

This Letter of Intent form must be submitted by any agency interested in proposing a project to be located in suburban Cook County (excluding Chicago) for funding under the 2014 HUD Continuum of Care NOFA. A Letter of Intent is required for all projects to be submitted, but a Letter of Intent does not obligate you to submit a proposal. **Letters of Intent must be submitted by Friday, August 8th, 2014 before 5:00 p.m.** Use the "Submit" button at the end of this form. For questions, please call Jennifer Hill at 708-236-3261 ext. 01.

1. This LOI is for a
- Renewal project
 - New project
 - Expansion of an existing project
 - "Swap" of funds from existing project

Name of Existing Project

2. Provide the Following Information:

Name of Applicant / Recipient

Name of Subrecipient(s), if any
(formerly known as Project Sponsor)

Program Name

Project Component

- Housing Assistance Type
- Leasing
 - Rental Assistance - Sponsor
 - Leasing & Rental Assistance
 - Rental Assistance - Tenant
 - Rental Assistance - Project
 - Other

Applicant Contact Person

Applicant Phone Number

Contact E-mail

Applicant Address with City, State and Zip

Project Address (if applicable) with City, State and Zip

Project Address is Confidential Yes No

Additional Contact Person (optional)

Additional Contact E-mail

~~This project is in good standing with HUD~~ ~~Yes~~ ~~No~~

~~You must answer Question 1 before moving forward. Please click "Prev" to return to the previous page.~~

3. ~~Program Type~~
- ~~Permanent Supportive Housing / Leasing (scattered apartments)~~
 - ~~Permanent Supportive Housing / Rental Assistance (scattered site)~~
 - ~~Permanent Supportive Housing / Project Based (one site/building)~~
 - Permanent Housing / Rapid Re-Housing
 - ~~Transitional Housing / Rolling Stock (scattered apartments, graduates may stay in apartments)~~
 - Transitional Housing / Leasing-Temporary (scattered apartments, graduates must move out)
 - ~~Transitional Housing / Project Based (one site/building, graduates must move out)~~
 - Safe Haven
 - ~~Supportive Services Only (no housing)~~

~~For question 4 below: If you are considering making changes to your project or budget, please explain them in detail. These changes may include cutting unused funds to make them available to reallocate to new permanent supportive housing in suburban Cook County, adding or removing a partner, changing subpopulation targeting, or making adjustments in response to HEARTH related changes. Generally speaking, you can not otherwise change your budget through the NOFA; those changes must happen through grant amendment with HUD. Remember, if you are expanding a project or "swapping" funds from a TH project to fund a PSH project, you must submit a New Project LOI for those projects in addition to this renewal LOI.~~

~~4. Proposed Changes to the Project~~

~~5. Was this project combined with another Continuum grant within the past 4 years?~~ Yes No

~~6. Grant Recapture History for Combined Projects: Download the "Grant Recapture History for Combined Projects spreadsheet here: [2014 LOI Grant Recapture Worksheet for Combined Projects.xlsx](#). Read the instructions carefully.~~

~~Please attach your completed Grant Recapture History for Combined Projects Excel document here.~~

3. Please indicate which population(s) your project is primarily intended to address. Indicate at least one under each heading.

- Sub-Populations of Homeless Persons Chronic Homelessness* Mental Illness Substance Abuse
 Domestic Violence HIV/AIDS Physical Disability
 Veterans General

*HUD definitions: **Chronically Homeless Person** – An unaccompanied homeless individual with a disabling condition, or a family with at least one member who has a disabling condition, who has either been continuously homeless for a year or more or has had at least four episodes of homelessness in the past three years. **Disabling condition** is defined as "a diagnosable substance use disorder, serious mental illness, developmental disability, or chronic physical illness or disability, including the co-occurrence of two or more of these conditions." To be considered **homeless**, persons must have been sleeping in a place not meant for human habitation and/or in an emergency homeless shelter during that time.

- Populations of Homeless Persons Individuals Families
 Unaccompanied Youth (ages 12-17) Seniors

4. Program Type:
- Permanent Supportive Housing / Leasing (scattered apartments)
 - Permanent Supportive Housing / Rental Assistance (scattered apartments)
 - Permanent Supportive Housing / Project Based (one site/building)
 - Permanent Housing / Rapid Re-Housing

For question 5 below: Provide a brief description of your project and how it will address the priorities of the Continuum. Make specific reference to the Strategic Plan 2014-2017, posted on the Alliance website. Include a list of your anticipated partners and a brief description of their roles in the project.

5. Description of your Proposed Project:

To complete question 6 below please fill out the "Estimated Project Budget" spreadsheet and attach it below. Click this link to download the spreadsheet [2014 LOI Estimated Project Budget for New Projects.xlsx](#).

Please attach your "Estimated Project Budget" excel file here:

6. Total Request Amount (The amount requested in your NOFA application may not exceed this estimated request amount by more than 25% or \$100,000 —whichever is less):

~~**Most Recently Completed Grant**~~

~~**What was the End Date of the most recently ended grant?**~~

~~For the grant that ended on this date was it a renewal grant?~~

~~For the grant that ended on this date, what was the awarded amount?~~

~~For the grant that ended on this date, what amount was unused (or recaptured) at the end of the term?~~

~~2nd Most Recently Completed Grant~~

~~Choose the End Date of the grant that ended the year before the previous grant.~~

~~For the 2nd most recently completed grant, was it a renewal grant?~~

~~For the 2nd most recently completed grant what was the awarded amount?~~

~~For the 2nd most recently completed grant, what amount was unused (or recaptured) at the end of the term?~~

~~3rd Most Recently Completed Grant~~

~~Choose the End Date of the grant that ended the year before the 2nd most recently completed grant.~~

~~For the 3rd most recently completed grant was it a renewal grant?~~

~~For the 3rd most recently completed grant, what was the amount awarded?~~

~~For the 3rd most recently completed grant, what amount was unused (or recaptured) at the end of the term?~~

~~**3 Year Recapture Average:** Calculate the average unused dollar amount from the three most recently completed renewal grants. If the grant has only renewed twice, average those two recaptured amounts. If the grant has only renewed once, enter the recapture amount from the single renewal. If the grant has not yet renewed, enter a zero. If the grant is a combination of more than one previous grant, add all the unused amounts together from the last 3 years' worth of renewals for all of the grants, and then divide by 3.~~

~~3 Year Recapture Average~~

~~**2014 Maximum Renewal Amount:** This will be the same as the 2013 awarded amount, available at http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/homeless/budget/2013. If this is a first time renewal, consult Alliance staff to calculate your annual renewal amount.~~

~~2014 Maximum Renewal Amount~~

~~**Planned Renewal Amount:** The Alliance encourages grantees to apply for a renewal amount that is equivalent to their Maximum Renewal Amount minus the 3 Year Recapture Average. Applying for this lower amount will allow you to receive full points for the recapture section of the ranking tool. What is the renewal amount you intend to apply for in the 2014 competition?~~

~~Planned Renewal Amount:~~