

## Before Starting the Special CoC Application

You must submit both of the following parts in order for us to consider your Special NOFO Consolidated Application complete:

1. the CoC Application, and
2. the CoC Priority Listing.

The CoC Special NOFO page provides HUD-approved resources to assist you in completing the Special NOFO CoC Application, including:

- Special Notice of Funding Opportunity to Address Unsheltered and Rural Homelessness
- 24 CFR part 578
- Special NOFO CoC Application Navigational Guide
- Section 3 Resources
- Frequently Asked Questions

As the Collaborative Applicant, you are responsible for reviewing the following:

1. The Special Notice of Funding Opportunity (Special NOFO) for specific application and program requirements.
2. The Special NOFO Continuum of Care (CoC) Application Detailed Instructions for Collaborative Applicants which provide additional information and guidance for completing the application.
3. All information provided to ensure it is correct and current.
4. Responses provided by project applicants in their Project Applications.
5. The application to ensure all documentation, including attachment are provided.

CoC Approval is Required before You Submit Your CoC's Special NOFO CoC Consolidated Application

- 24 CFR 578.9 requires you to compile and submit the Special NOFO CoC Consolidated Application on behalf of your CoC.
- 24 CFR 578.9(b) requires you to obtain approval from your CoC before you submit the Consolidated Application into e-snaps.

Answering Multi-Part Narrative Questions

Many questions require you to address multiple elements in a single text box. Number your responses to correspond with multi-element questions using the same numbers in the question. This will help you organize your responses to ensure they are complete and help us to review and score your responses.

Attachments

Questions requiring attachments to receive points state, "You must upload the [Specific Attachment Name] attachment to the 4A. Attachments Screen." Only upload documents responsive to the questions posed—including other material slows down the review process, which ultimately slows down the funding process. Include a cover page with the attachment name.

- Attachments must match the questions they are associated with—if we do not award points for evidence you upload and associate with the wrong question, this is not a valid reason for you to appeal HUD's funding determination.

- We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time).

## 1A. Continuum of Care (CoC) Identification

The CoC Special NOFO page provides HUD-approved resources to assist you in completing the Special NOFO CoC Application, including:

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**1A-1. CoC Name and Number:** MN-509 - Duluth/St. Louis County CoC

**1A-2. Collaborative Applicant Name:** St. Louis County Public Health & Human Services

**1A-3. CoC Designation:** CA

**1A-4. HMIS Lead:** St. Louis County Public Health & Human Services

1A-5.	New Projects	
	Complete the chart below by indicating which funding opportunity(ies) your CoC applying for projects under. A CoC may apply for funding under both set asides; however, projects funded through the rural set aside may only be used in rural areas, as defined in the Special NOFO.	
1.	Unsheltered Homelessness Set Aside	Yes
2.	Rural Homelessness Set Aside	No

## 1B. Project Capacity, Review, and Ranking–Local Competition

The CoC Special NOFO page provides HUD-approved resources to assist you in completing the Special NOFO CoC Application, including:

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1B-1.	Web Posting of Your CoC Local Competition Deadline–Advance Public Notice. (All Applicants)	
	Special NOFO Section VII.B.1.b.	
	You must upload the Local Competition Deadline attachment to the 4A. Attachments Screen.	
	Enter the date your CoC published the deadline for project application submission for your CoC's local competition.	09/20/2022

1B-2.	Project Review and Ranking Process Your CoC Used in Its Local Competition. (All Applicants)	
	Special NOFO Section VII.B.1.a.	
	You must upload the Local Competition Scoring Tool attachment to the 4A. Attachments Screen.	
	Select yes or no in the chart below to indicate how your CoC ranked and selected new project applications during your CoC's local competition:	
1.	Established total points available for each project application type.	Yes
2.	At least 33 percent of the total points were based on objective criteria for the project application (e.g., cost effectiveness, timely draws, utilization rate, match, leverage), performance data, type of population served (e.g., DV, youth, Veterans, chronic homelessness), or type of housing proposed (e.g., PSH, RRH).	Yes
3.	At least 20 percent of the total points were based on system performance criteria for the project application (e.g., exits to permanent housing destinations, retention of permanent housing, length of time homeless, returns to homelessness).	No

1B-3.	Projects Rejected/Reduced–Notification Outside of e-snaps. (All Applicants)	
	Special NOFO Section VII.B.1.b.	
	You must upload the Notification of Projects Rejected-Reduced attachment to the 4A. Attachments Screen.	
1.	Did your CoC reject or reduce any project application(s)?	Yes
2.	Did your CoC inform the applicants why their projects were rejected or reduced?	Yes
3.	If you selected yes, for element 1 of this question, enter the date your CoC notified applicants that their project applications were being rejected or reduced, in writing, outside of e-snaps. If you notified applicants on various dates, list the latest date of any notification. For example, if you notified applicants on 6/26/22, 6/27/22, and 6/28/22, then you must enter 6/28/22.	09/21/2022

1B-3a.	Projects Accepted–Notification Outside of e-snaps. (All Applicants)	
	Special NOFO Section VII.B.1.b.	
	You must upload the Notification of Projects Accepted attachment to the 4A. Attachments Screen.	
	Enter the date your CoC notified project applicants that their project applications were accepted and ranked on the New Priority Listings in writing, outside of e-snaps. If you notified applicants on various dates, list the latest date of any notification. For example, if you notified applicants on 6/26/22, 6/27/22, and 6/28/22, then you must enter 6/28/22.	09/27/2022
1B-4.	Web Posting of the CoC-Approved Special NOFO CoC Consolidated Application. (All Applicants)	
	Special NOFO Section VII.B.1.b.	
	You must upload the Web Posting–Special NOFO CoC Consolidated Application attachment to the 4A. Attachments Screen.	
	Enter the date your CoC posted its Special NOFO CoC Consolidated Application on the CoC's website or affiliate's website—which included: 1. the CoC Application, and 2. Priority Listings.	10/17/2022

## 2A. System Performance

The CoC Special NOFO page provides HUD-approved resources to assist you in completing the Special NOFO CoC Application, including:

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2A-1.	Reduction in the Number of First Time Homeless—Risk Factors.	
	Special NOFO Section VII.B.2.b.	
	Describe in the field below:	
	1. how your CoC determined which risk factors your CoC uses to identify persons becoming homeless for the first time;	
	2. how your CoC addresses individuals and families at risk of becoming homeless; and	
	3. provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to reduce the number of individuals and families experiencing homelessness for the first time or to end homelessness for individuals and families.	

(limit 2,500 characters)

1.SLC CoC uses data pulled from CE assessment data and qualitative information from community conversations with housing providers and people who have experienced homelessness to determine risk factors for first-time homelessness. SLC CoC uses the HMIS first time homeless report, Coordinated Entry (CE) assessment data, and Homeless prevention program reports to determine who may be at risk of homelessness across the CoC. SLC CoC also collaborates closely with schools, county social workers, tribal and public child welfare agencies, churches, and non-profit agencies across the CoC to identify households at risk of homelessness. SLC CoC has a close partnership with the statewide 2-1-1 hotline, which is a key point for identification and referral for those at risk of homelessness. 2. SLC CoC saw a 50-person reduction in first time homelessness in FY2020. SLC CoC strategy to address households at risk of homelessness focuses on early identification and intervention, which often occurs through homeless prevention programming and/or emergency rental assistance. Households access prevention programming through the CE system and are connected to Triage social workers and/or case managers at housing and homelessness agencies. Triage teams participate in weekly case manager meetings with CE staff and housing agencies to review individual cases and identify resources available to prevent homelessness. Ongoing case management is offered to households at risk of homelessness to provide tenancy sustaining services. In cases where homelessness cannot be prevented, SLC CoC quickly connects households to rapid rehousing programs and emergency shelter options as needed. 3. The SLC CoC Coordinator, under the direction of the CoC Governance Board, is responsible for overseeing the CoC strategy. These strategies are also supported by the CoC Planning & Evaluation Committee, which analyzes homelessness data and makes recommendations for systems improvement to decrease first time homelessness.

2A-2.	Length of Time Homeless–Strategy to Reduce. (All Applicants)	
	Special NOFO Section VII.B.2.c.	
	Describe in the field below:	
	1. your CoC's strategy to reduce the length of time individuals and persons in families remain homeless;	
	2. how your CoC identifies and houses individuals and persons in families with the longest lengths of time homeless; and	
	3. provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to reduce the length of time individuals and families remain homeless.	

(limit 2,500 characters)

1. SLC CoC's strategy to decrease length of time homeless also targets individual economic stability through income growth and asset building. The process of income growth begins in emergency shelter and is emphasized throughout the housing continuum. SLC CoC also targets expansion in homeless prevention and cash assistance programs as a key tool to minimize time homeless for all households. 2. HMIS records length of time homeless by entry/exit dates. Providers receive regular reports to monitor all individuals and families by length of time homeless. Additionally, SLC CoC works closely with veteran service agencies to monitor the length of time homeless for veterans across the CoC. SLC CoC uses a bi-monthly case conferencing model to review HUD homeless families and veterans at the top of the CE priority list and quickly move them into housing. This has helped SLC CoC reach a functional end to veteran's homelessness and fill rapid rehousing beds quickly. Coordinated Entry processes in SLC CoC always give preference to qualified households with the longest length of homelessness first. SLC CoC uses case conferencing models to identify and support households who have experienced homelessness the longest in finding housing. 3. The SLC CoC Coordinator, under the direction of the CoC Governance Board, is responsible for overseeing the CoC strategy. These strategies are also supported by the CoC Planning & Evaluation Committee, which analyzes homelessness data and makes recommendations for systems improvement to reduce the length of time homeless.

2A-3.	Successful Permanent Housing Placement or Retention. (All Applicants)	
	Special NOFO Section VII.B.2.d.	
	Describe in the field below how your CoC will increase the rate that individuals and persons in families residing in:	
1.	emergency shelter, safe havens, transitional housing, and rapid rehousing exit to permanent housing destinations; and	
2.	permanent housing projects retain their permanent housing or exit to permanent housing destinations.	

(limit 2,500 characters)

1.SLC CoC has a 61 percent exits to permanent housing rate for all households exiting street outreach & emergency shelter, which is a 5% improvement from last year. SLC CoC has had an emphasis on increasing supportive services in the last year, which has added new street outreach workers, navigators, and housing stabilization case managers across the CoC. The CoC has also established a permanent warming center location, which has allowed for wrap-around services for unsheltered households. SLC CoC has strong coordination with rapid rehousing programs to move households quickly from homelessness to permanent housing. Additionally, all households in the CoC have access to Ready to Rent and First Time Homebuyer classes to gain life skills related to housing retention. 2. SLC CoC has a 91 percent exits to/retention of permanent housing rate for all households exiting permanent housing, which is a slight improvement from last year. The strategy also includes CoC support for the Landlord Tenant Connection, Legal Aid, and Homeless Prevention Programs, such as Landlord Incentives Program & Family Homeless Prevention & Assistance Program (FHPAP). Case managers work with households to connect them to wraparound services to maintain their housing. FHPAP flex funds support households needing short term financial assistance to maintain housing. SLC CoC has a commitment to expanding permanent supportive housing units available across the CoC. One way this is prioritized is through most strategic use of CoC funds, such as our recent conversion of an underutilized scattered-site PSH project to a 32-unit site based PSH project for chronic homeless adults. Additionally, the CoC has a strong partnership with PHAs and helped launch the Emergency Housing Voucher program and supported affordable housing development processes for PHAs in the CoC. SLC CoC continues to push for PSH development across the CoC. SLC CoC will address racial disparities in exits to permanent housing in FY2022.

2A-4.	Returns to Homelessness–CoC’s Strategy to Reduce Rate. (All Applicants)	
	Special NOFO Section VII.B.2.e.	
	Describe in the field below:	
	1. how your CoC identifies individuals and families who return to homelessness;	
	2. your CoC’s strategy to reduce the rate of additional returns to homelessness; and	
	3. provide the name of the organization or position title that is responsible for overseeing your CoC’s strategy to reduce the rate individuals and persons in families return to homelessness.	

