

2016 Renewal Project Narrative

INSTRUCTIONS (3 points for following application instructions)

Answer the questions below. Submit the 2016 Renewal Project Narrative by email to amber.lewis@iowa.gov by Friday, June 24th, 2016. Please only include this project narrative, not the introductory plan items on pages 1-4 of this document. Please be concise in your responses. Using 12-point font, one-inch margins, and single-spacing, most responses should be no more than ½-page.

HMIS Project Applicants, answer Questions 1 and 2, then skip to Question 13 and continue through Question 21. All other Renewal Project Applicants, answer Questions 1 – 20.

Points possible: 100

APPLICANT NAME AND LOCATION

Organization Name: Community Housing Initiatives, Inc.

Project Name: Permanent Housing

Project Name as it is listed on the Housing Inventory Chart (HIC): Permanent Housing

Type of Project (PSH, RRH, TH, SSO, HMIS): PSH

Federal DUNS Number: 828586086

Address: 915 W. 4th Street, Waterloo, IA 50702

Contact Person: Marilieggh Fisher

E-mail & Phone: mariliegghf@chihousing.com 319-235-3000, Ext. 100

Secondary Contact Person: Doug LaBounty

Email & phone: dougl@chihousing.com 515-262-5965

Is your organization registered in the federal System for Award Management (SAM)? YES

AGENCY AND PROJECT SUMMARY (3 points)

- 1) Provide a brief introduction to your agency. **(1 point)**

Originally conceived as an extension of Upper Des Moines Opportunity, a community action agency serving Northwest Iowa, CHI has extended its reach statewide, offering quality housing choices to Iowans in communities from Spencer and Spirit Lake to Des Moines, Sioux City, Clinton, Cedar Rapids, Waterloo and beyond. Today, still headquartered in Spencer, CHI is one of Iowa's largest non-profit affordable housing providers, with more than 1,400 apartment units under management.

CHI has begun work in Community and Neighborhood Revitalization. Based on NeighborWorks America's model of Community Building and Engagement, CHI aims to make a positive impact for residents in targeted areas by building healthy communities.

This is done by developing resident leadership, marketing the neighborhoods internally and externally, and sponsoring community building activities. These resident-driven approaches enhance relationships among neighbors and spur organization efforts leading to positive community change. Vital program components include:

Resident Engagement: Working with local neighborhood associations to engage more residents.

Collaboration with other Groups: Working alongside other nonprofit agencies toward a shared impact for the neighborhood.

Community Building Activities: The completion of projects and events to building resident unity and social cohesion.

1. Resident Leadership

Resident meetings, collecting feedback from residents for property enhancements and new program ideas, empowering residents to participate and lead in creating their own activities with our support.

2. Resident Appreciation Activities

Sponsorship of community building activities (both regular events and special seasonal events.)

3. Supportive Services

Management of supportive services plans for Iowa Finance Authority compliance with Low Income Housing Tax Credit properties, service coordinating, management of contracts with supportive service providers for some properties with high special needs, program activities to address needs such as health and wellness.

The Permanent Housing program is a natural fit under Resident Services. Although they are not residents of housing that CHI manages, we work with our participants to provide them with the support services they need to flourish. We hope that by participating in community volunteering, they take pride in their neighborhood and become engaged in their community. We also want them to create new friendships and grow their support system beyond CHI. At the end of the program, it is CHI's goal that the participant will be able to live independently in the community because they developed their skills, increased their income/savings, and they were linked to the appropriate community-based services.

2) Provide a description that addresses the entire scope of the proposed project. **(2 points)**

The mission of Community Housing Initiatives' housing program is to provide services to families and individuals that enhance positive family and individual development. The Permanent Supportive Housing Program is a direct reflection of that mission to enhance positive development both within these families and also within our community. The Permanent Supportive Housing Program is a program which is funded by the Department of Housing and Urban Development and was developed out of identified gaps in the service system for individuals with disabilities. One identified gap included a lack of affordable and supportive housing for people diagnosed with serious mental illness, mental disabilities or physical disabilities.

