

ORANGE COUNTY CONTINUUM OF CARE

REQUEST FOR PROPOSALS FOR CONTINUUM OF CARE BUILDS PROJECTS

Release Date

June 29, 2026

Submission Deadline

July 10, at 10:00 a.m. (PDT)

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INTRODUCTION

On June 23, 2026, the U.S. Department of Housing and Urban Development (HUD) announced the availability of \$100 million for competitive grants for the new construction, acquisition, or rehabilitation (capital costs) of new permanent supportive housing (PSH) units under the Continuum of Care Builds (CoCBuils) program Notice of Funding Opportunity (NOFO).

The CoCBuils NOFO outlines HUD's Goals and Objectives, including:

- **Increasing Supportive Housing for People with Disabilities.** HUD is seeking applications for PSH that are dedicated to serving individuals with a disability, particularly elderly individuals (over age 62). HUD is seeking PSH projects that meet targeted needs in communities, unmet by existing PSH.
- **Partnering with Housing, Health, and Social Services Organizations.** HUD encourages CoCs to apply for PSH projects that coordinate with housing, healthcare, and social services organizations within the PSH project.
- **Engaging Participants in Services and Community.** HUD is seeking PSH projects that engage participants in services designed to assist them in living independently. Projects should facilitate community building among participants.

The CoCBuils NOFO also highlights important information that CoCs and project applicants should consider while preparing new project applications, including the fact that proposed projects must meet the project eligibility and project quality threshold requirements established by HUD. HUD is encouraging CoCs to leverage other funding sources with the funding awarded through the CoCBuils NOFO to maximize the number of PSH units created for individuals and families experiencing homelessness.

The County of Orange's Office of Care Coordination (County), as the Collaborative Applicant for the Orange County CoC, is seeking project proposals from organizations that have experience with the acquisition, construction, and/or rehabilitation of PSH and can propose a competitive project as part of the Orange County CoC's CoCBuils NOFO application.

FUNDING

The Orange County CoC is eligible to apply for a maximum of **\$11,000,000 in CoCBuils** funding during the CoCBuils NOFO. This Request for Proposals (RFP) will be utilized to identify new projects for the CoCBuils funds available through the CoCBuils NOFO. All proposed services must be new, and proposed project funding cannot replace other existing funding sources.

PROJECT TYPE

The Orange County CoC will only solicit CoCBuils project proposals for the following project type:

- **Permanent Supportive Housing (PSH) projects**

HUD states that project applications must be able to provide evidence of site control (24 CFR 578.25) at the time of application, no later than Friday, July 10, 2026. As such, applicants are encouraged to identify

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PSH projects that are already in process that could benefit from additional gap funding. New projects funded by the CoCBuils funding must serve individuals and/or families who qualify as homeless under paragraphs (1), (2), or (4) as defined in 24 CFR 578.3. Project proposals may also serve special populations, such as Transitional Age Youth (TAY), Older Adults or other special populations identified, so long as they are captured in HUD's definitions of homeless as detailed above. Additionally, although the Orange County CoC can only submit one project application, inclusion of one or more subrecipients that will contribute towards the goals of the CoCBuils NOFO (e.g., capital costs, housing, supportive services) is encouraged.

Eligible costs of the FY2026 RFP for CoCBuils Projects include:

- Acquisition (24 CFR 578.43)
- Rehabilitation (24 CFR 578.45)
- New Construction (24 CFR 578.47)
- Project-based rental assistance (24 CFR 578.51(e))
- Supportive Services (24 CFR 578.53)
- Operating Costs (24 CFR 578.55)
- Project administrative costs (24 CFR 578.59).

The Orange County CoC will reject any request for ineligible costs, including but not limited to leasing for units or structures; tenant-based and sponsor-based rental assistance; CoC planning; and Unified Funding Agency costs.

PSH is permanent housing in which supportive services are provided for individuals and families experiencing homelessness with a disability to live independently. PSH project(s) funded under the CoCBuils NOFO must also follow Housing First principles and participate in the Coordinated Entry System. For more information on PSH project type, see [24 CFR 578.3](#).

Category	Description
Eligible Applicants	• State governments • County governments • City or township governments • Special district governments • Public and State controlled institutions of higher education • Native American tribal governments (Federally recognized) • Public housing authorities/Indian housing authorities • Native American tribal organizations (other than Federally recognized tribal governments) • Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education, and • Others¹
Eligible program participants	Eligible program participants are individuals and families experiencing homelessness as outlined in 24 CFR 578.37(a)(1)(i), where at least one individual in the household has a documented disability. This includes individuals and families who meet the definition of homeless individual with a disability (42 U.S.C. 11360(10)).

