Tampa Hillsborough Homeless Initiative (THHI)
Continuum of Care Lead Agency
2022 Universal Request For Proposals (RFP)
FY 2022 HUD Continuum of Care Program Competition – Addendum #1

Tampa/Hillsborough County CoC's New/Renewal Application Process
Friday, August 19, 2022

TA Workshop:
HUD-CoC Program Project Applicants (new and renewal) will be held via ZOOM
Wednesday, August 24, 2022, at 1:00 p.m.

https://us02web.zoom.us/j/89233827625?pwd=cjQ0RWNEcjNseU5JQW5MUkovU1lmQT09
Meeting ID: 892 3382 7625
Passcode: 717559

(HIGHLY RECOMMENDED ATTENDANCE; THOUGH NOT Mandatory)

New and Renewal Project Application Submission to CoC Deadline:
3:00 PM, Tuesday, August 30, 2022

Complete CoC Consolidated Application Submission Due to HUD –
Submitted by THHI:
8:00 PM, Friday, September 30, 2022
Tampa Hillsborough Homeless Initiative
601 East Kennedy, 24th Floor
Tampa, Florida 33602
www.THHI.org

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Friday, August 19, 2022

As indicated in the original THHI 2022 Universal RFP Document (April 11, 2022), additional information, timeline and processes would be provided specific to the FY 2022 HUD-CoC Program Competition once the NOFO was released by HUD. HUD released the FY 2022 HUD-CoC Program Competition NOFO on August 1, 2022. All HUD documents related to the FY 2022 HUD-CoC Program Competition can be accessed on HUD's FY 2022 Continuum of Care (CoC) Program Competition: Funding Availability webpage at:

https://www.hudexchange.info/programs/e-snaps/fy-2022-coc-program-nofa-coc-program-competition/

This addendum is not intended to cover all items as specified in HUD's NOFO, but rather to establish the Tampa/Hillsborough County Continuum of Care's local process based on HUD's NOFO requirements. Therefore, project applicants – both those that are direct grantees and those that are sub-recipients to THHI, MUST read the NOFO to fully understand all elements of the overall Application process, as well as those specific to project applications.

FUNDING AVAILABLE
Approximately $2,794,000,000 is available in this FY 2022 CoC Program NOFO, including approximately $80,000,000, available for non-competitive YHDP renewal and replacement expiring grants, and at least $52,000,000 available for Domestic Violence, Dating Violence, Sexual Assault, and Stalking Bonus (DV Bonus) projects, described in Section II.B.5 of this NOFO. HUD may add to the total amount with available funds that have been carried over or recaptured from previous fiscal years and authorized by prior Acts. All requirements in the FY 2022 application process, including requirements for the entire CoC Consolidated Application and the total amount of funds available, are included in this NOFO. HUD will continue to require Collaborative Applicants to rank all projects, except YHDP renewal, YHDP replacement, CoC Planning, and Unified Funding Agency (UFA) Costs in two tiers as described in Sections II.B.11.a and b of this NOFO.

> **Tier 1:** Tier 1 is equal to 95 percent of the CoC's Annual Renewal Demand (ARD) as described in Section III.B.2.a of this NOFO minus the Annual Renewal Amounts (ARAs) of YHDP renewal and YHDP replacement projects. *(NOTE: YHDP references/amounts do not apply to our CoC as we have not been awarded YHDP funding).*

FL 501 – Tampa/Hillsborough County CoC: FY2022 HUD-CoC Program Competition – New/Renewals Project Process

UPDATED – 8/17/2022

Tier 2: Tier 2 is the difference between Tier 1 and the maximum amount of renewal, reallocation, and CoC Bonus funds that a CoC can apply for but does not include YHDP renewal or YHDP replacement projects, CoC planning projects, and if applicable, UFA Costs projects or projects selected with DV Bonus funds.

Estimated funding available for the Tampa/Hillsborough County Continuum of Care in HUD's FY 2022 CoC Program Competition is as follows:

Estimated Annual Renewal Demand (ARD)	**$7,728,866**
Estimated CoC Bonus Project Funding Amount	**$424,306**
Estimated DV Bonus Project Funding Amount	**$848,613**
Estimated Planning Project Amount	**$254,584**
Total Available for the Tampa/Hillsborough County CoC in HUD's FY 2022 CoC Program Competition	**$9,256,369**

PPRN as published by HUD for FL-501 is $8,486,127

Tiers	
Total Tier 1 = Total ARD	**$7,342,423**
Total Tier 2 = CoC Bonus Amount (not including DV)	**$810,749**

Tier 1 + Tier 2 Total	***$8,153,172***

(Note: While the amount of DV Bonus funding available is not included in HUD's Tier amounts, the project(s) are still expected to be ranked and can fall into either Tier 1 or 2. Please refer to the NOFO for additional information.)

All numbers above are as published by HUD in their "FY 2022 CoC Program Competition Estimated ARD Report" (https://www.hud.gov/sites/dfiles/CPD/documents/CoC/FY-2022-CoC-Estimated-ARD-Report.pdf) which "provides the Preliminary Pro Rata Need (PPRN), Estimated ARD, Tier 1, CoC Bonus, Domestic Violence (DV) Bonus, and CoC Planning amounts for each CoC listed.

CRITICAL DATES AND DEADLINES

FY 2022 CoC Program Competition Timeline and Critical Dates	Day	Date	Time
HUD Released the FY 2022 CoC Program Competition NOFO	Monday	8/1/2022	N/A
HUD FY 2022 CoC Program Competition Webinar	Thursday	8/11/2022	2:30 PM

