

## Before Starting the CoC Application

You must submit all three of the following parts in order for us to consider your Consolidated Application complete:

1. the CoC Application,
2. the CoC Priority Listing, and
3. all the CoC's project applications that were either approved and ranked, or rejected.

As the Collaborative Applicant, you are responsible for reviewing the following:

1. The FY 2021 CoC Program Competition Notice of Funding Opportunity (NOFO) for specific application and program requirements.
2. The FY 2021 CoC Application Detailed Instructions which provide additional information and guidance for completing the application.
3. All information provided to ensure it is correct and current.
4. Responses provided by project applicants in their Project Applications.
5. The application to ensure all documentation, including attachment are provided.

Your CoC Must Approve the Consolidated Application before You Submit It  
- 24 CFR 578.9 requires you to compile and submit the CoC Consolidated Application for the FY 2021 CoC Program Competition on behalf of your CoC.

- 24 CFR 578.9(b) requires you to obtain approval from your CoC before you submit the Consolidated Application into e-snaps.

### Answering Multi-Part Narrative Questions

Many questions require you to address multiple elements in a single text box. Number your responses to correspond with multi-element questions using the same numbers in the question. This will help you organize your responses to ensure they are complete and help us to review and score your responses.

### Attachments

Questions requiring attachments to receive points state, "You Must Upload an Attachment to the 4B. Attachments Screen." Only upload documents responsive to the questions posed—including other material slows down the review process, which ultimately slows down the funding process. Include a cover page with the attachment name.

- Attachments must match the questions they are associated with—if we do not award points for evidence you upload and associate with the wrong question, this is not a valid reason for you to appeal HUD's funding determination.

- We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time).

## 1A. Continuum of Care (CoC) Identification

To help you complete the CoC Application, HUD published resources at [https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition), including:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2021 Continuum of Care Program Competition
- FY 2021 CoC Application Detailed Instructions—essential in helping you maximize your CoC Application score by giving specific guidance on how to respond to many questions and providing specific information about attachments you must upload
- 24 CFR part 578

**1A-1. CoC Name and Number:** TX-607 - Texas Balance of State CoC

**1A-2. Collaborative Applicant Name:** Texas Homeless Network

**1A-3. CoC Designation:** CA

**1A-4. HMIS Lead:** Texas Homeless Network

## 1B. Coordination and Engagement–Inclusive Structure and Participation

To help you complete the CoC Application, HUD published resources at [https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition), including:  
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<b>1B-1.</b>	<b>Inclusive Structure and Participation–Participation in Coordinated Entry.</b>	
	NOFO Sections VII.B.1.a.(1), VII.B.1.e., VII.B.1.n., and VII.B.1.p.	

In the chart below for the period from May 1, 2020 to April 30, 2021:

1.	select yes or no in the chart below if the entity listed participates in CoC meetings, voted—including selecting CoC Board members, and participated in your CoC’s coordinated entry system; or
2.	select Nonexistent if the organization does not exist in your CoC’s geographic area:

	Organization/Person	Participated in CoC Meetings	Voted, Including Electing of CoC Board Members	Participated in CoC’s Coordinated Entry System
1.	Affordable Housing Developer(s)	Yes	Yes	Yes
2.	Agencies serving survivors of human trafficking	Yes	Yes	Yes
3.	CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes	Yes
4.	CoC-Funded Victim Service Providers	Yes	Yes	Yes
5.	CoC-Funded Youth Homeless Organizations	Yes	Yes	Yes
6.	Disability Advocates	Yes	Yes	No
7.	Disability Service Organizations	Yes	Yes	Yes
8.	Domestic Violence Advocates	Yes	Yes	No
9.	EMS/Crisis Response Team(s)	Yes	Yes	No
10.	Homeless or Formerly Homeless Persons	Yes	Yes	Yes
11.	Hospital(s)	Yes	Yes	No
12.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	No	No	No
13.	Law Enforcement	Yes	Yes	Yes
14.	Lesbian, Gay, Bisexual, Transgender (LGBT) Advocates	Yes	Yes	No
15.	LGBT Service Organizations	Yes	Yes	No
16.	Local Government Staff/Officials	Yes	Yes	No
17.	Local Jail(s)	Yes	Yes	No
18.	Mental Health Service Organizations	Yes	Yes	Yes

19.	Mental Illness Advocates	Yes	Yes	Yes
20.	Non-CoC Funded Youth Homeless Organizations	Yes	Yes	Yes
21.	Non-CoC-Funded Victim Service Providers	Yes	Yes	Yes
22.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes	Yes	Yes
23.	Organizations led by and serving LGBT persons	Yes	Yes	No
24.	Organizations led by and serving people with disabilities	Yes	Yes	No
25.	Other homeless subpopulation advocates	Yes	Yes	Yes
26.	Public Housing Authorities	Yes	Yes	Yes
27.	School Administrators/Homeless Liaisons	Yes	Yes	No
28.	Street Outreach Team(s)	Yes	Yes	Yes
29.	Substance Abuse Advocates	Yes	Yes	No
30.	Substance Abuse Service Organizations	Yes	Yes	Yes
31.	Youth Advocates	Yes	Yes	No
32.	Youth Service Providers	Yes	Yes	Yes
Other:(limit 50 characters)				
33.	Faith communities	Yes	Yes	Yes
34.	Veterans	Yes	Yes	Yes

1B-2.	Open Invitation for New Members.	
	NOFO Section VII.B.1.a.(2)	

Describe in the field below how your CoC:	
1.	communicated the invitation process annually to solicit new members to join the CoC;
2.	ensured effective communication with individuals with disabilities, including the availability of accessible electronic formats;
3.	conducted outreach to ensure persons experiencing homelessness or formerly homeless persons are encouraged to join your CoC; and
4.	invited organizations serving culturally specific communities experiencing homelessness in the geographic area to address equity (e.g., Black, Latino, Indigenous, persons with disabilities).

**(limit 2,000 characters)**

1-The CoC considers anyone who lives/works in the CoC’s geo area to be a member. The CoC has an open invitation process & lists an invitation on TX Homeless Network’s/THN’s (CoC Lead Agency’s) website, in monthly CoC e-newsletters, on bi-monthly General Membership Mtg agendas & on social media. Also, CoC staff recommend becoming a member & attending Gen Mtgs when people reach out to learn about the CoC & during CoC committee (cmte) mtgs, trainings, Local Homeless Coalition (LHC) mtgs & technical assistance activities.

2-The CoC section of THN’s website is accessible. Gen Mtgs are held by webinar using accessible software. Webinars are recorded, documents are in PDF & staff offer to meet accessibility needs for Gen Mtgs.

3-Staff invite people with lived experience (PLE) to apply for CoC Board, CoC cmtes & THN jobs when publicizing those opportunities by newsletter/website/social media. Staff also reach out to current Board/cmte members to recruit PLE to serve. The Board requires at least 1 PLE member (&

usually has 4 PLE) & CoC cmtes aim for at least 1 PLE. Staff reach out to CoC & ESG projects to nominate PLE for the CoC Board/cmtes & to invite them to Gen Mtgs. Staff incentivize CoC-funded projects to have PLE on their decision-making bodies. Staff encourage LHCs to have PLE members. The CoC appeals directly to PLE through social media & when people contact THN.

4-CoC invited orgs to address equity by serving on the CoC Board/cmtes, which set policy & oversee staff activities to advance equity. Coord Entry Steering Cmte, including BIPOC members, conducted CE data analysis that is informing strat plan actions. Strategic Plan Cmte set strategies for 2021-24 to advance equity, such as BIPOC & orgs implementing & revising the plan. THN helped LHCs to create Local Action Plans & encouraged them to involve & prioritize PLE, BIPOC & equity. Also, staff contacted orgs serving BIPOC & invited them to apply for CoC Prog funds, which should enhance equitable access & outcomes.

1B-3.	CoC’s Strategy to Solicit/Consider Opinions on Preventing and Ending Homelessness.	
	NOFO Section VII.B.1.a.(3)	

Describe in the field below how your CoC:

1.	solicited and considered opinions from a broad array of organizations and individuals that have knowledge of homelessness, or an interest in preventing and ending homelessness;
2.	communicated information during public meetings or other forums your CoC uses to solicit public information; and
3.	took into consideration information gathered in public meetings or forums to address improvements or new approaches to preventing and ending homelessness.

**(limit 2,000 characters)**

1-The CoC solicits & considers opinions through bi-monthly General Membership Mtgs; an online public comment portal, feedback webinars & debriefings; direct contact with any person/org interested in a specific subject; CoC Board Mtgs, committee (cmte) mtgs & quarterly Local Homeless Coalition (LHC) webinars; outreach directly to projects and LHC Chairs; attending LHC mtgs; reading posts on the CoC’s social media & inviting people to contact staff directly.

2-The CoC communicates info during CoC Gen Mtgs by staff discussing important data points; facilitating community conversations, where attendees are invited to give input on a range of topics; & training on housing crisis response system components. Staff uses verbal communication, slide presentations, handouts, data visualizations & writing in webinar chat boxes. Staff also communicates via the CoC section of THN’s (CoC Lead Agency’s) website, the CoC’s monthly e-newsletter to which anyone can subscribe & social media.

3-The CoC takes all info gathered in public mtgs/forums & the public comment process seriously & incorporates it into policies/processes if it does not contradict CoC or HUD policy. Input provided during public comment periods is presented for Board consideration when developing/revising policies. In 2020 consultants interviewed persons with lived experience for the Gaps Analysis. Their comments as well as consultant recommendations were incorporated into the CoC Strategic Plan & Action Plan. In 2020-21 the CoC consulted with CoC

members at Gen Mtgs about Cold Weather Shelter, PIT Count, strat plan, housing surges, CoC Gen Mtgs & newsletter & Charter, Emergency Rental Assist., & statewide public camping ban. Also, after CoC Gen Mtgs, attendees receive a survey where they can anonymously give feedback on mtgs & suggest future mtg topics. Staff review survey responses & consider them when planning future mtgs & CoC activities/improvements/new approaches.

<b>1B-4.</b>	<b>Public Notification for Proposals from Organizations Not Previously Funded.</b>	
	NOFO Section VII.B.1.a.(4)	

Describe in the field below how your CoC notified the public:	
1.	that your CoC’s local competition was open and accepting project applications;
2.	that your CoC will consider project applications from organizations that have not previously received CoC Program funding;
3.	about how project applicants must submit their project applications;
4.	about how your CoC would determine which project applications it would submit to HUD for funding; and
5.	how your CoC effectively communicated with individuals with disabilities, including making information accessible in electronic formats.

**(limit 2,000 characters)**

1-The FY21 local competition began with an Intent to Apply (ITA) process on 7/19/21. The opening was announced at the July 27th, LHC Leader Meeting, sent via email listserv and posted prominently in the CoC section of THN’s website. On 8/30/21 the CoC re-opened the ITA & re-posted the announcement on the website, targeting entities that had not administered CoC Program funds in the past & Victim Service Providers in the CoC through joint marketing with the Texas Council on Family Violence

2-The CoC has conducted outreach for the FY21 NOFO since 2019. The CoC compiled a list of applicants from previous comps & reached out to that group before the FY21 comp. Also, the CoC made recommendations for State ESG-CV subrecipients, many of whom had never before received federal funding & encouraged those applicants to apply for CoC funds. And in the ITA Round 2, the CoC clearly stated that entities that had not administered CoC Program funds in the past were encouraged to apply.

3-In all communications and preparatory webinars about the FY21 competition, it was stated that applications would be accepted through “Apply” (online app mgt system).

4-The CoC has competition policies that identify factors that are considered when reviewing applications. Those policies go through public comment before approval by the CoC Board and are prominently displayed on the CoC section of THN’s website. The application questions and their point values were attached to the FY21 Request for Proposals for the local competition that was posted on the website. The RFP also described the review process including threshold review by CoC staff; scoring by an Independent Review Team; & ranking by the CoC Board.

5-The CoC released the RFP in PDF format, which allows various accessibility options. The CoC also held two webinars about application requirements and two Q&A webinars with CoC staff. All webinars have real-time closed captioning available by request and are posted on the website for later viewing.

## 1C. Coordination and Engagement–Coordination with Federal, State, Local, Private, and Other Organiza

To help you complete the CoC Application, HUD published resources at [https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition), including:

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1C-1.	Coordination with Federal, State, Local, Private, and Other Organizations.	
	NOFO Section VII.B.1.b.	

In the chart below:

- |    |  |
|----|--|
| 1. | select yes or no for entities listed that are included in your CoC’s coordination, planning, and operations of projects that serve individuals, families, unaccompanied youth, persons who are fleeing domestic violence who are experiencing homelessness, or those at risk of homelessness; or |
| 2. | select Nonexistent if the organization does not exist within your CoC’s geographic area.   |

	Entities or Organizations Your CoC Coordinates with for Planning or Operations of Projects	Coordinates with Planning or Operations of Projects
1.	Funding Collaboratives	Nonexistent
2.	Head Start Program	Yes
3.	Housing and services programs funded through Local Government	Yes
4.	Housing and services programs funded through other Federal Resources (non-CoC)	Yes
5.	Housing and services programs funded through private entities, including Foundations	Yes
6.	Housing and services programs funded through State Government	Yes
7.	Housing and services programs funded through U.S. Department of Health and Human Services (HHS)	Yes
8.	Housing and services programs funded through U.S. Department of Justice (DOJ)	Yes
9.	Housing Opportunities for Persons with AIDS (HOPWA)	Yes
10.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	No
11.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes
12.	Organizations led by and serving LGBT persons	Yes
13.	Organizations led by and serving people with disabilities	Yes
14.	Private Foundations	Yes
15.	Public Housing Authorities	Yes
16.	Runaway and Homeless Youth (RHY)	Yes
17.	Temporary Assistance for Needy Families (TANF)	Yes
	Other:(limit 50 characters)	

18.	Faith Communities and Faith-based organizations	Yes
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1C-2.	CoC Consultation with ESG Program Recipients.	
	NOFO Section VII.B.1.b.	

Describe in the field below how your CoC:	
1.	consulted with ESG Program recipients in planning and allocating ESG and ESG-CV funds;
2.	participated in evaluating and reporting performance of ESG Program recipients and subrecipients;
3.	provided Point-in-Time (PIT) count and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions within its geographic area; and
4.	provided information to Consolidated Plan Jurisdictions within your CoC's geographic area so it could be addressed in Consolidated Plan update.

**(limit 2,000 characters)**

1-All ESG Recipients and the CoC consult on allocations annually & throughout the year. Dedicated CoC staff work closely with ESG recipients to evaluate all ESG subrecipients' ability to administer ESG & ongoing performance. The CoC made recommendations for the FY20 State ESG Annual allocation & allocation decisions for ESG-CV-I & II. The CoC also consults on budget amendments greater than 20%. The CoC provides data & context for planning & allocation decisions, but local input on allocations is prioritized: Local Homeless Coalitions coordinate with ESG Recipients on LHC initiatives & Consolidated Plans, holding similar discussions as CoC staff have with ESG Recipients about fund allocation, need, assets, priorities & effective use of resources.

2-CoC staff work with recipients to ensure that the HMIS includes all data required for reporting. Beyond HUD requirements, staff created a report to facilitate monthly performance reporting from subrecipients to recipients, allowing for more robust performance evaluation. Staff provide technical assistance to all recipients & subs to ensure data quality & assist with reporting available from HMIS. Staff assist all recipients with ESG monthly reporting & ESG-CV quarterly reporting, including ensuring projects are set up properly & running, validating & loading the CAPER into SAGE for quarterly reporting. Staff provide training to all ESG users on HMIS & data quality, standards & security. Staff also work with TX Council on Family Violence, which administers the comparable database.

3-The CoC provided PIT & HIC data to 40 Consolidated Plan Jurisdictions (CPJs) by email on 6/8/21 & offered to discuss it.

4-Staff use HUD guidance & CoC templates to consult with CPJs to ensure that homelessness is addressed in Con Plans & Action Plans. Staff consult by phone, email & video call on homeless questions & housing needs assmt. & mkt. analysis, institutional delivery structure & using HOME, CDBG & PHA funds to address homelessness.

1C-3.	Ensuring Families are not Separated.	
	NOFO Section VII.B.1.c.	

Select yes or no in the chart below to indicate how your CoC ensures emergency shelter, transitional housing, and permanent housing (PSH and RRH) do not deny admission or separate family members regardless of each family member's self-reported gender:



1.	Conducted mandatory training for all CoC- and ESG-funded service providers to ensure families are not separated.	No
2.	Conducted optional training for all CoC- and ESG-funded service providers to ensure families are not separated.	No
3.	Worked with ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients.	Yes
4.	Worked with ESG recipient(s) to identify both CoC- and ESG-funded facilities within your CoC's geographic area that might be out of compliance and took steps to work directly with those facilities to bring them into compliance.	Yes
5.	Sought assistance from HUD by submitting AAQs or requesting technical assistance to resolve noncompliance of service providers.	Yes
6.	Other. (limit 150 characters)	
	CoC Policy prohibiting Family Separation	Yes

1C-4.	CoC Collaboration Related to Children and Youth—SEAs, LEAs, Local Liaisons & State Coordinators.	
	NOFO Section VII.B.1.d.	

Describe in the field below:

1.	how your CoC collaborates with youth education providers;
2.	your CoC's formal partnerships with youth education providers;
3.	how your CoC collaborates with State Education Agency (SEA) and Local Education Agency (LEA);
4.	your CoC's formal partnerships with SEAs and LEAs;
5.	how your CoC collaborates with school districts; and
6.	your CoC's formal partnerships with school districts.

**(limit 2,000 characters)**

1)The CoC Board has seats to represent homeless youth & families. The 2017-21 member was a Homeless Ed. Liaison. Ed. Liaisons, other school personnel & youth housing & svc providers are members of the CoC & Local Homeless Coalitions-LHCs around the CoC. Also, the Board has established an Ending Youth Homelessness Committee-EYHC to develop & implement a plan to end youth homelessness & create a Youth Action Board-YAB. Abilene & Bastrop Hml Ed Liaisons are EYHC members. 2)TX Homeless Network-THN (CoC Lead Agency) is partnering with TX Network of Youth Svcs-TNOYS to build a YAB. TNOYS has a Young Adult Leadership Council: a paid leadership development & ed program for youth with lived experiences (foster care, juvenile justice & homelessness).3)THN has held an annual joint conference with TX Ed. for Homeless Children & Youth/TEHCY program, which is overseen by TX Ed Agency (the SEA). '20 & '21 conferences were cancelled because of COVID. 4) THN & TNOYS are advisory members of TX Interagency Council on Homelessness (TICH) & TEA is a member. TICH coordinates state govt. efforts, including educating foster & justice-involved youth. 5)THN staff reached out to Ed Svc Ctr (ESC) staff that provide TEHCY support to serve on the EYHC.Denton County LHC & Homeless Leadership Team have a data workgroup using LEA data to inform housing system planning. 6)THN staff reached out to ESCs on jointly training school & homeless svc staff. Region 13 ESC is a member of Colorado Valley LHC & they have an MOU to work together. Locally, LHCs & svc providers collaborate with school districts to inform each other about ed & svcs, to refer households for ed svcs & homeless svcs & to advocate for meeting needs of homeless students & families.Svc providers have MOUs & data sharing agreements with ISDs for referrals to ed

supports, street outreach, shelter & housing. Brazoria Co. LHC members have MOUs with ISDs to serve students. Cameron Co. LHC members have agreements with ISDs for transportation & tutors

1C-4a.	CoC Collaboration Related to Children and Youth—Educational Services—Informing Individuals and Families Experiencing Homelessness about Eligibility.	
	NOFO Section VII.B.1.d.	

Describe in the field below written policies and procedures your CoC adopted to inform individuals and families who become homeless of their eligibility for educational services.

**(limit 2,000 characters)**

THN (CoC Lead) works primarily on the CoC level, while Local Homeless Coalitions (LHCs-- regional planning groups within the CoC) work on the local level with persons experiencing homelessness, LEAs, school districts, and youth education agencies. The CoC Policies explicitly state the CoC’s commitment to assuring that the education needs of homeless youth and their families are met. The policies include the McKinney-Vento Homeless Education definition and outline the responsibilities of the CoC, LHCs, service providers and Homeless Education Liaisons to meet students’ needs--including identifying students; informing them of their educational rights; and assisting them to enroll in, attend and succeed in school—and strategies for doing so. The CoC Written Standards (WS) require all homeless assistance projects in the CoC to follow “Essential Elements,” one being the McKinney-Vento regulations regarding the education of homeless children/youth. The WS also state that projects should provide/connect participants with “employment assessment and connection to employment services and/or education programs, such as GED classes, vocational school, community college, etc.” And the WS describe the lack of a high school degree or GED as a barrier to employment, so projects are encouraged to provide/connect people with services to earn High School diplomas or GED certificates. CoC Program-funded projects serving homeless children/youth have education-focused staff who follow CoC policies, LHC policies, LEA procedures, and agency procedures to identify students, inform about educational rights, assist to enroll in and attend school, and provide academic and extracurricular activities support. LHCs, Education Liaisons, and service providers follow MOUs and data sharing agreements for referrals and access to McKinney-Vento support.

1C-4b.	CoC Collaboration Related to Children and Youth—Educational Services—Written/Formal Agreements or Partnerships with Early Childhood Services Providers.	
	NOFO Section VII.B.1.d.	

Select yes or no in the chart below to indicate whether your CoC has written formal agreements or partnerships with the listed providers of early childhood services:

		MOU/MOA	Other Formal Agreement
1.	Birth to 3 years	No	No
2.	Child Care and Development Fund	No	No
3.	Early Childhood Providers	No	No

4.	Early Head Start	No	No
5.	Federal Home Visiting Program--(including Maternal, Infant and Early Childhood Home and Visiting or MIECHV)	No	No
6.	Head Start	No	No
7.	Healthy Start	No	No
8.	Public Pre-K	No	No
9.	Tribal Home Visiting Program	No	No
	Other (limit 150 characters)		
10.		No	No

1C-5.	Addressing Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors--Annual Training--Best Practices.	
	NOFO Section VII.B.1.e.	

Describe in the field below how your CoC coordinates to provide training for:

1.	Project staff that addresses safety and best practices (e.g., trauma-informed, victim-centered) on safety and planning protocols in serving survivors of domestic violence and indicate the frequency of the training in your response (e.g., monthly, semi-annually); and
2.	Coordinated Entry staff that addresses safety and best practices (e.g., trauma informed care) on safety and planning protocols in serving survivors of domestic violence and indicate the frequency of the training in your response (e.g., monthly, semi-annually).

**(limit 2,000 characters)**

1-The TX BoS CoC centers the voices of survivors and survivor advocates through close partnership with the Texas Council on Family Violence (TCFV). TCFV is a network of agencies that creates safer communities and freedom from family violence through public policy, strategic prevention efforts, technical assistance, and training. In coordination with TCFV, the CoC has established a Victim Service Provider Committee as an official CoC committee. The VSPC typically meets monthly and addresses a variety of topics, including safety planning, CoC and ESG Programming, housing navigation and retention for survivors, and Emergency Transfers. The CoC will look to this relatively new committee for guidance on CoC-wide trainings. TCFV hosts a variety of trainings throughout the year and while these trainings are not explicitly targeted to CoC Program-funded projects, the trainings are open to them and encouraged by the CoC. In 2021 TCFV has conducted monthly trainings on a variety of topics including the Dynamics of Domestic Violence and Crisis Intervention with Survivors of Intimate Partner Violence, among a host of other relevant topics related to supporting the needs of survivors. CoC Program- and ESG Program-funded projects are required to use the CoC's Emergency Transfer Plan, and CoC Lead Agency staff (from Texas Homeless Network) perform one-on-one training with recipients and subrecipients of those funds, as needed.

2-Training on the Coordinated Entry system is conducted on an annual basis, and in 2021 it was conducted via live webinar, and Litmos, the CoC's Learning Management software. This training covered a wide variety of topics, including limited content on safety planning, and the unique needs of survivors in Coordinated Entry. Additionally, with the introduction of Emergency Housing Vouchers (EHVs), CoC staff and TCFV have begun planning to support survivors who are accessing those vouchers through Coordinated Entry

1C-5a.	Addressing Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors—Using De-identified Aggregate Data.	
	NOFO Section VII.B.1.e.	

Describe in the field below how your CoC uses de-identified aggregate data from a comparable database to assess the special needs related to domestic violence, dating violence, sexual assault, and stalking survivors.

**(limit 2,000 characters)**

The TX BoS CoC uses de-identified aggregate data from CoC Program Annual Performance Reports (APRs), Emergency Solutions Grant (ESG) Program APRs for projects & ESG recipients’ Consolidated Annual Performance & Evaluation Reports (CAPERs) to identify considerations in meeting the special needs of survivors, i.e., exits from shelter to permanent housing, income growth & housing retention, The CoC uses this aggregate data to develop performance thresholds for survivor-focused projects & to identify organizational capacity-building opportunities with organizations & projects focused on survivors. In 2021 the CoC wrote a Strategic Plan that includes action steps to develop a Program Model Chart & a Funding Alignment Model. These documents will describe the types of projects that the CoC will endorse & will acknowledge the specific needs of survivors, like ensuring appropriate supports around trauma, income growth, childcare, workforce development, client choice, safety & confidentiality. These documents will promote the use of trauma-informed, victim-centered approaches needed to operate projects. These resources will also establish outcome targets that the CoC adopts for projects serving survivors

These CoC documents will use aggregate data from a comparable database & information from Texas’ 2019 State Plan “Creating A Safer Texas: Access to Safety, Justice & Opportunity” to address the special needs of survivors. The Funding Alignment Model & Program Model Chart will also be used in the recruitment of providers & evaluation of the CoC’s approach to meeting the special needs of survivors. These resources will promote best practices when serving survivors & ensure that future funding recommendations made by CoC committees to the Board consider the special needs of survivors to the greatest extent possible. The CoC will continue to work with comparable database administrators & non-profit service providers to access & use aggregated data to meet the needs of survivors

1C-5b.	Addressing Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors—Coordinated Assessment—Safety, Planning, and Confidentiality Protocols.	
	NOFO Section VII.B.1.e.	

Describe in the field below how your CoC’s coordinated entry system protocols incorporate trauma-informed, victim-centered approaches while maximizing client choice for housing and services that:

- |    |                                  |
|----|----------------------------------|
| 1. | prioritize safety;               |
| 2. | use emergency transfer plan; and |
| 3. | ensure confidentiality.          |

**(limit 2,000 characters)**

1-The CoC prioritizes safety through the Coordinated Entry (CE) Written Standards (WS) & CoC WS. The CE WS & training protocols for CE prioritize

safety at the beginning of the CE process. All entry points, whether or not they are a victim service provider (VSP), must ask clients if they prefer to talk to an agency that provides specific support & assistance to survivors of domestic violence. The CoC worked with TX Council on Family Violence (TCFV) to update CE WS in 2020 & address safety throughout the process, whether or not the agency is a VSP. The CE WS provide info about safety planning & TCFV's directory of services. Per the CoC WS, all projects in the CoC must serve survivors, including facilitating participant choice & autonomy, abiding by the CoC's Non-Separation of Families Policy, centering survivor choice, and ensuring confidentiality. VSPs are required to use a comparable database to collect high-quality data that can be used for decision making. The training for CE assessors includes providing CE in a trauma-informed, victim-centered way, safety planning, and confidentiality. The CoC will typically make overview trainings available & offer technical assistance to agencies when funding opportunities are announced, like CoC Program & ESG Program, CARES Act & ARPA funding & state & regional funding that may be used to prioritize the safety of survivors.

2-The CoC Governance Charter includes a CoC Emergency Transfer Plan (ETP). This plan was developed in collaboration with TCFV & adopted by the CoC Board in 2018. This ETP has only been applied at the project level & is handled outside the CE workflow. The CoC does not have a policy that addresses how provider-to-provider ETP or ETP requests from another CoC are handled, as it relates to CE. The CoC will evaluate the existing ETP & develop a CE ETP protocol & process in 2022.

CE trainings, CE WS & CoC WS repeatedly emphasize the importance of—and they require—confidentiality when working with survivors

<b>1C-6.</b>	<b>Addressing the Needs of Lesbian, Gay, Bisexual, Transgender—Anti-Discrimination Policy and Training.</b>	
	NOFO Section VII.B.1.f.	

	1. Did your CoC implement a written CoC-wide anti-discrimination policy ensuring that LGBT individuals and families receive supportive services, shelter, and housing free from discrimination?	Yes
	2. Did your CoC conduct annual CoC-wide training with providers on how to effectively implement the Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity (Equal Access Final Rule)?	Yes
	3. Did your CoC conduct annual CoC-wide training with providers on how to effectively implement Equal Access to Housing in HUD Programs in Accordance with an Individual's Gender Identity (Gender Identity Final Rule)?	Yes

<b>1C-7.</b>	<b>Public Housing Agencies within Your CoC's Geographic Area—New Admissions—General/Limited Preference—Moving On Strategy. You Must Upload an Attachment(s) to the 4B. Attachments Screen.</b>	
	NOFO Section VII.B.1.g.	

