans Affairs (VA)-funded homeless assistance program and met one of the above criteria at initial intake to the VA's homeless assistance system.

Additional details on the requirements for each type of new project that may be funded through this RFP are detailed in the Project Types Section and related tables.

PROJECT TYPES

The above sections of DV Bonus, CoC Bonus and Reallocation Funding details the eligible project types under the FY2023 RFP for CoC Bonus, DV Bonus and Reallocation Projects. Generally, eligible costs under the regular CoC competition apply in the FY2023 CoC Program NOFO, as detailed in 24 CFR 578.37 through 578.63. The Orange County CoC will reject any request for ineligible costs and will reject any projects that request funds for acquisition, new construction, or rehabilitation. All proposed services must be new, and proposed project funding cannot replace other existing funding sources.

Joint Transitional Housing and Permanent Housing – Rapid Rehousing

The Joint Transitional Housing and Permanent Housing – Rapid Rehousing (Joint TH/PH-RRH) component project combines two existing program components – transitional housing and permanent housing-rapid rehousing – in a single project to serve individuals and families experiencing homelessness.

Joint TH/PH-RRH should prioritize those with the highest needs using an evidence-based approach designed to provide stable housing and services that, to the greatest extent possible, move the participant towards self-sufficiency and independence. The Joint/PH-RRH must adopt a Housing First approach across the entire project and program participants may only receive up to 24 months of total assistance. When a program participant is enrolled in a Joint TH/PH-RRH project, the recipient or subrecipient must be able to provide both components, including the units supported by the transitional housing component and the

Orange County Continuum of Care - FY2023 Request for Proposals for Continuum of Care Bonus, Domestic Violence Bonus and Reallocation Projects

tenant-based rental assistance and services provided through the RRH component. A program participant may choose to receive only the transitional housing component, or the assistance provided through the RRH component, but the recipient or subrecipient must make both types of assistance available to all participants. Additionally, if CoC Program funds are not being requested for both TH and RRH units, the project application must still describe the number of TH and RRH units that will be utilized by the project, if selected for conditional award, and provide details in the project description of how TH and RRH assistance will be provided. For more information about Joint TH/PH-RRF please see Section V.C.4.c of the FY2023 COC Program NOFO

Category	Joint TH/PH-RRH
Eligible Applicants	Non-profits, government entities, public housing authorities
Eligible Participants	Persons fleeing domestic violence situations and other person meeting the criteria of paragraph (4) of the HUD definition of homeless as amended by section 605 of Violence Against Women Act (VAWA) 2022, as defined on page 4 of this RFP.
Eligible Activities/ Expenses	<ul style="list-style-type: none"> • Term Rental Assistance (6 - 24 months) • Leasing of structure or unit • Operating costs • Support Services • HMIS • Project Administrative Costs • Reference 24 CFR 578.43 - 578.63
Support Services	Grant funds may be used for any supportive service listed as eligible under 24 CFR 578.53
Grant Term	Only one (1) year grant terms will be considered, to maximize available funding.
Timeliness	Program funds must be obligated by September 30, 2025. Applicants must start programs in a timely manner following award.
Match	<ul style="list-style-type: none"> • Must at minimum be equal to 25 percent of total grant request. Match can be cash or in-kind and must be spent on eligible project costs. • Leasing funds do not have to be matched. • 24 CFR 578.73 provides the information regarding match requirements.
HMIS	Must agree to participate in the Orange County Homeless Management Information System (HMIS) or comparable database if qualified victim service provider.
Coordinated Entry	Must agree to participate in Orange County Coordinated Entry System.
Housing First Model	Must operate using a Housing First Model.

Rapid Rehousing

Rapid Rehousing (RRH) is a model of housing assistance that is designed to assist individuals and families experiencing homelessness to move as quickly as possible into permanent housing and achieve stability in that housing. RRH assistance is time-limited, individualized, and flexible. RRH projects funded under the FY2023 CoC Program NOFO competition must follow Housing First principles and participate in the Coordinated Entry System.

**Orange County Continuum of Care - FY2023 Request for Proposals for Continuum of Care Bonus,
Domestic Violence Bonus and Reallocation Projects**

Category	Rapid Rehousing
Eligible Applicants	Non-profits, government entities, public housing authorities
Eligible Participants	<p><u>DV Bonus:</u> Persons fleeing domestic violence situations and other person meeting the criteria of paragraph (4) of the HUD definition of homeless as amended by section 605 of Violence Against Women Act (VAWA) 2022, defined on page 4 of this RFP.</p> <p><u>CoC Bonus:</u> Homeless individuals coming directly from the streets or emergency shelters and include persons fleeing domestic violence situations and other people meeting the criteria of paragraph (4) of the HUD definition of homeless.</p> <p><u>Reallocation Funding:</u> Families (households with at least one minor child and one adult) experiencing homelessness, either sheltered or unsheltered per the HUD definition of homeless.</p>
Eligible Activities/ Expenses	<ul style="list-style-type: none"> • Term Rental Assistance (6 - 24 months) • Support Services • HMIS • Project Administrative Costs • Reference 24 CFR 578.43 - 578.63
Support Services	Grant funds may be used for any supportive service listed as eligible under 24 CFR 578.53
Grant Term	Only one (1) year grant terms will be considered, to maximize available funding.
Timeliness	Program funds must be obligated by September 30, 2025. Applicants must start programs in a timely manner following award.
Match	<ul style="list-style-type: none"> • Must at minimum be equal to 25 percent of total grant request. Match can be cash or in-kind and must be spent on eligible project costs. • 24 CFR 578.73 provides the information regarding match requirements.
HMIS	Must agree to participate in the Orange County HMIS or comparable database if qualified victim service provider.
Coordinated Entry	Must agree to participate in Orange County Coordinated Entry System.
Housing First Model	Must operate using a Housing First Model.

