



# TEXAS HOMELESS NETWORK

## TX BoS CoC General Meeting

March 8, 2017

2:00 pm – 4:00 pm

### CoC GENERAL MEETING MINUTES

Meeting held via webinar.

#### **Attendance:**

##### THN Staff and VISTA Members:

Caitlin Bayer – Balance of State Programs Coordinator

Kameron Fowler – CoC Director

Kraig Blaize-Fiero – CoC Program Assistant

Jen Hellow – THN VISTA Member

Laura Herridge – VISTA Member

Jason Phillips – VISTA Program Manager

Mary Rychlik – CoC Manager

Kristen Wieliczka – VISTA Resource Development Associate

Alexis Williams – VISTA Member

##### CoC General Membership Attendees:

Brenda Allen, Marisela Almeida, Adrienne Arthur, Melinda Baker, Holly Bates, Jennifer Belyeu, Mark Bethune, Rebecca Bromley, Jenny Cantu, April Carl, Kelsey Carroll, Trevesia Chevis, Damian Clark, Sharell Clay, John Cooper, Vinson Crawford, Courtney Cross, Ruby DeJesus, Mauricette Diaz, Bobby Ehrig, Jesse Elizondo, Mary Gaona, Roberta Gradel, Carol Gresham, Lisa Griffin, Karen Holt, Debra Huffman, Kathryn Johnson, Melissa Juarez, Chesley Knowles, Cozetta Lamore, Sabrina Lang, Jennifer Laurent, Wendy Leonard, Norma Longoria, Dawn Manor, Cheteva Marshall, Laura Martinez, Leslie Moseley, Jason Murphy, Cheryl Meyers, Kim Ogilvie, Kimberly Pickens, Lana Peacock, Monica Peña-Rasmussen, Tammie Porter, Jane Portis, Carol Racz, Bill Reagan, Ginny Reinhardt, Lisa Robinson, Beth Rolingson, Tiffany Ross, Tonya Sheibelhut, Tanteta Scott, Tyheshia Scott, Dani Shaw, Anne Spanyers, Ginny Stafford, Erika Thomas, Veronica Thomas, Melanie Thornton-Lewis, Amanda Tindell, Rosie Valdez, Kisha Vallejo, George Vela, Chad Wheeler, Andrea Wilson, Nannette Wright, Michelle Yates

#### **Minutes:**

Meeting began at 2:06 PM.

- I. **Welcome and Introductions and Map-** Kameron welcomed everyone, and THN staff in the room introduced themselves. Kameron showed a map of the geographic representation of the meeting attendees. She encouraged attendees to share the materials and meeting announcements with other people in their communities.
- II. **Spotlight** – Homelessness Awareness Day at the Capitol, Feb. 28<sup>th</sup> – Mary shared her experience at Homeless Awareness Day. She reported that there were approximately 50 office visits and 50-60 attendees throughout the course of the day. She thanked everyone

who was able to join in Homeless Awareness Day in person and those who made phone calls to their legislators that day. Mary reviewed advocacy resources on the THN website ([www.thn.org/advocacy](http://www.thn.org/advocacy)) and highlighted the talking points that were brought to legislators.

- i. Kameron reiterated thanks and reminded attendees that there is advocacy work to be done on the federal level. There is a 10-15% HUD funding cut potential with the president's new budget. Thus she urged attendees to keep in mind federal funding priorities in their advocacy efforts.

