

Before Starting the Project Listings for the CoC Priority Listing

The FY2015 CoC Consolidated Application requires 2 submissions. Both this Project Priority Listing AND the CoC Consolidated Application MUST be submitted.

The FY 2015 CoC Priority Listing contains the following forms:

1. Reallocation Forms
2. Project Listings
 - a. New Project Listing – will list the new project applications created through Reallocation and the Permanent Housing Bonus that have been approved and ranked or rejected by the CoC.
 - b. Renewal Project Listing – will list all of the eligible renewal project applications that have been approved and ranked or rejected by the CoC.
 - c. UFA Costs Project Listing – applicable and only visible for those 4 Collaborative Applicants that were designated as a Unified Funding Agency (UFA) during the FY 2015 CoC Program Registration process. Only 1 UFA Costs project application is permitted.
 - d. CoC Planning Project Listing – will list the CoC planning project application submitted by the Collaborative Applicant. Only 1 CoC Planning project per CoC is permitted.
3. Attachments:
 - a. Final HUD-approved GIW
 - b. HUD-2991 – Certification of Consistency with the Consolidated Plan

Things to Remember

- The Priority Listing ranks the projects in order of priority all new project applications created through Reallocation and the Permanent Housing Bonus as well as renewal project applications and identifies any project applications rejected by the CoC.
- Collaborative Applicants are strongly encouraged to list all project applications on the FY2015 CoC Ranking Tool located on the HUD Exchange to ensure a ranking number is used only once. The FY 2015 CoC Ranking Tool will assist the Collaborative Applicant during the ranking process among the four Project Listings.
- Any project applications rejected by the Collaborative Applicant must select the reason for rejection.
- Collaborative Applicants should notify all project applicants no later than 15 days before the application deadline regarding whether their project applications will be included as part of the CoC Priority Listing submission.
- If the Collaborative Applicant needs to amend a project for any reason after ranking has been completed, the ranking of other projects will not be affected; however, the Collaborative Applicant must be sure to rank the amended project once it is returned to the CoC Project Listing and verify that the rank number assigned has not been assigned to another project on a different Project Listing.

Only 1 CoC Planning project can be ranked on the CoC Planning Project Listing.

Only 1 UFA cost project can be ranked on the UFA Cost Project Listing.

Additional training resources are available online on the CoC Training page of the HUD Exchange at: <https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

1A. Continuum of Care (CoC) Identification

Instructions:

The fields on this screen are read only and reference the information entered during the CoC Registration process. Updates cannot be made at this time. If the information on this screen is not correct, contact the HUD Exchange Ask A Question (AAQ) at <https://www.hudexchange.info/ask-a-question/>.

Collaborative Applicant Name: YWCA of Quincy

2. Reallocation

Instructions:

For guidance on completing this form, please reference the FY 2015 CoC Priority Listing Detailed Instructions. Submit technical question to the e-snaps HUD Exchange Ask A Question (AAQ) at <https://www.hudexchange.info/get-assistance/>.

2-1 Is the CoC reallocating funds from one or more eligible renewal grant(s) that will expire in calendar year 2016 into one or more new projects? No

3. Reallocation - Grant(s) Eliminated

CoCs that intend to reallocate eligible renewal funds to create a new project application (as detailed in the FY 2015 CoC Program Competition NOFA) may do so by eliminating one or more expiring eligible renewal projects. CoCs that are eliminating projects entirely must identify those projects on this form.

| Amount Available for New Project: (Sum of All Eliminated Projects) | | | | |
|---|-------------------------|----------------|-----------------------|----------------------|
| Eliminated Project Name | Grant Number Eliminated | Component Type | Annual Renewal Amount | Type of Reallocation |
| This list contains no items | | | | |

4. Reallocation - Grant(s) Reduced

CoCs planning to use reallocation may do so by reducing one or more expiring eligible renewal projects. CoCs that are reducing projects must identify those projects on this form.

| Amount Available for New Project (Sum of All Reduced Projects) | | | | | |
|---|----------------------|-----------------------|-----------------|----------------------------------|-------------------|
| Reduced Project Name | Reduced Grant Number | Annual Renewal Amount | Amount Retained | Amount available for new project | Reallocation Type |
| This list contains no items | | | | | |

5. Reallocation - New Project(s)

Collaborative Applicants must identify the new project(s) the CoC plans to create and enter the requested information for each project.

Sum of All New Reallocated Project Requests
(Must be less than or equal to total amount(s) eliminated and/or reduced)

| Current Priority # | New Project Name | Component Type | Transferred Amount | Reallocation Type |
|-----------------------------|------------------|----------------|--------------------|-------------------|
| This list contains no items | | | | |

6. Reallocation: Balance Summary

Instructions

For guidance on completing this form, please reference the FY 2015 CoC Priority Listing Detailed Instructions. Submit technical question to the e-snaps HUD Exchange Ask A Question (AAQ) at <https://www.hudexchange.info/get-assistance/>

6-1 Below is the summary of the information entered on the reallocated forms. The last field "Remaining Reallocation Balance" should equal '0'. If there is a positive balance remaining, this means that more funds are being eliminated or reduced than the new project(s) requested. If there is a negative balance remaining, this means that more funds are being requested for the new reallocated project(s) than have been reduced or eliminated from other eligible renewal projects.

Reallocation Chart: Reallocation Balance Summary

| | |
|---|-----|
| Reallocated funds available for new project(s): | \$0 |
| Amount requested for new project(s): | |
| Remaining Reallocation Balance: | \$0 |

Continuum of Care (CoC) New Project Listing

Instructions:

Prior to starting the New Project Listing, Collaborative Applicants should carefully review the "FY 2015 CoC Priority Listing Detailed Instructions" and the "CoC Priority Listing Instructional Guide," both of which are available at: <https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources/>.

