



## WV Balance of State Continuum of Care

Letter of Intent to Apply & Project Application Process

The WV Balance of State (BoS) Continuum of Care (CoC) is preparing for the following funding opportunity:

### Fiscal Year (FY) 2026 CoC Funding Competition

Agencies desiring to participate in the FY2026 CoC Notice of Funding Opportunity (NOFO) project application process for HUD funding will need to read and complete the following process in order to be eligible and prepared for this year's application submission.

***\*\*ALL currently funded CoC/YHDP-funded agencies and agencies interested in submitting a new project application are required to submit a Letter Of Intent (LOI). All applicants should read through the FY2026 CoC Competition NOFO in its entirety to be prepared for the application process in e-snaps and become familiar with the significant changes to HUD's policy priorities. The only projects that are not required to submit an LOI are Homeless Management Information System (HMIS) and Coordinated Entry System (CES) projects.\*\****

**Organizations intending to apply for funding should review and adhere to the following competition timeline and submission deadlines.**

**Letter of Intent due to CoC: June 26<sup>th</sup> at 5:00pm**  
**CoC Project Applicant Training (Mandatory): June 30<sup>th</sup> from 10:00-11:30am**  
**Project Application Drafts due in e-snaps: July 14<sup>th</sup> at 5:00pm**  
**Final Project Applications due in e-snaps: July 21<sup>st</sup> at 5:00pm**  
**Rating and Ranking of projects: Week of July 27<sup>th</sup>**  
**Projects Notified of Rank: August 10<sup>th</sup>**

### Funding Opportunity: FY2026 CoC Competition NOFO

This funding opportunity under the HUD Continuum of Care (CoC) Program (24 CFR part 578) is designed to promote a community-wide commitment to the goal of ending homelessness; to provide funding for efforts by nonprofit providers, faith-based organizations, states, Indian Tribes or tribally designated housing entities (as defined in section 4 of the Native American Housing Assistance and Self-Determination Act of 1996 (25 U.S.C. 4103) (TDHEs)), and local governments to quickly rehouse homeless individuals, families, persons fleeing domestic violence, dating violence, sexual assault, and stalking, and youth while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by homeless individuals and families, and to optimize self-sufficiency among those experiencing homelessness.

Due to a significant change in federal policy priorities, there has been a shift in HUD funding priorities, so please read this document carefully to be prepared for these changes. The new HUD funding policy priorities are as follows:

1. Reducing unsheltered homelessness and promoting long-term self-sufficiency for individuals and families.

2. Encouraging innovation, effectiveness, and accountability through increased competition and performance-based outcomes.
3. Expanding eligible program components beyond permanent housing to include transitional housing and supportive services.
4. Strengthening connections to treatment and recovery resources for individuals experiencing homelessness.
5. Promoting economic self-sufficiency through access to childcare, healthcare, employment, and other supportive services.
6. Enhancing coordination with law enforcement agencies in responding to unsheltered homelessness.
7. Minimizing trauma and improving service delivery for vulnerable populations.
8. Expanding access to funding opportunities through demonstrated merit and performance.

*See Section III.B. of the FY26 CoC NOFO for additional details on each of these goals and objectives.*

As previously noted, this year's NOFO includes significant changes to funding priorities, program requirements, and policy. Applicants should review the NOFO for full details. In summary, the key changes include:

- Tiering structure amounts have changed to move a higher percentage of the CoC's Annual Renewal Demand (ARD) into Tier 2. HUD is setting Tier 1 at 60% (previously 90%) and competing 40% of CoC ARD on the basis of merit between geographic areas. Tier 2 scoring criteria has also been revised.
- In addition to Permanent Housing (PH) resources, this NOFO prioritizes investments in Transitional Housing (TH) and Supportive Services Only (SSO) for non-Coordinated Entry System (CES) projects that demonstrate strong coordination with behavioral health systems. Applicants should document formal partnerships that support participants in achieving and maintaining safe, stable housing. Behavioral health treatment and recovery organizations are also encouraged to apply. All projects funded through this NOFO must serve individuals and families who meet the eligibility requirements under Categories 1, 2, or 4 of [HUD's definition of homelessness](#).
- HUD's selection of all PH, TH, and SSO non-CES projects will be more closely tied to the partnerships with law enforcement, treatment, recovery, child care, and employment programs. These partnerships must be outlined in your agency's full application and a formal MOUs of these partnerships must be provided at the time of Project Application submission.

HUD has yet to release the FY2026 CoC Program Competition Annual Renewal Demand (ARD) Amount Report, but the estimated ARD Amount for the WV BoS CoC's 44-county service area is expected to be **\$8,137,007** based on the FY2025 funding levels. Since the ARD has historically exceeded the Preliminary Pro Rata Need Amount (PPRN) for the geography of the WV BoS CoC, the WV BoS CoC will not be eligible for new funding, except through the CoC Bonus or Domestic Violence (DV) Bonus. The DV Bonus, as described in the NOFO is up to 20% of the PPRN (*also not yet published for FY26*) for the CoC and the Regular CoC Bonus is up to 15% of the Final Pro Rata Need Amount (FPRN) for the CoC.