### **III. CoC Current Priority Projects**

- a. CoC Written Standards- Caitlin reviewed the content of the CoC Written Standards. Written Standards provide program guidance that, at minimum, all CoC Program-funded projects must comply with. The CoC Written Standards will be open to public comment from March 10-March 24. Comments are accepted via e-mail at [Caitlin@thn.org](mailto:Caitlin@thn.org) or via this Google form: <https://goo.gl/forms/pOxJYAcAFIPz5sS93>. The Written Standards are available to view on the THN website here: [http://thn.org/images/TXBoSCoC\\_HCRS\\_Written\\_Standards\\_REVISED\\_DRAFT\\_FOR\\_COMMENT\\_PERIOD.pdf](http://thn.org/images/TXBoSCoC_HCRS_Written_Standards_REVISED_DRAFT_FOR_COMMENT_PERIOD.pdf)
- b. Coordinated Entry (CE) Toolkit- Kameron announced that THN will release the CE Toolkit on March 15<sup>th</sup>. HUD expects all communities to have CE fully implemented by January 2018, so it is important that communities begin to take steps to implement it now.
- c. Point-In-Time (PIT) Count and Housing Inventory (HIC) - Kameron provided updates on the PIT and HIC efforts. She stated that THN staff is getting close to being able to send PIT reports out to participating communities. THN is still working on the HIC with some projects around the TX BoS CoC to collect bed and unit counts. If your project has received an e-mail or phone call from THN, please return it ASAP. The CoC needs to submit data for every project serving homeless persons in the TX BoS CoC. The sooner staff gets the data, the sooner they can submit it to HUD and send it on to you all. Lindsay Marsh, THN's previous Data Coordinator, has left to work for the Texas Department of Housing and Community Affairs. THN is in the process of interviewing candidates for her position. THN will be holding a debriefing webinar on PIT within the next few weeks. This year, the TX BoS CoC saw a significant increase in volunteers participating in the PIT count, so we will likely see a slight increase in our numbers this year as a result. However, more volunteers typically means more accuracy, so we are excited to see what the PIT results will show us. Thank you for all the work you're doing!
- d. CSH TA- THN will likely get the agency-level and CoC-level needs assessment back this week. Kameron has been waiting to receive and review the report before beginning to work with you all on potential changes. She will keep the CoC apprised.
- e. System Performance Measures (SPMs) - Kameron showed attendees the SPMS from the TX BoS CoC's most recent application. Kameron reviewed each of the seven measures and provided an assessment of each. She stated that over the next few years, the SPMs will account for 40% of the CoC Application score, so it behooves the CoC to start working on improving them now. Last year was the first year that the CoC submitted SPMs with to CoC Application. The SPMs will push all projects to work together and to collaborate even more as time goes on. Everyone entering data in the HMIS system, regardless of funding

source, is affecting the SPMs. Whether or not your project is funded by HUD, your data matter and staff is going to look at it. HUD announced that CoCs won't be scored against other CoC's when it comes to SPMs. Rather, each CoC will only be scored against their own prior performance. The TX BoS CoC's biggest area for improvement is Measurement 4: Employment and Income Growth. Because not all projects in the TX BoS CoC are using HMIS, Measure 5: Number of Persons Homeless for the 1<sup>st</sup> time is likely skewed, as this metric is calculated using a person's first entry into HMIS. Measure 5 demonstrates why it is important to get projects in your community to begin using HMIS. At the next meeting, Kameron will provide a comparison between this year's and last year's SPMs. While the SPM report is not currently reliable on the local level as it is designed to be used on the CoC-Level rather than on a community-level, the report is available in HMIS and individual projects/communities are welcome to run the report on their own.

#### **IV. Announcements**

- a. HUD CoC Program competition updates – Kameron received confirmation at the NAEH conference regarding the NOFA release date for CoC Program. She is confident that it will be released in May or early June, and will likely be due in August. As always, this competition will be more competitive than last year's. Projects can expect to see changes in performance criteria on the CoC Project score sheet. Additionally, the TX BoS CoC Board will be looking at reallocations based on project performance. HUD has clearly communicated that having a reallocation process is a critical component in CoC Application scoring. Although the TX BoS CoC did very well in the last competition, there is still a lot of work ahead. Kameron noted that FY2016 projects that have not begun operations yet will be held harmless in the competition and will not be scored in the same way as other projects that have already begun operations. The scoring process in FY2017 will be looking more closely at Housing First fidelity. Additionally, threshold review will be different in the FY2017 competition and will involve applicants completing a self-review.
- b. State Emergency Solutions Grant (ESG) Program – Mary provided updates on the ESG Program competition through the Texas Department of Housing and Community Affairs (TDHCA). TDHCA released the ESG NOFA in January. If you are interested in applying for ESG funds this year, submit a Letter of Intent (LOI) to TDHCA as soon as possible. TDHCA will provide access to the application after receiving an applicant's LOI. Part of the ESG application is called "Attachment A" and it must be filled out by the CoC. Local homeless Coalition (LHCs) cannot fill out ESG's Attachment A, only the CoC Lead Agency- THN- can. The Attachment A form asks that the CoC consult with the applicant on program design and collaboration capacity. Mary reviewed the ESG Attachment A Request process. She reminded attendees that TDHCA's due date has been extended, but that she is not sure until when it has been extended as TDHCA has not set a new due date at this time. The due date was extended because TDHCA has not received their allocation from HUD yet. This means applicant have more time to complete the application process and request their Attachment A form. While the original due date to request Attachment A has passed (March 1), Mary continues to accept requests for Attachment A. Applicants' revised due date to submit materials needed for Attachment A will be released to the

applicant once they notify Mary that they have received the ESG application from TDHCA. Mary hopes to have all Attachment A forms and consultations complete by March 17. Mary will keep applicants apprised of any news she receives from TDHCA regarding the new due date for applications. She advised attendees that if TDHCA receives its allocation from HUD late, TDHCA will need to push the due date forward. This means that ESG programs may not have contracts start in September, as they typically do. This could affect the contract length. Mary will keep applicants apprised of changes as she is made aware of them. Please contact Mary at [mary@thn.org](mailto:mary@thn.org) for questions. There will be revised guidance on requesting Attachment A on the THN website later today.

