**Fiscal Year 2017**

**Match for the Continuum of Care Program**

U.S. Housing and Urban Development (HUD) homeless program funding is limited and can provide only a portion of the resources needed to successfully address the needs of homeless families and individuals. HUD requires recipients or subrecipients to use supplemental resources, such as **match** to address homeless needs. It is important to note that it is the subrecipient’s responsibility to ensure that match activities are HUD-eligible and properly documented.

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| **Match** is actual cash or in-kind resources contributed to the grant. All eligible funding costs (except leasing) must be matched at least 25%. Match must be used for eligible activities as defined by the CoC Program Interim Rule, 24 CFR Part 578, subpart D. Match may come from any source, including other federal, state, local, or private sources, but it is important to note that some federal sources of funding outside of HUD do not allow their funds to be used as match. It is the applicant’s responsibility to confirm with each source of funding whether the use of such funding for match purposes is permitted.***Please note:*** *Mainstream benefits paid directly to clients are not an eligible source of match.* |

**Cash vs. In Kind Match**

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| **Cash Contributions**Cash match is when the recipient or subrecipient pays for an eligible activity with funds from the agency that are **not** CoC program grant funds. CoC Program funds cannot be used to match other CoC funded projects. **In-kind Contributions**Non-cash resources are considered in-kind. The recipient or subrecipient may use the value of real property, equipment, goods, or services contributed to the project as match. Services provided by individuals must be valued at rates consistent with those ordinarily paid for similar work in the recipient or subrecipient’s organization. If the recipient or subrecipient does not have employees performing similar work, the rates must be consistent with those ordinarily paid by other employers for similar work in the same labor market.***Please note***: *If your project is awarded funds by HUD****, a Memorandum of Understanding (MOU) must be executed for all in-kind service match*** *provided by another entity prior to the execution of your grant agreement/operating year.* |

**Match Commitments Requirements**

In the FY2017 process, subrecipients are required to certify that they will not accept a funding award in excess of an amount for which eligible match can be provided.

The following form must be completed and submitted on the subrecipient’s letterhead with match information from anticipated sources. Please note that if match sources are provided by an outside entity, that entity will be required to provide a match commitment form or completed MOU prior to execution of a contract. It is highly encouraged to have a conversation with outside match providers before you certify their match.

**NEW IN 2017** Program income and CoC Program eligible costs paid for by program income may be may be considered match for grants. If program income will be used as match, please indicate the amount on the Match Commitment form.

**Cincinnati & Hamilton County - FY2017 CoC Match Commitment**

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| --- | --- |
| Name of Organization | *Legal name of agency applying for CoC funds* |
| Project Name | *HUD project name:* |
| Operating Year | July 1, 2018 – June 30, 2019 |
| Project Budget | *Approved CoC budget TOTAL* |
| Total Match Requirement | *25% of total project budget, minus any LEASING dollars* |

**INSTRUCTIONS FOR COMPLETING MATCH COMMITMENT**

*Complete the information below to certify match for inclusion in the FY2017 CoC application and submit to your STEH Program Coordinator by* ***August 21, 2017****. Please complete as many tables as needed to show match for your project. Formal match commitments and MOU’s will be required before contracts will be awarded and STEH will provide detailed guidance on that process at the appropriate time.*

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| --- | --- | --- | --- |
| **1. Contributing Agency** | **Type** | **Source** | **Amount** |
| *Name of agency contributing the match funding* | [ ]  Cash[ ]  In Kind | [ ]  Government - **Source**:      [ ]  Private - **Source**:      [ ]  Program Income | $      |
| **CoC Eligible Activities:**  |

|  |  |  |  |
| --- | --- | --- | --- |
| **2. Contributing Agency** | **Type** | **Source** | **Amount** |
| *Name of agency contributing the match funding* | [ ]  Cash[ ]  In Kind | [ ]  Government - **Source**:     [ ]  Private - **Source**:      [ ]  Program Income | $      |
| **CoC Eligible Activities:**  |

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| **3. Contributing Agency** | **Type** | **Source** | **Amount** |
| *Name of agency contributing the match funding* | [ ]  Cash[ ]  In Kind | [ ]  Government - **Source**:      [ ]  Private - **Source**:      [ ]  Program Income | $      |
| **CoC Eligible Activities:**  |

**Total match commitment:**

[ ]  I certify that the match reported above has been committed for the FY17 CoC project and all information is true and accurate to the best of my knowledge. I understand that a formal match commitment and MOU (for in-kind service match) will be required before contracts will be awarded.

**Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties (18 U.S.C. §§ 1001, 1010, 1012, 31 U.S.C. §§ 3729, 3802).**

 **Authorizing Signature Date**

 **Printed Name & Title**