(limit 2,500 characters)



HMIS provides timely, accurate data to help identify people returning to homelessness. The data is used to develop strategies for focusing planning program resources across the CoC, and more specifically in weekly case conferencing meetings where households who have been identified as returning to homelessness are discussed and prioritized. Shelters also ask individuals about previous homelessness on intake, and given the scale, likely know the individuals and can assist more quickly in connecting to resources. 2. SLC CoC saw a slight increase in returns to homelessness in FY2021, with a 7 percent return rate in 6 months and 5 percent return rate in 12 months. All CoC funded programs adhere to Housing First and harm reduction protocols and avoid terminating tenancy whenever possible. When tenancy must be terminated, other housing options are considered before exiting a household to homelessness. SLC CoC's approach to reduce returns to homelessness is varied and person-centered. Examples include outreach to a range of stakeholders (corrections, police, hospitals), the Landlord Incentive Program for increasing "felon friendly" housing options, rental assistance and homeless prevention funds, Tenant Landlord Connection & Legal Aid for eviction prevention, Warrant Resolution Days, improved access to behavioral health treatment, and focused outreach/services to veterans who may be at risk of returning to homelessness. 3. The SLC CoC Coordinator, under the direction of the CoC Governance Board, is responsible for overseeing the CoC strategy. These strategies are also supported by the CoC Planning & Evaluation Committee, which analyzes homelessness data and makes recommendations for systems improvement to returns to homelessness. Racial disparities data is key to these considerations and the Planning & Evaluation committee will be diving deeper into these outcomes and intervention through FY2022.

2A-5.	Increasing Employment Cash Income–Strategy. (All Applicants)	
	Special NOFO Section VII.B.2.f.	
	Describe in the field below:	
1.	the strategy your CoC has implemented to increase employment cash sources;	
2.	how your CoC works with mainstream employment organizations to help individuals and families increase their cash income; and	
3.	provide the organization name or position title that is responsible for overseeing your CoC's strategy to increase income from employment.	

(limit 2,500 characters)

1)SLC CoC's strategy to increase employment income focuses on assessing the assets and barriers of individuals and families and connecting them to mainstream resources and supporting them as they seek work. Programs create a person-centered plan with the individual or family to increase employment income. Examples include direct training; mentoring programs; creating volunteer experiences that build skills; continuing education; resume building; assisting in applying for positions online and in person; and interview preparation. 2) SLC CoC strategy includes targeting employment increases while in homeless prevention, emergency shelter, rapid rehousing, and transitional housing programs. Employment income is prioritized through the housing continuum, but early engagement of households has been an effective strategy. To increase access to employment and employment training resources, SLC CoC housing provider staff connect participants with a network of employment services as part of their case management plan. Mainstream employment agencies include Duluth Workforce Center; AEOA Employment & Training; Express Employment; ISD 709 (Adult Basic Education); Lake Superior College; Life House Futures; YES Duluth; SOAR Career Solutions; MN Dept of Employment & Economic Development; and Family Assets for Independence in MN (FAIM). Several SLC homeless service providers are co-located with employment agencies. Housing providers also partner with childcare agencies or provide childcare on site so parents can work. SLC CoC also prioritizes hiring those with lived experience of homelessness and many housing agencies employ former clients. 3) The SLC CoC Coordinator, under the direction of the CoC Governance Board, is responsible for overseeing the CoC strategy. These strategies are also supported by the CoC Planning & Evaluation Committee, which analyzes homelessness data and makes recommendations for improvements to income measures.

2A-5a.	Increasing Non-employment Cash Income-Strategy. (All Applicants)	
	Special NOFO Section VII.B.2.f.	
	Describe in the field below:	
	1. the strategy your CoC has implemented to increase non-employment cash income;	
	2. your CoC's strategy to increase access to non-employment cash sources; and	
	3. provide the organization name or position title that is responsible for overseeing your CoC's strategy to increase non-employment cash income.	

(limit 2,500 characters)

1.SLC CoC increases non-employment cash income for households throughout the continuum of housing. Households are assessed to identify assets and barriers to earned income when they first arrive in the housing continuum. This often mean that households in homeless prevention programs and emergency shelter begin the process to gain non-employment income. Households are then assisted in applying for benefits including veteran benefits, tribal benefits, General Assistance, Minnesota Family Investment Program (MFIP/TANF) funds, and/or connection to SOAR advocacy for assistance in applying for Social Security/Supplemental Security Income. Households are assisted with applications and gathering of documentation as needed. Households applying for SS/SSI are also connected to legal resources to support appeals for benefits as needed. Households are also connected to medical professionals for professional statement of need documentation for SS/SSI benefits. 2. Housing partners collaborate with county social workers and financial workers to determine eligibly for non-employment income and access application materials and support application processes. A key strategy for SLC CoC is to form a network of support that households can access to gain stability. SLC CoC housing programs put emphasis on supporting clients with non-employment income into permanent housing setting with on-site supportive services. SLC CoC also participates in advocacy to increase non-employment income benefits. For example, the state's TANF (MFIP) cash assistance program received an increase of \$100 per family per month by the Legislature in 2019, which SLC CoC helped advocate for. 3. The SLC CoC Coordinator, under the direction of the CoC Governance Board, is responsible for overseeing the CoC strategy. These strategies are also supported by the CoC Planning & Evaluation Committee, which analyzes homelessness data and makes recommendations for improvements to income measures.

## 2B. Coordination and Engagement–Inclusive Structure and Participation

The CoC Special NOFO page provides HUD-approved resources to assist you in completing the Special NOFO CoC Application, including:

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2B-1.	Inclusive Structure and Participation–Participation in Coordinated Entry. (All Applicants)	
	Special NOFO Sections VII.B.3.a.(1)	

In the chart below for the period from May 1, 2021 to April 30, 2022:

1.	select yes or no in the chart below if the entity listed participates in CoC meetings, voted—including selecting CoC Board members, and participated in your CoC's coordinated entry system; or
2.	select Nonexistent if the organization does not exist in your CoC's geographic area:

	Organization/Person	Participated in CoC Meetings	Voted, Including Electing of CoC Board Members	Participated in CoC's Coordinated Entry System
1.	Affordable Housing Developer(s)	Yes	Yes	Yes
2.	Agencies serving survivors of human trafficking	Yes	Yes	Yes
3.	CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes	Yes
4.	CoC-Funded Victim Service Providers	Nonexistent	No	No
5.	CoC-Funded Youth Homeless Organizations	Yes	Yes	Yes
6.	Disability Advocates	Yes	Yes	Yes
7.	Disability Service Organizations	Yes	Yes	Yes
8.	Domestic Violence Advocates	Yes	Yes	Yes
9.	EMS/Crisis Response Team(s)	Yes	No	No
10.	Homeless or Formerly Homeless Persons	Yes	Yes	Yes
11.	Hospital(s)	Yes	No	No
12.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	Yes	Yes	Yes
13.	Law Enforcement	Yes	No	No
14.	Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ+) Advocates	Yes	Yes	Yes
15.	LGBTQ+ Service Organizations	Yes	Yes	Yes
16.	Local Government Staff/Officials	Yes	Yes	Yes
17.	Local Jail(s)	Yes	Yes	Yes
18.	Mental Health Service Organizations	Yes	Yes	Yes
19.	Mental Illness Advocates	Yes	Yes	Yes

20.	Non-CoC Funded Youth Homeless Organizations	Yes	Yes	Yes
21.	Non-CoC-Funded Victim Service Providers	Yes	Yes	Yes
22.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes	Yes	Yes
23.	Organizations led by and serving LGBTQ+ persons	Yes	Yes	Yes
24.	Organizations led by and serving people with disabilities	Nonexistent	No	No
25.	Other homeless subpopulation advocates	Yes	Yes	Yes
26.	Public Housing Authorities	Yes	Yes	Yes
27.	School Administrators/Homeless Liaisons	Yes	Yes	Yes
28.	Street Outreach Team(s)	Yes	Yes	Yes
29.	Substance Abuse Advocates	Yes	Yes	Yes
30.	Substance Abuse Service Organizations	Yes	Yes	Yes
31.	Youth Advocates	Yes	Yes	Yes
32.	Youth Service Providers	Yes	Yes	Yes
	Other:(limit 50 characters)			
33.				
34.				

By selecting "other" you must identify what "other" is.

2B-2.	Open Invitation for New Members. (All Applicants)	
	Special NOFO Section VII.B.3.a.(2), V.B.3.g.	

	Describe in the field below how your CoC:
1.	communicated the invitation process annually to solicit new members to join the CoC;
2.	ensured effective communication with individuals with disabilities, including the availability of accessible electronic formats;
3.	conducted outreach to ensure persons experiencing homelessness or formerly homeless persons are encouraged to join your CoC; and
4.	invited organizations serving culturally specific communities experiencing homelessness in the geographic area to address equity (e.g., Black, Latino, Indigenous, other People of Color, persons with disabilities).

(limit 2,500 characters)

1.SLC CoC annually elects new members to the CoC governance board. When seats become available, announcements are made in all community meetings related to housing and a CoC-wide communication seeking members is sent out. Board Openings are posted on the CoC & county government websites. Board openings are shared via CoC & St. Louis County social media platforms. One-to-one outreach is made to all culturally specific providers and all housing organizations are encouraged to share board opening with the households they serve. A similar process is conducted to fill seats on CoC subcommittees. SLC CoC also provides application support and stipends to formerly homeless individuals who participate in CoC meetings. 2. SLC CoC runs all public documents through readability software to ensure that e-readers can read the documents, that documents are visually accessible, and that all documents are accessible at almost any reading/writing level. Additional supports for ASL translation and meeting accessibility are available on request. SLC CoC also has multiple disability advocates on our governing board who disseminate CoC info to all stakeholders in their networks. Additionally, all trainings and meetings on request are recorded and available to watch at any time. 3, 4. SLC CoC recently changed our governing board make up to be more inclusive and welcome additional people with lived experience of homelessness, youth, and BIPOC individuals. This action was taken after integrating community feedback from our CoC Annual Meeting. SLC CoC has a Racial Equity & Accountability Project (REAP) Leadership team that is made of individuals who have experienced homelessness, and are LGBTQIA2S+, Black, Indigenous, or other People of Color (BIPOC). This team is a key part of CoC decision-making processes and guides racial equity planning in our CoC. Additionally, we have one established seat on our CoC governance board for a person with lived experience of homeless and require engagement of individuals who have experienced homelessness in all our subcommittees. We have one established seat on our CoC governance board for a BIPOC individual, which is appointed with support from our REAP team. We have two established seats on our CoC governance board for appointed members of Bois Forte Tribal & Fond Du Lac Tribal Nations. We work closely with Tribal Nations and culturally specific providers in all our CoC programming and equity initiatives.

2B-3.	CoC's Strategy to Solicit/Consider Opinions on Preventing and Ending Homelessness. (All Applicants)	
	Special NOFO Section VII.B.3.a.(3)	

	Describe in the field below how your CoC:
1.	solicited and considered opinions from a broad array of organizations and individuals that have knowledge of homelessness or an interest in preventing and ending homelessness;
2.	communicated information during public meetings or other forums your CoC uses to solicit public information; and
3.	took into consideration information gathered in public meetings or forums to address improvements or new approaches to preventing and ending homelessness.

(limit 2,500 characters)

1.SLC CoC hosts monthly meetings of all housing providers—Housing Response Committee, the Rural Housing, & Affordable Housing Coalitions. SLC CoC also hosts a CoC-wide event known as the Summit to End Homelessness. These summits set CoC-wide strategies to prevent and end homelessness with a major emphasis on the leadership of people with lived experience of homelessness. In 2020, SLC CoC also conducted a CoC-wide environmental scan utilizing community interviews, community conversations, and HMIS data. This large-scale community assessment process has led to a renewed and deepened commitment to addressing racial disparities in our housing system. Last year, SLC CoC formed a plan to target unsheltered homelessness in our CoC called the Stepping on Up Plan. This plan was formed through collaborative meetings with people with lived experience of homelessness, housing providers, community advocates, CoC leadership, and local government representatives. Currently, SLC CoC is engaging across disciplines and communities to co-create an action plan to end homelessness that is centered in racial, health, and housing equity. 2.SLC CoC leadership regularly attends public meetings to convey relevant CoC information as well as conducts 1:1 meetings as needed to seek input and consultation. This includes monthly housing provider meetings, coordinated entry meetings, and other public meetings related to housing. SLC CoC regularly hosts public information sessions on available funding and key policies. We also seek vital input on policies, procedures, and funding priorities from our CoC committees including our Planning & Evaluation Committee & our Racial Equity & Accountability (REAP) team. The REAP team is a leadership team made up of LGBTQIA2S+, Black, Indigenous, and People of Color who have experienced homelessness. The Planning & Evaluation Team is a team of diverse stakeholders that monitor and support CoC System performance and set project level NOFO scoring criteria. 3.SLC CoC leadership hosts and attends regular public meetings to solicit community feedback on strategy, policy formation, and funding opportunities. This includes soliciting feedback on CoC project scoring for annual NOFO application processes. This led SLC CoC to have funding priorities for projects with culturally responsive programming, domestic violence policies, and/or plans to address racial equity.