The permanent housing program of Community Housing Initiatives, offers 12 scattered site rental slots to homeless disabled individuals in Black Hawk County. There are basically three phases to CHI's Permanent Housing program. The first phase is to assess homeless individuals. We do this in two ways. First, Community Housing Initiatives (CHI) staff visits the local homeless shelters weekly to discuss CHI's housing programs as well as other housing options in the community. Secondly, through collaboration with other agencies in the community, such as People's Clinic and Black Hawk/Grundy Mental Health homeless people are referred to our program. If people are interested in CHI's program and services, an assessment will be done. CHI uses the Service Prioritization Decision Tool (SPDAT). Once the assessment is done, it will be reviewed and ranked based on the scoring. This tool is used to ensure that people with the highest needs are being housed first.

The second phase is to work with the homeless individual to coordinate long-term housing. CHI maintains a list of landlords who are willing to work with the program. The lease is between the landlord, the participant and CHI. Once the participant exits the program, the landlord has agreed to release CHI from the lease and this allows the participant to maintain their residence. This program offers housing for 12 individuals in scattered-site units. (Scattered-site units are located throughout the community.)

The third phase of the program is to deliver effective case management to ensure that the participants are connected to the needed support services and achieve the highest degree of stabilization/self-sufficiency possible. The participant will meet a minimum of one time per month with their case manager. Support services are provided on an as needed basis and include such things as child care, health care, mental health counseling, and financial counseling. Success will be measured through participants' self-report, staff intervention/observation and documentation from service providers.

It is CHI's goal that the participant will be able to live independently in the community because they developed their skills, increased their income/savings, and they were linked to the appropriate community-based services.

CONTINUUM OF CARE PARTICIPATION (10 points)

3) Annual Performance Report (APR) Submission:

- a. What is your project's operating year end date? The end date is April 30th of each year. The last grant ended April 30, 2016.
- b. APRs are due to HUD 90 days after the end of a project's operating year. On what date did you submit your most recently completed APR to HUD? We have not been able to submit the most recently APR for year ending 4/30/16.
- c. On what date did you forward a copy of your APR to the Iowa Finance Authority? It has not been forward yet. It will be done as soon as it is able to be sent to HUD. We have always submitted the APR's on time to HUD and to IFA.

- d. Did your project meet the 90 day requirement? E-snaps is not available If an extension was granted or if HUD's E-snaps system was unavailable to complete your APR, describe this. For either an extension or E-snaps being unavailable, submit documentation to verify this. **(2 points if within 90 days or an acceptable extension granted or E-snaps unavailable; no points if not)**

We are not able to complete an APR in e-snaps currently. The memo addressing this issue has been attached for review. I have not received anything that indicates that this has been resolved. I am ready to submit the information as soon as it becomes available. In the past, CHI has always met the 90 day submission to HUD and to IFA.

- 4) Local Collaboration: How does your local region plan and collaborate together regarding homelessness? If your local region has an organized planning group, what is it called? How does your agency participate? **(3 points)**

The community-based process in Black Hawk County is an established a collaborative effort to provide a continuum of care to all homeless populations. The central entity focusing on homeless issues in Black Hawk County is the Black Hawk County Local Homeless Coordinating Board (LHCB) The LHCB was established in 1992 as part of a statewide effort to coordinate policy at the local level to combat homelessness. The LHCB is an open board that welcomes any organization or individual who is interested in participating. The Board meets every other month with committee meetings and special meetings held as needed. The LHCB officer's positions of Chair (or co-chairs) and Secretary are nominated and voted on each year by members. Committee chair positions are also nominated and approved annually by the Board to oversee each of three committees. The committees are: Needs and Services, Community Relations and Special Projects, and Public Policy.

Two major accomplishments of the LHCB were the formation of a partnership between the Graduate Nursing Program of Allen College and The Salvation Army. Staff and students from the college provide on-site services once a week at The Salvation Army community Center. The other was a collaborative effort to bring a men's transitional housing program and facility to Black Hawk County. Through regular LHCB meetings, the board identified a need for additional emergency shelter beds for homeless men. The Salvation Army agreed to manage the program.

The Housing Director, Marliegh Fisher, is the current chair of the LHCB. She also serves as the chair of the Community Relations and Special Projects committee. She attends the needs and services committee meetings which are held before each board meeting.

- 5) Has any representative of your program been an active participant in the Iowa Council on Homelessness? *(Note that anyone can participate in council meetings even if not a voting member.)* Briefly describe. **(3 points)**

The Housing Director, Marliegh Fisher, has been an active member of the Iowa Council on Homelessness. She has been a voting member since May 2012 and has only missed two regular Council meetings since being becoming a Board member.