THHI Requests Certification of Consistency with the Consolidated Plan from Local Government Entity(ies) for Consolidated Application	*Friday*	*8/12/2022*	*N/A*
HUD Opens e-snaps Access	Tuesday	*8/16/2022*	*N/A*
THHI releases the Tampa/Hillsborough County CoC 2022 Universal RFP Addendum for the FY 2022 CoC Program Competition	Friday	8/19/2022	N/A
THHI Completes all e-snaps set up for access to project applications for projects for which THHI is the grantee for project subrecipients to be able to access their project's application	Friday	8/19/2022	*N/A*
THHI Requests PHA(s) Administrative Plans for Moving On Multifamily Assisted Housing Owners' Preference and/or Homeless Preference for Consolidated Application	Friday	8/19/2022	N/A
TA Workshop (via Zoom) for all CoC project Applicants (renewal and new projects) **HIGHLY RECOMMENDED ATTENDANCE**	Wednesday	8/24/2022	1:00 PM
Deadline for all Project Applications (renewal and new) to be submitted to the CoC *(no later than 30 days before the application deadline)*	Tuesday	8/30/2022	3:00 PM
CoC Ranking and Review Committee Completes Renewal Project Application Scoring	Friday	9/2/2022	10:00 AM
THHI Application Review Board Completes CoC Priority Listing based on Application Scoring	Wednesday	9/7/2022	1:00 PM
CoC Project Priority Listing Presented to THHI Board of Directors	Thursday	9/8/2022	4:00 PM
CoC Notification to Project Applicants - Written Notification to All Project Applicants whether their project application(s) will be accepted and ranked, rejected, or reduced on the CoC Priority Listing *(no later than 15 days before the application deadline)*	Wednesday	9/14/2022	4:00 PM
Post Complete Application to THHI Website *(at least 2 days prior to submission)*	Wednesday	9/28/2022	8:00 PM
HUD FY 2022 CoC NOFO Submission Deadline	**Friday**	**9/30/2022**	**8:00 PM**
Note: Labor Day Holiday is Monday, September 5th			

TECHNICAL ASSISTANCE
The following technical assistance is available to assist in completing/submitting New and Renewal Project application for the FY 2022 HUD-CoC Program Competition:

1) **TA Workshop for all HUD-CoC Program Project Applicants (new and renewal)** will be held via ZOOM on ***Wednesday, August 24, 2022 at 1:00 PM.***

 This meeting in not mandatory, AND HIGHLY RECOMMENDED to be ATTENDED

Join Zoom Meeting
https://us02web.zoom.us/j/89233827625?pwd=cjQ0RWNEcjNseU5JQW5MUkovU1lmQT09

        Meeting ID: 892 3382 7625
        Passcode: 717559

Please note that direct grantees as well as sub-recipients of CoC-Funded Renewal Programs are required to attend this meeting.

2) **THHI Staff Liaison**
   All CoC-Renewal Applicants will have a THHI Staff Liaison assigned to them (see attached Staff Liaison List document) that will be able to assist in answering questions related to the renewal application submission and who will provide a review of your project's application (after project scoring).

   All-CoC-Renewal Applicants will be required to add their THHI Staff Liaison as a registrant in the e-snaps system, at least during the CoC Program Competition period, to make the project application review process more efficient by cutting down on wait time between communications.

3) **HUD FY 2022 NOFO Resources**
   The HUD FY 2022 Continuum of Care (CoC) Program Competition: Funding Availability webpage includes the following NOFO resources:

   - FY 2022 CoC Program NOFO
   - FY 2022 CoC Program Finding of No Significant Impact (FONSI)
   - CoC Program Collaborative Applicant Registration Notice
   - CoC Program Unified Funding Agency (UFA) Registration Notice
   - CoC Program High Performing Community (HPC) Registration Notice
   - FY 2022 Continuums of Care Names and Numbers
   - FY 2022 Geographic Codes
   - FY 2022 Geo Codes and Preliminary Pro Rata Need Amounts
   - FY 2022 CoC Program Competition Estimated ARD Report

   All documents listed above are available on HUD's *e-snaps*: CoC Program Applications and Grants Management System - FY 2022 Continuum of Care (CoC) Program Competition: Funding Availability page which can be found at
   https://www.hud.gov/program_offices/comm_planning/coc/competition and/or
   https://www.hudexchange.info/programs/e-snaps/fy-2022-coc-program-nofa-coc-program-competition/

New and Renewal Project Applicants should read the FY 2022 CoC Program Competition NOFO in its entirety to gain a comprehensive understanding of all requirements and components. It is also necessary to read the CoC Program Interim Rule to ensure compliance with CoC Program requirements.

The overall CoC score, which is a primary factor in both HUD's process of scoring Tier 2 and new CoC Bonus and DV Bonus projects, is based on a complex scoring formula. How the overall CoC Application score is determined is detailed in HUD's NOFO.

4) **HUD FY 2022 e-snaps Specific Resources for the CoC Program Competition**
   The electronic grants management system used by HUD's Office of Special Needs Assistance Programs (SNAPS) is known as *e-snaps*. HUD has posted the following guides related to completing the CoC Submission Requirements using e-snaps.

   - Updating CoC and Project Applicant Information - Resources for updating Applicant Profiles, intended for organizations with funding, those that intend to apply for funding, and Collaborative Applicants.
   - Registering the Continuum of Care (only for the CoC) - Resources for CoC Registration and CoC Review, specifically for the Collaborative Applicant.
   - Submitting the CoC Consolidated Application - Resources for Collaborative Applicants to assist with the CoC Consolidated Application, which consists of the CoC Application and the CoC Priority Listing.
   - Submitting Applications for Project Funding - Resources for project applicant organizations who intend to apply for project funding, including renewals, new projects, CoC Planning funds, and UFA funds.
   - How To: Technical Guides - Resources for all *e-snaps* users to assist with *e-snaps* technical functions.
   - Special Topics: Resources for specific application topics.

Project applicants should consult the "Submitting Applications for Project Funding" resource page for more detailed resources for completing Project Applications, which can be found at:
https://www.hudexchange.info/programs/e-snaps/

5) **CoC Program Resources (Overall Regulations, trainings and Resources)**
   HUD has information and resource material available via their Continuum of Care Program webpage on the HUD Exchange that includes operation regulations, trainings and resources related to 24 CFR part 578 (CoC Program Regulations), including:

   - CoC Program Eligibility Requirements - including eligible program types and costs;
   - CoC Program Laws, Regulations and Notices - Including McKinney-Vento and CoC regulations;
   - Other CoC training materials; and
   - CoC FAQs

These resources can be found at https://www.hudexchange.info/programs/coc/ and all project applicants *are strongly encouraged* to review these informational and resource materials.

HUD's HOMELESS POLICY AND PROGRAM PRIORITIES
HUD's FY 2022 CoC Program Competition Notice, Section II, outlines HUD's Homeless Policy and Program Priorities, including the following listed below. Please refer to HUD's NOFO for more information on each of the listed Policy and Program Priorities.

