

## Is My Project a Supportive Services Only (SSO) or a Housing Project?

### Tools for CoC Program Projects

---

Because of the selection criteria in the FY 2013 – FY 2014 CoC Program Competition Notice of Funding Availability (NOFA) related to the program component listed in the project application, HUD received many questions about individual project classifications and whether the project should be classified as an SSO project or a housing project. These tools are intended to assist recipients of CoC Program funded projects without housing costs in determining whether a project is accurately classified. If after reviewing these tools, a recipient believes that a project is not classified correctly, the recipient should contact its local HUD field office as soon as possible. These tools may also be useful to new project applicants in determining the program component in response to the annual NOFA (review 24 CFR 578.37 of the CoC Program interim rule for the program components that may be funded).

Some concepts to keep in mind when using these tools include:

- SSO projects are designed to provide supportive services to sheltered and unsheltered homeless persons and families. Households at risk of homelessness who do not meet the definition of homelessness may not be served by CoC Program-funded SSO projects.
- SSO projects may provide supportive services to households living in emergency shelters. This includes emergency shelters operated by an organization that is also a recipient of CoC Program SSO funds.
- In general, recipients of a SSO project may not also provide housing or housing assistance to program participants in their SSO project. Note: if a recipient has an SSO grant that was originally funded under the Supportive Housing Program (SHP) that provides supportive services to households in housing owned or operated by a recipient that does not meet the criteria in the tool and checklists to be reclassified as a housing project, contact your local HUD field office.
- It is possible to be classified as a housing program component (i.e., Safe Haven, Transitional Housing, or Permanent Housing) even if there is not a housing budget line item (BLI) such as leasing, rental assistance, or operating for a project. This commonly occurs when the recipient or subrecipient owns the structure or units and only requests CoC Program funding for the supportive services or when the recipient or subrecipient funds the housing portion of the project from another source.

#### Key Terms for Using the Tool and Checklist

**Structure:** A specific property/building.

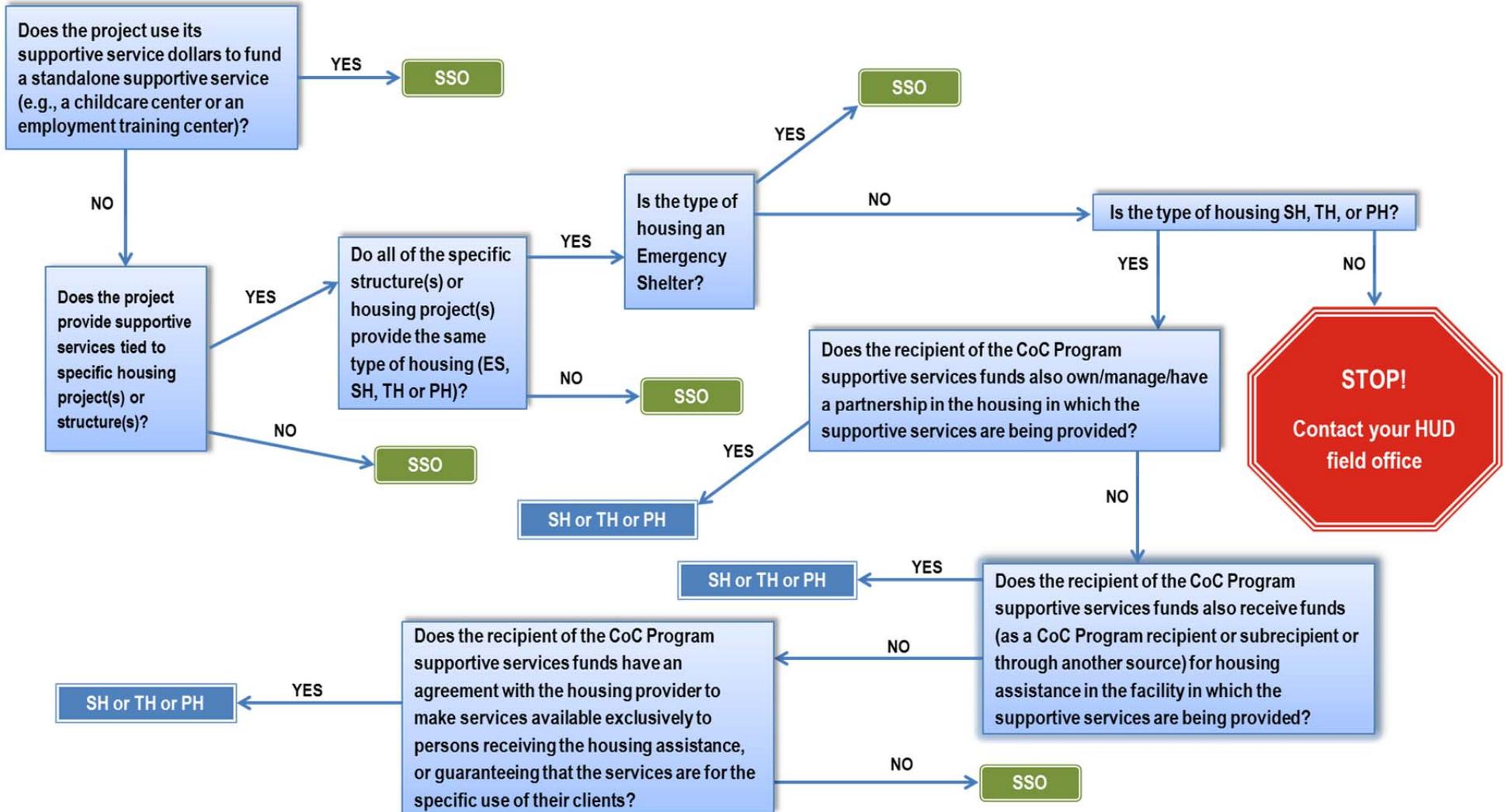
**Housing Project:** An initiative that provides housing assistance in one location or through a scattered site model. This initiative can be funded through the CoC Program, with other mainstream housing resources, or with the recipient's own resources.

