Addenda I

Miami-Dade County Homeless Trust
HUD CoC NOFO Request for Applications
Response to written questions

1. I hope all is well. Can you please clarify that the NOFO application posted on the website is the same as the previous NOFO?

   HUD cancelled the FY25 application, meaning we never submitted the outcome of the local solicitation held last year. This is a new solicitation seeking collaborative applications for the FY26 HUD CoC NOFO. Other differences in this solicitation include:
   - We are only renewing PSH projects, which forces all other activities to apply for new project applications.
   - New CoC projects will be allowed to apply for:
     - Support Services Only (SSO) - including Street Outreach (SO)
     - Transitional Housing (TH)
   - New YHDP projects will be allowed to apply for:
     - Coordinated Entry (CE)
     - TH
   - New DV projects will be allowed to apply for:
     - Coordinated Entry (CE)
     - TH
     - Rapid Re-housing (RRH)

2. What is the administrative/indirect cost that is allowed on these projects?

   Admin is capped at 10% and split 50:50 with the Homeless Trust. The new de minimum indirect cost rate is 15%, no split is imposed on indirect costs; organizations with a federally approved indirect cost rate must use the cognizant agency approved rate.

3. Is there a match required? And if so, is it cash or in-kind?

   HUD has a 25% match requirement for all budget line items excluding Leasing. The match can be either cash or in-kind.

4. It seems that some of the clients are already housed in Mother Seton and Verde Gardens, would they remain there, or would we have to find new housing using their vouchers?

   Camillus expressed their intent to apply for both of these projects. We will be seeking a transition grant that changes the scope of the Mother Seton project from PSH to TH over the next year. HUD has issued guidance allowing clients to access TH from reallocated projects when alternative housing arrangements could not be made during the transition period. Verde Garden's is being renewed as PSH, but we are seeking to separate (1) property management and (2) supportive services provider. Camillus has expressed interest in doing both.

5. With these funds are we able to have peer support positions and lease vehicles?

   Yes, those are both eligible activities within the Supportive Services budget.

6. Would an employment agency (to help homeless find employment) be eligible to apply to this RFP?

   Yes, we want employment agencies to apply using Support Service Only (SSO) grants or partner with other applicants.

7. Are YHDP projects are going to be competing against longstanding and much larger adult projects in Tier 2 and treated as standard CoC projects for ranking purposes? Will there be any special considerations given RHYA/YHDP origins and youth focus?

   Unlike previous years where YHDP renewals enjoyed special protections or exclusions from competition, all YHDP renewals are now fully competitive.

8. Since we are reallocation a RRH project to TH-only, what happens to any open RRH placements?

   Current contract's end in calendar year 2027. If an additional year to transition is needed, you may choose to elect "Transition Grant" in your renewal application. This will allow you to use program funds for both the RRH component and TH in your FY27-28 contract.

9. As you know, both of our grants were designed around populations that continue to be over-represented and harder to reach/serve, including LGBTQIA+ youth and youth living with HIV. As we think about a replacement project that combines these two grants, it would be ideal to preserve this approach, especially as we have hired specialized staff in these areas.

   The NOFO recognizes that YHDP projects are intended to serve homeless youth and encourages specialized approaches for vulnerable youth populations. For example, YHDP is intended to serve homeless youth aged 24 and younger, including unaccompanied youth and parenting youth. HUD allows YHDP projects to propose innovative activities designed to reduce youth homelessness, provided they are approved by the Youth Action Board (YAB) and CoC leadership and are not in conflict with fair housing or civil rights requirements. Project applications must identify the populations and subpopulations they intend to serve. Therefore, a project could reasonably be structured as a youth-focused housing and supportive services model specifically designed to address the unique barriers experienced by LGBTQIA+ youth and youth living with HIV, who are disproportionately represented among youth experiencing homelessness. The emphasis is on tailoring services, outreach, engagement strategies, staffing, partnerships, and housing interventions to those populations.

10. Should we limit the use of RRH moving forward (now) knowing where we're headed? From the BNLs I've attended, income max tends to be around $2500/mo - so even with the

more 'affordable' studios we are seeing, a year to ramp up to market rent is a tall order for YYA.