Enter information in the chart below for the two largest PHAs highlighted in gray on the CoC-PHA Crosswalk Report at <https://files.hudexchange.info/resources/documents/FY-2020-CoC-PHA-Crosswalk-Report.pdf> or the two PHAs your CoC has a working relationship with—if there is only one PHA in your CoC's geographic area, provide information on the one:

Public Housing Agency Name	Enter the Percent of New Admissions into Public Housing and Housing Choice Voucher Program During FY 2020 who were experiencing homelessness at entry	Does the PHA have a General or Limited Homeless Preference?	Does the PHA have a Preference for current PSH program participants no longer needing intensive supportive services, e.g., Moving On?
Corpus Christi Housing Authority	42%	Yes-HCV	No
San Angelo Housing Authority	31%	Yes-HCV	No

**1C-7a. Written Policies on Homeless Admission Preferences with PHAs.**

NOFO Section VII.B.1.g.

Describe in the field below:

- steps your CoC has taken, with the two largest PHAs within your CoC's geographic area or the two PHAs your CoC has working relationships with, to adopt a homeless admission preference—if your CoC only has one PHA within its geographic area, you may respond for the one; or
- state that your CoC has not worked with the PHAs in its geographic area to adopt a homeless admission preference.

**(limit 2,000 characters)**

More than 400 PHAs operate in the Texas Balance of State CoC's geographic area. The CoC has worked to develop relationships with many of those PHAs. PHAs that operate HUD-VA Supportive Housing (VASH), the Housing Choice Voucher (HCV) Program, or other Special Purpose Vouchers seem to recognize the need for homeless preferences & have worked, or are working, to adopt local preferences. Local Homeless Coalitions (LHCs) have been instrumental in developing these PHA preferences, as LHCs are the local extension of the CoC. Prior to the allocation of Emergency Housing Vouchers (EHVs), several of the larger PHAs in the CoC, including the housing authorities of Corpus Christi, Denton, & San Angelo, had homeless preferences in place, & in each of them, more than 30% of new admissions to the HCV program were families experiencing homelessness at admission.

CoC staff at Texas Homeless Network (the CoC Lead Agency) believe that with continued engagement, a focus on EHVs, & subsequent federal technical assistance focused on how PHAs can help to end homelessness, the number of PHAs with homeless preferences will increase. In many of the CoC's 215 counties, the CoC Lead Agency does not have a meaningful presence on the ground, & relationships are hard to develop. However, in more than 30 communities, the CoC & LHCs work together to plan for & develop housing crisis response systems. CoC staff encourage LHCs to engage their respective PHAs by inviting them to attend coalition meetings & to participate in the local Point In Time (PIT) Count & other advocacy activities. Because changes to a PHA Plan can be cumbersome, CoC staff first focus on the relationship between the CoC/LHC & the PHA before asking PHAs to make changes to the way they operate. The EHV Program has accelerated the development of relationships that staff believe will translate into increased consideration of the role of PHAs in addressing homelessness at the local level

**1C-7b. Moving On Strategy with Affordable Housing Providers.**

Not Scored—For Information Only

Select yes or no in the chart below to indicate affordable housing providers in your CoC’s jurisdiction that your recipients use to move program participants to other subsidized housing:

1.	Multifamily assisted housing owners	No
2.	PHA	Yes
3.	Low Income Tax Credit (LIHTC) developments	No
4.	Local low-income housing programs	No
	Other (limit 150 characters)	
5.		No

1C-7c.	Including PHA-Funded Units in Your CoC’s Coordinated Entry System.	
	NOFO Section VII.B.1.g.	

Does your CoC include PHA-funded units in the CoC’s coordinated entry process?	Yes
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1C-7c.1.	Method for Including PHA-Funded Units in Your CoC’s Coordinated Entry System.	
	NOFO Section VII.B.1.g.	

If you selected yes in question 1C-7c., describe in the field below:

1.	how your CoC includes the units in its Coordinated Entry process; and
2.	whether your CoC’s practices are formalized in written agreements with the PHA, e.g., MOUs.

**(limit 2,000 characters)**

1-The CoC includes PHA-funded units in Coordinated Entry (CE). Units funded by Emergency Housing Vouchers (EHVs) are included. 38 PHAs in the CoC were invited to administer EHV, and 27 accepted and are administering them, including the statewide PHA, Texas Department of Housing and Community Affairs (TDHCA). All EHV are used to serve people experiencing homelessness who receive a CE assessment or are participating in an RRH or PSH program and are experiencing housing instability. A person experiencing homelessness will obtain a CE assessment at a local entry point (that is, an entry point that conducts CE assessments for a specific geographical area within the CoC) and then be referred to a specific PHA by a CoC member agency for an EHV. If the entry point has access to HMIS and the person has a profile in HMIS, the entry point documents and tracks the referral in HMIS. In the case of TDHCA, referrals are made to the CoC Lead Agency (THN), and then in turn to TDHCA. In addition to EHV, in communities where mainstream vouchers were awarded, like Lubbock and Odessa, the PHAs fill those units through the CE Process. Typically the household receives a referral to, and enrollment into, a CoC Partner Agency for supportive services, and the Rental Assistance is administered through the PHA. The CoC is still developing this process, and because the CoC serves more than 400 PHAs, the process has not yet been standardized from community to community.

2-TX BoS CoC has formalized Memoranda of Understanding with the 27 PHAs that are administering the Emergency Housing Vouchers. And because the CoC is so large, agreements for utilization of mainstream vouchers typically are developed at the local level through CoC Partner Agencies and the PHA rather than between the CoC Lead Agency and the PHA.

1C-7d.	Submitting CoC and PHA Joint Applications for Funding for People Experiencing Homelessness.	
	NOFO Section VII.B.1.g.	

Did your CoC coordinate with a PHA(s) to submit a joint application(s) for funding of projects serving families experiencing homelessness (e.g., applications for mainstream vouchers, Family Unification Program (FUP), other non-federal programs)?	Yes
---	-----

1C-7d.1.	CoC and PHA Joint Application–Experience–Benefits.	
	NOFO Section VII.B.1.g.	

If you selected yes to question 1C-7d, describe in the field below:

- |    |  |
|----|--|
| 1. | the type of joint project applied for;   |
| 2. | whether the application was approved; and  |
| 3. | how your CoC and families experiencing homelessness benefited from the coordination. |

**(limit 2,000 characters)**

1-The CoC covers a range of communities in the 215-county geography. Across the CoC, PHAs in coordination with homeless svcs have made joint applications, most commonly for the Mainstream Voucher (MV) Program. For example, in Lubbock, the PHA & a CoC Partner Agency collaborated to apply for 35 MVs, where the PHA would administer the voucher & the partner would provide supportive svcs funded by the CoC Program, in order to promote housing stability. In Odessa, the PHA applied for 25 MVs with the support & coordination of a CoC Partner Agency. Both projects have PHA-partner MOUs, & referrals to the units come through the Coordinated Entry (CE) process. CoC Partner Agencies receive support & guidance from the CoC Lead Agency (THN) & share their experiences with the larger CoC. In fact, a CoC-wide training on the mechanics & benefits of such joint projects is currently in development.

2-In both Lubbock & Odessa, the applications were approved & the projects have been operating.

3-Joint projects benefit the CoC: creating movement through the CE system; strengthening partnerships between HUD’s CPD & PIH programs; furthering the impact of other funding sources, when MVs are paired with CoC Program-funded supportive svcs; paving the way for other Special Purpose Voucher allocations; & in specific situations, providing matching funds for the CoC Program.

Households served by the projects benefit, too: having the Partner Agency as an advocate to the PHA & accessing housing navigation & ongoing post-lease up support. In an MV non-joint project, households may have access to a voucher but not additional svcs. Having the full menu of PSH supports, like



healthcare navigation, case mgmt, benefit coordination & holistic support, for households is likely to provide numerous benefits; but these partnerships are still young, so it is not known whether the households will have higher retention rates or other positive outcomes. Projects and the CoC will continue to evaluate outcomes

<b>1C-7e.</b>	<b>Coordinating with PHA(s) to Apply for or Implement HCV Dedicated to Homelessness Including American Rescue Plan Vouchers.</b>	
	<b>NOFO Section VII.B.1.g.</b>	

<b>Did your CoC coordinate with any PHA to apply for or implement funding provided for Housing Choice Vouchers dedicated to homelessness, including vouchers provided through the American Rescue Plan?</b>	Yes
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<b>1C-7e.1.</b>	<b>Coordinating with PHA(s) to Administer Emergency Housing Voucher (EHV) Program–List of PHAs with MOUs.</b>	
	<b>Not Scored–For Information Only</b>	

<b>Did your CoC enter into a Memorandum of Understanding (MOU) with any PHA to administer the EHV Program?</b>	Yes
--	-----

**If you select yes, you must use the list feature below to enter the name of every PHA your CoC has entered into a MOU with to administer the Emergency Housing Voucher Program.**

<b>PHA</b>
Lubbock Housing A...
Kingsville Housin...
Victoria Housing ...
Elgin Housing Aut...
Brazoria County H...
McAllen Housing A...
Mission Housing A...
Edinburg Housing ...
Pharr Housing Aut...
Hidalgo County Ho...
Texas Department ...
Corpus Christi Ho...
San Marcos Housin...
Port Lavaca Housi...
Burnet Housing Au...
Central Texas COG...
Brownsville Housi...
Denton Housing Au...

Willacy Co. Housi...
Cameron County Hs...
Laredo Housing Au...
Baytown Housing A...
Deep East Texas C...
Del Rio Housing A...
Eagle Pass Housin...
Uvalde Housing Au...

### **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** Lubbock Housing Authority

### **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** Kingsville Housing Authority

### **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** Victoria Housing Authority

### **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** Elgin Housing Authority

### **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** Brazoria County Housing Authority

### **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** McAllen Housing Authority

### **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** Mission Housing Authority

## **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** Edinburg Housing Authority

## **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** Pharr Housing Authority

## **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** Hidalgo County Housing Authority

## **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** Texas Department of Housing and Community Affairs

## **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** Corpus Christi Housing Authority

## **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** San Marcos Housing Authority

## **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** Port Lavaca Housing Authority

### **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** Burnet Housing Authority

### **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** Central Texas COG/Housing Div.

### **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** Brownsville Housing Authority

### **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** Denton Housing Authority

### **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** Willacy Co. Housing Authority

### **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** Cameron County Hsg. Authority

### **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** Laredo Housing Authority

### **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** Baytown Housing Authority

### **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** Deep East Texas Council of Governments  
(DETCOG) Regional H. A

### **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** Del Rio Housing Authority

### **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** Eagle Pass Housing Authority

### **1C-7e.1. List of PHAs with MOUs**

**Name of PHA:** Uvalde Housing Authority

## 1C. Coordination and Engagement–Coordination with Federal, State, Local, Private, and Other Organiza

1C-8.	Discharge Planning Coordination.	
	NOFO Section VII.B.1.h.	

Select yes or no in the chart below to indicate whether your CoC actively coordinates with the systems of care listed to ensure persons who have resided in them longer than 90 days are not discharged directly to the streets, emergency shelters, or other homeless assistance programs.

1. Foster Care	Yes
2. Health Care	Yes
3. Mental Health Care	Yes
4. Correctional Facilities	No

1C-9.	Housing First–Lowering Barriers to Entry.	
	NOFO Section VII.B.1.i.	

1.	Enter the total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects your CoC is applying for in FY 2021 CoC Program Competition.	28
2.	Enter the total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects your CoC is applying for in FY 2021 CoC Program Competition that have adopted the Housing First approach.	28
3.	This number is a calculation of the percentage of new and renewal PSH, RRH, Safe-Haven, SSO non-coordinated entry projects the CoC has ranked in its CoC Priority Listing in the FY 2021 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.	100%

1C-9a.	Housing First–Project Evaluation.	
	NOFO Section VII.B.1.i.	

Describe in the field below how your CoC regularly evaluates projects to ensure those that commit to using a Housing First approach are prioritizing rapid placement and stabilization in permanent housing and are not requiring service participation or preconditions of program participants.

**(limit 2,000 characters)**

The CoC conducts Quarterly Performance Score Cards on all CoC funded projects.  
 This assessment includes metrics from HMIS that would point to an organization implementing Housing First. For example, CoC staff look at length

of time pre-housing, that is, the number of days from enrollment to move-in date, & score how quickly projects move people from identification to move-in. Additionally, staff review the % of households that come from unsheltered locations & incentivize the rapid placement of households through the scoring in the CoC Program Competition. For example, if all of a project's participants are entering through an emergency shelter, that may indicate that the project is placing pre-conditions on enrollment. The CoC also evaluates exits to homelessness in less than 90 days. Projects with unsuccessful exits quickly after move-in often have written or unwritten service requirements that are hindering housing retention. Projects with slow housing move-in rates may not be providing adequate pre-housing support. CoC staff use this data to inform the technical assistance that is provided to promote housing stability & retention. Through the CoC Prog Comp, CoC staff identify renewal projects with unacceptable performance & require those to participate in a Quality Review Plan (QRP). Organizations subject to the QRP meet with CoC staff monthly to review policies & procedures, organizational practices, community engagement & HMIS Data/performance. Participating agencies are expected to make rapid changes to processes that contribute to unacceptable outcomes for participants. Because the CoC places such scoring weight on 1) housing placement rates, 2) prioritizing unsheltered clients for housing, 3) prioritizing persons with little to no income & 4) housing retention, organizations that struggle with Housing First concepts are likely to be subject to a QRP; then CoC Staff are able to address issues with Housing First implementation in 1-on-1 technical assistance

<b>1C-9b.</b>	<b>Housing First–Veterans.</b>	
	Not Scored–For Information Only	

Does your CoC have sufficient resources to ensure each Veteran experiencing homelessness is assisted to quickly move into permanent housing using a Housing First approach?	No
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<b>1C-10.</b>	<b>Street Outreach–Scope.</b>	
	NOFO Section VII.B.1.j.	

Describe in the field below:	
1.	your CoC’s street outreach efforts, including the methods it uses to ensure all persons experiencing unsheltered homelessness are identified and engaged;
2.	whether your CoC’s Street Outreach covers 100 percent of the CoC’s geographic area;
3.	how often your CoC conducts street outreach; and
4.	how your CoC tailored its street outreach to persons experiencing homelessness who are least likely to request assistance.

**(limit 2,000 characters)**

1-Aside from annual CoC-supported & standardized PIT counts, Street Outreach (SO) efforts & methods are determined by providers funded to conduct SO in the CoC through programs such as Projects for Assistance in Transition from Homelessness & Emergency Solutions Grant. The activities aim to identify & engage every person living unsheltered. SO efforts include formal outreach teams canvassing encampments & known locations & providing meals, hygiene supplies & clothing. Some communities hold events, such as Stand Downs & resource fairs, while many Local



Homeless Coalitions (LHCs) partner with their Local Mental Health Authority, health clinics, faith communities &/or police outreach teams for SO. LHCs have demonstrated creativity to ensure that SO is tailored to people least likely to request assistance. In Webb County, for example, SO is composed of multiple service providers (homeless, mental health care, health care, veterans, substance use & workforce). The agencies target the homeless population daily & provide case management to assess & address their needs by adopting individual action plans. In addition, providers regularly conduct field visits as an intensive case management group.

2-The CoC does not have 100% SO coverage across its 215-county geography.

3-The frequency of SO efforts vary by area & provider, ranging from daily to annually.

4-SO utilizes Spanish-speaking workers, diverse volunteers & Language Line to ensure access & engagement with services regardless of a person’s language. SO providers use Relay Texas for phone access & sign language translation for people with speech, hearing & vision needs. Also, SO workers distribute pamphlets to unsheltered persons in multiple languages & formats (e.g., large print) advertising services, local housing programs & their rights under the fair housing act. In more remote areas, SO workers post resource information at relevant locations (e.g., libraries & food pantries) & transport people to resources

<b>1C-11.</b>	<b>Criminalization of Homelessness.</b>	
	NOFO Section VII.B.1.k.	

Select yes or no in the chart below to indicate strategies your CoC implemented to prevent the criminalization of homelessness in your CoC’s geographic area:

<b>1.</b>	<b>Engaged/educated local policymakers</b>	Yes
<b>2.</b>	<b>Engaged/educated law enforcement</b>	Yes
<b>3.</b>	<b>Engaged/educated local business leaders</b>	Yes
<b>4.</b>	<b>Implemented communitywide plans</b>	Yes
<b>5.</b>	<b>Other:(limit 500 characters)</b>	
	Working with local elected officials against criminalization Researched the extent of Criminalization and developed/maintained policies against criminalization	Yes

<b>1C-12.</b>	<b>Rapid Rehousing–RRH Beds as Reported in the Housing Inventory Count (HIC).</b>	
	NOFO Section VII.B.1.I.	

	2020	2021
Enter the total number of RRH beds available to serve all populations as reported in the HIC–only enter bed data for projects that have an inventory type of “Current.”	1,137	1,514

<b>1C-13.</b>	<b>Mainstream Benefits and Other Assistance–Healthcare–Enrollment/Effective Utilization.</b>	
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NOFO Section VII.B.1.m.

Indicate in the chart below whether your CoC assists persons experiencing homelessness with enrolling in health insurance and effectively using Medicaid and other benefits.

	Type of Health Care	Assist with Enrollment?	Assist with Utilization of Benefits?
1.	Public Health Care Benefits (State or Federal benefits, Medicaid, Indian Health Services)	Yes	Yes
2.	Private Insurers	Yes	Yes
3.	Nonprofit, Philanthropic	Yes	Yes
4.	Other (limit 150 characters)		
	Local Medical Assistance Programs	Yes	Yes

1C-13a.	Mainstream Benefits and Other Assistance–Information and Training.	
	NOFO Section VII.B.1.m	

Describe in the field below how your CoC provides information and training to CoC Program-funded projects by:

1.	systemically providing up to date information on mainstream resources available for program participants (e.g., Food Stamps, SSI, TANF, substance abuse programs) within your CoC’s geographic area;
2.	communicating information about available mainstream resources and other assistance and how often your CoC communicates this information;
3.	working with projects to collaborate with healthcare organizations to assist program participants with enrolling in health insurance; and
4.	providing assistance with the effective use of Medicaid and other benefits.

**(limit 2,000 characters)**

1-Texas Homeless Network (THN), the CoC Lead Agency, provides up-to-date information about mainstream resources to CoC Prog-funded projects by direct email, monthly CoC e-newsletters & having a funding opportunities page on the CoC section of THN’s website. Also, THN regularly emails Local Homeless Coalition (LHC) leaders, who share info with agencies in their communities. In addition, the CoC Written Standards (WS) include “essential project elements” for housing & services. For each intervention (HP, Diversion, SO, ES, TH, RRH & PSH) the WS state that an essential project element is to refer participants to/link participants to/enroll participants in mainstream resources.

2-The CoC communicates info about available mainstream resources & other assistance to CoC recipients by email approximately once per month. THN also provides information to all CoC general members & email list subscribers by writing articles in the CoC’s monthly e-newsletter & posting information on THN’s social media.

3-The CoC works with projects to collaborate with healthcare orgs to assist project participants with enrolling in health insurance by providing guidance & support with ensuring that participants are enrolled in & accessing all resources available through their health insurance, if any, & assisting them to explore Your Texas Benefit, the Health Insurance Marketplace, and local/regional healthcare coverage programs.

4-THN provides assistance to CoC recipients with the effective use of Medicaid & other benefits by providing space for peer feedback & support. Texas is a “non-Medicaid expansion” state, so many participants in CoC-funded projects are not able to access Medicaid. However, many orgs coordinate with local healthcare districts to promote access to care. In some communities, benefits administered locally provide limited healthcare coverage to households. Communication & training to CoC recipients is individualized to each community, based on availability of local benefits

1C-14.	Centralized or Coordinated Entry System–Assessment Tool. You Must Upload an Attachment to the 4B. Attachments Screen.	
	NOFO Section VII.B.1.n.	

Describe in the field below how your CoC’s coordinated entry system:	
1.	covers 100 percent of your CoC’s geographic area;
2.	reaches people who are least likely to apply for homeless assistance in the absence of special outreach;
3.	prioritizes people most in need of assistance; and
4.	ensures people most in need of assistance receive assistance in a timely manner.

**(limit 2,000 characters)**

1- The CoC’s Coordinated Entry (CE) system does not cover the CoC’s entire geographic area. The TX BoS CoC covers 215 of 254 counties in Texas, or 86% of the state. The CE system covers 50 counties, or 23% of the CoC & 55% of the CoC’s total population.

2-While street outreach is an important component of CE, many communities lack street outreach capacity. As a result, households seeking assistance go directly to agencies known to have housing programs & other social services & who are already participating in CE. In addition, communities coordinate with a variety of stakeholders such as police departments, county judges, public housing agencies & churches to connect with households & refer them to homeless assistance. Each CE region uses a marketing flyer that provides Entry Point contact info so that households in need of housing can be connected to an Entry Point for a CE assessment. Communities post the flyers in places where persons experiencing homelessness may see them & they share flyers with service providers that do not participate in CE so that they can connect clients to an Entry Point.

3-The CoC uses the Vulnerability Index-Service Prioritization Decision Assistance Tool (VI-SPDAT) for individuals & Family VI-SPDAT for families. The tools provide a score that recommends a housing intervention: no intervention, rapid re-housing or permanent supportive housing. A high score indicates a need for housing with high-intensity services. In 2020, the CoC approved & adopted prioritization standards to prioritize persons at most severe risk of illness from COVID-19. These standards place less weight on VI-SPDAT scores & more importance on factors related to being at the most severe risk of illness, such as age, being a survivor & having a chronic health condition.

4-Using the prioritization standards ensures that persons who are most in need of assistance are connected to housing resources in a timely manner compared to a system without prioritization standards

1C-15.	<b>Promoting Racial Equity in Homelessness–Assessing Racial Disparities.</b>	
	NOFO Section VII.B.1.o.	

Did your CoC conduct an assessment of whether disparities in the provision or outcome of homeless assistance exists within the last 3 years?	Yes
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1C-15a.	<b>Racial Disparities Assessment Results.</b>	
	NOFO Section VII.B.1.o.	

Select yes or no in the chart below to indicate the findings from your CoC's most recent racial disparities assessment.

1.	People of different races or ethnicities are more likely to receive homeless assistance.	Yes
2.	People of different races or ethnicities are less likely to receive homeless assistance.	Yes
3.	People of different races or ethnicities are more likely to receive a positive outcome from homeless assistance.	Yes
4.	People of different races or ethnicities are less likely to receive a positive outcome from homeless assistance.	Yes
5.	There are no racial or ethnic disparities in the provision or outcome of homeless assistance.	No
6.	The results are inconclusive for racial or ethnic disparities in the provision or outcome of homeless assistance.	No

1C-15b.	<b>Strategies to Address Racial Disparities.</b>	
	NOFO Section VII.B.1.o.	

Select yes or no in the chart below to indicate the strategies your CoC is using to address any racial disparities.

1.	The CoC's board and decisionmaking bodies are representative of the population served in the CoC.	Yes
2.	The CoC has identified steps it will take to help the CoC board and decisionmaking bodies better reflect the population served in the CoC.	Yes
3.	The CoC is expanding outreach in geographic areas with higher concentrations of underrepresented groups.	No
4.	The CoC has communication, such as flyers, websites, or other materials, inclusive of underrepresented groups.	Yes
5.	The CoC is training staff working in the homeless services sector to better understand racism and the intersection of racism and homelessness.	Yes
6.	The CoC is establishing professional development opportunities to identify and invest in emerging leaders of different races and ethnicities in the homelessness sector.	Yes
7.	The CoC has staff, committees, or other resources charged with analyzing and addressing racial disparities related to homelessness.	Yes
8.	The CoC is educating organizations, stakeholders, boards of directors for local and national nonprofit organizations working on homelessness on the topic of creating greater racial and ethnic diversity.	No

9.	The CoC reviewed coordinated entry processes to understand their impact on people of different races and ethnicities experiencing homelessness.	Yes
10.	The CoC is collecting data to better understand the pattern of program use for people of different races and ethnicities in its homeless services system.	Yes
11.	The CoC is conducting additional research to understand the scope and needs of different races or ethnicities experiencing homelessness.	No
	Other:(limit 500 characters)	
12.	CoC Lead Agency Internal Race Equity work	Yes

1C-15c.	Promoting Racial Equity in Homelessness Beyond Areas Identified in Racial Disparity Assessment.	
	NOFO Section VII.B.1.o.	

Describe in the field below the steps your CoC and homeless providers have taken to improve racial equity in the provision and outcomes of assistance beyond just those areas identified in the racial disparity assessment.

**(limit 2,000 characters)**

The CoC Lead Agency (THN) began internal work to understand white supremacy culture, how it shows up in the org & contributes to maintaining racial disparities in the CoC. Consultants conducted a gaps analysis of svcs in the CoC & data analysis (DA) of PIT & HMIS data that identified needed changes to improve racial equity. Some changes are included in a CoC strategic plan & action plan.

The CoC also analyzed data on Coordinated Entry (CE) entrances & exits from 2018-2020. Findings indicate that the % of Black people entering CE (25%) is disproportionate to their representation in TX' general population (8%). In response to COVID-19, the CoC & CE Steering Committee reviewed CE data regarding factors of people at higher risk of severe illness (HRSI) from COVID-19. For example, the CDC guidance states that those 65 & older are at HRSI. Findings from the CE DA indicate that clients who are white & Latino tend to be younger than clients who are white & not Latino. This is a similar case with Black & Latino clients. Thus, using age as a priority factor may exclude people who are Latino. This DA provided insight into possible implications of using time-limited prioritization standards & helped the committee & CoC Board approve a lower age standard.

Homeless svcs providers trained staff on racial disparities, unconscious bias, race relations & underserved populations; participated in diversity & inclusion network & its monthly trainings; reviewed policies & procedures to ensure they did not contribute to racial disparities; increased staff diversity to match clients' diversity; engaged in difficult conversations with staff as racial situations arose; used an approach to case mgmt to break norms of white dominant culture (e.g., conducted multi-discipline case mgmt with clients including food to improve relationship building & ensure clients feel their needs are being addressed); & emphasized cultural humility to ensure svcs are provided in a culturally responsive manner

1C-16.	Persons with Lived Experience–Active CoC Participation.	
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NOFO Section VII.B.1.p.

Enter in the chart below the number of people with lived experience who currently participate in your CoC under the five categories listed:

	Level of Active Participation	Number of People with Lived Experience Within the Last 7 Years or Current Program Participant	Number of People with Lived Experience Coming from Unsheltered Situations
1.	Included and provide input that is incorporated in the local planning process.	18	15
2.	Review and recommend revisions to local policies addressing homelessness related to coordinated entry, services, and housing.	7	15
3.	Participate on CoC committees, subcommittees, or workgroups.	1	7
4.	Included in the decisionmaking processes related to addressing homelessness.	7	7
5.	Included in the development or revision of your CoC's local competition rating factors.	2	0

1C-17.	Promoting Volunteerism and Community Service.	
	NOFO Section VII.B.1.r.	

Select yes or no in the chart below to indicate steps your CoC has taken to promote and support community engagement among people experiencing homelessness in the CoC's geographic area:

1.	The CoC trains provider organization staff on connecting program participants and people experiencing homelessness with education and job training opportunities.	No
2.	The CoC trains provider organization staff on facilitating informal employment opportunities for program participants and people experiencing homelessness (e.g., babysitting, housekeeping, food delivery, data entry).	Yes
3.	The CoC works with organizations to create volunteer opportunities for program participants.	Yes
4.	The CoC works with community organizations to create opportunities for civic participation for people experiencing homelessness (e.g., townhall forums, meeting with public officials).	Yes
5.	Provider organizations within the CoC have incentives for employment and/or volunteerism.	Yes
6.	Other:(limit 500 characters)	
	THN administers a VISTA project to address homelessness across Texas and promotes the opportunity to people with lived experience of homelessness	Yes

## 1D. Addressing COVID-19 in the CoC's Geographic Area

To help you complete the CoC Application, HUD published resources at [https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition), including:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2021 Continuum of Care Program Competition
- FY 2021 CoC Application Detailed Instructions—essential in helping you maximize your CoC Application score by giving specific guidance on how to respond to many questions and providing specific information about attachments you must upload
- 24 CFR part 578

1D-1.	<b>Safety Protocols Implemented to Address Immediate Needs of People Experiencing Unsheltered, Congregate Emergency Shelter, Transitional Housing Homelessness.</b>	
	NOFO Section VII.B.1.q.	
	Describe in the field below protocols your CoC implemented during the COVID-19 pandemic to address immediate safety needs for individuals and families living in:	
1.	unsheltered situations;	
2.	congregate emergency shelters; and	
3.	transitional housing.	

**(limit 2,000 characters)**

CoC sent e-newsletters on info & guidance (I&G) addressing COVID-19 (CV) safety needs. Prvdrs in CoC addressed immediate safety needs according to their communities' needs & resources using the CoC's I&G.

1-Unshltred situations: srvc prvdrs partnered with medical prvdrs (MPs) & Local Homeless Coalitions in the CoC to provide quarantine shltr & food. Communities used hotels as shltr to minimize those staying in congregate shltr. THN & donors supplied PPE to unshltred persons (UPs), people entering shltr from unshltred locations, staff, & volunteers. CE assessments were completed by phone instead of in person, & clients provided documentation electronically. Prvdrs performed temp checks, rqrd masks, & social distanced (SD) at agencies' offices. Agencies delivered health & safety edu to unshltred clients. Transport for UPs to/from testing & vaccination (T&V) sites was provided. Mobile health clinics provided info on how to access transport & T&V sites near encampments. Outreach workers assessed medical needs of UPs & provided PPE & supplies to UPs that did not want shltr.