To upload all new project applications that were created through Reallocation or the Permanent Housing Bonus that have been submitted to this CoC Project Listing, click on the "Update List" button. This process may take a few minutes based upon the number of new projects created through reallocation that need to be located in the e-snaps system. The Collaborative Applicant may update each of the Project Listings simultaneously. The Collaborative Applicant can wait for the Project Listings to be updated or can log out of e-snaps and come back later to view the updated list(s). To review a project on the New Project Listing, click on the magnifying glass next to each project to view project details. To view the actual project application, click on the orange folder. If there are errors identified by the Collaborative Applicant, the project can be amended back to the project applicant to make the necessary changes by clicking on the amend icon.

| Project Name | Date Submitted | Grant Term | Applicant Name | Budget Amount | Rank | Comp Type |
|--------------|----------------------|------------|----------------|---------------|------|-----------|
| Avenues Home | 2015-10-19 19:21:... | 2 Years | Genesis Garden | \$93,830 | X | PH |

Continuum of Care (CoC) Renewal Project Listing

Instructions:

Prior to starting the Renewal Project Listing, Collaborative Applicants should carefully review the "CoC Priority Listing Detailed Instructions" and the "CoC Priority Listing Instructional Guide," both of which are available at: <https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources/>

To upload all renewal project applications that have been submitted to this Renewal Project Listing, click on the "Update List" button. This process may take a few minutes based upon the number of renewal projects that need to be located in the e-snaps system. The Collaborative Applicant may update each of the Project Listings simultaneously. The Collaborative Applicant can wait for the Project Listings to be updated or can log out of e-snaps and come back later to view the updated list(s). To review a project on the Renewal Project Listing, click on the magnifying glass next to each project to view project details. To view the actual project application, click on the orange folder. If there are errors identified by the Collaborative Applicant, the project can be amended back to the project applicant to make the necessary changes by clicking on the amend icon.

The Collaborative Applicant certifies that there is a demonstrated need for all renewal permanent supportive housing and rapid re-housing projects listed on the Renewal Project Listing.

The Collaborative Applicant does not have any renewal permanent supportive housing or rapid re-housing renewal projects.

| Project Name | Date Submitted | Grant Term | Applicant Name | Budget Amount | Rank | Comp Type |
|----------------------|----------------------|------------|----------------------|---------------|------|-----------|
| Permanent Support... | 2015-10-12 12:15:... | 1 Year | YWCA of Quincy | \$27,047 | W5 | PH |
| Permanent Support... | 2015-10-11 17:32:... | 1 Year | YWCA of Quincy | \$142,247 | W2 | PH |
| MCS-2 Permanent S... | 2015-10-19 17:27:... | 1 Year | County of Morgan ... | \$72,140 | W3 | PH |
| MCS Permanent Sup... | 2015-10-19 17:28:... | 1 Year | County of Morgan ... | \$20,994 | W6 | PH |
| Permanent Support... | 2015-11-11 14:17:... | 1 Year | YWCA of Quincy | \$340,327 | W1 | PH |
| Permanent Support... | 2015-11-12 10:33:... | 1 Year | YWCA of Quincy | \$29,012 | W4 | PH |

Continuum of Care (CoC) Planning Project Listing

Instructions:

Prior to starting the CoC Planning Project Listing, Collaborative Applicants should carefully review the "CoC Priority Listing Detailed Instructions" and the "CoC Priority Listing Instructional Guide," both of which are available at: <https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources>

To upload the CoC planning project application that has been submitted to this CoC Planning Project Listing, click on the "Update List" button. This process may take a few minutes as the project will need to be located in the e-snaps system. The Collaborative Applicant may update each of the Project Listings simultaneously. The Collaborative Applicant can wait for the Project Listings to be updated or can log out of e-snaps and come back later to view the updated list(s). To review the CoC Planning Project Listing, click on the magnifying glass next to view the project details. To view the actual project application, click on the orange folder. If there are errors identified by the Collaborative Applicant, the project can be amended back to the project applicant to make the necessary changes by clicking on the amend icon.

Only one CoC Planning project application can be submitted by a Collaborative Applicant and must match the Collaborative Applicant information on the CoC Applicant Profile. Any additional CoC Planning project applications must be rejected.

| Project Name | Date Submitted | Grant Term | Applicant Name | Budget Amount | Comp Type |
|----------------------|----------------------|------------|----------------|---------------|----------------------|
| IL519CoC Planning... | 2015-11-11 14:16:... | 1 Year | YWCA of Quincy | \$18,953 | CoC Planning Proj... |

Funding Summary

Instructions

For additional information, carefully review the "CoC Priority Listing Detailed Instructions" and the "CoC Priority Listing Instructional Guide," both of which are available at:
<https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources>

This page contains the total budget summaries for each of the project listings for which the Collaborative Applicant approved and ranked or rejected project applications. The Collaborative Applicant must review this page to ensure the totals for each of the categories is accurate. The "Total CoC Request" indicates the total funding request amount the Collaborative Applicant will submit to HUD for funding consideration. As stated previously, only 1 UFA Cost project application (for UFA designated Collaborative Applicants only) and only 1 CoC Planning project application can be submitted and only the Collaborative Applicant designated by the CoC is eligible to request these funds.

| Title | Total Amount |
|--------------------------|------------------|
| Renewal Amount | \$631,767 |
| New Amount | \$0 |
| CoC Planning Amount | \$18,953 |
| UFA Costs | |
| Rejected Amount | \$93,830 |
| TOTAL CoC REQUEST | \$650,720 |

Attachment Details

Document Description:

Attachment Details

Document Description: IL529 GIW

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Submission Summary

| Page | Last Updated |
|---|-------------------|
| Before Starting | No Input Required |
| 1A. Identification | 10/12/2015 |
| 2. Reallocation | 10/12/2015 |
| 3. Grant(s) Eliminated | No Input Required |
| 4. Grant(s) Reduced | No Input Required |
| 5. New Project(s) | No Input Required |
| 6. Balance Summary | No Input Required |
| 7A. CoC New Project Listing | 11/08/2015 |
| 7B. CoC Renewal Project Listing | 11/12/2015 |
| 7D. CoC Planning Project Listing | 11/11/2015 |
| Attachments | Please Complete |
| Submission Summary | No Input Required |

Before Starting the Project Application

To ensure that the Project Application is completed accurately, ALL project applicants should review the following information BEFORE beginning the application.