- c. Racial Equity and Homelessness – T3 training- Caitlin reviewed the Center for Social Innovation’s seminar on Racial Equity and Homelessness. She presented a few materials that attendees can review, available in a handout, and encouraged attendees to sign up for the training.
- d. Equal Access- Kameron states that, while she was going to share the posted resources on the Equal Access to Housing Rule with attendees, it appears the links to the materials are no longer active on the HUD website. She has submitted an AAQ to HUD regarding the broken links. THN will let attendees know when those resources are available again.
- e. CAPER Webinar-03/09/17, 1-2:30pm- Kameron announced that THN will hold a CAPER webinar tomorrow. The CAPER, a report required of ESG, HOPWA, CDBG, and HOME grantees, is due to TDHCA on March 20<sup>th</sup>. If you are an ESG recipient or sub-recipient, THN highly recommends attending the webinar. E-mail the HMIS team ([hmis@thn.org](mailto:hmis@thn.org)) if you did not receive an invite. The CAPER webinar will also address DV exports from comparable databases, so DV projects are also encouraged to attend. Kameron encouraged ESG grantees to start reviewing the CAPER report immediately following the webinar so there is plenty of time for corrections if your project runs into problems. Don’t wait until the last minute to get in touch with the HMIS team, as they will be extremely busy during this time!
- f. OrgCode trainings on emergency shelter and housing stabilization are coming up soon! See the bullet points below for dates and locations. Attendees may receive e-mails soliciting help securing donations for lunches.
  - i. March 27-28 in Denton
  - ii. March 30-31 in Abilene
  - iii. June 12-13 in Corpus Christi
  - iv. June 15-16 in Galveston
- g. AmeriCorps Week- Jason announced that this week is AmeriCorps week. If you’re interested in learning more about national service and the AmeriCorps program, visit [Nationalservice.gov](http://Nationalservice.gov). For anyone interested in learning more about the future of national service, [Voices for National Service](#) is an excellent resource. Jason encouraged communities with an AmeriCorps volunteer or VISTA member to show their thanks this week. Kameron stated that the federal funds supporting the AmeriCorps program are at risk, and encouraged attendees to call the representatives to advocate for continued funding for the Corporation for National and Community Service (CNCS).

## V. Q&A

- a. Lisa Griffin asked about the Administration's new immigration laws in reference to affecting shelters: Kameron stated that staff hasn't taken a good look at the new immigration policy yet, but that staff recently received resources that we will review and send out along with the meeting minutes. Those resources may be found here: [http://www.endhomelessness.org/blog/entry/homelessness-and-immigration-enforcement#.WMCCTm\\_yvIV](http://www.endhomelessness.org/blog/entry/homelessness-and-immigration-enforcement#.WMCCTm_yvIV)

**VI. Next Meeting** – Wednesday, April 12th, 2:00 p.m., via webinar

Meeting adjourned at 3:45 PM

Meeting recording link: <https://www.youtube.com/watch?v=FrpOqeUafbU>

# Performance Measurement Module (Sys PM)

## Summary Report for TX-607 - Texas Balance of State (BoS) CoC

### Measure 1: Length of Time Persons Remain Homeless

This measures the number of clients active in the report date range across ES, SH (Metric 1.1) and then ES, SH and TH (Metric 1.2) along with their average and median length of time homeless. This includes time homeless during the report date range as well as prior to the report start date, going back no further than October, 1, 2012.

**Metric 1.1:** Change in the average and median length of time persons are homeless in ES and SH projects.

**Metric 1.2:** Change in the average and median length of time persons are homeless in ES, SH, and TH projects.

a. This measure is of the client's entry, exit, and bed night dates strictly as entered in the HMIS system.

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Previous FY	Current FY	Previous FY	Current FY	Difference	Previous FY	Current FY	Difference
1.1 Persons in ES and SH		9835		47			15	
1.2 Persons in ES, SH, and TH		11624		72			20	

b. Due to changes in DS Element 3.17, metrics for measure (b) will not be reported in 2016.