2-Agencies in the CoC used CDC guidelines that best fit their shltrs, e.g. requiring temp checks upon entry, wearing masks, & SD. Prvdrs reduced their shltr capacity & stopped discharging from shltr unless to permanent housing. Agencies required CV testing upon entry; provided PPE to shltr residents; increased cleaning protocols; established isolation rooms for symptomatic clients; provided hotel rooms to high-risk clients; & closed shltrs & quarantined people when anyone tested positive for CV, & clients were guaranteed a shltr bed upon returning from quarantine. Shltrs partnered with MPs to provide vaccines onsite & offsite & medical care to clients.

3-Transitional housing (TH): all required masks & SD for office visits & a prvdr

conducted home visits outdoors instead of indoors. Info on T&V sites & transport was provided. Doctors visited non-congregate shlters & TH residents to assess medical needs.

<b>1D-2.</b>	<b>Improving Readiness for Future Public Health Emergencies.</b>	
	NOFO Section VII.B.1.q.	

Describe in the field below how your CoC improved readiness for future public health emergencies.

**(limit 2,000 characters)**

THN (CoC Lead Agency) has always valued relationships between itself & homeless svcs providers in the CoC & between providers & other stakeholders in their own communities. Relationships were developed & strengthened between agencies & their local public health depts. (PHD) & between the CoC & PHD, particularly the PHD in Laredo, whose director is a former CoC Board member. Other public health workers helped locally in the 30 communities where Local Homeless Coalitions (LHCs) operate. LHCs are the local planning bodies for homeless svcs that cover sections of the CoC. The partnerships between homeless svcs & PHDs mean communities & the CoC are well-positioned to handle future health crises.

COVID-19 also emphasized the important role of the CoC Lead Agency. Since the CoC covers a vast geography & there were similar but distinctly different needs across the entire CoC, THN staff supported providers by checking in with them regularly, posting COVID-19 resources on our website, producing a bi-weekly e-newsletter focused on COVID-19 response, reading pertinent materials & summarizing info & holding webinars. Those kinds of activities are ones that THN has routinely conducted, but tailoring them to address a health emergency was new. THN also played some new roles, such as soliciting & accepting donations of masks & other PPE & mailing them to CoC partner agencies for their staff & participants. THN also did fundraising; for example, we received funding through the Nat'l. Low Income Housing Coalition & awarded it to providers to meet COVID-related needs of people experiencing homelessness. THN will replicate those actions if another crisis emerges.

One outcome of the pandemic response: many agencies that had not been involved with the CoC in the past applied for ESG-CV & CoC Program funding in 2020-21. Having more homeless svcs/housing in operation & participating in the CoC makes our CoC stronger & better prepared to handle future public health emergencies

<b>1D-3.</b>	<b>CoC Coordination to Distribute ESG Cares Act (ESG-CV) Funds.</b>	
	NOFO Section VII.B.1.q	

Describe in the field below how your CoC coordinated with ESG-CV recipients to distribute funds to address:

- |           |                             |
|-----------|-----------------------------|
| <b>1.</b> | <b>safety measures;</b>     |
| <b>2.</b> | <b>housing assistance;</b>  |
| <b>3.</b> | <b>eviction prevention;</b> |



4.	healthcare supplies; and
5.	sanitary supplies.

**(limit 2,000 characters)**

The CoC worked with (and continues to work with) 7 ESG recipients to allocate funds, consulting with cities/counties & serving as the ESG Coordinator for State ESG-CV funds. The projects that received funds were determined by recipients' criteria, relative need of a given geographic area & the particular projects that were proposed. The ESG-CV, together with State CSBG-CV-D funding, enabled THN, the CoC Lead Agency, to hire an ESG-CV Project Specialist and expand the support the CoC offered to ESG recipients and subrecipients.

1) Applicants to the State ESG-CV-2 funding competition were prioritized to the extent that they employed safety measures for staff through hazard pay and waived in-person case management requirements for participants. THN staff worked with ESG recipients and subrecipients to ensure that they were using the full menu of available waivers to address the safety of participants and staff and that participant needs were met.

2) In the State ESG-CV-2 competition, homelessness prevention & rapid re-housing (HP/RRH) were prioritized over emergency shelter and street outreach to ensure that housing assistance was available to the greatest extent possible, including partnership on an HP/RRH project that resulted in 100% of the CoC's 215 counties having access to housing assistance.

3) The CoC coordinated with the State ESG recipient to partner with legal aid offices covering the entire service area to provide legal assistance to households facing eviction using ESG-CV-2 funds.

4)&5) the CoC worked in consultation with the State ESG recipient to adopt all the ESG-CV waivers in Notice CPD-21-08 that allowed recipients/ subrecipients to expend ESG-CV funds on personal protective equipment (PPE) and enhanced sanitary procedures in projects and facilities funded by ESG-CV. Prior to the adoption of these waivers, CoC Lead Agency staff worked to solicit donations for PPE and sanitary supplies, mailing these supplies to CoC partners across the CoC

1D-4.	CoC Coordination with Mainstream Health.	
	NOFO Section VII.B.1.q.	

Describe in the field below how your CoC coordinated with mainstream health (e.g., local and state health agencies, hospitals) during the COVID-19 pandemic to:

1.	decrease the spread of COVID-19; and
2.	ensure safety measures were implemented (e.g., social distancing, hand washing/sanitizing, masks).

**(limit 2,000 characters)**

1) Texas Homeless Network (THN) was in frequent communication with the Texas Dept. of State Health Services (DSHS) about how they were supporting decreasing the spread of COVID-19 among people experiencing homelessness. Additionally, THN formed a new relationship & coordinated with the Texas Hospital Assn. Hospitals were instructed to call THN if they were in the CoC &

identified a patient who was experiencing homelessness. THN coordinated connections between hospital staff & Local Homeless Coalitions (LHCs) in 30 communities & housing providers throughout the TX BoS CoC to promote things like Isolation housing for people who were unhoused & exposed to or infected with COVID-19 & other non-congregate sheltering/housing options. LHCs coordinated with mobile health clinics for education on topics such as transportation to & from testing sites.

2) THN contacted local health departments & held joint webinars about coordinating with local homeless services providers. Increased coordination allowed providers to perform temp checks & require masks & social distancing at offices & congregate settings. THN staff supported shelter/housing/service providers by checking in with them regularly, posting COVID-19 resources on our website, producing a bi-weekly e-newsletter focused on COVID-19 response, reading pertinent materials & summarizing info for providers & holding webinars. THN also accepted donations of masks & mailed them to providers for their staff & participants. THN also received funding from the National Low Income Housing Coalition & awarded it to providers to meet COVID-related needs of people experiencing homelessness. One of the grantees used their award to conduct street outreach & to provide personal protective equipment for people experiencing unsheltered homelessness THN also received a grant from Superior HealthPlan of Texas that was redistributed to local service providers to reimburse costs associated with implementing CDC-recommended safety measures

1D-5.	Communicating Information to Homeless Service Providers.	
	NOFO Section VII.B.1.q.	

Describe in the field below how your CoC communicated information to homeless service providers during the COVID-19 pandemic on:

1.	safety measures;
2.	changing local restrictions; and
3.	vaccine implementation.

**(limit 2,000 characters)**

1-Texas Homeless Network (THN), the CoC Lead Agency, communicated recommended Centers for Disease Control & Prevention (CDC) safety measures via a monthly e-newsletter to service (svc) providers & community partners on the CoC's email list. THN also asked e-newsletter recipients to forward the info to other community members. THN called & emailed individual svc providers to walk them through implementation of safety measures. THN also created a section on THN's website with info about safety measures & updated it regularly. Local Homeless Coalitions (LHCs), which coordinate homeless svcs & housing in smaller geographic areas of the 215-county CoC, created & distributed COVID-19 action plan flowcharts to homeless svc providers & other community partners. THN also encouraged LHCs & agencies to work with local public health depts, emergency management teams & other entities to stay abreast of the latest safety recommendations & requirements for their local areas.

2-THN communicated changing local restrictions & CDC recommendations by e-newsletter and provided technical assistance (TA) to individual svc providers by phone & email, as requested. THN also updated the COVID-19 section of the website regularly. Because of the CoC's large geography, THN provided

LHCs & agencies info on how to work with their local public health depts, emergency mgmt teams & other entities to stay abreast of the latest restrictions for their local areas. LHCs forwarded guidance from the CoC & local leaders to local svc providers.

3-On the CoC level, THN provided updated info by e-newsletter, website & 1-to-1 TA on how to find relevant public health dept contacts & emergency mgmt teams & shared how other communities were working with public health & emergency mgmt to access vaccines. Locally, LHCs & shelters coordinated with local health systems & pharmacies to vaccinate shelter residents & to organize pop-up vaccine clinics in areas frequented by people experiencing homelessness.

1D-6.	Identifying Eligible Persons Experiencing Homelessness for COVID-19 Vaccination.	
	NOFO Section VII.B.1.q.	

Describe in the field below how your CoC identified eligible individuals and families experiencing homelessness for COVID-19 vaccination based on local protocol.

**(limit 2,000 characters)**

THN, the CoC Lead Agency, provided one-on-one technical assistance, as requested, and distributed CDC eligibility and vaccination prioritization guidelines through an e-newsletter sent to subscribers of the CoC's email list. THN's ESG & SSVF Manager facilitated introductions among service providers and local Offices of Emergency Management to coordinate vaccination drives for people experiencing homelessness. The CoC also held General Membership Meetings by webinar to discuss protocols and provide a platform for providers to share information and best practices for identifying eligible individuals and families experiencing homelessness for vaccination. THN also encouraged LHCs and individual agencies to work with their local public health departments, healthcare entities, emergency management teams, and other groups to stay abreast of the latest vaccination information for their local areas and to coordinate vaccination efforts for people experiencing homelessness. Local Homeless Coalitions (LHCs), which coordinate homeless services and housing in smaller geographic areas around the 215-county CoC, focused on local efforts. For example, the Denton County Homeless Coalition and the Concho Valley Homeless Planning Coalition leadership coordinated with their Offices of Emergency Management and pharmacies to create vaccination drives near encampment locations. Also, shelters identified residents who were eligible for vaccinations and coordinated with local pharmacies to organize vaccination clinics. Outreach workers with the Local Homeless Coalition of Navarro County and East Texas Human Needs Network distributed information on vaccination eligibility to unsheltered and sheltered people to help identify individuals eligible for vaccination, as determined by local protocol. Both the local and CoC-level efforts worked together to help identify people experiencing homelessness who were eligible for vaccinations

1D-7.	Addressing Possible Increases in Domestic Violence.	
	NOFO Section VII.B.1.e.	

Describe in the field below how your CoC addressed possible increases in domestic violence calls for assistance due to requirements to stay at home, increased unemployment, etc. during the COVID-19 pandemic.

**(limit 2,000 characters)**

The TX BoS CoC covers a large geography: about 84% of Texas' land mass. The CoC's response to the possibility of increased instances of domestic violence (DV) centered around empowering and amplifying voices of survivors and Victim Service Providers (VSP).

During the COVID-19 pandemic the CoC created and established a Victim Service Provider Committee (VSPC). This group reports to the CoC Board and provides much needed input into the functionality of the Coordinated Entry (CE) system and operation of projects. For example, early in the pandemic, the CoC developed a Homelessness Prevention Screening Tool (HPST) that was presented to this committee twice to ensure that, in the development and use of the tool, the needs of survivors were centered. The Texas Council on Family Violence (TCFV) is a powerful voice of advocates for victims. TCFV also reviewed the tool as part of the committee and during its development, CoC Staff made changes to the HPST based on feedback given by the VSPC and TCFV. This tool is used in the Emergency Solutions Grant (ESG) Program and is believed to result in increased prioritization for survivors in the face of a possible increase in DV.

In addition to the HPST, the CoC was able to partner with TCFV to implement the State Emergency Housing Voucher (EHV) Program, in partnership with the Texas Department of Housing and Community Affairs, to ensure that the rates of referral for survivors under EHV matched the overall rates of domestic violence in the state, 1 in 3. Fortunately, a full 1/3 of EHV's issued to the state will go to survivors of DV, dating violence, sexual assault, and stalking.

Also, through the VSPC and TCFV, the CoC was able to communicate directly with VSPs to encourage them to apply for ESG, CoC Program, and Community Services Block Grant-CARES Act-Discretionary (CSBG-CV-D) funding to meet the rising need for survivor housing.

1D-8.	Adjusting Centralized or Coordinated Entry System.	
	NOFO Section VII.B.1.n.	

Describe in the field below how your CoC adjusted its coordinated entry system to account for rapid changes related to the onset and continuation of the COVID-19 pandemic.

**(limit 2,000 characters)**

In response to COVID-19, in June 2020, the CE Steering Committee (CESC) proposed time-limited prioritization standards related to people who are at the most severe risk of illness: people age 55 & older, people with chronic health issues, survivors of domestic violence/dating violence/sexual assault/stalking, & unsheltered persons—for all rapid re-housing & permanent supportive housing openings regardless of funding source. The CoC Board approved prioritization

standards in Aug. 2020 & extended them in Jan. 2021.

CARES Act funding led to more Emergency Solutions Grant- (ESG-) funded projects in more areas of the 215-county CoC. THN, the CoC Lead Agency, developed a homelessness prevention (HP) assessment tool & worked with Endeavors to initiate a virtual entry point through Aunt Bertha, an online network that connects people & social svcs. Through this online network, people seeking svcs can complete a short screening questionnaire & the CoC will provide the referrals directly to Endeavors to continue with the CE process. The CoC researched & reviewed HP assessment tool options & hosted focus groups from Jan.-March 2021 to understand factors most relevant to the CoC & for using the tool. The groups included victim services providers, the CESC & ESG recipients & subrecipients. After the focus groups a draft tool was completed. The CoC piloted its use with an ESG-CV subrecipient, Endeavors & with the CoC's HMIS team, developed a workflow that expands the CE process to include persons at risk of homelessness.

The CoC also incorporated Emergency Housing Vouchers (EHVs) into CE. EHVs were allocated to 27 PHAs in the CoC. 15 PHAs are located in a geographic area covered by the CoC's CE system. In these areas, orgs that participate in CE as entry points refer eligible households to PHAs for EHVs once the household has gone through a CE enrollment. THN staff introduced the PHAs to their local CE orgs & helped to create referral processes unique to each community

## 1E. Project Capacity, Review, and Ranking–Local Competition

To help you complete the CoC Application, HUD published resources at [https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition), including:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2021 Continuum of Care Program Competition
- FY 2021 CoC Application Detailed Instructions–essential in helping you maximize your CoC Application score by giving specific guidance on how to respond to many questions and providing specific information about attachments you must upload
- 24 CFR part 578

1E-1.	Announcement of 30-Day Local Competition Deadline–Advance Public Notice of How Your CoC Would Review, Rank, and Select Projects. You Must Upload an Attachment to the 4B. Attachments Screen.	
	NOFO Section VII.B.2.a. and 2.g.	

1.	Enter the date your CoC published the 30-day submission deadline for project applications for your CoC’s local competition.	08/31/2021
2.	Enter the date your CoC publicly posted its local scoring and rating criteria, including point values, in advance of the local review and ranking process.	09/01/2021

1E-2.	Project Review and Ranking Process Your CoC Used in Its Local Competition. You Must Upload an Attachment to the 4B. Attachments Screen. We use the response to this question as a factor when determining your CoC’s eligibility for bonus funds and for other NOFO criteria listed below.	
	NOFO Section VII.B.2.a., 2.b., 2.c., and 2.d.	

Select yes or no in the chart below to indicate how your CoC ranked and selected project applications during your local competition:

1.	Established total points available for each project application type.	Yes
2.	At least 33 percent of the total points were based on objective criteria for the project application (e.g., cost effectiveness, timely draws, utilization rate, match, leverage), performance data, type of population served (e.g., DV, youth, Veterans, chronic homelessness), or type of housing proposed (e.g., PSH, RRH).	Yes
3.	At least 20 percent of the total points were based on system performance criteria for the project application (e.g., exits to permanent housing destinations, retention of permanent housing, length of time homeless, returns to homelessness).	Yes
4.	Used data from a comparable database to score projects submitted by victim service providers.	Yes
5.	Used objective criteria to evaluate how projects submitted by victim service providers improved safety for the population they serve.	Yes
6.	Used a specific method for evaluating projects based on the CoC’s analysis of rapid returns to permanent housing.	Yes

1E-2a.	Project Review and Ranking Process–Addressing Severity of Needs and Vulnerabilities.	
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NOFO Section VII.B.2.d.
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Describe in the field below how your CoC reviewed, scored, and selected projects based on:
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- |    |  |
|----|--|
| 1. | the specific severity of needs and vulnerabilities your CoC considered when ranking and selecting projects; and  |
| 2. | considerations your CoC gave to projects that provide housing and services to the hardest to serve populations that could result in lower performance levels but are projects your CoC needs in its geographic area. |

**(limit 2,000 characters)**

1-All new projects are reviewed to the extent that they can articulate the specific needs and severity of need of the targeted subpopulations identified in their project applications. Consideration for specific needs and severity of vulnerabilities by applicants is evidenced by actual or proposed performance data and a Supplemental Project Narrative, where project applicants are explicitly asked what considerations were made in the project design of their proposed projects. These narrative responses are evaluated by community members—the Independent Review Team. Those projects that incorporate the feedback of the people they are proposing to serve and provide trauma-informed, victim-/client-centered approaches that prioritize client choice will typically score better than projects that do not.

2-It is expected that all projects serve the “hardest” to serve. CoC Program-funded projects are often the only projects in a given community. For renewal project applicants, the TX BoS CoC makes metric adjustments related to income growth, housing stability, and vulnerability for projects serving survivors of domestic violence. Projects that serve participants with higher needs and vulnerabilities will generally score higher. For example, the CoC incentivizes renewal projects that enroll more than 40% of their project participants from unsheltered locations. This prioritization enables them to have the potential to rank higher. Additionally, the CoC prioritizes projects that enroll participants with zero income through the application scoring, as these households generally have the highest barriers to accessing and maintaining stable housing. In our CoC, projects that do not score as well are typically those that have not adopted, or are unable to adopt, Housing First philosophies and those that do not make considerations for serving persons that are least likely to access assistance without support.

1E-3.	Promoting Racial Equity in the Local Review and Ranking Process.	
	NOFO Section VII.B.2.e.	

Describe in the field below how your CoC:
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- |    |  |
|----|--|
| 1. | obtained input and included persons of different races, particularly those over-represented in the local homelessness population, when determining the rating factors used to review project applications;   |
| 2. | included persons of different races, particularly those over-represented in the local homelessness population, in the review, selection, and ranking process;  |
| 3. | rated and ranked projects based on the degree to which their program participants mirror the homeless population demographics (e.g., considers how a project promotes racial equity where individuals and families of different races are over-represented). |

**(limit 2,000 characters)**

1)The CoC routinely seeks input from CoC members on topics such as CoC policies, electing CoC Board members, General Membership Meeting agenda

items, & training needs. Generally, CoC Lead Agency staff have focused most efforts on obtaining input from people with lived experience (PWLE) rather than people in a particular demographic (demog) group. CoC staff, identifying as Black helped develop Race Equity (RE)-focused questions on the New Project scoresheets. They also developed/reviewed scoring metrics, collecting feedback from community members representing a wide variety of demog. The CoC will continue to seek feedback from & inclusion of all voices in the development of rating & ranking factors. The CoC is developing a PWLE advisory group to work with the CoC to oversee the implementation of the CoC's Strategic Plan, including the development of performance metrics related to RE.

2)In FY21, the CoC targeted recruitment for the Independent Review Team (IRT)--the group of CoC members that review & score project applications--to direct service workers & PWLE. Part of the IRT application involved the collection of demog information. 43% of the people who answered the question identified as Black or African-American. 85% of that group identified as female. 21% of the IRT identified as a member of a protected class, & 71% identified as a PWLE. The CoC Board ranked applications, & 7/15 Board Members are PWLE.

3)The CoC evaluates projects on a number of metrics related to RE, such as whether the Applicant has a written public commitment to RE, whether RE is a focus in job descriptions, & how the project solicits feedback from participants, in order to assess applicants' commitment to RE. However, the CoC has not evaluated renewal projects on the demog of their project participants at large. Project outcomes are monitored quarterly & through project APRs by CoC staff, including the demog of people that are exited from projects to promote RE & identify areas for growth

1E-4.	Reallocation--Reviewing Performance of Existing Projects. We use the response to this question as a factor when determining your CoC's eligibility for bonus funds and for other NOFO criterion below.	
	NOFO Section VII.B.2.f.	

Describe in the field below:	
1.	your CoC's reallocation process, including how your CoC determined which projects are candidates for reallocation because they are low performing or less needed;
2.	whether your CoC identified any projects through this process during your local competition this year;
3.	whether your CoC reallocated any low performing or less needed projects during its local competition this year;
4.	why your CoC did not reallocate low performing or less needed projects during its local competition this year, if applicable; and
5.	how your CoC communicated the reallocation process to project applicants.

**(limit 2,000 characters)**

1-In 2019 the CoC Board approved a Reallocation and Conditional Inclusion process that is used to identify low-performing projects. Any renewal project whose score is less than 70% of the highest-scoring project of the same component type is subject to a Quality Review Plan (QRP), and has two competition cycles to demonstrate improvement. If a project is subject to the Conditional Inclusion Policy for two competitive cycles, that project is subject to a mandatory review by the CoC Board to determine if that project will be



reallocated in part or in full.

This review looks at a variety of factors but centers around participation in the QRP and improvement or continued decline. This process is the only way that a project can be considered for involuntary reallocation in this CoC. Projects also have the option to voluntarily reallocate their own funds for any reason. During the Grant Inventory Worksheet (GIW) review process, the CoC Lead Agency asks for voluntary reallocation, at which time any project can choose that option.

2-The CoC did not identify any projects that were subject to the Conditional Inclusion Policy in the FY 2021 local competition.

3-The CoC is not reallocating any lower-performing projects in the FY 2021 competition.

4-Because the CoC policy specifies competition cycles rather than specific lengths of time as the trigger for the policy, and only one competition cycle has passed since the board approved the policy, no recipients were subject to mandatory review. Our CoC has demonstrated that we will reallocate low-performing projects, based on total reallocations (~24%) from FY16-FY21.

5-The CoC's Reallocation Policy was made available for public comment prior to its adoption; it is posted prominently on the CoC section of THN's website; and it is attached to the Request for Proposals (RFP) that the CoC uses to solicit applications for CoC Program funding.

1E-4a.	Reallocation Between FY 2016 and FY 2021. We use the response to this question as a factor when determining your CoC's eligibility for bonus funds and for other NOFO criterion below.	
NOFO Section VII.B.2.f.		

Did your CoC cumulatively reallocate at least 20 percent of its ARD between FY 2016 and FY 2021?	Yes
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1E-5.	Projects Rejected/Reduced–Public Posting. You Must Upload an Attachment to the 4B. Attachments Screen if You Select Yes.	
NOFO Section VII.B.2.g.		

1.	Did your CoC reject or reduce any project application(s)?	Yes
2.	If you selected yes, enter the date your CoC notified applicants that their project applications were being rejected or reduced, in writing, outside of e-snaps.	09/23/2021

1E-5a.	Projects Accepted–Public Posting. You Must Upload an Attachment to the 4B. Attachments Screen.	
NOFO Section VII.B.2.g.		

Enter the date your CoC notified project applicants that their project applications were accepted and ranked on the New and Renewal Priority Listings in writing, outside of e-snaps.	10/27/2021
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1E-6.	<b>Web Posting of CoC-Approved Consolidated Application. You Must Upload an Attachment to the 4B. Attachments Screen.</b>	
	NOFO Section VII.B.2.g.	

<b>Enter the date your CoC's Consolidated Application was posted on the CoC's website or affiliate's website—which included:</b> <b>1. the CoC Application;</b> <b>2. Priority Listings; and</b> <b>3. all projects accepted, ranked where required, or rejected.</b>	11/11/2021
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## 2A. Homeless Management Information System (HMIS) Implementation

To help you complete the CoC Application, HUD published resources at [https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition), including:  
 - Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2021 Continuum of Care Program Competition  
 - FY 2021 CoC Application Detailed Instructions—essential in helping you maximize your CoC Application score by giving specific guidance on how to respond to many questions and providing specific information about attachments you must upload  
 - 24 CFR part 578

<b>2A-1.</b>	<b>HMIS Vendor.</b>	
	Not Scored—For Information Only	

Enter the name of the HMIS Vendor your CoC is currently using.	Eccovia ClientTrack
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<b>2A-2.</b>	<b>HMIS Implementation Coverage Area.</b>	
	Not Scored—For Information Only	

Select from dropdown menu your CoC's HMIS coverage area.	Single CoC
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<b>2A-3.</b>	<b>HIC Data Submission in HDX.</b>	
	NOFO Section VII.B.3.a.	

Enter the date your CoC submitted its 2021 HIC data into HDX.	05/13/2021
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<b>2A-4.</b>	<b>HMIS Implementation—Comparable Database for DV.</b>	
	NOFO Section VII.B.3.b.	

Describe in the field below actions your CoC and HMIS Lead have taken to ensure DV housing and service providers in your CoC:

- |    |   |
|----|---|
| 1. | have a comparable database that collects the same data elements required in the HUD-published 2020 HMIS Data Standards; and             |
| 2. | submit de-identified aggregated system performance measures data for each project in the comparable database to your CoC and HMIS lead. |

**(limit 2,000 characters)**

1-The CoC Lead Agency and HMIS Lead Agency–Texas Homeless Network (THN)--works closely with the Texas Council on Family Violence (TCFV), which operates an HMIS-comparable database, to help victim service providers (VSP) access systems that collect the required HUD data elements. The collaboration consists of providing technical assistance and vendor recommendations to each VSP that is in need of a comparable database. The CoC and HMIS Lead–THN–engages on a regular basis with VSPs to ensure their understanding of data entry into the comparable database and of reporting requirements.

2-CoC Program-funded projects use de-identified aggregate data from the comparable database to participate in the Quarterly Performance Scorecard, which is a CoC-level tool to assess four times per year how projects are performing. These aggregate data reports are also used to score projects applying for CoC Program funding. CoC Program-funded projects use this data to respond to a portion of the renewal project application for CoC Program funding. The CoC utilizes all of these instances of gathering de-identified data from the comparable database to assess the special needs related to domestic violence, dating violence, sexual assault, and stalking in the Texas Balance of State Continuum of Care.

<b>2A-5.</b>	<b>Bed Coverage Rate–Using HIC, HMIS Data–CoC Merger Bonus Points.</b>	
	NOFO Section VII.B.3.c. and VII.B.7.	

Enter 2021 HIC and HMIS data in the chart below by project type:

Project Type	Total Beds 2021 HIC	Total Beds in HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
1. Emergency Shelter (ES) beds	4,441	1,529	1,836	63.05%
2. Safe Haven (SH) beds	0	0	0	
3. Transitional Housing (TH) beds	922	203	307	42.70%
4. Rapid Re-Housing (RRH) beds	1,514	348	798	68.44%
5. Permanent Supportive Housing	1,337	70	345	27.23%
6. Other Permanent Housing (OPH)	0	0	0	

<b>2A-5a.</b>	<b>Partial Credit for Bed Coverage Rates at or Below 84.99 for Any Project Type in Question 2A-5.</b>	
	NOFO Section VII.B.3.c.	

For each project type with a bed coverage rate that is at or below 84.99 percent in question 2A-5, describe:

1.	steps your CoC will take over the next 12 months to increase the bed coverage rate to at least 85 percent for that project type; and
2.	how your CoC will implement the steps described to increase bed coverage to at least 85 percent.

**(limit 2,000 characters)**

The CoC and HMIS Lead–Texas Homeless Network (THN)--will reach out to Emergency Shelter (ES), Transitional Housing (TH), Rapid Re-housing (RRH), and Permanent Supportive Housing (PSH) projects that do not currently use HMIS in order to increase the bed coverage rate to at least 84.99 percent. The

CoC and HMIS Lead will start doing outreach by December 31, 2021. Additionally, the CoC and HMIS Lead will target efforts to providers that make up the majority of beds not utilizing HMIS. The CoC will reach out to leadership at corporate offices for agencies such as Family Promise or The Salvation Army. This more targeted work, which will include reaching out to senior leadership at the Nationwide Family Promise office and the Regional Salvation Army, for Emergency Shelter and Transitional Housing Projects will happen until May 31, 2022. The majority of non-HMIS participating RRH projects are due to the fact that the organization is a Victim Service Provider and is prohibited. That being said, the CoC and HMIS Lead will target non-VSP RRH projects to gain HMIS participation. For PSH projects, the CoC and HMIS Lead will target HUD-VASH providers since HUD-VASH accounts for 99% of the PSH Projects in the Texas Balance of State Continuum of Care. The CoC Lead Agency will apply for technical assistance to support work with VISN Coordinators with the Department of Veterans Affairs. The CoC and HMIS Lead will start this work in late 2021, and it will continue throughout 2022. The Director of Data and the Director of Planning will lead this effort on behalf of the Texas Balance of State Continuum of Care.

