HSPB
Homeless Services Planning Board of Schenectady County

CoC NY-507: Schenectady County Homeless Services Planning Board (HSPB)

New Project RFP 2026
(Expansion, Reallocation and/or Bonus Projects)
Transitional Housing Projects

Please note: Being selected through the Rank & Review process does not guarantee funding; rather it allows the project to apply to HUD for CoC funding, which is a nationally competitive process.

Total Points Available: 250

1. Applicant/Agency Name:_____

2. Agency Point of Contact (Name & Email):_____
Note: Please make this unique (i.e. not – Bonus 2026, or TH 2026).

3. Proposed Project Name: _____

4. Total Number of units and beds being applied for (if applicable):_____

5. Total Number of households/clients projects proposes to serve:_____

6. Which of the below eligible project types are you applying for?
- ☐ DV Transitional Housing
- ☐ Transitional Housing
- ☐ Transitional Housing for Families – 10 pts

7. What type of project are you applying for:
- ☐ New Project
- ☐ Expansion Project
- ☐ Reallocation - 25 pts

Please list the project you will be expanding:_____
For Expansion projects please describe the part of the project that is being expanded and demonstrate the project is not replacing other funding sources.

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8. Timeliness of Project Start

Will the project be able to begin within 12 months? ■ Yes □ No

***If you select no - your project will not be able to move forward in the application process**

9. Continuum of Care Participation **Max 10 pts**

Is the applicant a current member in good standing of the Continuum of Care (CoC)?

□ Yes – 10 points □ No – 0 points

10. Encouraging New Agencies to Apply **Max 15 pts**

Is the agency applying a current CoC funded grantee?

□ Yes – 0 points □ No – 15 points

10a. If yes, are there any unresolved monitoring or audit findings from HUD or the CoC?

□ Yes – 0 points □ No – 5 points

11. Spent Funding **Max 4 pts**

***This question is weighted for those newly applying for CoC funding**

For Agencies Currently CoC Funded: Within the past 2 contract years, what percentage of funds have you returned to HUD for all CoC funded projects? Please attach your last 2-years of eLOCCS closeouts.

**Please note, this question will be weighted for projects that are not currently CoC-funded.*

% of funds returned: _____ **Points: _____**

0% = 4pts; 1-10% = 3pts; >10% = 0pts

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12. Coordinated Entry **Max 10 pts**

Responses will be verified with the CE lead

***If you are applying as a newly funded CoC project please skip to 12d**

12a. Is your agency attending at least 75% of the bi-weekly CE meetings in the last year?

□ Yes – 3 pts □ No - 0 pts

12b. Does your project comply with HUD requirements and ONLY admits clients who have been referred through the Coordinated Entry (CE) process?

□ Yes – 4 pts □ No - 0 pts

12c. Have all agency staff participating in the Coordinated Enty process received the required CE and HMIS/CE in HMIS training? (for victim service providers, do you have staff trained to participate in the comparable Coordinated Entry system and HMIS-comparable database?)

□ Yes – 3 pts □ No - 0 pts

***If you are currently funded CoC project do not answer 12d**

12d. If not, how will you implement CE Participation for this project? For more information on the Coordinated Entry requirements please refer to CoC's Written Standards and CE Written Process. (**0 - 10 pts if agency details how CE implementation will be accomplished)**.

Note: Participation in CE is required for CoC Funded Projects.

13. HMIS Participation **Max 10 pts**

Does your agency currently report in the CoC's HMIS system or use a comparable database?
□ Yes – 10 pts □ No - 0 pts

***If you are currently funded CoC project do not answer 13a**

13a. If not, how will you implement HMIS or a comparable database for this project? For more information on the HMIS requirements please refer to the CoC's Written Standards. (**0 - 10 pts if agency details how HMIS or a comparable database implementation will be accomplished)**.

***Note: Participation in HMIS or a comparable database is required for all CoC funded projects**

14. Project Description **Max 25 pts**

Please provide a brief project description that addresses the scope of your project. Please include:

- The target population that will be served and how the project will assess the service needs of program participants
- How the project will provide and/or partner with other organizations to provide support services necessary to assist program participants to obtain and maintain housing in a manner that fits their needs (i.e. transportation, safety planning, enhanced case management)
- How participation in 20 hours of support services will be required.
- Please demonstrate how this project will be supplemented with other resources from public or private sources that may include mainstream health, social and employment programs such as Medicare, Medicaid, SSI and SNAP.