Things to Remember:

- Only Collaborative Applicants may apply for CoC Planning funds using this application, and only one CoC Planning application may be submitted during the FY 2015 CoC Program grant competition.
- Additional training resources can be found on the HUD Exchange at <https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources/>
- Program policy questions and problems related to completing the application in e-snaps may be directed to HUD the HUD Exchange Ask A Question
- Project applicants are required to have a Data Universal Numbering System (DUNS) number and an active registration in the Central Contractor Registration (CCR)/System for Award management (SAM) in order to apply for funding under the Continuum of Care (CoC) Program Competition. For more information see the FY 2015 Funding Notice and the FY 2015 CoC Program NOFA.
- To ensure that applications are considered for funding, applicants should read all sections of the FY 2015 Funding Notice, the FY 2015 CoC Program NOFA, including the General Section Technical Correction, and all requirements and criteria met.
- Detailed instructions can be found on the left menu within e-snaps. They contain more comprehensive instructions and so should be used in tandem with the instructions found on each individual screen
- Before completing the project application, all project applicants must complete or update (as applicable) the Project Applicant Profile in e-snaps.
- HUD reserves the right to reduce or reject any new or renewal project that fails to adhere to 24 CFR Part 578 and application requirements set forth in both the FY 2015 Funding Notice and the FY 2015 CoC Program NOFA.

1A. Application Type

Instructions:

Type of Submission: This field is pre-populated and cannot be changed.

Type of Application: This field is pre-populated and cannot be changed.

Date Received: This field is pre-populated with the date on which the application is submitted and cannot be edited.

Applicant Identifier: Field intentionally left blank, cannot edit.

Federal Entity Identifier: Field intentionally left blank, cannot edit.

Federal Award Identifier: Field intentionally left blank, cannot edit.

Date Received by State: Field intentionally left blank, cannot edit.

State Application Identifier: Field intentionally left blank, cannot edit.

Additional Resources can be found at the HUD Exchange:
<https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources/>

1. Type of Submission:

2. Type of Application: CoC Planning Project Application

If Revision, select appropriate letter(s):

If "Other", specify:

3. Date Received: 11/11/2015

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier

6. Date Received by State:

7. State Application Identifier:

1B. Legal Applicant

Instructions:

The information on this screen is pre-populated from the Project Applicant Profile. If there are any discrepancies, or errors, click on "View Applicant Profile" from the left-menu bar, place the Project Applicant Profile in "edit" mode to correct the information.

When the update/correction has been completed, place the Project Applicant Profile in "complete" mode before clicking on "Back to FY 2015 CoC Planning Project Application" from the left-menu bar. For further instructions on updating the Project Applicant Profile, review the "Project Applicant Profile" training document on the HUD Exchange.

8. Applicant

a. Legal Name: YWCA of Quincy of Ill

b. Employer/Taxpayer Identification Number (EIN/TIN): 37-0673569

| | | | | |
|--|--------------------------------|-----------|---------------|--|
| | c. Organizational DUNS: | 013777318 | PL US 4 | |
|--|--------------------------------|-----------|---------------|--|

d. Address

Street 1: 639 York St.

Street 2: Ste. 202

City: Quincy

County: Adams

State: Illinois

Country: United States

Zip / Postal Code: 62301

e. Organizational Unit (optional)

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application

Prefix: Mrs.
First Name: Mary
Middle Name:
Last Name: Muehlenfeld
Suffix:
Title: Executive Director
Organizational Affiliation: YWCA of Quincy of Ill
Telephone Number: (217) 221-9922
Extension: 192
Fax Number: (217) 221-9926
Email: marymuehlenfeld@ywcaquincy.org

1C. Application Details

Instructions:

The information on this screen is pre-populated from the Project Applicant Profile. If there are any discrepancies, or errors, click on "View Applicant Profile" from the left-menu bar, place the Project Applicant Profile in "edit" mode to correct the information.

When the update/correction has been completed, place the Project Applicant Profile in "complete" mode before clicking on "Back to FY 2015 CoC Planning Project Application" from the left-menu bar.

For further instructions on updating the Project Applicant Profile, review the "Project Applicant Profile" training document on the HUD Exchange.

9. Type of Applicant: M. Nonprofit with 501(c)(3) IRS Status (Other than Institution of Higher Education)

If "Other" please specify:

10. Name of Federal Agency: Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Title: CoC Program

CFDA Number: 14.267

12. Funding Opportunity Number: FR-5900-N-25

Title: Continuum of Care Homeless Assistance Competition

13. Competition Identification Number:

Title:

1D. Congressional District(s)

Instructions:

Areas Affected By Project: This field is required. Select the State(s) in which the proposed project will operate and serve the homeless.

Descriptive Title of Applicant's Project: This field is populated with the name entered on the Project Form when the project application was initiated. To change the project name, click return to the Submission List and click on "Projects" on the left hand menu. Click on the magnifying glass next to the project name to edit.

