

## **DEPARTMENT OF VETERANS AFFAIRS**

### **FUNDING AVAILABILITY:**

Homeless Providers Grant and Per Diem (GPD) Program Capital Grant

### **AGENCY:**

Department of Veterans Affairs (VA)

### **ACTION:**

Notice of Funding Opportunity

### **SUMMARY:**

During the National Emergency due to COVID-19, VA announces the availability of approximately \$50 million in capital grants to increase safety and reduce the risk to Veterans in GPD transitional housing who otherwise would be experiencing homelessness. Funding for grants awarded under this Notice of Funding Opportunity (NOFO) is made available through the Coronavirus Aid, Relief, and Economic Security Act, 2020 (the CARES Act; P.L. 116-136). Mounting risks posed to vulnerable populations from public health concerns such as the coronavirus and other infectious diseases show a need to increase safety in transitional housing provided by GPD grantees. This funding will allow current GPD grantees to improve the transitional housing they offer to Veterans resulting in less congregate housing and more individual unit style housing. This funding will improve personal safety for Veterans, reduce risks associated with close quarters living and increase the availability of individual unit style transitional housing. This funding will allow GPD grantees to continue to transform programs and to meet the challenges local communities face when providing safe spaces for Veterans experiencing homelessness.

### **DATES:**

Applications for grants must be received by the GPD National Program Office no later than **4:00 p.m. Eastern Time on May 25, 2021.**

In the interest of fairness to all, this deadline is firm as to date and hour. VA will treat any application received after the deadline as ineligible. Applicants should take this practice into account and submit their materials early to avoid the risk of unanticipated delays, computer service outages or other submission-related problems that might result in ineligibility.

### **APPLICATION REQUIREMENTS:**

The required documentation for applications is outlined under the Application Documentation Required sections of this NOFO. For detailed GPD program information and requirements, see part 61 of title 38, Code of Federal Regulations (C.F.R.) or 38 C.F.R. part 61.

### **APPLICATION SUBMISSION:**

Applications must be submitted by following instructions at [www.va.gov/homeless/gpd.asp](http://www.va.gov/homeless/gpd.asp). Applications may not be submitted any other way. Applications must be received by the GPD National Program Office no later than 4:00

*Posted 03/11/2021*

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p.m. Eastern Time on the application deadline date. Applications must be submitted as a complete package. Materials arriving separately will not be included in the application package for consideration and may result in the application being rejected or not funded.

### **TECHNICAL ASSISTANCE:**

Information regarding how to obtain technical assistance with the preparation of a grant application is available on the GPD program website at [www.va.gov/homeless/gpd.asp](http://www.va.gov/homeless/gpd.asp).

### **FOR FURTHER INFORMATION CONTACT:**

Jeffery Quarles, Director, GPD Program (673/GPD), VA National Grant and Per Diem Program Office, 10770 N. 46th Street, Suite C-200, Tampa, FL 33617, by phone at (1-877-332-0334; this is a toll-free number) or by email at [GPDGrants@va.gov](mailto:GPDGrants@va.gov).

### **SUPPLEMENTARY INFORMATION:**

Funding Opportunity Title:	GPD Capital Grant
Announcement Type:	Initial
Funding Opportunity Number:	VA-GPD-CG-FY2021
Assistance Instrument:	Grant
Assistance Listing:	64.024, VA Homeless Providers Grant and Per Diem Program

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### **I. Funding Opportunity Description**

#### **A. Purpose**

In response to the President's March 2020 National Emergency declaration related to COVID-19, VA announces the availability of approximately \$50 million in capital grants to increase safety and reduce risk for Veterans in GPD transitional housing who otherwise would be experiencing homelessness. Mounting risks posed to vulnerable populations from public health concerns such as the coronavirus and other infectious diseases show a need to increase safety in transitional housing provided by GPD grantees.

This funding will allow current GPD grantees to improve the transitional housing they offer to Veterans resulting in less congregate housing and more individual unit style housing. This funding will improve personal safety for Veterans, reduce risks associated with close quarters living and increase the availability of individual unit style transitional housing. This funding will allow GPD grantees to continue to transform programs and to meet the challenges local communities face when providing safe spaces for Veterans experiencing homelessness.

Funding is offered to current GPD grantees only. For purposes of this NOFO, a current GPD grantee is an organization that successfully applied to NOFO VA-GPD-PDO-FY2020 and received a new GPD Per Diem Only (PDO) grant with an award date of October 1, 2020, and with an end date of September 30, 2021, and that is eligible for an option year award starting October 1, 2021. For purposes of this NOFO, a current GPD grantee includes PDO transitional housing projects. For purposes of this NOFO, a current GPD grantee does not include GPD grantees with only a PDO Service Center grant, Transition in Place (TIP) grant, Special Need grant or Case Management grant unless they also have an active PDO transitional housing grant.

The purpose of this NOFO is to provide capital grants to support acquisition, construction or rehabilitation of real property used for GPD transitional housing facilities. Funds provided through this NOFO are not to support per diem costs, services costs or the cost of operating transitional housing beds for Veterans.

