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

SSO RFP 2026

(Expansion, Reallocation and/or Bonus Projects)

Including HMIS, CE, DV CE and SSO 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 competitive process.

1. Applicant/Agency Name:

2. Agency Point of Contact:

3. Proposed Project Name:
   Note: Please make this unique (i.e. not – Bonus 2026, or PSH 2026).

4. Physical Agency Address:

5. Address of proposed project (if applicable):

6. Which of the below eligible project types are you applying for?
   - ☐ Coordinated Entry
   - ☐ Coordinated Entry - DV
   - ☐ HMIS
   - ☐ Support Services Only Standalone
   - ☐ Support Services Only Street Outreach

7. What type of project are you applying for?
   - ☐ New project
   - ☐ Expansion of an existing project
   - ☐ Reallocation - **35 pts**

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. Proposed project start date (month/year):

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10. **Continuum of Care Participation** **Max 15 pts**

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

☐ Yes – 15 points ☐ No – 0 points

11. **Encouraging New Agencies to Apply** **Max 25 pts**

Is the agency applying a current CoC-funded grantee?

☐ Yes- 0 points ☐ No - 25 points

11a. If yes, does your agency have any unresolved monitoring or audit findings from HUD or the CoC?

☐ Yes – 0 points ☐ No – 5 points

If yes, please explain:

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12. **Project Description -** *Choose only one **Max 28 pts**

12a. For SSO Standalone Projects please explain the following:

- 7pts -Why this support service project is necessary to assist people in exiting homelessness, addressing barriers to stable housing and increasing self-sufficiency
- 7pts- How annual assessments will be conducted to assess the service needs of program participants
- 7pts- The strategy your project will use to provide services to eligible program participants, including those with histories of unsheltered homelessness and those who do not traditionally engage in support services
- 7 pts- How the project will be supplemented with resources from other public or private sources, that may include mainstream health, social, and employment programs such as Medicaid, Medicare, SSI and SNAP.

12b. For SSO Street Outreach Projects please explain the following:

- 7 pts- How the project will be supplemented with resources from other public or private sources, that may include mainstream health, social, and employment programs such as Medicaid, Medicare, SSI, and SNAP.
- 7 pts- The strategy your project will use to provide services to eligible program participants, including those with histories of unsheltered homelessness and those who do not traditionally engage in support services.
- 7 pts- Demonstrate that the applicant has a history of partnering with first responders and law enforcement to engage people living in places not meant for human habitation to access emergency shelter, treatment programs, reunification with family, transitional housing or independent living.
- 7 pts -Why this support service project is necessary to assist people in exiting homelessness and increasing self-sufficiency

12c. For SSO-CE, SSO-DV CE please explain the need for this project within your Continuum of Care. Please also describe your strategy for advertising Coordinated Entry that is specifically designed to reach households experiencing homelessness with the highest needs. Please also describe how you will implement a standardized assessment process and how participants will be directed towards the most appropriate housing and services to meet their needs. (0-28 points)

12d. For HMIS please explain the need for this project within your CoC and how the HMIS funds will be used in a way that furthers the CoC's HMIS implementation and ability to use HMIS as a proactive case management tool to promote treatment and recovery. (0-28 points)

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13. **Staffing** **Max 20 pts**

Do you have the proper staffing to administer this program if funded?

☐ Yes- 20 pts ☐ No- 0 pts

14. **Barriers to Participation (0-25 pts)** **Max 25 pts**

***This question will be weighted for those applying for an HMIS project**

Identify barriers to participation within your agency/projects and how you ensure that your services are accessible to any eligible participants including those with disabilities within your CoC geographic area .

- 12.5 pts if the applicant describes tangible actions taken at the agency and/or project level to eliminate identified barriers;
- 12.5 pts for describing how the agency advertises their services to community members and/or partners with other agencies to ensure that all eligible people in need of services are aware of supports that may exist for them.