Congressional District(s):

a. **Applicant:** This field is pre-populated from the Project Applicant Profile. Project applicants cannot modify the pre-populated data on this screen. However, project applicants may modify the Project Applicant Profile in e-snaps to correct an error.

b. **Project:** This field is required. Select the congressional district(s) in which the project operates. For new projects, select the district(s) in which the project is expected to operate.

Proposed Project Start and End Dates: In this required field, , indicate the estimated operating start and end date of the project.

Estimated Funding: Fields intentionally left blank, cannot edit.

Additional Resources can be found at the HUD Resource Exchange:
<https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources/>

14. Area(s) affected by the project (state(s) only): Illinois
(for multiple selections hold CTRL+Key)

15. Descriptive Title of Applicant's Project: IL519CoC Planning Application FY2015

16. Congressional District(s):

a. **Applicant:** IL-017

b. **Project:** IL-017, IL-018
(for multiple selections hold CTRL+Key)

17. Proposed Project

a. **Start Date:** 11/01/2016

b. **End Date:** 10/31/2017

18. Estimated Funding (\$)

- a. Federal:**
- b. Applicant:**
- c. State:**
- d. Local:**
- e. Other:**
- f. Program Income:**
- g. Total:**

1E. Compliance

Instructions:

Is Application Subject to Review by State Executive Order 12372 Process: In this required field, select the appropriate dropdown option that applies to the Applicant applying for homeless assistance funding. Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the State intergovernmental review process.

Click the following link to access the lists of those States that have chosen to participate in the intergovernmental review process: http://www.whitehouse.gov/omb/grants_spoc

If the applicant is located in a state or U.S. territory that is required review by State Executive Order 12372, enter the date this application was made available to the State or U.S. territory for review.

Is the Applicant Delinquent on any Federal Debt: In this required field, select the appropriate dropdown option that applies to the project applicant. This question applies to the project applicant's organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans, and taxes.

If "Yes" is selected an explanation is required in the space provided on this screen.

Additional Resources can be found at the HUD Exchange:
<https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources/>

19. Is the Application Subject to Review By State Executive Order 12372 Process? b. Program is subject to E.O. 12372 but has not been selected by the State for review.

If "YES", enter the date this application was made available to the State for review:

20. Is the Applicant delinquent on any Federal debt? No

If "YES," provide an explanation:

1F. Declaration

Instructions:

The authorized person for the project applicant organization must agree to the declaration statement in order to proceed to the project application. The list of certifications and assurances are contained in the FY 2013 – FY 2014 CoC Program NOFA (Section VI.A.1.b), FY 2014 Funding Notice and e-snaps Project Applicant Profile.

Authorized Representative: The authorized representative's information is pre-populated on this screen from the Project Applicant Profile. A copy of the governing body's authorization for this person to sign the project application as the official representative must be on file in the applicant's office.

Additional Resources can be found at the HUD Exchange:
<https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources/>

All screens, 1A – 1F must be completed in full before the project applicant will have access to the Project Application in e-snaps.

By signing and submitting this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete, and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

I AGREE:

21. Authorized Representative

Prefix: Mrs.

First Name: Mary

Middle Name: Justine

Last Name: Muehlenfeld

Suffix:

Title: Executive Director

Telephone Number: (217) 221-9922
(Format: 123-456-7890)

Fax Number: (217) 221-9926
(Format: 123-456-7890)

Email: marymuehlenfeld@ywcaquincy.org

Signature of Authorized Representative: Considered signed upon submission in e-snaps.

Date Signed: 11/11/2015

2A. Project Detail

Instructions:

CoC Number and Name: Select the number and name of the CoC that the project applicant – also the collaborative applicant – represents. This is the CoC that will submit the CoC Consolidated Application to HUD by the designated submission deadline.

CoC Applicant Name: Select the name of the CoC Applicant, also known as the Collaborative Applicant, from the dropdown. The selection should be the same as the project applicant for the CoC Planning grant. In most cases, there will only be one name from which to choose. Make sure to select the correct applicant name.

Project Name: This is pre-populated from the "Project" form and cannot be edited.

Component Type: This field is pre-populated with the value "CoC Planning Project Application" and cannot be edited.

Additional Resources can be found at the HUD Resource Exchange:
<https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources/>

1a. CoC Number and Name: IL-519 - West Central Illinois CoC

1b. Collaborative Applicant Name: YWCA of Quincy

2. Project Name: IL519CoC Planning Application FY2015

3. Component Type: CoC Planning Project Application

2B. Project Description

Instructions:

1. Provide a description that addresses the entire scope of the proposed project and how the Collaborative Applicant will use grant funds to comply with the provisions of 24 CFR 578.7: This is a required field. The project description must clearly describe the proposed planning activities that will be carried out by the CoC with these grant funds and how the CoC will ensure compliance with the provisions of 24 CFR 578.7 as well as the associated planning activities at 24 CFR 578.39.

2. Describe the estimated schedule for the proposed activities, the management plan, and the method for assuring effective and timely completion of all work: This is a required field. The description must clearly demonstrate the estimated schedule of implementing the proposed activities, the management plan in place to ensure timely start of the project if awarded, and a description of how the Collaborative Applicant will complete the proposed activities.

3. How will the requested funds improve the CoC's ability to evaluate the outcome of CoC and ESG projects: This is a required field. The narrative should include the Collaborative Applicant's increased capacity for evaluation, and how that capacity will allow for the evaluation of both CoC and ESG projects.

4. How will the planning activities continue beyond the expiration of HUD financial assistance: This is a required field. The narrative should provide a brief description of how the planning activities paid for by the grant funds might continue beyond the grant term listed in this application and without HUD funds.