This measure includes data from each client's "Length of Time on Street, in an Emergency Shelter, or Safe Haven" (Data Standards element 3.17) response and prepends this answer to the client's entry date effectively extending the client's entry date backward in time. This "adjusted entry date" is then used in the calculations just as if it were the client's actual entry date.

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Previous FY	Current FY	Previous FY	Current FY	Difference	Previous FY	Current FY	Difference
1.1 Persons in ES and SH	-	-	-	-	-	-	-	-
1.2 Persons in ES, SH, and TH	-	-	-	-	-	-	-	-

## Performance Measurement Module (Sys PM)

### Measure 2: The Extent to which Persons who Exit Homelessness to Permanent Housing Destinations Return to Homelessness

This measures clients who exited SO, ES, TH, SH or PH to a permanent housing destination in the date range two years prior to the report date range. Of those clients, the measure reports on how many of them returned to homelessness as indicated in the HMIS for up to two years after their initial exit.

	Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior)	Returns to Homelessness in Less than 6 Months (0 - 180 days)		Returns to Homelessness from 6 to 12 Months (181 - 365 days)		Returns to Homelessness from 13 to 24 Months (366 - 730 days)		Number of Returns in 2 Years	
		# of Returns	% of Returns	# of Returns	% of Returns	# of Returns	% of Returns	# of Returns	% of Returns
Exit was from SO	125	2	2%	1	1%	7	6%	10	8%
Exit was from ES	2793	313	11%	147	5%	135	5%	595	21%
Exit was from TH	490	36	7%	23	5%	22	4%	81	17%
Exit was from SH	0	0		0		0		0	
Exit was from PH	647	26	4%	14	2%	20	3%	60	9%
TOTAL Returns to Homelessness	4055	377	9%	185	5%	184	5%	746	18%

## Performance Measurement Module (Sys PM)

### Measure 3: Number of Homeless Persons

#### Metric 3.1 – Change in PIT Counts

This measures the change in PIT counts of sheltered and unsheltered homeless person as reported on the PIT (not from HMIS).

	Previous FY PIT Count	2015 PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	9943	7016	-2927
Emergency Shelter Total	2774	2947	173
Safe Haven Total	0	0	0
Transitional Housing Total	1289	1143	-146
Total Sheltered Count	4063	4090	27
Unsheltered Count	5880	2926	-2954

#### Metric 3.2 – Change in Annual Counts

This measures the change in annual counts of sheltered homeless persons in HMIS.

	Previous FY	Current FY	Difference
Universe: Unduplicated Total sheltered homeless persons		12248	
Emergency Shelter Total		10454	
Safe Haven Total		0	
Transitional Housing Total		2195	

### Measure 4: Employment and Income Growth for Homeless Persons in CoC Program-funded Projects

#### Metric 4.1 – Change in earned income for adult system stayers during the reporting period

	Previous FY	Current FY	Difference
Universe: Number of adults (system stayers)		215	
Number of adults with increased earned income		32	
Percentage of adults who increased earned income		15%	

## Performance Measurement Module (Sys PM)

Metric 4.2 – Change in non-employment cash income for adult system stayers during the reporting period

	Previous FY	Current FY	Difference
Universe: Number of adults (system stayers)		215	
Number of adults with increased non-employment cash income		63	
Percentage of adults who increased non-employment cash income		29%	

Metric 4.3 – Change in total income for adult system stayers during the reporting period

	Previous FY	Current FY	Difference
Universe: Number of adults (system stayers)		215	
Number of adults with increased total income		86	
Percentage of adults who increased total income		40%	

Metric 4.4 – Change in earned income for adult system leavers

	Previous FY	Current FY	Difference
Universe: Number of adults who exited (system leavers)		506	
Number of adults who exited with increased earned income		138	
Percentage of adults who increased earned income		27%	

Metric 4.5 – Change in non-employment cash income for adult system leavers

	Previous FY	Current FY	Difference
Universe: Number of adults who exited (system leavers)		506	
Number of adults who exited with increased non-employment cash income		54	
Percentage of adults who increased non-employment cash income		11%	

Metric 4.6 – Change in total income for adult system leavers

	Previous FY	Current FY	Difference
Universe: Number of adults who exited (system leavers)		506	
Number of adults who exited with increased total income		176	
Percentage of adults who increased total income		35%	

## Performance Measurement Module (Sys PM)

### Measure 5: Number of persons who become homeless for the 1st time

Metric 5.1 – Change in the number of persons entering ES, SH, and TH projects with no prior enrollments in HMIS

	Previous FY	Current FY	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.		11043	
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.		1825	
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time)		9218	

Metric 5.2 – Change in the number of persons entering ES, SH, TH, and PH projects with no prior enrollments in HMIS

	Previous FY	Current FY	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.		12522	
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.		1926	
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time.)		10596	

### Measure 6: Homeless Prevention and Housing Placement of Persons defined by category 3 of HUD's Homeless Definition in CoC Program-funded Projects

This Measure is not applicable to CoCs in 2016.