- **CoC Bonus Allocation for the WV BoS CoC = \$1,220,551** (*projected from FY25 estimated ARD amount*)
- **DV Bonus Allocation for the WV BoS CoC = \$1,342,418** (*projected - FY25 PPRNs not yet published*)

**Agencies applying for funding for new projects** under the FY2026 CoC NOFO will only be accepted if the Ranking and Rating Committee reallocates funding from current renewal projects or the agency applies for new CoC or DV Bonus funding. ***Due to HUD's new scoring criteria for CoC Lead Agencies and Tier 2 priorities, new projects application will only be accepted for TH and SSO-non CES projects.*** Upon receipt of a LOI, the CoC Staff will review the proposed project to determine the possible amount of funding available through reallocation or bonus funding, and the need of the community in the applicant's intended service area.

The CoC will also consult with **currently funded CoC and YHDP agencies** regarding their LOI to determine if the project will remain a renewal project, apply for a transition grant, or reallocate their funding to a different project type.

**HUD Project Selection and Funding Process:** HUD will continue the Tier 1 and Tier 2 funding selection process. However, this NOFO includes significant changes to this entire process. Tier 1 is equal to 60% of the CoC's ARD as described in section V.D.2 of the FY2026 CoC NOFO. This is a 30% reduction from the FY2024-25 NOFO where Tier 1 was equal to 90% of the CoC's ARD. Project applications in Tier 1 will be conditionally selected from the highest scoring CoC nationwide to the lowest scoring CoC nationwide, provided the project applications pass both project eligibility and project quality threshold review, and if applicable, project renewal threshold.

Tier 2 is the difference between Tier 1 and the maximum amount of CoC Renewals (including both YHDP and DV renewal projects); Reallocation, Replacement, and Transition grants; and New and Expansion applications through CoC and DV Bonus funds that a CoC applies for. HUD will award a point value to each ranked new and renewal project application that is in Tier 2 using a 100-point scale, and conditionally select applications in Tier 2 using this point value from the highest scoring project application to the lowest:

1. *CoC Score.* Up to 50 points in direct proportion to the score received on the CoC Application, e.g., if a CoC received 65 out of 130 points on the CoC Application, the project application would receive 25 out of 50 points for this criterion.
2. *CoC Project Ranking.* Up to 40 points for the CoC's ranking of the project application(s). To consider the CoCs ranking of projects, HUD will assign point values directly related to the CoCs' ranking of project applications. The calculation of point values will be 40 times the quantity  $(1-x)$  where  $x$  is the ratio of the cumulative funding requests for all projects or portions of projects ranked higher by the CoC in Tier 2 plus one half of the funding of the project of interest to the total amount of funding available in Tier 2 for the CoC.
3. *Service Participation.* Up to 10 points for projects that indicate that they have or will incorporate supportive service participation standards in their program design, based on individual need in accordance with 24 CFR 578.75(h). Supportive Service Only (SSO) and HMIS will automatically receive 10 points in this category.
  - a. Consistent with 24 CFR 5.2005(b)(1) assistance may not be denied on the basis or as a direct result of the fact that the participant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking, if the participant otherwise qualifies for admission, assistance, participation, or occupancy.

**Projected WV BoS CoC Funding Availability by Tier:**

**Tier 1:** 60% ARD (\$8,137,007) = **\$4,882,204**

**Tier 2:** Remaining 40% ARD (\$3,254,803)+ CoC Bonus (\$1,220,551)+ DV Bonus (\$1,342,418) = **\$5,817,772**

**Eligible Applicants and Important Dates:** Eligible Applicants for the FY2026 CoC NOFO funding (Project Applicants) are nonprofit organizations, States, local governments, instrumentalities of State and local governments, and faith-based organizations. For-profit entities are not eligible to apply for grants or to be subrecipients of grant funds. To be considered for funding, Project Applicants must:

- Complete and submit **one Threshold Form per project applicant via Google Form at <https://forms.gle/8auXyUvssJoNzCVx6>** and submit a **Letter of Intent via Google Form at <https://forms.gle/GGTgZSGkCjTsXBk9A>** for **each proposed project due by 5:00pm on June 26<sup>th</sup>**. Upon receipt of a Threshold Form and LOI(s), the CoC Staff will review the need for each project in the given community and review (All Project Applicants) and agency capacity (New Project Applicants Only).
- Participate in the WV BoS CoC Project Applicant Training. This meeting will be held virtually on **June 30<sup>th</sup> from 10:00-11:30am**. *A meeting link will be sent out to new agencies and current CoC and YHDP-funded agencies who submit a Threshold Form and LOI.*
- Complete the information required by HUD in the CoC FY26 Project Application in *e-snaps* due to the WV BoS CoC for review at **5:00pm on July 14<sup>th</sup>**. Applications requiring edits will be amended back to the applicant to revise and resubmit in *e-snaps*. Final Project Applications are due in *e-snaps* at **5:00pm on July 21<sup>st</sup>**.
- Participate in the Rating and Ranking agency presentation with an external review committee which will be held **tentatively the week of July 27<sup>th</sup>**. The official dates/times will be determined by the Rating and Ranking subcommittee in the coming weeks. *Current CoC-funded and new agencies who apply in e-snaps will be sent a meeting schedule.*