¹ See 24 CFR 578.15 for additional information on eligibility, or pages 19-26 of the CoCBuils NOFO.

Eligible Activities and Costs	• Acquisition (24 CFR 578.43) • Rehabilitation (24 CFR 578.45) • New Construction (24 CFR 578.47) • Project-based rental assistance (24 CFR 578.51(e)) • Supportive Services (24 CFR 578.53) • Operating Costs (24 CFR 578.55) • Project administrative costs (24 CFR 578.59). The majority of the funding request must be for capital costs. No more than 20% of the total funds requested can include other CoC Program budget line items. No more than 10% of the total funds requested can include administrative costs.
Match	• Must at minimum be equal to 25 percent of total grant request. • Match can be cash or in-kind and must be spent on eligible project costs. • 24 CFR 578.73 provides the information regarding match requirements.
HMIS	Must agree to participate in the Orange County HMIS or comparable database if qualified victim service provider.
Coordinated Entry	Must agree to participate in Orange County Coordinated Entry System.

PROPOSAL MINIMUM REQUIREMENTS

HUD Threshold Requirements

Applicants who fail to meet any of the following threshold eligibility requirements are deemed ineligible. Project proposals from ineligible applicants are not rated or ranked and will not receive HUD funding. The CoCBuils NOFO requires all project applicants to meet threshold requirements as listed in Section V.A. Threshold Review, including eligibility requirements:

1. Resolution of Civil Rights Matters

Outstanding civil rights matters or unresolved judgements must be resolved before the application submission deadline. Applicants with outstanding or unresolved civil rights matters at the application deadline are deemed ineligible.

Applications from ineligible applicants are not rated or ranked and will not receive HUD funding.

- a. An applicant is ineligible for funding if the applicant has any of the charges, cause determinations, lawsuits, or letters of findings referenced in subparagraphs (1) – (5) that are not resolved to HUD’s satisfaction before or on the application deadline date for the CoCBuils NOFO.
 - 1) Charges from HUD concerning a systemic violation of the Fair Housing Act or receipt of a cause determination from a substantially equivalent state or local fair housing agency concerning a systemic violation of a substantially equivalent state or local fair housing law proscribing discrimination because of race, color, religion, sex (including sexual orientation and gender identity), national origin, disability or familial status;
 - 2) Status as a defendant in a Fair Housing Act lawsuit filed by the United States alleging a pattern or practice of discrimination or denial of rights to a group of persons raising an issue of general public importance under 42 U.S.C. § 3614(a);

- 3) Status as a defendant in any other lawsuit filed or joined by the Department of Justice, or in which the Department of Justice has intervened, or filed an amicus brief or statement of interest, alleging a pattern or practice or systemic violation of Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Section 109 of the Housing and Community Development Act of 1974, the Americans with Disabilities Act, Violence Against Women Act, or a claim under the False Claims Act related to fair housing, non-discrimination, or civil rights generally including an alleged failure to affirmatively further fair housing;
 - 4) Receipt of a letter of findings identifying systemic non-compliance with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Section 109 of the Housing and Community Development Act of 1974; Violence Against Women Act; or the Americans with Disabilities Act; or
 - 5) Receipt of a cause determination from a substantially equivalent state or local fair housing agency concerning a systemic violation of provisions of a state or local law prohibiting discrimination in housing based on sexual orientation, gender identity, or lawful source of income.
- b. HUD will determine if actions to resolve the charge, cause determination, lawsuit, or letter of findings taken before the application deadline date will resolve the matter. Examples of actions that may be sufficient to resolve the matter include, but are not limited to:
- 1) Current compliance with a voluntary compliance agreement signed by all the parties;
 - 2) Current compliance with a HUD-approved conciliation agreement signed by all the parties;
 - 3) Current compliance with a conciliation agreement signed by all the parties and approved by the state governmental or local administrative agency with jurisdiction over the matter;
 - 4) Current compliance with a consent order or consent decree;
 - 5) Current compliance with a final judicial ruling or administrative ruling or decision; or
 - 6) Dismissal of charges.

HUD Risk Review

HUD will evaluate each applicant's likelihood of successfully carrying out the project by reviewing past performance, organizational health, and results. The following provides additional detail on each.