## Performance Measurement Module (Sys PM)

### Measure 7: Successful Placement from Street Outreach and Successful Placement in or Retention of Permanent Housing

#### Metric 7a.1 – Change in exits to permanent housing destinations

	Previous FY	Current FY	Difference
Universe: Persons who exit Street Outreach		605	
Of persons above, those who exited to temporary & some institutional destinations		381	
Of the persons above, those who exited to permanent housing destinations		67	
% Successful exits		74%	

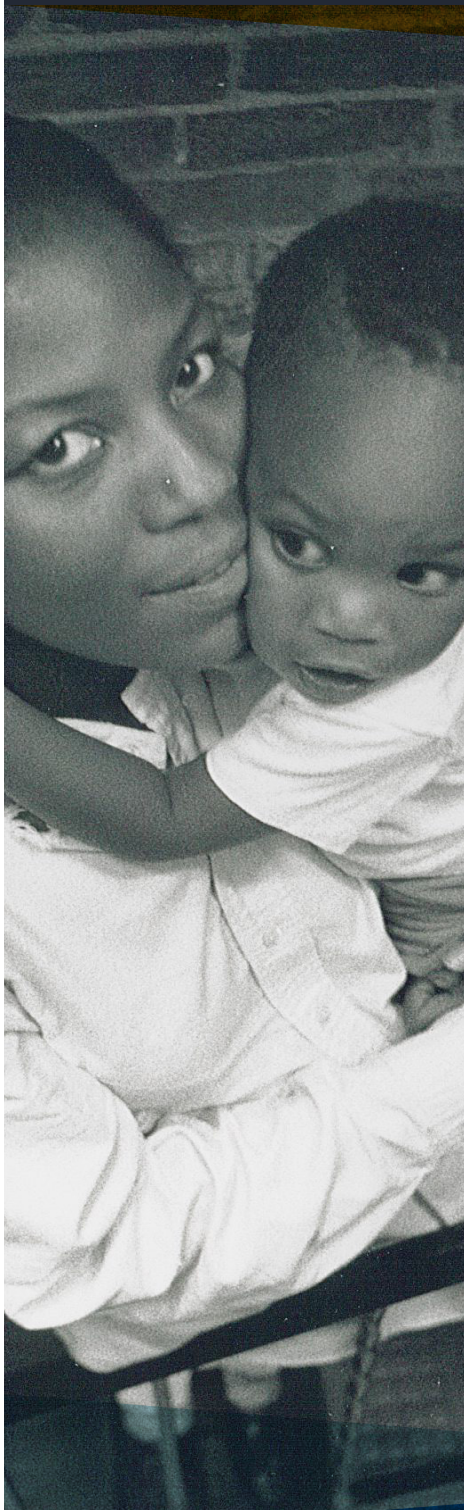
#### Metric 7b.1 – Change in exits to permanent housing destinations

	Previous FY	Current FY	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited		10447	
Of the persons above, those who exited to permanent housing destinations		3145	
% Successful exits		30%	

#### Metric 7b.2 – Change in exit to or retention of permanent housing

	Previous FY	Current FY	Difference
Universe: Persons in all PH projects except PH-RRH		436	
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations		394	
% Successful exits/retention		90%	

# ANTI-RACISM RESOURCES FOR HOMELESS SERVICE PROVIDERS



## VIDEOS AND PODCASTS

- Visit the t3 (think.teach.transform) podcast page for conversations on racism, homelessness, and social justice: <http://us.thinkt3.com/podcast>
- "The House We Live In" is a brief clip from Race: The Power of Illusion that details how the post-World War II housing boom excluded families of color: [https://www.youtube.com/watch?v=mW764dXEI\\_8](https://www.youtube.com/watch?v=mW764dXEI_8)
- For a more modern look at housing discrimination, listen to "House Rules" from This American Life: <http://www.thisamericanlife.org/radio-archives/episode/512/house-rules>
- Learn more about race and incarceration through this brief TED talk from the Equal Justice Initiative's Bryan Stevenson: <http://www.eji.org/ted>

## BOOKS

- Alexander, M. (2010). The New Jim Crow: Mass Incarceration in the Age of Colorblindness. New York: The New Press.
- Bonilla-Silva, E. (2009). Racism Without Racists: Color-Blind Racism and the Persistence of Racial Inequality in the United States, 3rd ed. Lanham: Rowman & Littlefield.
- Foldy, E.G., & Buckley, T.R. (2014). The Color Bind: Talking (and Not Talking) About Race at Work. New York: Russell Sage Foundation.