As a CoC we have not decided on issuing a CoC imposed moratorium on referrals to RRH, please review the response to question 8 before deciding to impose a program level moratorium on referrals.

11. Is an awarded new project grant renewable for a certain number of years after the one-year grant period concludes? If yes, for how many years is it renewable?

    All grants are using a 1-year term and subject to renew annually.

12. Instead of an MOU, is it possible to submit a Letter of Intent with a community partner that states the intent to sign a Memorandum of Understanding following Commission and funding approval?

    Yes. The MOU will have to be in place upon contracting.

13. Should the APR for a renewal project cover the last fiscal year or calendar year?

    The contract year that ended most recently (i.e. 6/1/25-5/31/26).

14. What date range should the APR for a new project cover?

    You may use an APR for a like project, a report from another MIS or simply project the project outcomes when submitting a new project application. If you are using an APR or MIS report, please submit one for the previous year. You can choose to use CY25, or the previous year data was collected (i.e. 6/1/25-5/31/26).

15. Can we submit two applications: one for a new project in the Street Outreach category and another for a new project for the Support Services Only category for our Workforce Development?

    You can choose to submit two separate applications, or you can include supportive employments costs in your outreach proposal.

16. Could a Workforce Development application for Support Services ask for grant funding only to serve residents a specific municipality?

    Yes.

17. What are the supplemental questions and how do we submit them?

    The supplemental questions are provided in PDF to collect information on milestones, services provided, and household characteristics. These questions were kept outside of

Monday.com because the responses use tables. Monday.com will provide a portal for you to upload your responses to supplemental questions.

18. Wondering if we are allowed to add a small amount of construction costs into our SSO budget?

    The HUD CoC program does not allow capital costs for SSO projects.

19. Wondering if we must open workforce to all CoC partners when applying for job development specific SSO or can we limit it to people coming through a specific program?

    The workforce program may have caseload or capacity limitations based on your budget. You could also include a target program to be services by the SSO so long as this is a new activity not otherwise already being provided.

20. Could you advise which project component you believe is the best fit for a model and any current priorities or constraints (e.g., preferences for Joint TH/RRH vs. standalone TH)?

    While I cannot advise what project type you should submit, I can clarify we are not accepting joint component TH and RRH applications in this solicitation.

21. Could we have a mandatory religious curriculum as part of our TH proposal? Would this qualify as a religious accommodation?

    The relevant part of the NOFO is from page 10 under faith-based organization. “Such an organization also may not, in providing services funded by HUD, or in their outreach activities related to such services, discriminate against a program beneficiary or prospective program beneficiary on the basis of religion, a religious belief, a refusal to hold a religious belief, or a refusal to attend or participate in a religious practice.” There is clearly a limitation on the ability to discriminate based on refusal to attend a religious practice. Such a requirement would not qualify as a “religious accommodation” under the NOFO. Finally, the NOFO would not prohibit voluntary participation in religious services or the incentivizing of such participation.

22. Can we inspect the units if we own them?

    Under HUD Continuum of Care (CoC) regulations, a recipient or subrecipient cannot conduct Housing Quality Standards (HQS) inspections or rent reasonableness determinations on properties that they own or have a direct financial interest in.

23. If we choose to apply in both categories of Street Outreach and Stand-Alone Support Services for workforce development with two separate budgets for the HUD CoC, is it correct that we submit two completely separate LOIs and applications through Monday.com?

You may submit one letter of intent and outline all the activities in the narrative describing what you are applying for.

24. For a Street Outreach new application would it be acceptable to ask for services previously funded plus also for extra money to expand outreach with new staff people?

    You are submitting a new project application. You can request a different amount than those previously awarded. If needed, you can request to fund additional services.

25. Will we have to submit all the required forms for a new project application or are we except from some of the forms since we have a current contract with the CoC?

    Monday.com conditional logic will skip the requirement to upload specific forms for existing providers contracting with us.

26. We are proposing a shared housing RRH model, and we are planning to have the lease signed by the landlord, ourselves (sub-recipient), and all of the tenants residing in the property.