Permanent Supportive Housing

Permanent Supportive Housing (PSH) is permanent housing in which supportive services are provided for individuals and families experiencing chronic homelessness that is not time limited and support households to live independently. PSH provides permanent housing in the form of community-based housing without a designated length of stay, and the program participant must be the tenant on a lease for a term of at least one year, which is renewable for terms that are a minimum of one month long and is terminable only for cause. New and expansion PSH projects must create beds that are dedicated to serve 100 percent people who are chronically homeless. These units are also subject to the requirements in HUD's Notice CPD-14-012: Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons in Permanent Supportive Housing and Recordkeeping Requirements for Documenting Chronic Homeless Status and Defining "Chronically Homeless" Final Rule⁴. CPD-14-012 requires that PSH units be prioritized for those households with the longest histories of homelessness and the most severe needs, as

Orange County Continuum of Care - FY2023 Request for Proposals for Continuum of Care Bonus, Domestic Violence Bonus and Reallocation Projects

determined using a standardized and objective assessment tool. PSH projects funded under this NOFO competition must also follow Housing First principles and participate in the Coordinated Entry System. For more information on PSH project type see 24 CFR 578.3

Category	Permanent Supportive Housing
Eligible Applicants	Non-profits, government entities, public housing authorities
Eligible Participants	100 % persons experiencing chronic homelessness
Eligible Activities/ Expenses	<ul style="list-style-type: none"> • Leasing • Rental Assistance (Tenant Rental Assistance Preferred, but will accept Sponsored-Based Rental Assistance and Projected-Based Rental Assistance) • Operating Costs • Support Services • HMIS • Project Administrative Costs • Reference 24 CFR 578.43-578.63
Support Services	Grant funds may be used for any supportive service listed as eligible under 578.53
Grant Term	Only one (1) year grant terms will be considered, to maximize available funding.
Timeliness	Program funds must be obligated by September 30, 2025. Applicants must start programs in a timely manner following award.
Match	<ul style="list-style-type: none"> • Must at minimum be equal to 25 percent of total grant request. Leasing funds do not have to be matched. • Match can be cash or in-kind and must be spent on eligible project costs. • 24 CFR 578.73 provides the information regarding match requirements. • Project applicants that intend to use program income as a match must provide an estimate of how much program income will be used for the match.
HMIS	Must agree to participate in the Orange County HMIS or comparable database if qualified victim service provider.
Coordinated Entry	Must agree to participate in Orange County Coordinated Entry System.
Housing First Model	Must operate a Housing First Model.

Expansion Project

HUD will allow project applicants to apply for a new expansion project (see Section I.B.2.b.(10) of the FY2023 CoC Program NOFO) through DV Bonus, CoC Bonus, and Reallocation funding processes to expand existing projects will increase the number of units, persons served, services provided to existing program participants. If the new expansion project will expand an existing eligible CoC Program renewal project, HUD will not fund capital costs (i.e., new constructions, rehabilitation, or acquisition) and will only allow one - year funding requests (see page 49 of FY2023 CoC Program NOFO).

Project applicants intending to submit new project applications for the purposes of expanding an eligible renewal in the CoC Program must:

**Orange County Continuum of Care - FY2023 Request for Proposals for Continuum of Care Bonus,
Domestic Violence Bonus and Reallocation Projects**

- Enter the grant number of the eligible renewal project proposed for expansion, in the new project submittal;
- Indicate how the new project application will expand units, beds, services, persons served, or services provided to existing program participants; and
- Ensure the funding request for the expansion grant is within the funding parameters allowed under DV Bonus, CoC Bonus and Reallocation funding available amounts.

Project applicants may expand an existing renewal project that is not currently dedicated to serving survivors of domestic violence, dating violence, sexual assault, or stalking that meet the definition of homeless (24 CFR 578.3) to dedicate additional beds, units, persons served, or services provided to existing program participants to this population.

The new expansion project application must meet the project eligibility and project quality thresholds in Sections III.C.5.b. and c. of the FY2023 CoC Program NOFO. If the new expansion project exceeds the amount of funding available under the DV Bonus, CoC Bonus and/or Reallocation processes, HUD will reduce the funding request to the available amount, which could affect the activities of the new expansion project. If both the new expansion project and the CoC Program renewal project it expands are conditionally selected for funding, one grant agreement incorporating both approved project applications will be executed. If the renewal project application is not conditionally selected for funding, the expansion project application will not be selected.

