

2016 Challenge Grant Application Questions and Answers

- Q:** Are we supposed to submit the entire CoC Plan?
A: No, only applicable sections of the plan must be behind Tab 3. The proposed projects should correspond to the applicable sections of the CoC Plan submitted.
- Q:** What are the dates for allowable leverage?
A: Leveraged funds must be grants and funding received between July 1, 2015 and June 30, 2016. Indicate these in Exhibit 7 of the Application.
- Q:** Exhibit 4: Does match include leverage?
A: No match does not include leverage funds. Match is funds (cash or grants), in-kind donations or services used to match the grant when invoicing for payment. The sources of match should not be sources used previously for other grants or those that exclude your ability to use them as match. The total match at the end of the contract period, June 30, 2017, should be met.
- Q:** Exhibit 5, question 3 & 4: If a Lead Agency does not provide direct services is this a negative for the application?
A: Absolutely not, Lead Agencies that do not provide direct services should describe works with direct service providers to provide quality services to homeless persons in your community.
- Q:** Exhibit 5, question 6: Which agencies do we include in the HMIS report? Only those agencies that applying or all in the CoC?
A: All persons served in the CoC catchment area.
- Q:** Exhibit 5, question 7: does this refer to just the agencies applying or to our CoC as a whole? Which special populations should we include?
A: This question applies to CoC as a whole. Special Populations include: Veterans, Victims of Domestic Violence, Elderly, HIV/AIDS, and Chronically Homeless.
- Q:** Exhibit 5, question 8: Will an HMIS report be required to show outcomes?
A: The final performance report is being developed to correspond with the HUD CoC performance measures. Once complete, this report will be provided to the CoC for submission. It will likely be submitted electronically.
- Q:** As it reads, TAB 6 has two sections: (1) additional forms and (2) ability to complete activities/timeline of critical tasks. Yes?
A: No, Tab 6 only includes “Additional Forms.” See revisions to Application, page 17.
- Q:** What is the cap on the administrative costs?
A: Administrative costs can be no more than 8% of the award total and includes salary/benefit expenses related to oversight and management of the grant. HMIS can be included under admin costs, if related to case management.

Q: Is the purchase of property allowable?

A: Yes, it is. However, it is subject to a lien (see sample included with the grant application) and has to be approved by General Services.
The proposed use of the property has to fit within the CoC.

Q: Exhibit 5, question 2: Is this for all CoC projects?

A: This only relates to proposed projects being new. If a proposed project is new, you would indicate it here.