

**2016 CoC Program New Projects RFP
Questions and Answers**

#	Question	Answer
1	Regarding 25% minimum cash match requirement – is the 25% based on the program cost (not including admin)? What are the reporting requirements for both cash match and other leveraged services?	No - Match is calculated on the total funding requested, INCLUDING administration. The only exception is Leasing, which does not require match. The 2880 Disclosure document is used to report the sources of match and leverage for the application. Formal letters confirming Cash Match, or an MOU confirming In-kind match are to be obtained based on the awarded amounts, dated within 60 days of the award. These letters MUST be submitted to HUD prior to their release of the Grant Agreements.
2	The 25% Cash Match amount is based on what total? Is it just the rental assistance total + the 30% SS \$, or does it include admin and all supportive service amounts?	All activities except Leasing are required to have match totaling 25%
3	The RFP states that our proposal needs to specify the SPA in which we will use the vouchers and provide the services. We provide services in two separate SPAs. Should we submit two separate proposals? If so, how do we do that in myOrg?	You may propose to serve multiple LA County SPAs in one proposal under HACoLA and you may propose to serve multiple LA City SPAs in another proposal.
4	Where should we post certification on 'Evidence of Site Control'? Should it be included in one of the narrative text blocks?	The certification of Evidence of Site Control should be uploaded to the "Facilities Documentation" folder in FileShare.
5	Where is 'Section 6 – Sources of Match' on the Application? There should be a chart—seems to be missing.	The Sources of Match chart is on the Budget Template and not on the MyOrg application.
6	We would like to apply for projects under both HACLA and HACoLA, but the MyOrg portal does not seem to support this. How do we submit two PH proposals, one under each Housing Authority?	This feature has been added. There is now a question to select which PHA you are applying under. You must submit separate proposals for each PHA.
7	Under program component is says to 'select all that apply' for specific population focus however it only allows you to select one. Please advise. If applicable, please identify the specific population focus. (Select ALL that apply)	This feature has been added. You may now select all that apply.
8	while attending the bidder's conference yesterday I asked a question about the Core Documents – specifically, I had already uploaded most of our updated documents without labeling them with a date. I was told at the conference that I could go in and simply change the name however when I try I get an error message. Do I need to upload all new documents with a date, or, will the 'date uploaded' that is already present in your system suffice?	The "date uploaded" stamp will suffice, however, please make sure a new "Certification of Core Documents" is uploaded into fileshare. Please contact IT Support (itsupport@lahsa.org) to rectify any error messages you receive in file share - you don't want them to hinder your submission.
9	We have a new Bridge/Transitional Housing Program. Is there any funding in this RFP for this housing so homeless clients can be temporarily placed, while permanent housing is sought and secured, realizing that Project Based and Tenant Based Certificate acquisition is timely?	There is not funding for Bridge/Transitional Housing Programs in this RFP. HUD does not fund new Bridge/Transitional Housing Programs through the CoC Program funds.
10	I have been trying to login to this event since 12:45 and am still unable to do so. What shall my organization do to still be eligible to submit our new program as a response to your RFP?	Attendance at the Mandatory Proposers' Conference, via webinar or in person at LAHSA, is mandatory.