If you are applying to expand a current TH project, please describe how expanding support services to participants will include, where appropriate, on-site support services. For DV projects please include how you will implement victim centered practices and a plan to include survivors with lived expertise.

15. Agency Experience **Max 25 pts**

Please provide a detailed description of the agency's experience in administering projects dedicated to serving an underserved population (i.e. your target population).

- **5 points** for detailing past experience serving a similar population or a DV population and how you have successfully helped participants exit homelessness within 24-months;
- **5 points** for explaining how your program has or will partner with other organizations to provide eligible support services that are necessary to obtain and maintain stable housing;
- **5 points** for detailing other funding sources the agency uses/has used in the past to serve HUD-Defined Homeless populations.
- **5 points** for detailing how you have successfully helped homeless individuals and families exit within 24 months or have a plan in place to ensure that homeless individuals and families will exit within 24 months to a positive destination.
- **5 points** for describing how your agency will ensure that 50% of participants exit with employment income.

Ensuring Self Sufficiency to Move On from Subsidized Programing

16. Service Participation **Max 10 pts**

Please demonstrate how your project will create service plans for each program participant that includes what services will be provided, when, how often, and who will be providing the service. Please describe how your service plans will identify participant goals, the strategy for achieving those goals and target dates for achievement. Please address how you require program participants to take part in support services. **REQUIRED: Please attach your supportive service agreement (contract, occupancy agreement, lease, or equivalent).**

17. Customized Support Services **Max 10 pts**

Please demonstrate how your proposed project will provide 20 hours per week of customized services for each participant (e.g. case management, employment training, substance abuse treatment, etc.) **This question is weighted for those developing a TH project that will serve individuals 55+ or with physical and/or developmental disabilities.**

18. Meeting the Needs of Those on the CE Waitlist **Max 16 pts**

The CoC consistently has people with serious mental illness and substance use diagnoses on the Coordinated Entry waitlist for longer periods of time, on average, than other population types. Please check the support services that your program will provide in an effort to increase self-sufficiency and help clients move on to an unsubsidized permanent housing destination. **You will receive 2pts for each box checked.**

☐ Supporting and accompanying clients to apartment searches to attain housing;
☐ Providing dedicated case management that is offered 20 hours per week;
(please note case management participation can be reduced proportionately for those participants who are employed)
☐ Providing a connection to peer support services;
☐ Providing a connection to professional/clinical support services (i.e. 24/7 detox facility, SUD, Mental Health);
☐ Connections to workforce development and employment-based programs
☐ An MOU with a Workforce Development/Employment based agency to assist clients with job readiness and job placement - **Please Attach**
☐ Partner with Childcare providers to assist participants in gaining employment
☐ An MOU with Childcare providers -**Please Attach**

***Please note that in order to receive points for the MOU's you will need to attach them to your application.**

19. Increasing Site-Based Services **Max 10 pts**

Will your project provide on-site substance abuse and/or mental health services to program participants? Please describe.

20. Increasing Earned Income **Max 10 pts**

How will your project support clients in gaining and maintaining employment-based income?

21. Supporting Self-Sufficiency **Max 10 pts**

One of the goals of CoC-funded programs is to provide services that result in self-sufficiency and independence of participants to the extent possible. Please provide examples of how your projects will assist participants in moving towards self-sufficiency (i.e. housing stability, attaining or sustaining mainstream benefits, connecting participants to health, behavioral health, or substance use disorder treatment, gaining and maintaining employment, etc.)

22. **Self-Sufficiency Outcomes** **Max 10 pts**

Please describe how this project will ensure that at least 50% of program participants exit to permanent housing within 24-months and at least 50% of participants exit with employment income.

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23. Housing & Healthcare Leveraging MOUs **Max 30 pts**

The CoC will receive up to 4 points on the overall application for successfully demonstrating that agencies are leveraging Healthcare and Housing partnerships to bolster CoC programs. Does your agency have relationships/partnerships with any of the below? Check all that apply.