**Project Applicants may apply for the following project types under the FY26 CoC NOFO:**

1. **Renewal Permanent Housing (PH), including Permanent Supportive Housing (PSH) and Rapid Re-Housing (RRH):** These project types include leasing (PSH scattered-site only), rental assistance (RRH), operations (PSH site-based and scattered site), and supportive services costs (PSH and RRH).
2. **Renewal Transitional Housing (TH) and PH-RRH component:** These project types include leasing (TH), rental assistance (RRH), operations (TH), and supportive services costs (TH and RRH).
3. **New Transitional Housing:** These project types include leasing (TH scattered-site only), operations (TH site-based and scattered site), and supportive services costs (TH).
4. **New Supportive Service Only Standalone or specifically for Street Outreach:** For a dedicated SSO non-CES grant, applicants may apply for an SSO standalone project consistent with 24 CFR 578.37 and 578.53, including projects with the outreach service activity described at 24 CFR 578.53(e)(13) to individuals and families primarily residing in places not meant for human habitation. CoC eligible Supportive Services costs are detailed in [Subpart D of the CoC Interim Rule](#).
5. **Supportive Service Only (SSO) – Coordinated Entry System:** For a dedicated SSO-CES grant, the application must be from the CES Lead Agency (WVCEH) that will be the grant recipient.
6. **Homeless Management Information System:** For a dedicated HMIS grant, the application must be from the HMIS Lead Agency (WVCEH) that will be the grant recipient.

**Administrative Costs and Indirect Costs:** Administrative costs and indirect costs may be included in any eligible project application, subject to HUD requirements.

- **Administrative Costs:** Eligible administrative costs are detailed in [Subpart D of the CoC Interim Rule](#). Administrative costs may not exceed 10% of the total funding request.
- **Indirect Costs:** Project applicants that intend to charge indirect costs to the award must clearly

state in the project application the rate and distribution base to be used. If using a federally negotiated indirect cost rate, the project application must include the negotiated indirect cost rate agreement signed by the cognizant agency.

Applicants using the de minimis indirect cost rate under 2 CFR 200.414(f) must clearly state their intent to use the de minimis rate in the project application. As described in 2 CFR 200.403, costs must be consistently charged as either direct or indirect costs and may not be charged both ways. Documentation supporting the use of the de minimis rate must be maintained for audit purposes.

**Additional Eligible CoC Activities:**

- a. *VAWA Costs Budget Line Item:* Facilitating and coordinating activities to ensure compliance with [the emergency transfer plan requirement in 34 U.S.C. 12491(e)] and monitoring compliance with the confidentiality protections of [the confidentiality requirement in 34 U.S.C. 12491(c)(4)]. HUD has determined that eligible activities paid for under the VAWA costs category are not subject to the CoC program's spending caps on administrative costs under section 423(a)(10), (11), and (12). This activity may be included in new project applications, added to eligible renewal projects through expansion or added to eligible renewal projects by shifting up to 10 percent of funds from one eligible activity to the VAWA costs line item. Details on eligible VAWA costs can be found in section IV.B.4 of this NOFO.
- b. *Rural Costs Budget Line Item:* Section 5707 of the James M. Inhofe National Defense Authorization Act for Fiscal Year 2023 (PL 117-263, December 23, 2022, 136 Stat 2395) amends section 423(a) of the McKinney-Vento Homeless Assistance Act to include activities that address barriers to transitioning families in rural areas to permanent housing and additional activities to increase capacity to address the unique challenges CoCs face when serving people experiencing homelessness in rural areas. HUD has determined that eligible activities paid for under the rural costs category may be included in new project applications or added to eligible renewal projects through expansion. Details on eligible Rural costs can be found in section IV.B.5 of this NOFO.
  - i. Projects originally awarded under the Rural Set Aside through the Special CoC NOFO Competition that expire in 2027 and are applying for renewal during this funding cycle may only request costs that are eligible under the CoC Program. This means specific costs previously allowed may no longer be eligible in projects originally awarded under the Rural Set Aside. See section IV.B.3 of this NOFO.
- c. *YHDP Special Activities:* YHDP Renewal, Replacement, and Reallocation projects, may submit applications that include special YHDP activities as alternatives to the CoC regulations and program requirements to carry out YHDP projects as outlined in section IV.B.2 of this NOFO.

*Additional details on CoC eligible costs can be found in the [Fiscal Year \(FY\) 2026 CoC Funding Competition](#) and [Subpart D of the CoC Interim Rule](#).*

**\*\*THE FOLLOWING SECTION APPLIES TO CURRENTLY FUNDED CoC/YHDP PROJECTS ONLY –**

**Application options for Existing CoC/YHDP-funded PH and Joint-PH Projects:**

**CoC and YHDP Renewal:** Renewal is a process where projects that are already funded under the CoC/YHDP from a prior grant period are applying to continue that funding for another cycle.

**CoC Expansion:** Expansion is the process where an agency submits a new grant application tied to an existing renewal project that increases capacity, services, or efficiency within the same program type. It must be the same project type as the existing project and serve more people, expand services, or improve operations without simply replacing existing non-federal funding.

**CoC and YHDP Reallocation:** Reallocation is a process CoCs use to shift funds in whole or in part from existing eligible renewal projects to create one or more new projects without decreasing the CoC's ARD.