<b>2A-5b.</b>	<b>Bed Coverage Rate in Comparable Databases.</b>	
	NOFO Section VII.B.3.c.	

Enter the percentage of beds covered in comparable databases in your CoC’s geographic area.	95.08%
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<b>2A-5b.1.</b>	<b>Partial Credit for Bed Coverage Rates at or Below 84.99 for Question 2A-5b.</b>	
	NOFO Section VII.B.3.c.	

If the bed coverage rate entered in question 2A-5b. is 84.99 percent or less, describe in the field below:

- |    |  |
|----|--|
| 1. | steps your CoC will take over the next 12 months to increase the bed coverage rate to at least 85 percent; and |
| 2. | how your CoC will implement the steps described to increase bed coverage to at least 85 percent.               |

**(limit 2,000 characters)**

<b>2A-6.</b>	<b>Longitudinal System Analysis (LSA) Submission in HDX 2.0.</b>	
	NOFO Section VII.B.3.d.	

Did your CoC submit LSA data to HUD in HDX 2.0 by January 15, 2021, 8 p.m. EST?	Yes
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## 2B. Continuum of Care (CoC) Point-in-Time (PIT) Count

To help you complete the CoC Application, HUD published resources at [https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition), including:

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- 24 CFR part 578

<b>2B-1.</b>	<b>Sheltered and Unsheltered PIT Count—Commitment for Calendar Year 2022</b>	
	<b>NOFO Section VII.B.4.b.</b>	

<b>Does your CoC commit to conducting a sheltered and unsheltered PIT count in Calendar Year 2022?</b>	Yes
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<b>2B-2.</b>	<b>Unsheltered Youth PIT Count—Commitment for Calendar Year 2022.</b>	
	<b>NOFO Section VII.B.4.b.</b>	

<b>Does your CoC commit to implementing an unsheltered youth PIT count in Calendar Year 2022 that includes consultation and participation from youth serving organizations and youth with lived experience?</b>	No
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## 2C. System Performance

To help you complete the CoC Application, HUD published resources at [https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition), including:

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- 24 CFR part 578

<b>2C-1.</b>	<b>Reduction in the Number of First Time Homeless—Risk Factors.</b>	
	NOFO Section VII.B.5.b.	

Describe in the field below:	
1.	how your CoC determined which risk factors your CoC uses to identify persons becoming homeless for the first time;
2.	how your CoC addresses individuals and families at risk of becoming homeless; and
3.	provide the name of the organization or position title that is responsible for overseeing your CoC’s strategy to reduce the number of individuals and families experiencing homelessness for the first time or to end homelessness for individuals and families.

**(limit 2,000 characters)**

1-The CoC Lead Agency—Texas Homeless Network (THN)--conducted a literature review to identify the characteristics of households that become homeless for the first time. The CoC found that for families, key predictors are frequent mobility, overcrowding, single mothers with young children, and being a Person of Color, particularly a Black person. There are also biographical risk factors: a disproportionate number of homeless people report adverse childhood experiences, including neglect, physical and sexual abuse, experience of homelessness, and being forced or placed out of the home. The CoC found that households that were homeless for the first time had minimal engagement with other services, e.g., hospitals or the justice system, and were less likely to have been hospitalized for mental illness or convicted of a crime.

2-To prevent homelessness for households at risk of homelessness, agencies in the CoC use homelessness prevention (HP) assistance; use flexible funds to cover needs that cannot be paid with grant funding; expand partnerships with Emergency Solutions Grant (ESG) program-funded projects and Community Action Agencies; engage in diversion and problem-solving with people seeking homeless assistance; work to help households avoid evictions; and provide connections to mainstream resources to promote housing stability. The CoC also developed an HP tool in partnership with ESG subrecipients, SSVF providers, and the Texas Council on Family Violence. Currently, the CoC is piloting serving those at-risk in the Coordinated Entry System (CES) with an ESG-CV recipient and EHV organizations and plans to expand serving at-risk participants to the entire CES.

3-The Director of Data and the Director of Planning at THN are responsible for

overseeing the CoC's strategy to reduce the number of households experiencing homelessness for the first time.

2C-2.	Length of Time Homeless–Strategy to Reduce.	
	NOFO Section VII.B.5.c.	
	Describe in the field below:	
1.	your CoC's strategy to reduce the length of time individuals and persons in families remain homeless;	
2.	how your CoC identifies and houses individuals and persons in families with the longest lengths of time homeless; and	
3.	provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to reduce the length of time individuals and families remain homeless.	

**(limit 2,000 characters)**

1-The CoC's strategy to reduce the length of time (LOT) households remain homeless includes enhancing Coordinated Entry by prioritizing vulnerable households, right-sizing assistance through Progressive Engagement & incentivizing rapid placement into housing following identification. CoC Program applicants are assessed and prioritized for funding if they can quickly (within 30 days) house participants, regardless of their prior living situation. The CoC has consistently reallocated lower performing projects to maintain this focus on rapid placement. In addition, the CoC is working towards incorporating diversion practices, streamlining admissions and lowering barriers, and linking to effective outreach; strengthening housing-focused practices by promoting housing-focused case management and housing navigation; and scaling permanent housing by recruiting private landlords, leveraging mainstream housing and services, reallocating resources, and building Rapid Re-Housing capacity. The CoC has worked with Local Homeless Coalitions (LHCs) and projects regardless of funding type to implement these strategies to reduce the LOT for households that remain homeless in efforts to make homelessness brief within the CoC. The CoC has spent the last several years incorporating diversion into the Coordinated Entry System (CES) and expanding the CES to include homelessness prevention to prevent people from becoming homeless in the first place.

2-Households with the longest lengths of time homeless are identified through Coordinated Entry, and length of time homeless is a prioritization factor in CE. Providers are able to see this metric on the By Name List when doing case conferencing, then they are able to house people with the longest LOTs.

3-The Director of Data and Director of Planning are responsible for overseeing the strategy to reduce the length of time homeless.

2C-3.	Exits to Permanent Housing Destinations/Retention of Permanent Housing.	
	NOFO Section VII.B.5.d.	
	Describe in the field below how your CoC will increase the rate that individuals and persons in families residing in:	
1.	emergency shelter, safe havens, transitional housing, and rapid rehousing exit to permanent housing destinations; and	
2.	permanent housing projects retain their permanent housing or exit to permanent housing destinations.	



**(limit 2,000 characters)**

1-There are no Safe Havens in the CoC. The CoC’s strategy to increase the rate at which households in emergency shelter (ES) exit to permanent housing destinations is to increase the availability of rapid rehousing (RRH), which promotes a quick transition from homelessness to housing, and building RRH capacity. The CoC’s strategy includes an emphasis on housing-focused case management for all projects. The CoC’s strategy to increase the rate at which individuals and persons in TH and RRH exit to permanent housing destinations is to promote right-sizing assistance through Progressive Engagement, housing-focused case management, and recruiting landlords. In the case of RRH in particular, the CoC works on policies and procedures to promote housing stability and building RRH capacity. Our CoC has seen a 33% increase in the number of RRH beds since 2019.

2-The CoC’s strategy to increase the rate at which households in permanent housing projects other than RRH retain their permanent housing or exit to permanent housing destinations involves right-sizing assistance, housing-focused case management, and Housing First fidelity. Efforts to increase capacity, understanding, and implementation of service delivery strategies include working with project administrators on capacity, revising termination policies, revising Case Management strategy/policy, advocating for needed resources at the local level, including affordable housing, working collaboratively to diversify funding streams, and cultivating local leadership. Additionally, the CoC supports communities in establishing “Move On” strategies with Public Housing Authorities and has been successful in leveraging Mainstream and other Special Purpose Vouchers for the benefit of existing program participants.

<b>2C-4.</b>	<b>Returns to Homelessness–CoC’s Strategy to Reduce Rate.</b>	
	NOFO Section VII.B.5.e.	

Describe in the field below:	
1.	how your CoC identifies individuals and families who return to homelessness;
2.	your CoC’s strategy to reduce the rate of additional returns to homelessness; and
3.	provide the name of the organization or position title that is responsible for overseeing your CoC’s strategy to reduce the rate individuals and persons in families return to homelessness.

**(limit 2,000 characters)**

1-The CoC identifies households who return to homelessness through Coordinated Entry (CE). Through Coordinated Entry, communities triage people experiencing homelessness by conducting the Vulnerability Index-Service Prioritization Decision Assistance Tool (VI-SPDAT). The VI-SPDAT asks how many times households have been homeless in the last three years.

2-The CoC’s strategy to reduce the rate of additional returns to homelessness is through right-sizing assistance & incorporating diversion into Coordinated Entry, strengthening housing-focused practices through housing-focused case management, P&Ps to promote housing stability, & housing navigation, & a connection with permanent housing & supportive services, including mainstream housing & services, to support housing stability. This connection to permanent housing & supportive services looks like a connection to

employment resources through the Texas Workforce Commission to increase earned income or a connection to a SOAR specialist to increase non-employment cash income. This strategy also includes connecting households that return to homelessness with longer-term housing subsidies, as receiving subsidized housing is a protective factor from repeat episodes of homelessness. In addition, CoC program applicants are assessed & prioritized for funding if the participants exit to permanent housing destinations & retain their housing, as evidenced by System Performance Measure 2. Applicants that exit households to permanent housing that have returns within two years are penalized in the scoring process & are unlikely to retain their funding without correction. The CoC provides technical assistance to renewal projects to improve performance on this metric. The CoC has consistently reallocated lower-performing projects to maintain this focus on housing retention.

3-The Dir. of Data & Dir. of Planning are responsible for overseeing the CoC's strategy to reduce the rate households return to homelessness.

2C-5.	Increasing Employment Cash Income-Strategy.	
	NOFO Section VII.B.5.f.	

Describe in the field below:	
1.	your CoC's strategy to increase employment income;
2.	how your CoC works with mainstream employment organizations to help individuals and families increase their cash income; and
3.	provide the organization name or position title that is responsible for overseeing your CoC's strategy to increase income from employment.

**(limit 2,000 characters)**

1-THN is an Advisory Member of the TX Interagency Council for the Homeless (TICH), where the TX Workforce Commission (TWC) is a member and makes funding available to connect households experiencing homelessness with local TWC offices. In addition, THN is a partner to ViaHope in a Health Resources and Services Administration grant that seeks to expand employment opportunities for people with lived experience of homelessness (PWLE) through Peer Support work opportunities in non-traditional settings. The CoC plans to support this project through the identification of placement sites in the project's service area and in the development of a Peer Support certification for PWLE, which would expand access to employment income. Development of the workforce through partnerships with mainstream employment organizations at the local level is a goal of the CoC in the 2021 CoC Strategic Plan and will continue to be a priority over the next several years.

2-Local leaders are also working to increase the employment income of PWLE. Local Homeless Coalitions (LHCs) invite staff from local Workforce Development Boards, Goodwill, Inc., and Community Services Block Grant staff to participate in their work. LHCs also advertise Workforce training programs. Outreach workers and case managers assess eligibility and link participants to resources using an eligibility portal maintained by the TX Department of State Health Services. Projects around the CoC operate employment training programs for culinary skills and Certified Nurse Assistants. One LHC sponsors participants to attend a local college to obtain a vocational certificate. Projects assist participants with resumé preparation, interview and work clothing,

interview techniques, employment coaching, job skills training, and job search and placement.

3-The Director of Data and Director of Planning along with the CoC Board are responsible for overseeing the CoC’s strategy to increase jobs and income from employment

2C-5a.	Increasing Employment Cash Income–Workforce Development–Education–Training.	
	NOFO Section VII.B.5.f.	

Describe in the field below how your CoC:	
1.	promoted partnerships and access to employment opportunities with private employers and private employment organizations, such as holding job fairs, outreach to employers, and partnering with staffing agencies; and
2.	is working with public and private organizations to provide meaningful education and training, on-the-job training, internships, and employment opportunities for program participants.

**(limit 2,000 characters)**

Due to the size of the Texas Balance of State CoC, the approaches to connecting participants in homeless assistance programs with employment are as varied as the communities in the service area.

1-Several regions in the CoC host the types of events listed: job fairs, outreach to employers, and partnering with staffing agencies. The CoC uses virtual platforms to amplify that work by reposting events and specific strategies that communities are finding successful. The CoC supports increasing access to employment, as current CoC Program recipients are scored in the CoC Program competition to the degree that they increase access to employment and other cash income sources. The CoC also hosts peer sharing calls where recipients are encouraged to discuss the strategies that work in their communities so that other communities can hear about successful interventions and assess whether to implement them. From a compliance perspective, the CoC Lead Agency reminds CoC Program recipients that CoC Program supportive services funds can pay for activities that connect people to employment.

2-Several providers and communities have partnerships working with public and private organizations to provide meaningful education, training, on-the-job training, internship, and employment opportunities. The CoC supports efforts to formalize relationships with local Workforce Boards and other organizations to support program participants. THN is a partner to ViaHope in a Health Resources and Services Administration grant that seeks to expand employment opportunities for people with lived experience of homelessness (PWLE) through Peer Support work opportunities in non-traditional settings. The CoC plans to support this project through the identification of placement sites in the project’s service area and in the development of a Peer Support certification for PWLE, which would expand access to employment income.

2C-5b.	Increasing Non-employment Cash Income.	
	NOFO Section VII.B.5.f.	

Describe in the field below:	
1.	your CoC’s strategy to increase non-employment cash income;
2.	your CoC’s strategy to increase access to non-employment cash sources; and
3.	provide the organization name or position title that is responsible for overseeing your CoC’s strategy to increase non-employment cash income.

**(limit 2,000 characters)**

1-The CoC Written Standards for Service Delivery contain requirements that all CoC Program-funded housing projects will assess participants’ eligibility for mainstream resources, including non-employment cash income sources (SSI/SSDI, TANF, and child support), and prioritize access to all benefits a household may be eligible for. When evaluating the effectiveness of funded projects in the CoC’s housing portfolio, one of the metrics that the CoC examines is the extent to which projects connect adults to all sources of income, but non-employment cash income is a primary means of stabilization for many households, and a priority. In prior years, the CoC has relied on Questions 19a and 19b of the Annual Performance Report to evaluate income growth and use these questions to see what percentage of adults are exited from funded projects without connection to non-employment Income. The CoC has amplified the messages of HUD and other Federal Departments about the availability of various stimulus payments and tax credits, most recently the Child Tax Credit expansions as part of the American Rescue Plan Act, to ensure that people who are eligible for those opportunities have access to them.

2-Projects are encouraged to develop relationships with local providers to support the health and holistic well-being of participants and to establish a connection to services that will increase access to non-employment cash sources for participants.

3-The Director of Data and Director of Planning are responsible for the strategy to increase non-employment cash income.

### 3A. Coordination with Housing and Healthcare Bonus Points

To help you complete the CoC Application, HUD published resources at [https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition), including:  
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 - 24 CFR part 578

<b>3A-1.</b>	<b>New PH-PSH/PH-RRH Project—Leveraging Housing Resources.</b>	
	<b>NOFO Section VII.B.6.a.</b>	

<b>Is your CoC applying for a new PSH or RRH project(s) that uses housing subsidies or subsidized housing units which are not funded through the CoC or ESG Programs to help individuals and families experiencing homelessness?</b>	Yes
--	-----

<b>3A-1a.</b>	<b>New PH-PSH/PH-RRH Project—Leveraging Housing Commitment. You Must Upload an Attachment to the 4B. Attachments Screen.</b>	
	<b>NOFO Section VII.B.6.a.</b>	

Select yes or no in the chart below to indicate the organization(s) that provided the subsidies or subsidized housing units for the proposed new PH-PSH or PH-RRH project(s).

1.	Private organizations	No
2.	State or local government	No
3.	Public Housing Agencies, including use of a set aside or limited preference	Yes
4.	Faith-based organizations	No
5.	Federal programs other than the CoC or ESG Programs	Yes

<b>3A-2.</b>	<b>New PSH/RRH Project—Leveraging Healthcare Resources.</b>	
	<b>NOFO Section VII.B.6.b.</b>	

<b>Is your CoC applying for a new PSH or RRH project that uses healthcare resources to help individuals and families experiencing homelessness?</b>	Yes
---	-----

<b>3A-2a.</b>	<b>Formal Written Agreements–Value of Commitment–Project Restrictions. You Must Upload an Attachment to the 4B. Attachments Screen.</b>	
	NOFO Section VII.B.6.b.	

<b>1.</b>	Did your CoC obtain a formal written agreement that includes: (a) the project name; (b) value of the commitment; and (c) specific dates that healthcare resources will be provided (e.g., 1-year, term of grant, etc.)?	Yes
<b>2.</b>	Is project eligibility for program participants in the new PH-PSH or PH-RRH project based on CoC Program fair housing requirements and not restricted by the health care service provider?	No

<b>3A-3.</b>	<b>Leveraging Housing Resources–Leveraging Healthcare Resources–List of Projects.</b>	
	NOFO Sections VII.B.6.a. and VII.B.6.b.	

If you selected yes to question 3A-1. or 3A-2., use the list feature icon to enter information on each project you intend for HUD to evaluate to determine if they meet the bonus points criteria.

Project Name	Project Type	Rank Number	Leverage Type
City of Longview ...	PSH	30	Housing
City of Longview ...	PSH	30	Healthcare

### **3A-3. List of Projects.**

**1. What is the name of the new project?** City of Longview CoC 2020

**2. Select the new project type:** PSH

**3. Enter the rank number of the project on your CoC's Priority Listing:** 30

**4. Select the type of leverage:** Housing

### **3A-3. List of Projects.**

**1. What is the name of the new project?** City of Longview CoC 2020

**2. Select the new project type:** PSH

**3. Enter the rank number of the project on your CoC's Priority Listing:** 30

**4. Select the type of leverage:** Healthcare

### 3B. New Projects With Rehabilitation/New Construction Costs

To help you complete the CoC Application, HUD published resources at [https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition), including:

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<b>3B-1.</b>	<b>Rehabilitation/New Construction Costs—New Projects.</b>	
	NOFO Section VII.B.1.r.	

Is your CoC requesting funding for any new project application requesting \$200,000 or more in funding for housing rehabilitation or new construction?	No
--	----

<b>3B-2.</b>	<b>Rehabilitation/New Construction Costs—New Projects.</b>	
	NOFO Section VII.B.1.s.	

If you answered yes to question 3B-1, describe in the field below actions CoC Program-funded project applicants will take to comply with:	
1.	Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u); and
2.	HUD’s implementing rules at 24 CFR part 75 to provide employment and training opportunities for low- and very-low-income persons, as well as contracting and other economic opportunities for businesses that provide economic opportunities to low- and very-low-income persons.

**(limit 2,000 characters)**



### 3C. Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes

To help you complete the CoC Application, HUD published resources at [https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition), including:

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<b>3C-1.</b>	<b>Designating SSO/TH/Joint TH and PH-RRH Component Projects to Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes.</b>	
	NOFO Section VII.C.	

Is your CoC requesting to designate one or more of its SSO, TH, or Joint TH and PH-RRH component projects to serve families with children or youth experiencing homelessness as defined by other Federal statutes?	No
--	----

<b>3C-2.</b>	<b>Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes. You Must Upload an Attachment to the 4B. Attachments Screen.</b>	
	NOFO Section VII.C.	

If you answered yes to question 3C-1, describe in the field below:

- |    |   |
|----|---|
| 1. | how serving this population is of equal or greater priority, which means that it is equally or more cost effective in meeting the overall goals and objectives of the plan submitted under Section 427(b)(1)(B) of the Act, especially with respect to children and unaccompanied youth than serving the homeless as defined in paragraphs (1), (2), and (4) of the definition of homeless in 24 CFR 578.3; and |
| 2. | how your CoC will meet requirements described in Section 427(b)(1)(F) of the Act.   |

**(limit 2,000 characters)**

## 4A. DV Bonus Application

To help you complete the CoC Application, HUD published resources at [https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition), including:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2021 Continuum of Care Program Competition
- FY 2021 CoC Application Detailed Instructions—essential in helping you maximize your CoC Application score by giving specific guidance on how to respond to many questions and providing specific information about attachments you must upload
- 24 CFR part 578

<b>4A-1.</b>	<b>New DV Bonus Project Applications.</b>	
	NOFO Section II.B.11.e.	

Did your CoC submit one or more new project applications for DV Bonus Funding?	Yes
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<b>4A-1a.</b>	<b>DV Bonus Project Types.</b>	
	NOFO Section II.B.11.	

Select yes or no in the chart below to indicate the type(s) of new DV Bonus project(s) your CoC included in its FY 2021 Priority Listing.

	Project Type	
1.	SSO Coordinated Entry	No
2.	PH-RRH or Joint TH/RRH Component	Yes

**You must click “Save” after selecting Yes for element 1 SSO Coordinated Entry to view questions 4A-3 and 4A-3a.**

<b>4A-2.</b>	<b>Number of Domestic Violence Survivors in Your CoC's Geographic Area.</b>	
	NOFO Section II.B.11.	

1.	Enter the number of survivors that need housing or services:	2,122
2.	Enter the number of survivors your CoC is currently serving:	1,267
3.	Unmet Need:	855

<b>4A-2a.</b>	<b>Calculating Local Need for New DV Projects.</b>	
	NOFO Section II.B.11.	

Describe in the field below:

1.	how your CoC calculated the number of DV survivors needing housing or services in question 4A-2 element 1 and element 2; and
2.	the data source (e.g. comparable database, other administrative data, external data source, HMIS for non-DV projects); or
3.	if your CoC is unable to meet the needs of all survivors please explain in your response all barriers to meeting those needs.

**(limit 2,000 characters)**

The CoC built a custom query in HMIS to determine the number of survivors needing housing/services and those who are currently being served. The query included data on the DV assessment as well as enrollment information for each participant. The CoC then filtered for all who have enrollment info for housing/services from 10/1/20-9/30/21. Also, the CoC filtered for those participants who have an enrollment date but no exit date which indicates the survivor is currently receiving services. Since the data analyzed for this question comes from HMIS (not a comparable database), some of the barriers seen for meeting the needs of all survivors is access to safe shelter and affordable housing units. Many times survivors seek services from non-Victim Service Provider organizations and those organizations may not have the capacity or programming to take in single women or women with children. The HMIS data also shows that oftentimes survivors enter into services with limited or no income, which makes it difficult to quickly and permanently place the household.

4A-4.	New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects–Project Applicant Information.	
	NOFO Section II.B.11.	

Use the list feature icon to enter information on each unique project applicant applying for New PH-RRH and Joint TH and PH-RRH Component DV Bonus projects—only enter project applicant information once, regardless of how many DV Bonus projects that applicant is applying for.

Applicant Name
Lubbock Open Door
Tracy Andrus Foun...

## Project Applicants Applying for New PH-RRH and Joint TH and PH-RRH DV Bonus Projects

4A-4.	New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects–Project Applicant Information–Rate of Housing Placement and Rate of Housing Retention–Project Applicant Experience.	
	NOFO Section II.B.11.	

Enter information in the chart below on the project applicant applying for one or more New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects included on your CoC’s FY 2021 Priority Listing:

1.	Applicant Name	Lubbock Open Door
2.	Rate of Housing Placement of DV Survivors–Percentage	86.00%
3.	Rate of Housing Retention of DV Survivors–Percentage	93.00%

4A-4a.	Calculating the Rate of Housing Placement and the Rate of Housing Retention–Project Applicant Experience.	
	NOFO Section II.B.11.	

Describe in the field below:

1. how the project applicant calculated the rate of housing placement and rate of housing retention reported in question 4A-4; and
2. the data source (e.g. comparable database, other administrative data, external data source, HMIS for non-DV projects).

**(limit 1,000 characters)**

Lubbock Open Door calculated the rate of hsg placement as  $(43/50) \times 100 = 86\%$ , where 43 participants transitioned to hsg divided by 50 participants served  $\times 100 = 86\%$ . The applicant plans to serve 50 households with the Transitional & Rapid Re-hsg components of the Joint TH/RRH project. Internal data & administrative data from previous hsg placements from TH were applied to the estimated number of households served to arrive at the rate of hsg placement. Similarly, to arrive at the rate of hsg retention: First, successful exits were calculated as  $(18/21) \times 100 = 86\%$ , where 18 participants exit to permanent hsg out of 21 participant exits  $\times 100 = 86\%$ . Internal data from previous hsg placements from TH were applied to the estimated number of households served to arrive at the rate of retention. Retention is calculated as the the number of households who were housed at the end of the project year (22) + successful exits (18) against the total number housed (43).  $(40/43) \times 100 = 93\%$

4A-4b.	Providing Housing to DV Survivor–Project Applicant Experience.	
	NOFO Section II.B.11.	

Describe in the field below how the project applicant:

1. ensured DV survivors experiencing homelessness were assisted to quickly move into safe affordable housing;

2.	prioritized survivors—you must address the process the project applicant used, e.g., Coordinated Entry, prioritization list, CoC’s emergency transfer plan, etc.;
3.	connected survivors to supportive services; and
4.	moved clients from assisted housing to housing they could sustain—address housing stability after the housing subsidy ends.

**(limit 2,000 characters)**

1-Through low-barrier access, ongoing landlord engagement, and other entry (pre-lease up) services, Lubbock Open Door (LOD) ensures the rapid placement of DV survivors experiencing homelessness by offering immediate access to transitional housing and/or placement in safe, permanent housing within 30 days.

2-LOD uses the local Coordinated Entry (CE) process to identify and prioritize survivors at the top of the priority list for placement. All participant enrollments & referrals to the project will be made through the Lubbock CE Process.

3-LOD uses case managers, peer specialists, and navigators to help connect survivors to client-centered supportive services that address the special needs of survivors, such as therapy, childcare, education, and job training, as well as medical appointments, as an advocate on their behalf.

4-Participants are connected to housing navigators and a Care Coordinator to find affordable housing. LOD supports survivors in gaining employment and increasing income from all sources, development of skills, and connects survivors with affordable housing and ongoing subsidies when possible, such as Emergency Housing Vouchers to ensure housing stability beyond CoC-funded assistance

4A-4c.	Ensuring DV Survivor Safety—Project Applicant Experience.	
	NOFO Section II.B.11.	

Describe in the field below examples of how the project applicant ensured the safety of DV survivors experiencing homelessness by:

1.	training staff on safety planning;
2.	adjusting intake space to better ensure a private conversation;
3.	conducting separate interviews/intake with each member of a couple;
4.	working with survivors to have them identify what is safe for them as it relates to scattered site units and/or rental assistance;
5.	maintaining bars on windows, fixing lights in the hallways, etc. for congregate living spaces operated by the applicant; and
6.	keeping the location confidential for dedicated units and/or congregate living spaces set-aside solely for use by survivors.

**(limit 5,000 characters)**

1-Lubbock Open Door (LOD) staff receive formal training by the Director of Survivor Housing on safety planning internally and through outside training opportunities such as the Juvenile Sex Trafficking Conference & curriculum created by Shared Hope on safety planning, and state level conferences focused on the needs of survivors.

2-Intake is conducted in a private room without other participants present, at the

participant’s choosing, to allow for confidentiality and client choice.

3-If participants are presenting as a couple, as a regular practice, LOD conducts intake interviews with each member separately to ensure confidentiality and safety for each person.

4-LOD works with survivors to identify their safe housing needs and employs participant choice by allowing survivors to choose either TH or RRH at entry based on their level of comfort and personal risk assessment.

5-LOD does not operate a congregate facility.

6-Survivor information is kept in secured spaces and is not shared unless a survivor has completed a Release of Information form to permit what information can be shared. Staff sign non-disclosure agreements at hire or when work with survivors begins. Housing locations are never shared, and staff undergo training and regular monitoring by the Director of Survivor Housing to ensure that staff honor confidentiality.

<b>4A-4c.1.</b>	<b>Evaluating Ability to Ensure DV Survivor Safety–Project Applicant Experience.</b>	
	NOFO Section II.B.11.	

Describe in the field below how the project evaluated its ability to ensure the safety of DV survivors the project served.

**(limit 2,000 characters)**

Lubbock Open Door (LOD) evaluated its ability to ensure the safety of DV survivors served by the project through regular input from survivors, feedback from survivors in the project, and internal auditing of safety protocols. LOD employs three peer specialists with lived experience as domestic violence survivors who have input into all areas of project design and implementation. LOD also receives feedback from program participants through surveys, focus groups, and a standing consumer advisory committee. LOD also conducts internal audits of all safety protocols at least annually. The Office of The Governor periodically reviews the project operations. Internal controls exist such as Criminal Background Checks on all people who come into contact with survivors, internal staff training on safety, and responding to environmental safety issues in the community

<b>4A-4d.</b>	<b>Trauma-Informed, Victim-Centered Approaches–Project Applicant Experience.</b>	
	NOFO Section II.B.11.	