## FURTHER READING

- Carter III, G. R. (2011). From exclusion to destitution: Race, affordable housing, and homelessness. Cityscape, 13(1), 33-70. Available at [http://www.jstor.org/stable/20868768?seq=1#page\\_scan\\_tab\\_contents](http://www.jstor.org/stable/20868768?seq=1#page_scan_tab_contents)
- Coates, T. (2014). The Case for Reparations. The Atlantic. Available at <http://www.theatlantic.com/magazine/archive/2014/06/the-case-for-reparations/361631/>
- Olivet, J. (2015, October 28). Homelessness is a symptom of racism. The Huffington Post: The Blog. Available at [http://www.huffingtonpost.com/jeff-olivet/homelessness-is-a-symptom\\_b\\_8409582.html](http://www.huffingtonpost.com/jeff-olivet/homelessness-is-a-symptom_b_8409582.html)
- Feagin, J. R. (1999). Excluding blacks and others from housing: The foundation of white racism. Cityscape, 4(3), 79-91. Available at [http://www.jstor.org/stable/20868476?seq=1#page\\_scan\\_tab\\_contents](http://www.jstor.org/stable/20868476?seq=1#page_scan_tab_contents)



# Texas Balance of State Homeless Services Professional Development Sessions

OrgCode Consulting believes that homeless individuals and families are best served by those who can marry their heart with their intellect. We want to expand the skill set of service providers so as to improve the outcomes for people that experience homelessness in the Balance of State. We are drawing upon our tested curriculum with customized in-person trainings for Texas.

	Awesome Shelters	Housing Stabilization
Denton TWU Student Union Rm 207	March 27, 2017 8:30 am – 4:00 pm	March 28, 2017 8:30 am – 3:30 pm
Abilene Region 14 ESC, Conf. Center: Taylor Room	March 30, 2017 9:00 am – 4:00 pm	March 31, 2017 9:00 am – 4:00 pm
Corpus Christi (TBD)	June 12, 2017 9:00 am – 4:00 pm	June 13, 2017 9:00 am – 4:00 pm
Galveston (TBD)	June 15, 2017 9:00 am – 4:00 pm	June 16, 2017 9:00 am – 4:00 pm

## Awesome Shelters

The best shelters are those that have short term stays, rapidly get shelter users re-engaged with housing, and do not have people return to shelter in the future. Shelters are the process by which those with a housing crisis return to housing. Shelters are not a destination.

## Housing Stabilization

Getting people housed is one step of the process. Keeping people housed is a critical part of the process. Certain practices are more successful than others in keeping at least 80% of people that have experienced homelessness housed – including those with the most complex, co-occurring needs.

## Contact Information/Registration Information/Etc.



# TEXAS HOMELESS NETWORK

## Texas Balance of State Continuum of Care

### Requesting Attachment A for TDHCA's PY 2017/2018 ESG Program Application

Revised 3/8/2017

On January 9, 2017, the Texas Department of Housing and Community Affairs (TDHCA) released the Notice of Funding Availability (NOFA) for the PY 2017/2018 Emergency Solutions Grant (ESG) Program. Application materials may be found on [TDHCA's website](#).

A required piece of the application is **Attachment A: Certificate of Continuum of Care Participation & Coordination**. All Applicants must have the Attachment A form completed and signed by the CoC Lead Agency, indicating the involvement of the Applicants in CoC planning and operations and that the Applicants have consulted with the CoC about the project for which they are seeking ESG funding.

The original due date for applicants to request an Attachment A form was 3/1. But TDHCA sent an email on 3/1 saying that the due date for the applications will be extended because TDHCA has not yet received its allocation from HUD. TDHCA staff do not know if any changes will be made to the allocation, or if any of those changes would lead to changes to the NOFA. So, the TX BoS CoC process is moving ahead as originally planned, with consultations scheduled for 3/7-17. Note that additional consultations may be needed later, if changes are made to TDHCA's NOFA.