1. Past Performance:
 - a. Government-wide performance data, as noted in 2 CFR 200.206(a)
 - b. Public sources like news reports, Inspector General findings, Government Accountability Office reports, and complaints proven to have merit
 - c. History of performance. The applicant's record in managing Federal awards, if it is a prior recipient of Federal awards, including timeliness of compliance with applicable reporting requirements, failing to make significant progress in a timely manner, failing to meet planned activities in a timely manner, conformance to the terms and conditions of previous Federal awards, and, if applicable, the extent to which any previously awarded amounts will be expended prior to future awards. HUD will not penalize a renewal applicant who sufficiently complied with the terms and conditions in prior NOFOs that are in direct conflict with those contained herein.
 - d. Reports from past audits, including those performed under 2 CFR part 200, subpart F – Audit Requirements
 - e. History of finishing activities on time and using any promised matching or leveraged funds
 - f. Debarments or suspensions

- g. Misuse of federal funds for purposes outside of the program
- 2. Organizational Health:
 - a. Financial stability and capacity, including compliance with cost principles in 2 CFR Part 200 Subpart E (200.400 et seq.), and where applicable, 200 Part 170
 - b. Quality of management systems and ability to meet the management standards in 2 CFR part 200
 - c. Ability to follow all required laws and rules
 - d. The applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on non-Federal entities
 - e. Capacity, including staffing structures and capabilities
- 3. Results
 - a. Ability to promote self-sufficiency and economic independence.
 - b. Number of people served or targeted for assistance.
 - c. History of illegal discrimination, including illegal racial discrimination.
 - d. History of subsidizing or facilitating illicit drug use or other illicit activities that conflict with the purpose of this NOFO.

OTHER PROGRAM-SPECIFIC REQUIREMENTS

- 1. Project Applications:
 - a. Must properly complete and submit with your application the standard forms, assurances and certifications as detailed in page 21 and 22 of the CoCBuils NOFO.
 - b. Must include capital costs for new construction, acquisition, or rehabilitation of new PSH units;
 - c. May include costs for other eligible CoC Program Costs associated with the PSH project, as outlined in Section IV.B.1 of the CoCBuils NOFO, that are no more than 20 percent of the total budget requested (HUD will award no more than 20 percent of final award for non-capital costs eligible CoC activities associated with the PSH project);
 - d. May include administrative costs of no more than 10 percent of the total amount requested for capital costs and, if included, eligible CoC Program costs outlined in Section IV.G.3 of the CoCBuils NOFO (HUD will award no more than 10 percent of final award for administrative costs associated with the PSH project).
- 2. Grant terms may be two, three, four, or five years. Projects selected for conditional award must be able to:
 - a. Provide proof of site control (24 CFR 578.25) at the time of project application;
 - b. Demonstrate, prior to grant agreement execution, that the project is financially feasible; And
 - c. Execute the grant agreement with HUD within the time frame permitted.

Additionally, projects selected for conditional award must:

- d. Have a completed environmental review before awarded funds can be drawn for project activities;
- e. Complete a subsidy layering review in accordance with 24 CFR 578.29 and Section III.G of the CoCBuils NOFO prior to grant execution; and
- f. Meet the timeliness standards outlined in 24 CFR 578.85 for new construction or rehabilitation activities.

The proposed project should select a grant term based on the type of capital costs requested and a realistic time frame for completion. Generally, rehabilitation and acquisition time frames are less than new construction. See [24 CFR 578.85](#) for timeliness requirements related to new construction and rehabilitation projects.

The non-capital cost associated with PSH projects awarded under the CoCBuils NOFO may be eligible for future renewal under the CoC Program, subject to the same terms and conditions as other renewal applicants.

RFP REVIEW, SCORING AND SELECTION PROCESS

Applicants responding to this RFP must submit materials as described in this document. Proposals will be valid for a period of at least three hundred sixty-five (365) calendar days from the closing date and time of receipt. **Project proposals that are late, incomplete, or substantially deficient will not be advanced to the CoCBuils NOFO Ad Hoc (Ad Hoc) for scoring.** All project proposal applications will be reviewed to ensure they meet HUD threshold requirements and quality standards. Any correctable deficiencies will be identified, and selected applicants will have the opportunity to submit corrected documents before the final CoCBuils NOFO Application is submitted to HUD.

The CoC will convene an unbiased, non-conflicted Ad Hoc to review each project proposal. Any member of the CoC who is submitting a project proposal application or is affiliated with an organization that is submitting a project proposal application will not participate in the evaluation process or otherwise influence those that are evaluating the project proposal applications.

