

December 02, 2025

**NOTICE TO PROPOSERS
ADDENDUM NO. 1**

**RFP HSB-2026-002
CONTINUUM OF CARE PORTFOLIO**

This addendum changes and supersedes the language in the original RFP. Please acknowledge receipt of this addendum by signing and submitting with your proposals. Any proposer who fails to submit this addendum may be disqualified.

The City would like to remind Proposers that pursuant to Section 9.2.27 of the RFP, the City will not be responsible for or bound by any oral communication or any other information or contact that occurs outside the official communication process specified herein, unless confirmed in writing by the City Contact.

The questions and answers are as follows:

Question	Answer
<p>1. Page 31. 2.7.5 Financial Management. Can financial planning/budget services be referred to another service provider, or does it need to be provided directly by the applicant?</p>	<p>Under the CoC Program, financial planning and budgeting services may be provided directly or through partnerships with other organizations. Although HUD has not yet released project applications or instructions for FY 2025, in previous competitions, the Supportive Services section of the project application submitted to HUD allowed the applicant to specify the types of services available, what entity will provide them, and the frequency they will be provided.</p>
<p>2. The NOFO (page 44) states: “A Transition grant is an application to fund a new CoC project through the reallocation process to transition an eligible CoC renewal project (including a Special NOFO project or DV Renewal project)”</p>	<p>The City acknowledges that the FY 2025 CoC NOFO contains conflicting language. At this time, HUD has not responded to questions submitted by CoCs to clarify this contradiction and has not yet released the anticipated FAQ guidance.</p> <p>Based on information currently available, including changes in HUD's policy direction, the City cannot confirm whether a DV Bonus-funded Joint Component (Transitional Housing-Rapid Rehousing) (TH-RRH)</p>

Question	Answer
<p>from one program component to another eligible component over a 1-year period.” Yet, just below it, the NOFO (page 45) also states: “Grants with DV Renewal funding are not eligible to use the transition grant process.” We currently have a DV Bonus Joint TH-RRH project. Can you please clarify if we are able to Transition our existing DV TH-RRH renewal project to a TH project?</p>	<p>project is eligible to transition to a Transitional Housing (TH) project.</p> <p>However, the City notes that Joint TH-RRH projects are subject to the new 30% Permanent Housing (PH) cap across the CoC's Annual Renewal Demand (ARD). Any projects submitted to HUD after this cap is met will not be considered by HUD for funding.</p> <p>The Long Beach CoC's approved funding priorities guidance outlines the local strategy to prioritize the preservation of Permanent Supportive Housing (PSH) capacity. Given this context and the lack of clarification from HUD at this time, the City recommends applicants consider budget and program modifications to maximize project competitiveness and alignment with HUD policy and funding priorities. If possible, also consider proposing such projects to transition to eligible project types that meet current NOFO requirements in consideration of the PH funding cap.</p> <p>Additional Source(s): Long Beach Continuum of Care Funding Priorities Guidance</p>
<p>3. For Transition projects, do we apply for funding under the Renewal Project application or New Project application?</p>	<p>The Long Beach RFP includes sections for Renewal, Expansion, and Transition grants, although functionally, a Transition grant is submitted to HUD as a New Project application in e-snaps.</p> <p>If your agency wishes to propose a Transition grant, you must complete Section 8.3.3 of the RFP.</p>
<p>4. We understand that a project that is Transitioning from one component to another would transition 100% of the grant amount/award. However, are we required to keep the same service numbers/goals or are we</p>	<p>HUD treats the transition process similarly to the new project process, with the key distinction that a transition grant must fully reallocate an existing renewal project, and that the project operator must remain the same.</p> <p>Service numbers and program design elements, including the number of participants served, can and should be adjusted to reflect the new component type and should align with the current NOFO requirements and performance expectations.</p>

