

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 2019 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 via 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 2019 CoC Program Competition NOFA.
- To ensure that applications are considered for funding, applicants should read all sections of the FY 2019 CoC Program Competition NOFA.
- Detailed instructions can be found on the left menu within e-snaps and on the HUD Exchange. They contain comprehensive instructions and should be used in tandem with the navigational guides, which are also found on the HUD Exchange.
- Before completing the project application, all project applicants must complete or update (as applicable) the Project Applicant Profile in e-snaps, particularly the Authorized Representative and Alternate Representative forms as HUD uses this information to contact you if additional information is required (e.g., allowable technical deficiency).
- 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 the FY 2019 CoC Program NOFA.

1A. SF-424 Application Type

1. Type of Submission:

2. Type of Application: CoC Planning Project Application

If Revision, select appropriate letter(s):

If "Other", specify:

3. Date Received: 09/11/2019

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

6. Date Received by State:

7. State Application Identifier:

1B. SF-424 Legal Applicant

8. Applicant

a. Legal Name: Iowa Finance Authority

b. Employer/Taxpayer Identification Number (EIN/TIN): 52-1699886

c. Organizational DUNS:	614823722	PLUS 4	
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d. Address

Street 1: 1963 Bell Avenue, Suite 200

Street 2:

City: Des Moines

County:

State: Iowa

Country: United States

Zip / Postal Code: 50315

e. Organizational Unit (optional)

Department Name:

Division Name:

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

Prefix: Mr.

First Name: Brian

Middle Name:

Last Name: Sullivan

Suffix:

Title: Chief Programs Officer

Organizational Affiliation: Iowa Finance Authority

Telephone Number: (515) 725-4890

Extension:

Fax Number: (515) 725-4901

Email: brian.sullivan@iowafinance.com

1C. SF-424 Application Details

9. Type of Applicant: A. State Government

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-6300-N-25

Title: Continuum of Care Homeless Assistance Competition

13. Competition Identification Number:

Title:

1D. SF-424 Congressional District(s)

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

15. Descriptive Title of Applicant's Project: IA-501 CoC Planning Application FY2019

16. Congressional District(s):

a. Applicant: IA-003, IA-004, IA-001, IA-002

b. Project: IA-003, IA-004, IA-001, IA-002
(for multiple selections hold CTRL+Key)

17. Proposed Project

a. Start Date: 12/16/2020

b. End Date: 12/15/2021

18. Estimated Funding (\$)

a. Federal:

b. Applicant:

c. State:

d. Local:

e. Other:

f. Program Income:

g. Total:

1E. SF-424 Compliance

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. SF-424 Declaration

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: Ms.

First Name: Amber

Middle Name:

Last Name: Lewis

Suffix:

Title: Homeless Programs Manager

Telephone Number: (515) 725-2209
(Format: 123-456-7890)

Fax Number: (515) 725-4901
(Format: 123-456-7890)

Email: amber.lewis@iowafinance.com

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

Date Signed: 09/11/2019

1G. HUD 2880

Applicant/Recipient Disclosure/Update Report - form HUD-2880
U.S. Department of Housing and Urban Development
OMB Approval No. 2506-0214 (exp.02/28/2022)

Applicant/Recipient Information

1. Applicant/Recipient Name, Address, and Phone

Agency Legal Name: Iowa Finance Authority

Prefix: Ms.

First Name: Amber

Middle Name:

Last Name: Lewis

Suffix:

Title: Homeless Programs Manager

Organizational Affiliation: Iowa Finance Authority

Telephone Number: (515) 725-2209

Extension:

Email: amber.lewis@iowafinance.com

City: Des Moines

County:

State: Iowa

Country: United States

Zip/Postal Code: 50315

2. Employer ID Number (EIN): 52-1699886

3. HUD Program: Continuum of Care Program

4. Amount of HUD Assistance Requested/Received: \$243,718

(Requested amounts will be automatically entered within applications)

5. State the name and location (street address, city and state) of the project or activity: IA-501 CoC Planning Application FY2019 1963 Bell Avenue, Suite 200 Des Moines Iowa

Refer to project name, addresses and CoC Project Identifying Number (PIN) entered into the attached project application.

