

2015 NOFA Q&A

Dept/Unit Assigned	Q	New or Renewal	Question	Answer
Week 2				
	32	Renewal	I am filling out Renewal CoC Applications and I would like to know how to respond to the Compliance Question 19. Is the Application Subject to Review By State Executive Order 12372 Process? If "YES", enter the date this application was made available to the State for review: My supervisor stated that last year LAHSA has advised us on the proper response to the question. If we are required to submit it to review , can you please let me know how to do so.	Every CoC Project is subject to State Executive Order 12372. But unless your agency has been notified that it has been selected, you should select option "B". "Yes" if you have Certification saying that your project was selected for review. <u>All LAHSA subrecipient's should respond option B.</u>
	33	New	Can you verify that? We will have a MOU and site control for our subagency, but is it necessary to provide all the same core documents for the partner or just for the lead agency?	All Core documents are to be the most recent information.
	34	New	Both the RRH & the PSH budgets on the LAHSA site use the same calculation for rental fees, but by the nature of the RRH project, subsidies are supposed to decrease as time goes by. The RRH budget form does not allow for this, and projects the full cost of rent for every unit each month. I'm wondering if this is the way its supposed to be. Shouldn't the RRH & PSH budgets have different formulas? Could you take a look at the two budget forms posted on the LAHSA funding opportunities site and let me know why there isn't a difference between the two formulas?	HUD requires for the initial award of a RRH grant that the units be calculated at the full annual FMR. The RFP mirrors that requirement and clearly indicated that the request is required to be for the full FMR for the full year term. The budget template is set so that it calculates the Rental Assistance amount in the same manner.
	35	Renewal	Would you please send me the instructions on how to formulate our new grant #. I need the new number for our in Kind letters. Also LAHSA wanted the In Kind letters to be done on their format, however I do not have a blank format anymore, would you please send format.	Your letters should indicate it is for "renewing grant (insert number from the GIW)". Go to www.lahsa.org on the funding page CoC program NOFA click on tab GIW new GIW column D FY2015 grant number won't state that it is a renewal on the FY2014 (click on prgram NOFA). HUD will not issue the grant numbers for the FY2015 NOFA awards until the awards are announced. Suggest Cash match and In-Kind match letters will be posted to the LAHSA website.
	36	Renewal	I'm working on the application, and would like to confirm what the CFDA number is along with the Funding opportunity number . Where can I find that information.	First page of NOFA page 1 Overview Information FR-5900-N-25 CFDA No. 14.267.
	37	New	Once the New Projects revision is put in the new Survey Monkey and submitted, and the budget documents are loaded into File Share is there anything else we have to do for the deadline tomorrow Oct. 6 at 3pm?	Deadline has passed complete details in the RFP survey monkey budget and also core documents.
	38	Renewal	Question #14 on the application form asks us to indicate the "percentage of clients served in 2014 who were reported in HMIS." If this percentage were expressed as a fraction, what would be the denominator? Is the "total" the number of clients that our agency serves overall?	Denominator = Total clients served in this project during the timeframe (persons served with this specific grant) Numerator = Total clients served in this project during the timeframe that were entered into HMIS
	39	New	We had a terrible time having our survey monkey and uploaded attachments fo through, Therefore our submission was right at 2:50pm and 3:00 and a few seconds. We did not receive a confirmation, should that have happened? The survey monkey just said thank you and cloded itself off.. Are we ok with the new project submission?	Confirmation will be sent out of receipts, we received by 3pm deadline.

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	40	Renewal	Please see 7F on the Renewal Application and its reference to Section IV.B.3.b: "Are you requesting a 15 year renewal per the FY2015 CoC Program NOFA? This request is only available for Operating Costs budget line items in projects in which the applicant owns the building and needs to provide maintenance. Only 1 year of funding is allowed according to the relevant section of the FY 2015 CoC Program Competition NOFA." Is this provision new? The references to 15 years-- then one year-- are confusing. Also, would the request be SOLELY for the maintenance budget? If so, could a HUD Direct Grantee recoup other expenses (I'm thinking particularly of social services).	New options 15-year renewal treat as 1-year renewal apply year by year. <u>Additional information:</u> from the Detailed Instructions guide - page 33, section 7A, question5 grant term: This field automatically prepopulates with a 1-year grant term as most renewal projects are only eligible for 1-year grant terms with 1 year of funding. However, in a few cases, a permanent housing renewal project applicant may be seeking funding from other sources to rehabilitate project -based rental assistance units or the building in which operating costs exist that require a "commitment" of continued funding for the units or building that are receiving Coc Program funds. As stated in the FY2015 CoC Program NOFA, any renewal OH project that receives project -based rental assistance or operating costs may request up to a 15 year grant agreement; however, the project applicant may only request 1 year of funding. Funding for the remainder of the term is subject to availability and applicants must apply for additional funds as such time and manner as HUD may require.
	41	Renewal	I understand that we are not required to submit updated leverage and match letters at this time. What about updates to the original SF424 and the 2880 forms?	We have not received a response to our question to HUD regarding the match documentation yet. The SF424 and 2880 forms MUST be updated for each NOFA with current data.
	42	Renewal	Where in the File Share, do we submit our HUD Direct Application for review?	HUD Direct renewal project applications should be upload in FileShare: CoC Program ->FY2015. The naming convention is: Grant Number - Project Name.
	43	Renewal	We don't have any changes to the original 2880 on the HUD Direct renewal. Do we still have to submit the same information with a new date?	Yes! Must be submitted every year.
	44	New	Is there anyway to get a copy of our grant submission to Survey Monkey?	Yes - send a written request to SNOFA@LAHSA.org requesting a copy of your survey monkey responses.
	45	Renewal	I tried to submit the 2880 form in esnaps but was not able too can you say how to do it? Do you also require that the worksheet be re-done?	In Esnaps, here is a section in Esnaps for you to upload 2880 go to the last page of the applicant profile to reload. Submit 2880 to us.
	46	Renewal	If LAHSA is returning esnaps applications for corrections next week and the applications are due the 20th, is there a minimum amount of time LAHSA will give subrecipients to complete any corrections?	Yes, LAHSA will give you sufficient time to submit your corrections. The October 20th deadline is to submit all project applications in eSNAPS. There is still an opportunity to make corrections after that date.
	47	Renewal	For the HUD Direct Application are we required to submit a new SF-424 to the state? Do we need to attach a new one at this time?	Yes, the SF-424 should be updated with every NOFA part of the applicant profile.
	48	Renewal	What is the procedure for submitting the updated SF-424 to the state?	You will need to fax to the state and upload into your Applicant Profile in eSNAPS. The fax should go to: State Clearinghouse, Governor's Office of Planning & Research. Fax #: 916-323-3018
	49	Renewal	I have the SF-424 filled out but there is no fax number on that form I have. Where else can I find it?	See question 48.

