

**Portsmouth Homeless Action Consortium (PHAC)  
Announcement of  
FY 2024 – FY 2025 HUD Announcement of Continuum of Care and YHDP Notice of Funding Opportunity  
To Provide Services in Portsmouth, VA COC (VA-507)**

**August 30, 2024**

The Portsmouth Homeless Action Consortium (PHAC) announces the local Continuum of Care (CoC) Program Notice of Funding Opportunity (NOFO) competition for Fiscal Year 2024-2025 (FY2024-25).

PHAC is soliciting new and renewal project applications for inclusion in the CoC’s submission to the Department of Housing and Urban Development (HUD). **This is a competitive grant application process (locally and nationally).**

**Estimated Funding Amounts for all PHAC Projects are as follows:**

|  |                    |
|--|--------------------|
| Proposed Pro Rata Need (PPRN)  | \$1,903,989        |
| Annual Renewal Demand (ARD)  | \$1,343,217        |
| Estimated Tier 1: 90% of ARD   | \$1,208,895        |
| Estimated Tier 2 Total:  | \$362,801          |
| 10% of ARD   | \$134,322          |
| CoC Bonus Amount (Potentially- New Project Funds available based on Competition Results) | \$228,479          |
| DV Bonus Amount (Potentially- New Project Funds available based on Competition Results)  | \$285,598          |
| CoC Planning (Only Lead Agency can apply)  | \$95,199           |
| <b>TOTAL funding available for PHAC projects</b>   | <b>\$1,952,493</b> |

\*The HUD FY2024 ARD was published on HUD.gov 8/22/2024.

**HUD COC PROGRAM COMPONENTS:**

[FY2024 25 HUD Notice of Funding Opportunity \(NOFO\)](#) guidelines for new and bonus projects consist of the following:

**Planning Project**

The COC will submit a CoC planning project. The PHAC Collaborative Applicant (also known as the Lead Agency) is the only agency that can apply for these funds which will be used for COC activities. The current PHAC Collaborative Applicant is the Portsmouth Department of Social Services.

**Renewal Projects**

Awards made under the CoC Program are eligible for renewal with FY2024 funds if they are currently in operation and have a current executed grant agreement using FY23 funds.

Eligible renewal project applicants will have the ability to consolidate two or more eligible renewal projects (but no more than ten eligible renewal projects) into one project application during the application process. The combined amount of renewal funds will be used to fund Consolidated Projects. Please see the Notice of Funding Opportunity (NOFO) guidelines sections See sections I.B.3.d and III.B.4.a.(7) for additional information.

**Portsmouth Homeless Action Consortium (PHAC)**  
**Announcement of**  
**FY 2024 – FY 2025 HUD Announcement of Continuum of Care and YHDP Notice of Funding Opportunity**  
**To Provide Services in Portsmouth, VA COC (VA-507)**

**New Projects Created through Reallocation of Renewal Project Funds or CoC Bonus Finds**

CoCs may submit new projects or expansion projects created through reallocation, CoC Bonus, or a combination of reallocation and CoC Bonus.

1. Permanent Housing – Permanent Supportive Housing (PH-PSH)
  - a. Dedicated PLUS
  - b. 100% Dedicated to Chronically Homeless Persons
2. Permanent Housing – Rapid Rehousing (PH-RRH)
3. Joint Transitional Housing (TH) and PH-RRH (TH/PH-RRH)
4. Support Services Only - Coordinated Entry (SSO-CE)
5. Dedicated HMIS project

**New Projects through DV Bonus**

Applicants seeking to administer projects which will provide 100% of housing and services to survivors of domestic violence, dating violence, and stalking.

1. Permanent Housing – Rapid Rehousing (PH-RRH)
2. Joint Transitional Housing (TH) and PH-RRH (TH/PH-RRH)
3. Support Services Only - Coordinated Entry (SSO-CE)

**ELIGIBLE APPLICANTS:**

Agencies applying are required to be an “Active Member” of PHAC. Active members seeking to request funding for projects must have attended 75% of the required PHAC meetings throughout the previous year.

Agencies seeking to submit a New Project Application for CoC funding should refer to the PHAC Policy and Planning Committee for additional guidance.

Additionally, according to HUD, eligible applicants consist of nonprofit organizations, State and local governments, instrumentalities of local governments, and public housing agencies.