**CoC Transition:** Transition is the process where an agency chooses to fund a new CoC project through the reallocation process to transition an eligible CoC renewal project from one program component to another eligible component over a 1-year period. The renewal project transitioning to a new component must be fully eliminated through reallocation. Transition grant applications awarded FY 2026 funds must fully transition to the new component by the end of the 1-year grant term and may only apply for renewal in the next CoC Program Competition under the component to which it transitioned.

**YHDP Replacement:** YHDP Renewal grants are not eligible to use the transition grant process. YHDP Renewal grants must submit a YHDP Replacement application to change project component types.

**Several preliminary steps must be accomplished immediately for new and current CoC/YHDP-funded projects:**

1. Bookmark and continually check the [FY 2026 CoC Program Competition: Funding Opportunity Resource Page](#). Agencies intending to apply for this funding opportunity (as a new or renewal project) should read the FY25 CoC NOFO in its entirety. It is the responsibility of each agency to understand and adhere to all HUD guidelines and regulations.
2. Review the [CoC Program Start-Up Training Webinars](#) (for grants from FY2013 to current under the CoC Interim Rule) found on the HUD Exchange prior to submitting a LOI.
3. Visit [www.hudexchange.info](http://www.hudexchange.info) to sign up for the HUD Exchange program mailing list for the CoC Program.
4. For agencies choosing to participate in this year's application as a New or Renewal Project Applicant under the FY26 CoC NOFO, **one Threshold Form per project applicant must be submitted via Google Form at <https://forms.gle/8auXyUvssJoNzCVx6> and a Letter of Intent for *each* proposed project must be submitted via Google Form at <https://forms.gle/GGTgZSGkCJTsxBk9A> by 5:00pm on June 26<sup>th</sup>**. Please ensure you get an email receipt confirmation that your materials are received. If you do not receive an email receipt confirmation by the next business day following submission of your LOI, please immediately email [wvbosnofo@wvceh.org](mailto:wvbosnofo@wvceh.org). If an agency is requesting funding for two or more separate projects, the organization must complete a LOI for each project and/or program that they are requesting funding for.

5. An agency applying for WV BoS CoC funding should be fully participating in the process of developing a CoC-wide plan to prevent and end homelessness and implementing the Coordinated Entry System in your community. Participation in the CoC Initiatives is a HUD requirement for all currently funded agencies and expected for new projects if selected for funding. There will be a virtual WV BoS CoC Project Applicant Training for agencies who submitted an LOI and all current grantees on **June 30<sup>th</sup> from 10:00am to 11:30am**. Additional details on the process for submitting an application in e-snaps will be provided during this training.
6. If awarded, agencies should be prepared to participate in the HUD-mandated Homeless Management Information System (HMIS) or, for domestic violence providers, a comparable database. HMIS is administered by the West Virginia Coalition to End Homelessness. Agencies funded under the CoC program are responsible for managing the technological requirements for participation and reporting through HMIS or a comparable database. To find out more about HMIS visit <https://www.wvboshmis.org> or contact the HMIS Team at [HMISHelp@wvceh.org](mailto:HMISHelp@wvceh.org).
7. **Match Requirements** – Applicants should start to plan for and secure commitments of match sources. A 25% cash or in-kind match is required for all program components except leasing and the source(s) must be documented. Match is required for both new and renewal projects. Projects awarded must demonstrate match is spent on CoC eligible activities and incurred within the grant period. Project applicants that intend to use program income as match must provide an estimate of how much program income will be used for the match on CoC eligible costs. HUD will not require YHDP Renewal or replacement projects to meet the 25 percent match requirement if the applicant is able to demonstrate it has taken reasonable steps to maximize resources available for youth experiencing homelessness.

Match documentation can be in the form of signed letters, Memoranda of Understanding, or other written evidence of a commitment and must be turned in with the application. At a minimum, they must:

- be on letterhead stationary from the organization providing the funds
- be signed and dated by an authorized official
- contain the name of the organization providing the contribution
- contain the type of contribution (cash, child care, case management, mental health services, etc.)
- contain the monetary value of the contribution
- contain the name of the applicant agency and the name of the project to which the contribution will be given
- contain the date that the contribution will be available

Commitments of land, building and equipment are **one-time only** and cannot be claimed in more than one competition. For example, the value of donated land or donated computers claimed in previous CoC competitions by a project cannot be claimed as match by that project or any other project in subsequent competitions.

8. **Leveraging Healthcare, Mainstream Housing, and Mainstream Benefit Resources** – Applicants should also start to plan for how they will leverage healthcare and housing resources to support their project, if awarded. Projects awarded FY26 CoC funding should work to leverage support from both healthcare (e.g. primary care, health department, behavioral health provider, etc.)

and other housing resources (excluding ESG and CoC funded housing projects) through a written commitment of value, dates of service, and the number of units or type of service provided.

This NOFO places a significant emphasis on HUD's priority of strengthening partnerships between homeless service providers and treatment and recovery programs. Projects that dedicate units or beds to serving individuals engaged in treatment or recovery may receive additional points during the application review process. Applicants are encouraged to consider and describe these partnerships and service strategies in their proposed projects.

In addition, applicants will also be required to describe 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 Medicare, Medicaid, SSI, and SNAP.