☐Public/Private Healthcare Organizations
☐PHAs, local housing organizations, or other non-CoC/ESG funding streams

23a. If you checked Public/Private Healthcare Organizations, does your agency have a written commitment from a health care organization with the value of the commitment and the date(s) the healthcare resources will be provided that meets the following criteria:

- In the case of a substance abuse partnership- the substance abuse treatment program will provide **access to all participants who qualify for those services.**
- In the case of behavioral health, the assistance being provided is equivalent to **25% of the funding being requested by the project.**

□ Yes- 15 points □ No – 0 points

***Please include this documentation and the completed healthcare leveraging checklist with your application to receive full points.**

23b. If you checked PHAs, local housing organizations, or other non-CoC/ESG funding streams, will your project utilize housing subsidies or subsidized housing units not funded through the CoC or ESG.

- For PSH the leveraged resources provide at least 25% of the **units** included in the project
- For RRH the leveraged resources provide at least 25% of the program **participants** included in the project

□ Yes- 15 points □ No – 0 points

***Please provide this documentation and completed housing leverage checklist with your application to receive full points.**

24. Minimizing Trauma **Max 10 pts**

Please describe how your program works to minimize the impact of trauma associated with homelessness and/or domestic violence, dating violence, and/or stalking.

- 5 Pts for describing your trauma informed approach
- 5 Pts for describing how your project ensures community safety

☐ I understand that if my project scores highly enough to advance in this year's application, that **does NOT mean that my project is guaranteed funding.** Projects that advance in the local process will compete for bonus funds from HUD in the national CoC competition and awards will be shared in early 2026.

☐ I certify that our project will not engage in racial discrimination. This is consistent with the requirements of 2 CFR 200.300(a)

☐ I certify that our project will not operate a drug injection site of "safe consumption site" in violation of 21 U.S.C 856(a)(1), knowingly permit the use or distribution of illicit drugs on property under our control in violation of 21 U.S.C. 856(a)(2), or knowingly distribute drug paraphernalia in violation of 21 U.S.C. 863. This is consistent with the requirements of 2 CFR 200.300(a).

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Please provide a 12-month Budget Proposal (required for review):

ACTIVITY	CoC FUNDS REQUESTED	NOTES
A. Leasing	$	
B. Rental Assistance *Note: You may only receive rental assistance if you are a Public Housing Authority or another municipal entity*	$	
C. Support Services	$	
1. Salaries	$	
2. Benefits	$	
3. Other	$	
D. VAWA (New eligible activity)	$	
E. Rural Costs (New eligible activity)	$	
F. Operating	$	
G. Admin (up to 10%)	$	
H. Total Project Costs	$	
MATCH	**AMOUNT**	**SOURCE**
I. 25% Match Requirement	$	

Checklist for New CoC Project Applicants that are Leveraging Housing Resources

You have indicated that your proposed project will be able to **leverage housing resources**.

***You must submit to CARES (1) the below checklist and (2) a contract, letter of commitment, or other formal written documents from the funding body that includes:**

☐ Project name should be listed in the commitment documentation

Project name:

☐ Source of commitment should be listed in the commitment documentation (i.e. private organizations, state or local government, PHAs, faith-based organizations, federal programs other than CoC or ESG programs)

Source of Commitment:

☐ Amount of funding committed per the following:

☐ PSH & TH Projects: the number of housing units for a PSH and/or TH projects that are not funded through the CoC or ESG Programs. The number of units must be at least 25% of the total units to be provided by the proposed new CoC project application for full points.

OR

☐ RRH: The number of program participants to be provided RRH that is not funded through the CoC or ESG Programs. The number of program participants to be served must be at least 25% of the total participants to be served in the proposed CoC new project application for full points.

Calculation showing the amount of non-CoC/ESG resources committed in the written commitment, and that this is at least 25% of units (for PSH and/or TH) or participants (for RRH) to be served through the proposed New CoC Project Application:

☐ The date** that the funding (outside of CoC or ESG programs) will be available is on the written commitment (should run concurrently with the new project).
***Must dated between May 1, 2026 and September 30, 2027.*

Dates of housing commitment:

Checklist for New CoC Project Applicants that are Leveraging Healthcare Resources

You have indicated that your proposed project will be able to **leverage healthcare resources**.