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	50	Renewal	In order to redirect CoC renewal funds to LAHSA for new projects, HACOLA will need to decrease the budgets of a couple of its grants making the budgets different is that acceptable?	Yes. In the rental assistance budget page request an amount that's how you would decrease the budget type yes it will allow you to decrease the amount. The HUD exchange website instructional guide will help you to navigate on the rental assistance page.
	51	Renewal	Once we submit to LAHSA through File Share, will we be notified that the file was received and when can we expect to hear from LAHSA if any changes are required and will it be by email?	File Share does not acknowledge receipts, however you will receive communication from LAHSA at a later date. You can verify that the file was received by it's presence in your file share account.
	52	Renewal	Where do I find the new contract number?	The contract number is located on the GIW.
	53	Renewal	Do we need match letters for FY2015 NOFA?	We have not received a response to our question to HUD regarding the match documentation yet.
	54	Renewal	For the HUD Direct do we complete the SF-424?	Yes.
	55	Renewal	Will we need to submit the leverage letters or will the information provided HUD Form 2880 disclosure form be sufficient?	The information on the 2880 will be sufficient. We will advise it this changes when HUD responds to our AAQ question.
	56	Renewal	The "percentage" question for HMIS was not clear to me, I'm sorry. But if all clients were reported into HMIS, who received services, then it would be 100%, correct?	Yes.
	57	Renewal	Do we have match and leverage requirement amounts yet? The last email I saw said we were still waiting.	We have not received nothing yet in response to our AAQ inquiry.
	58	Renewal	If we have submitted a budget modification to LAHSA, for the renewal what budget should we submit? The standing budget or the modified?	If you have received notification from LAHSA that the Modification has been approved, use the approved budget. Otherwise, your budget should comply with the budget in section 3.1 of the GIW.
	59	Renewal	Will we have to resubmit another modification if the renewed grant comes into effect?	No. Budget modification are on a rolling go forth basis.
	60	Renewal	Once we submit to File Share, will we get notified it was received? Also, when are we expected to hear from LAHSA if any changes are required?	See question 51.
	61	Renewal	There is a new question in esnaps that asks if any money was taken by HUD? Every year we don't use some amount of our grant and I guess HUD just keeps it. So for the question about taking back do we answer Yes or No?	HUD will recapture grant funds remaining unspent at the end of the previous grant period when it renews a grant. If you don't expend your entire grant HUD has taken back the funding.
	62	Renewal	and we must explain why we didn't use entire grant, and also if so do we get penalized somehow for that?	Yes, you will need to provide a brief explanation for why the total award was not expended. The penalty is not to any specific grant, but to the score the CoC receives for the Application.
	63	Renewal	Back to Question Number 43. If we check the 15-year maintenance option, does that mean HUD won't refund the other line items?	This option is ONLY for a limited number of projects and to meet a very specific purpose. Please See #40 above.
	64	Renewal	Sorry to follow-up to question about HUD taking money back it says to most recent grant that closed, so since some of the grants from 14-15 cycle going, does that mean our response would go back to grant that closed in 13-14 cycle?	HUD is referring to the grand period for which the most recent APR was filed.
	65	Renewal	When will the new templates for 2015-2016 be ready for the billing template for the CoC grant?	Funding Request Templates are budget and time period specific, and are provided either just prior to or just following the contract execution.

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	66	Renewal	Where do we find the SF-424 form? I only see what is in esnaps.	Form: https://www.dol.gov/vets/grants/2015/Appendix-A.pdf Instructions: www.grants.gov/web/grants/form-instructions/sf-424-instructions.html
	67	Renewal	Is it enough to submit all those forms 2880, 2991, SF-424 as part of the profile or do I need to also fax them?	Only the SF-424 need to be faxed.