    In RRH, which is Rental Assistance, the tenant must sign a lease with the landlord for 12 months. Each tenant would likely enter into leases at different times. Locally we have a form where the landlord, tenant, and program all sign an agreement that clarifies everyone's role and stipulates what the program will pay on behalf of the tenant, and whenever applicable, what the tenant's financial responsibility is.

    Something to consider when a program participant rents a single room in a shared house. You must calculate rent limits using HUD's Shared Housing Pro-Rata Share methodology. The calculation relies on two distinct factors: determining the maximum allowable total rent for that room (the subsidy cap) and calculating the participant's specific income-based rent contribution.

    Step 1: Calculate the Maximum Allowable Room Rent
    To determine if the price of the room complies with HUD guidelines, you must compare the individual's Fair Market Rent (FMR) to the room's pro-rata share of the entire house's FMR. The maximum allowable rent is the lower of the two values.
    -Identify the Family Size FMR: Find the published HUD FMR for the participant's required unit size (usually the 0-bedroom or 1-bedroom FMR for a single individual).
    -Calculate the Pro-Rata Share FMR: Take the published HUD FMR for the entire house and multiply it by the pro-rata fraction (the number of bedrooms the participant occupies divided by the total number of bedrooms in the house).
    Calculation Example:
    -The Setup: A single participant rents 1 bedroom in a 4-bedroom house.
    -Local FMRs: Assume the local 1-bedroom FMR is $900 and the 4-bedroom FMR is $2,400.
    -Pro-Rata Fraction: 1 ÷ 4 = 25% (or 0.25).
    -Pro-Rata FMR Calculation: $2,400 x 0.25 = $600

-The Limit: Compare the 1-bedroom FMR ($900) to the Pro-Rata FMR ($600). The maximum allowable gross rent (rent + utility share) for that single room is $600 because it is the lesser value.
-Rent Reasonableness: The final rent must also pass a standard HUD Rent Reasonableness test comparing it to similar shared rooms in the local market.

Step 2: Calculate the Pro-Rata Utility Allowance
If utilities are not included in the rent, you cannot use the standard utility schedule for a 1-bedroom unit. Instead, you must calculate the participant's pro-rata portion of the utilities.
-Multiply the local PHA utility allowance for the entire house size by the participant's pro-rata fraction.
-Example: If the 4-bedroom utility allowance is $300, the participant's shared utility allowance is $300 x 0.25 = $75

Step 3: Calculate the Participant's Rent Contribution
Once the room's total rent is approved, the participant's actual monthly financial contribution is calculated using standard HUD CoC Rent Calculation steps based on their household income:
-Determine Monthly Adjusted Income: Calculate the annual gross income, apply standard HUD deductions (such as dependents or medical allowances), and divide by 12.
-Apply the 30% Rule: Multiply the monthly adjusted income by 30% (0.30) to establish the Payment amount.

27. For the budget spreadsheet, it calculates the total based on the column that includes indirect cost. Can we delete the formula for indirect costs if we are not using them?

    Yes, please do not include indirect costs in your budget unless you mean to do so intentionally.

28. If we are not requesting indirect cost, can we calculate the 25% match requirements from column D instead of column F?

    Yes.

29. How do I edit my application?

    Save the links to your Monday.com applications in case you need to edit them later. When you submit your application, you will get a thank you screen. Use the click here function on the thank you screen to reopen the application. Save the address in the URL bar (also known as location bar) for your application to access it for future use, or click on the edit submission button to edit the app. If you edit the application, repeat those steps to save your latest draft. I recommend each applicant keep a document with the URLs for your most recent applications.

30. If we have access to a property that was not brought to us directly, but we have an agreement with the landlord to utilize it for a transitional housing program that includes supportive services, would that be acceptable?

    Applicants may use the leasing budget line item to rent entire properties from landlords then enter into occupancy agreements with the program participants.