- 6) Has any representative of your program been an active participant in Iowa Council on Homelessness committees and working groups? Briefly explain. **(2 points)**

The Housing Director, Marliegh Fisher, has been participating in the Coordinated Intake Committee and attending the work sessions that they have had. She also attends the CoC Committee meetings when possible.

BUDGET AND CAPACITY (14 points)

- 7) HUD Grant Monitoring: Check the box to describe any HUD CoC Project monitoring results during the current program year and the previous two program years (select only ONE option): **(2 points)**

- No monitoring visits from HUD **(2 points);**
Monitoring visit(s) from HUD with no findings or concerns **(2 points);**
Monitoring visit(s) from HUD with fewer than three findings or concerns, all of which have been resolved in the time requested by HUD **(1 point);**
Monitoring visit(s) from HUD with more than three findings or concerns, and/or findings or concerns that were not resolved in the time requested by HUD **(no points).**

- 8) Will the amount requested for Administration Costs in the E-snaps Project Application be less than or equal to 7% (or the amount listed on the GIW)? Yes/No (circle) **(1 point for "yes"; no point for "no")**

The administrative costs requested are 6.8%.

- 9) Is your agency drawing down CoC funds from HUD at least quarterly? Yes/No (circle) **(1 point for "yes"; no point for "no")**

Once the grant contract is received, we draw down at least quarterly.

- 10) Spending history: Provide your project's spending history as follows. All information should reflect the most recently-completed operating year for which an APR has been submitted: **(10 points)**

- a. Project operating year end date: 4/30/2016
b. Amount of grant: \$99,382
c. Total funds expended: \$96,545
d. Funds remaining (unexpended funds): \$2,837
e. Unexpended funds percentage (d) / (b): 2.85% **(10 points if funds were fully expended (0% unexpended); 9 points if up to 1% of funds are unexpended; 8 points if up to 2% of funds are unexpended; 7 points if up to**

3% of funds are unexpended, and so forth down to zero points if 10% or more of funds are unexpended)

The total cash spent on the project was \$110,594. This includes HUD funds and rent portions paid by participants. We were not able to spend \$2,837 of the grant as any rent portions paid into the program are considered program income and have to be spent before HUD dollars can be drawn. The total cash spent does not include the 25% match that is required by HUD. The match that was used for this project was in-kind and totaled \$12,971 bringing the total cost to operate the program to \$123,565.

PRIORITIZATION: PROJECT TYPE, CHRONICALLY HOMELESS, LITERALLY HOMELESS, & HOUSING FIRST (34 points)

11) Indicate the project type. Select only **ONE** (this should match your earlier project type indicated). **(9 points)**

- ✓ Permanent Supportive Housing **(9 points)**
- Rapid Rehousing **(9 points)**
- Transitional Housing exclusively for DV, youth, or substance abuse **(4 points)**
- Transitional Housing for the general homeless population **(no points)**
- Supportive Services Only **(no points)**

*The Iowa Balance of State CoC has adopted HUD CPD 14-012, Notice on Prioritizing Persons Experiencing Chronic Homelessness in PSH:
<https://www.hudexchange.info/resource/3897/notice-cpd-14-012-prioritizing-persons-experiencing-chronic-homelessness-in-psh-and-recordkeeping-requirements/>. For PSH projects, also note that the Iowa Council on Homelessness voted in 2015 to require all PSH projects to prioritize all beds available through turnover to the chronically homeless.*

12) Open the 2016 Housing Inventory Chart (HIC) for the Iowa Balance of State; this will be available online here when the competition has opened: **(2 points)**

<http://www.iowafinanceauthority.gov/Home/DocumentSubCategory/107>, in the section for the 2016 Competition. (If your project is not listed in the HIC, explain why not.)

- a. Which row on the HIC lists your project? 21
- b. How many total beds are listed for your project (Column U)? 13
- c. How many total beds are for chronically homeless (dedicated or prioritized) (Column L) 13 The chart shows four but an email from Julie Eberbach states that an adjustment was made to the bed count listing on the HIC. The change was to indicate the use of the Permanent Supportive Housing beds, in part or in whole for prioritization for chronically homeless individuals or families. She stressed that they did not in any way change the number of beds or units that were reported, only their prioritization for the chronically homeless. This action was taken in consultation with Amber Lewis at Iowa Finance Authority and the

Executive Committee of the Iowa Council on Homelessness. I have attached the email for your review.