A. Policy Priorities:
1. Ending homelessness for all persons.
2. Using a Housing First Approach
3. Reducing Unsheltered Homelessness
4. Improving System Performance
5. Partnering with Housing, Health and Service Agencies
6. Racial Equity
7. Improving Assistance to LGBTQ+ Individuals*
8. Persons with Lived Experience
9. Increasing Affordable Housing Supply*

New Priorities in the FY 2022 NOFO

B. CoC Program Implementation. HUD highlights important information that applicants should consider as they are preparing the FY 2022 CoC Application and project applications(s).

TAMPA/HILLSBOROUGH COUNTY CoC's PRIORITIES
As the Collaborative Applicant and CoC Lead Agency for the Tampa/Hillsborough County CoC, THHI is committed to making homelessness rare, brief and non-recurring. This requires THHI to continually assess the community needs, available resources, and balance competing priorities of the overall system to strategically align resources to the priorities and needs.

Through the efforts of the CoC, our community has made significant headway in the fight against homelessness. Based on the Hillsborough County 2014 Homeless Point-in-Time (PIT) Count, there were 1,091 people unsheltered, sleeping on the street or in places not meant for human habitation, in Hillsborough County. As of the February 2020 PIT Count, 612 people were unsheltered, a seven (7) year decrease of 44% in the number of people that are experiencing unsheltered homelessness. Our community has also experienced significant decreases in the other subpopulations since 2014:

✓ 25% decrease in overall homelessness
✓ 32% decrease in Veteran homelessness
✓ 35% decrease in chronic homelessness
✓ 66% decrease in unaccompanied youth homelessness (2015 data)
✓ 30% decrease in family homelessness

The CoC has enthusiastically adopted a series of evidence-based practices collectively known as Housing First. Business, government, healthcare, human services, and philanthropic leaders have coalesced around making homelessness rare, brief and non-recurring in Hillsborough County. To truly address homelessness, the community must simultaneously address the top causes of homelessness:

- lack of affordable housing
- poverty
- mental illness
- unemployment
- low wages
- substance abuse

The **560 In 560** addresses the issue of _unsheltered homelessness and some of the top causes leading to homelessness_. The goal of **560 In 560** is to provide housing opportunities to 560 people in 560 days, beginning June 2019 through December 2020. This aggressive and lofty goal focuses on reducing the percentage of unsheltered homelessness by 90% from the number reported in the 2014 PIT Count. **560 In 560** will assemble an array of resources that can rapidly house individuals and families from emergency shelters and move them towards self-sufficiency with minimal assistance. This process will simultaneously make emergency shelter and permanent housing available for those sleeping on the streets or places not meant for human habitation and that require more intensive assistance prior to becoming self-sufficient. The CoC will strengthen its partnerships and programs with key players and develop new partnerships and programs to reach the goal of **560 In 560.** The following initiatives and events will help achieve the goal:

1. Hillsborough County Expungement Clinics
2. Second Chance Job Fair
3. C.A.S.H. Program
4. Hot Spot Mobile Outreach
5. Rapid Exit from Shelters

6. Speed Leasing
7. Operation: REVEILLE
8. Housing is Healthcare
9. Shared Housing
10. The B.E.A.C.H. House Project

The order of priorities established by the CoC is as follows:

1. Critical Systems (HMIS, Coordinated Entry)
2. Permanent Supportive Housing
3. Rapid Re-housing
4. Emergency Shelter (Community Housing Solutions Center/Bridge Housing concepts)
5. Street Outreach
6. Coordinated Entry
7. Homelessness Prevention (targeted)

In order to accomplish this, THHI must identify and select projects, based on a project's:

- impact on improving system performance and performance measurements,
- performance data of existing projects, project type, cost effectiveness, past monitoring/audits, and
- the community needs and vulnerabilities

Recognizing HUD's obvious emphasis on **_Survivors of Domestic Violence (DV),_** THHI will also take into account the level in which a project considers the needs and vulnerabilities of those with a history of victimization such as domestic violence, sexual assault, criminal histories, and chronic homelessness and how they are prioritized for housing and services.

REALLOCATION

As stated in THHI's 2022 Universal RFP, the FY 2022 CoC Program Reallocation Policy is:

Reallocation of HUD CoC funding provides CoC's with the opportunity to 1) reallocate excess funding and 2) to move funding from low performing projects to new projects with the intent that the new project(s) will be higher performing. Reallocation can be done either through voluntary reallocation or through forced reallocation based on a CoC's published reallocation process for low performing projects. HUD examines and considers a CoC's ratio of reallocation when scoring a CoC's Application, as it demonstrates to HUD that CoC's are consistently evaluating the effectiveness of the funding awarded to a CoC's projects and working to ensure that all HUD CoC funded projects are being used to effectively end homelessness.

For the FY 2022 HUD CoC Cycle, the CoC will focus on voluntary reallocation, as described below:

- *Excess Funding Awards – HUD CoC funded projects, including those where the agency is a direct HUD recipient and/or a THHI Sub-recipient, should review their current renewal amount compared to their actual expenses over the past 2 funded years. If a project has not expended all funding awarded, that agency should consider the actual amount needed to fulfill their grant outcomes, including serving the same number of clients/households as well as units to determine what, if any amount, can be reallocated to a new CoC project.*

- *Low Performing Projects – CoC Projects that have consecutively been in Tier 2 based on ranking and scoring of their projects should consider voluntarily reallocating their funding in the FY 2022 funding competition. The funding decisions for projects in Tier 2 will always fall to HUD, based on the criteria they established in the NOFO and are always at risk of a decision by HUD to not renew. While HUD has not indicated they will consider a project's previous application project ranking when making their Tier 2 funding decisions, it is also not outside the realm of possibility for HUD to do so as they continue to focus their funding decisions on high performing projects.*

Reallocated funding will be utilized for New Projects as allowable under HUD's FY 2022 NOFO, with any new project to be selected from new project proposals received as part of this RFP. An agency that voluntarily chooses to provide funding for reallocation may submit a new project proposal that will be considered for the reallocated funding but is not guaranteed to be selected.

REALLOCATED FUNDING DETERMINATION
The 2022 Universal RFP required ALL CoC renewal projects to submit a Letter of Intent to Renew to THHI by 3:00 P.M. on Tuesday, May 17, 2022, to include the amount of renewal funding they wanted to renew. THHI received the required Letter of Intent to Renew from all projects.

The Tampa Housing Authority, under their TRA Collaborative 2004 project, voluntarily made available $25,565 for reallocation in the FY 2022 CoC Competition.