PROPOSAL MINIMUM REQUIREMENTS

HUD Threshold Requirements

The FY2023 CoC Program NOFO requires all project applicants to meet threshold requirements as listed in Section III.C. Threshold Requirements:

- a. **Ineligible Applicants.** HUD will not consider a project application from an ineligible project applicant.
- b. **Project Eligibility Threshold.** HUD will review all projects to determine if the projects meet the following eligibility threshold requirements on a pass/fail standard.
 1. Project applicants and potential subrecipients must meet the eligibility requirements of the CoC Program as described in the Act and the Rule and provide evidence of eligibility required in the applications.
 2. Project applicants and subrecipients must demonstrate the financial and management capacity and experience to carry out the projects as detailed in the project application and to administer federal funds. Demonstrating capacity may include a description of the applicant and subrecipient experience with similar projects and with successful administration of Supportive Housing Program (SHP), Shelter Plus Care (S+C), or CoC Program funds or other federal funds.
 3. Project applicants must submit the required certifications as specified in the FY2023 CoC Program NOFO.
 4. The population to be served must meet program eligibility requirements as described in the Act, the Rule, and section I.B.3.m of the FY2023 CoC Program NOFO, and the project application must clearly establish eligibility of project applicants.
 5. Project applicants must agree to participate in a local HMIS. However, in accordance with Section 407 of the Act, any victim service provider that is a recipient or subrecipient must

**Orange County Continuum of Care - FY2023 Request for Proposals for Continuum of Care Bonus,
Domestic Violence Bonus and Reallocation Projects**

not disclose, for purposes of HMIS, any personally identifying information about any client. Victim service providers must use a comparable database that meets the needs of the local HMIS.

6. Project applicants must demonstrate operational integrity with the Housing First model of project implementation.
- c. **Project Quality Threshold.** HUD will review all new project applications to determine if the projects meet the following project quality threshold requirements. HUD will not award funds to a new project unless the project was created through reallocation, or the CoC has demonstrated to HUD's satisfaction that projects are evaluated and ranked based on the degree to which they improve the CoC's system performance. As indicated on page 59 of the FY2023 CoC Program NOFO, HUD will assess all new projects for the following minimum project eligibility, capacity, timeliness, and performance standards. To be considered as meeting project quality threshold, all new projects must meet the following criteria:
 1. Project applicants and potential subrecipients must have satisfactory capacity, drawdowns, and performance for existing grant(s) funded under the CoC Program, as evidenced by timely reimbursement of subrecipients, regular drawdowns, and timely resolution of any monitoring findings;
 2. For expansion project applications, project applicants must describe the part of the project that is being expanded and demonstrate the project is not replacing other funding sources; and
 3. Project applicants must demonstrate they will be able to meet all timelines standards per 24 CFR 578.85. Project applicants with existing projects must demonstrate they met all renewal project threshold requirements of FY2023 CoC Program NOFO.

HUD reserves the right to deny a funding request for a new project, if the request is made by an existing recipient that HUD finds to have significant issues related to capacity, performance, unresolved audit, or monitoring findings related to one or more existing grants; or does not routinely draw down funds from eLOCCS at least once per quarter. HUD also reserves the right to withdraw funds if no APR is submitted on the prior grant.

Additionally, the following minimum criteria must be met for new project and/or expansion project applications.

a. Permanent Housing Proposal Requirements – RRH and PSH

As indicated on page 55 and 56 of the FY2023 CoC Program NOFO, new permanent housing projects must receive at least four out of the five points available for RRH or PSH. Projects that do not receive at least four points will be rejected:

1. Whether the type of housing proposed, including the number and configuration of units, will fit the needs of the program participants (1 point).
2. Whether the type of supportive services that will be offered to program participants will ensure successful retention in or help to obtain permanent housing, including all supportive services regardless of funding source (1 point).
3. Whether the proposed project has a specific plan for ensuring program participants will be individually assisted to obtain the benefits of mainstream health, social, and employment programs, for which they are eligible to apply, that meet the needs of program participants (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education) (1 point).

Orange County Continuum of Care - FY2023 Request for Proposals for Continuum of Care Bonus, Domestic Violence Bonus and Reallocation Projects

4. Whether program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing) (1 point).
5. Whether the average cost per household served is reasonable, meaning that the costs for housing and services provided by the project are consistent with the population the project plans to serve (1 point).

b. Joint Transitional Housing and Permanent Housing – Rapid Rehousing Proposal Requirements

As indicated on page 56 and 57 of the FY2023 CoC Program NOFO, new Joint TH/PH-RRH component project applications must receive at least six out of eight points available for Joint TH/PH-RRH. Projects that do not receive at least six points will be rejected:

1. Whether the type of housing proposed, including the number and configuration of units, will fit the needs of the program participants (e.g., two or more bedrooms for families.) (1 point).
2. Whether the proposed project will provide enough rapid rehousing assistance to ensure that at any given time a program participant may move from transitional housing to permanent housing. This may be demonstrated by identifying a budget that has twice as many resources for the RRH portion of the project than the TH portion, by having twice as many RRH units at a point in time as TH units, or by demonstrating that the budget and units are appropriate for the population being served by the project (2 points).
3. Whether the type of supportive services that will be offered to program participants will ensure successful retention or help to obtain permanent housing, including all supportive services regardless of funding source (1 point).
4. Whether the proposed project has a specific plan for ensuring program participants will be individually assisted to obtain the benefits of mainstream health, social, and employment programs, for which they are eligible to apply, that meet the needs of program participants (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education) (1 point).
5. Whether program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing) (1 point).
6. Whether the project adheres to a Housing First model as defined in section I.B.2.b.(15) of the FY2023 CoC Program NOFO (1 point).
7. Whether the average cost per household served is reasonable, meaning that the costs for housing and services provided by the project are consistent with the population the project plans to serve (1 point).