The Ad Hoc will receive the project proposal applications and scoring instructions in advance of the meeting and will hold a meeting to review and average their scores and arrive at a decision about which project(s) to recommend for funding. Should there be a need for clarification, the Ad Hoc may call in high performing applicants for a Question-and-Answer Session. This session is at the discretion of the Ad Hoc.

The final selected project, as determined by the Ad Hoc, will be included in the final Orange County CoC CoCBuils NOFO Application that is submitted to HUD. The selected applicant(s) will need to complete and sign the following forms in E-snaps:

- Application for Federal Assistance (SF-424)
- Applicant and Recipient Assurances and Certifications (HUD 424-B)
- Applicant/Recipient Disclosure/Update Report (HUD 2880)
- Certification Regarding Lobbying
- Disclosure of Lobbying Activities (SF-LLL)
- Certification for Drug-Free Workplace (HUD-50070)
- Assurances for Construction Programs (SF-424D)
- Certification of Consistency with the Consolidated Plan (HUD-2991)
- Required Certification found in Section V.A.3 of the NOFO
- Certification of Opportunity Zone Preference Points (HUD-2996), if applicable

Selection of a project does not guarantee funding, as HUD will review and assess all project applications for threshold compliance and project quality. After HUD has made selections, HUD will finalize specific terms of the award and budget in consultation with the selected applicant. If HUD and the selected applicant do

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not finalize the terms and conditions of the award in a timely manner, or the selected applicant fails to provide requested information, an award will not be made to that applicant. In this case, HUD may select another eligible applicant. HUD may also impose specific conditions on an award as provided under 2 CFR 200.208.

Scoring Criteria

All proposed PSH projects will be scored on a 100-point scale using the following criteria:

Rating Factor	Description of Basis for Assigning Points	Points
Unmet Need	• Demonstrated that the proposed project fills a specific gap in the geographic area of the CoC That is unmet by existing PSH projects. ○ Up to 10 points will be awarded for using qualitative and quantitative data to demonstrate the specific gap that is unmet. ○ Up to 10 points will be awarded for describing how the proposed project will fill the specific gap that is unmet.	20
Development Experience and Leveraging	• Demonstrated that the applicant, developer, and relevant subrecipients have experience with at least one (1) other project that has a similar scope and scale as the proposed project (up to 3 points) • Demonstrated that the applicant, developer, and relevant subrecipients have experience leveraging resources similar to the funds being proposed in the current project. (up to 3 points) ○ Provide up to three (3) examples of prior resource leveraging. • Demonstrated the availability of low-income housing tax credit commitments, project-based rental assistance, and other State, local, or private resources dedicated to the proposed project. (up to 48 points) ○ To receive full points the response must include the dollar value of each of these commitments, the overall costs of the project, and leveraged resources	10
Experience Managing Homeless Assistance	• Demonstrated that the applicant and relevant subrecipients have experience operating at least one (1) homelessness assistance program where at least one member of the household has a disability. (up to 4 points) • Described applicant experience serving the specific population intended to be served by the submitted applications. (up to 4 points)	8
Implementation Schedule	Complete an implementation schedule based on the proposed CoC Builds project. • Based on type of capital cost requested, applicant provided: ○ If New Construction cost - dates regarding construction ○ If Acquisition cost - date property will be required ○ If Rehabilitation cost - dates rehabilitation of the property will begin and end • Provide the proposed schedule for activities such as ○ site control ○ environmental review completion ○ execution of grant agreement ○ start and completion dates ○ anticipated date the jurisdiction will issue the occupancy certificate ○ and date property will be available for individuals and families experiencing homelessness to begin occupying units • Proposed project implementation schedule indicates likelihood that the project will be ready for occupancy within 36 months of funding award	9