Part I Threshold Determinations

1. Are you applying for assistance for a specific project or activity? Yes
 (For further information, see 24 CFR Sec. 4.3).

2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9. Yes

Part II Other Government Assistance Provided or Requested/Expected Sources and Use of Funds

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/Local Agency Name and Address	Type of Assistance	Amount Requested / Provided	Expected Uses of the Funds
IA State Legislature, 1007 E. Grand Ave., Des Moines, IA 50319	Appropriation	\$50,000.00	Coordination & Planning
Iowa Finance Authority, 1963 Bell Ave., Des Moines, IA 50315	General Funds	\$10,930.00	Coordination & Planning

Part III Interested Parties

You must disclose:
 1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
 2. any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)	Social Security No. or Employee ID No.	Type of Participation	Financial Interest in Project/Activity (\$)	Financial Interest in Project/Activity (%)
NA	NA	NA	\$0.00	0%

Certification

Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional nondisclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.

I certify that the information provided on this form and in any accompanying documentation is true and accurate. I acknowledge that making, presenting, submitting, or causing to be submitted a false, fictitious, or fraudulent statement, representation, or certification may result in criminal, civil, and/or administrative sanctions, including fines, penalties, and imprisonment.

I AGREE:

Name / Title of Authorized Official: Amber Lewis, Homeless Programs Manager

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

Date Signed: 09/11/2019

1H. HUD 50070

HUD 50070 Certification for a Drug Free Workplace

Applicant Name: Iowa Finance Authority

Program/Activity Receiving Federal Grant Funding: CoC Program

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:	
a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.	e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federalagency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
b. Establishing an on-going drug-free awareness program to inform employees --- (1) The dangers of drug abuse in the workplace (2) The Applicant's policy of maintaining a drug-free workplace; (3) Any available drug counseling, rehabilitation, and employee assistance programs; and (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.	f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted --- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;	g. Making a good faith effort to continue to maintain a drugfree workplace through implementation of paragraphs a. thru f.
d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will --- (1) Abide by the terms of the statement; and (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;	

Sites for Work Performance.

The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Workplaces, including addresses, entered in the attached project application. Refer to addresses entered into the attached project application.

I certify that the information provided on this form and in any accompanying documentation is true and accurate. I

X

acknowledge that making, presenting, submitting, or causing to be submitted a false, fictitious, or fraudulent statement, representation, or certification may result in criminal, civil, and/or administrative sanctions, including fines, penalties, and imprisonment.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Authorized Representative

Prefix: Ms.

First Name: Amber

Middle Name

Last Name: Lewis

Suffix:

Title: Homeless Programs Manager

Telephone Number: (515) 725-2209
(Format: 123-456-7890)

Fax Number: (515) 725-4901
(Format: 123-456-7890)

Email: amber.lewis@iowafinance.com

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

Date Signed: 09/11/2019

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file

the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate:

X

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Applicant's Organization: Iowa Finance Authority

Name / Title of Authorized Official: Amber Lewis, Homeless Programs Manager

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

Date Signed: 09/11/2019

1J. SF-LLL

DISCLOSURE OF LOBBYING ACTIVITIES
Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352.
Approved by OMB0348-0046

HUD requires a new SF-LLL submitted with each annual CoC competition and completing this screen fulfills this requirement.

Answer "Yes" if your organization is engaged in lobbying associated with the CoC Program and answer the questions as they appear next on this screen. The requirement related to lobbying as explained in the SF-LLL instructions states: "The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action."

Answer "No" if your organization is NOT engaged in lobbying.

Does the recipient or subrecipient of this CoC grant participate in federal lobbying activities (lobbying a federal administration or congress) in connection with the CoC Program? No

Legal Name: Iowa Finance Authority
Street 1: 1963 Bell Avenue, Suite 200
Street 2:
City: Des Moines
County: Polk
State: Iowa
Country: United States
Zip / Postal Code: 50315

11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I certify that this information is true and complete.

Authorized Representative

Prefix: Ms.