**Type of Housing:** For the purposes of this decision tree, the types of housing/shelter include Permanent Housing (PH) [this includes Permanent Supportive Housing (PSH) and Rapid Re-housing (RRH)]; Transitional Housing (TH); Safe Haven (SH); and Emergency Shelter (ES). This housing may be funded through the CoC Program or with other mainstream federal, state, or local housing resources, but generally should meet the criteria set forth in 24 CFR 578.37.

**Housing Provider:** Either the owner of the housing or the agency administering or operating the housing assistance.

**Standalone Supportive Service:** A supportive service that is typically provided in a facility or office designated for the sole purpose of providing that service by providers that are trained and/or licensed in the field. Common examples include child care centers or employment training centers. This also includes street outreach projects.

# Decision Tree: Is My CoC Program-Funded Project a Supportive Services Only (SSO) or a Housing Project?



## Supportive Services Only (SSO) and Housing Checklist for CoC Program Projects

---

To determine whether a project should be classified as a SSO or a housing project, utilize the checklists below. If a recipient determines that a project is not appropriately classified, contact your local HUD field office.

### I. Supportive Services Only (SSO) Checklist:

A project should be classified as a SSO if any of the following is true:

- A project's supportive service dollars fund a standalone supportive service; **OR**
  - A project provides supportive services to sheltered and unsheltered homeless persons that are not residing in specific housing projects or structures; **OR**
  - A project provides supportive services that are tied to specific housing projects or structures, but the CoC Program projects are classified with more than one type of housing; **OR**
  - A project provides supportive services to persons in emergency shelters;
- OR if all three of the following are true:***
- A project is tied to a specific housing project or structure, but an organization does not own/manage/have a partnership in the housing in which supportive services are delivered; **AND**
  - An organization does **not** receive funds for housing assistance for the housing project or structures in which the supportive services are provided; **AND**
  - An organization does **not** have an agreement with any housing provider(s) to make supportive services exclusively available to persons residing in the housing structure(s) or project(s) or guaranteeing that the services are for the specific use of the clients residing in the housing project(s) or structures.

### II. Housing Project Checklist

If a project receives CoC Program funding for supportive services and not housing (e.g., leasing, rental assistance, or operating), the project may be classified as a SH, TH, or PH if all of the following are true:

- A project's supportive service dollars do not fund a standalone supportive service; **AND**
  - A project provides supportive services that are tied to specific housing project(s) or structure(s); **AND**
  - A project provides supportive services that are tied only to one housing type; **AND**
  - A project does not provide supportive services to persons in emergency shelters;
- AND if any one of the following is true:***
- A project also owns/manages/has a partnership in the housing in which supportive services are being provided; **OR**
  - A project also receives funds (as a recipient or subrecipient under the CoC Program or another funding source) for housing assistance in which the supportive services are being provided; **OR**
  - A project has an agreement with a housing provider to make supportive services available exclusively to persons receiving housing assistance or guarantees that the supportive services are for the specific use of their clients.