ELIGIBLE PROJECTS for the Tampa/Hillsborough County CoC – NEW and RENEWAL

New Projects:

The FY 2022 NOFO allows for CoC's to apply for new funding and/or projects through reallocation, CoC Bonus and Domestic Violence (DV) Bonus. Additionally, HUD's NOFO allows for new projects to be completely new projects, or an expansion of a project currently funded through the CoC Program or expansion of a project not currently receiving CoC Program Funds. New projects can include an expansion of an existing CoC or non-CoC Program funded project.

The following new project types, based on the type of funding (Reallocation, CoC Bonus and DV Bonus), are eligible for submission as a new project:

New Projects Created Through **Reallocation or CoC Bonus**. New project applications may be created through the reallocation process or as CoC bonus projects:

> (a) New Permanent housing-permanent supportive housing (PH-PSH) projects must serve one of the following:
>> (i) persons eligible to be served by DedicatedPLUS projects as described in Section III.B.2.g of this NOFO in which case all units funded by the project must be used to serve program participants who meet the qualifications for DedicatedPLUS; or
>> (ii) persons experiencing chronic homelessness at the time they initially enroll in the project.
> (b) New permanent housing-rapid rehousing (PH-RRH) projects that will serve persons who qualify as homeless under paragraphs (1), (2), or (4) of 24 CFR 578.3.
> (c) New Joint TH and PH-RRH projects as defined in Section III.C.3.m of this NOFO that will serve persons who qualify as homeless under paragraphs (1), (2), or (4) of 24 CFR 578.3.
> (d) New dedicated HMIS project for the costs at 24 CFR 578.37(a)(2) that can only be carried out by the HMIS Lead, which is the recipient or subrecipient of an HMIS grant, and that is listed on the HMIS Lead form in the CoC Applicant Profile in e-snaps.
> (e) Supportive services only coordinated entry (SSO-CE) project to develop or operate a centralized or coordinated assessment system.

New Projects for **DV Bonus**. New projects that want to be considered for the DV Bonus, may be:

> (a) Permanent Housing-Rapid Re-Housing projects (PH-RRH) dedicated to serving survivors of domestic violence, dating violence, sexual assault, or stalking that are defined as homeless at 24 CFR 578.3;
> (b) Joint TH and PH-RRH component (TH-RRH) projects as defined in Section III.B.2.q of this NOFO dedicated to serving survivors of domestic violence, dating violence, sexual assault, or stalking that are defined as homeless at 24 CFR 578.3; or
> (c) Supportive service only-coordinated entry (SSO-CE) project to implement policies, procedures, and practices that equip the CoC's coordinated entry to better meet the needs of survivors of domestic violence, dating violence, sexual assault, or stalking.

Tampa/Hillsborough County CoC Eligible New Project Selection Process
THHI's 2022 Universal RFP is the primary solicitation process for determining eligible projects for HUD's CoC Program Competition. As part of the annual Universal RFP process, THHI requests and solicits project proposals for which:

1) Funding has already been secured by THHI to be awarded.
2) Funding is anticipated to be secured by THHI, including the CoC Program funds anticipated to be available for new and renewal projects through HUD's NOFO process.
3) Future funding availability is unknown to THHI; however, the project(s) must meet a gap to improve the overall system performance of the CoC. These proposals are referred to as pipeline projects.

The annual Universal RFP process is utilized to increase system coordination and effectiveness in order to strategically align community resources on an annual basis.

All proposals submitted during the Universal RFP process are scored and selected according to the written Universal RFP process. Based on this process, projects are selected for conditional award by THHI's Board of Directors. From the conditional awards, some projects are selected to be awarded funding that is already available. Other projects (or components) for which funding is not available become pipeline projects to be considered when and if other appropriate and applicable funding becomes available. For example: a proposed project may include the components of street outreach, emergency shelter and rapid rehousing. However, funding may only be available for the rapid rehousing component, and they may be awarded funding for only the rapid rehousing component.

When a funding source or opportunity becomes available for a new project for which THHI did not receive a proposal for during the most recent Universal RFP cycle, a project will be selected based on a project's:

- impact on improving system performance and performance measurements of the CoC,
- performance data of existing projects, project type, cost effectiveness, past monitoring/audits, and
- the community needs and vulnerabilities

Utilizing the process and philosophy stated above, THHI has identified and previously conditionally selected the following organizations to submit new project applications to apply for the available CoC Bonus and DV Bonus funding in our CoC's FY 2022 Continuum of Care Program Competition application:

- **CoC Bonus –**
  - **Tampa Hillsborough Homeless Initiative – HMIS Expansion**
  - **Tampa Hillsborough Homeless Initiative – CES Expansions**

- **DV Bonus - The Spring of Tampa Bay – PH – Rapid Rehousing**

All new projects will be submitted with THHI as the grantee and the submitting agency as the sub-recipient. The sub-recipient will be responsible for ensuring 100 percent of the required match for the project's full grant award is met. The allowable admin funding will be split 50/50 between THHI and the sub-recipient agency.

Renewal Projects:

THHI's Universal RFP process also included the opportunity for current CoC Program funded projects, both those that are direct HUD grantees and those that are THHI's CoC Program Funded sub-recipients, to indicate their intention to renew by submitting a Letter of Intent to Renew. All projects currently receiving CoC Program Funds did submit a Letter of Intent to Renew during the process.

Based on the above, the CoC Renewal Projects listed below are eligible to submit applications for the Tampa/Hillsborough County CoC Scoring and Ranking Process for inclusion in the Tampa/Hillsborough County CoC's FY 2022 Consolidated CoC Application.