Question	Answer
<p>allowed to adjust the service numbers appropriately, given that the program components are changing?</p>	
<p>5. 8.3.3 Expansion and Transition Project Proposal – Housing Type and Location Detail: The sections for Housing Site Information include only PH-PSH and PH-RRH sites. If we are proposing to transition a project from a current DV TH-RRH to a TH project, where do we input our Housing Site Information (units/beds)?</p>	<p>The Transitional Housing (TH) option not being available in the Housing Type and Location Detail section for Expansion and Transition Projects appears to have been an oversight.</p> <p>Applicants proposing to transition existing projects to TH projects may enter housing site information (units and beds) in either the PH–PSH or PH–RRH table. The project’s previous component type and accompanying narrative sections will clarify that the existing project is being transitioned to a Transitional Housing project.</p> <p>Historically, HUD’s e-snaps application has used the same Housing Type options across component types, so either table may be used to capture the relevant information.</p>
<p>6. How will the City plan on ranking the projects? For example, does the City intend on prioritizing PSH in Tier 1, or will eligible TH programs also be included in Tier 1?</p>	<p>The City has not yet finalized the ranking structure, as the policies approved by the Long Beach CoC Board allow the City to develop the most competitive application possible based on HUD guidelines.</p> <p>However, priorities outlined in the applicable policies place PSH above all other project types, which has also been the historical precedent, with the exception of system components such as HMIS and CES.</p> <p>Due to the amount of PH funding in the portfolio, it is not anticipated that any TH projects will be eligible for, or included in, Tier 1.</p> <p>Additional Source(s): Long Beach Continuum of Care Funding Priorities Guidance 2025 CoC Scoring and Ranking Policies</p>

Question	Answer
<p>7. Are projects funded with Federal SNOFO grants included in this renewal/application process, and therefore subject to the 30% Tier 1 cap and 30% PH cap? If we have a RRH project funded by the Federal SNOFO, can we use the Transition process in this application to transition our project from PH to TH?</p>	<p>Yes, all projects funded under the Special Unsheltered NOFO are included on HUD's Grant Inventory Worksheet (GIW) for renewal and subject to the same requirements as CoC-funded projects. These projects are also eligible to apply to transition into another eligible component.</p> <p>The GIW is a tool used by HUD to document all projects within a CoC that are eligible for renewal in a given funding cycle. The GIW lists each project's grant number, operating year, and Annual Renewal Amount (ARA), which HUD uses to calculate the CoC's total renewal funding amount for the year.</p> <p>Additional Source(s): HUD FY 2025 Grant Inventory Worksheet</p>
<p>8. Will the City be setting up individual calls with CoC-funded agencies to further discuss individually how to best restructure their programs, given the HUD changes?</p>	<p>Currently, the City is planning to hold office hours to review the requirements in the NOFO and gather feedback on strategies to respond to the HUD changes.</p> <p>Individualized follow-up meetings will be available post-award for project operators that are successfully awarded by HUD to support planning for program restructuring. Pre-award meetings are not currently possible due to federal and local procurement requirements.</p> <p>However, while developing transition grant applications in HUD's e-snaps system, the City may follow up with agencies to request additional information based on the contents of the project applications in e-snaps or any updates to the project applications by HUD to ensure compliance and competitiveness.</p>
<p>9. Change in household composition: our program has not experienced this, though it may impact eligibility/unit size as the children age out and/or relocate from the site.</p>	<p>Per Section 2.3.1, contractors shall transfer participants to a population-appropriate housing program <i>if</i> a change in their household status necessitates such a move, with consideration for participant choice and in alignment with program eligibility requirements.</p>