2B-4.	Public Notification for Proposals from Organizations Not Previously Funded. (All Applicants)	
	Special NOFO Section VII.B.3.a.(4)	

	Describe in the field below how your CoC notified the public:
1.	that your CoC's local competition was open and accepting project applications;
2.	that your CoC will consider project applications from organizations that have not previously received CoC Program funding;
3.	about how project applicants must submit their project applications;
4.	about how your CoC would determine which project applications it would submit to HUD for funding; and
5.	how your CoC effectively communicated with individuals with disabilities, including making information accessible in electronic formats.

(limit 2,500 characters)

1, 2. SLC CoC publicly posted all competition notices and materials 90+ days before the CoC deadline. SLC CoC sent out public notices via email to all housing and homelessness providers within our CoC and to tribal nations in our geography. SLC CoC also posted a public notice of availability of funds on the CoC/County government website and social media. SLC CoC leadership also conducted 1:1 meetings with potential new applicants specifically reaching out to victim services providers and culturally specific providers. SLC CoC met with potential new applicants and discussed at length HUD's threshold criteria and our local competition process. SLC CoC also hosted a public information session on the Special CoC NOFO Competition. The CoC hosted weekly office hours to support applicants and technical assistance sessions were hosted for all applicants. In 2022, Minnesota CoCs hosted a statewide information session in partnership with our statewide domestic violence coalition which provided an overview of CoC funding requirements and processes for all VSPs in Minnesota. 3. SLC CoC publicly posted application instructions on our CoC website and sent them out via email to all housing providers. SLC CoC also hosted an information session, office hours, and technical assistance opportunities for all applicants. SLC CoC publishes an annual CoC NOFO Competition Notice, which details all the project application requirements, scoring, and ranking policies, and procedures for all applicants. 4. SLC CoC published a detailed Ranking & Review Policy in 2021 that details our scoring, ranking, and reallocation policies. This policy was created with broad engagement from the CoC and details prioritizing projects that have strong financial management and strong performance measures for funding. This also details our annual process to determine and publish funding priorities, which currently prioritizes strong domestic violence policies and racial equity. 5. SLC CoC conveyed all information both in writing and verbally in public meetings, provided 1:1 consultation, and weekly office hours for all potential applicants. Printed materials and technical assistance were available on request. SLC CoC ran all public materials through readability tests to assure that they were accessible for most education levels and compatible with eReader software. All public presentations were available with live transcription and ASL translation on request.



## 2C. Coordination / Engagement—with Federal, State, Local, Private, and Other Organizations

The CoC Special NOFO page provides HUD-approved resources to assist you in completing the Special NOFO CoC Application, including:

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- Frequently Asked Questions

2C-1.	Coordination with Federal, State, Local, Private, and Other Organizations. (All Applicants)
	Special NOFO Section VII.B.3.b.
	In the chart below:
1.	select yes or no for entities listed that are included in your CoC's coordination, planning, and operations of projects that serve individuals, families, unaccompanied youth, persons who are fleeing domestic violence who are experiencing homelessness, or those at risk of homelessness; or
2.	select Nonexistent if the organization does not exist within your CoC's geographic area.

	Entities or Organizations Your CoC Coordinates with for Planning or Operations of Projects	Coordinates with Planning or Operations of Projects
1.	Funding Collaboratives	Yes
2.	Head Start Program	Yes
3.	Housing and services programs funded through Local Government	Yes
4.	Housing and services programs funded through other Federal Resources (non-CoC)	Yes
5.	Housing and services programs funded through private entities, including Foundations	Yes
6.	Housing and services programs funded through State Government	Yes
7.	Housing and services programs funded through U.S. Department of Health and Human Services (HHS)	Yes
8.	Housing and services programs funded through U.S. Department of Justice (DOJ)	Yes
9.	Housing Opportunities for Persons with AIDS (HOPWA)	Nonexistent
10.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	Yes
11.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes
12.	Organizations led by and serving LGBTQ+ persons	Yes
13.	Organizations led by and serving people with disabilities	Yes
14.	Private Foundations	Yes
15.	Public Housing Authorities	Yes
16.	Runaway and Homeless Youth (RHY)	Yes
17.	Temporary Assistance for Needy Families (TANF)	Yes
	Other:(limit 50 characters)	
18.		

2C-2.	CoC Consultation with ESG Program Recipients. (All Applicants)	
	Special NOFO Section VII.B.3.b.	

	Describe in the field below how your CoC:
1.	consulted with ESG Program recipients in planning and allocating ESG funds;
2.	participated in evaluating and reporting performance of ESG Program recipients and subrecipients;
3.	provided Point-in-Time (PIT) count and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions within its geographic area; and
4.	provided information to Consolidated Plan Jurisdictions to address homelessness within your CoC's geographic area so it could be addressed in Consolidated Plan update.

(limit 2,500 characters)

1. SLC CoC encompasses two HUD ESG entitlement communities—Duluth & St. Louis County. While the Duluth ESG and County ESG entitlements provide services in different service areas, the CoC connects the various funding sources and aids with coordination of funded projects and services. Within SLC CoC, there are two subgroups, the Affordable Housing Coalition (AHC), and the Rural Housing Coalition (RHC). RHC & AHC serves as the advisory committees for ESG programs and assist with ESG policy, standards, evaluation, and funding recommendations. Each group elects a representative to serve on the CoC Governance Board. ESG staff attends the monthly CoC Governance meetings to provide updates on the applications, process, and awards for the ESG funds and seeks input. The MN Department of Human Services (DHS) administered non-entitlement ESG-CV funds, ESG-CV1 and ESG-CV2, via competitive RFP processes. ESG-CV1 was targeted for street outreach and emergency shelters to respond to the COVID-19 pandemic. ESG-CV2 resources were awarded for emergency shelter, prevention, and rapid rehousing. 2. The SLC CoC Coordinator served on the evaluation committee for ESG-CV applications to the City of Duluth. Every quarter, funded agencies are required to submit a report detailing program performance and outcomes. ESG Program staff report these outcomes at the CoC Governance meetings and other public hearings. The State of MN's competitive Request for Proposal process for ESG funds includes representative(s) from each CoC who participate in the evaluation of ESG applications for funding. This review process, along with additional RFP meetings, provides an opportunity for meaningful CoC input in the allocation of ESG funds in each region. 3. SLC CoC provides annual Point-in-Time Count information to ESG program administrators. This information supports the consolidated plan as well as local reports such as the Annual Housing Indicator Report. PIT and HIC data were incorporated into the most recent Consolidated Plan. 4. ESG program administrators produced and submitted their HUD Consolidated Plans for program years 2020-2024. The Consolidated Plan includes consultation with and data from the SLC CoC. Every year the Consolidated Plan is reviewed, and an Action Plan is created, which describes agencies and projects funded. The 2022 ESG Action Plans were drafted in June 2021 and approved in spring 2021. 2023 ESG Action Plans are currently being developed for 2023 funding allocations.

2C-3.	Discharge Planning Coordination. (All Applicants)
	Special NOFO Section VII.B.3.c.

Select yes or no in the chart below to indicate whether your CoC actively coordinates with the systems of care listed to ensure persons who have resided in them longer than 90 days are not discharged directly to the streets, emergency shelters, or other homeless assistance programs.

1.	Foster Care	Yes
2.	Health Care	Yes
3.	Mental Health Care	Yes
4.	Correctional Facilities	Yes

2C-4.	CoC Collaboration Related to Children and Youth–SEAs, LEAs, School Districts. (All Applicants)
	Special NOFO Section VII.B.3.d.

Select yes or no in the chart below to indicate the entities your CoC collaborates with:

1.	Youth Education Provider	Yes
2.	State Education Agency (SEA)	Yes
3.	Local Education Agency (LEA)	Yes
4.	School Districts	Yes

2C-4a.	CoC Collaboration Related to Children and Youth–SEAs, LEAs, School Districts–Formal Partnerships. (All Applicants)	
	Special NOFO Section VII.B.3.d.	

Describe in the field below:

1.	how your CoC collaborates with the entities checked in Question 2C-4; and
2.	the formal partnerships your CoC has with the entities checked in Question 2C-4.

(limit 2,500 characters)

1, 2. The State of MN is implementing a Homeless Prevention Aid allocation to provide rental assistance and supports to youth and families experiencing or at risk of homelessness. SLC CoC has been partnering with school districts, youth education providers, youth homeless service providers, and Tribes to gather input regarding needs and potential methods of allocating these funds across our CoC in preparation for the funding. SLC CoC also partners with St. Louis County Extension Youth in Action (YIA) program. YIA has a dedicated staff person to build relationships with school districts, liaisons, and youth homeless service providers across St. Louis County. The intent of this work is to build a Youth Action Board (YAB) across SLC who will develop and implement a youth-led plan to end youth homelessness. SLC CoC collaborates extensively with youth education providers to strengthen educational experiences for homeless youth/families experiencing homelessness/at risk of homelessness. SLC CoC has implemented a case conferencing model where homeless school liaisons have regular meetings with shelter staff to identify and support students experiencing housing instability by providing transportation and wrap around services to support youth educational success. SLC CoC collaborates with Minnesota Department of Education (MDE) to implement the homeless school liaison program, provide training opportunities, and gather school homelessness data. SLC CoC has formal partnerships with MDE through Minnesota Interagency Council on Homelessness (MICH) and MICH representatives participate in all CoC meetings. MN CoCs partnered with MICH to implement the Statewide Plan to End Homelessness which includes actions steps to improve access to education for youth/families experiencing homelessness. SLC CoC partners closely with homeless school liaisons across SLC to offer trainings, provide outreach, connect to housing resources, and provide wrap-around services for students experiencing homelessness. SLC CoC has a formal partnership with Duluth Public School through the Families in Transition (FiT) Program, which provides wrap-around services and intensive case management for families experiencing homelessness or at risk of homelessness. FiT program is integrated into the Coordinated Entry system in SLC CoC and provides assessments on-site for youth/families. SLC CoC also partners with American Indian Integration Specialists to ensure culturally responsive programming is offered.

2C-4b.	CoC Collaboration Related to Children and Youth—Informing Individuals and Families Experiencing Homelessness about Eligibility for Educational Services. (All Applicants)	
	Special NOFO Section VII.B.3.d.	

Describe in the field below written policies and procedures your CoC adopted to inform individuals and families who become homeless of their eligibility for educational services

(limit 2,500 characters)

Head Start programming is embedded in multiple CoC funded organizations to provide early education services to families with preschool age children. SLC CoC policy requires that all youth/families experiencing homelessness or housing insecurity be immediately connected to a homeless school liaison to access all educational and support opportunities available. SLC CoC follows school district guidelines to inform youth and families experiencing homelessness or housing instability about their eligibility for educational services. As part of the McKinney Vento Homeless Education Assistance Act, MN public and charter schools must provide services that remove barriers to enrollment, attendance, and educational success of students. All students in SLC CoC experiencing homelessness are offered support for transportation, academic, housing search, and food support/mainstream benefits as needed. This information is included in school district application materials. The application requests information about residency and current living situation. If the response falls into any eligible category, a homeless school liaison follows up with the household to provide services and connect them to housing resources. For Head Start, homelessness is considered an automatic qualifier for eligibility and families receive priority for enrollment. Head Start also receives referrals from shelters for students who are preschool age. McKinney-Vento program information is provided at new teacher trainings and to new homeless liaisons. All families/unaccompanied youth who show up in youth-serving agencies across SLC CoC are immediately connected to homeless school liaisons and rapidly enrolled in school. Additionally, alternative schooling options are presented as needed. SLC CoC shelter and transitional housing staff meet monthly with homeless school liaisons and youth organizations to identify unaccompanied youth and households with school age children who are experiencing housing insecurity to communicate eligibility of education support services.