Describe in the field below examples of the project applicant’s experience in using trauma-informed, victim-centered approaches to meet needs of DV survivors in each of the following areas:

- |    |   |
|----|---|
| 1. | prioritizing program participant choice and rapid placement and stabilization in permanent housing consistent with participants’ preferences;   |
| 2. | establishing and maintaining an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures program participant staff interactions are based on equality and minimize power differentials; |

3.	providing program participants access to information on trauma, e.g., training staff on providing program participants with information on trauma;
4.	emphasizing program participants' strengths, e.g., strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans include assessments of program participants strengths and works towards goals and aspirations;
5.	centering on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination;
6.	providing opportunities for connection for program participants, e.g., groups, mentorships, peer-to-peer, spiritual needs; and
7.	offering support for parenting, e.g., parenting classes, childcare.

**(limit 5,000 characters)**

- 1) Lubbock Open Door (LOD) employs participant choice by allowing survivors to choose either TH or RRH at entry, and if choosing TH, supports the transition to RRH in accordance with the participant's timing and choice. Project staff assist survivors in finding housing options that fit their safety needs and in neighborhoods that provide resources for survivors.
- 2) LOD works constantly to provide creative, restorative, non-punitive interventions by using harm-reduction, trauma-informed, survivor-centered, and culturally competent responses to minimize the impact of power differential barriers. The project provides participants the opportunity to share about their experiences through relationships with advocates, quarterly surveys, and, as needed, grievance forms.
- 3) LOD provides formal trainings on trauma-informed care with staff members and volunteers. For participants, understanding trauma and the effects on the individual come through opportunities offered through the on-site therapist, support, and learning groups.
- 4) Strengths-based and empowerment-focused values and practices are central to the project's supportive services. Participant strengths are formally processed through the creation of service plans, support groups, celebrating milestones, quarterly goal reports, etc.
- 5) LOD strives to be culturally responsive and inclusive by training staff in culture and subculture competency. All staff receive initial and ongoing cultural competency, equal access, racial equity, and inclusion training.
- 6) Opportunities for connection between participants and the staff are provided at every level – individual, small group, and program levels. Support staff meet at least weekly with participants, typically in their homes. The Supportive Service facility provides space for participants and the staff to connect through meals, therapy, family activities, health and well-being activities like yoga, meditation, exercise, and more.
- 7) LOD provides referrals to and payment for childcare by licensed providers for participants' children. Project staff assist participants in finding childcare options that fit their individual family needs and provide transportation assistance to and from childcare.

4A-4e.	Meeting Service Needs of DV Survivors–Project Applicant Experience.	
	NOFO Section II.B.11.	

Describe in the field below:

1.	supportive services the project applicant provided to domestic violence survivors experiencing homelessness while quickly moving them into permanent housing and addressing their safety needs; and
2.	provide examples of how the project applicant provided the supportive services to domestic violence survivors.

**(limit 5,000 characters)**

During FY 2020, LOD project staff provided the following services to DV survivors while quickly moving them into permanent housing and addressing their service needs:

Legal Services – LOD provided transportation and accompaniment to survivors needing legal services related to child custody and criminal history through Legal Aid of Northwest Texas and the Lubbock Private Defenders Office;

Housing Search and Counseling- The Care Coordinator and Case Managers help households prepare for Permanent Housing through budgeting and planning for housing. Both positions help people apply for housing and developing sources of income, making connections with landlords, identify housing and apply for housing, In-depth support, like accompanying participants to lease signing etc. happens through partnership between the participant and the Case Management team

Bad Credit – LOD used case management and referrals to support survivors in need of credit repair;

Education – LOD assisted 6 survivors in obtaining a GED or HS diploma, 2 survivors enrolling in Texas Tech University, and provided GED, ESL, and component services and activities including tutoring, provision of books, supplies, and instructional material, counseling, and referral to community resources;

Job Training -LOD case management provided individualized job training assistance including direct mentoring and provision of training and tutoring costs, as well as referrals to local job training resources;

Employment – LOD assisted survivors in securing employment including assistance with screening, assessment, or testing costs, training and tutoring costs, books and instructional material, counseling or job coaching costs, and referral to community resources;

Physical/Mental Healthcare – LOD staff provided counseling and therapeutic services to survivors, through patient navigation services and transportation services to connect survivors with partners such as Covenant Health Systems and the Larry Combest Health and Wellness Center;

Drug and Alcohol Treatment – LOD provided counselor- and peer-led addiction recovery support groups on-site and referrals and transportation to treatment;

Childcare – LOD provided childcare and transportation for children in the program including, but not limited to, daycare, after-school care, and summer programs provided by licensed providers.

4A-4f.	Trauma-Informed, Victim-Centered Approaches–New Project Implementation.	
	NOFO Section II.B.11.	

Provide examples in the field below of how the new project will:



1.	prioritize program participant choice and rapid placement and stabilization in permanent housing consistent with participants' preferences;
2.	establish and maintain an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures program participant staff interactions are based on equality and minimize power differentials;
3.	provide program participants access to information on trauma, e.g., training staff on providing program participants with information on trauma;
4.	place emphasis on program participants' strengths, e.g., strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans include assessments of program participants strengths and works towards goals and aspirations;
5.	center on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination;
6.	provide opportunities for connection for program participants, e.g., groups, mentorships, peer-to-peer, spiritual needs; and
7.	offer support for parenting, e.g., parenting classes, childcare.

**(limit 5,000 characters)**

1) Lubbock Open Door (LOD) will employ participant choice by allowing survivors to choose either TH or RRH at entry, and if choosing TH, support the transition to RRH in accordance with the participant's timing and choice. Project staff will assist survivors in finding housing options that fit their safety needs and in neighborhoods that provide resources for survivors.

2) LOD will work constantly to provide creative, restorative, non-punitive interventions by using harm-reduction, trauma-informed, survivor-centered, and culturally competent responses to minimize the impact of power differential barriers. The project will provide participants the opportunity to share about their experiences through relationships with advocates, quarterly surveys, and, as needed, grievance forms.

3) LOD will provide formal trainings on trauma-informed care with staff members and volunteers. For the participants, understanding trauma and the effects on the individual come through opportunities offered through the on-site therapist, support, and learning groups.

4) Strengths-based and empowerment-focused values and practices will be central to the project's supportive services. Participant strengths are formally processed through the creation of service plans, support groups, celebrating milestones, quarterly goal reports, etc.

5) LOD will strive to be culturally responsive and inclusive by training staff in culture and subculture competency. All staff will receive initial and ongoing cultural competency, equal access, racial equity, and inclusion training.

6) Opportunities for connection between participants and the staff will be provided at every level – individual, small group, and program levels. Support staff will meet at least weekly with participants, typically in their homes. The Supportive Service facility will provide space for participants and the staff to connect through meals, therapy, family activities, health and well-being activities like yoga, meditation, exercise, and more.

7) LOD will provide referrals to and payment for childcare by licensed providers for participant's children. Project staff will assist participants in finding childcare options that fit their individual family needs and provide transportation assistance to and from childcare.

## Project Applicants Applying for New PH-RRH and Joint TH and PH-RRH DV Bonus Projects

4A-4.	New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects–Project Applicant Information–Rate of Housing Placement and Rate of Housing Retention–Project Applicant Experience.	
	NOFO Section II.B.11.	

Enter information in the chart below on the project applicant applying for one or more New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects included on your CoC's FY 2021 Priority Listing:

1.	Applicant Name	Tracy Andrus Foundation
2.	Rate of Housing Placement of DV Survivors–Percentage	80.00%
3.	Rate of Housing Retention of DV Survivors–Percentage	100.00%

4A-4a.	Calculating the Rate of Housing Placement and the Rate of Housing Retention–Project Applicant Experience.	
	NOFO Section II.B.11.	

Describe in the field below:

- |    |   |
|----|---|
| 1. | how the project applicant calculated the rate of housing placement and rate of housing retention reported in question 4A-4; and |
| 2. | the data source (e.g. comparable database, other administrative data, external data source, HMIS for non-DV projects).          |

**(limit 1,000 characters)**

The rate of hsg placement is calculated as  $(50/62) \times 100 = 80.6\%$ . Of the 62 total participants, 50 will move to permanent hsg. 12 will relocate to other areas to flee their abuser. TAF will serve 62 households with both the TH/RRH components. Internal data, HMIS & HIC data & administrative data from previous hsg placements from TH, were applied to the number of households to be served to arrive at the rate of hsg placement. To arrive at the rate of hsg retention: First, successful exits were calculated as  $(12/12) \times 100 = 100\%$ , where 12 participants exit to permanent hsg out of 12 participant exits  $\times 100 = 100\%$ . TAF works with all households to ensure that none return to homelessness following placement. To calculate the rate of retention, internal data, HMIS & HIC data were applied to data from previous placements. Retention is calculated as the the number of households who were housed at the end of the project year (38) + successful exits (12) against the total number housed.  $(50/50) \times 100 = 100\%$

4A-4b.	Providing Housing to DV Survivor–Project Applicant Experience.	
	NOFO Section II.B.11.	

Describe in the field below how the project applicant:

1.	ensured DV survivors experiencing homelessness were assisted to quickly move into safe affordable housing;
2.	prioritized survivors—you must address the process the project applicant used, e.g., Coordinated Entry, prioritization list, CoC’s emergency transfer plan, etc.;
3.	connected survivors to supportive services; and
4.	moved clients from assisted housing to housing they could sustain—address housing stability after the housing subsidy ends.

**(limit 2,000 characters)**

1-Tracy Andrus Foundation (TAF) ensured DV survivors experiencing homelessness were assisted to quickly move into safe affordable housing by maintaining a community partnership with landlords and property owners who have prioritized certain properties for survivors of DV.

2-TAF prioritizes survivors based on their particular needs. TAF is an entry point for the local Coordinated Entry (CE) process. Survivors with children are prioritized through CE and DV survivors may request a transfer at any time regardless of their standing with the housing provider. As soon as a unit is identified, the survivor will be allowed to move into the unit.

3-During the intake process, TAF case managers collect information from DV survivors that includes an assessment of their education, mental health, employment, and other needs. Once these assessments are conducted we are able to connect the survivor to supportive services at the foundation, and through a network of survivor advocates.

4-TAF uses a Housing First approach with all DV survivors, and clients are moved from CoC-funded housing to permanent housing ASAP. To assist DV survivors, all participants are paired with a housing navigator and case manager. These positions work with the participant to find affordable housing. Once placed, TAF offers them vocational training in various areas and assists them with job placement. When positions are open at TAF, and it does not pose a threat of violence, DV survivors are hired to work at the foundation. DV survivors are checked on and evaluated semi-annually or as needed. Once subsidies end if participants are still in need, we reach out to our CE partners to further assist the clients. Housing Navigators are paired with the household for their entire project participation, navigating and addressing housing issues as they arise.

4A-4c.	Ensuring DV Survivor Safety–Project Applicant Experience.	
	NOFO Section II.B.11.	

Describe in the field below examples of how the project applicant ensured the safety of DV survivors experiencing homelessness by:	
1.	training staff on safety planning;
2.	adjusting intake space to better ensure a private conversation;
3.	conducting separate interviews/intake with each member of a couple;
4.	working with survivors to have them identify what is safe for them as it relates to scattered site units and/or rental assistance;
5.	maintaining bars on windows, fixing lights in the hallways, etc. for congregate living spaces operated by the applicant; and

6. keeping the location confidential for dedicated units and/or congregate living spaces set-aside solely for use by survivors.

**(limit 5,000 characters)**

1-All of TAF's DV case managers are required to complete the SOAR framework training, and they are fully trained on safety planning for the clients that they will be serving. Per <https://nhhtac.acf.hhs.gov/soar>, the SOAR framework is a trauma-informed, culturally and linguistically appropriate response to human trafficking. It provides a quick mental reference for professionals to keep in mind the best way to help individuals who are at risk, currently experiencing, or have experienced trafficking. All case managers must complete the SOAR 16-hour training program to ensure that they make every effort to protect DV survivors. Workers also receive internal training and weekly group and individual supervision to ensure that they maintain competency.

2-All of TAF's DV clients are interviewed in a separate room with a TAF worker to ensure private conversations.

3-In the event that couples appear for assistance with DV, which is very rare, TAF will conduct the interview separately so that each person is able to express themselves freely.

4-TAF case managers always allow survivors the opportunity to give us information as to what would make them feel safer, and we act accordingly. Most DV survivors prefer scattered sites to congregate space, and that is why we are moving forward with adding more scattered sites, and they prefer permanent housing in undisclosed locations.

5-All of TAF's homes are scattered-site housing. There is no congregate housing associated with this project.

6-All of TAF's safe houses are located on private property that is not accessible to the public. Our safe houses are used exclusively for DV survivors and are kept confidential in that our address is never disclosed to the public or any other entities. We have 24/7 ADT security cameras and are able to monitor the properties from near and far. At the administrative offices, there are designated spaces that only survivors can access. Staff undergo confidentiality training, staff sign non-disclosure agreements, and files are maintained under lock and key.

4A-4c.1. Evaluating Ability to Ensure DV Survivor Safety–Project Applicant Experience.  
NOFO Section II.B.11.

Describe in the field below how the project evaluated its ability to ensure the safety of DV survivors the project served.

**(limit 2,000 characters)**

Tracy Andrus Foundation (TAF) has used The Family Violence Prevention and Services Administration (FVPSA) Outcomes Evaluation for Domestic Violence Programs to assess the impact that we are having on our clients in reference to our listed objectives in all programs. This outcome assessment asks a plethora

of questions and gives us insight as to what are the best practices that ensure the safety of our DV survivors. We use the Documenting Our Work methodology (DOW) to determine how the DV survivors feel when they arrive at the safe houses and then another survey when they exit to determine if their needs were met. Number one on the list for most DV survivors is a concern for their safety and the safety of their children

4A-4d.	Trauma-Informed, Victim-Centered Approaches–Project Applicant Experience.	
	NOFO Section II.B.11.	

Describe in the field below examples of the project applicant’s experience in using trauma-informed, victim-centered approaches to meet needs of DV survivors in each of the following areas:

1.	prioritizing program participant choice and rapid placement and stabilization in permanent housing consistent with participants’ preferences;
2.	establishing and maintaining an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures program participant staff interactions are based on equality and minimize power differentials;
3.	providing program participants access to information on trauma, e.g., training staff on providing program participants with information on trauma;
4.	emphasizing program participants’ strengths, e.g., strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans include assessments of program participants strengths and works towards goals and aspirations;
5.	centering on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination;
6.	providing opportunities for connection for program participants, e.g., groups, mentorships, peer-to-peer, spiritual needs; and
7.	offering support for parenting, e.g., parenting classes, childcare.

**(limit 5,000 characters)**

1. TAF uses the five core components of a trauma-informed approach to assist domestic violence clients. These include (1) providing survivors with information about the traumatic effects of abuse; (2) adapting programs and services to meet survivors’ trauma- and mental health-related needs; (3) creating opportunities for survivors to discuss their responses to trauma; (4) offering resources and referrals to survivors; and (5) reflecting on our own and our programs’ practice. TAF allows the clients to express themselves and not have to be retraumatized. Many of the DV survivors need time to reflect on their experiences and they are not ready to immediately move into permanent housing. While using the Housing First approach we must also listen to the wishes of the client in prioritizing their placement. This, too, is related to the victim-centered approach.
2. TAF ensures all program participants that they will be mutually respected from the time they call to the time they leave. Our staff and residents put respect at the highest level in all of our dealings with our clients. Power differentials are moot, as everyone brings something to the table. TAF does not use nor allow any punitive interventions for our clients.
3. As stated earlier all of our staff are trained and complete the SOAR training for trauma effects on DV survivors. DV survivors are encouraged to attend group counseling during their stay and are given written information regarding trauma and how to deal with it but not relive it. DV survivors also have access to licensed counselors at TAF where they can have one-on-one sessions.
4. During the intake process, case managers assess DV survivors’ strengths and weaknesses, based on an Intake Assessment, which is a hybrid self-

assessment completed with the intake worker. Staff evaluate the Intake self-assessment and dig a little deeper. Our case planning also inquires about the survivors' goals and aspirations and establishes plans and timelines to pursue those goals.

5. TAF rules and policies are centered on cultural responsiveness and inclusivity. We practice equal access for our clients without regard to sex, race, ethnicity, sexual orientation, or gender identity. As a black-led 501(c)(3) we believe cultural responsiveness is very important. No one is discriminated against for any reason, as stated in our policies. We make opportunities for feedback and will investigate and respond to participant complaints if someone were to feel discriminated against. It is our hope to break cycles of oppression.

6. DV clients are encouraged to take advantage of all activities offered in the program. Each survivor has an option to earn up to eight certificates and 4 associate degrees. We have grown our vocational opportunities and will offer these certificates and associate degrees online beginning Jan. 2022. The programs include Business, Computer Tech, Entrepreneurship, Paralegal, Construction, Culinary Arts, Plumbing, Electric and HVAC. The TAF Case Management team will connect people to clinical psychologists that will evaluate and recommend a variety of holistic approaches to meeting the needs of the whole person including connections to mentoring and spiritual worship, as well as peer support and group counseling.

7. TAF offers in-house parenting classes, mentoring, spiritual worship, and has grown its supportive service menu, offering child care services (in-house) in Jan. 2022.

<b>4A-4e.</b>	<b>Meeting Service Needs of DV Survivors–Project Applicant Experience.</b>	
	NOFO Section II.B.11.	

Describe in the field below:

1.	supportive services the project applicant provided to domestic violence survivors experiencing homelessness while quickly moving them into permanent housing and addressing their safety needs; and
2.	provide examples of how the project applicant provided the supportive services to domestic violence survivors.

**(limit 5,000 characters)**

TAF provided the following services to DV survivors while moving them into permanent housing and addressing their safety needs:

Transportation - TAF provided clients with transportation to and from safe houses, went shopping for clients for food, and took them to appointments, as needed.

Permanent housing- TAF provided all DV survivors with housing, and we secured two housing navigators that continue to help us maintain a suitable list of landlords who give preference to our DV survivors during placement in permanent housing.

Housing Search and Counseling TAF provides all participants with a dedicated Housing Navigator, that person works with the participant and the Case Manager This has increased the quality of housing available, and decreased the time between identification and housing.

Mentoring and mental health counseling - TAF has secured the services of Faithfully Restored Counseling and Assessment Services to counsel and assist our DV survivors.

Access to healthcare- TAF has secured the service and partnered with Genesis Prime Care and Community Health Core to counsel our DV survivors and provide them with medical care.

Job Placement - TAF continues to help DV survivors to be placed in jobs in the east Texas areas.

Educational Services - TAF provides apprentice certificates and AA degrees through Gateway Technical School.

Drug and Alcohol Counseling - TAF provides in-house alcohol and drug counseling to all persons interested in and in need of these services.

Parenting Classes - TAF has two licensed counselors on its staff who provide parenting, anger management, and financial management counseling.

GED Class Access -TAF provides each DV survivor with a computer that has adult literacy programs on them to allow our DV survivors to pursue a GED at their own pace that can be continued once they exit the program if they have not finished.

Bilingual support - TAF, along with one of our case managers, Ms. Lesslie NaJ, who is from Guatemala, assists any of our Spanish-speaking DV survivors with translation, mentoring and assistance.

Laundry Services - TAF provides laundry services for DV survivors and will be purchasing new equipment so survivors will be able to wash and dry clothes, as needed, on the premises.

Food - TAF continues to provide food and toiletries, and household essentials/necessities to DV survivors and their children, as needed, as many of them come in with only the clothes on their back.

<b>4A-4f.</b>	<b>Trauma-Informed, Victim-Centered Approaches–New Project Implementation.</b>	
	NOFO Section II.B.11.	

Provide examples in the field below of how the new project will:

1.	prioritize program participant choice and rapid placement and stabilization in permanent housing consistent with participants’ preferences;
2.	establish and maintain an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures program participant staff interactions are based on equality and minimize power differentials;
3.	provide program participants access to information on trauma, e.g., training staff on providing program participants with information on trauma;
4.	place emphasis on program participants’ strengths, e.g., strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans include assessments of program participants strengths and works towards goals and aspirations;

5.	center on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination;
6.	provide opportunities for connection for program participants, e.g., groups, mentorships, peer-to-peer, spiritual needs; and
7.	offer support for parenting, e.g., parenting classes, childcare.

**(limit 5,000 characters)**

1. TAF will work with each individual client to ensure that they are receiving the assistance that they need. While we will always implement the Housing First option, we realize that some DV survivors are not ready to move into their own housing but prefer to stay onsite for a while as they get their lives back on track. TAF will adhere to DV survivor's preferences & center survivor choice.

2. TAF will ensure that we maintain an environment of mutual respect with all of our survivors, as these policies will be written in our handbook that governs our program. Our program participants' staff interactions will always be based on equality and will minimize power differentials.

3. TAF will implement and share this function with the DV survivor during intake and will also be loaded on their computer that they will have access to. Additionally, the survivor will have access to the licensed counselors during their sessions and can meet with her in a one-on-one setting.

4. TAF will implement this step by covering these aspects of coaching and strengthening survivors with the survivor during the initial intake process. All goals and aspirations will be listed on the initial assessment and will be visited each time the client meets with the case manager.

5. TAF will implement training on equal access, cultural competence and nondiscrimination for all staff members and will inform the survivors of their rights regarding cultural responsiveness and inclusivity. Each client will sign a document signifying that they have received this information during intake. Staff will sign their document during the hiring orientation indicating they are aware of TAF's policy regarding non-discrimination and inclusivity.

6. All DV survivors will have access to in-house counseling, mentoring, spiritual and peer to peer groups. DV survivors will be encouraged to connect with those they feel comfortable with. Professional counselors will also be available for our survivors.

7. TAF currently provides parenting, anger management, financial management and conflict resolution classes. All of these supportive services will be listed in the handbook and also included in the initial intake processing.



## 4B. Attachments Screen For All Application Questions

We prefer that you use PDF files, though other file types are supported. Please only use zip files if necessary.

Attachments must match the questions they are associated with.

Only upload documents responsive to the questions posed—including other material slows down the review process, which ultimately slows down the funding process.

We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time).

Document Type	Required?	Document Description	Date Attached
1C-14. CE Assessment Tool	Yes	CE Assessment Tool	11/04/2021
1C-7. PHA Homeless Preference	No	PHA Homeless Pref...	11/04/2021
1C-7. PHA Moving On Preference	No		
1E-1. Local Competition Announcement	Yes	Local Competition...	11/04/2021
1E-2. Project Review and Selection Process	Yes	Project Review an...	11/04/2021
1E-5. Public Posting–Projects Rejected-Reduced	Yes	Public Posting–Pr...	11/04/2021
1E-5a. Public Posting–Projects Accepted	Yes	Public Posting–Pr...	11/10/2021
1E-6. Web Posting–CoC-Approved Consolidated Application	Yes		
3A-1a. Housing Leveraging Commitments	No	3A-1a. Housing Le...	11/08/2021
3A-2a. Healthcare Formal Agreements	No	3A-2a. Healthcare...	11/08/2021
3C-2. Project List for Other Federal Statutes	No		

## **Attachment Details**

**Document Description:** CE Assessment Tool

## **Attachment Details**

**Document Description:** PHA Homeless Preference

## **Attachment Details**

**Document Description:**

## **Attachment Details**

**Document Description:** Local Competition Announcement

## **Attachment Details**

**Document Description:** Project Review and Selection Process

## **Attachment Details**

**Document Description:** Public Posting–Projects Rejected-Reduced

## **Attachment Details**

**Document Description:** Public Posting–Projects Accepted.

## **Attachment Details**

**Document Description:**

## **Attachment Details**

**Document Description:** 3A-1a. Housing Leveraging Commitments

## **Attachment Details**

**Document Description:** 3A-2a. Healthcare Formal Agreements

## **Attachment Details**

**Document Description:**

## Submission Summary

**Ensure that the Project Priority List is complete prior to submitting.**

Page	Last Updated
1A. CoC Identification	09/16/2021
1B. Inclusive Structure	11/03/2021
1C. Coordination	11/04/2021
1C. Coordination continued	11/08/2021
1D. Addressing COVID-19	11/08/2021
1E. Project Review/Ranking	11/11/2021
2A. HMIS Implementation	11/05/2021
2B. Point-in-Time (PIT) Count	11/04/2021
2C. System Performance	11/08/2021
3A. Housing/Healthcare Bonus Points	11/08/2021
3B. Rehabilitation/New Construction Costs	09/16/2021

FY2021 CoC Application	Page 76	11/11/2021
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<b>3C. Serving Homeless Under Other Federal Statutes</b>	11/04/2021
<b>4A. DV Bonus Application</b>	11/08/2021
<b>4B. Attachments Screen</b>	Please Complete
<b>Submission Summary</b>	No Input Required

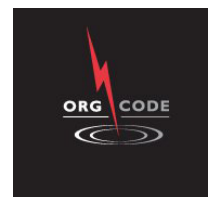
**Vulnerability Index -  
Service Prioritization Decision Assistance Tool  
(VI-SPDAT)**

**Prescreen Triage Tool for Single Adults**

**AMERICAN VERSION 2.01**

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**COMMUNITY  
SOLUTIONS**



## Welcome to the SPDAT Line of Products

The Service Prioritization Decision Assistance Tool (SPDAT) has been around in various incarnations for over a decade, before being released to the public in 2010. Since its initial release, the use of the SPDAT has been expanding exponentially and is now used in over one thousand communities across the United States, Canada, and Australia.

More communities using the tool means there is an unprecedented demand for versions of the SPDAT, customized for specific client groups or types of users. With the release of SPDAT V4, there have been more current versions of SPDAT products than ever before.

### VI-SPDAT Series

The Vulnerability Index – Service Prioritization Decision Assistance Tool (VI-SPDAT) was developed as a pre-screening tool for communities that are very busy and do not have the resources to conduct a full SPDAT assessment for every client. It was made in collaboration with Community Solutions, creators of the Vulnerability Index, as a brief survey that can be conducted to quickly determine whether a client has high, moderate, or low acuity. The use of this survey can help prioritize which clients should be given a full SPDAT assessment first. Because it is a self-reported survey, no special training is required to use the VI-SPDAT.

#### **Current versions available:**

- VI-SPDAT V 2.0 for Individuals
- VI-SPDAT V 2.0 for Families
- VI-SPDAT V 1.0 for Youth

All versions are available online at

[www.orgcode.com/products/vi-spdatt/](http://www.orgcode.com/products/vi-spdatt/)

### SPDAT Series

The Service Prioritization Decision Assistance Tool (SPDAT) was developed as an assessment tool for front-line workers at agencies that work with homeless clients to prioritize which of those clients should receive assistance first. The SPDAT tools are also designed to help guide case management and improve housing stability outcomes. They provide an in-depth assessment that relies on the assessor's ability to interpret responses and corroborate those with evidence. As a result, this tool may only be used by those who have received proper, up-to-date training provided by OrgCode Consulting, Inc. or an OrgCode certified trainer.

#### **Current versions available:**

- SPDAT V 4.0 for Individuals
- SPDAT V 2.0 for Families
- SPDAT V 1.0 for Youth

Information about all versions is available online at

[www.orgcode.com/products/spdat/](http://www.orgcode.com/products/spdat/)

## **SPDAT Training Series**

To use the SPDAT, training by OrgCode or an OrgCode certified trainer is required. We provide training on a wide variety of topics over a variety of mediums.

The full-day in-person SPDAT Level 1 training provides you the opportunity to bring together as many people as you want to be trained for one low fee. The webinar training allows for a maximum of 15 different computers to be logged into the training at one time. We also offer online courses for individuals that you can do at your own speed.

The training gives you the manual, case studies, application to current practice, a review of each component of the tool, conversation guidance with prospective clients – and more!

### **Current SPDAT training available:**

- Level 0 SPDAT Training: VI-SPDAT for Frontline Workers
- Level 1 SPDAT Training: SPDAT for Frontline Workers
- Level 2 SPDAT Training: SPDAT for Supervisors
- Level 3 SPDAT Training: SPDAT for Trainers

### **Other related training available:**

- Excellence in Housing-Based Case Management
- Coordinated Access & Common Assessment
- Motivational Interviewing
- Objective-Based Interactions

More information about SPDAT training, including pricing, is available online at

<http://www.orgcode.com/product-category/training/spdat/>



## Administration

<b>Interviewer's Name</b> _____	<b>Agency</b> _____	<input type="checkbox"/> Team <input type="checkbox"/> Staff <input type="checkbox"/> Volunteer
<b>Survey Date</b> DD/MM/YYYY ___/___/____	<b>Survey Time</b> ___:___	<b>Survey Location</b> _____

## Opening Script

Every assessor in your community regardless of organization completing the VI-SPDAT should use the same introductory script. In that script you should highlight the following information:

- the name of the assessor and their affiliation (organization that employs them, volunteer as part of a Point in Time Count, etc.)
- the purpose of the VI-SPDAT being completed
- that it usually takes less than 7 minutes to complete
- that only “Yes,” “No,” or one-word answers are being sought
- that any question can be skipped or refused
- where the information is going to be stored
- that if the participant does not understand a question or the assessor does not understand the question that clarification can be provided
- the importance of relaying accurate information to the assessor and not feeling that there is a correct or preferred answer that they need to provide, nor information they need to conceal

## Basic Information

<b>First Name</b> _____	<b>Nickname</b> _____	<b>Last Name</b> _____
<b>In what language do you feel best able to express yourself?</b> _____		
<b>Date of Birth</b> DD/MM/YYYY ___/___/____	<b>Age</b> _____	<b>Social Security Number</b> _____
		<b>Consent to participate</b> <input type="checkbox"/> Yes <input type="checkbox"/> No

IF THE PERSON IS 60 YEARS OF AGE OR OLDER, THEN SCORE 1.