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11	Does provision of Rapid Re-Housing mean that a nonprofit agency must provide a housing unit for a homeless client/family or merely help the client find and fund a scattered site housing unit in the community? If we fund it with New Project monies from LAHSA, how long do we fund it?	The provision of Rapid Re-housing means that a nonprofit agency must help the client locate scattered site housing that they will retain after the period of financial assistance ends. The non-profit agency must also subsidize that until, in full or in part with a short or medium term rental subsidy.
12	1. In regard to PSH - During the webinar, it was indicated that agencies could apply for both admin (up to 7%) and indirect (to cover some of the operational costs related to staffing (I assume mileage, phones, office space, etc). Since the audio was challenging, can you please clarify?	Please refer to 24 CFR Part 578 - subpart D for understanding of the eligible costs and the activity under which they are eligible. OPERATING does NOT mean operating a program - see in specific section 578.55 (a). Indirect costs are eligible as a cost under any activity & sub activity provided it is: 1) included in the description of the costs intended to be paid for with grant funds, and 2) is in agreement with your agency's Cost Allocation Plan.
13	2. In regard to PSH - it was noted that agencies could request indirect costs to cover operation costs related to staffing and that those expenses should be included in the supportive services budget based on FTE. Can you please clarify under what category of the supportive services budget these costs would be included? Also, is the recommendation that we outline those costs directly or as a percentage of the staff salary, as we might do for benefits?	Indirect costs are NOT a substitute for Operating costs. Costs claimed to be indirect costs MUST be determined under the guidance of 2 CFR 200, and meet the restrictions of the McKinney Vento Act as Amended by the HEARTH Act. All items in the Indirect Costs Pool MUST be eligible under BOTH regulations.
14	3. In regard to PSH - Since the PHAs will be facilitating the rental assistance, will the PHA be drawing down 7% admin on the rental assistance portion and the non-profit will receive 7% of the supportive services budget, or will the non-profit be eligible for 7% of the budget in total (rental assistance + supportive services)?	Per 24 CFR Part 578.59(b) (2) at least 50% of the admin the recipient receives MUST be shared with subrecipients.
15	5. Can a single project include more than one population - i.e. Individuals, Youth (TAY), and families?	Yes, a single project may include more than one population.
16	6. If we have office space being provided to us free of charge via a MOU with another agency. What documents would be necessary to demonstrate site control?	The MOU would suffice provided it specifies the exact location. I presume you would also be using the MOU to meet the In-Kind match requirement, so the MOU would also need to meet the requirements of 24 CFR 578.73 (c).
17	7. HUD allows CoCs to distribute CoC funded rental assistance based on rent reasonableness, not strictly FMR, will that level of flexibility be allowed in a PSH project through this funding, as long as it fits within the total available rental assistance budget?	All grants with units that receive either Leasing or Rental Assistance are required to meet the Rental Reasonableness (RR) standard. For Leasing the maximum amount that is eligible for HUD reimbursement is the LOWER of RR or the FMR; for Rental Assistance the maximum amount that can be reimbursed is RR.
18	8. When listing the sub-populations, section 5b, should the persons indicated in subcategories be mutually exclusive?	The persons indicated in subcategories are not mutually exclusive. A person may belong to more than one category.

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19	I have a question in regards to Section 4A in the application. I see that we are to indicate the provider type of the supportive services provided (e.g. Assessment of Service Needs, Assistance with Moving Costs, etc.) by using a set list of provider types. Would you please clarify the definitions and difference between “applicant” and “subrecipient” in the list? It is not clear whether an organization submitting an application would be the “applicant” because they are the agency applying for the funding, or if the organization would be the “subrecipient” because they are applying to funding to LAHSA as the subrecipient of the PHA.	The "applicant" will either be LAHSA or the PHA that the proposer is applying under. The subrecipient is the proposer for this RFP.
20	When listing the sub-populations, section 5b, should the persons indicated in subcategories be mutually exclusive?	Previously answered - see question #18
21	HUD allows CoCs to distribute CoC funded rental assistance based on rent reasonableness, not strictly FMR, will that level of flexibility be allowed in a PSH project through this funding, as long as it fits within the total available rental assistance budget?	New CoC Program PSH Projects must use the FMR for the first year of the grant. In subsequent years, the amount of rental assistance per household can be adjusted, but it can never be increased beyond the FMR.
22	If we have office space being provided to us free of charge via a MOU with another agency. What documents would be necessary to demonstrate site control?	The MOU would suffice provided it specifies the exact location. I presume you would also be using the MOU to meet the In-Kind match requirement, so the MOU would also need to meet the requirements of 24 CFR 578.73 (c).
23	Can a single project include more than one population - i.e. Individuals, Youth (TAY), and families?	Previously answered - see question #15
24	The OMB Guidance explicitly requires pass-through entities and all federal agencies to reimburse a nonprofit’s indirect costs by applying the nonprofit’s federally negotiated indirect cost rate, if one already exists. If a negotiated rate does not yet exist, then nonprofits are empowered either to request negotiating a rate or to elect the default rate of 10 percent of their modified total direct costs (MTDC). As a result of this newer guidance, LAHSA allowed agencies to request 10% admin on the most recent CES for singles and youth RFP. Can you clarify why only 7% is allowed for this RFP?	The 7% limitation is for Administration, not the indirect cost rate. HUD currently only funds up to 7% for administration.
25	In regard to PSH - Since the PHAs will be facilitating the rental assistance, will the PHA be drawing down 7% admin on the rental assistance portion and the non-profit will receive 7% of the supportive services budget, or will the non-profit be eligible for 7% of the budget in total (rental assistance + supportive services)?	Previously answered - see #14
26	In regard to PSH - it was noted that agencies could request indirect costs to cover operation costs related to staffing and that those expenses should be included in the supportive services budget based on FTE. Can you please clarify under what category of the supportive services budget these costs would be included? Also, is the recommendation that we outline those costs directly or as a percentage of the staff salary, as we might do for benefits?	Previously answered - see #13
27	As in past years, I am requesting a waiver for LAC-DMH and other government agencies to submit the following forms: -Business License, -IRS form 990, - CA business entity	LAHSA will grant the waiver for LAC-DMH and other government agencies for the following Core Documents forms: Business License, IRS form 990, and CA Business entity.