d. What is HIC utilization rate (Column V) 115%

13) Answer the following as applicable (answer only (a) OR (b)): **(3 points)**

a. PSH projects:

i. Given the answers to the above question, what is your project's percentage of beds committed to the chronically homeless? **(1 point)**

All beds or 100% of the beds that the program has available are committed to serving the chronically homeless.

ii. How many beds does your project anticipate being made available through turnover in the upcoming grant year? **(1 point)**

We anticipate that there will be three (3) beds made available through turnover during the grant year.

iii. How many beds made available through turnover is your project committing to chronically homeless in the upcoming grant year (should be 100%)? **(1 point)**

All beds or 100% of the beds that are made available through turnover will be committed to the chronically homeless.

b. For non-PSH projects:

i. What specific steps is your agency taking to increase the number of PSH beds for the chronically homeless in your community? **(3 points) N/A**

As a second priority population for CoC programs, HUD encourages communities to serve adults, youth, and families who are unsheltered and those accessing emergency shelter, before serving persons experiencing other forms of homelessness.

14) Prioritizing those who are unsheltered or accessing emergency shelter: **(10 points)**

a. Based on your most recently submitted program year APR, what is the total number of participants that entered your program? 13 **(1 point)**

b. Based on your most recently submitted program year APR, how many participants entered the program as unsheltered or from an emergency shelter? 13 **(1 point)**

c. Based on your responses above, what is the percentage of participants that entered your program unsheltered or from emergency shelter (b/a)? 100% **(8 points for 100%; 7 points for higher than 95%; 6 points for higher than 90%; 5 points for higher than 85%; 4 points for higher than 80%; no points for lower than 80%)**

The information listed above is from the data that will be submitted in the APR once e-snaps is up and running again. The APR has not been submitted to HUD yet. On the APR that was submitted for the prior year, 100% entered the program from a shelter or a place not meant for human habitation.

HUD encourages programs to follow Housing First practices. The U.S. Interagency Council on Homelessness and HUD offer several resources regarding Housing First:

- *Housing First/Rapid Rehousing Webinar:*
http://usich.gov/media_center/videos_and_webinars/hud-and-usich-core-principles-of-housing-first-and-rapid-re-housing-webinar.
- *Housing First Checklist:*
http://usich.gov/usich_resources/fact_sheets/the_housing_first_checklist_a_practical_tool_for_assessing_housing_first_in.
- *HUD's SNAPS In Focus, "Why Housing First:"*
<https://www.hudexchange.info/news/snaps-in-focus-why-housing-first/>.

15) (a) Has the project removed the following barriers to accessing housing and services? Check the box next to each item to confirm that your project has removed (or never had) barriers to program access related to each of the following (select all that apply): **(10 points total)**

- ✓ Having too little or no income (all projects should check this; the Iowa Council on Homelessness voted in 2015 to prohibit CoC-funded projects from screening applicants out due to too little or no income); **(1 point)**
- ✓ Active or history of substance abuse; **(1 point)**
- ✓ Having a criminal record with exceptions for state-mandated restrictions; **(1 point)**
- ✓ Fleeing domestic violence (e.g., lack of a protective order, period of separation from abuser, or law enforcement involvement). **(1 point)**
- None of the above (click this if all of these barriers still exist). **(no points)**

(b) Does the project ensure that participants are not terminated from the program for the following reasons? Select all that apply. **Please also attach a copy of the project's termination/appeals policy; no points may be awarded in this section if the policy is not included, or if the policy includes contradictory information.**

- ✓ Failure to participate in supportive services; **(1 point)**
- ✓ Failure to make progress on a service plan; **(1 point)**
- ✓ Loss of income or failure to improve income; **(1 point)**
- ✓ Being a victim of domestic violence; **(1 point)** or
- ✓ Any other activity not covered in a lease agreement typically found in the project's geographic area. **(1 point)**

(c) Verify that the project's termination policy clearly matches with the responses above. **(1 point for Yes; no point for No)** Yes/No

PERFORMANCE (36 points)

In July 2014, HUD released “Systems Performance Measures: An introductory guide to understanding system-level performance measurement.” The guide can be found at this link: <https://www.hudexchange.info/resources/documents/System-Performance-Measures-Introductory-Guide.pdf>.

