

REQUEST FOR INFORMATION (RFI)

To Select a Project Applicant to Respond to the HUD CoC Builds NOFO

Deadline to Respond: Tuesday, October 1, 2024 by 5:00 p.m.

1. Overview of Opportunity

On July 19, 2024, the U.S. Department of Housing and Urban Development (HUD) issued the Continuum of Care (CoC) Builds Notice of Funding Opportunity (NOFO) – (“CoC Builds”).

CoC Builds is a one-time funding opportunity that targets efforts within CoC geographic areas to create new units of permanent supportive housing (PSH) through new construction, acquisition, or rehabilitation. HUD has \$175 million available and is planning to make 25 awards nationwide.

Each CoC in the United States is eligible to submit one project application. The Oakland/Berkeley/Alameda County CoC (“the CoC”) may submit **one application requesting up to \$10 million** to develop new PSH units through acquisition/rehabilitation or new construction.

Alameda County Health (ACH)’s Housing and Homelessness Services program (H&H) serves as the Collaborative Applicant for the CoC. As required under the CoC Builds NOFO, H&H is working collaboratively with the CoC to select a Project Applicant to apply for the CoC Builds funding opportunity. The selected Project Applicant will be responsible for completing the required application to HUD. H&H will submit the grant through the grants.gov portal. If the application is awarded funding, the Project Applicant will execute a grant agreement directly with HUD.

This RFI is the first step in the process for applying to become the Project Applicant for the CoC Builds Opportunity for the Oakland/Berkeley/Alameda County CoC.

2. HUD CoC Builds NOFO Requirements

Interested Project Applicants are strongly encouraged to review the [CoC Builds NOFO](#). The table below summarizes key requirements of this funding source.

Available Funding	<ul style="list-style-type: none">• \$175,000,000 nationally. Of this amount, \$65 million is set aside for States with fewer than 2.5 million people.• The Oakland/Berkeley/Alameda County CoC may apply for up to \$10 million for one project.
Allowable Project Types	<ul style="list-style-type: none">• Funding may only be used to create Permanent Supportive Housing (PSH) units. See Coc Interim Rule 578.37 for definition.
Use of Funds	<ul style="list-style-type: none">• At least 70% of the funding requested must be spent on one-time acquisition, rehabilitation or new construction costs.• Up to 20% may be used for operating costs (annually renewable through the CoC funding process).• Up to 10% may be used for grant administration costs (annually renewable through the CoC funding process).
Match	<ul style="list-style-type: none">• A 25% match is required
Eligible Applicants	<ul style="list-style-type: none">• City, County of State Governments• Public Housing Authorities

	<ul style="list-style-type: none"> • Special District Governments • Native American Tribal Governments • Nonprofits with 501c3 status, other than institutions of higher learning
Eligible Participants & Use of Coordinated Entry	<ul style="list-style-type: none"> • The project must serve individuals and families experiencing homelessness where at least one individual in the household has a disability. • Referrals to the project must come from the Alameda County Coordinated Entry (CE) system.
Grant Term	<ul style="list-style-type: none"> • The grant term may be 2, 3, 4 or 5 years.
Timelines	<ul style="list-style-type: none"> • Applicants must enter into a grant agreement with HUD no later than 09/01/2025. Site control is required to enter into grant agreement. • HUD Environmental Review must be completed before any grants funds can be drawn down. • Construction activities must begin within 9 months of signing the grant agreement. • Construction activities must be completed within 24 months of signing the grant agreement. • Projects should be ready for occupancy within 36 months of signing the grant agreement.

3. Project Selection Process and Timeline

H&H and the CoC have established a two-phase process to select a local Project Applicant to apply for CoC Builds Funding.

Phase 1: Request for Information (RFI). Interested applicants will respond to this RFI to establish that their proposed project meets threshold requirements for eligibility and competitiveness. H&H will review responses and determine which projects meet the threshold requirements. Projects that pass threshold will be invited to submit a full proposal in Phase 2.

Phase 2: Full Application. Applicants invited to participate in Phase 2 will complete a Project Application narrative of no more than 20 pages that follows the order and content specified in Section V.A. (page 35-40) of the [CoC Builds NOFO](#). The NOFO identifies 10 rating factors and specifies the scoring and page limits for each factor. Applicants will complete the HUD required narrative for review and scoring by a local application review panel. The review panel will consist of non-conflicted members of the CoC’s Housing Capacity Committee. The panel will select the strongest and most competitive project application to be submitted to HUD.

