

Bergen NJ CoBuilds NOFO Project Application

The CoBuilds NOFO targets efforts within CoC areas to address and reduce persons experiencing homelessness by adding new units of permanent supportive housing (PSH) through new construction, acquisition, or rehabilitation through one-time CoBuilds awards under the CoC Program. All units funded through this process must be dedicated to households experiencing homelessness who have a disabling condition.

Funding Available. Bergen CoC is eligible to submit one application through this NOFO process for up to \$5,000,000 in funding. Funds can be used for:

- Capital costs for new construction, acquisition or rehabilitation of new PSH units
- May includes costs associated with the ongoing PSH project which could include rental assistance, supportive services, operating – these costs may not exceed 20% of the project budget
- Administrative costs of no more than 10% of the requested amount

Eligible Applicants. Eligible project applicants include nonprofit organizations, states, local governments and public housing agencies.

Key Considerations. For projects to be competitive nationally, the Bergen CoC is looking for projects that:

- Can document leveraging of at least 50% of the amount being requested in funding or have a commitment of vouchers to support 25% of the units that are part of this project
- Can demonstrate site control of the proposed project (or can show that site control will be obtained by September 2025)
- The project must be able to be completed by 10/1/2030
- The project must also show that residents will be connected to supportive services including connection to healthcare and that the project is located near transportation or local services
- The proposed project must be located within one of the Bergen County

Application Process. Interested applicants must complete the application below as well as the attached budget template. All application submissions must be emailed to Angela Drakes adrakes@co.bergen.nj.us and Casey Carty ccarty@monarchhousing.org via email by – **September 16, 2024. Late submissions will not be accepted.** The CoC will then hold a review committee to evaluate all submissions and determine one project application that will be included in the submission to HUD. If selected, the applicant will be expected to work with the CoC Lead to provide all needed information for the application submission.

**Bergen NJ CoCBuilds NOFO
Project Application**

Applicant & Project Information:

| | |
|------------------------------|--|
| Applicant Name | |
| Subrecipient (if applicable) | |
| Project Name | |
| Project Location | |
| Total HUD Request | |
| Agency DUNS Number | |
| Active SAMS Number | |

Contact Information for Your Agency

| | |
|---|--|
| Name of agency representative completing application | |
| Job Title | |
| Email Address | |
| Telephone Number | |
| | |
| Name of agency representative authorized to sign grant documents | |
| Job Title | |
| Email Address | |
| Telephone Number | |
| | |

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Threshold Review Questions

1. If awarded funding, does your agency or subrecipient agree to become an active member of the Continuum of Care, if you are not already a member?

Yes

No

2. All Continuum of Care funded projects are required to solely accept referrals through the CoC's Coordinated Entry System. Does your agency agree to participate in the CoC's established Coordinated Entry process for referrals for all units developed with this funding?

Yes

No

3. All Continuum of Care funded projects are required to enter client level information into the CoC's Homeless Management Information System (HMIS). For domestic violence projects, a comparable database must be used. Once construction is completed does your agency agree to enter data as required into the CoC's HMIS or comparable database?

Yes

No

Development Experience and Leveraging (maximum 5 page)

1. Provide a description of your project.
 - a. If there are current properties under construction include:
 - i. The amount and type of funds being used to construct the property
 - ii. Evidence of site control
 - iii. Evidence of completed and approved environmental review
 - iv. Identify the owner of the property and their experience with constructing or rehabilitation
 - v. The number of units that will be finished using CoBuilds
2. What is your applicant's experience in developing projects that have a similar scale and scope to this project?
3. Describe the applicant's experience in leveraging resources for capitol projects. Examples of prior leveraging experience include Low Income Housing Tax Credits, HOME, CDBG, Section 108, Section 202, and Section 811.
4. Describe the availability of any other resources dedicated to this project, please include the dollar value of these commitments and the overall cost of the project per unit.
5. Do you have any outstanding loan findings or issues with state or federal funding resources? If yes, please describe.

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Managing Homeless Projects (4 page maximum)

1. Describe your experience in administering programs or housing tailored to those experiencing homelessness. Please include experience managing four properties and how your agency determines rent amounts, addresses tenant complaints, and works to provide supportive services
2. Briefly describe how client's will be connected to services identified above, the frequency of service provision and how your agency will ensure services provided are client focused.
3. Please describe the methods of transportation that will be available to program participants, including the hours of operation and the distance from units.