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	Evaluation of the implementation schedule will provide up to 3 points based on whether the development schedule is complete and has all the necessary elements, up to 3 points depending on the likelihood that development milestones will be met, and up to 3 points based on the likelihood that the project will be ready for occupancy within 36 months of award.	
Sustainable Operating Costs and Housing Coordination	- Demonstrated that the project has a plan to support ongoing operating costs with non-CoC funding, if needed, including state, local or private resources. (6 points) - Full points will be awarded to applicants who provide specific timeline for transitioning away from CoC funds for renewable non-capital costs funded through this NOFO, towards non-CoC resources. - Demonstrated that the project will work with housing providers to leverage non-CoC funded housing resources to provide subsidies or assistance for the proposed units. (up to 6 points) - If the project applicant is a housing provider that intends to leverage non-CoC funded resources for the provision of housing, full points will be awarded.	12
Supportive Services and Healthcare Coordination	- Demonstrated that 20 percent of your award, or an amount equal to 20 percent of your award through match or leveraging, will be used to coordinate with healthcare or social services providers for the provision of supportive services (up to 3 points, 2 points if more than 10 percent) - Demonstrated that program participants will be required to participate in supportive services in a manner that fits their individual needs by providing language from program policies or supportive service agreements. Supportive service agreements must meet the requirement at 24 CFR 578.75(h). (up to 3 points) - Described how the proposed project will coordinate with a healthcare organization to meet the medical needs of participants. Healthcare must be provided on-site or in close proximity and can be provided by a non-profit organization. Applicants must attach, in e-snaps, a letter of commitment or other formal written agreement with the healthcare organization referenced in the narrative response to receive full points. (up to 3 points) - Demonstrated that the proposed project has a plan in place to work with program participants who are able to maintain stable housing without subsidy or without the level of support that PSH provides, to help them move on from PSH. (up to 3 points)	12
Meeting the Needs of the Elderly and Aging Subpopulation	Demonstrated that the proposed project will be working to meet the needs of elderly homeless individuals in coordination with the CoC or described how the proposed project has a partnership with an organization such as a provider of residential care, assisted living, or medical respite services.	6
Serving Veterans	Demonstrated that the proposed project will be working to meet the needs of homeless Veterans by prioritizing the Veteran subpopulation, or described how the proposed project has a partnership with an organization that serves homeless Veterans such as the VA.	6
Building Safe Communities	- Demonstrated, by providing evidence, that the project applicant cooperates and does not interfere with or impede local efforts to advance the objectives below, and assists first responders in providing services to homeless individuals. (up to 2 points) - Identified local laws, policies, or other practices that help or hinder the project applicant's ability to advance the objectives below and provided a plan explaining how the project applicant will leverage beneficial policies while overcoming the harmful effects of restrictive ones. If you cannot provide any mitigating steps,	14

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	please explain why. Qualitative and quantitative details are included in response. (up to 12 points)	
Section 3 Requirement	Described the actions that will be taken to comply with Section 3² of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) (Section 3) and HUD's implementing rules at 24 CFR part 75³ to provide employment and training opportunities for low- and very low-income persons, as well as contracting and other economic opportunities for business that provide economic opportunities to low- and very low-income persons	3
Total Points Possible		100

Additionally, preference points may be added to your overall application score if your project application aligns with any of the following policy initiatives.

Policy Initiative	Description	Preference Points
Opportunity Zone	Proposed project is within an Opportunity Zone. To receive points, applicant agency must complete and submit form HUD-2996, Certification for Opportunity Zone Preference Points.	2

RFP REQUIREMENTS

The RFP process will include a comprehensive review of the following:

1. Threshold Requirements for Agency
2. Technical Requirements
3. Document Presentation Requirements
4. Required Documents

The RFP process will also include a thorough review of an agency's:

1. Capacity to administer a PSH project in the Orange County CoC;
2. Experience administering similar programs as indicated in the Threshold Requirements for Applicant Agency section below; and
3. Project proposal for homeless PSH and determination of how the agency and project meet HUD's policy priorities as indicated in the CoCBuils NOFO.

Threshold Requirements for Applicant Agency

The RFP for CoCBuils Projects will require all applicant agencies to meet the Threshold Requirements below:

1. Applicant must be an eligible entity;

² The Section 3 program requirements are included on the HUD Exchange website:

<https://www.hudexchange.info/programs/section-3/>

³ The regulations for Section 3 are included in 24 CFR Part 75: <https://www.ecfr.gov/current/title-24/subtitle-A/part-75>

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2. Applicant must have financial and management capacity to carry out the project;
3. Applicant must show experience in providing services related those in this RFP;
4. Applicant must submit required certifications and documentation;
5. Applicant must commit to participate in HMIS and Coordinate Entry System; and
6. Applicant must complete and timely submit the RFP.

Technical Requirements

1. One (1) electronic copy via Dropbox with completed RFP submission – including exhibits, attachments, and supporting documents – to be organized and separated per Document Presentation Requirements.
 - Note: **Do not submit all Exhibits and Attachments as one condensed file.** Each Exhibit and Attachment should be labeled as a separate file.
 - DropBox Instructions:
 - i. Create a Dropbox account.
 - ii. Click [here](#) to view instructions on how to use Dropbox or visit <https://learn.dropbox.com/self-guided-learning/dropbox-fundamentals-course/how-to-use-dropbox>
 - iii. Option 1: Share files via Dropbox link to the following email addresses:
 1. CareCoordination@ceo.oc.gov
 2. Felicia.Boehringer@ceo.oc.gov
 3. Zulima.Lundy@ceo.oc.gov
 - iv. Option 2: Copy the Dropbox link to the files and paste it into an email to the above email addresses.