Agency	Sub-Recipient (if applicable)	Project Name	Project Type	Amount of Renewal Funding (Based on FY21 Awards)
Agency for Community Treatment Services	n/a	Hillsborough County Permanent Housing Program	PSH-Project Based	$148,456
Agency for Community Treatment Services	n/a	Hillsborough H.E.A.R.T Project	PSH - Leasing	$2,150,727
Catholic Charities Diocese of St. Petersburg, Inc.	n/a	Pathways Rapid Rehousing Program	RRH	$1,208,277
Housing Authority of the City of Tampa	n/a	TRA Collaborative	PSH – Rental Assistance	$419,172
Housing Authority of the City of Tampa	n/a	TRA Collaborative 2004	PSH – Rental Assistance	$204,000 (Amount based on Letter of Intent)
Tampa Hillsborough Homeless Initiative, Inc.	Agency for Community Treatment Services	More H.E.A.R.T.	PSH – Leasing	$493,133
Tampa Hillsborough Homeless Initiative, Inc.	Catholic Charities Diocese of St.	Hillsborough Pathways for Youth (Consolidated with	RRH	$396,816

	Petersburg, Inc.	Hillsborough Pathways to Housing)		
Tampa Hillsborough Homeless Initiative, Inc.	Dawning Family Services	A Path for Families	RRH	$410,794
Tampa Hillsborough Homeless Initiative, Inc.	The Spring of Tampa Bay	The Spring of Tampa Bay - Rapid Rehousing	RRH	$470,670
Tampa Hillsborough Homeless Initiative, Inc.	Gracepoint Wellness	HOME3-PHAME	PSH – Rental Assistance	$1,484,253
Tampa Hillsborough Homeless Initiative, Inc.	n/a	Coordinated Entry	SSO - CE	$78,160
Tampa Hillsborough Homeless Initiative, Inc.	n/a	UNITY Information Network	HMIS	$238,843
Tampa Hillsborough Homeless Initiative, Inc.	TBD	Voluntary Reallocation from THA	TBD	$25,565
				$7,728,866

PH – Permanent Housing; PSH – Permanent Supportive Housing; RRH – Rapid Rehousing; SSO – Supportive Services Only; CE- Coordinated Entry; HMIS – Homeless Management Information System

Consolidation Projects - Eligible renewal project applicants will have the ability to consolidate two or more eligible renewal projects (but no more than four projects) into one project application during the application process. To be eligible for consolidation, projects must have the same recipient and be for the same component. Applicants that desire to have their renewal projects applications considered for consolidation as outlined in Section V.B.4(7) of the NOFO, will only submit the individual renewal project applications. The additional submission of a fully consolidated project application is eliminated. The NOFO does advise that "prior to beginning the consolidation process in the project application, the applicant should consult with the local HUD field office to ensure it is eligible to consolidate the projects."

ELIGIBLE PROJECT APPLICANTS

All project applicants, including sub recipients, must ensure their agency meets applicant and program eligibility and threshold requirements as described in HUD's NOFO, Section V.

ELIGIBLE COSTS
All projects must adhere to the eligible costs established under the CoC Interim Rule (24 CFR 578.37 through 578.63) to identify the costs eligible for funding. Projects requesting funding for ineligible costs or to serve an ineligible population based on project type will be rejected by HUD.

INDIRECT COSTS
Normal indirect cost rules under 2 CFR part 200 apply. Project applicants that intend to charge indirect costs to the award must clearly state in the project application(s) the rate and distribution base the recipient intends to use, and if applicable, the rate and distribution base to be used by any sub-recipient(s). THHI's approved indirect rate is 10% of direct cost. New projects that intend to utilize the indirect rate will want to ensure this is included in the project budget.

MATCH
All eligible funding costs except leasing must be matched with *no less than 25 percent cash and/or in-kind resources* as described in 24 CFR 578.73. Leasing projects must be matched at 25 percent of the amount of funding minus leasing costs. The CoC Interim Rule clarifies that the match must be provided for the entire grant amount funded, inclusive of administration costs. Applicants must demonstrate how they will meet this match requirement as part of the Project Application.

***HUD strongly encourages project applicants to review the FAQs posted at
www.hudexchange.info/coc/faqs by searching for the keyword "match."***

****IMPORTANT****

Per HUD's Application instructions, if your project application includes third-party in-kind match commitment on the "Sources of Match" screen (in e-snaps) you have a separate "7A Attachments" screen that should be used to attach the required Memorandum of Understanding (MOU) or Memorandum of Agreement (MOA) between your organization and the organization providing the in-kind match. Documentation is required prior to issuance of the grant agreement if your renewal project is selected for conditional award.

The following match information will be required to be entered into the project application.

- Type of Commitment: Required. Select Cash or In-kind (non-cash) to indicate the type of contribution that describes this match commitment. If applications include third-party In-Kind match, project applicants should attach MOU(s) documentation that confirms the in-kind match commitment.
- Type of source: Required. Select "Private" or "Government" to indicate the source of the contribution. Funds from HUD-VASH (VA Supportive Housing program) and other federal programs are eligible sources of match so long as they do not prohibit their funds to be used as match for another federal program and are considered Government sources.
- Name the Source of the Commitment: Required. Enter the name of the organization providing the contribution. Be specific and include the office or grant program as applicable.

- Date of written commitment: Required. Enter the date of the written contribution.
- Value of written commitment: Required. Enter the total dollar value of the contribution

The match information entered in e-snaps should be based on the current commitments at the time of project application, covering the requested grant operating period (i.e., grant term), and **NOT based on projections**. HUD expects the amount(s) listed on this screen to be accurate, with a commitment letter(s) in place that includes at least the same amount(s) as those listed in this screen.

THHI will obtain the in-kind match commitment letters for all HUD-CoC funded PSH renewal projects from Hillsborough County Health Care Services for Hillsborough County Health Care Plan match. This match documentation will not be available until late September, and prior to the final application submissions.

Note that any attachment to a project application that requires a dated signature, (e.g. in kind match commitment letter) **must** have been signed between June 30, 2022 and September 30, 2022, per the FY 2022 HUD CoC Program Competition NOFO.

CONSOLIDATED PLAN CERTIFICATION
THHI will obtain the HUD-2991 for all projects from both Hillsborough County and the City of Tampa to be included in the Consolidated Application.

INSTRUCTIONS AND REQUIREMENTS FOR PROJECT APPLICATION SUBMISSIONS
All new and renewal project applications will be completed directly in e-snaps by the agency that will be operating the project.

For projects that THHI is the grantee, THHI will complete the initial project applicant and applications steps necessary to access the full e-snaps applicable project application. THHI will complete this set-up process **by Friday, August 19, 2022.**

NEW PROJECTS – APPLICATION SUBMISSION REQUIREMENTS TO THE COLLABORATIVE APPLICANT FOR SCORING AND RANKING
For eligible new projects created through reallocation, CoC Bonus or DV Bonus, as identified and selected as previously stated in this addendum; and as stated in THHI's 2022 Universal RFP, THHI will be the grantee for the HUD-CoC Program new project and the agency to operate the project shall be the sub-recipient.

