

## **DEPARTMENT OF VETERANS AFFAIRS**

### **FUNDING AVAILABILITY:**

Homeless Providers Grant and Per Diem (GPD) Program Special Need Grant

### **AGENCY:**

Department of Veterans Affairs (VA)

### **ACTION:**

Notice of Funding Opportunity (NOFO)

### **SUMMARY:**

VA announces the availability of approximately \$5 million per year for 3 years in new special need grants to eligible entities for per diem payments to facilitate housing stabilization for Veterans who are homeless or at risk of becoming homeless and who are in one of the special need populations (i.e., chronically mentally ill, frail elderly, individuals who care for minor dependents, terminally ill or women). This funding will provide assistance to cover operational costs including costs that would not otherwise be incurred, but for the fact that the recipient is providing supportive housing beds in private rooms with private bathrooms for a homeless Veteran population with special needs. VA expects to award per diem for approximately 135 beds across approximately 10-15 grants with this Notice of Funding Opportunity (NOFO).

### **DATES:**

Applications for grants must be received by the GPD National Program Office no later than **4:00 p.m. Eastern Time on May 5, 2021**.

In the interest of fairness to all, this deadline is firm as to date and hour. VA will treat any application that is 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 (CFR) or 38 CFR part 61.

### **APPLICATION SUBMISSION:**

Applications must be submitted by following instructions found at the following link: [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 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.

*Posted 03/04/2021*

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### **TECHNICAL ASSISTANCE:**

Information regarding how to obtain technical assistance with the preparation of a grant application is available on the GPD program website at the following link:

[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 or at 1-877-332-0334 (This is a toll-free number.)  
[GPDGrants@va.gov](mailto:GPDGrants@va.gov).

### **SUPPLEMENTARY INFORMATION:**

Funding Opportunity Title:	GPD Special Need Grant
Announcement Type:	Initial
Funding Opportunity Number:	VA-GPD-SN-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

VA announces the availability of approximately \$5 million per year for 3 years in special need grants to eligible entities for per diem payments to facilitate housing stabilization for Veterans who are homeless or at risk of becoming homeless and who are in one of the special need populations (i.e., chronically mentally ill, frail elderly, individuals who care for minor dependents, terminally ill, or women).

This funding will provide assistance to cover operational costs, including costs that would not otherwise be incurred, but for the fact that the recipient is providing supportive housing beds in private rooms with private bathrooms for a homeless Veteran population with special needs. VA expects to award funding to pay per diem for approximately 135 beds through this NOFO. The funding will allow GPD grantees to continue to transform programs and to meet the challenges local communities face when providing services to certain populations of Veterans experiencing homelessness.

Each application must include a minimum of five special need beds and up to a maximum of 10 special need beds per VA medical facility catchment area, per each applicant's Employer Identification Number (EIN). Each application must propose to serve one special need population. The various special needs populations are defined in 38 CFR 61.1 and are summarized in this NOFO.

Each applicant may request the lesser of 100% of the daily cost of care for furnishing services to homeless Veterans with special needs; or two times the current VA State Home Program per diem rate for domiciliary care as set by the Secretary under 38 United States Code (U.S.C.) 2012 and 38 U.S.C. 1741(a)(1), which at the time of this NOFO publication would be two times \$49.91 per day as shown on the GPD program website at the following link: [www.va.gov/homeless/gpd.asp](http://www.va.gov/homeless/gpd.asp). The per diem payment calculation may be found at 38 CFR 61.33. The maximum amount of per diem requested must not exceed the cost of care or \$1,100,000 total costs for the entire 3-year grant period, whichever is less, based on variables such as the average number of beds to be provided as stated in the grant application and the current per diem rate maximum. Applicants may request no more than the cost of care or \$110,000 total costs per bed over the entire 3-year grant period, whichever is less, based on variables such as the average number of beds to be provided as stated in the grant application and the current per diem rate maximum.

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### **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 to facilitate housing stabilization within private rooms with private bathrooms for special need populations of Veterans who are homeless or at risk of becoming homeless. Grants awarded under this NOFO will contribute to the achievement of the goals and objective by increasing transitional housing and supportive services available to Veterans with special needs. As applicable, each grantee's performance will be indicated by how they meet targets relevant to the proposed population such as permanent housing, negative exits and/or employment. Specific targets are identified later in the NOFO. The overall program's performance will be indicated by how the targets are met on average across all completed projects.