Additional Resources can be found at the HUD Resource Exchange:
<https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources/>

1. Provide a description that addresses the entire scope of the proposed project and how the Collaborative Applicant will use grant funds to comply with the provisions of 24 CFR 578.7.

The Collaborative Applicant is requesting renewal funds to ensure a transparent, streamline, and coherent process for all planning activities with our CoC. This will be accomplished by working with the Collaborative Applicant, Governing Council, it workgroups, and a Support Entity for technical assistance, to create, update, and revise policies and procedures that align with 24 CFR 587.7. The Illinois Institute for Rural Affairs has been identified as the CoC's Support Entity. The proposed planning activities will be used to monitor the CoC's plan for coordinated housing and service systems; conduct a point-in-time count, conducting an annual gaps analysis of homeless needs/services; to work with ESG recipients and Consolidated Plan jurisdictions; allocate ESG program funds; evaluate the performance of ESG program recipients; review and rank CoC recipients; and evaluate the performance of CoC projects.

Activities related to operating the CoC will be monitoring/evaluating our coordinated assessment system that began in 2015; monitor established performance targets and take necessary action against poor performers; and review/revise standards for providing assistance to reflect current needs of our homeless populations.

2. Describe the estimated schedule for the proposed activities, the management plan, and the method for assuring effective and timely completion of all work.

Development of CoC performance measures will be the main focus of these funds. Activities that fall under CoC performance are development of measures for: 1) the length of time people remain homeless; 2) the extent to which people return to homelessness; 3) the total number of homeless people in our community; 4) income growth for homeless people in permanent housing; 5) the number of people who become homeless for the first time; 6) the possible need to serve people who are Category 3 of the homeless definition; and 7) successful housing placements from homeless projects. Working with our HMIS administrator and HMIS system provider will be ongoing work throughout this grant period to develop a system for measuring our CoC performance in these areas.

Coordinated Assessment began in one of three regions in 2015. The remaining two regions will implement CA in 2016. Review and evaluation of the CA process will occur monthly. Management of the waitlist for permanent housing will be ongoing.

Monitoring and evaluation of ESG and CoC projects will be conducted annually at 8 locations spread over an 11-county region. On-site as well as HMIS monitoring will be conducted.

Point-in-Time and Gaps Needs analysis will be conducted annually.

The ESG allocations process and the CoC application ranking both occur annually.

Work on the Consolidated Plan with IDHA will occur at least annually.

Development and review of written policies and procedures in regard to coordinated assessment; governance charter and the plan for coordination of housing and services will be ongoing throughout the year.

HMIS Lead will review data quality analysis on a quarterly basis and make adjustments if needed during the program year.

The Support Entity and the Collaborative Applicant under the governance of our CoC Council will oversee this project. Collaborative Applicant is responsible for making sure that all activities for the planning and operating of the CoC responsibilities are carried out in a timely fashion in accordance with CoC written policies and procedures. The Support Entity has been active in the CoC for the past 18 years. The Collaborative Applicant has been active in the CoC for 17 years. Both regularly attend HUD's Peer to Peer trainings, webinars and work closely with HUD Regional Field Office reps to stay up-to-date on compliance issues and strategic planning initiatives.

3. How will the requested funds improve the CoC's ability to evaluate the outcome of CoC and ESG projects?

None of the planning or operating responsibilities of the CoC would be carried out if not for this funding. Many of the recipients' grant funds do not provide the resources to manage the CoC. Administration funds provided in the ESG and CoC are needed for administration of projects. The recipients are non-profits struggling with budget cuts from the state of Illinois and operating on shoe-string budgets. Any work on the CoC would be strictly volunteer and left to be conducted without much-needed technical assistance and guidance. The CoC council is a group of volunteers and only one member receives ESG funding. The council delegates most of the work to workgroups comprised of ESG and CoC recipients. The technical assistance of the Support Entity and guidance of the Collaborative Applicant are necessary to make sure the mandated processes are implemented, reviewed and evaluated by objective third parties.

It is unknown what changes might be necessary in our HMIS system to accommodate the seven performance measures for our CoC system or the costs of those changes. It is also unknown what issues might be encountered with our coordinated assessment tool and the process. Any potential issues might also require changes to our HMIS system.

4. How will the planning activities continue beyond the expiration of HUD financial assistance?

The planning, development and implementation have been and continue to be time-consuming. It is our vision that once everything in the HEARTH Act has been planned, developed and implemented that the planning and operation of the CoC will become less labor and cost intensive. Our CoC has accomplished many of the planning and operating objectives set forth in the HEARTH Act but there is much work to be done in the 2014 and 2015 CoC Planning grants. Now that we have a functioning board with a governance charter for guidance and the establishment of work groups to carry out the activities, our CoC is on track to accomplish all the objectives set forth in the HEARTH Act. It is difficult to predict if we will accomplish every objective of the HEARTH Act by the end of our 2015 CoC Planning grant year but that is the goal of the CoC.

3A. Governance and Operations

Instructions

Screen 3A requires project applicants to detail important aspects of their CoC's governance structure and operations.

How often does the CoC conduct meetings of the full CoC membership? In this required field, select the appropriate dropdown option from the menu to indicate how often the CoC conducts meetings with the full CoC membership invited and largely accounted for.

Does the CoC include membership of a homeless or formerly homeless person? This is a required field. Select "Yes" or "No" to indicate whether or not the CoC membership includes at least one homeless or formerly homeless individual.

For members who are homeless or formerly homeless, what role do they play in the CoC membership? (Select all that apply): Select an option from the dropdown menu to indicate the roles that homeless or formerly homeless members play in the CoC.

Does the CoC's governance charter incorporate written policies and procedures for each of the following: Select "Yes" for each of the following if it is included in the CoC's governance charter. Select "No" for each of the following if is NOT included in the CoC's governance charter.