Eligibility is summarized here and discussed in detail in the Eligibility section of this NOFO:

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- Applicants, as defined by Employer Identification Number (EIN), are limited to one application per currently active GPD PDO grant per VA medical facility catchment area.
- Applications must be from the same organization with the same Employer Identification Number (EIN) as is associated with the currently active GPD PDO Federal Award Identifying Number (FAIN).
- Each application must be for the improvement of some or all the GPD beds currently associated with the active GPD PDO grant. Temporary sites (e.g., sites not under the applicant's direct ownership or control such as motels being used as a temporary measure during the COVID-19 National Emergency) are not eligible for improvement under this NOFO. See Payment section of the NOFO for site control requirements.
- Each application may request no more than \$50,000 total costs per GPD bed that, upon completion of the project, will be changed from a bed in a shared space to a bed in a private room (with a private bath).
- Each application may request no more than \$2.5 million total costs per application.
- The number of beds proposed to be changed from a bed in a shared space to a bed in a private room (with a private bath) with funds from this capital grant may be less than, but must not exceed, the total number of beds authorized under the GPD PDO grant. NOTE: For grantees with GPD beds in spaces that flex over time, the maximum number of beds proposed to be changed under this capital grant must not exceed the average number of GPD beds documented over the 3 months prior to the NOFO publication month.
- Upon completion of the project, the GPD beds changed from a bed in a shared space to a bed in a private room (with a private bath) must continue to be in the same VA medical facility catchment area as the active GPD PDO grant. A change in VA medical facility catchment areas is not allowed. Applicants proposing sites that are within the VA medical facility catchment area, but are a significant distance from their current location, must describe in the Abstract section of the application how they will address relevant impacts (e.g., proximity to VA, employment, transportation). Applicants are reminded that they must continue to provide the same level (or better) of staffing and services as described in their FY 2020 PDO application, or as modified through an approved change of scope.

Applicants are encouraged to consider the responsibilities they assume if they are funded and to carefully request only the changes to beds and dollar amounts that correspond to the responsibility, they are willing to assume. Specifically, successful applicants are subject to the recovery provisions of 38 C.F.R. 61.67. VA will seek recovery for awarded capital grant funds on a prorated basis if at any time during the minimum operational period a grantee no longer has an active GPD PDO grant and/or if a grantee does not maintain bed numbers. Applicants should become familiar with the amount of time the PDO project must operate in order to avoid capital grant repayments. Operational time for these grants will begin on the activation date (i.e., not the award date, but the date GPD approves activation after project completion; see

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definition of “activation date” later in the NOFO). For details, refer to the table at the end of this NOFO and the regulations.

### **B. Goals and Objectives**

The goals of programs under assistance listing 64.024, VA Homeless Providers Grant and Per Diem Program, are to provide transitional housing and supportive services to Veterans experiencing homelessness and to improve the quality of housing for these Veterans. To achieve these goals, the objective of this NOFO is to provide funds for capital improvement projects. Grants awarded under this NOFO will contribute to the achievement of the goals and objective by increasing individual unit style housing and decreasing congregate housing, thereby improving the quality of housing and supportive services available to Veterans. Each grant’s performance will be indicated by a reduction in the number of GPD beds in a shared room and an increase in the number of GPD beds in a private room (with a private bathroom). The overall program’s performance will be indicated by a decrease in the total number of GPD beds in a shared room and an increase in the total number of GPD beds in a private room (with private bathrooms) across all completed projects.

Successful projects will result in decreased congregate living spaces and increased individual unit style housing for Veterans in GPD transitional housing programs. Successful projects will be able to provide better for the personal safety of Veterans and to reduce risks associated with close quarters living. To be responsive to the urgency of the National Emergency due to COVID-19, proposed projects should be carefully planned and limited in scope. All projects must be completed within 18-24 months of the award date of October 1, 2021.

Funds provided through this NOFO must not duplicate funding provided by any other GPD grant and must not duplicate or replace funds from any Federal, state or local government agency or program to assist homeless persons.

Applicants must agree to meet the applicable requirements of 38 C.F.R. part 61 as a part of the effort to end homelessness among our Nation’s Veterans.

### **C. Authority**

Funding applied for under this NOFO is authorized by 38 U.S.C. 2011, 2012.

### **D. Housing Specifications**

NOTE: This NOFO cannot predict all potential housing arrangements and related circumstances. Applicants are expected to propose plans within the requirements and guidance of the NOFO. When a specific situation is not explicitly addressed in the NOFO, applicants must use their judgment to propose plans that meet the intent of the NOFO and may explain how their choices align with the intent of the program. All applications will be evaluated against the requirements and guidance of the NOFO.

1. Funding must only be used to create individualized rooms. Every GPD bed improved with this capital grant must result in a bed changing from being in a shared space to a bed in a private bedroom with a private bathroom for the GPD Veteran upon completion of the project.

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2. The inspection standards outlined in title 38 C.F.R. 61.80 must be met, including requirements of the Americans with Disabilities Act and the current edition of the Life Safety Code of the National Fire Protection Association as it relates to the specific facility. Applicants should note that all facilities must be protected throughout by an approved automatic sprinkler system unless a facility is specifically exempt under the Life Safety Code. Applicants must consider this when submitting their applications.
3. Upon completion of the project, the GPD beds improved under this capital grant must be in private rooms including the following characteristics:
  - a. The minimum square footage for the private bedroom and private bathroom combined is 120 square feet. The bedroom and bathroom do not need to be attached; in which case the walkway would not usually count toward the square footage calculation.
  - b. The bathroom must include shower and/or tub, sink and toilet.
  - c. Neither the bedroom nor the bathroom facilities may be shared (e.g., no shared sink area outside the toilet room).
  - d. Rooms with partial walls are not acceptable. Walls must go floor-to-ceiling. Rooms must have a door and not involve unauthorized passage through another dwelling unit.
4. After the capital project is completed, if a space will no longer be used for GPD beds, the expectation is that GPD homeless Veterans would not be placed in beds in that space in the future indefinitely unless the space is later improved consistent with (or better than) the standards described in this NOFO.
5. Upon completion of the project, GPD beds in shared spaces must be reduced and GPD beds in private rooms must be increased. Applicants must consider how they will measure these changes to show that spaces are safer and healthier for Veterans.