Funds provided through this NOFO must not duplicate funding provided by any other GPD grant (e.g., per diem only grants, transition in place grants) and must not duplicate or replace funds from any Federal, state or local government agency or program to assist homeless persons.

Applicants agree to meet the applicable requirements of 38 CFR part 61 as 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, 2061, as implemented in regulation at 38 CFR part 61.

### **D. Population Descriptions**

Applicants must address the needs of one of the homeless Veteran populations identified in 38 CFR 61.41 as summarized here.

NOTE: For each of the population descriptions below that have Required Minimum Performance Metrics/Targets, targets are set for the initial funding year of this award (October 1, 2021 – September 30, 2022). VA may, at its discretion, update these targets during any future year, for example during an option year renewal process as applicable. Any new targets will be stated in a new or revised grant agreement.

1. **Chronically mentally ill.** Applications that include this population must show how the detailed application design will:
  - a. Help participants join in and engage with the community;
  - b. Facilitate reintegration with the community and provide services that may optimize reintegration such as life skills education, recreational activities and follow up case management;
  - c. Ensure that participants have opportunities and services for reestablishing relationships with family;
  - d. Ensure adequate supervision, including supervision of medication and monitoring of medication compliance; and

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- e. Provide opportunities for participants, either directly or through referral, to obtain other services particularly relevant for a chronically mentally ill population, such as vocational development, benefits management, fiduciary or money management services, medication compliance and medication education.

Required Minimum Performance Metrics/Targets—Discharge to permanent housing target is 60%. Employment of individuals at discharge target is 55%. Negative exits target is less than 20%. Negative exits are defined as those exits from a GPD program for a violation of program rules, failure to comply with program requirements or leaving the program without consulting staff.

2. **Frail elderly.** Applications that include this population must show how the detailed application design will:
  - a. Ensure the safety of the residents in the facility to include preventing harm and exploitation;
  - b. Ensure opportunities to keep residents mentally and physically agile to the fullest extent through the incorporation of structured activities, physical activity, and plans for social engagement within the program and in the community;
  - c. Provide opportunities for participants to address life transitional issues and separation and/or loss issues;
  - d. Provide access to walkers, grippers, or other assistance devices necessary for optimal functioning;
  - e. Ensure adequate supervision, including supervision of medication and monitoring of medication compliance; and
  - f. Provide opportunities for participants either directly or through referral for other services particularly relevant for the frail elderly, including services or programs addressing emotional, social, spiritual and generative needs.

Required Minimum Performance Metrics/Targets—Discharge to permanent housing target is 65%. Negative exits target is less than 20%. Negative exits are defined as those exits from a GPD program for a violation of program rules, failure to comply with program requirements or leaving the program without consulting staff.

3. **Individuals who care for minor dependents.** Applications that include this population must show how the detailed application design will:
  - a. Ensure transportation for individuals who care for minor dependents, and their children, especially for health care and educational needs;
  - b. Provide directly or offer referrals for adequate and safe child care;
  - c. Ensure children's health care needs are met, especially age appropriate wellness visits and immunizations; and
  - d. Address safety and security issues including segregation from other program participants if deemed appropriate.

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Required Minimum Performance Metrics/Targets—Discharge to permanent housing target is 70%. Employment of individuals at discharge target is 55%. Negative exits target is less than 20%. Negative exits are defined as those exits from a GPD program for a violation of program rules, failure to comply with program requirements or leaving the program without consulting staff.

4. **Terminally ill.** Applications that include this population must show how the detailed application design will:
  - a. Help participants address life transition and life-end issues;
  - b. Ensure that participants are afforded timely access to relevant services (e.g., hospice services, nursing services, palliative care);
  - c. Provide opportunities for participants to engage in activities of “getting things in order” or other therapeutic actions that help resolve end of life issues and enable transition and closure;
  - d. Ensure adequate supervision including supervision of medication and monitoring of medication compliance; and
  - e. Provide opportunities for participants either directly or through referral for other services particularly relevant for terminally ill such as legal counsel and pain management.
  