9. **\*\*NEW\*\* Partnerships with law enforcement, employment, child care, and treatment/recovery programs** – The FY25 CoC NOFO details significant changes in policy priorities, system performance and regulatory requirements. HUD will prioritize funding for CoC/YHDP projects that currently or plan to implement the following:
- a. Service participation standards for all projects and documentation of these standards in an occupancy, service, or mutual expectations agreement. While providers are required to make supportive services available, set participation standards, and actively offer them to participants, continued access to housing is not contingent upon participation in services.
  - b. 20-hours a week service provisions per participant residing in a TH project, excluding those who are employed, meet the definition of disability under the ADA not chronically homeless definition, or over the age of 62.
  - c. Coordination requirements with employment and childcare agencies for all project types to support participant economic stability. With specific criteria outlined for TH and PH projects below:
    - i. Transitional Housing (TH) and Rapid Re-Housing (RRH) projects should show current performance or a plan to ensure that at least 50% of participants exit to permanent housing within 24 months and that at least 50% exit with employment income, as documented in HMIS or another data system used by the applicant.
    - ii. Permanent Supportive Housing (PSH) projects will be evaluated on their current efforts or plans to connect participants to behavioral health resources (preferably on-site), as well as the existence of formal policies for assessing participants for higher levels of care and facilitating move-on opportunities when appropriate.
  - d. Coordination with law enforcement, specifically for SSO- Street Outreach programs, to offer services to unsheltered individuals.
  - e. Coordination with behavioral health providers to provide SUD treatment, recovery, and mental health services to all eligible participants. For TH project specifically, indicate the availability of 24/7 access to detox, residential, and inpatient behavioral health treatment within the geographic area of the CoC. These partnerships with SUD treatment and recovery providers and mental health agencies should be documented in a written formal agreement.

*Additional applicant threshold information and scoring criteria by project type can be found in section V.A.4 of this NOFO.*

**Additional Information:**

A LOI is required for all projects submitted, excluding HMIS and CES projects. However, submission of a LOI does not obligate you to submit a project application. The LOI is a non-binding expression of interest, which will be followed by a comprehensive written project proposal to the CoC in the e-snaps grant system. Subject to the rating and ranking process, projects may be included in the combined application for funding under HUD's FY26 CoC Competition. Projects submitted by organizations that do not provide the LOI with complete documentation as required by this notice will not be included in the FY26 Consolidated Application.

The WV BoS CoC Lead Agency and Ranking and Rating Subcommittee is responsible for ensuring that the entire application is complete and submitted appropriately using a standardized scorecard that will be posted to <https://wvceh.org/nofo/>. The Ranking and Rating Subcommittee will review all agency documents and project applications in e-snaps and rate and rank project applications utilizing HUD's required tiering structure. Project Applicants will be notified of their rank and the CoC's Priority Listing will be publicly posted no later than August 10<sup>th</sup>.

**Threshold Form and LOI(s) Submission Deadline:**

**Threshold Forms for project applicants must be received by WVCEH (CoC Lead Agency) via Google Form at <https://forms.gle/8auXyUvssJoNzCVx6> by June 26<sup>th</sup> at 5:00 pm.** Agencies submitting applications for more than one project should only submit this form once.

**Letters of Intent (LOI) for all new and currently funded CoC/YHDP projects must be received by WVCEH (CoC Lead Agency) via Google Form at <https://forms.gle/GGTgZSGkCjTsXBk9A> by June 26<sup>th</sup> at 5:00 pm.** Agencies submitting applications for more than one project must complete an LOI for each project.

Late submission will not be accepted. Please ensure you get a return receipt. If you do not receive a receipt, please reach out immediately to [wvbosnofo@wvceh.org](mailto:wvbosnofo@wvceh.org).

**The following Agency Threshold Form and Letter of Intent are for REFERENCE ONLY. Submissions will only be accepted by the links listed below.**

**WV Balance of State Continuum of Care  
FY 2026 CoC NOFO Competition  
Threshold Requirements & Letter of Intent to Apply**

**Threshold Assessment & LOI Submission Instructions:**

Agencies must complete and submit the information outlined below for each project proposal. Only one Threshold Form must be submitted per agency. A separate Letter of Intent (LOI) is required for each proposed project.

**Threshold Form submission (only one per agency):** <https://forms.gle/8auXyUvssJoNzCVx6>

**Letter of Intent to Apply (one for each project proposal):** <https://forms.gle/GGTgZSGkCjTsXBk9A>

All new project proposals, as well as currently funded CoC and YHDP projects, must submit both the Threshold Form and LOI(s) no later than **5:00 PM on June 26<sup>th</sup>**.

Threshold Forms or LOIs submitted by email will not be accepted. Late submissions will not be considered. Please ensure you get a return receipt. If you do not receive a receipt, please reach out immediately to [wvbosnofo@wvceh.org](mailto:wvbosnofo@wvceh.org).