### **E. Definitions**

Title 38 C.F.R. part 61 and Title 2 C.F.R. part 200 contain definitions of terms used in the GPD program and in Federal grant programs that are applicable to this NOFO. Selected and additional definitions are highlighted here:

1. Acquisition: The acquiring by contract of supplies, services, equipment or real property.
2. Activation date: The date on or after which a grantee may begin serving Veterans in the capitally improved space. This date is provided by GPD to the grantee in writing after the grantee completes all work as described in the application and passes the VA inspection. Also, this is the date on which the minimum operational period begins for purposes of repayment calculations under the recovery provisions (38 C.F.R. 61.67). (See also “recovery provisions” definition.)

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3. Congregate: Bedroom, bathroom and/or other living areas shared by multiple people at once, especially areas referred to as open bay, dormitories, cubicles or large group living situations with limited private space.
4. Construction: Creation of new buildings or completion of space in existing buildings (excluding the cost of land acquisition) or changing the "footprint" of an existing facility (e.g., relocation of existing exterior walls, roofs or floors).
5. GPD facility: A facility, as identified by a discreet building at a discreet site address, approved as part of the GPD PDO grant, that provides at least 75% of the available beds as dedicated transitional housing beds to Veterans funded by a GPD grant, as identified by a FAIN. For purposes of this NOFO, a GPD facility excludes temporary sites (e.g., sites not under the applicant's direct ownership or control such as motels being used as a temporary measure during the National Emergency due to COVID-19). Temporary sites are not eligible for improvement under this NOFO.
6. Real property: Land, including land improvements, structures and appurtenances thereto, excluding moveable machinery and equipment.
7. Recovery provisions: Requirements set forth in 38 C.F.R. 61.67 that define the minimum time a GPD-funded capital project must be operational to avoid repayment to VA. (See also "activation date" definition.) Applicants are advised to review the requirements including the repayment table to estimate the minimum operational period required based on the amount of funding requested. Minimum operational periods may be subject to change. Applicants who receive capital funding must refer to 38 C.F.R. 61.67 during the life of their GPD grants for the most up-to-date information.
8. Rehabilitation: Alteration, renovation, remodeling, improvement and/or repair of an existing building and the provision of equipment necessary to make the building suitable for use for the purposes of transitional housing described in this NOFO (i.e., less congregate, more individualized, less risk, more safety, more health). Rehabilitation does not mean minor repairs or improvements such as painting, flooring or other aesthetical enhancements to the facility unless necessary as part of a broader capital improvement project.

## **II. Award Information**

### **A. Allocation of Funds**

Under this NOFO approximately \$50 million is available for capital grants to increase safety and reduce risk for Veterans in GPD transitional housing who otherwise would be experiencing homelessness. Each grant will be for a maximum amount of \$2.5 million total costs. VA expects to award approximately 15-30 grants depending on factors such as funding availability. All grants will be new, initial awards. Renewal funding is not available under this NOFO.

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Grants awarded under this NOFO will start on October 1, 2021. To be responsive to the urgency of the National Emergency due to COVID-19, proposed projects must be carefully planned and limited in scope. All projects are expected to be completed within 18-24 months of the award date. Funding is dependent upon factors such as need, geographic dispersion, funding availability, the recipient meeting the performance goals, statutory and regulatory requirements, as well as the results of the VA inspection.

### **B. Funding Restrictions**

1. Applicants may not receive funding to replace funds provided by any other Federal, state or local government agency or program to assist homeless persons.
2. No part of an award under this NOFO may be used to fund per diem, services or operational beds. Funds must be used to facilitate capital improvements (including acquisition, construction or rehabilitation activities).
3. VA expects to award no more than \$50,000 total costs per authorized GPD PDO bed that will be improved under this grant and no more than \$2.5 million total costs per grant.
4. VA reserves the right to fund only those projects or portions of projects based on the percentage of use by VA and/or based on the actual need of the capital improvement project to increase safety and reduce risk as determined by VA. Those activities deemed outside of the scope of this NOFO will not be funded, such as general rehabilitations not directly tied to increasing safety and reducing risk, minor repairs, minor improvements, aesthetical enhancements, landscaping, furniture, vans, vehicles, phones, operational costs, services, case management or other costs not directly required for, or a necessary part of, a capital improvement project designed to improve safety and reduce risk by increasing individual units and decreasing shared space for GPD Veterans during the National Emergency due to COVID-19.
5. Allowable costs: See 2 C.F.R. part 200 for the cost principles as well as 38 C.F.R. part 61 for GPD requirements. Allowable costs may include the incidental expense of improving a common area if needed to increase safety and reduce risk. If an incidental cost is requested for improving a common area shared by non-GPD Veterans, the requested cost must be calculated based on the prorated portion directly allocable to the GPD project only. If an incidental cost is requested for improving a common area, it must support, and must not detract from, the primary purpose of the grant, which is to create private rooms (with private bathrooms) for GPD Veterans.
6. Applicants are encouraged to consider the responsibilities they assume if they are funded and to carefully request only the changes to beds and dollar amounts that correspond to the responsibility they are willing to assume. Specifically, successful applicants are subject to the recovery provisions of 38 C.F.R. 61.67. VA will seek recovery for awarded capital grant funds on a prorated basis if at

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any time during the minimum operational period a grantee no longer has an active GPD PDO grant and/or if a grantee does not maintain bed numbers. Applicants should become familiar with the amount of time the PDO project must operate to avoid capital grant repayments. Operational time for these grants will begin on the activation date (i.e., not the award date, but the date GPD approves activation after project completion; see definition of “activation date” earlier in the NOFO). For details, refer to the table at the end of this NOFO and the regulations.