First Name: Amber

Middle Name:

Last Name: Lewis

Suffix:

Title: Homeless Programs Manager

Telephone Number: (515) 725-2209
(Format: 123-456-7890)

Fax Number: (515) 725-4901
(Format: 123-456-7890)

Email: amber.lewis@iowafinance.com

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

Date Signed: 09/11/2019

2A. Project Detail

1a. CoC Number and Name: IA-501 - Iowa Balance of State CoC
1b. Collaborative Applicant Name: Iowa Finance Authority

2. Project Name: IA-501 CoC Planning Application FY2019

3. Component Type: CoC Planning Project Application

2B. Project Description

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.

PURPOSE: The primary purpose of the Iowa Balance of State CoC Planning Project is to develop a regional system of homeless assistance services available throughout the CoC. The secondary purpose is CoC-wide coordination.

NEED FOR PROJECT: The CoC encompasses a 96-county geography of 53,879 square miles, with vast rural areas of few services, and urban areas with more complete services. Prior to 2017, there were 23 known current local homeless coordinating boards serving various small pockets of the state, with many communities lacking a coordinated response to homelessness. Governing the CoC overall is the Iowa Council on Homelessness, with 38 governor-appointed members and seven committees. The Council has historically been challenged to achieve effective CoC-wide coordination over such a large and diverse geography.

PROGRESS: The launch of the first CoC Planning Project in 2016-2017 enabled the CoC to develop a system of Coordinated Services Regions. An RFP in December 2016 offered seed funds to support the voluntary development of multi-county regions. A total of eight initial regions were approved and funded the first year, covering approximately half the CoC. Regions were awarded \$10,000 - \$32,000 based on number of counties covered, urban/rural mix, and proposed activities. In the second year, additional regions formed, resulting in 12 regions, covering approximately two-thirds of the CoC. In the third year, 10 total regions received funding, with some regions able to sustain on their own with local support instead of CoC funding.

Regions commit to six goals: 1) Regional Coordination of stakeholders; 2) Coordinated Entry Participation; 3) Data Coordination (HMIS participation, bed coverage, and unsheltered PIT Count coverage; 4) Common Standards for providing services; 5) Baseline Services Planning (at least emergency shelter and RRH); and 6) Overall CoC Participation.

SCOPE OF PROPOSED PROJECT: The CoC anticipates continuing to support the system of Coordinated Services Regions. This will include further expanding coverage. It will also include strengthening resources at the overall CoC level, in order to make progress on the policy, planning, coordination, evaluation, and monitoring needs of the whole CoC.

USE OF GRANT FUNDS: During the first three years utilizing Planning Grant funds, the majority of funds (approximately two-thirds) directly supported staff and operations of Coordinated Services Regions. As the CoC develops, some of these funds that are currently passed through to regions may be retained instead for overall CoC coordination and planning—continuing to support the regionalized system, but through a more centralized staffing structure. In addition to the funding in support of regional groups, approximately 17% of

Planning Project dollars are required to complete the annual CoC application process, which may include subcontracting with an external agency for additional staffing.

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

BACKGROUND/OVERALL TIMELINE: This project was initially funded in the FY15 competition, with an award contract from HUD in December 2016. The next award contract, for FY16, did not arrive until March 2018. For FY17, we received the contract in time for a 2019 calendar year project. For FY18, this is anticipated to mostly support the upcoming 2020 calendar year. For the current competition for FY19, we anticipate this mostly supporting the 2021 calendar year.

NEXT STEPS/SCHEDULE: For this proposed FY19 Planning Project, we are looking ahead mostly to the 2021 calendar year (see “Background/Overall Timeline” above). Additionally, the project continues to evolve significantly. This makes it challenging to accurately plan ahead for 18 months or more in advance. The evolution is partly due to still being relatively new in regional development. Additionally, in early 2018, the CoC sought and was granted HUD Technical Assistance to review and potentially make changes to the CoC’s overall governance structure. Onsite assistance from TA provider, HomeBase, subsequently commenced in November 2018, with in-depth assessment and strategic planning with various stakeholders. After this process concluded, the CoC opted to continue to seek out further strategic planning and governance assistance with a contractor to determine how to build capacity for the CoC long-term. This initiative is still currently active, with an anticipated conclusion of approximately January 2020. Depending on the outcome of this process, changes in overall CoC structure could moderately shift the priorities and funding plan for this proposed CoC Planning Project.