**SCORE:**

## A. History of Housing and Homelessness

1. Where do you sleep most frequently? (check one)

- Shelters
- Transitional Housing
- Safe Haven
- Outdoors**
- Other (specify):**

**Refused**

IF THE PERSON ANSWERS ANYTHING OTHER THAN "SHELTER", "TRANSITIONAL HOUSING", OR "SAFE HAVEN", THEN SCORE 1.

**SCORE:**

2. How long has it been since you lived in permanent stable housing? \_\_\_\_\_

Refused

3. In the last three years, how many times have you been homeless? \_\_\_\_\_

Refused

IF THE PERSON HAS EXPERIENCED 1 OR MORE CONSECUTIVE YEARS OF HOMELESSNESS, AND/OR 4+ EPISODES OF HOMELESSNESS, THEN SCORE 1.

**SCORE:**

## B. Risks

4. In the past six months, how many times have you...

a) Received health care at an emergency department/room? \_\_\_\_\_

Refused

b) Taken an ambulance to the hospital? \_\_\_\_\_

Refused

c) Been hospitalized as an inpatient? \_\_\_\_\_

Refused

d) Used a crisis service, including sexual assault crisis, mental health crisis, family/intimate violence, distress centers and suicide prevention hotlines? \_\_\_\_\_

Refused

e) Talked to police because you witnessed a crime, were the victim of a crime, or the alleged perpetrator of a crime or because the police told you that you must move along? \_\_\_\_\_

Refused

f) Stayed one or more nights in a holding cell, jail or prison, whether that was a short-term stay like the drunk tank, a longer stay for a more serious offence, or anything in between? \_\_\_\_\_

Refused

IF THE TOTAL NUMBER OF INTERACTIONS EQUALS 4 OR MORE, THEN SCORE 1 FOR EMERGENCY SERVICE USE.

**SCORE:**

5. Have you been attacked or beaten up since you've become homeless?  Y  N  Refused

6. Have you threatened to or tried to harm yourself or anyone else in the last year?  Y  N  Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF HARM.

**SCORE:**

7. Do you have any legal stuff going on right now that may result in you being locked up, having to pay fines, or that make it more difficult to rent a place to live?  Y  N  Refused

IF "YES," THEN SCORE 1 FOR LEGAL ISSUES.

SCORE:

8. Does anybody force or trick you to do things that you do not want to do?  Y  N  Refused

9. Do you ever do things that may be considered to be risky like exchange sex for money, run drugs for someone, have unprotected sex with someone you don't know, share a needle, or anything like that?  Y  N  Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF EXPLOITATION.

SCORE:

### C. Socialization & Daily Functioning

10. Is there any person, past landlord, business, bookie, dealer, or government group like the IRS that thinks you owe them money?  Y  N  Refused

11. Do you get any money from the government, a pension, an inheritance, working under the table, a regular job, or anything like that?  Y  N  Refused

IF "YES" TO QUESTION 10 OR "NO" TO QUESTION 11, THEN SCORE 1 FOR MONEY MANAGEMENT.

SCORE:

12. Do you have planned activities, other than just surviving, that make you feel happy and fulfilled?  Y  N  Refused

IF "NO," THEN SCORE 1 FOR MEANINGFUL DAILY ACTIVITY.

SCORE:

13. Are you currently able to take care of basic needs like bathing, changing clothes, using a restroom, getting food and clean water and other things like that?  Y  N  Refused

IF "NO," THEN SCORE 1 FOR SELF-CARE.

SCORE:

14. Is your current homelessness in any way caused by a relationship that broke down, an unhealthy or abusive relationship, or because family or friends caused you to become evicted?  Y  N  Refused

IF "YES," THEN SCORE 1 FOR SOCIAL RELATIONSHIPS.

SCORE:

## D. Wellness

15. Have you ever had to leave an apartment, shelter program, or other place you were staying because of your physical health?  Y  N  Refused
16. Do you have any chronic health issues with your liver, kidneys, stomach, lungs or heart?  Y  N  Refused
17. If there was space available in a program that specifically assists people that live with HIV or AIDS, would that be of interest to you?  Y  N  Refused
18. Do you have any physical disabilities that would limit the type of housing you could access, or would make it hard to live independently because you'd need help?  Y  N  Refused
19. When you are sick or not feeling well, do you avoid getting help?  Y  N  Refused
20. *FOR FEMALE RESPONDENTS ONLY:* Are you currently pregnant?  Y  N  N/A or Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **PHYSICAL HEALTH**.

SCORE:

21. Has your drinking or drug use led you to being kicked out of an apartment or program where you were staying in the past?  Y  N  Refused
22. Will drinking or drug use make it difficult for you to stay housed or afford your housing?  Y  N  Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **SUBSTANCE USE**.

SCORE:

23. Have you ever had trouble maintaining your housing, or been kicked out of an apartment, shelter program or other place you were staying, because of:
- a) A mental health issue or concern?  Y  N  Refused
- b) A past head injury?  Y  N  Refused
- c) A learning disability, developmental disability, or other impairment?  Y  N  Refused
24. Do you have any mental health or brain issues that would make it hard for you to live independently because you'd need help?  Y  N  Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **MENTAL HEALTH**.

SCORE:

IF THE RESPONDENT SCORED 1 FOR **PHYSICAL HEALTH** AND 1 FOR **SUBSTANCE USE** AND 1 FOR **MENTAL HEALTH**, SCORE 1 FOR **TRI-MORBIDITY**.

SCORE:

**VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)**

SINGLE ADULTS

AMERICAN VERSION 2.01

25. Are there any medications that a doctor said you should be taking that, for whatever reason, you are not taking?  Y  N  Refused

26. Are there any medications like painkillers that you don't take the way the doctor prescribed or where you sell the medication?  Y  N  Refused

**IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR MEDICATIONS.**

**SCORE:**

27. **YES OR NO:** Has your current period of homelessness been caused by an experience of emotional, physical, psychological, sexual, or other type of abuse, or by any other trauma you have experienced?  Y  N  Refused

**IF "YES", SCORE 1 FOR ABUSE AND TRAUMA.**

**SCORE:**

## Scoring Summary

DOMAIN	SUBTOTAL	RESULTS
PRE-SURVEY	/1	<b>Score: Recommendation:</b> 0-3: no housing intervention 4-7: an assessment for Rapid Re-Housing 8+: an assessment for Permanent Supportive Housing/Housing First
A. HISTORY OF HOUSING & HOMELESSNESS	/2	
B. RISKS	/4	
C. SOCIALIZATION & DAILY FUNCTIONS	/4	
D. WELLNESS	/6	
<b>GRAND TOTAL:</b>	<b>/17</b>	

## Follow-Up Questions

<b>On a regular day, where is it easiest to find you and what time of day is easiest to do so?</b>	place: _____ time: ___ : ___ or _____
<b>Is there a phone number and/or email where someone can safely get in touch with you or leave you a message?</b>	phone: (____) _____ - _____ email: _____
<b>Ok, now I'd like to take your picture so that it is easier to find you and confirm your identity in the future. May I do so?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Refused

Communities are encouraged to think of additional questions that may be relevant to the programs being operated or your specific local context. This may include questions related to:

- military service and nature of discharge
- ageing out of care
- mobility issues
- legal status in country
- income and source of it
- current restrictions on where a person can legally reside
- children that may reside with the adult at some point in the future
- safety planning

## Appendix A: About the VI-SPDAT

The HEARTH Act and federal regulations require communities to have an assessment tool for coordinated entry - and the VI-SPDAT and SPDAT meet these requirements. Many communities have struggled to comply with this requirement, which demands an investment of considerable time, resources and expertise. Others are making it up as they go along, using “gut instincts” in lieu of solid evidence. Communities need practical, evidence-informed tools that enhance their ability to satisfy federal regulations and quickly implement an effective approach to access and assessment. The VI-SPDAT is a first-of-its-kind tool designed to fill this need, helping communities end homelessness in a quick, strategic fashion.

### The VI-SPDAT

The VI-SPDAT was initially created by combining the elements of the Vulnerability Index which was created and implemented by Community Solutions broadly in the 100,000 Homes Campaign, and the SPDAT Prescreen Instrument that was part of the Service Prioritization Decision Assistance Tool. The combination of these two instruments was performed through extensive research and development, and testing. The development process included the direct voice of hundreds of persons with lived experience.

The VI-SPDAT examines factors of current vulnerability and future housing stability. It follows the structure of the SPDAT assessment tool, and is informed by the same research backbone that supports the SPDAT - almost 300 peer reviewed published journal articles, government reports, clinical and quasi-clinical assessment tools, and large data sets. The SPDAT has been independently tested, as well as internally reviewed. The data overwhelmingly shows that when the SPDAT is used properly, housing outcomes are better than when no assessment tool is used.

The VI-SPDAT is a triage tool. It highlights areas of higher acuity, thereby helping to inform the type of support and housing intervention that may be most beneficial to improve long term housing outcomes. It also helps inform the order - or priority - in which people should be served. The VI-SPDAT does not make decisions; it informs decisions. The VI-SPDAT provides data that communities, service providers, and people experiencing homelessness can use to help determine the best course of action next.

### Version 2

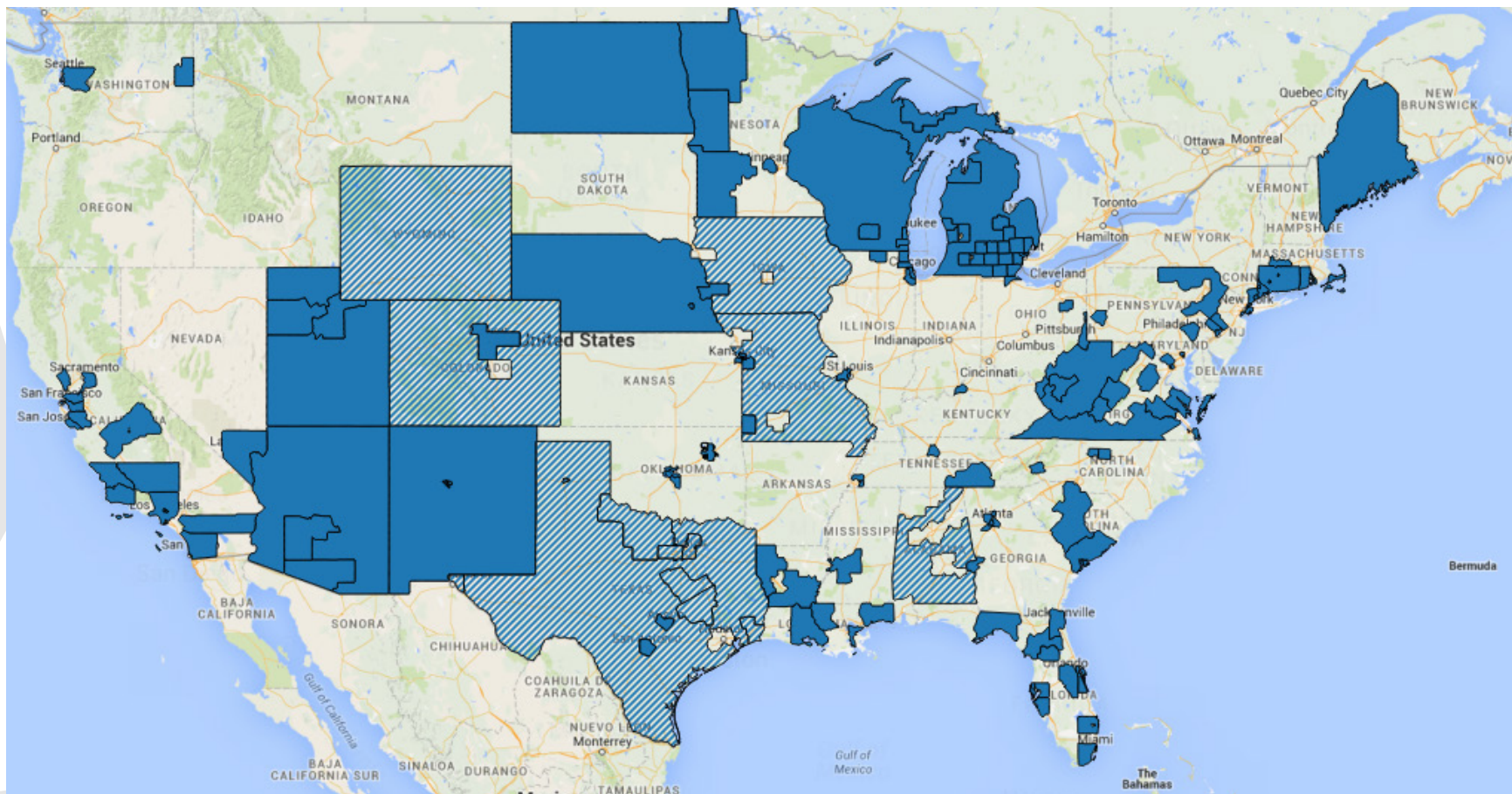
Version 2 builds upon the success of Version 1 of the VI-SPDAT with some refinements. Starting in August 2014, a survey was launched of existing VI-SPDAT users to get their input on what should be amended, improved, or maintained in the tool. Analysis was completed across all of these responses. Further research was conducted. Questions were tested and refined over several months, again including the direct voice of persons with lived experience and frontline practitioners. Input was also gathered from senior government officials that create policy and programs to help ensure alignment with guidelines and funding requirements.

You will notice some differences in Version 2 compared to Version 1. Namely:

- it is shorter, usually taking less than 7 minutes to complete;
- subjective elements through observation are now gone, which means the exact same instrument can be used over the phone or in-person;
- medical, substance use, and mental health questions are all refined;
- you can now explicitly see which component of the full SPDAT each VI-SPDAT question links to; and,
- the scoring range is slightly different (Don't worry, we can provide instructions on how these relate to results from Version 1).

## Appendix B: Where the VI-SPDAT is being used in the United States

Since the VI-SPDAT is provided completely free of charge, and no training is required, any community is able to use the VI-SPDAT without the explicit permission of Community Solutions or OrgCode Consulting, Inc. As a result, the VI-SPDAT is being used in more communities than we know of. It is also being used in Canada and Australia.



A partial list of continua of care (CoCs) in the US where we know the VI-SPDAT is being used includes:

**Alabama**

- Parts of Alabama Balance of State

**Arizona**

- Statewide

**California**

- San Jose/Santa Clara City & County
- San Francisco
- Oakland/Alameda County
- Sacramento City & County
- Richmond/Contra Costa County
- Watsonville/Santa Cruz City & County
- Fresno/Madera County
- Napa City & County
- Los Angeles City & County
- San Diego
- Santa Maria/Santa Barbara County
- Bakersfield/Kern County
- Pasadena
- Riverside City & County
- Glendale
- San Luis Obispo County

**Colorado**

- Metropolitan Denver Homeless Initiative
- Parts of Colorado Balance of State

**Connecticut**

- Hartford
- Bridgeport/Stratford/Fairfield
- Connecticut Balance of State
- Norwalk/Fairfield County
- Stamford/Greenwich
- City of Waterbury

**District of Columbia**

- District of Columbia

**Florida**

- Sarasota/Bradenton/Manatee, Sarasota Counties
- Tampa/Hillsborough County
- St. Petersburg/Clearwater/Largo/Pinellas County
- Tallahassee/Leon County
- Orlando/Orange, Osceola, Seminole Counties
- Gainesville/Alachua, Putnam Counties
- Jacksonville-Duval, Clay Counties
- Palm Bay/Melbourne/Brevard County
- Ocala/Marion County
- Miami/Dade County
- West Palm Beach/Palm Beach County

**Georgia**

- Atlanta County
- Fulton County
- Columbus-Muscogee/Russell County
- Marietta/Cobb County
- DeKalb County

**Hawaii**

- Honolulu

**Illinois**

- Rockford/Winnebago, Boone Counties
- Waukegan/North Chicago/Lake County
- Chicago
- Cook County

**Iowa**

- Parts of Iowa Balance of State

**Kansas**

- Kansas City/Wyandotte County

**Kentucky**

- Louisville/Jefferson County

**Louisiana**

- Lafayette/Acadiana
- Shreveport/Bossier/Northwest
- New Orleans/Jefferson Parish
- Baton Rouge
- Alexandria/Central Louisiana CoC

**Massachusetts**

- Cape Cod Islands
- Springfield/Holyoke/Chicopee/Westfield/Hampden County

**Maryland**

- Baltimore City
- Montgomery County

**Maine**

- Statewide

**Michigan**

- Statewide

**Minnesota**

- Minneapolis/Hennepin County
- Northwest Minnesota
- Moorhead/West Central Minnesota
- Southwest Minnesota

**Missouri**

- St. Louis County
- St. Louis City
- Joplin/Jasper, Newton Counties
- Kansas City/Independence/Lee's Summit/Jackson County
- Parts of Missouri Balance of State

**Mississippi**

- Jackson/Rankin, Madison Counties
- Gulf Port/Gulf Coast Regional

**North Carolina**

- Winston Salem/Forsyth County
- Asheville/Buncombe County
- Greensboro/High Point

**North Dakota**

- Statewide

**Nebraska**

- Statewide

**New Mexico**

- Statewide

**Nevada**

- Las Vegas/Clark County

**New York**

- New York City
- Yonkers/Mount Vernon/New Rochelle/Westchester County

**Ohio**

- Toledo/Lucas County
- Canton/Massillon/Alliance/Stark County

**Oklahoma**

- Tulsa City & County/Broken Arrow
- Oklahoma City
- Norman/Cleveland County

**Pennsylvania**

- Philadelphia
- Lower Marion/Norristown/Abington/Montgomery County
- Allentown/Northeast Pennsylvania
- Lancaster City & County
- Bristol/Bensalem/Bucks County
- Pittsburgh/McKeesport/Penn Hills/Allegheny County

**Rhode Island**

- Statewide

**South Carolina**

- Charleston/Low Country
- Columbia/Midlands

**Tennessee**

- Chattanooga/Southeast Tennessee
- Memphis/Shelby County
- Nashville/Davidson County

**Texas**

- San Antonio/Bexar County
- Austin/Travis County
- Dallas City & County/Irving
- Fort Worth/Arlington/Tarrant County
- El Paso City and County
- Waco/McLennan County
- Texas Balance of State
- Amarillo
- Wichita Falls/Wise, Palo Pinto, Wichita, Archer Counties
- Bryan/College Station/Brazos Valley
- Beaumont/Port Arthur/South East Texas

**Utah**

- Statewide

**Virginia**

- Richmond/Henrico, Chesterfield, Hanover Counties
- Roanoke City & County/Salem
- Virginia Beach
- Portsmouth
- Virginia Balance of State
- Arlington County

**Washington**

- Seattle/King County
- Spokane City & County

**Wisconsin**

- Statewide

**West Virginia**

- Statewide

**Wyoming**

- Wyoming Statewide is in the process of implementing



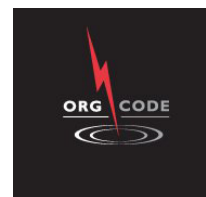
**Vulnerability Index -  
Service Prioritization Decision Assistance Tool  
(VI-SPDAT)**

**Prescreen Triage Tool for Families**

**AMERICAN VERSION 2.0**

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**COMMUNITY  
SOLUTIONS**



## Welcome to the SPDAT Line of Products

The Service Prioritization Decision Assistance Tool (SPDAT) has been around in various incarnations for over a decade, before being released to the public in 2010. Since its initial release, the use of the SPDAT has been expanding exponentially and is now used in over one thousand communities across the United States, Canada, and Australia.

More communities using the tool means there is an unprecedented demand for versions of the SPDAT, customized for specific client groups or types of users. With the release of SPDAT V4, there have been more current versions of SPDAT products than ever before.

### VI-SPDAT Series

The Vulnerability Index – Service Prioritization Decision Assistance Tool (VI-SPDAT) was developed as a pre-screening tool for communities that are very busy and do not have the resources to conduct a full SPDAT assessment for every client. It was made in collaboration with Community Solutions, creators of the Vulnerability Index, as a brief survey that can be conducted to quickly determine whether a client has high, moderate, or low acuity. The use of this survey can help prioritize which clients should be given a full SPDAT assessment first. Because it is a self-reported survey, no special training is required to use the VI-SPDAT.

#### **Current versions available:**

- VI-SPDAT V 2.0 for Individuals
- VI-SPDAT V 2.0 for Families
- VI-SPDAT V 2.0 for Youth

All versions are available online at

[www.orgcode.com/products/vi-spdatt/](http://www.orgcode.com/products/vi-spdatt/)

### SPDAT Series

The Service Prioritization Decision Assistance Tool (SPDAT) was developed as an assessment tool for front-line workers at agencies that work with homeless clients to prioritize which of those clients should receive assistance first. The SPDAT tools are also designed to help guide case management and improve housing stability outcomes. They provide an in-depth assessment that relies on the assessor's ability to interpret responses and corroborate those with evidence. As a result, this tool may only be used by those who have received proper, up-to-date training provided by OrgCode Consulting, Inc. or an OrgCode certified trainer.

#### **Current versions available:**

- SPDAT V 4.0 for Individuals
- SPDAT V 4.0 for Families
- SPDAT V 4.0 for Youth

Information about all versions is available online at

[www.orgcode.com/products/spdat/](http://www.orgcode.com/products/spdat/)

## SPDAT Training Series

To use the SPDAT, training by OrgCode or an OrgCode certified trainer is required. We provide training on a wide variety of topics over a variety of mediums.

The full-day in-person SPDAT Level 1 training provides you the opportunity to bring together as many people as you want to be trained for one low fee. The webinar training allows for a maximum of 15 different computers to be logged into the training at one time. We also offer online courses for individuals that you can do at your own speed.

The training gives you the manual, case studies, application to current practice, a review of each component of the tool, conversation guidance with prospective clients – and more!

### **Current SPDAT training available:**

- Level 0 SPDAT Training: VI-SPDAT for Frontline Workers
- Level 1 SPDAT Training: SPDAT for Frontline Workers
- Level 2 SPDAT Training: SPDAT for Supervisors
- Level 3 SPDAT Training: SPDAT for Trainers

### **Other related training available:**

- Excellence in Housing-Based Case Management
- Coordinated Access & Common Assessment
- Motivational Interviewing
- Objective-Based Interactions

More information about SPDAT training, including pricing, is available online at

<http://www.orgcode.com/product-category/training/spdat/>

## Administration

<b>Interviewer's Name</b> _____	<b>Agency</b> _____	<input type="checkbox"/> Team <input type="checkbox"/> Staff <input type="checkbox"/> Volunteer
<b>Survey Date</b> DD/MM/YYYY ___/___/____	<b>Survey Time</b> ___:___	<b>Survey Location</b> _____

## Opening Script

Every assessor in your community regardless of organization completing the VI-SPDAT should use the same introductory script. In that script you should highlight the following information:

- the name of the assessor and their affiliation (organization that employs them, volunteer as part of a Point in Time Count, etc.)
- the purpose of the VI-SPDAT being completed
- that it usually takes less than 7 minutes to complete
- that only “Yes,” “No,” or one-word answers are being sought
- that any question can be skipped or refused
- where the information is going to be stored
- that if the participant does not understand a question that clarification can be provided
- the importance of relaying accurate information to the assessor and not feeling that there is a correct or preferred answer that they need to provide, nor information they need to conceal

## Basic Information

<b>PARENT 1</b>	<b>First Name</b> _____	<b>Nickname</b> _____	<b>Last Name</b> _____
	<b>In what language do you feel best able to express yourself?</b> _____		
<b>PARENT 2</b>	<b>Date of Birth</b> DD/MM/YYYY ___/___/____	<b>Age</b> _____	<b>Social Security Number</b> _____
	<b>Consent to participate</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		
<input type="checkbox"/> No second parent currently part of the household			
<b>PARENT 2</b>	<b>First Name</b> _____	<b>Nickname</b> _____	<b>Last Name</b> _____
	<b>In what language do you feel best able to express yourself?</b> _____		
<b>PARENT 2</b>	<b>Date of Birth</b> DD/MM/YYYY ___/___/____	<b>Age</b> _____	<b>Social Security Number</b> _____
	<b>Consent to participate</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>IF EITHER HEAD OF HOUSEHOLD IS 60 YEARS OF AGE OR OLDER, THEN SCORE 1.</b>			<b>SCORE:</b> _____

## Children

1. How many children under the age of 18 are currently with you? \_\_\_\_\_  Refused
2. How many children under the age of 18 are not currently with your family, but you have reason to believe they will be joining you when you get housed? \_\_\_\_\_  Refused
3. **IF HOUSEHOLD INCLUDES A FEMALE:** Is any member of the family currently pregnant?  Y  N  Refused
4. Please provide a list of children's names and ages:

First Name	Last Name	Age	Date of Birth
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

IF THERE IS A SINGLE PARENT WITH 2+ CHILDREN, AND/OR A CHILD AGED 11 OR YOUNGER, AND/OR A CURRENT PREGNANCY, THEN SCORE 1 FOR **FAMILY SIZE**. **SCORE:**

IF THERE ARE TWO PARENTS WITH 3+ CHILDREN, AND/OR A CHILD AGED 6 OR YOUNGER, AND/OR A CURRENT PREGNANCY, THEN SCORE 1 FOR **FAMILY SIZE**.

## A. History of Housing and Homelessness

5. Where do you and your family sleep most frequently? (check one)
  - Shelters
  - Transitional Housing
  - Safe Haven
  - Outdoors**
  - Other (specify):** \_\_\_\_\_
  - Refused**

IF THE PERSON ANSWERS ANYTHING OTHER THAN "SHELTER", "TRANSITIONAL HOUSING", OR "SAFE HAVEN", THEN SCORE 1. **SCORE:**

6. How long has it been since you and your family lived in permanent stable housing? \_\_\_\_\_  Refused
7. In the last three years, how many times have you and your family been homeless? \_\_\_\_\_  Refused

IF THE FAMILY HAS EXPERIENCED 1 OR MORE CONSECUTIVE YEARS OF HOMELESSNESS, AND/OR 4+ EPISODES OF HOMELESSNESS, THEN SCORE 1. **SCORE:**

## B. Risks

8. In the past six months, how many times have you or anyone in your family...

- a) Received health care at an emergency department/room?   Refused
- b) Taken an ambulance to the hospital?   Refused
- c) Been hospitalized as an inpatient?   Refused
- d) Used a crisis service, including sexual assault crisis, mental health crisis, family/intimate violence, distress centers and suicide prevention hotlines?   Refused
- e) Talked to police because they witnessed a crime, were the victim of a crime, or the alleged perpetrator of a crime or because the police told them that they must move along?   Refused
- f) Stayed one or more nights in a holding cell, jail or prison, whether that was a short-term stay like the drunk tank, a longer stay for a more serious offence, or anything in between?   Refused

**IF THE TOTAL NUMBER OF INTERACTIONS EQUALS 4 OR MORE, THEN SCORE 1 FOR EMERGENCY SERVICE USE.**

**SCORE:**

- 9. Have you or anyone in your family been attacked or beaten up since they've become homeless?  **Y**  N  Refused
- 10. Have you or anyone in your family threatened to or tried to harm themselves or anyone else in the last year?  **Y**  N  Refused

**IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF HARM.**

**SCORE:**

- 11. Do you or anyone in your family have any legal stuff going on right now that may result in them being locked up, having to pay fines, or that make it more difficult to rent a place to live?  **Y**  N  Refused

**IF "YES," THEN SCORE 1 FOR LEGAL ISSUES.**

**SCORE:**

- 12. Does anybody force or trick you or anyone in your family to do things that you do not want to do?  **Y**  N  Refused
- 13. Do you or anyone in your family ever do things that may be considered to be risky like exchange sex for money, run drugs for someone, have unprotected sex with someone they don't know, share a needle, or anything like that?  **Y**  N  Refused

**IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF EXPLOITATION.**

**SCORE:**

### C. Socialization & Daily Functioning

14. Is there any person, past landlord, business, bookie, dealer, or government group like the IRS that thinks you or anyone in your family owe them money?  **Y**  **N**  Refused

15. Do you or anyone in your family get any money from the government, a pension, an inheritance, working under the table, a regular job, or anything like that?  **Y**  **N**  Refused

**IF "YES" TO QUESTION 14 OR "NO" TO QUESTION 15, THEN SCORE 1 FOR MONEY MANAGEMENT. SCORE:**

16. Does everyone in your family have planned activities, other than just surviving, that make them feel happy and fulfilled?  **Y**  **N**  Refused

**IF "NO," THEN SCORE 1 FOR MEANINGFUL DAILY ACTIVITY. SCORE:**

17. Is everyone in your family currently able to take care of basic needs like bathing, changing clothes, using a restroom, getting food and clean water and other things like that?  **Y**  **N**  Refused

**IF "NO," THEN SCORE 1 FOR SELF-CARE. SCORE:**

18. Is your family's current homelessness in any way caused by a relationship that broke down, an unhealthy or abusive relationship, or because other family or friends caused your family to become evicted?  **Y**  **N**  Refused

**IF "YES," THEN SCORE 1 FOR SOCIAL RELATIONSHIPS. SCORE:**

### D. Wellness

19. Has your family ever had to leave an apartment, shelter program, or other place you were staying because of the physical health of you or anyone in your family?  **Y**  **N**  Refused

20. Do you or anyone in your family have any chronic health issues with your liver, kidneys, stomach, lungs or heart?  **Y**  **N**  Refused

21. If there was space available in a program that specifically assists people that live with HIV or AIDS, would that be of interest to you or anyone in your family?  **Y**  **N**  Refused

22. Does anyone in your family have any physical disabilities that would limit the type of housing you could access, or would make it hard to live independently because you'd need help?  **Y**  **N**  Refused

23. When someone in your family is sick or not feeling well, does your family avoid getting medical help?  **Y**  **N**  Refused

**IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR PHYSICAL HEALTH. SCORE:**

## VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

FAMILIES

AMERICAN VERSION 2.0

24. Has drinking or drug use by you or anyone in your family led your family to being kicked out of an apartment or program where you were staying in the past?  **Y**  N  Refused

25. Will drinking or drug use make it difficult for your family to stay housed or afford your housing?  **Y**  N  Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **SUBSTANCE USE**.