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28	Since MyOrg was not functioning properly until the end of the day yesterday, we lost 2 days to work on the proposal. Can we extend the deadline to August, 3, 2016	LAHSA has released an Addendum #1 that extends the submission deadline to 11:59pm on August 2, 2016.
29	HUD allows CoCs to distribute CoC funded rental assistance based on rent reasonableness, not strictly FMR, will that level of flexibility be allowed in a PSH project through this funding, as long as it fits within the total available rental assistance budget?	Previously answered - see #17
30	If we have office space being provided to us free of charge via a MOU with another agency. What documents would be necessary to demonstrate site control?	Previously answered - see #22
31	How will the PHA disperse SS funds for PSH?	Subrecipients will need to submit an invoice to the PHA for the supportive services and then the PHA will issue a reimbursement to the subrecipient.
32	If we are a PHA, do we have to apply through HACLA or HACoLA? We are the Pomona Housing Authority.	In reference to Section I.Description of Work.C Eligible Applicants (page 4) of the RFP, "Other PHAs in the LA CoC may apply directly through this RFP with a non-profit as their subrecipient".
33	A question regarding grant surrender for the purposes of this RFP: will projects which are reallocated due to exceeding the cost-effectiveness threshold which LAHSA established during the program evaluation process be eligible for grant surrender? Additionally, when will LAHSA be informing projects that they will be reallocated due to exceeding the cost-effectiveness threshold?	TH providers that currently have a TH CoC grant are eligible for the TH surrender option. LAHSA will be informing project operators prior to the August FCGM Committee Meeting
34	Will the 'Certification for Core Documents' be posted on the NOFA funding website also? I cannot find it.	In section V. Core Documents of the RFP (page 27), the Certification of Current Core Documents is located on the LAHSA website: https://www.lahsa.org/filesshare_reports
35	Does this funding allowed for Shared Housing?	The HACLA does not offer shared housing as an option to applicants or participants except as a reasonable accommodation to make the program accessible to and usable by persons with disabilities in accordance with 24 CFR Part 8.A reasonable accommodation can never override the regulatory prohibition against subsidizing a shared housing owner-occupied unit if the owner is related by blood or marriage to a member of the assisted family.
36	Can Tenant-Based Vouchers be portable? If a client decides to take the voucher to a different City, would the PHA allow the move.	For the CoC program, clients may take HACLA TBV certificates outside of the LA City boundaries. Tenant-based vouchers for HACoLA may be used in any of the HACoLA participating cities that are listed in Exhibit I of the RFP (page 37).