Implementation Schedule (maximum 2 pages)

Describe the proposed project's implementation schedule based on the type of project:

- a. New Construction- date construction will begin and end, and date property will be available for move-in.
- b. Acquisition- date property will be acquired.
- c. Rehabilitation- dates rehabilitation of the property will begin and end.
- d. Provide the proposed schedule for the following:
 - i. Site control
 - ii. Environmental review completion
 - iii. Execution of grant agreement
 - iv. Start and completion dates
 - v. Anticipated date the jurisdiction will issue occupancy certificate
 - vi. Date property will be available for tenants to move in

Property Maintenance (maximum 2 pages)

Describe the property maintenance plan including:

- a) how the property will be maintained annually and needed repairs will be conducted. Identify the source of funds that will be used.
- b) Demonstrate how the project will be able to cover replacement costs (broken or damaged appliances, major equipment). Identify the funding source.

Unmet Housing Need (maximum 1 page)

Describe the population that will be served by the project and the level of unmet need for new units of permanent supportive housing in this area. Utilize the most recent PIT Count data.

Management of Rental Housing (maximum 2 pages)

Describe the applicants experience in management of rental housing projects. Please include any partnerships with organizations within the CoC, project types administered, number of grants received to administer or develop affordable housing in the last three years, and the number of units assisted.

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Coordinated Entry (maximum 2 pages)

Describe how the project will participate in the CoC's coordinated entry process and how referrals will be accepted from the prioritization list for placement in the housing units.

Coordination with Housing Providers, Healthcare Organizations, and Social Service Providers (maximum 2 pages)

1. Demonstrate that the project is able to leverage either of the following through written letters of commitment, contracts, or other formal documents:
 - a) Non-CoC funded housing resources through coordination with housing providers, healthcare organizations, social service providers for new construction, acquisition, or rehabilitation to **provide at least 50%** of the amount being requested or
 - b) Project is leveraging non-CoC funded housing resources to provide subsidies for at least **25% of the units** in the proposed application

2. Provide a written commitment from a healthcare organization, housing provider, or social service provider either: a) access to housing resources (supportive services, in home care, medical care, behavioral health/substance abuse services) OR b) the value of assistance provided is at least equivalent to \$7500 per unit included in the project. Written commitments must include the value of the commitment and dates the resources will be available.

Experience Promoting Racial Equity (maximum 4 pages)

Describe the applicant's experience in the following:

- a. Soliciting, obtaining, and applying input from all underserved groups when designing, planning, and implementing housing projects.
- b. Building community partnerships with grassroots and resident-led organizations that provide housing, health care, and supportive services.
- c. Designing or operating programs that have improved racial equity particularly among people experiencing homelessness.

Community Integration for persons with disabilities (maximum 2 pages)

Demonstrate how permanent supportive housing will enable program participants to make meaningful choices about housing, health care, and long-term services and supports that will allow them to fully participate in the community. The response should include how the PSH units will ensure non-segregation of individuals and families experiencing homelessness where at least one household member has a disability. Additionally, the response should include state whether the PSH units will be part of mixed-use development, meaning individuals and families that will reside in the units are not all disabled.

Section 3 Requirement (maximum 1 page)

Describe the actions that will be taken by project applicants to comply with HUD's rules regarding providing employment and training opportunities for low and very low income persons, as well as contracting with other economic opportunities for business that will provide opportunities to program participants.

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Environmental Justice (Bonus 2 points)

Describe any activities that advance Environmental Justice for people or communities that have been environmentally underserved or overburdened (low-income and Black and Brown communities):

- a. Reducing or mitigating exposure to environmental and health hazards (industrial facilities, EPA superfund sites, brownfields, legacy pollution, heat islands).
- b. Improving protection from and resilience to environmental harms.
- c. Expanding environmental benefits (clean air/water, public transportation, bike and walking paths, clean energy, green technology, biodiversity).
- d. Overcoming prior disinvestment in environmental infrastructure (drainage systems, green spaces, pollution controls).

Budget Narrative (maximum 1 page)

In addition to the attached budget template, provide a narrative detailing how the funds your applying for through CoCBuils will be utilized, including whether you are seeking part of your buget to cover ongoing eligible housing costs such as rental assistance, supportive services, operating etc. If you are seeking funds for rental assistance, please ensure you are using the rental assistance calculator provided on the second tab of the budget template.