Two measures determined by HUD to be key in permanently exiting homelessness are:

- **The percentage of adults who obtain or increase employment or non-employment cash income over time.**
- **The percentage of participants who obtain or increase non-cash mainstream benefits.**

16) Identify whether the project includes the following activities: **(10 points)**

- ✓ Transportation assistance is provided to clients to attend mainstream benefit appointments, employment training, or jobs? **(2 points)**
- ✓ Use of a single application form for four or more mainstream programs? **(2 points; all programs should mark yes as Iowa has this available to all)**
- ✓ At least annual follow-ups with participants to ensure mainstream benefits are received and renewed? **(2 points)**
- ✓ Project participants have access to SSI/SSDI technical assistance provided by the applicant, a sub recipient, or partner agency? **(2 points) (Applicant)**
- ✓ The staff person providing the technical assistance completed SOAR training in the past 24 months? **(2 points) (Staff was certified June 16, 2016)**

17) For all supportive services available to participants, indicate who will provide them, how they will be accessed, and how often they will be provided: **(10 points)**

Assessment of Service Needs	Applicant ▼	Bi-monthly ▼
Assistance with Moving Costs	Applicant ▼	As needed ▼
Case Management	Applicant ▼	Bi-monthly ▼
Child Care	Partner ▼	As needed ▼
Education Services	Partner ▼	As needed ▼
Employment Assistance and Job Training	Partner ▼	Monthly ▼
Food	Partner ▼	Monthly ▼
Housing Search and Counseling Services	Applicant ▼	As needed ▼
Legal Services	Partner ▼	As needed ▼
Life Skills Training	Partner ▼	As needed ▼
Mental Health Services	Partner ▼	As needed ▼
Outpatient Health Services	Partner ▼	As needed ▼

Outreach Services

Applicant ▼	As needed ▼
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Substance Abuse Treatment Services

Partner ▼	As needed ▼
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Transportation

Applicant ▼	As needed ▼
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Utility Deposits

Partner ▼	As needed ▼
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18) Outcomes and costs per outcome. Complete ONE of the following charts as applicable. (16 points; 2 points for each response)

For Permanent Supportive Housing projects:

Services provided by the project, including any unique characteristics of population served.	Total annual cost of providing these services (total project budget).	Amount of annual CoC funds requested for these services.	Describe/define a unit of service. Include whether a unit is an individual or household and indicate a measurable outcome (i.e., one person assessed and provided a supportive housing unit with services).	Number of individuals/ households who exit to or maintain permanent housing through the project (total funding).	Number of individuals/ households who exit to or maintain permanent housing with the CoC funds.	Method used to determine costs described. Include any indirect costs and how those were calculated.	Method used to determine exits to permanent housing.
<p>Participants entering the permanent housing program are homeless and are disabled. Services provided to them will vary depending on their need. The Case Manager will work with them on goals that they are wanting to complete and will refer them to the appropriate provider in the community if we are not able to provide the needed service. Each participant works on obtaining mainstream resources if they do not have them and budgeting with their case manager. Some of the services that we are able to provide are assistance with food, transportation assistance, case management, and assistance with their rent.</p>	<p>The total cash spent on the project the last grant year was \$110,594. With the in-kind match of \$12,971 the total cost is \$123,565.</p>	<p>\$99,382</p>	<p>A unit of service is defined as an individual who has received housing assistance and support services through the program during the grant year.</p>	<p>During the last grant year, there were 23 individuals or 18 households served through the project. There were 14 people or 9 households that exited the program and maintained permanent housing. When a person exits, they no longer receive funding through the program.</p>	<p>Once a person exits the Permanent Supportive Housing program, they are no longer receiving any services funded by us. During the last grant year, we had 14 people or 9 households exit the program and maintain permanent housing without CoC funding.</p>	<p>Costs are determined based on the items included in the grant application. This includes leasing dollars, support services dollars, operating, and administrative funds. Indirect costs are based on the amount of time that the staff spends on the program. Office space is based on the percentage of space that is used for each program.</p>	<p>Each participant is able to remain in the housing they were in when they complete the program. The landlord has agreed to release CHI from the lease and allow the participant to remain in the housing unit. Therefore, all persons are permanently housed when they exit.</p>

CHI Termination Policy

Termination from the Program:

Participants in the Permanent Housing program may be terminated from the program. Before a recommendation of termination is approved, we must first do all that we are capable of doing to resolve all situations.