**FY 2026 Threshold Documentation**

<b>Organizational chart</b>
<b>Current Board of Directors membership list</b>
<b>Agency’s most recent Single Audits, or comparable financial review of organization’s compliance conducted by a 3<sup>rd</sup> party.</b>
<b>Copy of the organizational budget from current fiscal year.</b>
<b>Non-profit organization’s most recent 990 or Equivalent Tax Documentation (Eligible applicants: nonprofit organizations, State and local governments, instrumentalities of local governments, and public housing agencies).</b>
<b>Screenshot of agency’s active SAM registration.</b>
<b>Copy of agency’s Code of Conduct and Grievance policies.</b>
<b>Documentation of any open HUD findings and responses, if applicable.</b>

**FY2026 Threshold Assessment**

Agency Name:	
<b>AGENCY PRIMARY CONTACT INFORMATION</b>	
Primary Agency Contact Name:	Title:

Email Address:	Phone:
<b>AGENCY INFORMATION</b>	
1. What is your total FY2025 agency budget?	\$ _____
2. What percentage of your overall budget is Federal Funding?	_____ %
<b>HUD / CoC THRESHOLD</b>	
1. Does the agency provide for the participation of at least one homeless or formerly homeless individual on the board of directors or other equivalent policymaking entity?	<input type="checkbox"/> Yes - Board <input type="checkbox"/> Yes - Other <input type="checkbox"/> No
2. Does your agency have a SAM.gov registration?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. Does your agency have an active UEI number (former DUNS)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4. Does the agency have any delinquent federal debt, been disbarred or suspended from doing business with the federal government, or on the Federal do not pay list?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5. Does the agency have a termination policy which outlines grievance procedures and provides due process to program participants who are asked to leave any program?	<input type="checkbox"/> Yes <input type="checkbox"/> No
6. Does your agency have any outstanding, unresolved judgments against them for violations of civil rights laws?	<input type="checkbox"/> Yes <input type="checkbox"/> No
7. Does the proposed project(s) plan to <a href="#">leverage</a> health care and behavioral health resources in order to offer these services to program participants?	<input type="checkbox"/> Yes <input type="checkbox"/> No
9. Does the proposed project(s) plan to <a href="#">leverage</a> non-ESG and non-CoC funded housing providers to offer long-term housing options to program participants?	<input type="checkbox"/> Yes <input type="checkbox"/> No
10. Does the agency agree to not engage in illegal racial discrimination?	<input type="checkbox"/> Yes <input type="checkbox"/> No

<p>11. Does the agency operate drug injection sites or "safe consumption sites" in violation of 21 U.S.C. 856(a)(1), knowingly permit the use or distribution of illicit drugs on property under their control in violation of 21 U.S.C. 856(a)(2), or knowingly distribute drug paraphernalia in violation of 21 U.S.C. 863?</p> <p><i>NOTE: This certification does not require program participants to be sober, participate in treatment to receive assistance, or be terminated from assistance for a first-time drug-related policy or lease violation.</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
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**FISCAL MANAGEMENT AND OVERSIGHT**

<p>1. Does your agency have a financial management system that meets Federal standards as described at 2 CFR 200.302?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>2. Does the agency have an unqualified, independent financial audit completed within 6 months of the end of the fiscal year that meets the following standards?</p> <ul style="list-style-type: none"> <li>a. Most recent audit found no exceptions to standard practices</li> <li>b. Most recent audit identified agency as 'low risk'</li> <li>c. Most recent audit indicates no findings</li> </ul>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>3. Does your agency receive any other federal funding?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No

3a. If "yes" to question 3, please list the type of funding and amount below (500 character maximum):

<p>4. HUD CoC funding has a 25% match requirement (excluding leasing funds). Does your agency have cash contributions or in-kind resources to meet this requirement?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>5. Does your proposed or existing project(s) budgeted costs meet HUD requirements for reasonable, allocable, and allowable in accordance with 2 CFR 200 and 24 CFR 578.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No

**HOMELESS MANAGEMENT INFORMATION SYSTEM (HMIS) PARTICIPATION**

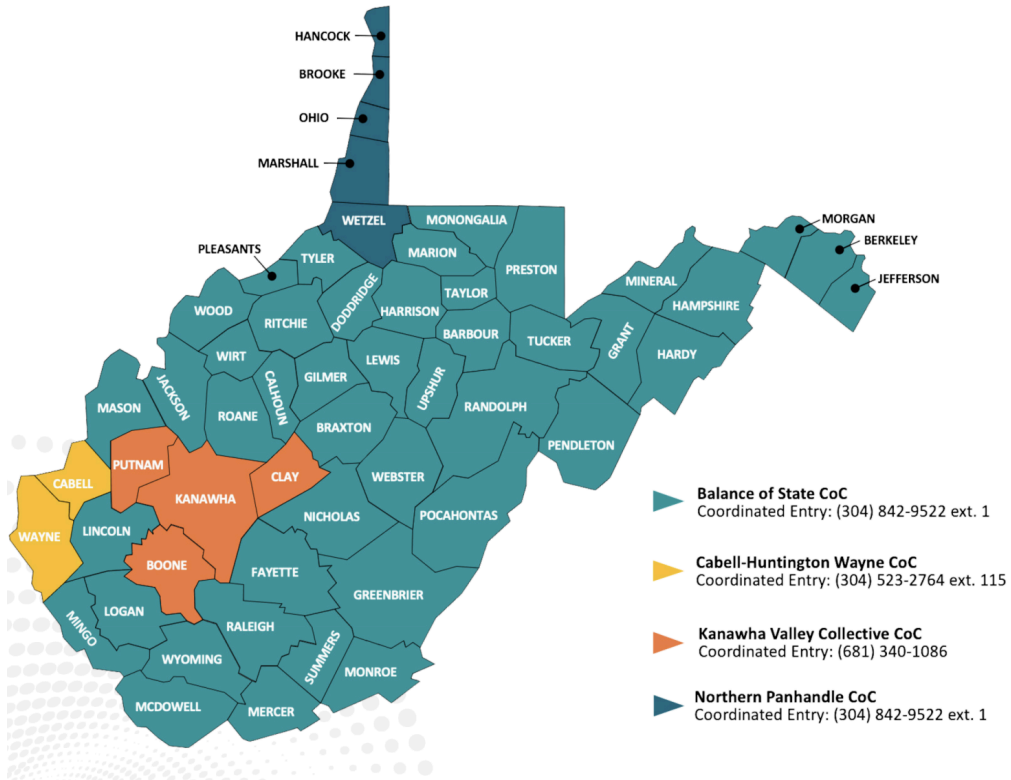
HMIS implementation, participation, and data quality are priorities for both the WV BoS CoC and HUD. By implementing a system-wide HMIS, the WV BoS CoC homeless response system is able to provide continuous and accurate information on persons served by homeless assistance projects. Accurate and timely data assists with determining whether the current approaches to ending homelessness are appropriately designed. HMIS also provides system-wide data that will assist the WV BoS CoC in measuring our success implementing the HEARTH Act and USICH Benchmarks for preventing and ending homelessness. Please note that Victim Service Providers (VSP) are not permitted to enter data in HMIS.