Question	Answer
<p>What does this standard look like through a PSH lens as we do not typically prompt individuals to relocate?</p>	<p>In PSH, changes in household composition do not necessarily require relocation. However, if the change affects eligibility or unit size, the program should assess whether a transfer is appropriate based on current requirements for the program and housing type.</p> <p>If a transfer is needed, agencies must follow best practices, including consideration of participant choice, verification of ongoing eligibility, and completion of a warm hand-off. In most cases, changes in household composition do not require relocation unless they significantly affect program eligibility or unit appropriateness.</p>
<p>10. Historically, we've been told that we cannot use HUD/740 funding for snacks/food. We could use the clarification on this; is this a HUD program rule or CA child-nutrition law/program rule?</p>	<p>Eligible supportive service expenses are listed under 24 CFR § 578.53. While food is included, it must be explicitly tied to an eligible supportive service activity and already included in the approved project budget detail.</p> <p>Generally, provision of snacks and/or meals are not considered HUD CoC eligible or allowable activities unless integrated into a structured supportive service, for example, a cooking class or budgeting workshop. Use of food in this context may be allowable but is project and budget-specific and subject to HUD approval.</p> <p>Conversely, snacks and/or meals may be incorporated into your program design and provided to program recipients via matched or leveraged funds.</p>

Question	Answer
<p>11. CES assessment standards have changed per the RFP, will our agency be responsible for completing the Crisis Assessment and Housing Assessments in HMIS for incoming referrals as identified within the document, or will that occur prior to referral?</p>	<p>The CES Assessment standards language in section 2.4.1 has not been updated through this RFP and the standards are applicable for all projects operating in the Long Beach CoC are expected to follow.</p> <p>The Long Beach Crisis Assessment and Housing Assessment are completed as part of the referral process. If a participant is referred to your project through CES, these assessments will already have been completed and utilized to determine eligibility for referral. If your project is providing the referral (even if it is a referral to another project at the same agency), your project will need to complete these documents.</p>
<p>12. Counseling: is there a differentiation between the application of ‘counseling’ vs. ‘case management’? Are there any clinical requirements for counseling application by way of front line staff (i.e. non masters level case management).</p>	<p>“Counseling” is referenced as an eligible supportive service expense under “Case Management” in 24 CFR § 578.53. In the context of the CoC Program, counseling typically refers to non-clinical support that assists participants in addressing individualized challenges related to housing stability. Case management is generally focused on service coordination, housing planning, and connecting participants to resources.</p> <p>Non-clinical staff may provide this type of counseling, provided it remains non-clinical in nature and within their scope of practice.</p> <p>Counseling in the traditional sense, such as therapeutic intervention or behavioral health treatment, would generally fall under the “Mental Health Services” category and must be delivered by licensed professionals.</p>
<p>13. Housing & Services plan is required to be uploaded into HMIS. Is the inclusion of this into alt service programs (i.e. CHAMP per DHS)</p>	<p>Per HUD requirements at 24 CFR § 578.7(b)(4), all CoC-funded projects (except those operated by Victim Service Providers) must participate in the designated Homeless Management Information System (HMIS).</p>

Question	Answer
<p>acceptable or is duplicity required?</p>	<p>Use of alternative service platforms (e.g., CHAMP) may be required by other funders but does not replace the federal requirement to enter Housing & Services plans into HMIS. Duplication of data entry may therefore be required to meet both sets of requirements.</p> <p>Refer to RFP Section 2.7.6 Housing and Services Plan for requirements.</p>
<p>14. Ongoing Risk Assessment & Safety Planning with DV/IPC: is there a standardized risk assessment identified or is that up to the agency?</p>	<p>Agencies are allowed to utilize their own standardized risk assessment and safety planning documentation for DV projects.</p>
<p>15. Child Care is not a component of our current program. Is this a requirement for the RFP for PSH? Our current program offers tutoring and after school care, but we do not hold "licensure in the current jurisdiction" per the RFP language.</p>	<p>Child Care is an eligible supportive service under 24 CFR § 578.53 but is not required for PSH projects. If provided and funded by the CoC Program, it must meet all applicable licensing and regulatory requirements.</p>

PREPARED BY: Joseph Botelho, Administrative Coordinator, Homeless Services Bureau

ACKNOWLEDGED BY:

Company Name

Print Name

Title

Signature

Date