SCORE:

26. Has your family ever had trouble maintaining your housing, or been kicked out of an apartment, shelter program or other place you were staying, because of:

a) A mental health issue or concern?  **Y**  N  Refused

b) A past head injury?  **Y**  N  Refused

c) A learning disability, developmental disability, or other impairment?  **Y**  N  Refused

27. Do you or anyone in your family have any mental health or brain issues that would make it hard for your family to live independently because help would be needed?  **Y**  N  Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **MENTAL HEALTH**.

SCORE:

28. *IF THE FAMILY SCORED 1 EACH FOR PHYSICAL HEALTH, SUBSTANCE USE, AND MENTAL HEALTH:* Does any single member of your household have a medical condition, mental health concerns, **and** experience with problematic substance use?  **Y**  N  N/A or Refused

IF "YES", SCORE 1 FOR **TRI-MORBIDITY**.

SCORE:

29. Are there any medications that a doctor said you or anyone in your family should be taking that, for whatever reason, they are not taking?  **Y**  N  Refused

30. Are there any medications like painkillers that you or anyone in your family don't take the way the doctor prescribed or where they sell the medication?  **Y**  N  Refused

IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR **MEDICATIONS**.

SCORE:

31. *YES OR NO:* Has your family's current period of homelessness been caused by an experience of emotional, physical, psychological, sexual, or other type of abuse, or by any other trauma you or anyone in your family have experienced?  **Y**  N  Refused

IF "YES", SCORE 1 FOR **ABUSE AND TRAUMA**.

SCORE:



## E. Family Unit

32. Are there any children that have been removed from the family by a child protection service within the last 180 days?  **Y**  N  Refused

33. Do you have any family legal issues that are being resolved in court or need to be resolved in court that would impact your housing or who may live within your housing?  **Y**  N  Refused

**IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR FAMILY LEGAL ISSUES.**

**SCORE:**

34. In the last 180 days have any children lived with family or friends because of your homelessness or housing situation?  **Y**  N  Refused

35. Has any child in the family experienced abuse or trauma in the last 180 days?  **Y**  N  Refused

36. **IF THERE ARE SCHOOL-AGED CHILDREN:** Do your children attend school more often than not each week?  Y  **N**  N/A or Refused

**IF "YES" TO ANY OF QUESTIONS 34 OR 35, OR "NO" TO QUESTION 36, SCORE 1 FOR NEEDS OF CHILDREN.**

**SCORE:**

37. Have the members of your family changed in the last 180 days, due to things like divorce, your kids coming back to live with you, someone leaving for military service or incarceration, a relative moving in, or anything like that?  **Y**  N  Refused

38. Do you anticipate any other adults or children coming to live with you within the first 180 days of being housed?  **Y**  N  Refused

**IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR FAMILY STABILITY.**

**SCORE:**

39. Do you have two or more planned activities each week as a family such as outings to the park, going to the library, visiting other family, watching a family movie, or anything like that?  Y  **N**  Refused

40. After school, or on weekends or days when there isn't school, is the total time children spend each day where there is no interaction with you or another responsible adult...

a) 3 or more hours per day for children aged 13 or older?  **Y**  N  Refused

b) 2 or more hours per day for children aged 12 or younger?  **Y**  N  Refused

41. **IF THERE ARE CHILDREN BOTH 12 AND UNDER & 13 AND OVER:** Do your older kids spend 2 or more hours on a typical day helping their younger sibling(s) with things like getting ready for school, helping with homework, making them dinner, bathing them, or anything like that?  **Y**  N  N/A or Refused

**IF "NO" TO QUESTION 39, OR "YES" TO ANY OF QUESTIONS 40 OR 41, SCORE 1 FOR PARENTAL ENGAGEMENT.**

**SCORE:**

## Scoring Summary

DOMAIN	SUBTOTAL	RESULTS
PRE-SURVEY	/2	<b>Score: Recommendation:</b> 0-3 no housing intervention 4-8 an assessment for Rapid Re-Housing 9+ an assessment for Permanent Supportive Housing/Housing First
A. HISTORY OF HOUSING & HOMELESSNESS	/2	
B. RISKS	/4	
C. SOCIALIZATION & DAILY FUNCTIONS	/4	
D. WELLNESS	/6	
E. FAMILY UNIT	/4	
<b>GRAND TOTAL:</b>	<b>/22</b>	

## Follow-Up Questions

<b>On a regular day, where is it easiest to find you and what time of day is easiest to do so?</b>	place: _____ time: ___ : ___ or _____
<b>Is there a phone number and/or email where someone can safely get in touch with you or leave you a message?</b>	phone: (____) _____ - _____ email: _____
<b>Ok, now I'd like to take your picture so that it is easier to find you and confirm your identity in the future. May I do so?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Refused

Communities are encouraged to think of additional questions that may be relevant to the programs being operated or your specific local context. This may include questions related to:

- military service and nature of discharge
- ageing out of care
- mobility issues
- legal status in country
- income and source of it
- current restrictions on where a person can legally reside
- children that may reside with the adult at some point in the future
- safety planning

## Appendix A: About the VI-SPDAT

The HEARTH Act and federal regulations require communities to have an assessment tool for coordinated entry - and the VI-SPDAT and SPDAT meet these requirements. Many communities have struggled to comply with this requirement, which demands an investment of considerable time, resources and expertise. Others are making it up as they go along, using “gut instincts” in lieu of solid evidence. Communities need a practical, evidence-informed way to satisfy federal regulations while quickly implementing an effective approach to access and assessment. The VI-SPDAT is a first-of-its-kind tool designed to fill this need, helping communities end homelessness in a quick, strategic fashion.

### The VI-SPDAT

The VI-SPDAT was initially created by combining the elements of the Vulnerability Index which was created and implemented by Community Solutions broadly in the 100,000 Homes Campaign, and the SPDAT Prescreen Instrument that was part of the Service Prioritization Decision Assistance Tool. The combination of these two instruments was performed through extensive research and development, and testing. The development process included the direct voice of hundreds of persons with lived experience.

The VI-SPDAT examines factors of current vulnerability and future housing stability. It follows the structure of the SPDAT assessment tool, and is informed by the same research backbone that supports the SPDAT - almost 300 peer reviewed published journal articles, government reports, clinical and quasi-clinical assessment tools, and large data sets. The SPDAT has been independently tested, as well as internally reviewed. The data overwhelmingly shows that when the SPDAT is used properly, housing outcomes are better than when no assessment tool is used.

The VI-SPDAT is a triage tool. It highlights areas of higher acuity, thereby helping to inform the type of support and housing intervention that may be most beneficial to improve long term housing outcomes. It also helps inform the order - or priority - in which people should be served. The VI-SPDAT does not make decisions; it informs decisions. The VI-SPDAT provides data that communities, service providers, and people experiencing homelessness can use to help determine the best course of action next.

### Version 2

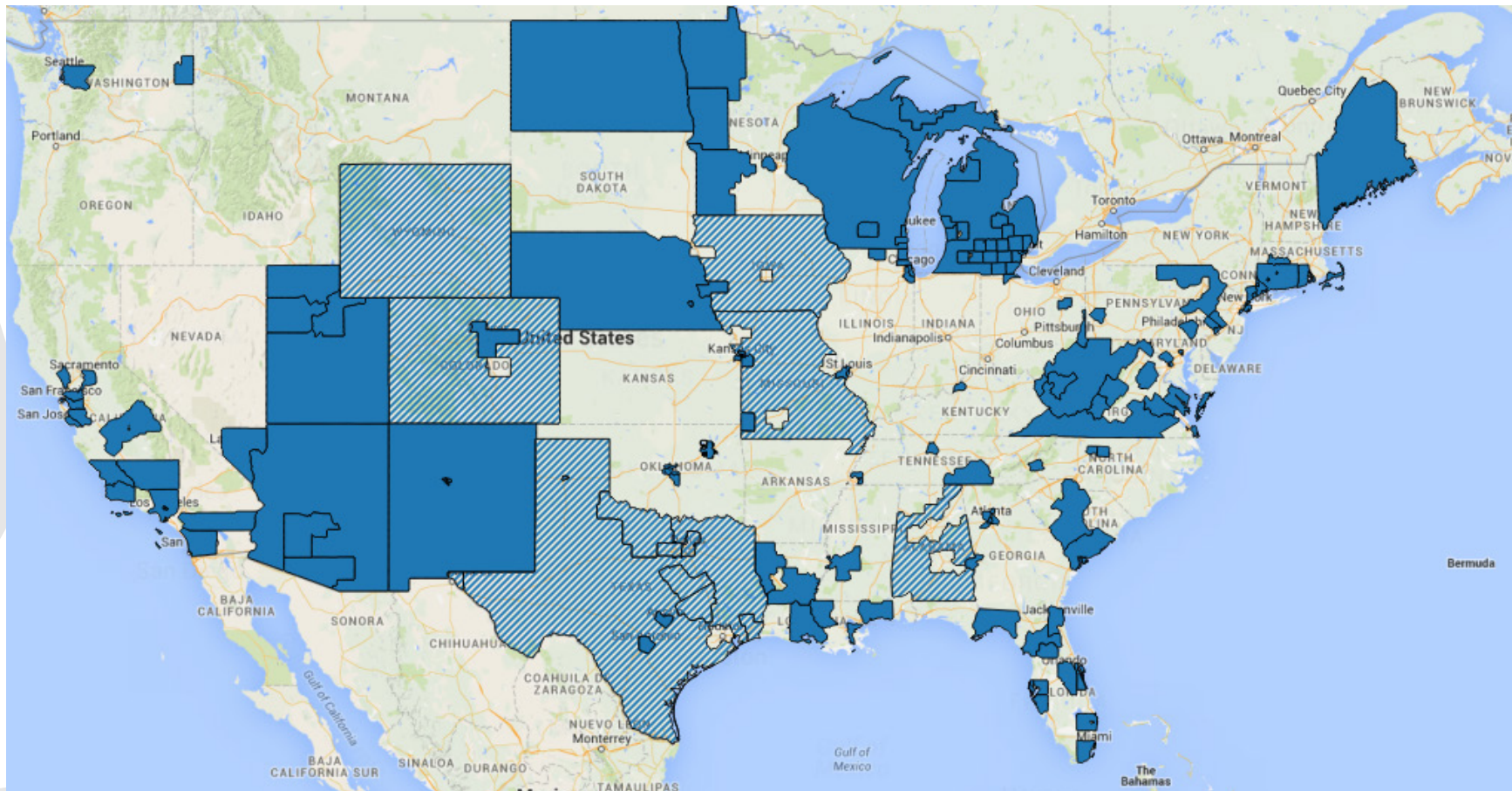
Version 2 builds upon the success of Version 1 of the VI-SPDAT with some refinements. Starting in August 2014, a survey was launched of existing VI-SPDAT users to get their input on what should be amended, improved, or maintained in the tool. Analysis was completed across all of these responses. Further research was conducted. Questions were tested and refined over several months, again including the direct voice of persons with lived experience and frontline practitioners. Input was also gathered from senior government officials that create policy and programs to help ensure alignment with guidelines and funding requirements.

You will notice some differences in Version 2 compared to Version 1. Namely:

- it is shorter, usually taking less than 7 minutes to complete;
- subjective elements through observation are now gone, which means the exact same instrument can be used over the phone or in-person;
- medical, substance use, and mental health questions are all refined;
- you can now explicitly see which component of the full SPDAT each VI-SPDAT question links to; and,
- the scoring range is slightly different (Don't worry, we can provide instructions on how these relate to results from Version 1).

## Appendix B: Where the VI-SPDAT is being used in the United States

Since the VI-SPDAT is provided completely free of charge, and no training is required, any community is able to use the VI-SPDAT without the explicit permission of Community Solutions or OrgCode Consulting, Inc. As a result, the VI-SPDAT is being used in more communities than we know of. It is also being used in Canada and Australia.



A partial list of continua of care (CoCs) in the US where we know the VI-SPDAT is being used includes:

**Alabama**

- Parts of Alabama Balance of State

**Arizona**

- Statewide

**California**

- San Jose/Santa Clara City & County
- San Francisco
- Oakland/Alameda County
- Sacramento City & County
- Richmond/Contra Costa County
- Watsonville/Santa Cruz City & County
- Fresno/Madera County
- Napa City & County
- Los Angeles City & County
- San Diego
- Santa Maria/Santa Barbara County
- Bakersfield/Kern County
- Pasadena
- Riverside City & County
- Glendale
- San Luis Obispo County

**Colorado**

- Metropolitan Denver Homeless Initiative
- Parts of Colorado Balance of State

**Connecticut**

- Hartford
- Bridgeport/Stratford/Fairfield
- Connecticut Balance of State
- Norwalk/Fairfield County
- Stamford/Greenwich
- City of Waterbury

**District of Columbia**

- District of Columbia

**Florida**

- Sarasota/Bradenton/Manatee, Sarasota Counties
- Tampa/Hillsborough County
- St. Petersburg/Clearwater/Largo/Pinellas County
- Tallahassee/Leon County
- Orlando/Orange, Osceola, Seminole Counties
- Gainesville/Alachua, Putnam Counties
- Jacksonville-Duval, Clay Counties
- Palm Bay/Melbourne/Brevard County
- Ocala/Marion County
- Miami/Dade County
- West Palm Beach/Palm Beach County

**Georgia**

- Atlanta County
- Fulton County
- Columbus-Muscogee/Russell County
- Marietta/Cobb County
- DeKalb County

**Hawaii**

- Honolulu

**Illinois**

- Rockford/Winnebago, Boone Counties
- Waukegan/North Chicago/Lake County
- Chicago
- Cook County

**Iowa**

- Parts of Iowa Balance of State

**Kansas**

- Kansas City/Wyandotte County

**Kentucky**

- Louisville/Jefferson County

**Louisiana**

- Lafayette/Acadiana
- Shreveport/Bossier/Northwest
- New Orleans/Jefferson Parish
- Baton Rouge
- Alexandria/Central Louisiana CoC

**Massachusetts**

- Cape Cod Islands
- Springfield/Holyoke/Chicopee/Westfield/Hampden County

**Maryland**

- Baltimore City
- Montgomery County

**Maine**

- Statewide

**Michigan**

- Statewide

**Minnesota**

- Minneapolis/Hennepin County
- Northwest Minnesota
- Moorhead/West Central Minnesota
- Southwest Minnesota

**Missouri**

- St. Louis County
- St. Louis City
- Joplin/Jasper, Newton Counties
- Kansas City/Independence/Lee's Summit/Jackson County
- Parts of Missouri Balance of State

**Mississippi**

- Jackson/Rankin, Madison Counties
- Gulf Port/Gulf Coast Regional

**North Carolina**

- Winston Salem/Forsyth County
- Asheville/Buncombe County
- Greensboro/High Point

**North Dakota**

- Statewide

**Nebraska**

- Statewide

**New Mexico**

- Statewide

**Nevada**

- Las Vegas/Clark County

**New York**

- New York City
- Yonkers/Mount Vernon/New Rochelle/Westchester County

**Ohio**

- Toledo/Lucas County
- Canton/Massillon/Alliance/Stark County

**Oklahoma**

- Tulsa City & County/Broken Arrow
- Oklahoma City
- Norman/Cleveland County

**Pennsylvania**

- Philadelphia
- Lower Marion/Norristown/Abington/Montgomery County
- Allentown/Northeast Pennsylvania
- Lancaster City & County
- Bristol/Bensalem/Bucks County
- Pittsburgh/McKeesport/Penn Hills/Allegheny County

**Rhode Island**

- Statewide

**South Carolina**

- Charleston/Low Country
- Columbia/Midlands

**Tennessee**

- Chattanooga/Southeast Tennessee
- Memphis/Shelby County
- Nashville/Davidson County

**Texas**

- San Antonio/Bexar County
- Austin/Travis County
- Dallas City & County/Irving
- Fort Worth/Arlington/Tarrant County
- El Paso City and County
- Waco/McLennan County
- Texas Balance of State
- Amarillo
- Wichita Falls/Wise, Palo Pinto, Wichita, Archer Counties
- Bryan/College Station/Brazos Valley
- Beaumont/Port Arthur/South East Texas

**Utah**

- Statewide

**Virginia**

- Richmond/Henrico, Chesterfield, Hanover Counties
- Roanoke City & County/Salem
- Virginia Beach
- Portsmouth
- Virginia Balance of State
- Arlington County

**Washington**

- Seattle/King County
- Spokane City & County

**Wisconsin**

- Statewide

**West Virginia**

- Statewide

**Wyoming**

- Wyoming Statewide is in the process of implementing

## Chapter 4 – APPLICATIONS (UPDATED 7/2021)

When a family wishes to receive assistance under the HCV program, the family must submit an application that provides CCHA with the information needed to determine the family's eligibility. HUD requires CCHA to place all families that apply for assistance on a waiting list. When HCV assistance becomes available, CCHA must select families from the waiting list in accordance with HUD requirements and PHA policies as stated in the administrative plan and the annual plan.

CCHA is required to adopt clear policies and procedures for accepting applications, placing families on the waiting list, and selecting families from the waiting list, and must follow these policies and procedures consistently. The actual order in which families are selected from the waiting list can be affected if a family has certain characteristics designated by HUD or CCHA that justify their selection. Examples of this are the selection of families for income targeting and the selection of families that qualify for targeted funding.

HUD regulations require that all families have an equal opportunity to apply for and receive housing assistance, and that CCHA affirmatively further fair housing goals in the administration of the program [24 CFR 982.53, HCV GB p. 4-1]. Adherence to the selection policies described in this chapter ensures that CCHA will be in compliance with all relevant fair housing requirements, as described in Chapter 2.

This chapter describes HUD and PHA policies for taking applications, managing the waiting list and selecting families for HCV assistance. The policies outlined in this chapter are organized into three sections, as follows:

Part I: The Application Process. This part provides an overview of the application process, and discusses how applicants can obtain and submit applications. It also specifies how CCHA will handle the applications it receives.

Part II: Managing the Waiting List. This part presents the policies that govern how CCHA's waiting list is structured, when it is opened and closed, and how the public is notified of the opportunity to apply for assistance. It also discusses the process CCHA will use to keep the waiting list current.

Part III: Selection for HCV Assistance. This part describes the policies that guide CCHA in selecting families for HCV assistance as such assistance becomes available. It also specifies how in-person interviews will be used to ensure that CCHA has the information needed to make a final eligibility determination.

## **4-I: THE APPLICATION PROCESS**

### **4-I.A. OVERVIEW**

This part describes CCHA policies for making applications available, accepting applications making preliminary determinations of eligibility, and the placement of applicants on the waiting list. This part also describes CCHA's obligation to ensure the accessibility of the application process to elderly persons, people with disabilities, and people with limited English proficiency (LEP).

### **4-I.B. APPLYING FOR ASSISTANCE**

[HCV GB, pp. 4-11 – 4-16, Notice PIH 2009-36]

Any family that wishes to receive HCV assistance must apply for admission to the program. HUD permits CCHA to determine the format and content of HCV applications, as well how such applications will be made available to interested families and how applications will be accepted by CCHA. CCHA must include Form HUD-92006, Supplement to Application for Federally Assisted Housing, as part of CCHA's application.

*CCHA will use a two-step process. A two-step process will be used when it is expected that a family will not be selected from the waiting list for at least 60 days from the date of application.*

*Under the two-step application process, CCHA will require applicants to provide an online pre-application with only general family information. The family will be required to provide all of the information necessary to establish family eligibility and level of assistance when the family is selected from the waiting list.*

*Families may submit online applications by creating an account at [www.hacc.org](http://www.hacc.org)*

*If an applicant or anyone in the family is a person with disabilities, and requires a specific accommodation in order to fully utilize our programs and services, they may contact the housing authority at 361-889-3300.*

#### **4-I.C. ACCESSIBILITY OF THE APPLICATION PROCESS**

##### **Elderly and Disabled Populations [24 CFR 8 and HCV GB, pp. 4-11 – 4-13]**

CCHA must take steps to ensure that the application process is accessible to those people who might have difficulty complying with the normal, standard PHA application process. This could include people with disabilities, certain elderly individuals, as well as persons with limited English proficiency (LEP). CCHA must provide reasonable accommodation to the needs of individuals with disabilities. The application-taking facility and the application process must be fully accessible, or CCHA must provide an alternate approach that provides full access to the application process. Chapter 2 provides a full discussion of CCHA's policies related to providing reasonable accommodations for people with disabilities.

##### **Limited English Proficiency**

PHAs are required to take reasonable steps to ensure equal access to their programs and activities by persons with limited English proficiency [24 CFR 1]. Chapter 2 provides a full discussion on CCHA's policies related to ensuring access to people with limited English proficiency (LEP).

#### **4-I.D. PLACEMENT ON THE WAITING LIST**

CCHA must review each complete application received and make a preliminary assessment of the family's eligibility. CCHA must accept applications from families for whom the list is open unless there is good cause for not accepting the application (such as denial of assistance) for the grounds stated in the regulations [24 CFR 982.206(b)(2)]. Where the family is determined to be ineligible, CCHA must notify the family in writing [24 CFR 982.201(f)]. Where the family is not determined to be ineligible, the family will be placed on a waiting list of applicants.

No applicant has a right or entitlement to be listed on the waiting list, or to any particular position on the waiting list [24 CFR 982.202(c)].

##### **Ineligible for Placement on the Waiting List**

*If CCHA can determine from the information provided that a family is ineligible, the family will not be placed on the waiting list. Where a family is determined to be ineligible, CCHA will send written notification of the ineligibility determination within 10 business days of receiving a complete application. The notice will specify the reasons for ineligibility, and will inform the family of its right to request an informal review and explain the process for doing so (see Chapter 16).*

##### **Eligible for Placement on the Waiting List**

*CCHA will send written notification of the preliminary eligibility determination within 10 business days of receiving a complete application.*

*Placement on the waiting list does not indicate that the family is, in fact, eligible for assistance. A final determination of eligibility will be made when the family is selected from the waiting list.*

*Applicants will be placed on the waiting list according to any preference(s) for which they qualify, and the date and time their complete application is received by CCHA.*



## **4-II: MANAGING THE WAITING LIST**

### **4-II.A. OVERVIEW**

CCHA must have policies regarding various aspects of organizing and managing the waiting list of applicant families. This includes opening the list to new applicants, closing the list to new applicants, notifying the public of waiting list openings and closings, updating waiting list information, purging the list of families that are no longer interested in or eligible for assistance, as well as conducting outreach to ensure a sufficient number of applicants.

In addition, HUD imposes requirements on how a PHA may structure its waiting list and how families must be treated if they apply for assistance from a PHA that administers more than one assisted housing program.

### **4-II.B. ORGANIZATION OF THE WAITING LIST**

[24 CFR 982.204 and 205]

CCHA's HCV waiting list must be organized in such a manner to allow CCHA to accurately identify and select families for assistance in the proper order, according to the admissions policies described in this plan.

The waiting list must contain the following information for each applicant listed:

- Applicant name;
- Family unit size;
- Date and time of application;
- Qualification for any local preference;
- Racial or ethnic designation of the head of household.

HUD requires CCHA to maintain a single waiting list for the HCV program unless it serves more than one county or municipality. Such PHAs are permitted, but not required, to maintain a separate waiting list for each county or municipality served.

*CCHA will maintain a single waiting list for the HCV program.*

HUD directs that a family that applies for assistance from the HCV program must be offered the opportunity to be placed on the waiting list for any public housing, project-based voucher or moderate rehabilitation program CCHA operates if 1) the other programs' waiting lists are open, and 2) the family is qualified for the other programs.

HUD permits, but does not require, that PHAs maintain a single merged waiting list for their public housing, Section 8, and other subsidized housing programs.

A family's decision to apply for, receive, or refuse other housing assistance must not affect the family's placement on the HCV waiting list, or any preferences for which the family may qualify.

*Effective 1/1/2021 CCHA will merge the HCV waiting list with the waiting list for all other programs CCHA operates.*

#### **4-II.C. OPENING AND CLOSING THE WAITING LIST**

[24 CFR 982.206]

##### **Closing the Waiting List**

A PHA is permitted to close the waiting list if it has an adequate pool of families to use its available HCV assistance. Alternatively, CCHA may elect to continue to accept applications only from certain categories of families that meet particular preferences or funding criteria.

*CCHA will keep close the waiting list when the estimated waiting period for housing assistance for applicants on the list reaches 24 months for the most current applicants. Where CCHA has particular preferences or funding criteria that require a specific category of family, CCHA may elect to continue to accept applications from these applicants while closing the waiting list to others.*

##### **Reopening the Waiting List**

If the waiting list has been closed, it cannot be reopened until CCHA publishes a notice in local newspapers of general circulation, minority media, and other suitable media outlets. The notice must comply with HUD fair housing requirements and must specify who may apply, and where and when applications will be received.

*CCHA will announce the reopening of the waiting list at least 10 business days prior to the date applications will first be accepted. If the list is only being reopened for certain categories of families, this information will be contained in the notice.*

*CCHA will give public notice by publishing the relevant information in suitable media outlets including, but not limited to: Corpus Christ Caller Times*

#### **4-II.D. FAMILY OUTREACH**

[HCV GB, pp. 4-2 to 4-4]

CCHA must conduct outreach as necessary to ensure that CCHA has a sufficient number of applicants on the waiting list to use the HCV resources it has been allotted.

Because HUD requires CCHA to admit a specified percentage of extremely low-income families to the program (see Chapter 4, Part III), CCHA may need to conduct special outreach to ensure that an adequate number of such families apply for assistance [HCV GB, p. 4-20 to 4-21].

PHA outreach efforts must comply with fair housing requirements. This includes:

- Analyzing the housing market area and the populations currently being served to identify underserved populations
- Ensuring that outreach efforts are targeted to media outlets that reach eligible populations that are underrepresented in the program
- Avoiding outreach efforts that prefer or exclude people who are members of a protected class

PHA outreach efforts must be designed to inform qualified families about the availability of assistance under the program. These efforts may include, as needed, any of the following activities:

- Submitting press releases to local newspapers, including minority newspapers
- Developing informational materials and flyers to distribute to other agencies
- Providing application forms to other public and private agencies that serve the low income population
- Developing partnerships with other organizations that serve similar populations, including agencies that provide services for persons with disabilities

*CCHA will monitor the characteristics of the population being served and the characteristics of the population as a whole in CCHA's jurisdiction. Targeted outreach efforts will be undertaken if a comparison suggests that certain populations are being underserved.*

#### **4-II.E. REPORTING CHANGES IN FAMILY CIRCUMSTANCES**

*While the family is on the waiting list, the family must immediately inform CCHA of changes in contact information, including current residence, mailing address, and phone number. The changes must be submitted online using the CCHA's Rent Cafe Portal. The changes must be made online at [www.hacc.org](http://www.hacc.org).*

*If an applicant or anyone in the family is a person with disabilities, and requires a specific accommodation in order to fully utilize our programs and services, they may contact the housing authority at 361-889-3300.*

#### **4-II.F. UPDATING THE WAITING LIST**

[24 CFR 982.204]

HUD requires CCHA to establish policies to use when removing applicant names from the waiting list.

##### **Purging the Waiting List**

The decision to withdraw an applicant family that includes a person with disabilities from the waiting list is subject to reasonable accommodation. If the applicant did not respond to a PHA request for information or updates, and CCHA determines that the family did not respond because of the family member's disability, CCHA must reinstate the applicant family to their former position on the waiting list [24 CFR 982.204(c)(2)].