5. **Women.** Applications that include this population must show how the detailed application design will:
  - a. Ensure transportation for women, especially for health care and educational needs; and
  - b. Address safety and security issues including segregation from other program participants if deemed appropriate.

Required Minimum Performance Metrics/Targets—Discharge to permanent housing target is 70%. Employment of individuals at discharge target is 55%. Negative exits target is less than 20%. Negative exits are defined as those exits from a GPD program for a violation of program rules, failure to comply with program requirements or leaving the program without consulting staff.

### **E. Housing Specifications**

The special need beds supported under this grant must be in private rooms with private bathrooms including the following characteristics:

1. 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.
2. The bathroom must include shower and/or tub, sink and toilet.
3. Neither the bedroom nor the bathroom facilities may be shared (e.g., no shared sink area outside the toilet room).

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4. 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.

### F. Definitions

Title 38 CFR part 61 and Title 2 CFR part 200 contain definitions of terms used in the GPD program and in Federal grant programs that are applicable to this NOFO. Selected definitions are highlighted below. Definitions of populations provided in the GPD regulations must be demonstrated within the application and must be enforced during the grant award period if selected for funding.

1. **Chronically mentally ill:** A condition of schizophrenia or major affective disorder (including bipolar disorder) or posttraumatic stress disorder (PTSD), based on a diagnosis from a licensed mental health professional, with at least one documented hospitalization for this condition sometime in the last 2 years or with documentation of a formal assessment on a standardized scale of any serious symptomatology or serious impairment in the areas of work, family relations, thinking or mood.
2. **Frail elderly:** 65 years of age or older with one or more chronic health problems and limitations in performing one or more activities of daily living (such as bathing, toileting, transferring from bed to chair, etc.).
3. **Terminally ill:** A prognosis of 9 months or less to live, based on a written medical diagnosis from a physician.

## II. AWARD INFORMATION

### A. Allocation of Funds

Under this NOFO approximately \$5 million per year for 3 years is available for special need grants. VA expects to award approximately 10-15 grants depending on factors such as funding availability. Each application may request one special need population. Each application may request a minimum of five special need beds and up to a maximum of 10 beds per VA medical facility catchment area per applicant EIN. Each bed must be in a private room with a private bathroom. All grants will be new, initial awards. Renewal funding is not available under this NOFO.

Awards provided under this NOFO are expected to be for 3 years starting on October 1, 2021. VA reserves the right to award an initial period of 1 year with options for VA to offer up to two additional years. Awards and potential option year funding are dependent upon factors such as funding availability, the recipient meeting the performance goals established in the grant agreement, utilization rates of beds or services, statutory and regulatory requirements and the results of the VA inspection. Continuation funding is not guaranteed. All projects must pass inspection and be able to start serving Veterans as soon as possible after award and no later than 180 days from the award date.

**B. Funding Restrictions**

1. Funds provided through this NOFO must not duplicate funding provided by any other GPD grant (e.g., GPD per diem only grants) and must not duplicate or replace funds from any Federal, state or local government agency or program to assist homeless persons.
2. Funding may be requested for a minimum of five beds and a maximum of 10 beds per application.
3. Funding is expected to cover operational costs including costs that would not otherwise be incurred, but for the fact that the recipient is providing supportive housing beds in private rooms with private bathrooms for a homeless Veteran population with special needs.
4. The special need per diem payment will be the lesser of the following:
  - a. One hundred percent of the daily cost of care estimated by the special need grant recipient for furnishing services to homeless Veterans with special needs that the grant recipient certifies to be correct, minus any other sources of income; or
  - b. Two times the current VA State Home Program per diem rate for domiciliary care.
5. Funding requests may not exceed the cost of care or \$1,100,000 total costs for the entire 3-year grant period, whichever is less, based on variables such as the average number of beds to be provided as stated in the grant application and the current per diem rate maximum.
6. Funding requests may not exceed the cost of care or \$110,000 total costs per bed over the entire 3-year grant period, whichever is less, based on variables such as the average number of beds to be provided as stated in the grant application and the current per diem rate maximum.
7. Funding may not be used for capital improvements or to purchase vans or real property. However, the leasing of vans or real property may be acceptable.
8. Allowable costs: See 2 CFR part 200 for the cost principles, as well as 38 CFR part 61 for GPD requirements.
9. Applicants that have a negotiated indirect cost rate agreement must provide a copy as an attachment to their application if they wish to charge indirect costs to the grant. Applicants without a negotiated indirect cost rate agreement may request the de minimis rate for indirect costs if they meet the definitions and requirements of 2 CFR part 200. All other allowable costs will be considered only if they are direct costs.