Document Presentation Requirements

1. No late submissions will be accepted.
2. The electronic submissions must include a separate file for each Exhibit and Attachment and must be labeled accordingly.
3. Most recent documentation is to be submitted for each Exhibit and Attachment.
4. Do not leave any blank responses without an explanation, even if question is not applicable (e.g., if the question is not applicable, indicate “N/A”).
5. All documents with a signature block must be signed by the authorized representative(s), as listed in Exhibit 1. Digital/Docusign signatures are acceptable.
6. All supporting documents must be included in the submission.
7. All supporting documents must be legible.

REQUIRED DOCUMENTS

The following documents must be submitted:

- **CoCBuils Project Documents Checklist**
- **Cover Letter** (signed by Authorized Signatory as listed in Exhibit 1)
- **Exhibit 1: Agency Information Form**
 - **Attachment 1:** Organizational Chart – include Board of Director’s body as it relates to the entire organization, and organization’s staff names and titles/positions. Include organizational chart of developer partners or other subrecipients, if applicable.
 - **Attachment 2:** Board of Directors’ Roster and Resolution authorizing submittal of a project

- application to the RFP for the CoCBuils NOFO local competition process
- **Attachment 3:** State Certificate of Status
- **Attachment 4:** 501(c)3 Certification, if applicable⁴
- **Attachment 5:** Code of Conduct
- **Exhibit 2: Experience of Applicant, Subrecipients and Other Partners**
 - **Attachment 6:** Two most recent single audits⁵. If not applicable, please instead submit the two most recent agency financial audits by a certified public accountant (CPA)⁶
- **Exhibit 3: Experience with Development, Leveraging, and Managing Homelessness Assistance**
- **Exhibit 4: Project Information Form**
 - **Attachment 7:** Supporting Documentation for Project Including Replacement Reserves in the Operating Budget
 - **Attachment 8:** Certification of Consistency in the Consolidated Plan
 - **Attachment 9:** Environmental Review
 - **Attachment 10:** HUD Form 424-CBW Grant Application Detailed Budget Worksheet
 - **Attachment 11:** Financial Commitment – 25% Match Documentation, including letters of cash commitment and/or in-kind Memorandum of Understanding (MOU)
 - **Attachment 12:** Certification of Opportunity zone, if applicable
- **Exhibit 5: Supportive Services and Healthcare Coordination**
 - **Attachment 13:** Supportive Services Agreement
 - **Attachment 14:** Healthcare Letter of Commitment
- **Exhibit 6: Serving Elderly and Aging Subpopulation and Veterans**

BRIEF OVERVIEW OF REQUIRED DOCUMENTS

Agency Information Form (Exhibit 1)

Exhibit 1 captures information related to the applicant agency's administrative details, such as agency type, administrative address, general contact information, and primary point of contacts information. Additional information related to your agency's proposal and ability to adhere to HUD policies and guidance.

Organizational Chart (Attachment 1)

The organizational chart of the agency should include the Board of Director's body as it relates to the entire organization, and organization's staff names and titles/positions. If developers and/or subrecipients are included within the project proposal, include associated organizational charts, as well.

Board of Directors' Roster and Resolution (Attachment 2)

The Attachment should indicate the Board of Directors for the agency and should specify if the Board of Directors includes at least one person with lived experience of homelessness. The Board of Directors' resolution portion of the attachment should clearly indicate that the agency is authorized to submit a project proposal as part of the CoCBuils NOFO competition process. If an authorized representative is named in the board of directors' resolution, the authorized representative's name should align with the

⁴ If your application includes subrecipients, and they are a nonprofit organization, a copy of their nonprofit documentation must be included.

⁵ Single audits must be dated 2023 or later.

⁶ Financial audits must be dated 2023 or later.

authorized representative indicated in Exhibit 1. Board of Directors' Resolution must be completed and dated between June 1, 2026, and July 10, 2026. The Board of Directors' resolution should clearly indicate that the agency is authorized to apply for funding as part of the CoCBuils NOFO competition.

State Certificate of Status (Attachment 3)

The Certificate of Status certifies the current status of the agency (e.g., active/good standing, suspended, dissolved, cancelled, etc.). Certificates of Status are available at bizfileOnline.sos.ca.gov.

