Letter of Intent Form

**Section I. Applicant Information**

|  |  |  |
| --- | --- | --- |
| Organization: |  | Dept: |
| Legal Status (check box): | Non-Profit 501 (c) 3 Unit of Government Housing Authority |  |
| Unique Entity Identifier: |  |  |
| Executive Director Name: |  | Point of Contact (POC): |
| Executive Email and Phone Number: |  | POC Email and Phone Number: |

**Section II. Summary of Projects to be Submitted**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Project Name** | **Number of Units** | **Number of Beds** | **HUD Funds Requested** | **Match** |
|  |  |  |  |  |
|  |  |  |  |  |

**Section III. Site Location/s:**

|  |  |
| --- | --- |
| **Project Name** | **Site Location** |
|  |  |
|  |  |

**Section IV. Leveraged Funds:**

|  |  |  |
| --- | --- | --- |
| **Project Name** | **Leverage Funding amount** | **Name of Funder** |
|  |  |  |
|  |  |  |

**HOUSING FIRST Commitment**

I confirm that all homeless-dedicated projects funded under the CoC Builds NOFO process in our organization will operate under the principles of the Housing First approach.

**CES Commitment**

I confirm that all homeless-dedicated projects funded under the CoC Builds NOFO process in our organization will participate in the Coordinated Entry System (CES), as available and unless prohibited by regulation or law, by ensuring that:

100% of homeless-dedicated unit vacancies comply with CES referral and placement processes as identified in the Board-approved CES policies and procedures.

**HMIS Commitment**

I confirm that homeless-dedicated projects funded under the CoC Builds NOFO process in our organization will participate in HMIS System in accordance with approved policies. HUD rules allow projects dedicated to serving domestic violence to participate in a separate comparable data system that meets HMIS standards. Non-personally identifiable data must be provided from the alternate data system to the HMIS Lead for purposes of reporting.

**STIPULATION**

As the Authorized Administrator, I understand that completion and acceptance of this form does not constitute an agreement to include the project in the **FY 2024 CoCBuilds Application** nor does it guarantee that the project(s) will be funded if submitted to HUD for consideration. The NOFO only allow one application to be submitted by the CoC lead applicant. HUD authorizes local CoCs to review, rate and choose which application will be submitted .

**Agency Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Authorized Administrator Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_**

**Print Name/Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**