MANAGEMENT PLAN: A lead agency is needed to coordinate the overall structure and ensure that regional groups are meeting expectations and progressing toward regional and CoC-wide goals. The Collaborative Applicant (Iowa Finance Authority/IFA) has thus far filled this role in an official capacity, but with very limited direct staff resources available. Critical contributions continue to be provided by a number of partnering agencies including: 1) Hawkeye Area Community Action Program (HACAP), having received substantial SSO Coordinated Entry grants, and which fostered regional Coordinated Entry implementation; 2) the HMIS Lead, Institute for Community Alliances (ICA), which provided important support and training for integrating HMIS into Coordinated Entry, expanding bed coverage, the unsheltered PIT Count, and many other regional and CoC-wide data needs; 3) Home Forward Iowa, which provides remote and on-site technical support to regions to engage stakeholders and provide guidance for regional development; and 4) the Coordinated Entry Committee, which has developed a strong membership structure for regional representation, and which supported regions in developing policies and procedures for the initial launch of Coordinated Entry and more.

We anticipate that the ongoing governance and strategic planning initiative will help us strengthen the role of a lead coordinating agency in the future.

METHOD FOR ASSURING EFFECTIVE AND TIMELY COMPLETION OF ALL WORK: Each region reports regularly to the CoC through the Iowa Council on Homelessness, with the current plan having two rotating report presentations at each bi-monthly meeting of the Council. With six Council meetings per year, this allows for at least 12 total reports covering all regions. Home Forward Iowa assists in coordinating regional reporting. The Coordinated Entry Lead Agency (HACAP), HMIS Lead Agency (ICA), and Collaborative Applicant (Iowa Finance Authority) also report regularly to the CoC on project progress through two avenues: bi-monthly meetings of the full CoC (Iowa Council on Homelessness), and bi-monthly meetings of the CoC board, the Executive Committee; combined, these meetings occur on the third Friday of every month.

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

The CoC Planning Projects continue to improve the evaluation of CoC and ESG projects. Most notably, both programs moved toward a far more objective internal competition process of reviewing and evaluating project performance based on performance outcomes. The HMIS Lead, Institute for Community Alliances, developed one-page HMIS (and comparable DVIMS DV database) project performance reports for both programs. Reports highlighted key indicators such as numbers served directly from the streets or unsheltered, bed capacity versus bed nights utilized, length of stay, percentage exits to permanent housing, changes in participant income, and returns to homelessness after permanent exit. Competition for funding is significantly weighted toward project performance in these areas, with variations in benchmarks according to project type. Home Forward Iowa has also supported the development of a structure for monitoring performance of CoC projects in the future, with additional work in this area to continue through the Continuum of Care Committee.

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

Continuation of activities is supported on multiple fronts, including: Sustainability of Regions: The development of a formalized system of Coordinated Services Regions in Iowa marks a significant step toward a cohesive functioning care system for persons experiencing homelessness. Regions are bringing new stakeholders into the planning process and coordinating together, sometimes for the first time. Some more urban regions include long-standing and highly-developed homeless assistance agencies offering a range of services; other more rural regions have had limited coordination in the past of the homeless services that do exist, and in some cases limited interaction between stakeholders. The limited funding through CoC Planning Grants has supported the initial formation and development of regions; the new partnerships created provide a strong prospect for future sustainable collaboration.