501(c)3 Certification (Attachment 4)

The 501(c)3 Certification recognizes exempt status under IRC Section 501(c)(3) by the Internal Revenue Service (IRS). If your application includes subrecipients, and they are a nonprofit organization, a copy of their nonprofit documentation must be included.

Code of Conduct (Attachment 5)

Attachment 5 evidences an agency's Code of Conduct. The Attachment 5 instructions are included on the CoCBuils NOFO webpage for review.

Experience of Applicant, Subrecipients and Other Partners (Exhibit 2)

Exhibit 2 evaluates an agency's experience in effectively using federal funds; leveraging Federal, State, local and private sector funds; confirming financial managements structure appropriate for the administration of this grant funding; and monitoring outcomes.

Two most recent single audits (Attachment 6)

A single Audit, previously known as the OMB Circular A-133 audit, is an organization-wide financial statement and federal awards' audit of a non-federal entity that expends \$750,000 or more in federal funds in one year. It is intended to provide assurance to the Federal Government that a non-federal entity has adequate internal controls in place and is generally in compliance with program requirements. Non-federal entities typically include states, local governments, Indian tribes, universities, and non-profit organizations.

Experience with Development, Leveraging, and Managing Homelessness Assistance (Exhibit 3)

Exhibit 3 captures information on the applicants experience with development, leveraging and managing homelessness assistance.

Project Information Form (Exhibit 4)

Exhibit 4 captures information on the proposed project and project implementation schedule to ensure that project design and activities meet the needs outlined in the RFP, as well as evaluates how the proposed project will fill an unmet housing need for the population to be served, operate within the Orange County CES and describe the actions that will be taken by the agency to comply with Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) (Section 3).

Supporting Documentation for Project including Replacement Reserves in the Operating Budget (Attachment 7)

Attachment 7 will provide supporting documents that include (a) total amount of funds that will be placed in reserve during the grant term; (b) system(s) to be replaced that includes the useful life of the system(s); and (c) repayment schedule that includes the payment amount.

Certification of Consistency in the Consolidated Plan (Attachment 8)

The standard form HUD-2991, Certification of Consistency with the Consolidated Plan in which a state or local official certifies the proposed project, and activities are consistent with the jurisdiction's Consolidated Plan and, if the project applicant is state or unit of local government, that the jurisdiction is following its Consolidated Plan per the requirement of 24 CFR part 91. The CoCBuils program requires a certification of Consistency with the Consolidated Plan under [24 CFR 91.2](#). Form HUD-2991 must be completed and dated between June 22, 2026, and July 23, 2026. Instructions for completing the Certification of Consistency in the Consolidated Plan can be found on the [CoCBuils NOFO webpage](#).

Environmental Review (Attachment 9)

The Environmental Review is required by HUD to ensure the project does not negatively impact the surrounding environment and that the property itself will not have adverse environmental or health effects on occupants. All CoC Program assistance is subject to the National Environmental Policy Act (NEPA) and applicable related Federal environmental authorities. Conditional selection of projects under the CoC Homeless Assistance competition is subject to the environmental review requirements of 24 CFR 582.230, and 882.804(c) as applicable.

The County of Orange OC Housing & Community Development department will perform the Environmental Review and once approved, will sign the environmental review documentation. The environmental review documentation is addressed per project and will be valid for the next five (5) years from the day dated.

The agency, its project partners, and their contractors may not acquire, rehabilitate, convert, lease, repair, dispose of, demolish, or construct property for a project under this NOFO, or commit or expend HUD or local funds for such eligible activities under the FY2026 CoC Program NOFO, until the responsible entity (as defined by 24 CFR 58.2(a)(7)) has completed the environmental review procedures required by 24 CFR Part 58 and the environmental certification and Request for Release of Funds have been approved or HUD has performed an environmental review under 24 CFR Part 50 and the recipient has received HUD approval of the property. HUD will not release grant funds if the recipient or any other party commits grant funds before the recipient submits and HUD approves its Request for Release of Funds (page 110 of the FY2026 CoC Program NOFO).

HUD Form 424-CBW Grant Application Detailed Budget Worksheet (Attachment 10)

The HUD Form 424-CBW is to be used to provide detailed budget information regarding a proposed program. Instructions for completing the HUD Form 424-CBW can be found on the [CoCBuils NOFO webpage](#).