2C-5.	Mainstream Resources—CoC Training of Project Staff. (All Applicants)	
	Special NOFO Section VII.B.3.e.	

Indicate in the chart below whether your CoC trains project staff annually on the following mainstream resources available for program participants within your CoC's geographic area:

	Mainstream Resource	CoC Provides Annual Training?
1.	Food Stamps	Yes
2.	SSI—Supplemental Security Income	Yes
3.	TANF—Temporary Assistance for Needy Families	Yes
4.	Substance Abuse Programs	Yes
5.	Employment Assistance Programs	Yes
6.	Other	Yes

2C-5a.	Mainstream Resources—CoC Collaboration with Project Staff Regarding Healthcare Organizations. (All Applicants)	
	Special NOFO Section VII.B.3.e.	

	Describe in the field below how your CoC:
1.	systemically provides up-to-date information on mainstream resources available for program participants (e.g., Food Stamps, SSI, TANF, substance abuse programs) within your CoC's geographic area;
2.	works with project staff to collaborate with healthcare organizations to assist program participants with enrolling in health insurance;
3.	provides assistance to project staff with the effective use of Medicaid and other benefits; and
4.	works with projects to promote SOAR certification of program staff.

(limit 2,500 characters)

1.SLC CoC utilizes a statewide 2-1-1 hotline, which provides referrals on a wide variety of services. Whenever there is updated information, new resources, or opportunities relating to Mainstream Resources (MR), this information is sent out across the CoC and made available on the CoC website. Information is shared in collaborative meetings across the CoC on a bi-monthly basis at minimum. SLC has 2 Homeless Triage teams, which include a financial worker and social worker to assist with benefits access. County social workers go to CoC housing projects regularly to connect residents with available benefits. Throughout winter, our emergency warming centers host community partners to support access to benefits. 2,3. Meetings are held at least monthly with service providers to update the community on MR, changes to statute, rule, and funding for health care and other services. Staff share information about MR with stakeholders via email, and by participating in regional meetings, trainings, and events. SLC's Public Health Nurses disseminate information at homeless shelters, schools, community events and 1:1 meetings with clients. Triage Social Workers support MN Sure health insurance applications for individuals that enter our housing and homeless response system. SLC also has several insurance navigators located in community agencies and community sites such as the Public Library. SLC, triage and CoC programs also connect individuals to the state health insurance exchange (mnsure.org), and local navigators provide enrollment assistance. Rural SLC housing and behavioral health providers including hospitals and outpatient service providers meet regularly to better support people facing homelessness and housing instability. Every week an email is sent out across this group with the current openings/availability and contact information for behavioral health care access.4. SLC CoC has partnerships with local Work Force Development Centers and Soar Career Solutions, which is a nonprofit focused on employment for individuals with criminal backgrounds. Regular employment training and partnership opportunities are offered to all housing agencies for their clients. Some of housing providers have specific employment programs such as veterans' employment programs at MACV. SLC CoC has partnerships with disability service agencies such as Arc Northland with a focus on supporting individuals to access SSI/SSDI as appropriate.

### 3A. New Projects With Rehabilitation/New Construction Costs

The CoC Special NOFO page provides HUD-approved resources to assist you in completing the Special NOFO CoC Application, including:

- Special Notice of Funding Opportunity to Address Unsheltered and Rural Homelessness
- 24 CFR part 578
- Special NOFO CoC Application Navigational Guide
- Section 3 Resources
- Frequently Asked Questions

3A-1.	Rehabilitation/New Construction Costs—New Projects. (Rural Set Aside Only).	
	Special NOFO Section VII.A.	
If the answer to the question below is yes, you must upload the CoC Letter Supporting Capital Costs attachment to the 4A. Attachments Screen.		
Is your CoC requesting funding for any new project(s) under the Rural Set Aside for housing rehabilitation or new construction costs?		No

## 3B. Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes

The CoC Special NOFO page provides HUD-approved resources to assist you in completing the Special NOFO CoC Application, including:

- Special Notice of Funding Opportunity to Address Unsheltered and Rural Homelessness
- 24 CFR part 578
- Special NOFO CoC Application Navigational Guide
- Section 3 Resources
- Frequently Asked Questions

3B-1.	Designating SSO/TH/Joint TH and PH-RRH Component Projects to Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes. (Rural Set Aside Only)	
	Special NOFO Section VII.C.	
Is your CoC requesting to designate one or more of its SSO, TH, or Joint TH and PH-RRH component projects to serve families with children or youth experiencing homelessness as defined by other Federal statutes?		No

3B-2.	Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes. (Rural Set Aside Only)	
	Special NOFO Section VII.C.	
	You must upload the Project List for Other Federal Statutes attachment to the 4A. Attachments Screen.	
	If you answered yes to question 3B-1, describe in the field below:	
1.	how serving this population is of equal or greater priority, which means that it is equally or more cost effective in meeting the overall goals and objectives of the plan submitted under Section 427(b)(1)(B) of the Act, especially with respect to children and unaccompanied youth than serving the homeless as defined in paragraphs (1), (2), and (4) of the definition of homeless in 24 CFR 578.3; and	
2.	how your CoC will meet requirements described in Section 427(b)(1)(F) of the Act.	

(limit 2,500 characters)

NA



## 4A. Attachments Screen For All Application Questions

		Please read the following guidance to help you successfully upload attachments and get maximum points:	
	1.	You must include a Document Description for each attachment you upload; if you do not, the Submission Summary screen will display a red X indicating the submission is incomplete.	
	2.	You must upload an attachment for each document listed where 'Required?' is 'Yes'	
	3.	We prefer that you use PDF files, though other file types are supported—please only use zip files if necessary. Converting electronic files to PDF, rather than printing documents and scanning them, often produces higher quality images and reduces file size. Many systems allow you to create PDF files as a Print Option. If you are unfamiliar with this process, you should consult your IT Support or search for information on Google or YouTube.	
	4.	Attachments must match the questions they are associated with.	
	5.	Only upload documents responsive to the questions posed—including other material slows down the review process, which ultimately slows down the funding process.	
	6.	If you cannot read the attachment, it is likely we cannot read it either. - We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time). - We must be able to read everything you want us to consider in any attachment.	
	7.	Open attachments once uploaded to ensure they are the correct attachment for the required Document Type.	
Document Type	Required?	Document Description	Date Attached
1B-1. Local Competition Announcement	Yes	Local Competition...	10/04/2022
1B-2. Local Competition Scoring Tool	Yes	Local Competition...	10/04/2022
1B-3. Notification of Projects Rejected-Reduced	Yes	Notification of P...	10/04/2022
1B-3a. Notification of Projects Accepted	Yes	Notification of P...	10/04/2022
1B-4. Special NOFO CoC Consolidated Application	Yes	Special NOFO CoC ...	10/17/2022
3A-1. CoC Letter Supporting Capital Costs	No		
3B-2. Project List for Other Federal Statutes	No		
P-1. Leveraging Housing Commitment	No	Leveraging Housin...	10/17/2022
P-1a. PHA Commitment	No	PHA Commitment	10/04/2022
P-3. Healthcare Leveraging Commitment	No	Healthcare Levera...	10/17/2022
P-9c. Lived Experience Support Letter	No	Lived Experience ...	10/04/2022
Plan. CoC Plan	Yes	CoC Plan	10/18/2022

## **Attachment Details**

**Document Description:** Local Competition Announcement

## **Attachment Details**

**Document Description:** Local Competition Scoring Tool

## **Attachment Details**

**Document Description:** Notification of Projects Rejected-Reduced

## **Attachment Details**

**Document Description:** Notification of Projects Accepted

## **Attachment Details**

**Document Description:** Special NOFO CoC Consolidated Application

## **Attachment Details**

**Document Description:**

## **Attachment Details**

**Document Description:**

## **Attachment Details**

**Document Description:** Leveraging Housing Commitment

## **Attachment Details**

**Document Description:** PHA Commitment

## **Attachment Details**

**Document Description:** Healthcare Leveraging Commitment

## **Attachment Details**

**Document Description:** Lived Experience Support Letter

## Attachment Details

**Document Description:** CoC Plan

## Submission Summary

Ensure that the Special NOFO Project Priority List is complete prior to submitting.

Page	Last Updated
1A. CoC Identification	09/26/2022
1B. Project Review, Ranking and Selection	10/18/2022
2A. System Performance	10/04/2022
2B. Coordination and Engagement	09/30/2022
2C. Coordination and Engagement–Con't.	09/26/2022
3A. New Projects With Rehab/New Construction	No Input Required
3B. Homelessness by Other Federal Statutes	09/26/2022
4A. Attachments Screen	10/18/2022
Submission Summary	No Input Required

ST. LOUIS COUNTY MINNESOTA (MN-509) CONTINUUM OF CARE 2022 SPECIAL  
NOFO CALL FOR NEW PROJECT PROPOSALS RELEASED: June 22<sup>nd</sup>, 2022

**BACKGROUND:** The St. Louis County Minnesota Continuum of Care (MN-509) is seeking project applicants for the 2022 Continuum of Care Supplemental Notice of Funding Opportunity (NOFO) to Address Unsheltered and Rural Homelessness funding via the U.S. Department of Housing and Urban Development (HUD) Continuum of Care Program competition (FR-6500-N-25S) released on June 22nd, 2022. Today, HUD open the E-Snaps grant portal for applications.

The U.S. Department of Housing and Urban Development (HUD) released a first-of-its-kind package of resources to address unsheltered homelessness and homeless encampments, including funds set aside specifically to address homelessness in rural communities.

The purpose of this Special NOFO to Address Unsheltered and Rural Homelessness (Special NOFO) is to target efforts to reduce unsheltered homelessness, particularly in communities with very high levels of unsheltered homelessness and homelessness in rural areas. Through this Special NOFO, HUD will award funding to communities to implement coordinated approaches - grounded in Housing First and public health principles -- to reduce the prevalence of unsheltered homelessness, and improve services engagement, health outcomes, and housing stability among highly vulnerable unsheltered individuals and families. **This Special NOFO strongly promotes partnerships with healthcare organizations, public housing authorities and mainstream housing providers, and people with lived expertise of homelessness.**

The Continuum of Care (CoC) Program (24 CFR part 578) is designed to promote a community-wide commitment to the goal of ending homelessness; to provide funding for efforts by nonprofit providers, states, Indian Tribes, tribally designated housing entities (as defined in section 4 of the Native American Housing Assistance and Self-Determination Act of 1996 (25 U.S.C. 4103) (TDHEs)), and local governments to quickly rehouse homeless individuals, families, persons fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking, and youth while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by homeless individuals and families; and to optimize self-sufficiency among those experiencing homelessness. For more details, please review the HUD Notice of Funding Opportunity (NOFO) for FY2021 Continuum of Care Program Competition (FR-6500-N-25), and the CoC Program Rule found in 24 CFR 578.

Approximately \$322,000,000 is available nationwide in this Special NOFO. Of this amount, \$54,500,000 is available only for projects that serve rural areas as defined in section III.C.2.k and \$267,500,000 is available for projects as part of the Unsheltered Homelessness Set Aside.

CoCs will have the opportunity to submit projects for two funding opportunities through this Special NOFO: (1) Unsheltered Homelessness Set Aside and (2) Rural Set Aside. CoCs may apply for projects under one or both funding opportunities as follows:

- a. *Unsheltered Homelessness Set Aside.* Projects included in this funding opportunity may serve any geographic area within the CoC and must meet all eligibility and quality threshold requirements established in this Special NOFO. A CoC's maximum award amount for this funding opportunity is described in Section III.J of the NOFO.

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- b. *Rural Set Aside*. Projects included in this funding opportunity must serve geographic areas that meet the definition of “rural area” as defined in Section III.C.2.k of the NOFO and meet all eligibility and quality threshold requirements established in this Special NOFO. CoCs whose geographic areas do not include any rural areas are not eligible for funding under this funding opportunity. A CoC’s maximum award amount for this funding opportunity is described in Section III.J of the NOFO.

Per HUD guidelines, the **St. Louis County CoC is eligible to apply for \$10,115 for Rural Set Aside projects**. Given the definition of Rural for this NOFO, only projects located on the Boise Forte Tribal Nation’s land are eligible for the rural Bonus. This amount is the total available for the three-year grant contract. **The CoC is also eligible to apply for approximately \$4,129,591 for CoC of Unsheltered Set Aside**. This amount is the total available to the CoC for the three-year grant contract.