RFP REVIEW, SCORING AND SELECTION PROCESS

Applicants responding to this RFP must submit materials as described in this document. **Applications that are late, incomplete, or substantially deficient will not be advanced to the Project Review Panel (Panel) for scoring.** All applications will be reviewed to ensure they meet HUD threshold requirements and quality standards. Any correctable deficiencies will be identified, and selected applicants will have the opportunity to submit corrected documents before the final CoC application is submitted to HUD.

Orange County Continuum of Care - FY2023 Request for Proposals for Continuum of Care Bonus, Domestic Violence Bonus and Reallocation Projects

The CoC will convene an unbiased Panel to review each project that passes the technical review. Any member of the CoC who is making an application or is affiliated with an organization that is making an application will not participate in the ranking process or otherwise influence those that are ranking the applications.

The Panel will receive the applications and scoring instructions in advance of the meeting and will hold one meeting to review and average their scores and arrive at a decision about which project(s) to recommend for funding. Should there be a need for clarification, the Panel may call in high performing applicants for a Question-and-Answer Session. This session is at the discretion of the Panel. In keeping with HUD requirements, the Panel will also assign a ranked order to all projects that will be funded. The Panel will also recommend which project(s) should be submitted as the DV Bonus, CoC Bonus and Reallocation projects. The Panel may also recommend that projects either increase or decrease their funding request to maximize the use of available DV Bonus, CoC Bonys and Reallocation funds.

The final ranking of new projects as determined by the Panel will be recommended to the CoC NOFO Ad Hoc to determine their order on the Project Priority Listing submitted to HUD. The final Project Priority list will be approved by the CoC Board, as recommended by the CoC NOFO Ad Hoc. Applicants will be notified of the results no later than September 13, 2023. Any projects not selected for funding may appeal the decision by following the CoC's appeal process. Placement on the Project Priority List does not guarantee funding, as HUD will review and assess all new project applications for threshold compliance and project quality. The Panel and/or the CoC NOFO Ad Hoc may also recommend that projects either increase or decrease their funding request to maximize the use of available funds.

Applicants conditionally selected for funding by HUD will be required to provide additional information in the form of a technical submission within 30 days of notification by HUD of the project's conditional approval.

Appeal Process

The CoC Board approves applications for ranking and funding recommendations to HUD. That ranking decision is communicated to all applicants by email. In all cases, the Appeals Committee has the final authority on appeals decisions.

A formal appeal must be submitted by 12:00 p.m. (noon) two (2) business days after the CoC Board decision. The appeal document must consist of a short, written statement (no longer than 2 pages) of the agency's appeal of the decision addressing the flaw in methodology or in the process used in the decision. The overall performance measurements or data are not a basis for an appeal. The statement can be in the form of a letter or a memo from an individual authorized to represent the agency (i.e., Executive Director). The appeal must be transmitted by email to Sarah Jones (sarah.jones@ocgov.com) and Felicia Boehringer (felicia.boehringer@ocgov.com).

The Appeals Panel will be selected from the CoC Board and/or its designees. These individuals have no conflict of interest in serving. The Appeal Panel will conduct an in-person or telephone meeting with a representative(s) of the agency who filed the appeal to discuss it, if needed. The Appeal Panel will inform appealing agency(ies) of its decision. In all cases, the appeals panel has the final authority on appeals decisions.

**Orange County Continuum of Care - FY2023 Request for Proposals for Continuum of Care Bonus,
Domestic Violence Bonus and Reallocation Projects**

Scoring and Rating Criteria

All projects will be scored on a 140-point scale using the following criteria:

	Criterion	Points	Description of basis for assigning points
1	CoC Participation	Up to 10 points	<ul style="list-style-type: none"> • Applicant has demonstrated participation and involvement in the Orange County CoC and core activities of the CoC, such as Point In Time Count and Housing Inventory Count. • Applicant participates in the local HMIS and completes timely and curate data submissions, as requested. • Applicant participates in the local Coordinated Entry System.
2	Capacity of Applicant and Partner	Up to 10 points	<ul style="list-style-type: none"> • Past and current relevant experience in providing housing and services related to those in this solicitation, including evaluation of current and similar project types. • Past and current relevant experience in effectively utilizing federal funds and performing the activities proposed in the application, including, administrative, financial, and programmatic components.
3	Applicant Service Experience and Approach	Up to 20 points	<ul style="list-style-type: none"> • Applicant has demonstrated experience in working with target population to quickly secure housing, make connections to supportive services, and promote housing stability. • Applicant described service delivery approach for serving people with severe service needs. • Applicant described service delivery approach to serving undeserved communities. • Applicant described data driven approach to service delivery.
4	Involving Persons with Lived Experience	Up to 20 points	<ul style="list-style-type: none"> • Applicant has a member on Board of Director's with current and/or past experience of homelessness. • Applicant ensures perspectives of people with lived experience of homelessness are meaningfully and intentionally integrated into the decision-making process. • Applicant practices meaningful involvement of people with lived experience in program design, delivery of services and program evaluation.
5	Proposed Project-Service Plan and Supportive Services	Up to 30 points	<ul style="list-style-type: none"> • Proposed project, including service plan and supportive services, is appropriate for the household type and/or subpopulation. • Proposed project includes strategies to assist participants to obtain and remain in permanent housing, increase their employment and/or income and maximum their ability to live independently. • Proposed project will implement a Housing first, client-centered approach and evidence-based practices in