*You must submit to CARES (1) the below checklist and (2) a contract, letter of commitment, or other formal commitment that includes the following:

☐ The name of the project

Project name:

☐ Amount of assistance to be provided by the healthcare organization:

☐ The value (dollar amount) of the healthcare commitment being provided (must be at least 25% of the total funding requested)

OR

☐ If the partner agency is a substance abuse and/or recovery program, a guarantee that the services will be provided to all eligible participants of this project. Evaluation cost $200 per person

Calculation showing the amount of healthcare resources committed in the written commitment, and that this is at least 25% of funding requested through the proposed New CoC Project Application, OR confirm the substance abuse and/or recovery program will offer services to all eligible participants.

☐ The date** that the services and/or committed funding will be available is on the written commitment (must run concurrently with the new project)
**Must be dated between May 1,2026 and September 30, 2027.
Date of healthcare commitment:

☐ Affirmation that project eligibility for program participants in the new project will be based on CoC Program fair housing requirements and will not be restricted by the health care service provider.

FY26 Continuum of Care Competition – Rank & Review Certification
Project Threshold Review

Instructions:

All agencies applying for CoC funding must review and sign off on the below Project Eligibility Threshold, Project Quality Threshold (broken down by New Projects and Renewal Projects), and Post Award Requirements as part of the Rank & Review process. Please return to CARES with your Rank & Review applications.

Project Eligibility Threshold (pg. 59-61 of the FY26 CoC NOFO)

Applicants who fail to meet the following threshold eligibility requirements are ineligible to apply for funds during this competition. Please review the following requirements and sign off at the end of the document to verify your project eligibility.

(1) Project applicants and potential subrecipients must meet the eligibility requirements of the CoC Program as described in the Act and the Rule and provide evidence of eligibility required in the application (e.g., nonprofit documentation).

(2) Project applicants and subrecipients must demonstrate the financial and management capacity and experience to carry out the project as detailed in the project application and the capacity to administer federal funds. Demonstrating capacity may include a description of the applicant and subrecipient experience with similar projects and with successful administration of SHP, S+C, or CoC Program funds or other federal, state, local, or private resources.

(3) Project applicants must submit the required certifications specified in this NOFO.

(4) The population to be served must meet program eligibility requirements as described in the Act, the Rule, and section III.G.10 of this NOFO.

(5) Project applicants, except Collaborative Applicants that only receive awards for CoC Planning costs and, if applicable, UFA Costs, must agree to participate in a local HMIS system. However, in accordance with Section 407 of the Act, any victim service provider that is a recipient or subrecipient must not disclose, for purposes of HMIS, any personally identifying information about any client. Victim service providers must use a comparable database that meets the needs of the local HMIS.

(6) Project applicants must certify affirmatively to the following:

- The project applicant will not engage in racial preferences or other forms of illegal discrimination.
- The project applicant will not operate drug injection sites or "safe consumption sites," knowingly distribute drug paraphernalia on or off of property under their control, permit the use or distribution of illicit drugs on property under their control, or conduct any of these activities under the pretext of "harm reduction."

I Certify that my project is eligible to apply for HUD CoC funding under the above criteria:

Signature of applicant: _____

NEW Projects: Project Quality Threshold (pg. 62 of the NOFO):

Please note: New Project Applications need to meet additional criteria to be eligible. Please see pg. 59-62 of the FY26 CoC NOFO.

HUD will review all new project applications to determine if they meet the following project quality threshold requirements HUD will not award funds to a new project unless the project was created through reallocation, or the CoC has demonstrated to HUD's satisfaction that projects are evaluated and ranked based on the degree to which they improve the CoC's system performance.

(1) HUD will consider any project requesting renewal funding, including renewing YHDP and renewing Special NOFO projects, as having met project quality threshold requirements through its previously approved grant application unless HUD receives information to the contrary or if the renewal project has compliance issues which results in the project not operating in accordance with the Rule.