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SSO Standalone/ SSO Street Outreach Only Please Complete This Section

15. Will your project participate in HMIS **Max 30 pts**

□ Yes- 30 pts □ No- 0 pts

16. Will your project participate with Coordinated Entry **Max 30 pts**

□ Yes- 30 pts □ No- 0 pts

17. Please list partnerships that you will develop within the community to allow participants to access substance use treatment or detox facilities. **Max 14 pts**

18. Please list partnerships that you will develop within the community to allow participants access to mental health treatment. **Max 14 pts**

19. Please describe your plan on how you will train staff on trauma informed services.
Max 14 pts

Coordinated Entry Projects Only Please Complete This Section

15. **Percentage of Dedicated ARD** **Max 25 pts**

What % of ARD funds are already dedicated to CE? **(CARES will answer this question on your behalf)** _____

0%-2%=25 pts. 2.1%-3%=20 pts. 3.1%-4%=10 pts. 4.1%-5%= 5 pts >5%=0 pts.

_____**Pts.**

16. **Required Data Elements** **Max 20 pts**

Does your currently-funded CE project ensure the following required data elements are entered into HMIS or a comparable database: **(if not currently funded skip to Q16a.)**

□ CE Assessment Element
□ CE Event Element
□ Current Living Situation Element

□ All Yes - 20 pts □ Any No's - 0 pts

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16a. If your agency is not a currently funded CE project, please explain the staffing plan and training your agency will provide to accomplish the above required data elements are entered into HMIS or a comparable database? **(up to 20 pts)**

17. Please list the following entities for your project's CE system:

Policy Oversight Entity: _____
Management Entity: _____
Evaluation Entity: _____

18. Compliance **Max 15 pts**

In 3-5 sentences please describe how your program will work with each to ensure program compliance. **(0-15 pts)**

19. Data Privacy **Max 12 pts**

Does your CE System have a data privacy policy? □ **Yes-12 pts** □ **No-0 pts**

20. Standardized Assessment **Max 15 pts**

Will your project implement a standardized assessment process? □ **Yes-15 pts** □ **No-0 pts**

21. Meeting Participants Needs **Max 15 pts**

Will your project ensure that program participants are directed towards the most appropriate housing and services to meet their needs? □ **Yes-15 pts** □ **No-0 pts**

HMIS Projects Only Please Complete This Section

15. **Percentage of Dedicated ARD** **Max 25 pts**

What % of ARD funds are already dedicated to HMIS? **(CARES will answer this question on your behalf)** _____

0%-2%=25 pts. 2.1%-3%=20 pts. 3.1%-4%=10 pts. 4.1%-5%= 5 pts >5%=0 pts.

_____ **Pts.**

HSPB
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16. **HMIS Participation** **Max 15 pts**

Do 100% of required projects participate in your HMIS project?

□ **Yes=15 pts** □ **No=0 pts**

17a. If your HMIS does not currently have 100% required participation what is your plan for engagement? Please explain. **(0-15 pts.)**

17. **Timeliness of Reporting** **Max 20 pts**

Has your HMIS project submitted all required reports on time within the last fiscal year?

(ex: LSA, SPM and HMIS Grantee APR) □ Yes-20 pts □ No-0 pts

18. **Data Privacy** **Max 12 pts**

Does your HMIS System have a data privacy policy? □ Yes-12 pts □ No-0 pts

19. **Required Data Elements** **Max 15 pts**

Does your HMIS collect all Universal Data Elements as set forth in the HMIS Data Standards?

□ Yes-15 pts □ No-0 pts

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20. **Client Records**

Does your HMIS have the ability to run un-duplicated client records? **Max 15 pts**

□ Yes-15 pts □ No-0 pts

☐ 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. Support Services	$	
1. Salaries	$	
2. Benefits	$	
3. Other	$	
B. HMIS	$	
C. VAWA (New eligible activity)	$	
D. Rural Costs (New eligible activity)	$	
E. Admin	$	
F. Total Project Costs	$	
MATCH	**AMOUNT**	**SOURCE**
G. 25% Match Requirement	$	

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: _____