**Orange County Continuum of Care - FY2023 Request for Proposals for Continuum of Care Bonus,
Domestic Violence Bonus and Reallocation Projects**

			<p>program operations. To receive full points, applicants must clearly describe the evidence-informed practices that the project will use in policies, procedures, and operations.</p> <ul style="list-style-type: none"> Proposed project will have tailored approach to serve people with severe service needs² and undeserved communities.
6	Outcomes	Up to 10 points	<ul style="list-style-type: none"> Proposed performance outcomes (not outputs) that will be achieved by the project and how data will be used to measure those outcomes and determine success. Proposed performance outcomes should focus on participants housing placement and permanent housing retention, as well as improved quality of life, rather than measuring the amount or types of services provided (not outputs).
7	Project Readiness	Up to 5 points	<ul style="list-style-type: none"> Estimated schedule for the proposed project to begin operations, including housing services and supportive services activities. Full points will be given to projects that can begin soon after grant is awarded.
8	Budget and Match	Up to 10 points	<ul style="list-style-type: none"> Budget is reasonable for type of project proposed, total number of households and participants to be served and clearly articulated. Applicant can provide the required match of at least 25 percent is included and documented. Applicant can demonstrate how leverage housing resources and/or health care resources contribute to the overall budget of the project proposed.
9	Leveraging of Resources ³	Up to 20 points	<ul style="list-style-type: none"> Leverage Housing Resources – Project demonstrates that it will provide housing subsidies or subsidizing housing units not currently funded through the CoC Program for at least 25 percent of the program participants anticipated to be served by the project. Full points will be given to projects that: <ul style="list-style-type: none"> (i) in the case of a PSH project, provide at least 25 percent of the units included in the project; or

² Severe Service Needs means any combination of the following factors: facing significant challenges or functional impairments, including any physical, mental, developmental or behavioral health disabilities regardless of the type of disability, which require a significant level of support in order to maintain permanent housing (this factor focuses on the level of support needed and is not based on disability type); high utilization of crisis or emergency services to meet basic needs, including but not limited to emergency rooms, jails, and psychiatric facilities; currently living in an unsheltered situation or having a history of living in an unsheltered situation; experiencing a vulnerability to illness or death; having a risk of continued or repeated homelessness; and having a vulnerability to victimization, including physical assault, trafficking or sex work.

³ Leveraging of Resources only applies to RRH and PSH project types. Any Joint TH/PH-RRH project types that leverage housing and or healthcare resources will receive bonus points.

**Orange County Continuum of Care - FY2023 Request for Proposals for Continuum of Care Bonus,
Domestic Violence Bonus and Reallocation Projects**

			<ul style="list-style-type: none"> ○ (ii) in the case of a RRH project, serve at least 25 percent of the program participants anticipated to be served by the project. ○ (iii) Attach letters of commitment, contracts, or other formal written documents that demonstrate the number of subsidies or units being provided to support the project. • Leveraging Healthcare Resources – Project demonstrates the use of healthcare resources to help individuals and families experiencing homelessness. Full points will be given to projects that: <ul style="list-style-type: none"> ○ (i) in the case of a substance abuse treatment or recovery provider, it will provide access to treatment or recovery services for all program participants who qualify and choose those services; or ○ (ii) the value of assistance being provided is at least an amount that is equivalent to 25 percent of the funding being requested for the project, which will be covered by the healthcare organization. ○ (iii) Provide formal written agreements that include the value of the commitment and dates the healthcare resources will be provided.
10	Populations to be Served ⁴	Up to 5 points	<ul style="list-style-type: none"> • Proposed project primarily serves (75 percent or more) households with severe service needs; or • Proposed PSH project type has minimum of 5 to 10 percent of units a designated to serve any of the following special populations, including families, TAY, individuals experiencing chronic homelessness and older adults. • Proposed RRH project type has a minimum of 25 percent of units designed to serve any of the following special populations, including families, TAY, individuals experiencing chronic homelessness and older adults.
Total Points		140 Maximum Points Possible	

REQUEST FOR PROPOSAL REQUIREMENTS

The RFP process will be a thorough review of an agency's:

- Capacity to administer a CoC homeless permanent housing project in the Orange County CoC,

⁴ Criteria only applies to CoC Bonus and Reallocation projects.

Orange County Continuum of Care - FY2023 Request for Proposals for Continuum of Care Bonus, Domestic Violence Bonus and Reallocation Projects

- Experience in administering similar programs as indicated in the Threshold Requirements for Agency Section of the RFP, and
- Project proposal for homeless rapid rehousing or permanent supportive housing and determination of how the agency and project meet HUD's Policy and Program Priorities as indicated in the FY2023 CoC Program NOFO.