(2) HUD will consider YHDP Replacement project applications including applications for new YHDP projects created through YHDP reallocation as having met project quality threshold requirements if the project application activities and costs are eligible under this NOFO. If a YHDP Replacement (including YHDP Reallocation) project application is not for activities and costs that are eligible under this NOFO, HUD will not reject the project under this project quality threshold, but HUD will require the project applicant to correct or revise information submitted after the final CoC Program award announcement but before executing the grant agreement.

(3) HUD will review the UFA Costs submitted by the UFA designated Collaborative Applicant to ensure appropriate match and eligibility of costs requested.

(4) HUD will assess all new project applications for the following minimum project eligibility, capacity, timeliness, and performance standards.

> **(a)** project applicants must have satisfactory capacity, drawdowns, and performance for existing grant(s) funded under the CoC Program, as evidenced by timely reimbursement of subrecipients, regular drawdowns, and timely resolution of any monitoring findings; however, this does not apply to project applicants who have never received a CoC Program funded project;
> **(b)** for expansion project applications, project applicants must describe the part of the project that is being expanded and demonstrate the project is not replacing other funding sources; and
> **(c)** project applicants must demonstrate their ability to meet all timeliness standards per 24 CFR 578.85. HUD reserves the right to deny a funding request for a new project, if the request is made by an existing recipient that HUD finds to have significant issues related to capacity, performance, unresolved audit, or monitoring findings related to one or more existing grants; or does not routinely draw down funds from eLOCCS at least once per quarter. HUD also reserves the right to withdraw funds if no APR is submitted on the prior grant.

(5) HUD reserves the right to verify past performance and evaluate the eligibility of a project application submitted during the CoC Program Competition for the following reasons:

> **(a)** evidence that the project has previously or currently conducts activities that subsidize or facilitate racial preferences or other forms of illegal discrimination or conduct activities that rely on or otherwise use a definition of sex other than as binary in humans.
> **(b)** evidence that the project operates drug injection sites or "safe consumption sites," knowingly distributes drug paraphernalia on or off of property under their control, permits the use or

distribution of illicit drugs on property under their control, or conducts any of these activities under the pretext of "harm reduction."

(6) Additionally, for HUD to consider new projects as meeting project quality threshold, each new project must meet the following criteria as applicable. If awarded, a recipient must meet all the criteria listed in the criteria column for its component.

I Certify that my NEW project will pass quality threshold review to apply for HUD CoC funding under the above criteria:

Signature of applicant: _____

Post Award Requirements and Administration (pg. 107-109)

If your project is chosen for funding in this round of the competition you must agree to follow the applicable provisions in the Administrative, National & Departmental Policy Requirements and Terms for HUD Financial Assistance-2025. You must comply with these applicable provisions:

1. The Fair Housing Act (42 USC 3601-3619) and Civil Rights laws which encompass the Fair Housing Act and related authorities (24 CFR 5.105(a))
2. Affirmatively Furthering Fair Housing (AFFH) requirements, (42 USC § 3608(e)(5)) and implementing regulations at 24 CFR 5.150 et seq.as amended by 90 FR 11020.
3. Economic Opportunities for Low-and Very Low-income Persons (12 USC 1701u) requirements, including those listed at 24 CFR part 75
4. Compliance with Immigration Requirements (8 U.S.C. 1601-1646; Executive Order 14218)
5. Accessible Technology requirements, (29 USC § 794d, 29 USC 794, 42 USC 12131-12165) and implementing regulations at 36 CFR part 1194 (Section 508 regulations),24 CFR§ 8.6 (Section 504 effective communication regulations), 28 CFR part 35, subpart H (DOJ Web Access Rule), and 28 CFR part 35, subpart E (DOJ's Title II communications regulations)
6. Ensuring, when possible, small businesses, minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus area firms receive consideration consistent with 2 CFR 200.321
7. Equal Participation of Faith-based Organizations in HUD Programs and Activities consistent with 42 U.S.C. 2000bb et seq.; 42 U.S.C. 2000d et seq.; 24 CFR 5.109; and Executive Orders 14202, *Eradicating Anti-Christian Bias* and EO 14205, *Establishment of the White House Faith Office*.
8. Uniform Relocation Assistance and Real Property Acquisition Policies Act (42 USC § 4601 et seq.) (URA) requirements, 49 CFR part 24, and applicable program regulations
9. Participation in HUD-Sponsored Program Evaluation (12 USC 1701z-1; 12 USC 1702z-2; 24 CFR part 60; and FR-6278-N-01)
10. OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR part 200)
11. Drug-Free Workplace requirements (2 CFR part 2429)
12.HUD requirements related to safeguarding resident/client files (e.g., 2 CFR 200.303(e))
13. The Federal Funding Accountability and Transparency Act of 2006 (2 CFR part 170) (FFATA), as amended
15. Accessibility for Persons with Disabilities requirements (29 USC § 794) and implementing regulations at 24 CFR parts 8 and 100; 28 CFR part 35
16. Applicable Violence Against Women Act requirements in the Housing Chapter of VAWA (34 USC § 12491-12496) 24 CFR part 5, subpart L, and program-specific regulations.
17. Conducting Business in Accordance with Ethical Standards/Code of Conduct, including 2 CFR 200.317, 2 CFR 200.318(c) and other applicable conflicts of interest requirements
18. Build America, Buy America (BABA) Act procurement purchase requirements
20. Environmental requirements that apply in accordance with 24 CFR part 50 or part 58
22. Unless prohibited by law and to the extent permitted under the Freedom of Information Act (FOIA), your application and post-award content may be released to the public in response to FOIA requests, except to the extent that certain information may be withheld under a FOIA exemption (5 USC § 552(b); 24 CFR 15.107(b)). HUD may also share your information within HUD or with other Federal agencies if HUD determines that sharing is relevant to the respective program's objectives.
23. Waste, Fraud, Abuse, and Whistleblower Protections. 41 USC § 4712, which includes informing your employees in writing of their rights and remedies, in the predominant native language of the workforce.