This Call for Projects advises all potential applicants of the general requirements that must be met in any project application for consideration of submission to HUD through the St. Louis County Minnesota Continuum of Care (SLC CoC) Local Competition. All Project applicants should review the full HUD Special NOFO and all local competition requirements.

Project applicants may receive funds to support new Permanent Supportive Housing, Rapid Re-Housing, Joint Transitional/Rapid Re-housing, Support Services Only, CoC Planning Grants, HMIS, or Coordinated Entry Grants. The Unsheltered Set Aside is open to all applicants in the CoC including new applicants.

All information for the SLC CoC Local Competition is posted on the CoC NOFO webpage at <https://www.stlouiscountymn.gov/departments-a-z/public-health-human-services/housing-andhomeless-programs/continuum-of-care-coc>.

**PROJECT APPLICATION:** By **October 20<sup>th</sup>, 2022**, all project applicants must submit a complete and correct Project Application in E-snaps AND submit documentation required for the CoC Local Competition or for use in the regional CoC-wide application (which includes all project applications).

- The CoC deadline for applications will be a minimum of 30 days prior to the HUD deadline of October 20<sup>th</sup> and will be aligned with the traditional CoC NOFO deadline as much as possible.
- The full timeline of deadlines will be available soon. E-snaps is available at <https://esnaps.hud.gov/grantium/frontOffice.jsf>.
- See the resources section for further guidance. Project applications with all attachments must be submitted electronically in E-snaps for consideration for the 2022 Special NOFO CoC Program national competition.
- Applicants must print a copy of the Submission Summary form from the CoC Project Application before closing their internet browser after the CoC Project Application has been submitted in E-snaps. This is the Applicant’s receipt of submission and proof of compliance with the application deadline.

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- The CoC will not give funding consideration to any applicant whose application is determined to be late and that is unable to provide the CoC with a record of submission that verifies the Project Application was submitted prior to the application deadline date and time.

Materials needed for submission:

- Required HUD national competition application (E-snaps) requirements for all projects
  - Complete, correct, and consistent Project Application, with complete and current Applicant Profile
  - HUD required forms and attachments (in E-snaps applicant profile and application)
  - Match Letters dated between dates specified in the NOFO • Project Application Elements for CoC Local Competition:
  - CoC Supplemental Application which includes Housing First Questionnaire, Financial Assessment Form (for all agencies currently receiving HUD CoC funds), and Supplemental Questions
    - Project Application supplementary materials will be publicly available on the SLC CoC NOFA webpage at <https://www.stlouiscountymn.gov/departments-a-z/public-health-humanservices/housing-and-homeless-programs/continuum-of-care-coc>.

SELECTIONS AND AWARD NOTICES COC LOCAL COMPETITION: The SLC CoC Ranking and Review Committee will review project applications using the CoC Project Scoring & Ranking Criteria that will be created and approved by Heading Home Advisory Committee, the CoC Governing Board. The CoC Project Scoring & Ranking Criteria will be available on the SLC CoC NOFA Webpage to allow applicants to view and ask questions about the ranking criteria prior to the scoring and ranking process.

The Ranking and Review Committee via SLC CoC Coordinator will provide all project applicants final notice of project acceptance/rejection, any funding changes, score, rank, and source of funds expected for the project (i.e. reallocated funds, CoC Bonus, or DV Bonus). The notification will also include any required changes applicants must make in E-snaps to meet project quality thresholds. All corrections in E-snaps must be made and the E-snaps project application resubmitted prior to the October 20<sup>th</sup> HUD deadline to be ranked and included in the project list submitted for review in the national CoC Program Competition.

HUD COC PROGRAM COMPETITION: HUD will conduct a threshold review of ranked projects for all CoCs that submit the CoC Consolidated Application by the application deadline. Projects and applicants that do not meet threshold eligibility and capacity requirements set forth in Sections V.C.3.b-c of the FY2021 NOFO will be rejected.

HUD may also place conditions on a grant award that must be satisfied before HUD will execute a grant agreement with the applicant for the project. HUD may issue up to two conditional



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funding announcements, which have generally occurred between January and March following the CoC Collaborative Application deadline.

HUD may employ rating panels to review and rate all or part of the CoC Applications according to the rating criteria in this special NOFO. Projects with rental assistance, leasing, or operations may be adjusted by HUD during the review process to reflect changes in Fair Market Rents (FMRs) for the project area.

Following the evaluation process, HUD will notify successful applicants of their selection for funding. Notification of project awards will be posted on the HUD website and distributed via the HUD Homeless Assistance Listserv. HUD will notify all other applicants, whose applications were received by the deadline, that have not been chosen for award by email. Award information will be sent by mail to the authorized representative(s) named in form SF424. Administrative and reporting requirements for successful applicants is outlined in the NOFO.

### COC NOFO APPLICATION ASSISTANCE

- CoC Office Hours: Every Thursday from 11am to 12:30pm via Microsoft Teams. To get the meeting link email Courtney Cochran: [Cochranc@stlouiscountymn.gov](mailto:Cochranc@stlouiscountymn.gov).
  - CoC Coordinator Assistance: Courtney Cochran, SLC CoC Co-Coordinator is available to provide technical assistance to Project Applicants in completing their E-snaps applications and supplemental documents. Courtney Cochran: [Cochranc@stlouiscountymn.gov](mailto:Cochranc@stlouiscountymn.gov) or (218) 725-5158.
- Project Applicant TA Lab: Representatives from the Minnesota Interagency Council on Homelessness (MICH) will be available to provide technical assistance to project applicants to complete and submit their project applications in E-snaps. This lab will be held at the St. Louis County Government Services Center in Duluth, MN or via a video call platform. The time/date for the lab will be sent to project applicants once determined.

### HUD RESOURCES AND TECHNICAL ASSISTANCE

- [Notice of Funding Opportunity for Continuum of Care Supplemental to Address Unsheltered and Rural Homelessness FR-6500-N-25S](#)
  - Questions regarding specific program requirements for this NOFO should be directed to [SpecialCoCNOFO@hud.gov](mailto:SpecialCoCNOFO@hud.gov)
- HUD CoC Program Rule (24 CFR 578)  
[https://www.hudexchange.info/resources/documents/CoCProgramInterimRule\\_FormattedVersion.pdf](https://www.hudexchange.info/resources/documents/CoCProgramInterimRule_FormattedVersion.pdf)
- E-snaps guides: <https://www.hudexchange.info/programs/E-snaps/>
- Other Training and Resources: Project applicants that need assistance completing the applications in E-snaps or understanding the program requirements under the CoC Program may access the Rule, training materials, and program resources via the HUD Exchange at <http://www.hudexchange.info/homelessness-assistance>.

ST. LOUIS COUNTY MINNESOTA (MN-509) CONTINUUM OF CARE 2022 SPECIAL  
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- HUD Exchange Ask A Question (AAQ): Project applicants that require information and technical support concerning this NOFO and the applications in E-snaps may submit an electronic inquiry via the HUD Exchange E-snaps AAQ at [www.hudexchange.info/homelessness-assistance/](http://www.hudexchange.info/homelessness-assistance/)
  - The AAQ is accessible 24 hours each day. Starting 2 days prior to the application deadline for FY 2021 funds, the AAQ will respond only to emergency technical support questions up to the deadline of 8:00 PM Eastern time. Applicants experiencing technical difficulty should contact the E-snaps AAQ immediately for assistance and document their attempts to obtain assistance
- HUD Homeless Assistance Listserv: HUD may provide Collaborative Applicants and Project Applicants with additional information through HUD websites located at [www.hud.gov](http://www.hud.gov) and [www.hudexchange.info](http://www.hudexchange.info) and via the CoC Program email-based listserv. To join the listserv, visit [www.hudexchange.info/maillinglist](http://www.hudexchange.info/maillinglist). This additional information will not change the selection criteria or selection process in this NOFA but may include items such as updates on the status of E-snaps and reminders of impending deadlines. This listserv will also include information only applicable to Collaborative Applicants (not project applicants), and project applicants are encouraged to contact your CoC Coordinator if questions arise from list serv posts.

information on project scoring, ranking, and reallocation.

**2022 CoC Special NOFO Call for Applications**

**Download**

7/18/2022

**Notes from 2022 Special NOFO Information Session**

Additional Questions? Join us for CoC Office Hours!

Every Thursday from 11am to 12:30pm Via Microsoft Teams

Email Courtney at [cochranc@stlouiscountymn.gov](mailto:cochranc@stlouiscountymn.gov) for the meeting link.

**Download**

**Additional**

**Files:**

7/14/2022

- **Meeting Notes**

**DRAFT 2022 Special NOFO Supplemental Application**

**Download**

7/12/2022

**DRAFT 2022 Special NOFO Score Tool**

**Download**

7/12/2022

**Continuum of Care Supplemental to Address Unsheltered and Rural Homelessness FR-6500-N-25S**

**Download**

7/1/2022

**Notice of Public Meeting: Information Session on 2022 Special CoC Notice of Funding Opportunity (NOFO)**

On Thursday, July 14<sup>th</sup>, 2022, St. Louis County Continuum of Care (MN-509) will host a public information session on the 2022 HUD CoC Special Notice of Funding Opportunity (NOFO) process. This session will be hosted via Microsoft Teams and is open to the public (meeting details below). This session will provide details on this new funding opportunity targeting Rural & Unsheltered Homelessness from HUD. Please contact St. Louis County Continuum of Care Coordinator, Courtney Cochran (she/her) at [cochranc@StLouisCountyMN.gov](mailto:cochranc@StLouisCountyMN.gov) with any questions.

**Download**

7/1/2022

**Meeting Details: Thursday, July 14<sup>th</sup> from 11am to 12:30pm via Microsoft Teams (See attachemnt for meeting link)**

## SLC MN CoC 509 –2022 Special NOFO— Draft Scoring &amp; Ranking Criteria

<b>Organization</b>				
<b>Project Name</b>				
<b>CoC Model/Component</b>				
<b>Date of Review</b>				
<b>Reviewer</b>				
<b>THRESHOLD CRITERIA</b>				
<b>Criteria</b>	<b>Eligible</b>	<b>Ineligible</b>	<b>Eligible?</b>	<b>Data Source(s)</b>
Eligible Entity	Nonprofits, States, local govts, instrumentalities of State/ local gov, and public housing authorities.	Any entity that does not meet criteria identified in earlier column.		<b>Project Application/Intent to Apply Form</b>
Eligible Population	Meets HUD requirements	Does NOT meet HUD requirements		<b>Project Application/Intent to Apply Form</b>
Date of Project App	Application is complete and includes all required attachments and is submitted to CoC coordinator before the deadline.	Application is incomplete, does not include all required attachments and/or is submitted to CoC coordinator after the deadline.		<b>Project Application Submission Date</b>
HMIS	Project has capacity and plan to participate in HMIS (or other comparable database for DV providers)	Project does not have capacity and plan to participate in HMIS (or other comparable database for DV providers)		<b>Project Application/Intent to Apply Form</b>
Match	25% match for everything but leasing.	No required match.		<b>Project Application</b>
HUD Monitoring	HUD Monitoring Report is provided as applicable and no unresolved significant findings are identified.	HUD Monitoring Report is not provided (if applicable) or contains unresolved significant findings that should preclude applicant from inclusion.		<b>Project Application</b>
Administrative Costs	Admin costs are not greater than 10%	Admin costs greater than 10%.		<b>Project Application</b>
<b>EVALUATION AND RANKING STANDARDS</b>				