31. Am I correct in understanding that an organization may apply for more than one grant?

    Correct, you may apply for more than one grant but the solicitation limits how many applications you submit for each activity (Street Outreach, Transitional Housing, and Support Service Only). We are allowing more than one application for TH when the organization is applying for a DV TH project in addition to a CoC TH project, and when the organization is using one of our properties to provide TH.

32. We are submitting a new SO application because the solicitation is not allowing us to renew. What start date do we use for the new project?

    While not required, your start date would be the day after your current project expires.

33. What if some of the legacy residents in a renewal PSH do not meet the DedicatedPlus definition?

    Being a DedicatedPlus project implies that all new referrals will prioritize people meeting the DedicatedPlus definition.

34. With renewal PSH are we required to continue following the Housing First Model?

    No, we removed Housing First from our standards. We are currently discussing drafting new policy to address the future administration of PSH, which may include imposing service participation requirements, a move on strategy, focus on specific disabilities, prioritization of seniors...

35. If we want to do a partial reallocation of our current Coconut Grove Project Based PSH beds what are the steps in that process? How does budgeting work for the remaining PSH beds?

    You can reduce part of a project. Meaning you can reduce one or more budget line items so long as the cost to operate the program does not exceed the normal distribution of costs for PSH.

36. When applying for the new Transitional Housing beds is the budget limited to the balance of what we reallocated from PSH?
    No, your new project budget does not have to match your reallocation total, it can request more or less than the amount reallocated.

37. Will HUD allow budget amendments in renewal projects in order to enhance support services in line with HUD's intent of increasing access to service delivery?

    The budget amendment is outside of the collaborative application. Email Terrell Ellis, the Contracts Administrator for amendment questions.

38. For new construction projects that will not be available for occupancy until approximately 8–12 months from now, would the Homeless Trust consider these eligible for funding if the site is secured and development is underway, or are projects expected to have units available for occupancy immediately upon contract execution?

    The RFA asks that you can start serving clients before your grant expires in calendar year 2028. If you are using leasing, you can technically start using other sites transitionally.

39. We also have access to a six-bedroom, two-bathroom home that could potentially serve as a Transitional Housing program exclusively for survivors of domestic violence. Would a congregate-style model like this be considered an eligible and competitive Transitional Housing project under the DV Bonus, or is the preference for apartment-style units? Yes

40. Are we required to collect a certificate of consistency?

    Certificate of consistencies are required with our application to HUD. We will collect certificate of consistencies for renewal Permanent Supportive Housing programs. New project applicants must seek a certificate of consistency certificate of consistency and submit them with their application. Please review the RFA for instructions on how to obtain a certificate of consistency from your local jurisdiction.

41. For projects that request funding to provide only supportive services and use rental assistance funds from an alternative source as matching funds to provide up to 12 months of rental assistance, how would the project type be classified under this NOFO: Permanent Housing (PH), Transitional Housing (TH), or Supportive Services Only (SSO)?

    This would be a PSH project and new PSH projects are not allowed in our solicitation.

42. For the Street Outreach and Support Services Only Categories does the applicant need to upload a description of their program requirements or just submit an N/A document because this question applies to TH, PSH and DV RRH categories

    Among the uploads, which are required attachment fields, you must upload any applicable service requirements the organization will impose of program participants; if you will not impose service participation requirements, then upload a document saying as much.

43. Our health center has a mobile medical clinic in Broward County that operates the County's only authorized Syringe Services Program under the Infectious Disease Elimination Act (IDEA). The SPOT mobile medical clinic serves individuals with substance use disorders by providing sterile syringes, safe disposal of used syringes, overdose prevention

education, naloxone (Narcan) distribution, HIV and Hepatitis C prevention services, wound care, medical services, and referrals to substance use treatment. Could you please advise whether operating this program in Broward County would have any impact on our eligibility to apply for or receive funding under the local CoC RFA in Miami-Dade County?

Due to new federal restrictions in the FY26 HUD CoC NOFO, programs that incorporate harm reduction or needle exchanges are no longer eligible for funding. Because HUD is redirecting these resources exclusively to treatment-adherent models, we unfortunately cannot include your organization in this year's collaborative application.