The project's sub-recipient is required to complete the new project application in e-snaps, in conjunction with THHI staff. THHI will complete all sections specific to THHI as the primary applicant. The selected sub-recipient will complete all project specific elements (narratives and budgets), as well as provide necessary documentation to demonstrate they meet HUD's eligibility requirements, including but not limited to:

- Documentation of non-profit status
- All required HUD certifications and forms
- Documentation of match commitment for 25 percent of the requested grant amount

The project direct or sub-recipient applicant shall provide the New Application submission package items, listed below, to THHI via the established One Drive Upload Process, by **3:00 PM on Tuesday, August 30, 2022. Failure to submit the required items by the established deadline will result in exclusion from the application**

1. Complete and submit the applicable 2022 New Project application (CoC Bonus, DV Bonus) in e-snaps for the project.
2. After submission, the applicant shall export a PDF copy of the submitted application and include a hard copy of the application, along with all attachments as required by HUD, in the submission packet uploaded to the established One Drive Folder to THHI.

    Documents in the submission packet should be using a paper size of 8.5" x 11". For any pages in landscape format, the orientation should be the top of the page on the secured side of the package.

RENEWAL PROJECTS –APPLICATION SUBMISSION REQUIREMENTS TO THE COLLABORATIVE APPLICANT FOR SCORING AND RANKING
All renewal projects must submit to THHI the documents listed in this section by the deadline indicated below to be included in the Scoring and Ranking process for the FY 2022 HUD CoC Program Competition. Where THHI is the grantee, the project's sub-recipient is responsible for completing these submission items.

If you want your renewal project applications considered for consolidation as outlined in Section II.B.6 of the NOFO, you will only submit the individual renewal project applications. The additional submission of a fully consolidated project application is eliminated. Submitting one project application for each individual project ensures that the individual projects are reviewed and potentially awarded funds should HUD not approve the requested consolidation project application. *(Per HUD e-snaps Renewal instructions)*

Renewal applications are to be completed in e-snaps for the Scoring and Ranking Process by the project grantee agency, unless THHI is the grantee. When THHI is the project's grantee, the responsibility of completing the renewal application process will fall to the sub-recipient agency.

The project direct or sub-recipient applicant shall provide the renewal application in e-snaps for the project. Provide a screen shot or PDF of only the submission summary, showing the renewal application was submitted in e-snaps by 3:00 PM, Tuesday, August 30, 2022. **You do NOT need to submit the full application submitted – only proof it was submitted to the CoC, via e-snaps, by the CoC submission deadline. Failure to submit the required items by the established deadline will result in a lower score as all items are related to a scoring element. No missing or corrected documents received after this date will be used for scoring and ranking.**

Note: Any renewal project that was not in operation during the timeframe being scored (10/1/2020 – 9/30/2021) is only required to complete and submit items listed in #2 of this section.

UPDATED – 8/17/2022

1. Submit the following documents for the CoC Ranking and Review Committee to complete the project's Project Performance ScoreCard

   Important Note and Change from Previous Years: A Completed Project Performance Scorecard by the agency *is not required this year* – only the documents the Ranking and Review Committee needs to complete the Project Performance ScoreCard listed below):

   • Canned CoC APR printed from UNITY for Renewal Project with Report dates of **10/1/2020- 9/30/2021**

   • Housing First/Low Barrier Questionnaire – Completed and signed

   • Persons with Lived Experience Narrative – not to exceed 1 page (approximately 500 words, single spaced) – Describe how your organization incorporates the input and experience of person's with Lived Experience in your organization structure, decision making and quality improvement efforts, which may include, but not limited to, activities such as:

     o Representation on the organizations Board of Director's or other decision-making board

     o Client / Consumer Advisory Board

     o Emphasis on hiring person's with Lived Experience

     o Use of Peer Mentors that provide feed back

     o Satisfaction surveys / comment cards

   • Improving Assistance to LGBTQ+ Individuals Narrative – not to exceed 1 page (approximately 500 words, single spaced) – Describe how your agency/project helps address the needs of LGBTQ+, transgender, gender non-conforming, and non-binary individuals and families including privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects.

   • A printout from the project's eLOCCS account of the General, Budget and Vouchers tab for the most recently ended grant term. (See Instructions for Finding Project's eLOCCS Information Guide).

   • Copies of the match documentation submitted to HUD for your most recently ended grant term

   • Completed Race, Gender, Ethnicity Analysis Form *(using the Google Form)*

2. Complete and submit the FY 2022 renewal application in e-snaps for the project. Provide a screen shot or PDF of only the submission summary, showing the renewal application was submitted in esnaps by 3:00 PM, Tuesday, August 30, 2022. **You do NOT need to submit the full application submitted – only proof it was submitted to the CoC, via esnaps, by the CoC submission deadline.**

All documentation listed above should be submitted in a single PDF file and submitted via uploaded to the Agency's One Drive link (provided by THHI) no later than 3:00 PM on Tuesday, August 30, 2022.

The renewal application submission packet should be a single PDF file that contains all required information. Documents in the submission packet should be using a paper size of 8.5" x 11". For any pages in landscape format, the orientation should be the top of the page on the secured side of the package.

Failure to submit the required items by the established deadline will result in lower score as all items are related to a scoring element (renewals) and/or exclusion from the application (first time renewal/critical system). No missing or corrected documents received after this date will be used for scoring and ranking.

HUD'S PROJECT REVIEW AND SELCTION PROCESS
All applicants are expected to read the NOFO to understand how HUD will review and select projects.

HELPFUL TIPS TO KEEP IN MIND WHEN COMPLETING THE RENEWAL APPLICATION
Numbers entered must be consistent throughout the application (e.g. units, persons served, performance measures universe, HMIS and budgets)

Each project application must ensure that:

a. Proposed participants will be eligible for the project component type;
b. Proposed activities are eligible under the CoC Program interim rule;
c. Project narrative is fully responsive to the question being asked and that it meets all of the criteria for that question included in the detailed instructions;
d. Data provided in various parts of the project application are consistent; and
e. All required attachments correspond to the attachments list in e-snaps, that they contain accurate and complete information, and that they contain a current date between June 30, 2022 and September 30, 2022

THHI Staff Liaison's will focus their review of each renewal application on the above elements.

QUESTIONS FROM PROJECT APPLICANTS
Questions may be submitted to the appropriate THHI staff liaison up until the grant deadline and will be answered in the order received; however, applicants cannot depend on being able to get a question answered immediately and failure to get an answer to a question is not an acceptable reason for missing the grant deadline. Questions and their responses will be shared among all renewal applicants via email at least weekly.