LOCAL CRITERIA					
Criterion	Most Desirable	Desirable	Least Desirable	Score	Data Source(s)
Housing First Assessment  <b>Points Possible: 15</b>	Project scores between 13 and 15 points on the Housing First Assessment <b>13-15</b>	Project scores between 10 and 12 on the Housing First Assessment <b>8-13</b>	Project scores less than 10 on the Housing First Assessment <b>0-8</b>	<b>___/15</b>	<b>Housing First Self-Assessment</b> (Score indicated by number of points on self-assessment.)
Racial equity  <b>Points Possible: 5</b>	Project has ongoing & active strategies that promote racial equity in programming, including training for staff. <b>5</b>	Project has some strategies implemented that promote racial equity in programming. <b>2.5</b>	Project does not have plans to implement strategies that promote racial equity in programming. <b>0</b>	<b>___/5</b>	<b>CoC Supplemental Application</b>
Evidence based, systemic approach to homelessness  <b>Points Possible: 5</b>	Project utilizes and actively trains staff in evidence-based practices in their programming (i.e. harm reduction, trauma-informed, person centered) <b>5</b>	Project utilizes some evidence-based practices in their programming (i.e. harm reduction, trauma-informed, person centered) <b>2.5</b>	Project does not utilize evidence-based practices in their programming (i.e. harm reduction, trauma-informed, person centered) <b>0</b>	<b>___/5</b>	<b>CoC Supplemental Application</b>
Culturally Specific/Responsive Programming  <b>Points Possible: 5</b>	Project provides culturally specific/responsive programming <b>5</b>	Project has plans to provide culturally specific/responsive programming <b>2.5</b>	Project does not provide culturally specific/responsive programming <b>0</b>	<b>___/5</b>	<b>CoC Supplemental Application</b>
Domestic Violence Policies	Project has implemented policies that promote safety for those fleeing domestic	Project has plans to implement policies that promote safety for those fleeing	Project has no policies that promote safety for those fleeing domestic violence, human trafficking, exploitation, stalking, and other forms of violence.	<b>___/5</b>	<b>CoC Supplemental Application</b>

SLC MN CoC 509 –2022 Special NOFO— Draft Scoring & Ranking Criteria

	violence, human trafficking, exploitation, stalking, and other forms of violence.	domestic violence, human trafficking, exploitation, stalking, and other forms of violence.			
<b>Points Possible: 5</b>	<b>5</b>	<b>2.5</b>	<b>0</b>		
Consultation with people who have experienced homelessness	Trauma-informed consultation with people who have experienced homelessness outside of program participants occurred for this proposed project and directly informed this project proposal.	Consultation with program participants who have experienced homelessness and/or attendance in the CoC hosted listening session informed this project proposal.	No consultation with people who have experienced homelessness occurred for this proposed project and the agency has no existing structures for consolation.	___/5	<b>CoC Supplemental Application</b>
<b>Points Possible: 5</b>	<b>5</b>	<b>2.5</b>	<b>0</b>		
Plan addresses unmet needs & unsheltered homelessness	Plan articulates & addresses unmet needs & unsheltered homelessness in place.	Some evidence of plan to address unmet needs & unsheltered homelessness.	No clear plan to address unmet needs & unsheltered homelessness.	___/5	<b>CoC Supplemental Application</b>
<b>Points Possible: 5</b>	<b>5</b>	<b>2.5</b>	<b>0</b>		
Collaboration Bonus Points	Official MOU or contract with PHA &/or healthcare agency.	Some commitment of partnership demonstrated.	NO MOU or partnership commitment demonstrated.	___/0	<b>CoC Supplemental Application</b>
<b>Points Possible: +5</b>	<b>5</b>	<b>2.5</b>	<b>0</b>		
Total Points				___/45	<b>Reviewer Comments:</b>





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**[Get Adobe Reader Now!](#)**

**From:** [Courtney Cochran](#)  
**To:** [John Cole](#); [Anita Skutevik <askutevik@chumduluth.org>](#); [Catharine Sharar](#)  
**Subject:** SLC CoC Special NOFO Project Ranking  
**Date:** Tuesday, September 27, 2022 10:56:00 AM  
**Attachments:** [CHUM Stepping On Up.pdf](#)  
[Special NOFO Initial Ranking & Budget.xlsx](#)  
[Special NOFO Ranking & Review Rationale.docx](#)  
[FINAL SLC CoC Ranking Review Policy.pdf](#)  
**Importance:** High

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Hello John, Anita, & Katie,

Thank you for applying to Duluth/St. Louis County CoC (MN-509) in the 2022 CoC special NOFO on Rural & Unsheltered Homelessness. The Duluth/St. Louis County CoC (Mn-509) Ranking & Review Committee met on 09/26/2022 to review Special NOFO application and we had an amazing slate of applications. However, our CoC proposals came in at \$550,976 over the maximum amount (\$4,129,591) allowed by HUD in our budget.

In review, any project with a proposed budget of \$250,000 or less would not be feasible with a smaller budget. The committee reviewed each budget in detail and instead of choosing to reduce the lowest scoring project(s) by that amount, we are looking at the highest budget projects and asking you all to trim your budgets to help get us below this line.

Please note that if this is not the approach we choose as CoC, the alternative would be to lower the budget of the lowest scoring project by \$550,976. At this point, the lowest scoring project is Salvation Army's Plover Place project, which would likely not be feasible with this large of a cut from the proposed budget. We do not rank Coordinated Entry, HMIS, or CoC Planning grants as we are required to fund these components of our CoC systems to keep the system running.

The Ranking & review Committee is asking all project from the Stepping On Up team to work together to collectively trim a total \$550,976 from the budgets of their projects. These projects also have the highest proposed budgets in our Special NOFO grant competition. This includes: CHUM's Stepping On Up, Lutheran Social Services' Walkways, Human Development Center's Unsheltered Outreach, and Salvation Army's Plover Place projects.

Knowing that these agencies entered into this application process as partners with the spirit of collaboration versus competition, the CoC wanted to honor and encourage that by taking this approach. We trust that these agencies know their budgets best and the financial needs of the Stepping on Up Plan better than the CoC. These projects are asked thoughtfully consider if the project could continue successfully with a smaller budget. The Stepping On up applicants (listed above) will collaboratively review their budgets and resubmit your proposed budgets to the CoC by 4:30pm on Thursday 09/29/2022. Once these changes are approved, the CoC will publish the full Special NOFO budget ask, project ranking, and ask all projects to (re)submit their HUD applications in eSnaps.

Additionally, detailed Project feedback from the Ranking & review Committee will be shared in 1-3 business days. All agencies have a right to appeal this ranking & budgeting decision, which is detailed in the attached ranking & review policy. Appeals are due to the CoC within one business day of



receiving this message.

Thank you!

Courtney

Courtney Cochran, MSW, LGSW

Pronouns: She/Her/Hers

SLC Continuum of Care (CoC) Coordinator

320 West Second Street, 101

Duluth, MN 55802

P: 218-725-5158

**From:** [Courtney Cochran](#)  
**To:** [Nancy Cashman](#); "[kkallberg@centercityhousing.org](#)"; "[Jodi Beckstrom](#)"  
**Subject:** SLC CoC Special NOFO Project Ranking  
**Date:** Tuesday, September 27, 2022 10:54:00 AM  
**Attachments:** [Special NOFO Ranking & Review Rationale.docx](#)  
[CCH Wadena West.pdf](#)  
[Special NOFO Intial Ranking & Budget.xlsx](#)  
[FINAL SLC CoC Ranking Review Policy.pdf](#)  
**Importance:** High

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Hello Nancy, Jodi, & Kira,

Thank you for applying to Duluth/St. Louis County CoC (MN-509) in the 2022 CoC special NOFO on Rural & Unsheltered Homelessness. The Duluth/St. Louis County CoC (Mn-509) Ranking & Review Committee met on 09/26/2022 to review Special NOFO application and we had an amazing slate of applications. However, our CoC proposals came in at \$550,976 over the maximum amount (\$4,129,591) allowed by HUD in our budget.

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receiving this message.

Thank you!

Courtney

Courtney Cochran, MSW, LGSW

Pronouns: She/Her/Hers

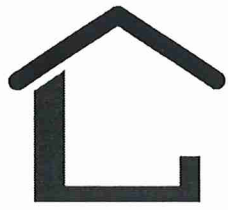
SLC Continuum of Care (CoC) Coordinator

320 West Second Street, 101

Duluth, MN 55802

P: 218-725-5158

Duluth/St. Louis County CoC (MN-509): 2022 Special NOFO Project Ranking					
Ranking	Applicant	Project Name	Project types	Amount in HUD app	Amount Approved By CoC
1	1-Lutheran Social Services	Walkway	SSO	784,212	\$705,915
2	2-CHUM	Stepping On Up	SSO	1,870,779.00	1,870,779.00
3	3-HDC	HDC Unsheltered Outreach	SSO	443,558	\$337,659
4	4-Center City Housing	Wadena West	SSO	232,143	232,143
5	5-The Salvation Army	Plover Place	SSO	808,500	\$402,600
NA	NA-Duluth HRA	Coordinated Entry 2	SSO-CE	210,750	210,750
NA	NA-ICA	HMIS Expansion	HMIS	206,738	206,738
NA	NA-St. Louis County	Planning Grant 2	Planning Grant	123,887.00	123,887.00
			Current CoC Budget:	4,680,567	\$4,090,471
				Maximum amount approved by HUD: 4,129,591	



# Center City Housing Corp.

October 7, 2022

Courtney Cochran  
Coc Coordinator  
SLC Continuum of Care (CoC) Coordinator  
320 West Second Street, 101  
Duluth, MN 55802

Dear Courtney,

Wadena West Apartments will have a total of 60 units for homeless single adults. Thirty of those units are 1 bedroom apartments and all have a Section 8 certificate from the local HRA.

The other 30 units are efficiencies and St. Louis County Social Services has committed 30 Housing Support subsidies.

These subsidies ensure affordability to all tenants.

Sincerely,

Nancy Cashman  
Executive Director

105 1/2 WEST FIRST STREET  
DULUTH, MN 55802  
PHONE (218) 722-7161 : FAX (218) 720-3483



**HOUSING AND REDEVELOPMENT AUTHORITY  
OF DULUTH, MINNESOTA**

222 East Second Street | PO Box 16900  
Duluth, MN 55816-0900  
(218) 529-6300  
[www.duluthhousing.com](http://www.duluthhousing.com)

April 27, 2022

Nancy Cashman  
Executive Director  
Center City Housing Corp  
105 ½ W 1<sup>st</sup> St  
Duluth, MN 55802

Dear Ms. Cashman,

The Duluth HRA is pleased to inform you that at its April 26, 2022 meeting, the Board of Commissioners passed Resolution 4278-22 approving your submission for authorization to receive thirty (30) Section 8 Vouchers for project based rental assistance at the project known as Wadena West. Once we receive HUD's approval, thirty (30) vouchers will be made available to be used at this development and we will enter into an AHAP followed by a HAP contract with the initial term of 20 years

Eligible renters will be in accordance with the HRA Admin Plan which now requires the family to be Very Low Income, or no greater than 50% Area Median Income. We understand you will further restrict some or all of the units at the Multifamily Tax Subsidy Projects income limits consistent with your application to Minnesota Housing for Low Income Housing Tax Credits. These deeper income restrictions are allowed and acceptable to the Housing and Redevelopment Authority of Duluth.

The HRA looks forward to working with you on this endeavor. Should you have any questions, please contact me at (218) 529-6320 or via email at [lenelleh@duluthhousing.com](mailto:lenelleh@duluthhousing.com).

Sincerely,

A handwritten signature in blue ink, appearing to read "Lenelle Hrabik". The signature is fluid and stylized, with a long horizontal stroke extending to the right.

Lenelle Hrabik  
Director of Rent Subsidy  
HRA of Duluth, MN  
(218) 529-6320

---

BECAUSE EVERYONE SHOULD HAVE A HOME





# Saint Louis County

Public Health and Human Service Department – [www.stlouiscountymn.gov](http://www.stlouiscountymn.gov)

Linnea Mirsch  
PHHS Director

Date: 4/27/2022

RE: Housing Support Funding Commitment

A. General Information to be Completed by the Applicant			
Development Name	Wadena West		
Development Street Address	Corner of Wadena and 53 <sup>rd</sup> Ave West		
Development Address	City: Duluth	State: MN	ZIP: 55807
Owner/Administrator	Center City Housing Corp.		
Service Provider	Center City Housing Corp.		
Housing Support Room and Board Contracted Provider	Center City Housing Corp.		
Housing Support Service Contracted Provider	Center City Housing Corp.		

Housing Support is a state funded income supplement program that pays for room and board costs for adults with low incomes who have a disabling condition or are age 65 or older. Recipients live in a licensed facility or authorized community-based setting, such as their own apartment in a supportive housing setting. Some supportive housing settings may be required to serve people who have experienced long-term homelessness in addition to meeting the other Housing Support eligibility criteria.