Termination:

Program participants may be terminated from the program if:

- Household members have threatened property or staff.
- The client has stated in writing they no longer want to be in the Permanent Housing Program.
- The client is incarcerated for more than 30 days.
- The client is hospitalized for either medical or psychiatric reasons for more than 90 days.
- The client is evicted from the apartment due to a violation of the tenant-landlord lease.
- The client provides incorrect information or neglects to provide required information.
- The client subleases the unit to other persons or moves another person in with them.
- The client is involved in illegal activity in the unit or activity that causes disturbance to neighbors and eviction from unit.
- The client moves to another HUD funded project, Section 8 housing or moves out of the unit without notice.
- The client does not comply with the financial portion of the rental assistance.

Termination Requirements:

If termination is necessary, principles of due process must be followed. At a minimum, this process must include:

- 1) Written notice to the participant containing a clear statement of the reason for the termination.
- 2) A review of the decision, during which the participant has the opportunity to present written or oral objections before someone other than the person (or subordinate of the person) who made or approved the termination decision; and
- 3) Prompt written notice of the final decision to the participant.

Mariliegh Fisher

From: Julie Eberbach <julie.eberbach@icalliances.org>
Sent: Friday, April 22, 2016 1:16 PM
To: Ben Brustkern; Carrie Dunnwald (carrie@cvfriendsofthefamily.org); Mariliegh Fisher; Christie Adamson; Crissy Canganelli; dwernet@masoncity.net; cburness@masoncity.net
Cc: Amber Lewis; Phillips, Donna [AG] (donna.phillips@iowa.gov); Tim Wilson; Gary Wickering; David Eberbach; David Nelson
Subject: 2016 Housing Inventory & Chronic Bed Prioritization

Good Afternoon,

You're receiving this email because the agency you represent reported permanent supportive housing beds on the 2016 Housing Inventory Chart (HIC) that will be submitted to HUD as part of the Iowa Balance of State's PIT/HIC required reporting.

We want to let you know that we have made an adjustment to your bed count listing on the HIC. The change is to indicate the use of your PSH beds, in part or in whole for prioritization for chronically homeless individuals or families. I want to stress that we did not in any way change the number of beds or units you reported, only their prioritization for the chronically homeless. This action was taken in consultation with Amber Lewis at Iowa Finance Authority and the Executive Committee of the Iowa Council on Homelessness.

Upon examination of the HIC report turned in by your agency, we found that although your program either indicated specifically in your project narrative that "upon turnover" the beds would be available first to a chronic family or individual or your PSH program is funded with CoC funds and therefore would fall under Prioritization Notice: CPD-14-012, you did not indicate that the beds would be prioritized for the chronically homeless in the report. This prioritization notice was adopted by the Iowa Council on Homelessness as program policy for PSH programs.

Because this is a scored performance factor (increase in beds prioritized for chronically homeless) in the CoC competition, it is vital that we have an accurate listing as the final submitted housing inventory chart is the objective source of data that we must use in when responding to the NOFA later this year.

Again, please know that we have not changed any aspect of the report from your agency's PSH program, other than to indicate the prioritization of use of those beds for chronic families or individuals as appropriate.

If you have any questions or concerns about this, please feel free to contact me and I will be happy to help.

*Sincerely,
Julie*

Julie Eberbach
Associate Director
Institute for Community Alliances

Marliegh Fisher

From: HUD Exchange Mailing List <news@hudexchange.info>
Sent: Monday, March 21, 2016 10:20 AM
To: Marliegh Fisher
Subject: APR Submission Deadline Extension for CoC Program Grants Funded in FY 2014 and for Grants with Multi-year Grant Terms in FY2012 and FY2013

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APR Submission Deadline Extension for CoC Program Grants Funded in FY 2014 and for Grants with Multi-year Grant Terms in FY 2012 and FY 2013

The Annual Performance Report (APR) for Continuum of Care (CoC) Program grants funded in FY 2014 is not currently available in *e-snaps* and will not be available by the time the first APRs are due in *e-snaps* because of limited resources.

HUD is granting, via this message, an extension to the APR submission deadline to all recipients for APRs for CoC Program grants funded in FY 2014. Additionally, HUD is granting an extension to all recipients who were funded for new grants with multi-year grant terms in FY 2012 or FY 2013. HUD is working on allowing multiple APRs to be submitted for those grants with multi-year grant terms.

HUD will issue a listserv when the APRs become available in *e-snaps*. Recipients will have 90 days from the time HUD issues that listserv to submit their APRs. Please note that this extension is **only** to the APR submission requirement and does not apply to an extension on anything else, including the period to expend funds.



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