Questions related to the HMIS data and reports specific to the Renewal Project Performance ScoreCard should be directed to your THHI staff liaison as well. If necessary, your staff liaison will consult with our HMIS / UNTIY Staff. Please note that THHI staff cannot directly update or correct any data; or provide

specific client record instructions for data corrections that would/could impact the data being used in the FY 2022 HUD CoC Program Competition Renewal Project Performance Scoring.

NOTICE OF INCLUSION / EXCLUSION
THHI will formally notify all projects, in writing (via email) by **4:00 PM on Wednesday, September 14, 2022** of the project's inclusion in or exclusion from the FY 2022 CoC Consolidated Application.

CONSOLIDATED APPLICATION POSTING
THHI will post to the THHI website (www.THHI.org), the FY 2022 HUD-CoC Consolidated Application to include the CoC Application, Project Priority Listings, and all project applications on **Wednesday, September 28, 2022 by 8:00 PM.**

CONTINUUM OF CARE PROJECT SCORING AND RANKING
HUD requires and evaluates a CoC's ability to have a "coordinated, inclusive, and outcome-oriented community process for the solicitation, objective review, ranking, and selection of project applications, and a process by which renewal projects are reviewed for performance and compliance with 24 CFR part 578" (Section VII.B.2) and made publicly available as part of this CoC's NOFO Local Process instruction packet.

With this in mind, in considering the severity of needs and vulnerabilities of the community and the availability of resources, the Tampa/Hillsborough County Continuum of Care (CoC) considered projects for inclusion into the CoC's Consolidated Application based on organizations submittal of an Letter of Intent to Renew (Renewals), a new applicable project during the 2022 Universal RFP, having had an approved pipeline project from previous RFPs, and/or would have an significant impact on the overall development and improvement of the CoC's performance as a coordinated system.

Project Level Objective Scoring Criteria and Past Performance

Renewal Projects
Renewals will continue to be scored and ranked according to performance data, utilizing a standard year based on HUD's most recent System Performance Measurements data range, which for FY 2022 is **October 1, 2020 to September 30, 2022, and utilizing the CoC APR for most scoring elements.** This is to align project level data to its impact on System Performance Measurements.

The renewal scoring includes factors included on the Renewal Project Performance Scorecard and are related, but not limited, to:

- Length of Time Homeless (project entry to housing move in)
- Exits to Permanent Housing Destinations
- Increase in Earned and Total Income
- Residence Prior to Entry: Participants entering from the street, emergency shelter or safe haven
- Percent that Exit to another Homeless Situation
- Utilization Rate
- HMIS Data Completeness
- Racial Equity

- Amount of awarded funds expended and timeliness of draw down
- Coordinated Entry Participation by grantee/sub-recipient of the project
- Timely Submission of APR via SAGE
- CoC Participation by grantee/sub-recipient of the project

The Renewal Project Performance ScoreCard has a total point available of 134 as indicted in the table below, with 67 percent directly related to system-wide performance outcomes *and dividing it by total points. (Calculated by adding all points based on HMIS data (CE audit report, APR, etc.) and dividing it by total points.)*.

Renewals		
A.	System-wide and Project Level Performance	Maximum Points = 68
B.	Coordinated Entry Participation	Maximum Points = 6
C.	Racial Equity, Inclusion of Persons with Lived Experience, and Improving Assistance to LGBTQ+ Individuals	Maximum Points = 12
D.	Project Populations	Maximum Points = 10
E.	Data Quality	Maximum Points = 21
F.	Overall Grant Management	Maximum Points = 14
G.	CoC Participation	Maximum Points = 1
	Total Points Available	**134**

The detail of each scoring category can be found in the accompanying attachment – FY 2022 HUD CoC Competition – Performance Scorecard Instructions.

Project applicants, including direct grantees and sub-recipients of THHI that do not submit the proper reports for scoring and/or utilize an incorrect date range for the reports, will receive a score of "0" for each outcome measurement that utilizes the data from the incorrectly submitted report.

Because the HMIS and Coordinated Entry renewal projects are critical to the overall functioning of the CoC, and currently there are no other renewal projects in either category, these projects will not be included in the scoring process.

New Projects – CoC Bonus and DV Bonus
New projects were selected for inclusion in the FY 2022 HUD CoC Program Application through the CoC's 2022 Universal RFP process, which was completed in June 2022. During this process, all new project proposals were reviewed and scored with a New Project Scoring Criteria that included proposed project level performance outcomes, including those listed below, and past performance of the same or similar projects. The FY 2022 Universal RFP specifically included a FY 2022 HUD CoC Program Bonus and DV Bonus project (s) in the list of expected funding opportunity for which the proposals received would be considered for selection.

Our 2022 Universal RFP project proposal scoring criteria included:

- Proposed Exits to Permanent Housing Destinations
- Average Length of time from project enrollment to permanent housing placement
- Increase in Earned Income

- Increase in Total Income from Entry to Exit (or end of Grant Term)
- CoC Participation by grantee/sub-recipient of the project

While incorporating the System-wide Performance Measurements, the new project scoring criteria had a total of 80 points a project could receive for the following sections:

New Projects		
A.	System Wide and Project Level Performance	Maximum Points = 60
B	Organizational Capacity	Maximum Points = 15
C.	CoC Participation	Maximum Points = 4
D.	HMIS Participation	Maximum Points = 3
E.	Employee Equity Analysis	Maximum Points = 3
	Total Points Available	85

Scoring consideration for Victim Service Providers
Recognizing the unique data collected by Victim Service Providers and the high need to ensure confidentiality for the safety of the households these agencies served, our CoC processes strive to ensure that Victim Service Providers are able to compete for funding opportunities on an equal footing with all other provider types.

Our Universal RFP process for all new projects were scored and selected through an application that required narratives and proposed project outcomes with no requirement of information that would contain personal identifiable information and maintain confidentiality of all clients served by any agency applying for funding.

Renewal CoC projects operated by a Victim Service Provider are scored using a CoC APR generated from their required HMIS comparable database as the CoC APR contains no indefinable client specific data. Currently Victim Service Providers are not able to be scored related to direct Coordinated Entry participation as the current CoC process excludes the victim service provider from directly completing the CoC's HMIS based Coordinated Entry process and relies on partnerships with other agencies for connecting clients to the CoC's Coordinated Entry processes. Therefore, the 6 points available for renewal projects directly related to coordinated entry participation would become points related to the degree the victim service provider improves the safety for the population they serve.