Under 41 U.S.C. § 4712, employees of a contractor, subcontractor, grantee, subgrantee, and personal services contractor may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing information that the employee reasonably believes is evidence of gross mismanagement of a Federal contract or grant, a gross waste of Federal funds, an abuse of authority relating to a Federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a Federal contract (including the competition for or negotiation of a contract) or grant. (See Federal Contractor or Grantee Protections | Office of Inspector General, Department of Housing and Urban Development (hudoig.gov))

24. Implementing Presidential Executive Actions affecting federal financial assistance programs, as advised by the Department, unless otherwise restricted by law: Executive Order (EO) 14219 (Ensuring Lawful Governance and Implementing the President's "Department of Government Efficiency" Deregulatory Initiative); 14218 (Ending Taxpayer Subsidization of Open Borders); guidance resulting from the White House Task Force established by 14202 (Eradicating Anti-Christian Bias) and the Senior Advisor to the White House Faith Office assigned by 14205 (Establishment of the White House Faith Office); 14182 (Enforcing the Hyde Amendment); 14173 (Ending Illegal Discrimination and Restoring Merit-Based Opportunity); 14168 (Defending Women From Gender Ideology Extremism and Restoring Biological Truth to the Federal Government); 14151 (Ending Radical and Wasteful Government DEI Programs and Preferencing); and 14148 (Initial Rescissions of HarmfulExecutive Orders and Actions)

In addition:

1. Awards made under this NOFO will not be used to conduct activities that subsidize or facilitate racial preferences or other forms of illegal discrimination, including activities where race or intentional proxies for race will be used as a selection criterion for employment or program participation; or conduct activities that rely on or otherwise use a definition of sex as other than binary in humans 14332 (Improving Oversight of Federal Grantmaking).
2. Awards made under this NOFO will not be used to fund, promote, encourage, subsidize or facilitate the use of illicit drugs.
3. Awards made under this NOFO will not be used to fund any project, service provider, or organization that operates drug injection sites or "safe consumption sites," knowingly distributes drug paraphernalia on or off of property under their control, permits the use or distribution of illicit drugs on property under their control, or conducts any of these activities under the pretext of "harm reduction." 14321 (Ending Crime and Disorder on America's Streets).
4. All agreements or contracts made with subrecipients under this NOFO must contain the identical terms and conditions as those in the grant agreement issued by HUD.

Any additional or conflicting terms and conditions must be approved by HUD.

I certify that if my project is awarded funding in the FY26 CoC NOFO Competition, I will comply with all of the above per the CoC Application requirements:

Signature of applicant: _____