The RFP process will include a comprehensive review of the following:

1. Threshold Requirements for Agency
2. Technical Requirements
3. Document Presentation Requirements
4. Required Documents

THRESHOLD REQUIREMENTS FOR AGENCY

The FY2023 RFP for CoC Bonus, DV Bonus and Reallocation Projects will require all applicant agencies to meet the below Threshold Requirements:

1. Applicant must be an eligible entity;
2. Applicant must have financial and management capacity to carry out the project;
3. Applicant must show experience in providing services related those in this RFP;
4. Applicant must submit required certifications and documentation;
5. Applicant must commit to participate in HMIS and Coordinate Entry System; and
6. Applicant must complete and timely submit the RFP.

Technical Requirements

1. One (1) printed original with signatures and three (3) complete copies in binders with clearly marked tab dividers for all exhibits, attachments, and supporting documents.
2. One (1) electronic copy via Dropbox with completed Request for Proposals submittal – exhibits, attachments, and supporting documents – to be organized and separated per Document Presentation Requirements.
 - Note: Do not submit all Exhibits and Attachments as one condensed file. Each Exhibit and Attachment should be labeled as a separate file.
 - DropBox Instructions:
 - i. Create a DropBox account.
 - ii. Click [here](#) to view instructions on how to use Dropbox or visit <https://learn.dropbox.com/self-guided-learning/dropbox-fundamentals-course/how-to-use-dropbox>
 - iii. Option 1: Share files via Dropbox link to the following email addresses:
 1. CareCoordination@ocgov.com
 2. felicia.boehringer@ocgov.com
 3. sarah.jones@ocgov.com
 4. jasmin.miranda@ocgov.com
 - iv. Option 2: Copy the Dropbox link to the files and paste it into an email to the above email addresses.

Document Presentation Requirements

1. No late submissions will be accepted.

**Orange County Continuum of Care - FY2023 Request for Proposals for Continuum of Care Bonus,
Domestic Violence Bonus and Reallocation Projects**

2. Clearly identify which version is the original and which is the copy on the cover page of the submittal.
3. Tab dividers must be clearly labeled between each exhibit and attachment.
4. All sections must be numbered separately within tab dividers in accordance with the Document Checklist.
5. Most recent documentation must be submitted for each exhibit and attachment.
6. Do not leave any blank responses without an explanation (e.g., if the question is not applicable, indicate N/A).
7. All documents with a signature block must be signed by the authorized representative(s).
8. All required documents must be included and legible in the submission.

REQUIRED DOCUMENTS

ATTENTION CURRENT CoC-FUNDED AGENCIES

Agencies that have submitted the FY2023 Agency Administrative Review for CoC-Funded Agencies do not need to complete Exhibits 1 to 4 of the RFP and may begin with Exhibit 5.

If your agency did not submit FY2023 Agency Administrative Review for CoC-Funded Agencies during the FY 2023 CoC Program NOFO cycle, please complete all required documents as listed.

The following documents must be submitted.

- **New and Expansion Project Documents Checklist**
- **Cover Letter** (signed by Authorized Signatory)
- **Exhibit 1: Lead Agency Information Form**
 - **Attachment 1:** Organizational Chart—include Board of Director's body as it relates to the entire organization, and organization's staff names and titles/positions
 - **Attachment 2:** Board of Directors' Roster and Resolution authorizing submittal of the RFP for project application in the FY2023 CoC Program NOFO competition process
 - **Attachment 3:** State Certificate of Status
 - **Attachment 4:** Organization's Code of Conduct
 - **Attachment 5:** 501(c)3 Certification, if applicable
- **Exhibit 2: Financial Assessment**
 - **Attachment 6:** Two most recent single audits⁵, previously known as the OMB Circular A-133 audit, if applicable. If not applicable, please instead submit the two most recent agency financial audits by a certified public accountant (CPA)⁶
- **Exhibit 3: Orange County Continuum of Care Participation**
- **Exhibit 4: Terms and Conditions**
- **Exhibit 5: Related Services Experience and Approach**
 - **Attachment 7:** HMIS Project Performance Report for all of agency's current project types
- **Exhibit 6: Integrating Persons with Lived Experience**
- **Exhibit 7: Project Information Form**
 - **Attachment 8:** Certification of Consistency in the Consolidated Plan

⁵ Single audits must be dated 2020 or later.

⁶ Financial audits must be dated 2020 or later.

Orange County Continuum of Care - FY2023 Request for Proposals for Continuum of Care Bonus, Domestic Violence Bonus and Reallocation Projects

- **Attachment 9:** Environmental Information Limited Scope Environmental Review Form or Environmental Review of Categorically Excluded not Subject to Section 58.5 or Environmental Clearance Letter
- **Attachment 10:** Financial Commitment – 25% Match Documentation, including letters of match commitment and/or in-kind Memorandum of Understanding (MOU)
- **Exhibit 8: Coordination with Housing and Healthcare Resources**
 - **Attachment 11:** Housing Resources Leveraging Commitments
 - **Attachment 12:** Healthcare Resources Leveraging Formal Agreement
- **HUD CoC Project Application (e-snaps)**

BRIEF OVERVIEW OF REQUIRED DOCUMENTS

Orange County CoC Participation (Exhibit 3)

Exhibit 3 captures information related to the applicant agency's participation and involvement in the Orange County CoC and overall engagement in the homeless service system, including HMIS and Coordinated Entry System requirements.