### **III. Eligibility Information**

#### **A. Eligibility**

An eligible applicant is any current GPD grantee. For purposes of this NOFO, a current GPD grantee is an organization that successfully applied to NOFO VA-GPD-PDO-FY2020 and received a new GPD PDO grant with an award date of October 1, 2020, and with an end date of September 30, 2021, and that is eligible for an option year award starting October 1, 2021. For purposes of this NOFO, a current GPD grantee includes PDO transitional housing projects. For purposes of this NOFO, a current GPD grantee does not include GPD grantees with only a PDO Service Center grant, a TIP grant, a Special Need grant or a Case Management grant unless they also have an active PDO transitional housing grant.

Current GPD grantees must maintain their status as 501(c)(3) or 501(c)(19) non-profit organization, state or local government or recognized Indian Tribal government and must continue to meet the definitions in 38 C.F.R. 61.1. Current GPD grantees that are religious or faith-based organizations are eligible, on the same basis as any other organization, to participate in this VA program. Faith-based organizations should refer to 38 C.F.R. 61.64(b) through 61.64(g) for grant compliance requirements.

Successful recipients of a capital grant provided from this NOFO must maintain eligibility in part by continuing to be a current GPD PDO grant recipient meeting all relevant requirements (e.g., occupancy rates, performance goals, inspections). Capital grantees must successfully reapply for the associated PDO grant beds and maintain an active PDO grant at all times through the minimum operational period of the capital grant as defined in 38 C.F.R. 61.67. At any point after receiving a capital grant and before the minimum operational period has been met, if the grantee no longer has an active PDO grant associated with the beds improved under this NOFO or does not maintain bed numbers, then the recovery provisions of 38 C.F.R. 61.67 may be applied and repayment may be required.

Eligible activities include acquiring, constructing or rehabilitating real property for the purpose of increasing individual unit style housing, decreasing congregate living spaces and improving the safety and health for Veterans served at an existing GPD facility.

Applicants are limited to one application per currently active GPD PDO grant per VA medical facility catchment area. Applications for this capital grant must be from the same organization with the same EIN as is associated with the currently active GPD PDO FAIN. An eligible application is an application that is complete, meets all the

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requirements named in the NOFO, and is submitted on time from an eligible entity for eligible activities at a GPD facility.

### **B. Cost Sharing or Matching:**

None.

## **IV. Application and Submission Information**

### **A. To Obtain and Submit an Application**

Applications must be submitted by following instructions found at [www.va.gov/homeless/gpd.asp](http://www.va.gov/homeless/gpd.asp). Applications may not be submitted any other way.

Applications must be received by the GPD National Program Office by the due date and time named at the beginning of this NOFO. In the interest of fairness to all, this deadline is firm as to date and time. If a late application is received, VA will treat it as ineligible. Applicants should take this practice into account and submit their materials early to avoid the risk of unanticipated delays, computer service outages or other submission problems that might result in ineligibility.

In the event of certain errors, such as duplicate applications or multiple applications per VA medical facility catchment area per EIN, VA reserves the right to select which application to consider based on the submission dates and times or based on other factors.

The required documentation for an application submission is outlined in the Application Documentation Required section of this NOFO. Standard forms, which must be included as part of a complete application package, may be downloaded directly from VA's GPD program website at [www.va.gov/homeless/gpd.asp](http://www.va.gov/homeless/gpd.asp). Questions may be referred to the GPD National Program Office at [GPDGrants@va.gov](mailto:GPDGrants@va.gov). For detailed GPD program information and requirements, see 38 C.F.R. part 61.

### **B. Content and Form of Application**

VA is seeking to focus resources to promote the development of individual unit style transitional housing and to reduce the amount of congregate style transitional housing within an existing GPD facility. Applicants must include all required documents in their application submission as described in section Application Documentation Required. Submission of an incorrect, incomplete, inconsistent, unclear or incorrectly formatted application package will result in the application being rejected.

### **C. Application Documentation Required**

#### *Standard Form (SF)*

1. Application for Federal Assistance (SF-424). Signatures on the SF-424 indicate compliance with all SF-424D Construction Assurances and terms and conditions of award. Applicants do not need to submit the SF-424D with the application. Instead, the applicant agrees to the assurances by maintaining an active registration in the System for Award Management (SAM). For awareness,

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however, applicants may refer to the GPD website for a list of assurances and for a sample standard terms and conditions of award.

### *Eligibility*

2. State/local government entities must provide as an attachment to the application a copy of any comments or recommendations by approved state and area-wide clearinghouses pursuant to Executive Order 12372.
3. Applicants must provide a current EIN, Data Universal Numbering System (DUNS) number, a valid Unique Entity Identifier (UEI) if available and a SAM expiration date. Applicants for this capital grant must have an active GPD PDO grant as evidence by identical organization names, identical EINs and identical DUNS on both the PDO FAIN and on this application. VA reserves the right to verify information or to not accept an application (e.g., if the information cannot be readily verified).

NOTE: Applicants are required to be registered in SAM before submitting an application and must continue to maintain an active SAM registration with current information at all times during which they have an active Federal award or an application under consideration by a Federal awarding agency. Refer to section Funding Actions of the NOFO and 2 C.F.R. part 25 for more details.