### III. ELIGIBILITY INFORMATION

#### A. Eligibility

To be eligible, an applicant must be a 501(c)(3) or 501(c)(19) non-profit organization, state or local government, or recognized Indian Tribal government that meets the requirements in 38 CFR 61.1.

Organizations 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 CFR 61.64(b) through 61.64(g) for grant compliance requirements.

Successful applicants 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 CFR 61.1. Successful applicants must maintain eligibility in part by meeting all relevant requirements (e.g., occupancy rates, performance goals, inspections).

Eligible activities include facilitating housing stabilization for a special need population of Veterans who are homeless or at risk of becoming homeless. These activities include providing services and covering operational costs including costs that would not otherwise be incurred but for the fact that the recipient is providing supportive housing beds in private rooms with private bathrooms for a homeless Veteran population with special needs. Eligible activities must take into account and comply with the definitions of special need populations per 38 CFR 61.1.

Applicants are limited to one application per EIN per VA medical facility catchment area. An eligible application is an application that is complete, meets all the requirements named in this NOFO and is submitted on time from an eligible entity for eligible activities.

Submission of an application that is incorrect, incomplete, incorrectly formatted or does not meet eligibility requirements will result in the application being rejected and not considered for award.

#### 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 the following link: [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 the NOFO. In the interest of fairness to all, this deadline is firm as to date and hour. 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

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avoid the risk of unanticipated delays, computer service outages or other submission-related 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 the following link: [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 CFR part 61.

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

VA is seeking to focus resources to provide housing stabilization for special need populations of Veterans who are homeless or at risk of becoming homeless. Applicants must include all required documents in their application submission as described in section Application Documentation Required of this NOFO. Submission of an incorrect, incomplete, inconsistent, unclear or incorrectly formatted application package will result in the application being rejected.

NOTE: This NOFO cannot predict all circumstances unique to each applicant. Applicants are expected to propose plans that are within the requirements and guidance of the NOFO. When a particular 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 this NOFO.

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

#### *Standard Form (SF) and Budget Information*

1. Application for Federal Assistance (SF-424). Signatures on the SF-424 indicate compliance with all SF-424B Assurances and terms and conditions of award. Applicants do not need to submit the SF-424B with the application. Instead, the applicant agrees to the assurances by maintaining an active registration in the System for Award Management (SAM). For awareness; however, applicants may refer to the GPD website for a list of assurances and for a sample of the standard terms and conditions of award.
2. If budgeting indirect costs, enter the rate used to calculate indirect costs. See also the Attachments section at the end of the application. Any rate entered here must be accompanied by supporting documentation such as a federally Negotiated Indirect Cost Rate Agreement (NICRA).

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### **Eligibility**

3. 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, *Intergovernmental Review of Federal Programs*.
4. 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.

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 this NOFO and 2 CFR part 25 for more details.

### **Project Summary**

5. Name and station number of the VA medical facility where the special need beds will be located.
6. Veterans Integrated Service Network (VISN) number.
7. Name(s) and number(s) of the Continuum of Care (CoC) of where the special need beds will be located.
8. Special need population proposed.
9. Number of beds proposed for the entire 3-year period (must request a minimum of five beds and a maximum of 10 beds).
10. Address(es) of sites where the special need beds will be located: address, city, state, zip code + four-digit extension, county, congressional district.
11. Per location, a description of how the facility's participant living space will be configured. Include the square footage of the room, confirmation that each special need bed is in a private room with a private bath and other details about the private and shared spaces in the facility for these Veterans.
12. Per location, description of any additional populations or types of housing being served/provided from other non-GPD sources of funding at this location (e.g., children, women, permanent housing, contract care).