#### Process:

- As soon as possible, complete and send a Letter of Intent to TDHCA. When TDHCA receives a Letter of Intent, they will send the application to you within 3 to 5 days.
  - Find the Letter of Intent on TDHCA's website at <http://www.tdhca.state.tx.us/home-division/esgp/applications.htm>.
  - Use the Application Guide on TDHCA's website at <http://www.tdhca.state.tx.us/home-division/esgp/applications.htm> to complete the Letter of Intent and the application.
- Tell THN when the application is received, then THN staff and the applicant will set a due date for materials to be submitted.
- Date TBD: Submit items on the checklist on page 4 of this document to THN.
- From 3/7-3/17: THN staff and applicants will consult about projects proposed for funding.
- Date TBD: I will return your signed Att. A form.
- Date TBD: You will submit your complete application to TDHCA.

### More Information:

The ESG Notice of Funding Availability (NOFA) is on TDHCA's website at <http://www.tdhca.state.tx.us/nofa.htm>.

See the CoC Map below. The orange counties are in the Texas Balance of State Continuum of Care (TX BoS CoC). Applicants will submit Attachment A requests to THN and applications to TDHCA.

Budgets and performance measure targets should be proposed for 2017 and 2018.

The TX BoS CoC's anticipated funding allocation for 2017 is \$3,119,578.

- Single Applicants may request no less than \$100,000 per year or \$200,000 for two years, and they may request a maximum of \$150,000 per year or \$300,000 for two years.
- Collaborative Applicants may request no less than \$100,000 per year or \$200,000 for two years, and they may request a maximum of \$150,000 per year times the number of partners in the Application, with a maximum request of \$600,000 per year or \$1,200,000 for two years.

CoCs and ESG recipients and subrecipients are required to work together in many ways.

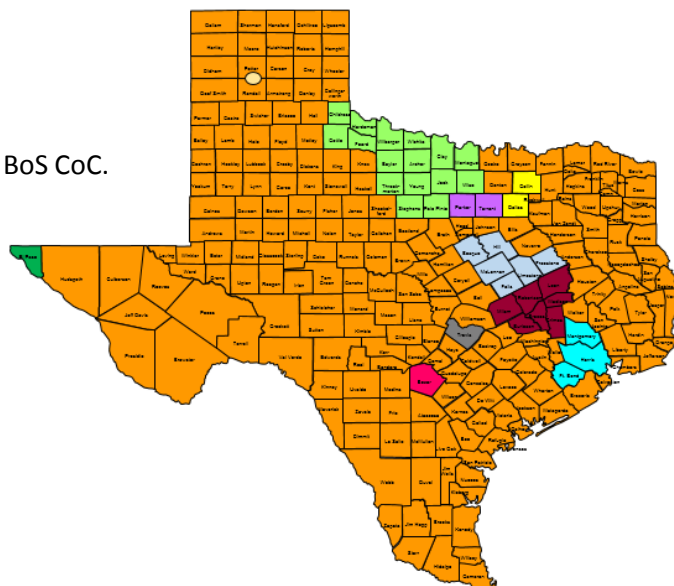
- ESG subrecipients must enter data on all persons served and all activities provided under ESG in the TX BoS CoC's HMIS or a comparable database.
- ESG subrecipients must participate in the TX BoS CoC's Coordinated Entry System.
- ESG subrecipients must ensure that their ESG Program-funded project's written standards comply with and include the TX BoS CoC's Written Standards for Coordinated Entry and for Rapid Re-Housing Projects.

See these resources for more information:

- [ESG Interim Rule, 24 CFR Part 576](#)
- [CoC Interim Rule, 24 CFR Part 578](#)
- [Coordination and Collaboration for CoCs and Con Plan Jurisdictions](#)

### Continuum of Care (CoC) Map

Counties in orange are in the TX BoS CoC.



