

Balance of State – Department of Housing and Urban Development(HUD) Continuum of Care (CoC) Competition 2025



Please complete the questions below to supplement and expand on the information provided in the HUD ESNAPS Application. Please submit the Renewal and New Project Application Addendum and Required Supplementary Materials via email to darl.wilburn@dhcd.virginia.gov and breanna.green@dhcd.virginia.gov, Supplementary Materials include the following:

1. FY 2025 Renewal and New Project Application Addendum
2. Copy of ESNAPS Project Application and Attachments, for new and renewal projects
3. Most recent project Annual Performance Report (APR) or an APR (via Homeward Community Information System(HCIS) or VADATA) ranging from the current grant start date and ending July 31st, 2025
4. For new projects, organization's Code of Conduct (please review Department of Housing and Urban Development's website for your organization's [HUD Code of Conducts](#))
5. A Recent Letter of Support from the Local Planning Group (LPG)

Renewal and New Projects (where applicable)

1. Organization Name:
2. Project Name:
3. Project Type:
4. Application: New Renewal
5. Amount Requested:
 - a. Detail of budget

	Request	Match	Match requirement
Administration (10% max)			(25%)
Operating Costs (if applicable)			(25%)
Leasing (if applicable)			
Rental Assistance			(25%)
Services			(25%)
Rural Costs Budget Line Items			
<ul style="list-style-type: none">• Short term emergency lodging, including in motels or shelters, directly or through vouchers• Repairs to units in which individuals			(25%)

<p>and families experiencing homelessness will be housed; or are currently not fit for human habitation</p> <ul style="list-style-type: none"> • Staff training, professional development, skill development, and staff retention activities 			
Total			

Detailed Project Description (for all project applying for CoC funding):

6. Provide a clear description of your project goals, intended outcomes, and the specific services that you will provide

a. Include the number of households and individuals you expect to serve

7. If you are planning on utilizing any of the line items under the rural cost category, please explain the activities that your project plans to implement, and the costs associated with the activities (if your organization is not planning on utilizing the rural cost category, please put N/A)

8. If this project will be seeking Domestic Violence (DV) bonus funding, provide a description of how this funding will be utilized and the outcomes for survivors in your project (if your organization is not seeking DV bonus funding, please put N/A):

9. Write in detail how the organization implements a housing led approach. Include specific examples of how the organization implements a housing led approach such as organizational or programmatic policies, procedures, guidelines, etc. (e.g. a narrative description).

10. Give details how your project is/will be connected to the coordinated entry system (e.g. Including how persons experiencing unsheltered homelessness are aware of how to get connected to housing services)



11. Explain your financial and programmatic capacity to administer this project (e.g. financial and organizational structures, etc.). (Explain previous experience administering a Federal Grant).
12. Describe how your project promotes fair access for populations affected by homelessness (provide examples such as targeted outreach, partnerships, etc.).
13. Consider how the proposed project will be sustained and program services will continue once the grant cycle has ended, provide a sustainability plan.
14. Write specific examples detailing your work relationships with the stakeholders who are invested in increasing affordable housing (e.g. locality leadership, housing developers, etc.)? Elaborate on your plans to engage stakeholders in the future for affordable housing development?
 - a. Were these stakeholders engaged in the design of this project, and if so, can you describe the results of this engagement.
 - b. How are you promoting the creation of affordable housing in your community.

For Renewal Projects Only:

1. Since October 1, 2024 how many households has your project permanently housed, what percentage of households remained housed over the past year (Oct. 1, 2024 to Sept. 30, 2025)?
2. Specify how individualized supportive services are administered through your project?
3. Since Oct. 1, 2024, what is the average length of time for a participant to move from program entry into housing? Please describe the initiatives in place to decrease this average length of time.
4. Give an account of how your project maximizes the use of mainstream resources? Provide examples (e.g. including public housing, health, social, and employment opportunities)



5. What is the cost per household to provide permanent housing and stabilization services (please include all funding sources and expenses that contribute to the cost of the household)?

6. Does your project have any current findings with the Department of Housing and Urban Development? If yes, provide evidence of a corrective action plan.

7. Have any state or federal funds ever been de-obligated? (Provide start and end date, and amount of de-obligation)

8. If funds were to be reallocated from your project, describe the impact to your Local Planning Group.

For New Projects Only

1. How does this project address the identified needs of the Local Planning Group?

a. In your project's design how did you engage with key stakeholders (including but not limited to organizations that serve survivors of domestic and intimate partner violence, sexual assault, and human trafficking, youth service providers, people with lived expertise, and tribal nations, etc.)?

2. What steps are in place to ensure this project will provide individualized housing location and stabilization services that meet the needs of program participants to ensure households obtain and maintain housing?

3. What process will you use to administer supportive services (regardless of funding sources) and which ones will be available to program participants?

4. List how your project will ensure that program participants will be assisted to obtain benefits of mainstream health, social, and employment programs for which they are eligible (including public housing)?

5. Summarize how your project will ensure 100% of program participants come from locations not meant for human habitation, emergency shelters, or fleeing domestic violence.

For DV Projects Only:



1. Give specific details how survivors are prioritized using coordinated entry and the prioritization list. You must address the process the organization utilizes, e.g., Coordinated Entry, prioritization list, etc.

a. Clarify how your project provides safety planning and safety protocols.

2. Explain the steps taken to ensure privacy and confidentiality are met to ensure information and survivor location is kept confidential? List staff training and frequency.

3. Illustrate how your organization utilizes trauma informed practices.

a. How does the organization provide a variety of opportunities for connection for program participants (e.g. groups, mentorships, spiritual needs, trauma-informed parenting classes, childcare, and connections to legal services).