



# FY 2024 CoC Program Competition: Bidder's Conference FAQs

## General

### 1. Does the organization get a single login to Neighborly, or can a number of people upload various documents from several user id's?

A. There is only one single login per organization. This is because only one account can be associated with each organization; however, more than one member of the organization can upload documents using the same login information.

### 2. Are new organizations allowed?

A. New organizations are welcome to apply, however, they must still meet the threshold review as listed in the RFP. Organization eligibility criteria are listed below:

- Have active SAM registration with current information ([Register here](#))
- Have a valid Unique Entity Identifier (assigned by SAM)
- Be registered as a Non-Profit 501(c)(3) tax-exempt organization or another city government agency
- Demonstrate financial and management capacity to administer federal funds
- Serve population(s) that meet program eligibility requirements as described in the HUD NOFO
- Be in Good Standing with the State of Maryland ([Certification obtained here](#))
- Have two years of most recent Single Audit or independent financial audits
- Commit to operating under the Housing First model
- Agree to participate in local HMIS system (as appropriate)
- Document at least 25% cash or in-kind match for the amount of funding requested

For more detailed information on eligibility, please refer to the additional resources listed on our [FY 2024 CoC NOFO Program Competition webpage](#).

### 3. Does MOHS have any current opportunities for eviction prevention and/or security deposits?

A. Only the project components listed in the HUD CoC Program Competition NOFO are eligible through this competition. Those components are as follows:

For more information, [click here to review HUD's FY 2024 CoC Program FAQs](#)

- Permanent Housing - Permanent Supportive Housing (PH-PSH)
- Permanent Housing - Rapid ReHousing (PH-RRH)
- Joint Transitional Housing / Permanent Housing - Rapid ReHousing (Joint TH/PH-RRH)
- Transitional Housing (TH)
- Supportive Services Only (SSO)
- Supportive Services Only - Coordinated Entry (SSO-CE)
- Homeless Management Information System (HMIS)

While not a project component, security deposits are eligible expenses under the rental assistance Budget Line Item, which is an eligible expense under most of the project components above. Under rental assistance, a project recipient may use grant funds for security deposits in an amount not to exceed 2 months of rent so long as it is provided before the CoC Program participant exits from the program.

**4. Are we able to apply for other funding, such as furniture and utility allowances?**

- A. Through this competition, only the project components listed in the HUD CoC Program Competition NOFO are eligible. (See question 3 above.)

## Consolidated Application

**5. Can you say more about the Consolidated Application and how it is submitted? We have three continuing that we would like to consolidate**

- A. To be eligible for consolidation, renewal projects must meet the following criteria:
- The grant must be eligible for renewal and expire between December 31, 2024 and December 31, 2025.
  - The projects must have the same recipient as was previously awarded, or as amended.
  - The projects must have the same project component and project type (i.e. PH-PSH, PH-RRH, Joint TH/PH-RRH, TH, SSO, SSO-CE, or HMIS).

Additionally, if two or more renewal projects in a consolidation request have the same earliest start dates, the renewal grant with the oldest and lowest Project Identification Number (PIN) should be identified as the surviving PIN to be entered into the e-snaps table.

For more information, [click here to review HUD's FY 2024 CoC Program FAQs](#)

**6. When talking about consolidation, they have to have the same start date, [what] do we do for the tail in budgeting when they have different start dates, and negotiate the start date later?**

- A. Renewal projects do not have to have the same start date. They have to be eligible for renewal and expire between December 31, 2024 and December 31, 2025. (See question 7 below for further details on consolidation.)

**7. Following up on Consolidation, do we fill out three renewal applications and then another asking to consolidate?**

- A. To request the consolidation of eligible renewal projects, project applicants must submit renewal projects for each project to be included in the consolidation. Each project application must identify the grant number that will survive. (See question 5 above.)

Project applications for the grants that are proposed to be part of the consolidation must be ranked with a unique rank number for each project. If all of those grants are selected for funding, HUD will conditionally award the single surviving grant based on its ranked position to include the amount of funding of all grants included in the consolidation. HUD will then remove all other project applicants included in the surviving grant. As a result, the project applications that are below it will move up one ranked position.

Be sure to complete the “*Renewal Grant Consolidation*” screen to request a consolidated renewal request. This screen is toward the beginning of the application screens and immediately follows the “*Recipient Performance*” screen. Question 1 will ask if the project application is requesting to be part of a renewal grant consolidation. If the applicant responds “Yes,” a series of questions regarding the consolidation will appear.

After completing the “*Renewal Grant Consolidation*” screen, identify the individual renewal grants to be included in a consolidation request by selecting the drop-down box that states “*terminating*.” Then, identify the grant that will be the consolidated grant as the “*surviving*” grant. When “*surviving*” is selected, the screen will ask for additional information for all the renewal grants that are being consolidated.

## **Administrative/Indirect Costs**

**8. How do you determine which applicants get 10% admin and which get a lower %?**

- A. All CoC projects are eligible for administrative costs up to 10%. The 10% funding for administrative costs is then split evenly between the subrecipient and MOHS. For

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example, for a project with a budget of \$400,000, administrative costs cannot exceed \$40,000. Of that \$40,000, \$20,000 would go toward subrecipient administrative costs, while the remaining \$20,000 would go toward MOHS administrative costs.

**9. 10% budget changes - Does that mean we are allowed to move funds around during the budgeting process as long as we stay within the GIW budget total?**

A. Correct. Additionally, projects cannot move any lines or make adjustments beyond the 10% threshold.

**10. How do you qualify for the 10% as we are all getting 7% now (admin percentage, yes, indirect cost rate is negotiated federally)**

A. All projects are eligible for administrative costs up to 10%. This administrative cost of 10% is then split evenly between the subrecipient and MOHS. (See question 8 above.)

**11. I am with Marian House. I am looking at our GIW and the admin amounts are not 10%. We do not use indirect cost %.**

A. Please reach out to us directly at [HSPapplications@baltimorecity.gov](mailto:HSPapplications@baltimorecity.gov) for project specific questions, and we will happily look into it with you.

**12. We're all getting half of 7%, so if you can look into that?**

A. Please reach out to us directly at [HSPapplications@baltimorecity.gov](mailto:HSPapplications@baltimorecity.gov) for project specific questions, and we will happily look into it with you.