### *Project Summary*

4. Name and station number of the VA medical facility whose catchment area includes the GPD facility requested in this application. No changes to the VA medical facility catchment area are allowed between the PDO grant and this application.
5. VISN number.
6. Name(s) and number(s) of the Continuum of Care (CoC) that includes the GPD facility requested in this application.
7. FY 2021 PDO FAIN.
8. Address or addresses of sites that will be improved by this proposed capital grant: address, city, state, zip code + four-digit extension, county, congressional district. NOTE: Applicants proposing to move locations must provide the new address not the current facility location.
9. Per capital grant site address, identify the number of GPD beds that will be improved, housing model(s), amount of requested VA capital funding and whether the grant activity will be acquisition, construction and/or rehabilitation.
10. Address or addresses of sites currently approved under the PDO FAIN that no longer will be used upon completion of the proposed capital project, if applicable.



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Applicants must ensure the bed numbers add up to 100% to clearly demonstrate to reviewers that the capital grant project will not result in a bed reduction or increase as compared to the authorized bed number in the associated PDO FAIN. For example: All numbers in the “Now” column, when summed together must equal the total of all numbers in the “Upon completion” column and must equal the number provide earlier in application item #12 Total approved GPD PDO beds proposed to be changed.

### *Applicant Contact Information*

16. Location of the administrative office where correspondence can be sent to the Executive Director/President/Chief Executive Officer (CEO) (no Post Office Boxes). Include complete address, city, state, zip code + four-digit extension, county and congressional district.
17. Organization Primary Contact: Include the name, title, phone and email address, who usually is the Executive Director, the President or the CEO.
18. Grant Contact #1: Include the name, title, phone and email address. This contact may be a Program Manager, Director, Case Manager, Grant Administrator or other position overseeing the GPD grant project.

### *Project Abstract*

19. In approximately 500 words, provide a brief abstract introducing and summarizing the proposed project. The abstract should be a narrative description of how the facility’s space is configured currently compared to how it will be configured. Abstracts may elaborate on the information provided elsewhere and may provide necessary context about the intent of the project and the potential impact to associated PDO projects (e.g., if the transitional housing location changes significantly within the VA medical facility catchment area include impacts to staffing and services to demonstrate that the same level of services or better will be maintained under the PDO grant). Include a summary of how the capital project will increase individual unit style transitional housing, reduce congregate style transitional housing and provide safer, healthier spaces for Veterans, especially in response to the National Emergency due to COVID-19.

### *Detailed Application Design*

This is the portion of the application that describes your proposed project. VA reviewers will focus on how the detailed application design addresses the areas of need, project plan, outreach, ability and coordination in relation to decreasing risk in response to National Emergency due to COVID-19. VA expects successful applicants will create the number of private beds (w/private bathrooms) proposed. With those numbers in mind, please respond to the following sections. These sections are in compliance with 38 C.F.R. part 61.

NOTE: The information in all sections of the application must be consistent. VA may make a reasonable effort to confirm or clarify information in the application if needed.

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VA reserves the right to consider ineligible or to not select any application with inconsistent information or information that cannot be readily confirmed or that leads to an unclear understanding of the proposed project.

20. Need (See 38 C.F.R. 61.13(e)): In approximately 500 words, describe the need for this capital grant considering the National Emergency due to COVID-19. Describe what needs exist among the homeless GPD population currently being served under your PDO grant. Describe the needs that exist within congregate or shared living spaces under your PDO grant. Tie these needs to risk created by National Emergency due to COVID-19 to make a clear and compelling case for this capital grant. For example, a large open-bay or cubicle-type facility with 10 beds in a shared space with shared bathrooms would indicate some level of risk for COVID-19 transmission and, therefore, would indicate some level of need for this grant. A house-type facility, also with 10 beds but in shared rooms of only 2 or 3 people per room, would indicate some level of risk and need as well, but to a lesser degree than the first example. Applicants with a variety of levels of need are welcome to apply. Applications will be reviewed and scored accordingly. Reviewers will consider the degree to which risk is reduced when scoring applications.
21. Project Plan (See 38 C.F.R. 61.13(b)): In approximately 1,000 words, describe your plans that will result in accomplishing the proposed capital grant project. Discuss how many beds are currently in the shared space or spaces, how many beds are GPD beds, the overall square footage and the square footage per GPD bed before the proposed capital project. Discuss bed numbers, room numbers and square footage per GPD bed in a private room (with a private bath) upon completion of the proposed capital project. Discuss bedroom and bathroom configurations before and after the proposed capital project. Discuss how facility or facilities will be changed, expanded, consolidated, acquired or otherwise improved to accomplish the creation of the private GPD beds (with private bathrooms). Describe the current and future structural or architectural configuration and condition of the area or areas to be improved. Describe the structural or architectural work needed to accomplish the change. Discuss how the GPD Veteran population served in these private beds will be at reduced risk from COVID-19 and from congregate or shared living. Reviewers will consider the degree to which risk is reduced when scoring applications. Grantees proposing work at multiple site addresses must ensure that the work proposed is delineated clearly by address.
22. Outreach (See 38 C.F.R. 61.13(c)): In approximately 250 words, discuss how creating the proposed private beds (with private bathrooms) would allow you to outreach to additional Veterans who you are not currently able to serve because of the need for physical distancing. Discuss your expectations around utilization rates for all GPD beds under the PDO FAIN upon completion of the capital project. If applicable, discuss why some GPD beds will not be changed from being in a shared space to a private room as part of this capital grant project. Reviewers will consider the degree to which risk is reduced when scoring applications.