- a. Written agendas of CoC meetings?
- b. Coordinated Entry? (Also known as centralized or coordinated assessment)
*Please explain why written policies and procedures for Coordinated Entry have not been incorporated into the CoC's governance charter? This question will appear if no is selected for question "b" above.
- c. Process for monitoring outcomes of ESG recipients?
- d. CoC policies and procedures?
- e. Written process for board selection?
- f. Code of Conduct for board members that includes a recusal process?
- g. Written standards for administering assistance?

Were there any written complaints received by the CoC in relation to project review, project selection, or other items related to 24 CFR 578.7 or 578.9 within the past 12 months? Select "Yes" if there were any written complaints, from any source, received by the CoC in relation to project review, project selection, or other items related to 24 CFR 578.7 or 578.9 within the past 12 months.

If yes, briefly describe the complaint(s), how it was resolved, and the date(s) in which it was resolved. This question will appear if "Yes" is selected for question 4 above. Remember to include how the complaint(s) was resolved and the date of resolution.

1. How often does the CoC conduct meetings of the full CoC membership? Bi-Monthly

2. Does the CoC include membership of a homeless or formerly homeless person? Yes

2a. For members who are homeless or formerly homeless, what role do they play in the CoC membership? (Select all that apply)

| | |
|--------------------------------------|-------------------------------------|
| Participates in CoC meetings: | <input checked="" type="checkbox"/> |
| Votes, including electing Coc Board: | <input checked="" type="checkbox"/> |
| Sits on CoC Board: | <input checked="" type="checkbox"/> |
| None: | <input type="checkbox"/> |

3. Does the CoC's governance charter incorporate written policies and procedures for each of the following

- a. Written agendas of CoC meetings? Yes
 - b. Coordinated Entry? (Also known as centralized or coordinated assessment) Yes
 - c. Process for monitoring outcomes of ESG recipients? Yes
 - d. CoC policies and procedures? Yes
 - e. Written process for board selection? Yes
 - f. Code of Conduct for board members that includes a recusal process? Yes
 - g. Written standards for administering assistance? Yes
- 4. Were there any written complaints received by the CoC in relation to project review, project selection, or other items related to 24 CFR 578.7 or 578.9 within the past 12 months?** No

3B. Committees

Instructions

Screen 3B provides an opportunity for project applicants to list the CoC committees that meet regularly regarding CoC-wide planning and policy. Please list no more than five committees and choose those that have the broadest impact and/or that meet most frequently.

Committees: In the following table, provide information for up to five of the most active CoC-wide planning committees, subcommittees and/or workgroups, including a brief description of the role and the frequency of the meetings. Only include committees, subcommittees, and/or workgroups that are directly involved in CoC-wide planning and not the regular delivery of services.

Provide information for up to five of the most active CoC-wide planning committees, subcommittees and/or workgroups, including a brief description of the role and the frequency of the meetings. Only include committees, subcommittees and/or workgroups, that are directly involved in CoC-wide planning and NOT groups related only to planning for smaller local, regional, or the regular delivery of services.

| Committee Name | Role of the Committee (max 750 characters) | Meeting Frequency | Name of Individuals and/or Organizations Represented |
|-------------------------|--|-------------------|---|
| Coordinated Assessment | To establish written policy and procedures for CA in CoC | Monthly | Crisis Center Foundation (DV); Morgan County Services; YWCA of Quincy; Madonna House, Quanaada (DV), Salvation Army, Western Illinois Regional Council (DV), Illinois Institute for Rural Affairs, a formerly homeless person |
| CoC Competition | To review and rank CoC Applications for recommendation to Research and Evaluation | Annually | Quincy Housing Authority, City of Quincy Planning and Development, Western Illinois Regional Council, Crisis Center Foundation |
| CoC Governance | To review and recommend revisions of governance charter | Semi-Annually | CoC Collaborative Applicant; YWCA, formerly homeless person, Western Illinois Institute for Rural Affairs |
| Research and Evaluation | To approve ranking of CoC applications; to select recipients and recommend funding for ESG and FEMA Emergency Food and Shelter grants; and to review monitoring all projects | Quarterly | Salvation Army, American Red Cross, Ministerial Alliance, ROE, United Way, Center for Independent Living, General Assistance, YWCA of Quincy, a formerly homeless person, western Illinois Institute for Rural Affairs |
| Strategic Planning | To develop, review, revise CoC plan to end homelessness | Quarterly | United Way, ROE, PHA, formerly homeless person, area hospital, Mental Health, domestic violence shelter, YWCA, Western Illinois Institute for Rural Affairs |

4A. Sources of Match/Leverage

Instructions:

Match and Leverage are two distinct categories of funds from other sources that will be used in conjunction with this project, if awarded. Match (cash or in-kind) must be used for eligible program costs only and must be equal to or greater than 25% of the total grant request for all eligible costs under the CoC Program interim rule with the exception of leasing costs. Leverage funds can be used for any program related costs and there is no minimum requirement. Please review 24 CFR Part 578, the FY 2015 Funding Notice, and the FY 2015 CoC Program NOFA for more detailed information concerning Match and Leverage.

Will this commitment be used towards Match or Leverage? Select Match or Leverage to categorize each commitment being entered.

Type of Commitment: Select Cash (\$) or In-kind (non-cash) to denote the type of contribution that describes this match or leveraging commitment.

Type of source: Select Private or Government to denote the source of the contribution. The Neighborhood Stabilization Program (NSP) and HUD-VASH (VA Supportive Housing program) funds may be considered Government sources. Project applicants are encouraged to include funds from these sources, whenever possible.

Name the Source of the Commitment: (Be as specific as possible and include the office or grant program as applicable) Enter the name of the entity providing the contribution. It is important to provide as much detail as possible so that the local HUD office can quickly identify and approve of the commitment source.