Housing Support payments are made directly to the housing provider. In order to receive Housing Support payments, the housing provider must meet certain statutorily defined criteria and negotiate a formal agreement with the county or tribal jurisdiction in which the housing is located. The formal agreement determines the maximum number of Housing Support beds and their payment rates. The maximum current monthly housing rate payment will be \$1,041 on July 1, 2022. Providers of Housing Support community settings (settings where all residents have a signed lease agreement and have the option to prepare their own meals) (excluding Metro Demonstration Project) will receive an additional \$50 for a total of \$1,091 monthly room and board payment starting July 1, 2022.

**NOTE:** Some service providers may also be eligible to receive a Housing Support Supplementary Service Rate. The current maximum rate is \$482.84 per month. Effective July 1, 2022, the supplemental service rate for long-term homeless supportive housing and the Metro Demonstration Project is reduced by half (based on provider and participant enrollment for Medicaid Housing Stabilization Services). Some providers have been legislatively authorized to receive a higher service rate. The legislatively authorized rates are not reduced on July 1, 2022.

Additional Housing Support information is available on the [Minnesota Department of Human Services Housing Support website](#).

**B. This Section to be Completed by the County or Tribal Human Services Staff**


Maximum Number of Housing Support Beds	Setting Type*	Payment Rate per Bed	Supplementary Service Rate (if applicable)	Anticipated Agreement Start Date
30	Regular Supportive Housing	\$1041	\$700	Oct, 2024

\*Setting type options include Long-term Homeless Supportive Housing, Regular Supportive Housing, Housing with Services Independent Living, Board and Lodge with Special Services, or Metro Demonstration Project.

If authorized for a Supplemental Service rate, the authority to receive it comes from (check one):

- ☐ This is a long-term homeless supportive housing project.
- ☐ The county or tribe assigned available "banked beds" to allow supplemental services in this project.
- X Minnesota statute specifically authorizes supplemental service rates in this project.

Additional comments or restrictions: \_\_\_\_\_

Form Completed by County or Tribal Human Services Staff		
Name: Kevin Radzak	Title: Homeless and Housing Program Specialist	Department: St. Louis County Public Health and Human Services
Contact Number: 218-576-2574	Email Address: radzakk@stlouiscountymn.gov	
Signature: 		

**Applicants must submit this form in Minnesota Housing's Multifamily Customer Portal as part of the RFP application process and as part of the due diligence closing checklist.**

**NOTE:** Minnesota Housing, at its sole discretion, may contact the county or tribal official(s) for additional information regarding this proposal.





**DULUTH WORSHIP AND SERVICE CENTER**

215 South 27<sup>th</sup> Avenue West  
Duluth, MN 55806  
p: 218-722-7934  
f: 218-722-9532  
[duluthsa.org](http://duluthsa.org)

Brian Peddle, *General*  
Commissioner Bradford Bailey, *Territorial Commander*  
Lt. Colonel Lonneal Richardson, *Divisional Commander*  
Captains Bryan and Teri Ellison, *Corps Officers*

October 6, 2022

Attn.: Laura Birnbaum  
Housing and Homelessness Programs Team Supervisor  
St. Louis County  
320 West Second Street, 101  
Duluth, MN 55802

RE: Letter of Commitment, Stepping On Up

Dear Ms. Birnbaum:

The Salvation Army is pleased to be part of the Stepping On Up 5-Year Plan to address homelessness in Duluth, Minnesota. As part of Phase III of the plan, we have agreed to act as the property manager/operator and primary service provider to Plover Place, a 24-unit permanent housing development being built by One Roof Community Housing. We are writing to confirm our commitment.

Plover Place will provide permanent supportive housing to unsheltered homeless individuals, with eight units targeted to chronically homeless individuals, and all units prioritizing those who have been on the St. Louis County Coordinated Entry Priority List for more than two years. While the project is being constructed by One Roof Community Housing, The Salvation Army will utilize a diverse range of funding sources for operations and services.

We are requesting \$143,200 per year through HUD's Special NOFO to Address Unsheltered and Rural Homelessness to support operations and services of 8 out of 24 units. Our request will cover a pro-rated share of eligible operational costs such as utilities, and supportive services costs including a full-time Case Manager and eligible forms of direct assistance to residents.

Sixteen of the project's 24 units will be supported by Housing Support funds, an income supplement funded by the State of Minnesota and administered by Counties. Housing Support funds will cover "room and board" costs for disabled residents, by paying the cost of monthly

rent, and providing an allowance for food and other household needs. The Housing Support rate is \$1,041 per resident per month.

The Salvation Army will utilize Housing Stabilization Services (HSS), a Medicaid-funded, fee-based program through the State of Minnesota, which funds housing-related supportive services. These funds are billed at \$68.68 per hour, and will be used to fund services to the 16 units not supported by HUD funds.

The Salvation Army will provide housing transition services to residents moving into Plover Place, to assist them in preparing for and executing their move. We will provide housing sustaining services in the form of full, on-site case management, which includes at least annual assessment of resident needs, goal-planning, development of individual service plans, and service coordination with other community providers. We will connect residents with other community providers of health care, mental health services, substance abuse treatment and aftercare, employment, and other services based on their individual needs.

Plover Place will provide 24-hour front desk coverage. Front desk staff will maintain building security, and act as a frontline resource to residents after business hours, and in the event of crisis. Front desk staff will be trained to coordinate with case management staff, and to contact external providers when needed, to address residents' needs.

We are confident that Plover Place will provide a high-quality housing and service experience for individuals exiting unsheltered homelessness, and look forward to contributing to Phase III of the Stepping On Up Plan.

Sincerely,

A handwritten signature in black ink, appearing to read "Bryan Ellison", with a long horizontal flourish extending to the right.

Captain Bryan Ellison

Corps Officer

The Salvation Army - Duluth

**Memorandum of Understanding  
Between One Roof Community Housing and The Salvation Army  
For Development of the New Model for Housing People Experiencing  
Homelessness**

This agreement by and between **One Roof Community Housing** (One Roof) and **The Salvation Army** (TSA), is entered into as of April \_\_, 2021, and shall run for a period of three (3) years, or as it may be extended by mutual agreement, or terminated by either party with thirty (30) days' notice. Both parties agree that this MOU will be replaced by a definitive agreement prior to commencement of construction of the **New Model for Housing People Experiencing Homelessness** (New Model).

**Nature of Agreement**

This is a Memorandum of Understanding (MOU). The parties will form, or cause to be formed, such entities as they deem appropriate, but, during the application process (while entities may be formed for application and other purposes), intend to operate as partners, subject to determination and conditions hereof, within their respective organizations. Disputes, if any, regarding accounting or other matters, will be subject to the dispute resolution provisions hereof.

**Background and Project Information**

One Roof has developed the concept of the New Model through leading a group of community stakeholders through a months' long process to determine a means to affordably create housing for people experiencing homelessness. One Roof will be the developer and owner of the New Model. TSA will be the operator of the New Model and responsible for tenant selection, leasing and property management as well as the service provision.

In the event of the termination of this MOU, TSA agrees that the New Model is and shall remain the exclusive property of One Roof and on any such termination TSA will execute and deliver an affirmation of that fact with respect to the New Model as originally developed and any enhancements or modifications of it that may occur through One Roof and TSA working together.

**Project Description:** The New Model is an alternative method for development of permanent housing with supportive services for people experiencing homelessness with an estimated cost of \$125,000/unit (roughly 1/2 the cost of typical new housing projects and likely lower than the cost of a new hotel). The New Model features 12 dormitory-style rooms that are durable, small (170 sq. ft.), and aesthetically pleasing and include:

- o Sink, shower, toilet
- o Kitchenette
- o Built in storage
- o Community and services space

- o 2 story design of 4,160 sq. ft.

The small building size maximizes scalable service provision, minimizes construction costs, and a more manageable, positive living environment for residents. There will be two 12-unit buildings constructed to serve 24 residents and demonstrate the effectiveness of the New Model for eventual replication in Duluth and around the state. Sites for the buildings are not yet known, but they will be near services and/or a bus line.

Capital funding for the project is not yet secured, but it is hoped that it may come from Federal pandemic relief funds through the State, City, and/or County.

### **Roles and Responsibilities**

While each organization will have separate roles and responsibilities, the New Model will only become a reality if both organizations have input in a collaborative manner into decisions going forward. For example, decisions like siting the buildings and choosing finishes for the buildings are ultimately One Roof's to make as the owner and developer, but as the operator of the building TSA will also have to agree with and should input into those decisions. Similarly, TSA will be responsible for the ultimate operations of the buildings, but as the owner One Roof will need to input into and be in agreement with what the service and maintenance plans are for the building.

Both parties expect that there may well be revisions to plans for development, construction, financing, operations, and services associated with the buildings from what is now contemplated as that is the nature of development of both buildings and programs. Consensus on decisions for the buildings and their operations will be sought among both organizations.

#### **One Roof (or an entity controlled by One Roof) will be responsible for:**

- Obtaining all capital funding for the project
- Acquisition of site(s) for the two buildings
- Obtain all zoning, permitting, and other approvals for construction of the buildings
- Have final decision-making authority in development and construction planning and the design process
- Have final decision-making authority in selecting project consultants, including architect, attorney, and contractor
- Manage the construction of the project
- Own the buildings after completion and be responsible for asset management, including financial planning and capital improvements
- Provide adequate hazard/replacement and liability insurance to the satisfaction of both parties

**TSA will be responsible for:**

- Tenant selection consistent with principles as agreed upon between One Roof and TSA to include lease up and tenant management.
- Provide supportive services for tenants of the buildings, including raising funds for the service provision
- General maintenance for the buildings
- Provide monthly accounting for the operation of the buildings to One Roof

**Both parties will:**

- Collaborate to ensure positive public relations occurs in advance of, during, and following construction of the building
- Assist in project concept refinement

**Project Budgets**

Attached are preliminary spreadsheets for the capital sources and uses budget and operations & services budgets (operations & services are currently 2 separate budgets that will likely be combined or altered in connecting ways for optimal cashflow). It is understood by both parties that as owner of the building One Roof will receive a draw of \$18,500 per year from the operations & services budgets as an owner's draw with respect to each building which is built pursuant to the definitive agreement. The remainder of net profits from operations and services after all expenses and reserves are funded will be due to TSA. The \$18,500 per year will increase by three percent (3%) per year from the year before beginning in 2023.

**Governing Law and Dispute Resolution**

The governing law with respect to this transaction and agreement shall be that in force in the State of Minnesota. With respect to dispute resolution, the definitive agreement will incorporate provisions relating to mediation of any disputes to be followed by arbitration in accordance with the rules of the American Arbitration Association with such arbitration to be conducted in Duluth, Minnesota.

**Faxes and Counterparts**

The parties agree that counterparts, faxes, and PDF's of mutually executed copies hereof are as binding as originals.

Both parties agree to the terms of this memorandum.

  
\_\_\_\_\_  
Jeffrey Corey, Executive Director  
One Roof Community Housing  
12 East 4<sup>th</sup> Street  
Duluth, MN 55805

  
\_\_\_\_\_  
Name, Title  
The Salvation Army Bramwell E. Higgins  
2445 Prior Avenue Secretary  
Roseville, MN 55113





**HOUSING AND REDEVELOPMENT AUTHORITY  
OF DULUTH, MINNESOTA**

222 East Second Street | PO Box 16900  
Duluth, MN 55816-0900  
(218) 529-6300  
[www.duluthhousing.com](http://www.duluthhousing.com)

September 8, 2022

Laura Birnbaum  
Housing & Homeless Teams Supervisor  
320 W 2<sup>nd</sup> St #101  
Duluth, MN 55802

Dear Laura,

We would like to acknowledge our ongoing and renewed commitment specific to the HUD Special NOFO for unsheltered populations to continue our partnership with the Duluth/St. Louis County (MN-509) Continuum of Care.

We commit to our ongoing partnerships, including pairing vouchers with CoC-funded supportive services and work with our CoC and other stakeholders in streamlining processes to best assist those we serve. We are also committed to working with CoC partners engaged in the Coordinated Entry process specific to families facing homelessness, at risk of homelessness, or fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking.

Please feel free to contact me if you have any questions or would like further information. We look forward to our continued partnership and new opportunities this funding presents.

Sincerely,

A handwritten signature in blue ink, appearing to read "Lenelle Hrabik".