TX BoS CoC's Answers for State ESG Attachment A			
	#	Question	How THN will determine the answer
Participation	1	Indicate the frequency of the organization's participation in CoC general meetings from January 1 - December 31, 2016. Note: the number of "total scheduled CoC meetings" should be the number of publicly posted CoC general meetings and, therefore, will be the same # for all forms completed by the CoC regardless of the applicant named.	The TX BoS CoC held 8 "CoC general meetings" in 2016. [From Jan. through Sept., those meetings were called the "Representative Planning Group (RPG) Meetings." From Oct. through Dec., those meetings were called the "CoC General Meetings."] THN staff will use attendance records from the meetings to determine whether anyone from the Applicant agency had participated in the meetings.
	2	Was the organization involved in the January 2017 Point-In-Time (PIT) Count? (i.e., agency staff or volunteers assisted in planning or conducting the count, assisted in volunteer training, or submitted data on PIT shelter population)	THN staff will use the record of which agencies and which communities participated in the 1/26/2017 PIT Count.
Coordination	3	Did the organization listed above consult with the CoC while preparing their 2017 TDHCA ESG Application and its proposed activities?	When applicants submit required materials to THN and hold a consultation session with THN staff, they will be considered to have consulted with the CoC.
	4	Do the organization's proposed ESG activities align with the CoC's priorities for serving persons experiencing homelessness and person at-risk of homelessness? If the proposed ESG activities <b>do not</b> align with the CoC's priorities for serving person experiencing homelessness and persons at-risk of homelessness, <u>briefly</u> explain why.	If the proposed activities are allowable under ESG, and the Applicant agrees to meet all ESG Program requirements, THN will consider the activities to align with the CoC's priorities. The TX BoS CoC's priorities follow <i>Opening Doors</i> and HUD's Continuum of Care Program.
	5	Does the organization listed above use the Coordinated Entry (a.k.a. Coordinated Assessment or Coordinated Access) established by the CoC? This only applies if the CoC has established a Coordinated Entry process. Otherwise, N/A should be checked.  If yes, please explain organization's participation in Coordinated Access.	Coordinated Entry (CE) is being piloted in the CoC in Brownsville, Corpus Christi, Denton, Harlingen, Lubbock, Texarkana, and Tyler. Applicants that are 1.) in the CE pilot communities AND 2.) are conducting CE assessments in HMIS or are taking CE referrals will receive an answer of "yes." All other Applicants will receive an answer of "N/A." THN staff will use HMIS records to determine which agencies will receive which answer and how each agency receiving a "yes" is participating.

For questions or assistance with this process, contact Mary Rychlik, CoC Manager, at [mary@thn.org](mailto:mary@thn.org) or 512-861-2180.

## TX BoS CoC Guidance for Requesting Attachment A for PY 2017/2018 ESG Funding from TDHCA

### Document Checklist

Fill in this form and submit it and all the other materials listed below to THN. Submit documents by emailing [mary@thn.org](mailto:mary@thn.org) and attaching either the Excel worksheets or scanned copies of the worksheets.

Applicants may submit the entire ESG Application workbook (for example, Part 1, Tabs A, B, C, D, and Auto Score, which is spreadsheet 17607xx.1.Program-Description, or only the ESG Application worksheets that THN will review (for example, Part 1, Tab A and Tab B).

- ☐ Document Checklist (this form)
- ☐ ESG Application Part 1, Tab A (spreadsheet 17607xx.1.Program-Description, Tab A)
- ☐ ESG Application Part 1, Tab B (spreadsheet 17607xx.1.Program-Description, Tab B)
- ☐ ESG Application Part 2, Tab B (spreadsheet 17607xx.2.Program-History-and-Budget, Tab B)
- ☐ ESG Application Part 3, Tab A (spreadsheet 17607xx.3.Performance, Tab A)
- ☐ ESG Application Part 3, Tab B (spreadsheet 17607xx.3.Performance, Tab B)
- ☐ ESG Application Part 3, Tab C (spreadsheet 17607xx.3.Performance, Tab C)
- ☐ ESG Application Part 3, Tab D (spreadsheet 17607xx.3.Performance, Tab D)
- ☐ ESG Application Part 3, Tab E (spreadsheet 17607xx.3.Performance, Tab E)
- ☐ ESG Application Part 3, Tab F (spreadsheet 17607xx.3.Performance, Tab F)

ESG Application, Attachment A forms:

- ☐ Form for the lead agency; Note: the lead agency in the Collaborative Application is also referred to as partner agency 1 for Att. A purposes (spreadsheet 17607xx.A1.CoC-Part)
- ☐ Form for partner agency 2, if Applicant has a partner agency 2 (17607xx.A2.CoC-Part)
- ☐ Form for partner agency 3, if Applicant has a partner agency 3 (17607xx.A3.CoC-Part)
- ☐ Form for partner agency 4, if Applicant has a partner agency 4 (17607xx.A4.CoC-Part)
- ☐ Form for partner agency 5, if Applicant has a partner agency 5 (17607xx.A5.CoC-Part)
- ☐ Form for partner agency 6, if Applicant has a partner agency 6 (17607xx.A6.CoC-Part)