ESG Support: Continuation of this regional progress will also be supported by future ESG grants in Iowa. The Iowa Finance Authority is the state ESG recipient in Iowa and also the Iowa Balance of State CoC Collaborative Applicant; this agency has begun to incentivize progress toward the six regional

goals in its competitive project application process, and will continue to do so. For example, the application includes items related to the development of regional Common Standards, regional participation in Coordinated Entry and PIT unsheltered counts, and Baseline Services planning to include at least Emergency Shelter and RRH in each region. Iowa Legislative Appropriations: In addition to planning funds provided by HUD through the CoC program, the CoC has been successful since 2012 in obtaining state legislative appropriations to support the CoC (\$50,000 annually to the Iowa Council on Homelessness, which is the governing board for the CoC). These funds provide matching contributions for the planning grant; success with Coordinated Services Regions provides the Council with a strong advocacy case for continued funds.

CoC Funds: While the Coordinated Services Regions structure is a promising model for future sustained collaboration across the CoC, the 3% available per CoC legislation for CoC Planning Activities is a critically important resource, and we appreciate and strongly support its continued availability.

3A. Governance and Operations

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

Provide information for up to five of the most active CoC-wide planning committees, subcommittees and/or workgroups, to address homeless needs in the CoC’s geographic area that recommend and set policy priorities for the CoC, 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.

Name of Group	Role of the Group (max 750 characters)	Meeting Frequency	Name of Individuals and/or Organizations Represented
Executive Committee	Responsible for strategic planning, governance, oversight of special initiatives, and operation of the CoC and other committees. Serves as the appeal board for CoC funding and ranking decisions. Conducts necessary business of the CoC in between CoC board meetings. Evaluates progress toward ending homelessness.	Bi-Monthly	Chair—Karin Ford; CoC providers; ESG providers; HMIS lead ICA; Coordinated Entry Cmte Chair; state DV-lead as alternate (State Att. Gen.); homeless advocates; Education/Higher Education; Public Health; Department on Aging; Collaborative Applicant IFA
CoC Committee	Responsible for monitoring of CoC-funded projects. Provides technical assistance to new and current projects. Solicits applications. Reviews and scores applications for new and renewal projects. Recommends project priorities and rankings. Promotes HUD policy priorities such as housing first, chronic homeless prioritization, veterans and youth focus, rapid rehousing, and more. Establishes the timing and process for the internal CoC competition each year.	Monthly	Chair—Dennis Lauterbach; CoC providers; HMIS Lead ICA; Collaborative Applicant and ESG lead IFA; State Depts of: Human Services, Public Health, Workforce Development; Economic Development, faith-based provider; homeless advocates.
Coordinated Entry Committee	Responsible for the development, implementation, and evaluation of a coordinated entry system. Identify and recommend a standardized assessment tool to the full CoC for final approval. Identify recommended trainings and evaluate the coordinated entry process for the CoC. Facilitate the incorporation of HMIS in coordinated entry, and ensure the system is responsive to the needs of those fleeing domestic violence. Develop procedures and protocols for the CoC to ensure the coordinated entry process is effective in meeting the needs of persons experiencing homelessness.	Monthly	Chair--Gary Wickersing; CE Project Leads HACAP, Home Forward Iowa, Waypoint, and ICA; HMIS Lead ICA; Home Forward Iowa (TA); regional representatives; CoC-funded and non-CoC-funded providers including DV, ESG providers, ES, TH, PSH and RRH providers.
Policy and Planning Committee	Consult with the ESG grantee (IFA) on funding allocations and policies. Address policy issues such as how to best support training and mentorship for new programs. Develop and implement written CoC and ESG standards for RRH and more.	Bi-Monthly	Chair--Crissy Canganelli (CoC funded provider, Shelter House); Collaborative Applicant and ESG lead IFA; ESG and CoC funded providers including DV, Legal Aid, ES, TH, PSH, RRH providers.

Research and Analysis Committee	Ensure training for HMIS and non-HMIS agencies for the unsheltered PIT. Review data quality, completeness, and HMIS bed coverage. Maintain and update policies and procedures for accurate data entry for CoC members including DV agencies. Assist in developing an evaluation plan for ESG- and CoC-funded agencies. Review HUD quarterly data quality and completeness. Work with HMIS Lead agency to maintain compliance.	Bi-Monthly	Chair—David Hagen (CoC-funded provider, HACAP); HMIS lead ICA, Collaborative Applicant and ESG lead IFA; CoC- and non-CoC funded providers; local gov't agency; higher education agency.
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4A. Sources of Match