The victim service provider will provide a narrative with supporting aggregate data from their HMIS Comparable database that demonstrates the degree to which the victim service provider has improved the safety of the population they serve for the same time period as all other project performance measurements **(10/1/2020-9/30/2022).** The Scoring reviewers may award up to 6 points.

Conflict of Interest
A conscious effort is made to avoid conflict, or the perception thereof, when assigning applications for review. No member of the CoC Ranking and Review Committee shall score their own agency's project applications, however they may score other project applications if no other conflict has been identified. All reviewers are asked to identify any conflict that may exist with any application they are assigned to review. THHI along with the members of the CoC Ranking and Review Committee understand and fully acknowledge that there is an inherent conflict of interest in having persons scoring other proposals that

are competing for funding. However, we also understand and acknowledge that there is a need for scorers/reviewers to be highly knowledgeable about the overall CoC needs, best and next practices, regulations, etc. to be able to fully understand if a project application is a good model/proposal that meets a community need. THHI staff conducts a review of all scoring/reviewer data to monitor for signs of a scorer/reviewer that may be scoring in a manner that directly influences the outcome of the final results.

Please see the Critical Dates section of this addendum for the date the Ranking and Review Committee will meet to complete the scoring validation process.

PROJECT SCORING, RANKING AND PLACEMENT ON THE PROJECT PRIORITY LISTING
HUD has continued to require CoC's to evaluate and rank project applications to demonstrate the CoC's priorities in their efforts to make homelessness rare, brief and non-recurring. This process will utilize a multi-step process that encompasses both scoring outcomes and identified community priorities.

Project Scoring
A project's Performance Score is the primary factor in determining placement in the project's Ranking on the FY 2022 HUD CoC Program Competition Project Priority Listing and therefore the project's Tier placement.

- New Projects (CoC and DV Bonus) were scored / selected during the Universal RFP process from which they were selected to be included in the FY 2022 HUD CoC Program Competition. New projects applicants are required to complete the application submission to the CoC process no later than **3:00 PM on Tuesday, August 30, 2022.**

- Renewal project applicants will submit, for each of their renewal projects, the listed documents needed by the Scorers to complete a Renewal Project Performance ScoreCard for their project(s); and complete the application requirements outlined in these instructions. All application items must be received by the deadline of no later than **3:00 PM on Tuesday, August 30, 2022.**

- HMIS and Coordinated Entry renewal projects are critical to the overall functioning of the CoC, and currently there are no other renewal projects in either category, these projects will not be included in the scoring process. These project applicants are required to complete the application submission to the CoC process **3:00 PM on Tuesday, August 30, 2022.**

Ranking and Project Priority Listing (Tier) Placement Process
All renewal project application documents will be used by the Ranking and Review Committee members to complete a Renewal Project Performance ScoreCard for each renewal project. Scoring will be completed by no less than 3 members of the CoC's Ranking and Review Committee members.

Following the completion of the Ranking and Review Scoring Review Process, THHI staff will present to the THHI Board Application Review Committee a recommended Priority Project Ranking that incorporates Performance Scorecard scores and in accordance with the Ranking and Tier Placement Process.

1. **Critical System Renewal Projects** - HMIS and Coordinated Entry - Recognizing that some CoC-funded projects are a basic requirement for overall CoC system processes and functioning, HMIS and Coordinated Entry dedicated projects will be ranked on the Project Priority Listing as numbers 1 and 2 respectively.

2. **Renewals Not Started** - Renewal projects that were not operational during the timeframe being scored (10/1/2020 – 9/30/2021), and therefore could not be scored, will be the last fully funded projects in Tier 1.

3. **Project Renewals** - All other renewal Projects will be ranked first by project type with Permanent Supportive Housing (PSH) projects first and Rapid Rehousing (RRH) projects second; then by the project's Total ScoreCard score, in order of highest to lowest.

   In the event of a same type project ScoreCard total tie, the scores for each of the ScoreCard Sections will be used, starting with Project Performance section. The project with the highest project performance section score will be ranked above the one with the lower performance score. This process will be used for each section, until one project is determined to have a higher score.

4. **New Projects** - New projects, including CoC and DV Bonus will be placed at the bottom of the ranking, with the CoC Bonus project for HMIS Expansion First, CoC Bonus project for CES Expansion second and the DV Bonus project last.

The THHI Board Application Review Committee will meet (virtually) on Wednesday, September 7, 2022 at 1:00 PM to review the scoring results and recommended ranking based on the above. They will utilize the approved ranking directive (listed above) and HUD's scoring criteria, priorities, guidelines, and regulations to develop a recommended Project Priority List for the Collaborative Application to ensure the application submitted for the Tampa/Hillsborough County CoC is as competitive as possible. The

THHI Review Board's Project Priority List recommendation will be presented to the THHI Board of Directors on Thursday, September 8, 2022 at 4:00 PM.

Note that the CoC Planning Project is not included in HUD's tier process.

ADDENDUM DOCUMENTS
The documents listed below are part of these instructions and can be access on THHI's website at
https://www.thhi.org/coc-competition.

- FY 2022 HUD CoC Competition – THHI Staff Liaisons
- FY 2022 HUD CoC Competition – Application Submission Checklist
- FY2022 HUD CoC Competition – Renewal Project Performance Scorecard Criteria
- FY2022 HUD CoC Competition - Canned CoC-APR (2019) – Example
- FY 2022 HUD CoC Competition - Housing First/Low Barrier Questionnaire
- FY 2022 HUD CoC Competition – Race, Gender, Ethnicity Analysis Form (example) with "U.S. Census Bureau_Race_Ethnicity_Hillsborough County, Florida" data document
- FY 2022 HUD CoC Competition - Instructions for Finding Project's eLOCCS Information Guide

UPDATED – 8/17/2022

- FY2022 HUD CoC Competition – CoC Leadership Role Spreadsheet

The following items will be provided by THHI directly to the Ranking and Review Committee members, as well as posted to the webpage:

- FY 2022 HUD CoC Competition - HIC – FL-501 for Project Scoring
- FY 2022 HUD CoC Competition – CE Audit Report
- FY 2022 HUD CoC Competition – SAGE APR Submission Report