



2026 Letters of Interest (LOIs) Request – CoC Builds (CPD-2600-DC-025A)

The Wyoming Continuum of Care (WY CoC – WY-500) is requesting Letters of Interest (LOIs) for funding under CPD-2600-DC-025A. The LOI process is intended to provide a high-level snapshot of proposed projects and to identify those that are eligible, aligned with program priorities, and prepared to move forward quickly.

LOI Due Date: July 1

This LOI is not scored but is required to be considered for funding. Applicants selected through this process will be invited to submit a full application.

LOI Format

The LOI should be submitted as a **brief narrative letter (2–3 pages maximum)** on agency letterhead and addressed to the WY CoC. The letter should clearly describe the proposed project using the elements below. A full application-level response is not required at this stage.

Required Content

Applicants should include the following information within their letter:

Organization Overview

Briefly describe your organization, including your mission, the population you serve, and your geographic service area. Experience managing federal and capital grants.

Project Description

Provide a clear, concise description of the proposed PSH project, including what the project will do, who it will serve (target population), and why it is needed. Include the current status of the project (e.g., planning complete, financing underway, site identified, etc.).

Eligibility

Confirm that your organization is an eligible applicant and that the proposed project aligns with the intent of this funding. Applicants should also confirm their ability to meet applicable federal and program requirements.

Project Readiness and Timeline

Describe the current stage of project development and readiness to proceed. This should include any completed planning, approvals, partnerships, or other steps demonstrating the project is positioned to begin implementation.

Projects should be prepared to move forward immediately upon award and demonstrate ability to meet HUD required timelines.

Budget Summary

Provide a simple, high-level summary of the project budget, including total project cost, amount requested, and any other identified or secured funding sources. Detailed line-item budgets are not required at the LOI stage.

This project requires a minimum 25% match (unless otherwise exempt under program rules).

Funding Timeline Requirement

All applicants must acknowledge the following:

- Awarded funds must be obligated and project activities initiated **within 21 days of award notification**.
- The letter should include a brief statement confirming the applicant's ability to meet this requirement.
- Identify any funding commitments that are pending or contingent on award.

Review Process (Pass/Fail)

LOIs will be reviewed on a pass/fail basis. To advance, submissions must demonstrate:

- Eligible applicant and project type
- A complete narrative response
- Clear project readiness
- A feasible timeline, including ability to meet the 21-day requirement
- A reasonable, high-level budget

Only projects meeting all criteria will be invited to submit a full application.

Additional Expectations for Invited Applicants

Applicants invited to submit a full application will be required to demonstrate a higher level of project readiness. This may include documentation such as:

- Evidence of site control (e.g., deed, purchase agreement, or lease)
- A defined financing plan, including committed or identified funding sources
- Procurement and implementation plans
- Confirmation of zoning or land use compliance
- Project cost estimates and development timelines

Projects should have these elements substantially in place at the time of full application. Projects that have not made significant progress in these areas may not be competitive for funding.

Submission Information

LOIs must be submitted no later than **July 1 at 4 PM** to: anna.edwards@wycoc.org

Please use the following format for your LOI file name: **LOI_[Agency Name]_CPD-2600-DC-025A**