Date of written commitment: Enter the date of the written contribution.

Value of written commitment: Enter the total dollar value of the contribution.

The values entered on each detailed Match/Leverage screen will populate the Screen "3B. Funding Request." The Cash, In-Kind, and Total Match will also automatically populate the Summary budget where the 25% match minimum will be calculated and applied.

Additional Resources can be found at the HUD Exchange:
<https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources/>

The following list summarizes the funds that will be used as Match or Leverage for the project. To add a Matching/Leverage source to the list, select the icon. To view or update a Matching/Leverage source already listed, select the icon.

Summary for Match

| | |
|--|---------|
| Total Value of Cash Commitments: | \$4,768 |
| Total Value of In-Kind Commitments: | \$0 |
| Total Value of All Commitments: | \$4,768 |

Summary for Leverage

| Total Value of Cash Commitments: | | | | | \$0 |
|--|-------------|---------------|--------------------|-------------------------------|---------------------------------|
| Total Value of In-Kind Commitments: | | | | | \$11,000 |
| Total Value of All Commitments: | | | | | \$11,000 |
| Match/ Leverage | Type | Source | Contributor | Date of Commitment | Value of Commitments |
| Match | Cash | Private | YWCA of Quincy | 10/30/2015 | \$4,768 |
| Leverage | In-Kind | Private | YWCA of Quincy | 10/19/2015 | \$11,000 |

Sources of Match Details

- 1. Will this commitment be used towards match or leverage?** Match
- 2. Type of commitment:** Cash
- 3. Type of source:** Private
- 4. Name the source of the commitment: (Be as specific as possible and include the office or grant program as applicable)** YWCA of Quincy
- 5. Date of Written Commitment:** 10/30/2015
- 6. Value of Written Commitment:** \$4,768

Sources of Match Details

- 1. Will this commitment be used towards match or leverage?** Leverage
- 2. Type of commitment:** In-Kind
- 3. Type of source:** Private
- 4. Name the source of the commitment: (Be as specific as possible and include the office or grant program as applicable)** YWCA of Quincy
- 5. Date of Written Commitment:** 10/19/2015
- 6. Value of Written Commitment:** \$11,000

4B. Funding Request

Instructions:

Is it feasible for the project to be under grant agreement by September 30, 2016: Select "Yes" or "No" to indicate whether the grant agreement will be executed and the project will begin operating by September 30, 2016. The FY 2015 HUD Appropriations Act requires HUD to obligate FY 2015 CoC Program funds by this date. A selection of "No" may result in the rejection of a project application during the HUD assessment. Further, if a CoC Planning award is not obligated with the grant execution by September 30, 2016, the conditional award will be terminated and the funds recaptured.

Select a grant term: This field is populated with the value "1 Year" and cannot be edited.

Eligible Costs: For items 1 through 8, enter a "Quantity AND Description" and amount of assistance for each activity for which funds are being requested. "Quantity AND Description" details should be thorough, and failure to enter adequate "Quantity AND Detail" may result in conditions being placed on an award and a delay of grant funding. Once a "Quantity AND Detail" and an amount have been entered into one or more of the items, click "Save" and e-snaps will total the assistance requested and determine the total Match amount required.

Total Costs Requested: This field is automatically calculated based total amount requested for each eligible cost.

Cash Match: This field is automatically populated. If it needs to be changed, return to Screen "4A. Sources of Match/Leverage" to make changes to this field.

In-Kind Match: This field is automatically populated. If it needs to be changed, return to Screen "4A. Sources of Match/Leverage" to make changes to this field.

Total Match: This field will automatically calculate the total combined value of the Cash and In-Kind Match. The total match must equal 25% of the request listed in the field "Total Eligible Costs Request" minus the amount requested for Leased Units and Leased Structures. There is no upper limit for Match. If an ineligible amount is entered, the system will report an error and prevent application submission. To correct an inadequate level of match, return to Screen "4A. Sources of Match/Leverage" to make changes.

Cash and In-Kind Match entered into the budget must qualify as eligible program expenses under the CoC program regulations. Compliance with eligibility requirements will be verified at grant agreement.

The Total Budget automatically calculates when you click the "Save" button.

Additional Resources can be found at the HUD Resource Exchange:
<https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources/>

1. Will it be feasible for the project to be under grant agreement by September 30, 2017? Yes

2. Select a grant term: 1 Year

A quantity AND description must be entered for each requested cost. Any cost without a quantity and a description will be removed from the budget.

| Eligible Costs: | Quantity AND Description (max 400 characters) | Annual Assistance Requested (Applicant) |
|---|--|---|
| 1. Coordination Activities | Collaborative Applicant, HMIS lead and Support Entity will work with CoC on continued review and possible adjustments to the coordinated assessment process. Any possible changes to HMIS to accommodate coordinated assessment will be made. | \$2,000 |
| 2. Project Evaluation | Collaborative Applicant, HMIS lead and Support Entity will evaluate ESG and CoC project performance based on measures determined by each project application. | \$2,000 |
| 3. Project Monitoring Activities | Collaborative Applicant, MHIS lead and Support Entity will monitor HMIS data quality, timeliness of project execution, ability to serve clients, and outcomes measures based on HUD's universal outcomes and those identified in each application. | \$2,500 |
| 4. Participation in the Consolidated Plan | Collaborative Applicant and Support Entity will work with jurisdictions on Con Plan | \$1,000 |
| 5. CoC Application Activities | Collaborative Applicant and Support Entity will work with CoC on applicant process | \$2,500 |
| 6. Determining Geographical Area to Be Served by the CoC | | |
| 7. Developing a CoC System | Collaborative Applicant, Support Entity, HMIS lead and HMIS provider will work to develop 7 performance measures outlined in project description. Necessary changes to HMIS to accommodate measures | \$8,453 |
| 8. HUD Compliance Activities | Collaborative Applicant and Support Entity will ensure CoC is updated on new compliance requirements | \$500 |
| Total Costs Requested | | \$18,953 |
| Cash Match | | \$4,768 |
| In-Kind Match | | \$0 |
| Total Match | | \$4,768 |
| Total Budget | | \$23,721 |