Financial Commitment – 25% Match Documentation (Attachment 11)

The CoCBuils NOFO has a 25% match requirement that can be cash or in-kind, or a combination of both. 24 CFR 578.73 provides the information regarding match requirements. Project applicants that intend to use program income as a match must provide an estimate of how much program income will be used for the match.

Certification of Opportunity Zone (Attachment 12)

Attachment 12 is a completed HUD-2996, Certification for Opportunity Zone Preference Points, if the proposed project is in an Opportunity Zone. Additional information can be found here: <https://www.hud.gov/opportunity-zones>

Supportive Services and Healthcare Coordination (Exhibit 5)

Exhibit 5 evaluates the proposed project's coordination with supportive services and healthcare.

Supportive Services Agreement (Attachment 13)

Attachment 13 must demonstrate that the renewal project will require program participants to take part in supportive services (e.g., case management, life skills, substance use treatment) in line with 24 CFR 578.75(h) by attaching a supportive services agreement (contract, occupancy agreement, lease or equivalent).

Healthcare Letter of Commitment (Attachment 14)

Attachment 14 must be a letter of commitment or other formal written agreement with the healthcare organization referenced in Exhibit 5.

Serving Elderly and Aging Subpopulation and Veterans (Exhibit 6)

Exhibit 6 allows an agency to provide information regarding the Proposed project's ability to meet the needs and serve elderly and aging subpopulation and veterans.

TIMELINE AND DUE DATES

Activity	Dates
HUD released CoCBuils NOFO	June 23, 2026
RFP for CoCBuils Projects Released	June 29, 2026
Technical Assistance Office Hours via Microsoft Teams. Contact Zulima Lundy at Zulima.Lundy@ceo.oc.gov to schedule an appointment.	July 6, 2026, to July 7, 2026
Question and Answer Period Ends	July 8, 2026, at 12:00 p.m. (noon) (PDT)
Deadline for Agencies to submit proposals in response to RFP for CoCBuils Projects to the Collaborative Applicant	July 10, 2026, at 10:00 a.m. (PDT)
HUD submission deadline for CoCBuils NOFO	July 23, 2026

SUBMITTAL

It is the sole responsibility of the Agency to ensure that submission is prior to the due date and time. The Request for Proposals for Continuum of Care Builds Projects, including all Exhibits and Attachments must be submitted via Dropbox by 10:00 a.m. PDT on Friday, July 10, 2026, to:

Option 1: Share files via Dropbox link to the following email addresses:

1. CareCoordination@ceo.oc.gov
2. Felicia.Boehringer@ceo.oc.gov
3. Zulima.Lundy@ceo.oc.gov

Option 2: Copy the Dropbox link to the files and paste it into an email to the above email addresses.

RIGHT OF ORANGE COUNTY CONTINUUM OF CARE TO WAIVE IRREGULARITIES

The Orange County Continuum of Care reserves the right to:

1. Withdraw this solicitation at any time without prior notice and, furthermore, makes no representation that any contract occurs and that funds will be awarded by HUD to any respondent to this solicitation.
2. Waive any irregularities in the RFP process and reject any and all submissions not in the best interest of the Continuum of Care.
3. Request additional information and material. In addition, once released, the application from HUD may require and warrant the request of supplemental material.
4. Not renew grants that have exhibited serious capacity issues in prior grants, including performance and financial problems, HMIS participation, or unresolved monitoring issues, or based on the best interest of the entire CoC Application. HUD will review applications and make the final funding decision.
5. Retain all submitted applications. Selection or rejection of an application does not affect these rights.

FURTHER QUESTIONS AND ADDITIONAL RESOURCES

The County of Orange is available to answer questions on the RFP, including application deadlines, process, training, or to provide copies of application materials. For further questions or technical assistance, contact the Office of Care Coordination at CareCoordination@ceo.oc.gov and Carbon Copy (Cc) Felicia Boehringer (Felicia.Boehringer@ceo.oc.gov), and Zulima Lundy (Zulima.Lundy@ceo.oc.gov).

Please **DO NOT** contact the HUD office regarding Orange County's local application deadlines or process, as the County is available to answer those questions.

ADDITIONAL INFORMATION

Agencies will be required to comply with terms set forth by the CoC and HUD. In addition, all applicants are strongly advised to review all applicable terms, conditions, and federal requirements. It is strongly recommended that you obtain, and review information related to the Continuum of Care Program, the CoC Interim Rule, and the HEARTH Act Regulations, along with any other related documents prior to completion of this Letter of Intent. In addition, HUD will provide updates via their website at <https://www.hudexchange.info/>.