Terms and Conditions (Exhibit 4)

Exhibit 4 outlines the terms and conditions of the RFP for the FY2023 CoC Program NOFO, as well as outlines the applicant agency's understanding of the Orange County CoC's requirements if and when the proposed project is awarded by HUD. Exhibit 4 is to be signed by the person preparing the proposal in response to the RFP and by the Chief Executive Officer or Executive Director of the agency.

Related Services Experience and Approach (Exhibit 5)

Exhibit 5 captures information on the applicant agency's current and relevant experience in providing similar services, operating similar programs and addressing the needs of the target population. Exhibit 5 includes questions specific to the FY2023 CoC Program NOFO and HUD's priorities related to addressing unsheltered homelessness, improving system performance, partnering with housing, health, and service agencies, promoting racial equity, improving assistance to Lesbian, Gay, Bisexual, Transgender, Queer or Questioning, Intersex, Asexual, and Other Gender or Sexual Identities (LGBTQIA+) individuals, and persons with lived experience. Answers provided in this exhibit should demonstrate the applicant agency's deep understanding of evidenced-based principles and strategies to operate the proposed project as described in the RFP and the FY2023 CoC NOFO Program.

Integrating Persons with Lived Experience (Exhibit 6)

Exhibit 6 requests information on how the project will involve persons with lived experience in the decision-making process of project design, implementation and evaluation. HUD continues to emphasize that the people who know best what solutions will effectively end homelessness are those who are experiencing homelessness, therefore, people with lived homeless expertise and experience should be included in decision-making processes.

Project Information Form (Exhibit 7)

Exhibit 7 captures information on the proposed project to ensure that project design meets the needs of the target population as outlined in the RFP and the FY2023 CoC Program, as well as evaluates how the proposed project will operate within the Orange County CoC and improve outcomes for people experiencing homelessness in Orange County.

Orange County Continuum of Care - FY2023 Request for Proposals for Continuum of Care Bonus, Domestic Violence Bonus and Reallocation Projects

Additionally, it includes a Housing First Model Assessment given HUD's requirement that projects types funded through the FY2023 CoC Program NOFO operate utilizing a Housing First approach to increase access to housing options for households that often face multiple barriers to housing. The Housing First is a model of housing assistance that prioritizes rapid placement and stabilization in permanent housing that does not have service participation requirements or preconditions (such as sobriety or a minimum income threshold). Joint TH/PH-RRH and SSO-CES projects can be considered to be using a Housing First Model for the purposes of the FY2023 CoC Program NOFO, if they operate with low-barriers, work to quickly move people into permanent housing, do not require participation in supportive services, and, for TH projects, do not require any preconditions for moving into the TH (e.g., sobriety or minimum income threshold).

Project Performance Report (Attachment 7)

Each agency must submit HMIS Project Performance Report for all of agency's current project types, if applicable. If your agency is not a current HMIS participating agency, please provide your agency's housing placement and retention rates for FY2022-23 (July 1, 2022, to June 30, 2023) and describe how the rates were calculated.

Certification of Consistency with Consolidated Plan (Attachment 8)⁷

Each agency must submit a certification by the jurisdiction in which the renewal project(s) will be located that the agency's application for funding is consistent with the jurisdiction's HUD-approved consolidated plan. The certification must be made in accordance with the provisions of the Consolidated Plan regulations at 24 CFR part 91, subpart F. Form HUD-2991 must be completed and dated between May 1, 2023, and September 28, 2023.

Environmental Reviews (Attachment 9)⁸

The Environmental Review is required by HUD to ensure the project does not negatively impact the surrounding environment and that the property itself will not have adverse environmental or health effects on occupants. All CoC assistance is subject to the National Environmental Policy Act and applicable related Federal environmental authorities. Conditional selection of projects under the CoC Homeless Assistance competition is subject to the environmental review requirements of 24 CFR 582.230, and 882.804(c) as applicable.

The County will perform the Environmental Review and once approved, will present the agency with an environmental clearance letter. This environmental clearance letter is addressed per project and will be valid for the next five (5) years from the day dated and may be submitted in lieu of the Environmental Review Forms.

The recipient, its project partners, and their contractors may not acquire, rehabilitate, convert, lease, repair, dispose of, demolish, or construct property for a project under this NOFO, or commit or expend HUD or local funds for such eligible activities under the FY 2023 CoC Program NOFO, until the responsible entity (as defined by 24 CFR 58.2(a)(7)) has completed the environmental review procedures required by 24 CFR Part 58 and the environmental certification and Request for Release of Funds have been approved

⁷ For instructions on completing the Certification of Consistency with Consolidated Plan, visit the Orange County CoC FY2023 CoC NOFO webpage, at <https://ceo.ocgov.com/fy2023cocnofo>.

⁸ For instructions on completing an Environmental Review, visit the Orange County CoC FY2023 CoC NOFO webpage, at <https://ceo.ocgov.com/fy2023cocnofo>.