New Agencies seeking to apply for funding opportunities that do not meet the attendance requirements may submit a letter of Good Faith from a CoC Lead where they do receive funding as well as a letter of Intent explaining how the applicant proposes to provide services or housing within the City of Portsmouth. The Portsmouth CoC leadership will review the letters and approve a waiver (if applicable) to the funding application attendance requirement. Furthermore, the Agency if applying agrees to fulfill all participation requirements of PHAC as defined in PHAC By-Laws Article II, Section 2. Refer to the Project Requirements and Local Competition Requirements Sections of this announcement for more details.

Good Faith letters for consideration must be submitted to PHAC via email supplied in this announcement no later than **5 PM on September 20, 2024**

**Portsmouth Homeless Action Consortium (PHAC)**  
**Announcement of**  
**FY 2024 – FY 2025 HUD Announcement of Continuum of Care and YHDP Notice of Funding Opportunity**  
**To Provide Services in Portsmouth, VA COC (VA-507)**

**HUD APPLICANT REQUIREMENTS:**

- All project applicants must have active registrations in the System for Award Management (**SAM**) and a Unique Entity Identifier (UEI) number supplied by SAM at [Official SAM Website](#). Since this process can take time, interested applicants who are not registered are encouraged to start the process as soon as possible. (Note: PHAC cannot provide technical assistance with SAMS. Contact SAMS website directly)
- All approved project applicants will have to access HUD eSNAPS in order to complete the HUD application submission process. You can access eSNAPS at [HUD COC Application website](#). (Note: PHAC cannot provide technical assistance with eSNAPS access. Contact HUD directly)
- Applicants and potential sub-recipients must demonstrate the financial management capacity and experience to carry out the project and to administer federal funds.
- Additional information regarding applicant eligibility is outlined in the FY2024-2025 NOFO Sections III and IV.

**PROJECT REQUIREMENTS:**

- Projects must meet all guidelines, restrictions, and requirements for projects under HUD’s Continuum of Care Competitive Program and the FY2024-25 CoC NOFO. For program guidelines, training materials and resources, application submission in e-snaps instructions, visit the [HUD Continuum of Care Program Competition](#) and [HUD e- snaps website](#).
- Projects must adopt a Housing First approach. Projects must be low barrier and may not include any requirements or conditions for entry into the program (i.e., sobriety, income requirements, etc.)
- Projects for Permanent Supportive Housing (PSH) may designate as “100% Dedicated” to serving chronically homeless individuals or “DedicatedPLUS”.
- Projects for Rapid Re-Housing (RRH) must target families and individuals, including unaccompanied youth, using the criteria listed above.
- Housing Projects (PSH and RRH, ) must agree to participate in the PHAC Coordinated Entry System (CES) and follow all program rules. This includes agreeing to only receive referrals through the PHAC adopted CES.
- Projects may maximize leveraging and identify non-HUD supportive services funding, including the use of mainstream resources.
- Must request less than 10% in administrative funding.
- Must agree to participate in the PHAC Homeless Management Information System (HMIS). Victim service providers must use a comparable database that meets the needs of the local PHAC HMIS and be willing to share non-identifiable data with PHAC for report submissions to HUD and state funders.

**LOCAL COMPETITION REQUIREMENTS:**

- New and Renewal project applicants must submit a “Letter of Intent” to apply/reapply that is signed by Board President or for government agencies, the appropriate government official with authority to approve grant application. This letter should include the project type (PH-PSH, PH-RRH, TH/PH-RRH , SSO-CE), what services the project will provide, population served, project design (scattered site/site based). New Project applicants should also utilize community data to describe the need this project will address in Portsmouth.
- All Letters of Intent must be submitted to PHAC Policy and Planning Committee via email supplied in this announcement no later than **5 PM on September 20, 2024**

**Portsmouth Homeless Action Consortium (PHAC)**  
**Announcement of**  
**FY 2024 – FY 2025 HUD Announcement of Continuum of Care and YHDP Notice of Funding Opportunity**  
**To Provide Services in Portsmouth, VA COC (VA-507)**

- New project applicants must submit New Project Application (e-snaps Exhibit 2) and New Project Supplemental Application via email supplied in this announcement no later than **5 PM on September 20, 2024**
- Renewal project applicants must submit project applications (e-snaps Exhibit 2) to PHAC Policy and Planning Committee via email supplied in this announcement no later than **5 PM on September 20, 2024**

Late applications will not be considered.

For further information, interested parties should send inquiries via email to:

PHAC Policy and Planning Committee

[phac.ppcommittee@gmail.com](mailto:phac.ppcommittee@gmail.com)