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23. Ability (See 38 C.F.R. 61.13(d)): In approximately 250 words, describe your ability to accomplish the proposed project. Discuss your previous experience creating housing for homeless individuals, especially experience with specific activities proposed in this application (e.g., acquisition, construction or rehabilitation). Discuss relevant staff expertise that would impact your ability to execute a capital project. Discuss historical performance both with VA and non-VA projects, including those from other Federal, state and local agencies and audits by private or public entities, regarding your ability to accomplish the proposed capital project. Reviewers will consider how your ability will impact the degree to which risk is reduced when scoring applications.
24. Coordination (See 38 C.F.R. 61.13(g)): In approximately 500 words, describe how your agency coordinated directly with the VA medical facility Director (or the appropriate authorized VA medical facility representative per the local VA medical facility's practice), with the local continuum of care (CoC) and with other relevant capital development partners about the proposed project. Discuss coordination activities that happened prior to submitting the application and that are planned during the proposed project period. Discuss any challenges identified and how they will be addressed. Discuss how your coordination efforts result in a tailored approach to reducing the risk posed by the coronavirus and other infectious diseases in your specific community.

Letters from the VA medical facility, CoC and/or other partners are not required but may be provided (see the Attachments section at the end of the application). Applicants are strongly encouraged to allow as much time as possible, but no less than 30 days, for letter or letters of coordination. All application materials must be submitted together in a single package by the due date and time. Any materials arriving separately or late will not be accepted as part of the application.

NOTE: VA reserves the right to confirm with local VA medical facility staff or others any information related to an application, including facility configurations and bed numbers. If information related to an application cannot be confirmed or if discrepancies are identified, VA reserves the right to not select the application and consider another application or applications in rank order.

### *Budget Narrative/Site Control*

25. In approximately 500 words, provide a budget narrative justifying the requested costs. Include per unit calculations. Strong justifications would show the connection between requested costs and program goals, NOFO objective and grant performance indicators (see Funding Opportunity Description section). Estimates are expected to be a good faith assessment of what is reasonable.
26. Applicants must attach to the application an itemized detailed budget table (e.g., MS Excel, or another spreadsheet or table format) that corresponds to the budget narrative provided in the previous item. The categories and costs in this

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detailed budget table must provide a full understanding of the budget plans and must demonstrate compliance with cost principles. See the Attachments section at the end of the application.

NOTE: Successful applicants must follow all applicable budget requirements, including the Federal cost principles in 2 C.F.R. part 200, GPD regulations 38 C.F.R. part 61 and budget requirements in this NOFO. Successful applicants also must follow the procurement standards as applicable (2 C.F.R. 200.317-327). For example:

- Grantees may budget for micro purchases. Micro purchases may be made without soliciting competitive price or rate quotations if the grantee considers the price to be reasonable based on research, experience, purchase history or other information and documents it files accordingly.
- Grantees may budget for small purchases that are higher than the micro-purchase threshold and that do not exceed the simplified acquisition threshold (SAT). For small purchases, price or rate quotations must be obtained from an adequate number of qualified sources as determined appropriate by the grantee prior to incurring costs.
- Grantees may budget for purchases higher than the SAT in which case formal procurement methods must be used as described in 2 C.F.R. 200.320.

27. At the time of application, are you able to demonstrate site control (as described in 38 C.F.R. 61.17) for at least the minimum period during which the recovery provisions are in effect (38 C.F.R. 61.67)? Yes/No.

28. In approximately 250 words, describe how site control has been achieved prior to application or, if not achieved prior to application, how site control will be achieved prior to payments if the application is successful. Discuss your intent to comply with the minimum period during which the recovery provisions are in effect (38 C.F.R. 61.67). Attach evidence of site control if available.

### *Certifications*

29. By signing and submitting this application for Federal assistance, I agree to the following:

- a. The scope of services under the associated PDO grant will be the same (or better) upon completion of the proposed capital project.
- b. Upon completion of the project every bed proposed as part of this capital grant application will be in a private room with walls that go to the ceiling and with a private bathroom and with at least the minimum square footage.
- c. Funding requested under this grant will be used only for capital expenditures to improve GPD beds.
- d. The applicant organization intends to operate the project at least until the expiration of the period during which VA could seek recovery under 38 C.F.R. 61.67.

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- e. Title to the site will vest solely in the applicant organization and the site will be insured to the same extent as a site bought with our own funds.

### *Attachments*

30. Applicants may provide additional required or optional materials as attachments, including:
  - a. SF-424 Application for Federal Assistance (required)
  - b. Comments or recommendations by approved state and area-wide clearinghouses pursuant to Executive Order 12372 if any (required only for state/local government entities)
  - c. Letter(s) of coordination (optional)
  - d. Budget table (e.g., spreadsheet) (required)
  - e. Third-party documentation (e.g., a plan from an architect, contractor or other building professional including estimated costs) (optional)
  - f. Photos, drawings, single short video (approximately 3 minutes or less) (optional)
  - g. Timeline of milestone accomplishments, dates and configuration or configurations upon completion (optional)
  - h. Site control documentation (e.g., a deed, an executed contract of sale or a capital lease as described in 38 C.F.R. 61.17) (optional)

## **V. Application Review Information**

### **A. Criteria for Grants**

Submission of an incorrect, incomplete or incorrectly formatted application package will result in the application being rejected at threshold and not considered for award.