Click the 'Save' button to automatically calculate the Total Assistance

5A. Attachment(s)

Instructions:

Other Attachment(s): Attach any additional information supporting the project funding request.
Use a zip file to attach multiple documents.

| Document Type | Required? | Document Description | Date Attached |
|------------------------|-----------|----------------------|---------------|
| 1. Other Attachment(s) | No | | |
| 2. Other Attachment(s) | No | | |

Attachment Details

Document Description:

Attachment Details

Document Description:

5B. Certification

A. For all projects:

Fair Housing and Equal Opportunity

It will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000(d)) and regulations pursuant thereto (Title 24 CFR part I), which state that no person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance, and will immediately take any measures necessary to effectuate this agreement. With reference to the real property and structure(s) thereon which are provided or improved with the aid of Federal financial assistance extended to the applicant, this assurance shall obligate the applicant, or in the case of any transfer, transferee, for the period during which the real property and structure(s) are used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.

It will comply with the Fair Housing Act (42 U.S.C. 3601-19), as amended, and with implementing regulations at 24 CFR part 100, which prohibit discrimination in housing on the basis of race, color, religion, sex, disability, familial status or national origin.

It will comply with Executive Order 11063 on Equal Opportunity in Housing and with implementing regulations at 24 CFR Part 107 which prohibit discrimination because of race, color, creed, sex or national origin in housing and related facilities provided with Federal financial assistance.

It will comply with Executive Order 11246 and all regulations pursuant thereto (41 CFR Chapter 60-1), which state that no person shall be discriminated against on the basis of race, color, religion, sex or national origin in all phases of employment during the performance of Federal contracts and shall take affirmative action to ensure equal employment opportunity. The applicant will incorporate, or cause to be incorporated, into any contract for construction work as defined in Section 130.5 of HUD regulations the equal opportunity clause required by Section 130.15(b) of the HUD regulations.

It will comply with Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701(u)), and regulations pursuant thereto (24 CFR Part 135), which require that to the greatest extent feasible opportunities for training and employment be given to lower-income residents of the project and contracts for work in connection with the project be awarded in substantial part to persons residing in the area of the project.

It will comply with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended, and with implementing regulations at 24 CFR Part 8, which prohibit discrimination based on disability in Federally-assisted and conducted programs and activities.

It will comply with the Age Discrimination Act of 1975 (42 U.S.C. 6101-07), as amended, and implementing regulations at 24 CFR Part 146, which prohibit discrimination because of age in projects and activities receiving Federal financial assistance.

It will comply with Executive Orders 11625, 12432, and 12138, which state that program participants shall take affirmative action to encourage participation by businesses owned and operated by members of minority groups and women.

If persons of any particular race, color, religion, sex, age, national origin, familial status, or disability who may qualify for assistance are unlikely to be reached, it will establish additional procedures to ensure that interested persons can obtain information concerning the assistance.

It will comply with the reasonable modification and accommodation requirements and, as appropriate, the accessibility requirements of the Fair Housing Act and section 504 of the Rehabilitation Act of 1973, as amended.

Additional for Rental Assistance Projects:

If applicant has established a preference for targeted populations of disabled persons pursuant to 24 CFR 582.330(a), it will comply with this section's nondiscrimination requirements within the designated population.

B. For non-Rental Assistance Projects Only.

20-Year Operation Rule.

For applicants receiving assistance for acquisition, rehabilitation or new construction: The project will be operated for no less than 20 years from the date of initial occupancy or the date of initial service provision for the purpose specified in the application.

1-Year Operation Rule.

For applicants receiving assistance for supportive services, leasing, or operating costs but not receiving assistance for acquisition, rehabilitation, or new construction: The project will be operated for the purpose specified in the application for any year for which such assistance is provided.

C. For Rental Assistance Only.

Supportive Services.

It will make available supportive services appropriate to the needs of the population served and equal in value to the aggregate amount of rental assistance funded by HUD for the full term of the rental assistance.

D. Explanation.

Where the applicant is unable to certify to any of the statements in this certification, such applicant shall attach an explanation behind this page.

Name of Authorized Certifying Official: Mary Muehlenfeld

Date: 11/11/2015

Title: Executive Director

Applicant Organization: YWCA of Quincy of Ill

PHA Number (For PHA Applicants Only):

I certify that I have been duly authorized by the applicant to submit this Applicant Certification and to ensure compliance. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties . (U.S. Code, Title 218, Section 1001).

| |
|---|
| X |
|---|

6A. Submission Summary

| Page | Last Updated |
|--------------------------------------|-------------------|
| 1A. Application Type | No Input Required |
| 1B. Legal Applicant | No Input Required |
| 1C. Application Details | No Input Required |
| 1D. Congressional District(s) | 10/15/2015 |
| 1E. Compliance | 10/15/2015 |
| 1F. Declaration | 10/15/2015 |
| 2A. Project Detail | 10/15/2015 |
| 2B. Description | 10/19/2015 |
| 3A. Governance and Operations | 10/15/2015 |
| 3B. Committees | 10/19/2015 |
| 4A. Match/Leverage | 11/11/2015 |
| 4B. Funding Request | 10/16/2015 |
| 5A. Attachment(s) | No Input Required |
| 5B. Certification | 10/15/2015 |