

## Request for Letters of Intent

### 2015 Continuum of Care New Projects

Rhode Island Housing has reopened its request for letters of intent from sponsors of new projects for submission to HUD as part of the 2015 Continuum of Care (“CoC”) Application. As the Collaborative Applicant for the CoC, Rhode Island Housing is responsible for ensuring that all agencies have the opportunity to submit a proposal for a new project to be funded under the CoC program.

The anticipated application process is opening later than originally thought and the potential level of funding from HUD may be much significantly greater than identified in the prior request. It is possible that up to \$1.1 million will be available for new projects under the CoC program. Therefore, Rhode Island Housing is again soliciting letters of intent from sponsors interested in establishing a new project under the CoC.

In the past two application cycles, HUD would only fund new projects if they served 100% Chronically Homeless or provided Rapid Re-Housing for families. We assume these parameters will remain unchanged. In advance of the issuance of a NOFA, those interested in submitting should read the HUD regulations governing the CoC located at 24 CFR Part 578, with particular emphasis on Sub-Part D – Program Components and Eligible Costs. Keep in mind that the only program components that will be considered for inclusion in the CoC Application are those geared towards Permanent Supportive Housing for 100% Chronically Homeless and Rapid Re-Housing for Families. Costs associated with Acquisition, Rehabilitation, New Construction, Leasing, Rental Assistance, Supportive Services, Operating Costs, Homeless Management Information System, as well as project administrative costs as detailed in the CoC regulations are all eligible uses for these funds.

If you wish to submit a proposal for a **new** Permanent Supportive Housing or Rapid Re-housing project as described above for inclusion in the 2015 Continuum of Care application, you must submit a Letter of Intent by June 25, 2015. The letter should include a description of the project and identify the program capacity, specific target population, and status of site control. Attached to the letter please provide a proposed budget for the project. Sponsors that submitted a letter of intent in response to the original solicitation are not required to resubmit; however, those sponsors are free to submit an amended letter of intent to propose additional projects to be funded under the CoC, or to modify their prior proposal. **If your project is selected** you will need to complete a full CoC application. The Rhode Island Continuum of Care Sub-Recipient Approval and Evaluation Committee will convene on June 30, 2015 to review Letters of Intent and select the project(s) to be recommended to the Continuum of Care Board for approval. Upon approval by the Continuum of Care Board, sponsors of those projects will be invited to submit a full application. Representatives of Agencies that submit a letter of interest will not be eligible to sit on the committee.

**Letters of Interest and proposed budgets may be submitted by email or in hard copy and are due no later than Thursday, June 25, 2015.**

to  
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## INSTRUCTIONS

Letters of Intent should be no more than five pages long, not including the proposed budget, and should include at a minimum the following information:

- Name and contact information of the applicant and any partnering organizations
- Information describing staff capacity to implement the project including both housing and service providers if different
- Location and description of the property if applicable including status of site control
- Type and Scale of Housing
- Target population and number of participants to be served
- Projected start date
- Services to be provided (on-site and referrals through MOUs)
- Housing to services ratio
- Agency experience
- Alignment of proposed project with Opening Doors Rhode Island and HUD priorities.

### **Threshold Requirements**

To be considered for funding, the project must:

1. Propose to serve 100% chronically homeless individuals and/or families in rapid rehousing;
2. Be submitted by a project applicant that is in good standing with HUD, which means the project applicant does not have any open monitoring Findings, or history of slow expenditure of grant funds;
3. Request no less than 70 percent of total project funding (not including funds for administration) for leasing, rental assistance, or operating costs. No more than 30 percent of the total project funding may be used for supportive services costs.
4. Demonstrate a plan for rapid implementation of the program; the project narrative must document how the project will be ready to begin housing the first program participant within 6 months of the award;
5. Demonstrate a connection to mainstream service systems; and
6. Be a current participant or agree to participate in the CoC's coordinated entry system, which must already be implemented prior to HUD executing a grant agreement.