Orange County Continuum of Care - FY2023 Request for Proposals for Continuum of Care Bonus, Domestic Violence Bonus and Reallocation Projects

or HUD has performed an environmental review under 24 CFR Part 50 and the recipient has received HUD approval of the property. HUD will not release grant funds if the recipient or any other party commits grant funds before the recipient submits and HUD approves its Request for Release of Funds (page 114 of the FY2023 CoC Program NOFO).

Financial Commitment (Attachment 10)

All eligible funding costs, except leasing, must be matched with no less than 25 percent cash or in-kind contribution. No match is required for leasing. The match requirements apply to project administration funds, along with the traditional expenses (operations, rental assistance, supportive services, and HMIS). Match must be met on an annual basis. HUD requires match letters to be submitted with the e-snaps application.

For in-kind match, the recipient may use the value of property, equipment, goods, or services contributed to the project, provided that, if the recipient or sub-recipient had to pay for such items with grant funds, the costs would have been eligible. If third party services are to be used as match, the third-party service provider that will deliver the services must enter into a MOU before the grant is executed documenting that the third party will provide such services and value towards the project. HUD requires match letters to be submitted with the e-snaps application.

Coordination with Housing and Healthcare Resources (Exhibit 8)

HUD emphasizes on the creation of projects that coordinate with housing providers and healthcare organizations to provide permanent supportive housing and rapid rehousing services. Exhibit 8 captures whether the proposed project will leverage housing and healthcare resources.

TIMELINE AND DUE DATES

Activity	Dates
HUD released FY2023 CoC Program NOFO	July 5, 2023
Request for Proposals (RFP) of New Projects to be Released – CoC Bonus, DV Bonus and Reallocation	August 4, 2023
Technical Assistance office hours via Microsoft Teams. Contact Felicia Boehringer at felicia.boehringer@ocgov.com and Jasmin Miranda at jasmin.miranda@ocgov.com to schedule an appointment	August 7, 2023, to August 21, 2023
Question and Answer Period Ends	August 21, 2023, at 5:00 p.m. (PDT)
Deadline for Agencies to submit proposals in response to FY2023 RFP for CoC Bonus, DV Bonus, and Reallocation Projects to the County's Office of Care Coordination	August 24, 2023, at 12:00 p.m. (PDT)
Deadline for the County's Office of Care Coordination to notify all agencies concerned regarding project acceptance, rejection, or reduction by the Orange County CoC	September 13, 2023
County's Office of Care Coordination to post consolidated application for FY2023 CoC Program NOFO on webpage	September 26, 2023
HUD submission deadline for FY2023 CoC Program NOFO	September 28, 2023

SUBMITTAL

It is the sole responsibility of the Agency to ensure that delivery is made prior to the due date and time. The 2023 RFP for CoC Bonus, DV Bonus, and Reallocation Projects including all Exhibits and Attachments must be hand delivered by 12:00 pm PST on August 24, 2023, via Dropbox and printed binder submissions to:

County of Orange
Office of Care Coordination
Attention: Felicia Boehringer
601 N. Ross St., 5th Floor
Santa Ana, CA 92701
(714) 834-4454
felicia.boehringer@ocgov.com

RIGHT OF ORANGE COUNTY CONTINUUM OF CARE TO WAIVE IRREGULARITIES

The Orange County Continuum of Care reserves the right to:

1. Withdraw this solicitation at any time without prior notice and, furthermore, makes no representation that any contract occurs and that funds will be awarded by HUD to any respondent to this solicitation.
2. Waive any irregularities in the RFP process and reject any and all submissions not in the best interest of the Continuum of Care.

Orange County Continuum of Care - FY2023 Request for Proposals for Continuum of Care Bonus, Domestic Violence Bonus and Reallocation Projects

3. Request additional information and material. In addition, once released, the application from HUD may require and warrant the request of supplemental material.
4. Not renew grants that have exhibited serious capacity issues in prior grants, including performance and financial problems, HMIS participation, or unresolved monitoring issues, or based on the best interest of the entire CoC Application. HUD will review applications and make the final funding decision.
5. Retain all submitted applications. Selection or rejection of an application does not affect these rights.

FURTHER QUESTIONS AND ADDITIONAL RESOURCES

The County of Orange is available to answer questions on the Request for Proposals, application deadlines, process, training, or to provide copies of application materials. For further questions or technical assistance, the Office of Care Coordination at CareCoordination@ocgov.com and Carbon Copy (Cc) Felicia Boehringer (felicia.boehringer@ocgov.com), Sarah Jones (sarah.jones@ocgov.com) and Jasmin Miranda (jasmin.miranda@ocgov.com).

Specific questions regarding your HUD grant amount, HUD guidelines etc. should be directed to your local HUD field office representative. **Please DO NOT contact the HUD office regarding Orange County's local application deadlines or process**, as the County of Orange is available to answer those questions.

ADDITIONAL INFORMATION

Agencies will be required to comply with terms set forth by the CoC and HUD. In addition, all applicants are strongly advised to review all applicable terms, conditions, and federal requirements. It is strongly recommended that you obtain, and review information related to the Continuum of Care Program, the CoC Interim Rule, and the HEARTH Act Regulations, along with any other related documents prior to completion of this Letter of Intent. In addition, HUD will provide updates via their website at <https://www.hudexchange.info/>.