Applications that meet threshold will be scored consistent with criteria described in 38 C.F.R. 61.13.

Risk is assessed by both the number of private GPD beds (with a private bathroom) that will be created by the end of the proposed project and by how many individuals shared the space where the GPD bed was prior to the proposed project. For example, risk is reduced more by 10 GPD beds changing from 1 shared room with 10 total individuals to 10 private rooms (with private bathrooms) than by 10 GPD beds changing from 5 dual-occupancies rooms to 10 private rooms (with private bathrooms).

### **B. Review and Selection Process**

Review and selection process may be found at 38 C.F.R. 61.13-14. In case of a discrepancy between information provided by the applicant and other information available to VA, VA reserves the right to make funding decisions based on all available information or to not select an application as described earlier.

### **C. Tie Score**

In the event of a tie score between applications, VA will determine at its discretion how to handle selection decisions (e.g., selecting multiple applications for award, awarding for less than requested). VA will consider the intent of this NOFO to reduce risk for Veterans. VA's discretionary funding decisions are final.

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### **D. Funding Actions**

VA will provide funding to all eligible applicants in score order as described in this NOFO until funding is exhausted. Funding is not guaranteed. Conditionally selected applicants may be asked to submit additional information, such as listed under 38 C.F.R. 61.15. Applicants will be notified of the deadline to submit such information. If an applicant is unable to meet any conditions for the grant award within the specified time, VA may not select the applicant and may use the funding for another applicant or applicants. VA may negotiate arrangements with conditionally selected applicants and will incorporate any changes into the grant agreement. Prior to awarding a grant agreement, VA reserves the right to make adjustments (e.g., to funding levels) as needed within the intent of this NOFO based on a variety of factors including the quantity and quality of applications, geographic dispersion, as well as the availability of funding.

VA will consider any information that comes to its attention, including information in the designated integrity and performance system, in making a judgment about the applicant's integrity, business ethics and performance under Federal awards. VA may not make a Federal award to an applicant if the applicant has not complied with all applicable UEI and/or SAM requirements. Applicants may refer to 2 C.F.R. part 200 and [www.sam.gov](http://www.sam.gov) for more information.

If an applicant has not fully complied by the time the Federal awarding agency is ready to make a Federal award, the Federal awarding agency may determine that the applicant is not qualified to receive a Federal award and use that determination as a basis for making a Federal award to another applicant. VA may elect to award additional applications based on the availability of funds and quality of applications. Upon signature of the grant agreement by the Secretary, or designated representative, final selection will be completed, and the grant funds will be obligated for the funding period.

### **VI. Award Administration Information**

#### **A. Award Notice**

Although subject to change, the GPD National Program Office expects to announce grant awards in the fourth quarter of fiscal year 2021 (September 2021). VA reserves the right in any year to make adjustments (e.g., to funding levels) as needed within the intent of the NOFO based on a variety of factors including availability of funding and performance. The initial announcement will be made via news release which will be posted on VA's GPD National Program website at [www.va.gov/homeless/gpd.asp](http://www.va.gov/homeless/gpd.asp).

The GPD Office will notify both successful and unsuccessful applicants. Only a grant agreement with a VA signature is evidence of an award and is an authorizing document allowing costs to be incurred against the grant award. Other notices, letters or announcements are not authorizing documents. VA allows pre-award costs to be charged to the grant. Applicants may incur project costs up to 90 calendar days before the start of the award (i.e., up to 90 days before October 1, 2021). Any costs incurred before the VA makes the award are at the applicant's risk. VA is not required to reimburse such costs if for any reason the applicant does not receive a Federal award or if the Federal award is less than

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anticipated and inadequate to cover such costs (see also 2 C.F.R. 200.458). The grant agreement includes terms and conditions of award. Sample terms and conditions are available on our website, including requirements such as prohibition on covered telecommunications and video surveillance services or equipment (2 C.F.R. 200.216), debarment and suspension (2 C.F.R. part 180) as well as integrity and performance reporting (2 C.F.R. part 200 Appendix XII).

### **B. Administrative and National Policy**

VA places great emphasis on responsibility and accountability. VA has procedures in place to monitor grants provided under this GPD program. All applicants selected in response to this NOFO must meet applicable inspection standards outlined at title 38 C.F.R. 61.80, including requirements of the Americans with Disabilities Act and the current edition of the Life Safety Code of the National Fire Protection Association as it relates to the specific facility. Applicants should note that all facilities must be protected throughout by an approved automatic sprinkler system unless a facility is specifically exempt under the Life Safety Code. Applicants should consider this when submitting their applications.

### **C. Payment**

1. Under this NOFO, VA will make payments in a method consistent with VA policy and other Federal fiscal requirements. Payments are only for allowable costs as specified under the Office of Management and Budget (OMB) cost principles for grants management for the activities outlined in this NOFO. All payment specifics will be given to the grantee at the time of award. Grantees will be subject to requirements of this NOFO, GPD regulations, 2 C.F.R. part 200 and other Federal grant requirements. A full copy of the regulations governing the GPD program is available at the GPD website at [www.va.gov/homeless/gpd.asp](http://www.va.gov/homeless/gpd.asp). Grantees will be required to support their request for payments with adequate fiscal documentation, including project income and expenses.
2. Site control
  - a. Prior to release of capital payments, grantees must demonstrate that they will have site control for at least the minimum period during which the recovery provisions are in effect (38 C.F.R. 61.67).
  - b. Site control must be demonstrated through a deed, an executed contract of sale or a capital lease, which assigns control or ownership to the entity whose EIN and DUNS are on the grant application and on the grant agreement and as described in 38 C.F.R. 61.17.
3. Third-party documentation
  - a. Prior to payments, a plan from an architect, contractor or other building professional must be provided.
  - b. The plan must include estimated costs for the proposed design.