<p>1. Does the agency have a current and fully executed HMIS Participation Agreement with the WV BoS CoC HMIS Lead Agency (WVCEH)?</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> N/A-Agency is not yet participating</p> <p><input type="checkbox"/> N/A-Agency is required to participate in a Comparable Database due to federal requirements</p>
<p>2. Has the WV BoS CoC HMIS End User License Agreement been signed by all HMIS users at the agency?</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> N/A-Agency is not yet participating</p> <p><input type="checkbox"/> N/A-Agency is required to participate in a Comparable Database due to federal requirements</p>
<p><i>If you answered "N/A- Agency is not yet participating" to questions 1-2, please explain how your organization plans on becoming an HMIS agency by the CoC project implementation start date if funded (1000 character limit).</i></p>	
<p>3. Does your agency have any other non-HUD funded homeless projects?</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> N/A</p>

<p>3a. If “yes” to question 3, is the data from the non-CoC funded homeless projects entered and updated regularly in HMIS?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<b>COORDINATED ENTRY SYSTEM (CES) PARTICIPATION</b>	
<p>1. Does your agency currently, or plan to, participate in the WV BoS CoC CES Process?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A-Agency is not yet participating
<p>2. If currently participating in the CES process, does your agency participate in monthly calls and accept CES referrals in HMIS or through the outside process established for VSP’s?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A-Agency is not yet participating
<b>COC COMMUNITY PLANNING PARTICIPATION</b>	
<p>1. Does your agency currently, or intend to, participate in the CoC planning meetings, local initiatives to end homelessness, and/or training?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>2. Does your agency coordinate with local health care and behavioral health programs to improve services engagement, health outcomes, and housing stability among populations with severe service needs? (e.g. Severe Mental Illness, Substance Use Disorder, Intellectual and Developmental Disability, and Chronic Health Conditions, etc.)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>3. Does your agency coordinate with local non-ESG and non-CoC funded housing providers to promote access to affordable housing and increase long-term housing stability? (e.g. local PHA, mainstream rental market, USDA, etc. )</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>4. Does your agency coordinate with 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.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No

## FY 2026 Letter of Intent to Apply

1. **Proposed Project Name** \_\_\_\_\_
2. **Proposed Address (if applicable)** \_\_\_\_\_
3. **Proposed Service Area (see WV BoS CoC counties below)** \_\_\_\_\_



4. **Project Sponsor Agency:**

Agency Name \_\_\_\_\_

Agency Contact Person \_\_\_\_\_

Address of Agency \_\_\_\_\_

Contact Phone \_\_\_\_\_

Contact Email \_\_\_\_\_

5. **Does this agency currently operate a HUD CoC or ESG-funded Project?** Yes \_\_\_\_ No \_\_\_\_

If yes, please provide description of your agency's current homeless services programs and coverage area:

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6. **Will the Sponsor Agency use a subrecipient (will the agency subgrant funding to another entity for purposes of providing the services and support under this program)?** Yes \_\_\_\_ No \_\_\_\_

*(if no, skip to #7)*

Subrecipient Agency \_\_\_\_\_

Describe the experience of the potential subrecipients in effectively utilizing federal funds and performing the activities proposed:

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7. **Does this agency currently operate an Emergency Shelter, Street Outreach Services, a Transitional Housing Project, or a Permanent Housing Project through funding by another source other than HUD?** Yes \_\_\_\_ No \_\_\_\_

If yes, list projects currently operating to service individuals, youth, and families experiencing homelessness:

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8. **Are there any unresolved monitoring or audit findings for any federal grants (HUD, HHS, DOJ, etc.) operated by the applicant or potential subrecipients (if any)?** Yes \_\_\_\_ No \_\_\_\_

If yes, please describe:

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9. **Is your proposed project located in an Opportunity Zone?** Yes \_\_\_\_ No \_\_\_\_  
 Please reference <https://opportunityzones.com/location/west-virginia/#city> for more information.