***Applicant Contact Information***

13. 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.
14. Organization Primary Contact: Include the name, title, phone and email address, who usually is the Executive Director, the President or the CEO.
15. 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.
16. Describe your organization's participation with the local Homeless Management Information System (HMIS) and whether HMIS will be used for the proposed special need grant. Background: HMIS is a locally-administered web-based data system used to record and analyze both program and client information at the local CoC level. It is used by Federal partners, including VA, to measure project performance and participate in benchmarking of the national effort to end homelessness. Currently, using HMIS is optional for GPD grantees.

***Project Abstract***

17. In approximately 500 words, provide a brief abstract of the proposed project. As applicable, include a discussion of the population, multiple sites, multiple CoCs and/or other information relevant to an understanding of the overall project. Include a summary of how the project will accomplish the program goals and objective. Summarize how the proposed project will follow the population definitions that are stated in the GPD regulations (38 CFR 61.1). Summarize how grant assistance will support operational costs that would not otherwise be incurred but for the fact that supportive housing beds and services are proposed for a homeless Veteran population with special needs (38 CFR 61.41(c)-(g)).

***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 outreach, project plan, ability, need and coordination, including how support services will be coordinated in relation to the proposed special need population. Please describe in detail how your agency will identify and serve the special need population by responding to the following questions. These questions are in compliance with 38 CFR part 61.

NOTE: Certain questions require applicants to discuss the proposed special need population explicitly as part of the response. Other questions do not specifically require the special need population to be discussed, but applicants are encouraged to do so as appropriate to provide a full understanding of the applicant's activities that would not otherwise be undertaken but for the fact that services are being provided to homeless

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Veterans with special needs (refer to 38 CFR 61.41(c)-(g) for population-specific requirements).

VA expects applicants awarded under this NOFO will meet VA performance metrics. With those metrics in mind, and in response to the following questions, please include strategies to meet or exceed VA's metric targets as applicable.

### **Outreach:**

This is the portion of the application where applicants will discuss how the outreach plan is tailored to the specific population chosen and how services will be provided for Veterans living in places not ordinarily meant for human habitation (e.g., streets, parks, abandoned buildings, automobiles, emergency shelters). Applications will be scored on responses to the following question:

18. In approximately 500 words, describe your agency's involvement in the Coordinated Assessment/Entry efforts of the CoC(s) named in Project Summary. How does the proposed special need project fit into each CoC plan to end homelessness? Be specific about how the outreach efforts are tailored to the special need population and to the Coordinated Assessment/Entry efforts of the CoC(s).

### **Project Plan:**

VA wishes to provide the most appropriate housing based on the needs of the individual Veteran. Applicants will be asked to answer questions based on the specific population proposed. Applications will be scored on responses to the following questions:

19. In approximately 2,000 words, provide a list of the supportive services offered to the proposed special need population. This list should include a brief description of the service; the minimum frequency that the service will be offered; and the job title, including minimum credentials of the individual(s) that will be providing the service. Which of the supportive services, if any, are being offered because of the proposed special need population and would not otherwise be offered? Demonstrate how the population definition from the GPD regulations (38 CFR 61.1) is met, if applicable.
20. VA places emphasis on lowering barriers to admissions. In approximately 500 words, describe your admission criteria and the specific process for deciding which Veterans within the proposed special need population are appropriate for admission. How will the standard admission criteria and process be impacted, if at all, because of the proposed special need population?
21. In approximately 500 words, provide your agency's Individual Service Plan (ISP) methodology and the core items to be addressed in the ISP. Describe how, when and by whom participants' progress toward meeting their individual goals will be monitored, evaluated and documented. Include descriptions of your agency's expectations regarding the frequency of progress notes and case conferencing

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and how this will be documented. How will the standard ISP process be impacted, if at all, because of the proposed special need population?

22. In approximately 500 words, describe program policies regarding a safe, clean and sober environment. Include in the description how participant relapse will be handled and how these policies will impact admission and discharge criteria if at all.
23. VA puts great emphasis on placing Veterans in the most appropriate housing situation as rapidly as possible as clinically indicated. In approximately 500 words, provide a timeline noting specific services that support housing stabilization and/or income maximization from admission through exit, as appropriate for the proposed population. Include evidence of coordination of transition services your agency expects to offer, if applicable. Which of the services, if any, are being offered because of the proposed special need population and would not otherwise be offered?