44. For transitional housing providers proposing "sober" beds, will there be discretion in accepting participants from Coordinated Entry (CE)? For instance, if a referred individual is not sober and actively using, may the provider decline the referral? Additionally, would it be allowable to complete an internal referral to a Transitional program, or are all referrals required to originate exclusively through CE?

    The current policy suggests CE, SO, and ES are all allowable referral sources for TH.

45. For transitional housing providers proposing "sober" beds, will there be discretion in accepting participants from Coordinated Entry (CE)? For instance, if a referred individual is not sober and actively using, may the provider decline the referral? Additionally, would it be allowable to complete an internal referral to a Transitional program, or are all referrals required to originate exclusively through CE?

    TH referrals will follow the Orders of Priority for referral process established by the Homeless Trust which will be amended to include TH in the coming months. The current policy suggests Traditional sober living homes usually require complete sobriety before move-in. If a person tests positive for substances that cause dangerous withdrawal (like alcohol or benzodiazepines), the program will usually require a medical detox first for safety. Some modern programs allow residents to move in while concurrently attending an outpatient, medically supervised detox program. Staff may transition the applicant to a higher level of care, such as inpatient rehab, before entering sober living. Some homes accept the individual immediately under strict conditions, such as daily testing, increased meeting attendance, and temporary restriction of privileges.

46. Is an agency permitted to apply for the Verde project as both the support service provider and the property management entity, provided that roles are clearly delineated, and responsibilities are appropriately aligned with each proposed service/activity?

    Yes.

47. For transitional housing projects serving families (e.g., Mother Seton), to whom do the 20-hour requirements apply? Are they limited to Heads of Household? If a child is over the age of 18, are they also required to complete the 20 hours? Additionally, how does this requirement apply to children under the age of 18?

The 20-hour supportive service requirement applies to the head of household, a disabled adult.

48. Is there any special requirement on who is allowed to sign and submit the grant, or can it be anyone allowed to submit grants by the organization?

    Anyone delegated to submit the application on behalf of the organization is allowed to submit the grant. You should be able to save and share the draft with a supervisor for approval, too. Follow the instructions provided in Q.29.

49. Should the LOIs for future MOUs for referral partnerships be combined with the Third-Party Match Commitment Upload document? I didn't see a separate upload for MOUs or LOIs.

    I added a question "Subcontracts, MOUs or other agreements not related to match" to allow these attachments. The question instructions say: "If you will subcontract any portion of the funds requested or enter into an MOU or another type of agreement with another party to perform the activities in your proposal; please include those agreements or letter of intent to enter into an agreement if awarded, here."

50. Where do I upload the 424-B Assurances form in the Monday.com?

    Applicant Assurances Certifications Form 424-B will only be requested if you are not currently contracting with the Homeless Trust.

51. Application structure: Are subcontracts between a Prime Applicant and a partner organization authorized under this RFA, or must partners submit as joint proposals? If subcontracts are authorized, is there additional documentation required to establish that relationship? Should the Prime Applicant submit as the sole Project Applicant with the partner organization listed as a named subrecipient within the same application, or does the Trust expect a different structure? Should we submit one joint Attachment 5, or does each organization need its own budget detail tab?

    Partner organizations can submit one application and attach an MOU or letter of intent to enter into an MOU or subcontract if awarded. See response to Q.49.

52. TH cost reasonableness: Beyond the FY26 FMR schedule published in the RFA, does the Trust apply a per-unit or per-household cost ceiling when scoring new TH applications?

    We do not have standards costs for TH.

53. Rental Assistance vs. Leasing for TH: If we determine Rental Assistance better fits our model than Leasing/Operating, what is the process for obtaining the Trust's required written permission?

Please ask this question during one of the public meetings. If you still want to use rental assistance, email **manuel.sarria@miamidade.gov** for approval.

54. Match documentation: Is there a preferred or required format for match commitment letters beyond Attachment 13, and how much lead time should we plan for to get letters countersigned before submission?

    One or more match commitment letter(s) can be attached to the application on the match sources letterhead. It should identify the source of the match, amount of match, if the match is cash or in-kind, and the dates for which the match applies to the proposal.