Phase 3: CoC Builds Application Submittal. The selected applicant will work with H&H to finalize the CoC Builds Application. H&H will submit the application through grants.gov on behalf of the CoC and the Project Applicant.

Date	Activity/Milestone
July 19, 2024	NOFO Issued by HUD
August 15, 2024	Leadership Board Meeting to proceed with application
September 18, 2024	Phase 1 Opens: Request for Information (RFI) released
October 1, 2024	Deadline for response to RFI.

Date	Activity/Milestone
October 4, 2024	Applicants notified if they are invited to Phase 2
October 25, 2024	Phase 2 Applications Due
October 31, 2024	Final Project Applicant Selected
Nov. 1 - Nov. 18, 2024	Selected applicant finalizes application, with input from H&H
November 19, 2024	H&H uploads and submits application via grants.gov
November 21, 2024	HUD Deadline

4. Phase 1 Threshold Requirements

Proposed Project must meet the following threshold requirements to proceed to Phase 2.

Requirement	Description
1 CoC Geography	Project must be located within the geography of Alameda County.
2 Eligible Applicant	Applicant (Recipient) must be eligible under the CoC Builds NOFO (governmental entity, housing authority, special district, non-profit, tribe or tribal entity).
3 Service Provider	Service provider has been identified.
4 "Last In" Funding	<ul style="list-style-type: none"> All project funding must be committed; CoC Builds NOFO grant is "last in" funding. Match is committed in an amount equal to at least 25% of CoC Builds funds requested.
5. Budget Meets HUD Requirements	<ul style="list-style-type: none"> At least 70% of request is for new construction, acquisition/rehab. No more than 20% of funds requested are for operations/services. No more than 10% of funds requested are for administration.
6. Eligible Target Population	Project must serve participants who meet HUD homeless definition and have a disability.
7. Coordinated Entry System (CES)	Units must be filled through the Alameda County CE System.
8. HMIS	Participants must be entered into the Alameda County Homeless Management Information System (HMIS).
9. Timeliness	<p>Project timeline must meet all HUD requirements:</p> <ul style="list-style-type: none"> Applicants must enter into a grant agreement with HUD no later than 09/01/2025. Site control is required to enter into grant agreement. HUD Environmental Review must be completed before any grants funds can be drawn down. Construction activities must begin within 9 months of signing the grant agreement. Construction activities must be completed within 24 months of signing the grant agreement. Projects should be ready for occupancy within 36 months of signing the grant agreement..

Requirement		Description
10.	Experience	<ul style="list-style-type: none"> • Applicant or subrecipient must have developed at least 4 projects of similar scope and scale to the project proposed. • Applicant or a subrecipient must have managed 4 permanent housing programs or projects serving people experiencing homelessness in which one household member has a disability.
11.	Other HUD and Local Eligibility Requirements	<ul style="list-style-type: none"> • Applicant must meet requirements specified in Section III E of the NOFO (page 21). • Applicant may not have had any local corrective action plan within the last 5 years.

5. RFI Contents, Submission Process and Deadline

Applicants must submit the following:

1. A Cover Letter no more than 2 pages in length that includes a brief description of the proposed project. Description should note the project location, total number of units, number of PSH units, and identify the applicant and any subrecipients and their roles. The letter should also briefly describe the project timeline. The letter should be signed by a representative of the applicant organization that is authorized to attest that the information provided in the application is accurate.
2. Completed Attachment A: Attestation Form (Excel Workbook)
3. Completed Attachment B: CoC Funding Request Summary
3. Completed Attachment C: Funding Sources (Excel Workbook)

Please merge all four documents into a single pdf file and email to: HHrfp@acgov.org **no later than 5:00 p.m. on Tuesday, October 1, 2024. Late applications will not be accepted.**

Applicants that believe their RFI is likely to pass threshold review are encouraged to begin drafting their full application proposal by following the instructions detailed in Section V.A. (page 35-40) of the HUD CoC Builds NOFO.

6. Right to Reject

The County of Alameda reserves the right, in its sole discretion, to choose any response to this RFI which has been determined to meet the criteria stated herein, to reject submittals or to choose a different combination of projects.

7. Questions

Written questions about this RFI may be submitted to H&H via email at HHrfp@acgov.org by September 25, 2024. Responses will be answered individually and all responses will be posted at <https://homelessness.acgov.org/index.page> by Friday, September 27, 2024.