

HOUSING RESOURCE LEVERAGING COMMITMENT INSTRUCTIONS

The U.S. Department of Housing and Urban Development (HUD) continues to emphasize on the need for communities to leverage housing and healthcare resources. As part of the Continuum of Care (CoC) Builds (CoCBUILDS) Notice of Funding Opportunity (NOFO) local competition process, new Permanent Supportive Housing (PSH) projects are **required** to demonstrate how leveraging of housing resources contribute to the overall budget of the project proposed through letters of commitment, contracts, or other formal written documents.

Leveraging Housing Resources

Proposed projects leveraging housing resources must demonstrate that either:

1. The project is leveraging non-CoC funded housing resources through coordination with housing providers, healthcare organizations, and social service providers for new construction, acquisition, and rehabilitation to provide at least 50 percent of the amount being requested in the project application, **OR**
2. The project is leveraging non-CoC funded housing resources to provide subsidies for at least 25 percent of the units that are proposed in the application.

Formal Written Agreements

Proposed projects must attach letters of commitment, contracts, or other formal written documents that demonstrate the percentage of subsidies or number of units being provided to support the project, as part of **Attachment 10**.

The project **must demonstrate a written commitment** from a health care organization, housing provider, and/or social service provider demonstrating that:

1. The organization or provider will provide access to housing resources (e.g., supportive services, home-based and long-term services and supports, primary and medical care, behavioral health, substance use disorder treatment and recovery, and other services); **OR**
2. The value of assistance being provided is at least an amount that is equivalent to at least \$7,500 per unit included in the proposed project.

Acceptable forms of commitment include formal written agreements and must include:

1. Value of the commitment, and
2. Dates the housing and healthcare resources will be provided.

Additionally, in-kind resources must be valued at the local rates consistent with the amount paid for services not supported by grant funds.

Please submit housing resource leveraging letters of commitment, contracts, or other formal written documents for your proposed project and label it as Attachment 10. Please feel free to reference CoCBUILDS Housing Resource Leveraging Commitment Letter Template attached but note that the letter template is not an exhaustive list of considerations; therefore, your agency can include additional information and context as needed.

Continuum of Care (CoC) Builds Housing Resource Leveraging Commitment Letter Template

[Date]

Sarah Jones
Continuum of Care Manager
County of Orange, Office of Care Coordination
601 N. Ross St, 5th floor
Santa Ana, CA 92701

Re: Housing Resource Leveraging for **[Applicant Agency Name]** **[CoCBuilds Proposed Project Name]**

[Agency Name]¹ is pleased to commit housing resources to **[Applicant Agency Name]** for **[CoCBuilds Proposed Project Name]** during initial proposed operating period of **[CoCBuilds Project proposed project operating period]**. This letter serves as official documentation of **[Agency Name]**'s commitment to leverage resources in support of **[CoCBuilds Proposed Project Name]** within the CoCBuilds Notice of Funding Opportunity (NOFO) competition process.

[Agency Name] agrees to commit²:

- At least 50 percent of the amount being requested in the application in the amount of \$_____ dollars; or/and
- At least 25 percent of the units proposed in the project in the amount of ___ units; or/and
- To provide access to housing resources (e.g., supportive services, home-based and long-term services and supports, primary and medical care, behavioral health, substance use disorder treatment and recovery, and other services); or/and
- A value of assistance is at least an amount that is equivalent to at least \$7,500 per unit included in the proposed project in the amount of \$_____ dollars, which will be covered by the agency

If the proposed project is awarded, **[Agency Name]** will work with **[Applicant Agency Name]** to **[detail how housing resources will be leveraged within the proposed project]**.

Sincerely,

[Signature]

¹ Agency leveraging resources may be from a healthcare organization, housing provider, and/or social service provider, etc.

² Use below list as a guide for narrative. Please be as specific as possible with resources or services committed. Commitment must detail exact amount of units and/or funding to be leveraged.