Lenelle Hrabik  
Director of Rent Subsidy  
HRA of Duluth  
[lenelleh@duluthhousing.com](mailto:lenelleh@duluthhousing.com)  
(218) 529-6320

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BECAUSE EVERYONE SHOULD HAVE A HOME



September 19, 2022

Courtney Cochran  
CoC Coordinator, St. Louis County

Dear Courtney,

Center City Housing Corp. (CCHC) and the Human Development Center (HDC), a Certified Community Behavioral Health Clinic (CCBHC), will partner to provide supportive services to tenants living at Wadena West. Wadena West is a permanent supportive housing project for homeless single adults who have high barriers to long term housing stability.

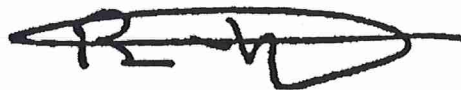
The supportive service team at Wadena will be made up of a Case Manager, Recovery Cultural Specialist, Tenant Advocate, Targeted Case Management and ARMHS staff. CCHC staff will be on site and available to tenants. CCHC will provide space for HDC staff to meet with tenants. CCHC will provide the Case Manager, Recovery Cultural Specialist, Tenant Advocate and 24-hour front desk staff and HDC will provide TCM and ARMHS staff. TCM and ARMS services can be provided after a comprehensive evaluation with a mental health professional. This is necessary to determine eligibility for ARMHS and adult case management. Case managers complete a functional assessment and, with the individual, determine other services and needs the person might have. The service staff will work directly with each household to identify barriers to long term housing success and then work to address these barriers. CCHC's service model is to provide housing and comprehensive services to meet the needs of tenants. This includes on-site case management, 24 hour per day tenant assistance, behavioral health supports, assistance with applying for mainstream benefits, advocacy, community building activities and family reunification.

The commitment between CCHC and HDC will be outlined in a memorandum of understanding between all of the parties once funded by Minnesota Housing for the capital funds. The award is expected in December 2022.

Sincerely,



Nancy Cashman  
Executive Director  
Center City Housing Corp



Ben Hatfield  
Chief Executive Officer  
Human Development Center



October 10, 2022

To Whom it may Concern,

The Human Development Center (HDC) extends its full support and commitment to the Stepping on Up Project.

HDC is a Certified Community Mental Health Center (CCBHC), providing integrated behavioral health and addictions services to the residents of Carlton, Lake, Cook, and Southern St. Louis counties in Minnesota and Douglas County in Wisconsin. Established in 1938 as a private, non-profit agency, HDC offers a comprehensive array of services provided by an integrated team of professionals for children, adolescents, adults, and seniors across a variety of settings.

Throughout its service areas, HDC offers over 25 different programs. These programs include mobile mental health crisis services, WI Project Reach Out, Children's Therapeutic Services and Supports, School-Based Services, Early Childhood Mental Health Services, Trauma-Focused Therapy, Children's Therapy, Family Therapy, Children's Case Management, Therapy Services, Dialectical Behavioral Therapy, Psychiatric Services, Community Support Programs, Adult Rehabilitation Mental Health Services, Crisis Response Services, WI Community Support Programs, First Episode Psychosis, Adult Case Management, Employment Connection, Care Coordination, Peer Supports, Drop-In Centers, Assertive Community Treatment programs, Homeless Program, Addiction Services, and Behavioral Health Home Services. Funding for these various programs includes third-party payors (public and private), grants (federal, state, private, and local municipalities), and private contracts with community partners.

As collaborative partner, all these HDC services would be available to people coming through the Stepping on Up Project. HDC believes everyone deserves to be treated with respect and dignity, and our agency looks forward to working collaboratively with community partners to support the Stepping on Up Project.

Sincerely,

Ben Hatfield  
Human Development Center, Chief Executive Officer

HDC's mission is to foster hope, resilience, and recovery by providing integrated, culturally respectful mental health and recovery services.

[hdcnorth.org](http://hdcnorth.org)

**Carlton County Campus**  
40 11th St  
Cloquet, MN 55720

**Hillside Campus**  
810 E 4th St  
Duluth MN 55805

**Douglas County Campus**  
1500 N 34th St  
Superior WI 54880

**Downtown Campus**  
120 W 2nd St  
Duluth MN 55802

**Lake County Campus**  
325 11th St  
Two Harbors MN 55616

**East Hillside Campus**  
1401 E 1st St  
Duluth MN 55805





**DULUTH WORSHIP AND SERVICE CENTER**

215 South 27<sup>th</sup> Avenue West  
Duluth, MN 55806  
p: 218-722-7934  
f: 218-722-9532  
[duluthsa.org](http://duluthsa.org)

Brian Peddle, *General*  
Commissioner Bradford Bailey, *Territorial Commander*  
Lt. Colonel Lonneal Richardson, *Divisional Commander*  
Captains Bryan and Teri Ellison, *Corps Officers*

October 6, 2022

Attn.: Laura Birnbaum  
Housing and Homelessness Programs Team Supervisor  
St. Louis County  
320 West Second Street, 101  
Duluth, MN 55802

RE: Letter of Commitment, Stepping On Up

Dear Ms. Birnbaum:

The Salvation Army is pleased to be part of the Stepping On Up 5-Year Plan to address homelessness in Duluth, Minnesota. As part of Phase III of the plan, we have agreed to act as the property manager/operator and primary service provider to Plover Place, a 24-unit permanent housing development being built by One Roof Community Housing. We are writing to confirm our commitment.

Plover Place will provide permanent supportive housing to unsheltered homeless individuals, with eight units targeted to chronically homeless individuals, and all units prioritizing those who have been on the St. Louis County Coordinated Entry Priority List for more than two years. While the project is being constructed by One Roof Community Housing, The Salvation Army will utilize a diverse range of funding sources for operations and services.

We are requesting \$143,200 per year through HUD's Special NOFO to Address Unsheltered and Rural Homelessness to support operations and services of 8 out of 24 units. Our request will cover a pro-rated share of eligible operational costs such as utilities, and supportive services costs including a full-time Case Manager and eligible forms of direct assistance to residents.

Sixteen of the project's 24 units will be supported by Housing Support funds, an income supplement funded by the State of Minnesota and administered by Counties. Housing Support funds will cover "room and board" costs for disabled residents, by paying the cost of monthly

rent, and providing an allowance for food and other household needs. The Housing Support rate is \$1,041 per resident per month.

The Salvation Army will utilize Housing Stabilization Services (HSS), a Medicaid-funded, fee-based program through the State of Minnesota, which funds housing-related supportive services. These funds are billed at \$68.68 per hour, and will be used to fund services to the 16 units not supported by HUD funds.

The Salvation Army will provide housing transition services to residents moving into Plover Place, to assist them in preparing for and executing their move. We will provide housing sustaining services in the form of full, on-site case management, which includes at least annual assessment of resident needs, goal-planning, development of individual service plans, and service coordination with other community providers. We will connect residents with other community providers of health care, mental health services, substance abuse treatment and aftercare, employment, and other services based on their individual needs.

Plover Place will provide 24-hour front desk coverage. Front desk staff will maintain building security, and act as a frontline resource to residents after business hours, and in the event of crisis. Front desk staff will be trained to coordinate with case management staff, and to contact external providers when needed, to address residents' needs.

We are confident that Plover Place will provide a high-quality housing and service experience for individuals exiting unsheltered homelessness, and look forward to contributing to Phase III of the Stepping On Up Plan.

Sincerely,

A handwritten signature in black ink, appearing to read "Bryan Ellison", with a long horizontal flourish extending to the right.

Captain Bryan Ellison

Corps Officer

The Salvation Army - Duluth

## **Improving Primary Care Medical Home Access for Clients of Lutheran Social Services**

### *Memorandum of Understanding between Lutheran Social Services in Duluth and Lake Superior Community Health Center*

The purpose of this agreement is to define the scope of work by Lake Superior Community Health Center (LSCHS) with and on behalf of clients served by Lutheran Social Services (LSS).

LSCHC is the funded entity for the program and responsible for upholding and documenting Health Resources & Services Administration (HRSA) rules and license requirements that guide the activities described in this document.

LSCHC approached LSS to provide health services so that the clients they serve will have the opportunity to build relationships of trust that will result in their improved access to, and quality of, health care over time.

In order to facilitate the virtual provision of services outlined below for LSS clients, LSCHC proposes to outfit their Center for Changing Lives with the necessary equipment to provide virtual care on site. This equipment will include, but may not be limited to:

- Tablet(s)
- Tablet Stand(s)
- Thermometer
- Scale
- Stadiometer
- Educational handouts
- Printer/Scanner

**LSCHC proposes to provide health related services in the following areas:**

#### **1. Education for staff and clients on health-related topics and/or services.**

LSCHC will provide ongoing opportunities for education for clients and staff at LSS. Educational topics can be suggested by either LSS or LSCHC, and LSCHC will make every effort to have a relevant, licensed provider provide education to the desired audience in a timely manner.

The goal of this effort is to establish and build trust with LSS clients in order to encourage regular and ongoing access to a primary care medical home.

#### **2. Virtual medical care for LSS Clients: health screening within 1-2 business days whenever possible, exam and follow up care as needed.**

LSS staff will call LSCHC-Duluth when a client requires care from a family medicine provider. A medical exam will be provided for the patient by LSCHC. Whenever possible this exam will be conducted within 1-2 days of initial contact. Follow up medical, dental, and behavioral health care as indicated by the exam will be arranged. LSS will provide private space within the Center for Changing Lives for virtual medical care.

Services available include, but are not limited to\*:

- Comprehensive Primary Care
- Immunization(s)
- Confidential access to contraception available within the laws set forth in Minnesota and Wisconsin
- Pre- and Post-exposure prophylaxis
- Confirmatory Testing for HIV
- Hormone Therapy

\*laws in both MN and WI grant confidentiality to minors for services related to sexual health (i.e. access to contraception, pregnancy tests, STI/STD testing). This does not include access to hormone therapy, which will require guardian consent prior to administration. For clients seeking confidential access to hormone therapy, referral assistance can be coordinated with Center for Sexual Health.

**3. Virtual Behavioral Health for LSS Clients: Access to counseling and psychiatric medication management will be made available within 1 week of request whenever possible.**

LSS staff will contact the LSCHC Behavioral Health Intake Coordinator when a client requires access to a behavioral health provider. A virtual counseling or psychiatric appointment will be scheduled for the patient by LSCHC. Whenever possible this exam will be conducted within 1 week of the return of the intake paperwork. If assistance is needed in completing the paperwork, the forms can be provided to LSS staff to help clients complete. Clients may also be connected with LSCHC Health Advocates for assistance.

Services available include, but are not limited to:

- Psychotherapy (counseling)
- Psychiatric Medication Management
- Trauma Informed Behavioral Health care for specific groups such as LGBTQIA+ residents and referrals

LSS will provide private space within the Center for Changing Lives for virtual counseling to occur.

LSS and LSCHC state a mutual understanding of the responsibilities and expectations described in this memorandum. This MOU shall be reviewed annually and can be modified or terminated by either party with 30 days' notice.

Signed:

Kelly Looby 8/18/2022

Kelly Looby, Lutheran Social Services Program Director

Lee Homan 8/18/2022

Lee Homan, Lake Superior Community Health Center COO

September 7, 2022

To the HUD Special NOFO Selection Team;

We are members of the Duluth/St. Louis County (MN – 509) CoC Racial Equity Accountability Project (REAP) Leadership team. We are a group of people who have lived experience of sheltered and unsheltered homelessness who also are Black, Indigenous, People of Color and LGBTQIA2S+ community members. We are working together, with other people with lived experience and stakeholders to address the racial disparities that exist in our CoC for people facing homelessness.

We hosted a meeting on September 7, 2022, in Chisholm, MN at the Voices for Ethnic and Multicultural Awareness (VEMA) office to hear from all the St. Louis County CoC project applicants for the Special NOFO where we asked questions and provided input and feedback based on our priorities and experiences. We each completed the formal Ranking and Review Score sheet for each project, participating directly in the Special NOFO Ranking and Review process. We are writing to express support for the priorities demonstrated in our CoC's application to better serve people who are homeless in our CoC.

This work and proposed projects are crucial pieces of the solution to addressing the serious needs of individuals and families in our communities who are facing homelessness. We hope that you will seriously consider our application in this competitive process.

With gratitude,

*Babette Sandman*  
*Laura Ponska*  
*Justin*  
*H. Cree*  
*J. Gravelle*  
*Libby Poppinga*  
*John F. Williams*  
*Jameson Christ*

Members of the St. Louis County REAP Leadership Team