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4. Per-unit cost documentation
  - a. At any time, including prior to payment, VA reserves the right to request documentation for any item of cost, including those that are more than \$10,000 per unit.
  - b. Grantees are advised to keep careful records, including documentation of cost calculations (e.g., itemized invoices) and cost reasonableness (e.g., real estate comparables).

### **D. Performance Measures**

1. Each grantee's performance will be measured against the commitment provided in the application regarding:
  - a. Number of GPD beds in shared rooms is decreased.
  - b. Number of GPD beds in a private room (with a private bathroom) is increased.
2. The overall performance of all grants funded from this NOFO will be measured against the following targets:
  - a. At least 100 fewer GPD beds in shared rooms.
  - b. At least 100 more GPD beds in a private room (with a private bathroom).

### **E. Reporting**

1. General reporting:
  - a. Grantees will work with their liaison from a nearby VA medical facility who will provide oversight and monitoring.
  - b. Grantees will submit quarterly reports to the GPD National Program Office. These reports may include the current status of the capital project and the estimated time to completion of milestones.
2. Reporting required for activation of the facility for use by GPD Veterans:
  - a. To be responsive to the urgency of the National Emergency due to COVID-19, GPD places emphasis on projects being completed as timely as possible. Grantees are expected to complete the capital improvement project within 18-24 months to provide improved living spaces for Veterans during the National Emergency due to COVID-19. Grantees will be given a period of performance on their grant agreements that allows flexibility for projects to be completed in less time or in more time (e.g., a period of performance of 3 years). However, VA emphasizes grantees are expected to consider the urgency of the public health emergency and are expected to plan projects carefully to ensure completion within the normal timeframe of 18-24 months.

Completion of the project will be evidenced by:

    - i. The VA medical facility contacting GPD confirming that the grantee passed a VA inspection.
    - ii. The grantee submitting to GPD a final report confirming that all work described in the application is completed, the final number of GPD beds in shared rooms has been reduced and the final number

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of individual unit style GPD beds (with a private bathroom) has been increased by this grant.

- iii. GPD providing to the grantee an activation date.
  - b. VA reserves the right to recover from the grant recipient all the grant amounts provided for the project if, after 3 years after the date of an award of a capital grant, certain conditions are not met as described in 38 C.F.R. 61.67(a).
  - c. Reminder that after the capital project is completed, if a space no longer will be used for GPD beds, the expectation is that GPD homeless Veterans cannot be placed in beds in that space in the future unless the space first is improved consistent with (or better than) the standards described in this NOFO.
3. Financial reporting: SF-425 Federal Financial Report (FFR) is required to be submitted annually within 90 days of the end of each year (i.e., no later than by December 31).
  4. Performance reporting: All required performance reporting for the associated PDO grant remains in effect and is communicated under the PDO FAIN and PDO grant agreement.
  5. Monitoring may include a review of the agency's income and expenses as they relate to this project to ensure payment is accurate and to ensure compliance with program requirements. The grantee will be expected to demonstrate adherence to the grantee's proposed program concept, as described in the grantee's application. All grantees are subject to audits conducted by VA or its representative.
  6. Capital grants requirements:
    - a. Grantees are subject to the recovery provisions of 38 C.F.R. 61.67. VA will seek recovery for awarded capital grant funds on a prorated basis if at any time during the minimum operational period a grantee no longer has an active GPD PDO grant and/or if a grantee does not maintain bed numbers. Applicants should become familiar with the amount of time the PDO project must operate to avoid capital grant repayments. Operational time for these grants will begin on the activation date (i.e., not the award date, but the date GPD approves activation after project completion, see definition of "activation date" earlier in the NOFO). The following table summarizes the minimum operational period based on the amount of the capital grant. Bed numbers associated with this capital grant are expected to be maintained during the minimum operational period. Applicants who receive capital funding must refer to 38 C.F.R. part 61 during the life of their GPD grants for the most up to date information.

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Grant amount (dollars in thousands)	Years of operation
0-250.....	7
251-500.....	8
501-750.....	9
751-1,000.....	10
1,001-1,250.....	11
1,251-1,500.....	12
1,501-1,750.....	13
1,751-2,000.....	14
2,001-2,250.....	15
2,251-2,500.....	16
2,501-2,750.....	17
2,751-3,000.....	18
Over 3,000.....	20

- b. If the capital improvement project involves selling, transferring or otherwise ending use of a facility that was previously funded from a GPD grant (e.g., a GPD capital grant awarded in 2013 or earlier), the recovery provisions of 38 C.F.R. 61.67 may be applied to the past GPD capital grant and a repayment may be required.

7. Closeout reporting:

- a. Final SF-425 FFR is due within 90 days of the grant end date.
- b. Refer to the terms and conditions of the grant agreement for other closeout requirements and ongoing requirements after closeout (e.g., audit, recovery, maintaining an active PDO grant associated with the beds improved under this NOFO). Applicants may refer to the GPD website for a sample of the standard terms and conditions of award.

**Signing Authority**

The Secretary of Veterans Affairs, or designee, approved this document and authorized the undersigned to sign and submit the document to [www.grants.gov](http://www.grants.gov) for publication electronically as an official document of VA. Denis McDonough, Secretary, Department of Veterans Affairs, approved this document for publication.