10. **Please indicate the application type:**

- a. \_\_\_\_\_ New Project
- b. \_\_\_\_\_ Expansion (of an existing grant and must be the same project type)
- c. \_\_\_\_\_ Renewal
- d. \_\_\_\_\_ Reallocation (from one project type to another without a transition period)
- e. \_\_\_\_\_ Replacement (for YHDP projects only who wish to change their project type)
- f. \_\_\_\_\_ Transition (for CoC projects only who wish to change their project type with a one-year transition period)

**\*\*For definitions and details on types of housing assistance, supportive services, and eligible expenses to answer Questions 10 & 11, review the following documents:**

- **CoC Interim Rule:**  
<https://www.govinfo.gov/content/pkg/CFR-2017-title24-vol3/xml/CFR-2017-title24-vol3-part578.xml>
- **FY 2026 CoC NOFO:** <https://www.grants.gov/search-results-detail/361999>

11. **Please indicate which subpopulation(s) your project will target:**

- a. \_\_\_\_\_ Individuals
- b. \_\_\_\_\_ Families with Children
- c. \_\_\_\_\_ Elderly and Disabled
- d. \_\_\_\_\_ Transition Age Youth (18-24 y.o.) and/or unaccompanied minors (under 18 y.o.)
- e. \_\_\_\_\_ Persons fleeing Domestic Violence, Dating Violence, Sexual Assault, and Stalking

12. **Please indicate which targeted Project Type your program will address:**

- a. \_\_\_\_\_ Transitional Housing (TH)
- b. \_\_\_\_\_ Supportive Services Only (SSO) - Standalone
- c. \_\_\_\_\_ Supportive Services Only (SSO) - Street Outreach
- d. \_\_\_\_\_ Permanent Housing (PH) – Permanent Supportive Housing (PSH)
- e. \_\_\_\_\_ Permanent Housing (PH) – Rapid Re-Housing (RRH)
- f. \_\_\_\_\_ Joint Transitional Housing (TH) and PH-RRH component

13. **Estimated Annual Project Budget: Total Amounts by Line Item for a 1-year grant term.** See [Subpart D of the CoC Interim Rule](#) for a list of all eligible activities under each line item.

**\*\* NOTE FOR RENEWAL PROJECTS:** Since the 2026 Grant Inventory Worksheet has not yet been published, all renewal projects should utilize their FY25 budget to complete this section. Once the GIW is published, you can adjust your budget line amounts e-snaps. Please note that competition time is not the time to do budget revisions outside of the allowable 10% shift.

Eligible Cost	Estimated Amount
Rental Assistance (RRH & RRH component of Joint TH-RRH Project Types)	

<b>Leasing</b> (PSH, TH, & TH component of Joint TH-RRH Project Types for both site-based and scattered-site)	
<b>Operating Costs</b> (PSH, TH, & TH component of Joint TH-RRH Project Types)	
<b>Supportive Services for TH &amp; PH Projects ONLY</b> (Staffing costs and other services to support program participants enrolled in a permanent housing project).	
<b>Supportive Services – Standalone, Street Outreach</b> (Staffing costs and other services to support program participants such as employment programs or medical street outreach programs)	
<b>VAWA Costs</b> (Facilitating and coordinating activities to ensure compliance with emergency transfer plan requirements and monitoring compliance with the confidentiality protections)	
<b>Rural Costs</b> (Staff training/professional development, unit repairs, and short-term emergency lodging for projects in rural areas)	
<b>HMIS Costs</b> (Costs for HMIS/Comparable Database licensing fees)	
<b>Admin</b> (No more than 10% of total budget request)	
<b>Indirect Costs</b>	
<b>TOTAL ANNUAL ESTIMATED FUNDING REQUEST</b>	

***Please ensure that each of the following narrative responses do not exceed 250 words.***

*Additionally, please note that any partnerships mentioned in this LOI, such as those with employment programs, substance use disorder treatment providers, childcare services, or mental health agencies, will require formal agreements with the respective service providers that will accompany the project application in e-snaps.*

**14. Provide a brief description that addresses the entire scope of the proposed project.**

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**15. Describe how program participants will be assisted to obtain and remain in permanent housing, including coordination with other housing providers not funded under the CoC or**

**Emergency Solutions Grants (e.g. Public Housing Authority) to promote long-term sustainability.**

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**16. Describe how your agency will coordinate with the CoC Lead Agency and Coordinated Entry System to ensure coordination of local housing and supportive service programs in each CoC region.**

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**17. Describe how program participants will be connected with mainstream benefits, education and employment, and other community resources to promote overall well-being and economic stability.**

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**18. *PH and TH projects only* – Describe how your proposed project will provide housing-based and/or site-based on-site case management services to reduce tenancy issues, assist with**

resource connection, and promote long-term housing stability of program participants.

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19. *TH projects only* – Describe how your proposed project will provide 20 hours a week of customized services for each participant and coordinate with Substance Use Treatment programs to ensure continuous availability of detox and treatment services to participants.

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20. Describe how your agency will include those with lived experience of homelessness in decision-making roles when assessing program outcomes and determining areas for service improvement.

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