**Ability:**

This is the portion of the application where applicants demonstrate experience regarding the selected population. Applications will be scored on responses to the following questions:

24. Using the table below as a model, provide the staffing plan for this project (see Example 1). Do not include resumes. Indicate which, if any, staffing or responsibilities are proposed due of the special need population and would not otherwise be proposed.

Example 1:

<b>Job Title</b>	<b>Brief (1–2 sentence) description of responsibilities</b>	<b>Education Level</b>	<b>Hours per week allocated to GPD project (40 hours equals full-time)</b>	<b>Amount of annual salary allocated to the GPD project per year</b>	<b>Amount of salary for the full-time position per year</b>
Case manager	Responsible for working with the Veteran to develop and monitor an individual service plan and to adjust the plan as needed. Coordinates support with other community agencies.	BSW	30 hours	\$60,000	\$80,000

25. In approximately 500 words, describe your agency’s previous experience with evaluating the progress of both individual participants and overall program effectiveness through using quality and performance data to make changes. Describe your agency’s experience with meeting past performance goals. Do not include with the application past inspection forms nor past VA performance reports.

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26. In approximately 500 words, describe the organization's staff development plan to help staff gain and maintain the knowledge, skills and abilities to provide culturally competent and relevant related services to people impacted by racial inequity. Include details on how staff will participate in specific training activities.

### **Need:**

This is the portion of the application where applicants demonstrate that the proposed project is necessary. Applications will be scored on responses to the following questions:

27. In approximately 500 words, describe how this project's proposed special need population and bed numbers are tailored to the particular needs of the CoC(s). Describe how this project will fit with the strategy of the CoC(s) to end homelessness. Cite reliable data from surveys of homeless populations or other reports or data-gathering mechanisms.
28. In approximately 500 words, describe with whom you consulted outside of your agency to determine the need for the proposed bed numbers within the CoC(s) for the proposed special need population.

### **Coordination:**

This is the portion of the application where applicants will demonstrate their involvement in the homeless Veteran continuum. Applications will be scored on responses to the following questions:

29. In approximately 500 words, describe how your process is designed to share information on available resources and reduce duplication among programs that serve homeless Veterans. Applicants who wish to provide a letter of coordination from the local CoC(s) may attach a letter(s) at the end of the application. Applicants are strongly encouraged to allow as much time as possible, and no less than 30 days, for a CoC to provide a letter 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.
30. In approximately 250 words, describe how your agency consulted directly with the VA medical facility Director (or the appropriate authorized VA medical facility representative per the local VA medical facility's practice) regarding coordination of services for project participants. Provide your plan to assure access to health care, case management and other care services specific to the proposed population. Applicants who wish to provide a letter of coordination from the local VA medical facility must attach a letter at the end of the application. Applicants are strongly encouraged to allow as much time as possible, and no less than 30 days, for a VA medical facility to provide a letter 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.

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**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(s) in rank order.

### **Certifications**

31. By signing and submitting this application for Federal assistance, I agree to the following:
- a. Beds requested in this application do not duplicate beds awarded under any other GPD transitional housing grant (e.g., per diem only, transition in place).
  - b. If awarded, the grant will be used principally to furnish Veterans the level of care described in the application.
  - c. No more than 25% of the grant awarded beds will be occupied by non-Veterans.
  - d. The population definitions from the GPD regulations (38 CFR 61.1) will be met at all times as applicable.
  - e. We are willing and able to comply with the requirements of 38 CFR part 61 and other applicable laws, regulations and policies, including inspections and Life Safety Code.

### **Attachments**

32. Applicants may provide additional required or optional materials as attachments, including the following:
- 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 (e.g., from the VA Medical Center (VAMC), a CoC) – optional.
  - d. Staffing plan – optional.
  - e. Indirect cost rate supporting documentation (e.g. NICRA) – required if requesting indirect costs.

## **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 threshold and not considered for award.

Applications that meet threshold will be scored consistent with criteria in 38 CFR 61.13 and 38 CFR 61 subpart D.