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

Summary for Match

Total Value of Cash Commitments:	\$60,930
Total Value of In-Kind Commitments:	\$0
Total Value of All Commitments:	\$60,930

1. Does this project generate program income as described in 24 CFR 578.97 that will be used as Match for this grant? No

Match	Type	Source	Contributor	Date of Commitment	Value of Commitments
Yes	Cash	Government	Iowa Finance Auth...	09/11/2019	\$60,930

Sources of Match Details

- 1. Will this commitment be used towards Match?** Yes
- 2. Type of commitment:** Cash
- 3. Type of source:** Government
- 4. Name the source of the commitment:** Iowa Finance Authority
(Be as specific as possible and include the office or grant program as applicable)
- 5. Date of Written Commitment:** 09/11/2019
- 6. Value of Written Commitment:** \$60,930

4B. Funding Request

1. Will it be feasible for the project to be under grant agreement by September 30, 2021? Yes

2. Does this project propose to allocate funds according to an indirect cost rate? Yes

Indirect cost rate proposals should be submitted as soon as the applicant is notified of a conditional award and no later than three months after the award.

Conditional award recipients will be asked to submit the proposal or approved rate during the e-snaps post-award process.

**a. Please complete the indirect cost rate schedule below:
 (At least one row must be entered)**

Administering Department/Agency	Indirect Cost Rate	Direct Cost Base
Iowa Finance Authority	10.00%	\$80,000.00

b. Has this rate been approved by your cognizant agency? No

c. Do you plan to use the 10% de minimis rate? Yes

3. Select a grant term: 1 Year

A description must be entered for Quantity. Any costs without a Quantity description will be removed from the budget.

Eligible Costs:	Quantity AND Description (max 400 characters)	Annual Assistance Requested (Applicant)
1. Coordination Activities	Administrative support for the CoC to coordinate and operate the following: meetings of the full CoC membership, with published agendas, minutes, and resources; the member application process; the board that acts on the CoC's behalf (Iowa Council on Homelessness); additional committees (currently seven); governance charter review; public information requests; and the recusal/conflict of interest process.	\$40,000

2. Project Evaluation		
3. Project Monitoring Activities		
4. Participation in the Consolidated Plan		
5. CoC Application Activities	Prepare an application for funds for the CoC, including: design, operate, and follow a collaborative process for the development and submission of applications; and collect and combine the required application information from all applicants and projects in the CoC.	\$40,000
6. Determining Geographical Area to Be Served by the CoC		
7. Developing a CoC System	Support a regionally-coordinated service system (Coordinated Services Regions). Coordinated Services Regions support HMIS participation and bed coverage, PIT Count participation, Coordinated Entry, standards for providing assistance, and baseline services availability throughout the CoC.	\$163,718
8. HUD Compliance Activities		
Total Costs Requested		\$243,718
Cash Match		\$60,930
In-Kind Match		\$0
Total Match		\$60,930
Total Budget		\$304,648

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

5A. Attachment(s)

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.

1-Year Operation Rule.

For applicants receiving assistance for CoC planning: the project will be operated for the purpose specified in the application for any year for which such assistance is provided.

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: Amber Lewis

Date: 09/11/2019

Title: Homeless Programs Manager

Applicant Organization: Iowa Finance Authority

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. SF-424 Application Type	No Input Required
1B. SF-424 Legal Applicant	No Input Required
1C. SF-424 Application Details	No Input Required
1D. SF-424 Congressional District(s)	09/11/2019
1E. SF-424 Compliance	09/11/2019
1F. SF-424 Declaration	09/11/2019
1G. HUD 2880	09/11/2019
1H. HUD 50070	09/11/2019
1I. Cert. Lobbying	09/11/2019
1J. SF-LLL	09/11/2019
2A. Project Detail	09/11/2019

2B. Description	09/11/2019
3A. Governance and Operations	09/11/2019
3B. Committees	09/11/2019
4A. Match	09/11/2019
4B. Funding Request	09/11/2019
5A. Attachment(s)	No Input Required
5B. Certification	09/11/2019