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

Review and selection process may be found at 38 CFR 61.13-14 and 38 CFR 61 subpart D. 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

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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 take into account the intent of the NOFO. VA's discretionary funding decisions are final.

### **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. 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(s). 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 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 CFR 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.

In accordance with the Office of Management and Budget's guidance located at 2 CFR part 200, all applicable Federal laws and relevant Executive guidance, VA will review and consider applications for funding pursuant to this NOFO.

## **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). Awards are expected to be for 3 years starting October 1, 2021. VA reserves the right to award an initial period of 1 year with options for VA to offer up to two additional years. Continuation funding is not guaranteed. VA reserves the right in any year to make

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adjustments 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 the following link: [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 does not allow pre-award costs to be charged to the grant. 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 CFR 200.216), debarment and suspension (2 CFR part 180), as well as integrity and performance reporting (2 CFR 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 that are selected in response to this NOFO must meet the inspection standards outlined at title 38 CFR 61.80, including requirements of the Americans with Disabilities Act and requirements of 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. Suicide Prevention Training**

Grantees must ensure staff supported by grant funds are trained regarding suicide prevention and how to address situations in which Veterans demonstrate suicidal ideation. Standard operating procedures are to be developed on suicide prevention in consultation with your local VA medical facility. VA training is available at the following link: <https://www.youtube.com/watch?v=49Vg-xM9L7Q>. Suicide Prevention Coordinator (for in-person training) locator is available at the following link: <https://www.veteranscrisisline.net/get-help/local-resources>.

### **D. Payment**

1. Under this NOFO, VA will make per diem 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. The per diem payment will be at a rate not to exceed two times the current VA State Home Program per diem rate for domiciliary care as set by the Secretary under 38 U.S.C. 2012 and 38 U.S.C. 1741(a)(1). The per diem payment calculation may be found at 38 CFR 61.33. Grantees will be subject to requirements of this NOFO, GPD regulations, 2 CFR part 200 and other Federal grant requirements. A full copy of the regulations governing the GPD program is available at the GPD

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website at the following link: [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. Per-unit cost documentation
  - a. At any time, including prior to payment, VA reserves the right to request documentation for any item of cost.
  - b. Grantees are advised to keep careful records including documentation of cost calculations (e.g., itemized invoices) and cost reasonableness (e.g., comparables).

### **E. Performance Measures**

1. As applicable, each grantee's performance will be measured against how they meet the targets relevant to the proposed population for metrics such as the following:
  - a. Exits to permanent housing;
  - b. Employed at exit; and
  - c. Negative exits.
2. The overall performance of all grants funded from this NOFO will be measured by how the targets are met across all grants on average.

### **F. Reporting**

1. General: Each program receiving special need funding will have a liaison appointed from a nearby VA medical facility to provide oversight and monitor services provided to homeless Veterans in the program.
2. Reporting required for activation of a facility for use by GPD Veterans:
  - a. All projects are expected to pass inspection and be able to start serving Veterans as soon as possible after award and no later than 180 days from the award date.
  - b. When activation is required, it is evidenced by the following:
    - i. The VAMC contacting GPD confirming that the grantee passed a VA inspection.
    - ii. The grantee submitting to GPD confirmation of the final number of GPD beds in private rooms with private bathrooms and the special need population described in the application.
    - iii. GPD providing to the grantee an activation date.
3. Financial reporting: SF-425 Federal Financial Report (FFR) is required to be submitted annually within 90 days of the end of each calendar year (i.e., no later than December 31 annually).
4. Performance reporting: Monitoring will include at a minimum, a quarterly review of each GPD grantee's progress toward meeting performance goals, as applicable. The targets are set for the initial funding year of this award

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(October 1, 2021 – September 30, 2022). VA may, at its discretion, update these targets for any year, for example during an option year renewal process as applicable. Any new targets will be stated in a new or revised grant agreement. Applicants should be aware that bed utilization rates can impact future award decisions in potential option year(s).

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, including adherence to definitions of special need populations found in 38 CFR 61.1. All grantees are subject to audits conducted by VA or its representative.
6. Closeout reporting:
  - a. Final SF-425 FFR is due no later than 90 days after 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, equipment, real property, recovery). 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 is authorized 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.