*The waiting list will be updated annually to ensure that all applicants and applicant information is current and timely.*

*To update the waiting list, CCHA will send an update request via first class mail and email to each family on the waiting list to determine whether the family continues to be interested in, and to qualify for, the program. This update request will be sent to the last address and email that CCHA has on record for the family. The update request will provide a deadline by which the*

*family must respond and will state that failure to respond will result in the applicant's name being removed from the waiting list.*

*The family's response must be in writing or online through the CCHA's Rent Cafe Portal and may be delivered in person or by mail. Responses should be postmarked or received by CCHA not later than 15 business days from the date of CCHA letter.*

*If the family fails to respond within 15 business days, the family will be removed from the waiting list without further notice.*

*If the notice is returned by the post office with no forwarding address, the applicant will be removed from the waiting list without further notice.*

*If the notice is returned by the post office with a forwarding address, the notice will be re-sent to the address indicated. The family will have 15 business days to respond from the date the letter was re-sent.*

*If a family is removed from the waiting list for failure to respond, CCHA may reinstate the family if it is determined that the lack of response was due to PHA error, or to circumstances beyond the family's control.*

### **Removal from the Waiting List**

*If at any time an applicant family is on the waiting list, CCHA determines that the family is not eligible for assistance (see Chapter 3), the family will be removed from the waiting list.*

*If a family is removed from the waiting list because CCHA has determined the family is not eligible for assistance, a notice will be sent to the family's address and email of record provided on the initial application. The notice will state the reasons the family was removed from the waiting list and will inform the family how to request an informal review regarding CCHA's decision (see Chapter 16) [24 CFR 982.201(f)].*

## **4-III: SELECTION FOR HCV ASSISTANCE**

### **4-III.A. OVERVIEW**

As vouchers become available, families on the waiting list must be selected for assistance in accordance with the policies described in this part.

The order in which families are selected from the waiting list depends on the selection method chosen by CCHA and is impacted in part by any selection preferences for which the family qualifies. The availability of targeted funding also may affect the order in which families are selected from the waiting list.

CCHA must maintain a clear record of all information required to verify that the family is selected from the waiting list according to CCHA's selection policies [24 CFR 982.204(b) and 982.207(e)].

### **4-III.B. SELECTION AND HCV FUNDING SOURCES**

#### **Special Admissions [24 CFR 982.203]**

HUD may award funding for specifically-named families living in specified types of units (e.g., a family that is displaced by demolition of public housing; a non-purchasing family residing in a HOPE 1 or 2 projects). In these cases, CCHA may admit such families whether or not they are on the waiting list, and, if they are on the waiting list, without considering the family's position on the waiting list. These families are considered non-waiting list selections. CCHA must maintain records showing that such families were admitted with special program funding.

#### **Targeted Funding [24 CFR 982.204(e)]**

HUD may award a PHA funding for a specified category of families on the waiting list. CCHA must use this funding only to assist the families within the specified category. In order to assist families within a targeted funding category, CCHA may skip families that do not qualify within the targeted funding category. Within this category of families, the order in which such families are assisted is determined according to the policies provided in Section 4-III.C.

*CCHA administers the following types of targeted funding:*

- (1). *Mainstream for Persons with Disabilities* - Mainstream program vouchers enable income-eligible disabled families to lease affordable private housing.**
- (2). *Veterans Affairs Supportive Housing (VASH)* - The Veterans Affairs Supportive Housing (VASH) Program for homeless veterans combines Housing Choice Voucher (HCV) rental assistance with case management and clinical services provided by the Department of Veterans Affairs (VA) at VA medical centers and community-based outreach clinics.**

**(3). Foster for Youth Independence (FYI)** – *The Foster for Youth Independence initiative provides Housing Choice Voucher (HCV) rental assistance with case management provided by the Texas Department of Child and Protective Services.*

**(4). Emergency Housing Voucher (EHV)** – *The Emergency Housing Voucher (EHV) program was made available through the American Rescue Plan Act (ARPA). Through EHV, HUD is providing housing choice vouchers to local Public Housing Authorities (PHAs) in order to assist individuals and families who are:*

- *Homeless,*
- *At risk of homelessness,*
- *Fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking, or*
- *Were recently homeless or have a high risk of housing instability.*

## Regular HCV Funding

Regular HCV funding may be used to assist any eligible family on the waiting list. Families are selected from the waiting list according to the policies provided in Section 4-III.C.

### 4-III.C. SELECTION METHOD

PHAs must describe the method for selecting applicant families from the waiting list, including the system of admission preferences that CCHA will use [24 CFR 982.202(d)].

#### Local Preferences [24 CFR 982.207; HCV p. 4-16]

PHAs are permitted to establish local preferences, and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits CCHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with CCHA plan and the consolidated plan, and must be based on local housing needs and priorities that can be documented by generally accepted data sources.

*CCHA will use the following local preferences:*

#### **HOMELESS REFERRAL – (35 points)**

*Applicants must:*

*Be in a homeless “rapid housing” transitional program for a minimum of 9 months with ongoing case management. The requirement for the partnering agencies homeless transitional program are as follows:*

- (1). Meet HUD’s definition of homeless: “An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning: Has a primary nighttime residence that is a public or private place not meant for human habitation (cars, abandoned buildings, streets, etc.) Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); or Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution. HUD Category 4- Fleeing or Attempting to Flee Domestic Violence: Any individual or Family who: (i) Is fleeing, or is attempting to flee, domestic violence, (ii) Has no other residence; **and** (iii) Lacks the resources or support networks to obtain other permanent housing.*
- (2). Have been continuously homeless for the past TWELVE (12) CONSECUTIVE MONTHS (a year or more) **OR** Has had FOUR (4) occasions of homelessness in the last THREE (3) years, which total at least 12 months **OR***
- (3). If NOT Chronically Homeless -Disabled: An individual who would benefit from housing, **UNLESS** Applicant has written verification from SSI/ SSDI/VA Disability
  - i. A diagnosable substance use disorder*
  - ii. A developmental disability*
  - iii. A serious mental illness**

*iv.. A chronic physical illness, including the co-occurrence of two or more of these conditions*

- (4). Be referred by the partnering agency, confirming completion of the program and recommendation into a PBV assisted unit.*
- (5). Submit commitment for continuation of care (case management) from the partnering agency, for not less than 6 months following the new admission date.*

***INVOLUNTARY DISPLACEMENT – (30 Points)***

*This preference is offered to families that are displaced due to Natural Disaster or Government Action.*

- Verified in writing by local, state, or federal authorities within the last 6 months.*

***MAINSTREAM – (35 points)***

*Applicants must have a household member who is a non-elderly person with disabilities and who is –*

- (1). Transitioning out of institutional or other segregated setting,*
- (2). At serious risk of institutionalization,*
- (3). Homeless,*
- (4). At risk of becoming homeless*

***HOMELESS –(5 POINTS)***

*This preference is offered to applicants that meet HUD’s federal definition as outlined in Category #1 and Category #4 . (Category #1) An individual currently living in a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human habitation; or an individual or family living in supervised publicly or privately operated shelter designated to provide temporary living arrangements; or an individual exiting an institution where they stayed for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution; or (Category #4) an individual or family fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking or other dangerous or life threatening conditions that relate to violence against the individual or a family member including a child, that has either taken place with the individual’s or family’s primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence; and has no other residence; and lacks the resources or support networks, e.g., family, friends, and faith-based or other social networks, to obtain other permanent housing;*

- (1). Be referred by a CCHA recognized homeless service provider. Referral to include a written plan to help ensure the successful transition from homelessness to permanent housing, and to help the household comply with eligibility and continuing occupancy policies, lease, house rules and any other applicable program requirements.*
- (2). Verification from shelter that provides temporary housing certifying the household is homeless.*



- (3). *Verification from institution where the individual is exiting (90 days or less) and verification from shelter that provided housing prior to entering the institution certifying the household was homeless.*
- (4). *Verification from federal, state or local police authorities, court records, certification from an agency that provides assistance to victims of such violence.*

**RESIDENCY – (50 Points)**

*An applicant shall qualify for the residency local preference if the applicant lives, works, or has been hired to work or is attending school within the Corpus Christ Housing Authority jurisdiction. Applicants who reside in the City of Corpus Christi receive preference over applicants who reside outside of the City of Corpus Christi. Verification of this local preference by an applicant must clearly identify residency, employment, impending employment, or schooling with the service jurisdiction of the Housing Authority.*

**ELDERLY OR DISABLED – (5 Points)**

*CCHA will give preference to elderly or disabled families. An elderly or disabled family is a family in which a head, spouse or co-head is age 62 or older or considered disabled by HUD definition.*

**VETERANS – (5 Points)**

*This preference is offered to Veteran families. CCHA defines “veteran” as a Head of Household that was honourably or generally discharged or who is currently on active duty with the following branches of service: Army, Navy, Air Force, Marines, Coast Guard and the National Guard (if deployed during war). This definition also includes the spouse of a veteran who is currently on active duty, or the widow of a veteran who was killed in action.*

**WAITING LIST TIME ADJUSTMENT – (5 Points)**

*CCHA will give preference to applicants of 5 points each year they are on the waiting list.*

**WORKING FAMILIES – (5 Points)**

*This preference is offered to all working families. To qualify for this preference the head, co-head, or spouse must be working at least 30 hours per week at the State’s minimum wage, or more, for the period of twelve consecutive months prior to admission, at the time of the unit offer. To qualify for the preference:*

- (1). *Head, co-head, or Sole Member must be working at least 30 hours per week at the State’s minimum wage. Verification furnished by employment verification.*

### **Income Targeting Requirement [24 CFR 982.201(b)(2)]**

HUD requires that extremely low-income (ELI) families make up at least 75 percent of the families admitted to the HCV program during CCHA's fiscal year. ELI families are those with annual incomes at or below the federal poverty level or 30 percent of the area median income, whichever number is higher. To ensure this requirement is met, a PHA may skip non-ELI families on the waiting list in order to select an ELI family.

Low-income families admitted to the program that are "continuously assisted" under the 1937 Housing Act [24 CFR 982.4(b)], as well as low-income or moderate-income families admitted to the program that are displaced as a result of the prepayment of the mortgage or voluntary termination of an insurance contract on eligible low-income housing, are not counted for income targeting purposes [24 CFR 982.201(b)(2)(v)].

*CCHA will monitor progress in meeting the income targeting requirement throughout the fiscal year. Extremely low-income families will be selected ahead of other eligible families on an as-needed basis to ensure the income targeting requirement is met.*

### **Order of Selection**

CCHA system of preferences may select families based on local preferences according to the date and time of application or by a random selection process (lottery) [24 CFR 982.207(c)]. If a PHA does not have enough funding to assist the family at the top of the waiting list, it is not permitted to skip down the waiting list to a family that it can afford to subsidize when there are not sufficient funds to subsidize the family at the top of the waiting list [24 CFR 982.204(d) and (e)].

*Families will be selected from the waiting list based on the targeted funding or selection preference(s) for which they qualify, and in accordance with CCHA's hierarchy of preferences, if applicable. Within each targeted funding or preference category, families will be selected on a first-come, first-served basis according to the date and time their complete application is received by CCHA. Documentation will be maintained by CCHA as to whether families on the list qualify for and are interested in targeted funding. If a higher placed family on the waiting list is not qualified or not interested in targeted funding, there will be a notation maintained so that CCHA does not have to ask higher placed families each time targeted selections are made.*

#### **4-III.D. NOTIFICATION OF SELECTION**

When a family has been selected from the waiting list, CCHA must notify the family [24 CFR 982.554(a)].

*CCHA will notify the family by first class mail and email when it is selected from the waiting list. The notice will inform the family of the following:*

*The steps to complete the online Intake Certification, due date, including a list of acceptable documents that will be required in order to determine eligibility.*

*If the notification letter is returned to CCHA with no forwarding address, the family will be removed from the waiting list. A notice of denial (see Chapter 3) will be sent to the family's address and email of record.*

#### **4-III.E. THE APPLICATION INTERVIEW**

HUD recommends that CCHA obtain the information and documentation needed to make an eligibility determination through a face-to-face interview with a PHA representative [HCV GB, pg. 4-16]. Being invited to attend an interview does not constitute admission to the program.

Assistance cannot be provided to the family until all SSN documentation requirements are met. However, if CCHA determines that an applicant family is otherwise eligible to participate in the program, the family may retain its place on the waiting list for a period of time determined by CCHA [Notice PIH 2018-24].

Reasonable accommodation must be made for persons with disabilities who are unable to attend an interview due to their disability.

*Families selected from the waiting list are not required to participate in an in-person eligibility interview.*

*The head of household and the spouse/cohead must complete the online interview as well as any persons over the age of 18. Verification of information pertaining to adult members of the household not present at the interview will not begin until signed release forms are returned to CCHA.*

*The head of household or spouse/cohead must provide acceptable documentation of legal identity. (Chapter 7 provides a discussion of proper documentation of legal identity.) If the family representative does not provide the required documentation at the time of the interview, he or she will be required to provide it within 10 business days.*

*Pending disclosure and documentation of social security numbers, CCHA will allow the family to retain its place on the waiting list for **indefinitely**. If not all household members have disclosed their SSNs at the next time CCHA is issuing vouchers, CCHA will issue a voucher to the next eligible applicant family on the waiting list.*

*The family must provide the information necessary to establish the family's eligibility and determine the appropriate level of assistance, as well as completing required forms, providing required signatures, and submitting required documentation. If any materials are missing, CCHA will provide the family with a written list of items that must be submitted.*

*Any required documents or information that the family is unable to provide during the online Intake Certification must be provided within 10 business days of the interview (Chapter 7 provides details about longer submission deadlines for particular items, including documentation of eligible noncitizen status). If the family is unable to obtain the information or materials within the required time frame, the family may request an extension. If the required documents and information are not provided within the required time frame (plus any extensions), the family will be sent a notice of denial (See Chapter 3).*

*An advocate, interpreter, or other assistant may assist the family with the online application and online Intake Certification process.*

*The online Intake Certification will be conducted in English/Spanish. For limited English proficient (LEP) applicants, CCHA will provide translation services in accordance with CCHA's LEP plan.*

*Intake Interviews will be completed online and a deadline date provided. In all circumstances, if a family does not complete the online Intake Certification by the scheduled due date, CCHA will send another notification letter with a new deadline date. Applicants who fail to attend two deadline dates without PHA approval will be denied assistance based on the family's failure to supply information needed to determine eligibility. A notice of denial will be issued in accordance with policies contained in Chapter 3.*

*If an applicant or anyone in the family is a person with disabilities, and requires a specific accommodation in order to fully utilize our programs and services, they may contact the housing authority at 361-889-3300.*

#### **4-III.F. COMPLETING THE APPLICATION PROCESS**

CCHA must verify all information provided by the family (see Chapter 7). Based on verified information, CCHA must make a final determination of eligibility (see Chapter 3) and must confirm that the family qualified for any special admission, targeted funding admission, or selection preference that affected the order in which the family was selected from the waiting list.

*If CCHA determines that the family is ineligible, CCHA will send written notification of the ineligibility determination within 10 business days of the determination. The notice will specify the reasons for ineligibility, and will inform the family of its right to request an informal review (Chapter 16).*

*If a family fails to qualify for any criteria that affected the order in which it was selected from the waiting list (e.g. targeted funding, extremely low-income), the family will be returned to its original position on the waiting list. CCHA will notify the family in writing that it has been returned to the waiting list, and will specify the reasons for it.*

*If CCHA determines that the family is eligible to receive assistance, CCHA will invite the family to attend a briefing in accordance with the policies in Chapter 5.*

1. Limited Homeless Preference (LHP)

LHP is a special set-aside of 20 HCVs administered by the HASA in partnership with the Salvation Army (SA) located in the City of San Angelo, and the City of San Angelo (COSA). The number of vouchers will decrease to 15, effective 10/1/2021, and the referring agency will change from COSA/SA, to Concho Valley Community Action Agency (CVCAA). LHP vouchers will give preference to applicants who meet the Public and Indian Housing (PIH) definition of homeless outlined below. The CVCAA must refer the LHP eligible family to the HASA once the homeless status has been properly vetted. The family must also meet all HCV Program eligibility requirements to qualify. The LHP vouchers are subject to the availability of subsidy and there is no guarantee that the maximum number of vouchers for this preference will always be available.

If the HASA determines that an applicant referred by the CVCAA does not meet the criteria described below, the applicant will not receive the preference. However, the HCV application will remain on the waiting list according to the date and time it was submitted, and is subject to the renewal requirements.

If the HASA denies an applicant's homeless preference claim, the HASA will notify the applicant and the CVCAA in writing, including the reason(s) for the preference denial. Applicants have the right to appeal the denial of eligibility for the homeless preference using the established process for informal reviews.

PIH definition of homeless: The PIH definition, as it applies to the HCV Program, is narrowed to the following two categories and taken from NOTICE PIH 2013-15 (HA).

Category 1: An individual or family who ***lacks a fixed, regular, and adequate nighttime residence***, meaning:

- a. An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground; ***or***
- b. An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements, including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by Federal, State, or local government programs for low- income individuals; ***or***
- c. An individual who is exiting an institution where he or she resided for 90 days or less, and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.

Category 4: Any individual or family who:

- a. Is ***fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking***, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence; ***and***
- b. Has no other residence; ***and***
- c. Lacks the resources or support networks, (e.g., family, friends, and faith-based or other social networks), to obtain other permanent housing.

1E-1

Local Competition Announced (8/31/21) p.2

Obj. Scoring Criteria Announced (9/1/21) p.3

RFP p.5

(Objective Scoring Criteria (pp 30-90))

THN is pleased to announce the opening of the Intent to Apply stage of the FY2021 Texas Balance of State Continuum of Care (TX BoS CoC) Local Competition! If you missed the webinar on Friday, June 16th, [you can find that recording here](#). New Applicants that have never administered CoC Program Funding are encouraged to apply!

In general, the CoC program will fund **Rapid Re-Housing, Permanent Supportive Housing, Joint Transitional Housing & Rapid Re-Housing (TH/RRH), HMIS, and Coordinated Entry**. To learn more about each of these activities, please click the hyperlinks above. Please note, the availability of funding and required applicant eligibility for each of the activities above is dependent on the United States Department of Housing and Urban Development (HUD) FY2021 CoC Program Notice Of Funding Opportunity (NOFO), which has yet to be released, [to learn more about the release of the NOFO, please visit this page](#).

**The Intent to Apply stage of the FY2021 TX BoS CoC Local Application process was open from Monday, July 19, 2021, at 9:00 AM, to Friday, July 30, 2021, at 4:59 PM CST. The Intent to Apply stage will re-open Monday August 30, 2021 at 12:00:00 AM to Tuesday August 31, 2021 at 11:59:59 PM CST. The Full Application will open Thursday September 2, 2021 at 12:00:00 AM and close Wednesday September 22, 2021 at 11:59:59 PM CST. To access the Intent to Apply, please visit our Competition Portal. [All applicants must submit an Intent to Apply for each anticipated project submission.](#)**

Visit the [Resources](#) page to view prior TX BoS CoC Program Grant Material.

**General Application Materials/Resources**

**THN**

- Request for Proposals
- Competition Timeline
- FY2021 CoC Program Interest Webinar (7/16/2021)
- FY2021 CoC Program Interest Webinar (8/26/2021)
- SurveyMonkey Apply (Application Portal)
- THN Competition Listserv Sign up Form
- SurveyMonkey Apply (Application Portal)
- So You Want To Receive CoC Funding? Webinar Recording
- New Project Applicants: Developing a Strong Project to Serve People Experiencing Homelessness Webinar Recording



## Competition Application Materials

THN is pleased to announce the opening of the Intent to Apply stage of the FY2021 Texas Balance of State Continuum of Care (TX BoS CoC) Local Competition! If you missed the webinar on Friday, June 16th, [you can find that recording here](#). New Applicants that have never administered CoC Program Funding are encouraged to apply!

In general, the CoC program will fund **Rapid Re-Housing**, **Permanent Supportive Housing**, **Joint Transitional Housing & Rapid Re-Housing (TH/RRH)**, **HMIS**, and **Coordinated Entry**. To learn more about each of these activities, please click the hyperlinks above. Please note, the availability of funding and required applicant eligibility for each of the activities above is dependent on the United States Department of Housing and Urban Development (HUD) FY2021 CoC Program Notice Of Funding Opportunity (NOFO), which has yet to be released, [to learn more about the release of the NOFO, please visit this page](#).

The Intent to Apply stage of the FY2021 TX BoS CoC Local Application process was open from Monday, July 19, 2021, at 9:00 AM, to Friday, July 30, 2021, at 4:59 PM CST. The Intent to Apply stage will re-open Monday August 30, 2021 at 12:00:00 AM to Tuesday August 31, 2021 at 11:59:59 PM CST. The Full Application will open Thursday September 2, 2021 at 12:00:00 AM and close Wednesday September 22, 2021 at 11:59:59 PM CST [To access the Intent to Apply, please visit our Competition Portal](#). All applicants must submit an Intent to Apply for each anticipated project submission.

Visit the [Resources](#) page to view prior TX BoS CoC Program Grant Material.

### General Application Materials/Resources

THN

Request for Proposals



REQUEST FOR PROPOSALS (RFP) FOR  
FY 2021 Continuum of Care (CoC) Program Funding

ISSUE DATE:  
Wednesday September 2, 2021  
12:00:00 AM CST

PROPOSALS DUE:  
Wednesday September 22, 2021  
11:59:59 CST

SUBMIT VIA "APPLY" Application Software

RFP POINT OF CONTACT:

Thumbnail 1: THN logo and header information.

Thumbnail 2: Table of contents or list of items.

Thumbnail 3: Text-heavy page with multiple paragraphs.



REQUEST FOR PROPOSALS (RFP) FOR

FY 2021 Continuum of Care (CoC) Program Funding

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SUBMIT VIA "APPLY" Application Software

RFP POINT OF CONTACT:

Jim Ward, Director of Planning

[txboscoc@thn.org](mailto:txboscoc@thn.org)

(512) 861-2165

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Version History

Version	Date Posted	Changelog
Version 1	9/2/2021	Initial posting

Appendices

The Appendices listed below are for reference only and are not required to be submitted with the application.

Appendix A: FY2021 Grant Inventory Worksheet

Appendix B: Application Components

Appendix C: Application Score Cards

Appendix D: Grievance Policy

## I. INTRODUCTION – INVITATION & BACKGROUND

Texas Homeless Network (THN) serves as the Collaborative Applicant, CoC Lead Agency, and Homeless Management Information System (HMIS) Lead Agency for the Texas Balance of State Continuum of Care, which covers 215 counties of Texas’ 254 counties. The Texas Balance of State Continuum of Care (TX BoS CoC) was formed to carry out the responsibilities required under the CoC Program Interim Rule (24 CFR 578). The CoC is comprised of a broad group of stakeholders dedicated to ending and preventing homelessness across Texas. The over-arching CoC responsibility is to ensure community-wide implementation of efforts to end homelessness, including ensuring programmatic and systemic effectiveness of the local continuum of care program.

Applicants for CoC Program funding may not apply to the U.S. Department of Housing and Urban Development (HUD) directly without the approval of the CoC. They must apply as part of a Consolidated Application through a Continuum of Care’s (CoC’s) “local application process”. For the TX BoS CoC, THN is the Lead Agency and Collaborative Applicant, and THN manages the CoC’s Local Application Process. The process is described in this RFP and includes reviewing, selecting, and ranking Project Applications, then submitting them to HUD under a Consolidated Application.

This funding is not guaranteed year-to-year. Multiple factors influence an application’s overall score and chances of funding, including performance, the CoC Application, whether the project incorporates a Housing First model, and other specific conditions of the Notice of Funding Opportunity (NOFO).

### A. DEFINITIONS

See Section III.B of the [FY2021 Notice of Funding Opportunity](#) for applicable definitions

### B. POINT OF CONTACT

THN has designated a Lead who is responsible for this RFP:

Jim Ward  
Director of Planning,  
[txboscoc@thn.org](mailto:txboscoc@thn.org)

### C. CHANGES TO THE PROCESS THIS YEAR

In an effort to streamline the Local Application Process for Project Applicants, the CoC Lead Agency has made the following significant changes to the process:

- Project Applicants are required to submit all application materials through the “Apply” application

software. See also Section II.E of this RFP.

- Projects applying to renew without expansion are exempt from completing the Supplemental Project Narrative section of the application, but are instead requested to submit responses to optional narrative prompts, for more information see Appendix B.

#### D. ELIGIBLE PROJECT APPLICANTS

In order to apply for CoC Program funding, Applicants must:

- Have submitted an Intent to Apply between Monday July 19, 2021, at 9:00 AM, and Friday July 30, 2021, at 4:59 PM CST, or between Monday August 30, 2021 at 12:00:00 AM and Tuesday August 31, 2021 at 11:59:59 PM per public posting at [thn.org/texas-balance-state-continuum-care/](https://www.thn.org/texas-balance-state-continuum-care/)
- Meet the eligibility requirements in Section V.A & V.B of the HUD NOFO <https://www.hudexchange.info/programs/e-snaps/fy-2021-coc-program-nofa-coc-program-competition/>
- Meet the threshold requirements in the Review and Scoring policy for Continuum of Care Program Funds at [https://www.thn.org/wp-content/uploads/2020/12/Review-and-Scoring-Policy\\_11-18-20.pdf](https://www.thn.org/wp-content/uploads/2020/12/Review-and-Scoring-Policy_11-18-20.pdf)
- Propose to serve a county, or counties in the TX BoS CoC listed at <https://www.thn.org/wp-content/uploads/2020/04/TX-BoS-CoC-counties-list-2020.pdf>

## II. PROJECT SCOPE OF WORK

THN is seeking proposals from agencies seeking to:

### A. Administer New Projects

HUD has made \$7,304,647 of funding available to develop new projects in the Texas Balance of State Continuum of Care under the CoC Bonus and the DV Bonus. New Projects refer to those that have not been funded through the CoC Program in previous competitions; this is inclusive of Expansion Projects, which expand eligible Renewal Projects.

#### i. CoC Bonus

Available: \$2,304,647

Applicants can apply for the following project components:

- Permanent Housing – Permanent Supportive Housing (PSH)
- Permanent Housing – Rapid Re-Housing (RRH)
- Joint Transitional Housing and Permanent Housing – Rapid Re-Housing (Joint TH and PH-RRH)
- Supportive Services Only – Coordinated Entry (SSO-CE)

CoCs may apply for more than one CoC Bonus project, and Agencies may apply for more than one New Project.

For more information about the CoC Bonus, visit Section V.B.3.e of the HUD CoC Program

Notice of Funding Opportunity.

ii. DV Bonus

Available: \$5,000,000

Applicants can apply for the following project components:

- Permanent Housing – Rapid Re-Housing (RRH)
- Joint Transitional Housing and Permanent Housing – Rapid Re-Housing (Joint TH and PH-RRH)
- Supportive Services Only – Coordinated Entry (SSO-CE)

NOTE: Only one NEW SSO-CE project per CoC will be awarded under the DV Bonus

For more information about the DV Bonus, visit Section V.B.4.a(4) of the HUD CoC Program NOFO.

iii. Types of Projects

There are four (4) types of projects eligible for new project funding through the CoC Bonus or DV Bonus.

- Rapid Re-Housing
- Permanent Supportive Housing
- Joint Transitional Housing and Rapid Re-Housing
- Supportive Services Only-Coordinated Entry

The FY2021 HUD CoC Program NOFO specifies specific threshold factors for all new projects. Those factors can be found in the NOFO at Section 5.C.3.c also excerpted below.

a. RRH Rapid Re-Housing

All new Permanent Housing must meet 3 of the 4 criteria below

- The type of housing proposed, including the number and configuration of units, will fit the needs of the program participants (e.g., two or more bedrooms for families).
- The type of supportive services that will be offered to program participants will ensure successful retention in or help to obtain permanent housing, including all supportive services regardless of funding source.
- The proposed project has a specific plan for ensuring program participants will be individually assisted to obtain the benefits of mainstream health, social, and employment programs for which they are eligible to apply meets the needs of program participants (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education)
- Program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type

of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing).

b. PSH Permanent Supportive Housing See Section II.A.iii.a of this RFP

c. TH/RRH Joint Transitional Housing & Rapid Re-Housing

All new Joint TH/RRH must meet 4 of the 6 criteria below

- The type of housing proposed, including the number and configuration of units, will fit the needs of the program participants (e.g., two or more bedrooms for families).
- The proposed project will provide enough rapid rehousing assistance to ensure that at any given time a program participant may move from transitional housing to permanent housing. This may be demonstrated by identifying a budget that has twice as many resources for the rapid rehousing portion of the project than the TH portion, by having twice as many PH-RRH units at a point in time as TH units, or by demonstrating that the budget and units are appropriate for the population being served by the project.
- The type of supportive services that will be offered to program participants will ensure successful retention or help to obtain permanent housing, including all supportive services regardless of funding source
- The proposed project has a specific plan for ensuring program participants will be individually assisted to obtain the benefits of mainstream health, social, and employment programs for which they are eligible to apply and which meets the needs of program participants (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education)
- Program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing)
- The project adheres to a Housing First model as defined in Section III.B.2.o of the HUD CoC Program NOFO

d. SSO-CE Supportive Services Only –Coordinated Entry

New SSO-CE projects must meet two of the 4 criteria below

- The centralized or coordinated assessment system called “Coordinated Entry in the TX BoS CoC” is easily available/reachable for all persons within the CoC’s geographic area who are seeking homelessness assistance. The system must also be accessible for persons with disabilities within the CoC’s geographic area
- There is a strategy for advertising that is designed specifically to reach homeless persons with the highest barriers within the CoC’s geographic area



- There is a standardized assessment process
- Ensures program participants are directed to appropriate housing and services that fit their needs.

iv. Projects Prioritized by the TX BoS CoC

In addition to all other eligible projects, consistent with Section II.B.4 of the HUD CoC Program NOFO the TX BoS CoC will prioritize through scoring, two (2) types of new projects.

a. Permanent Housing that demonstrates leveraging other housing resources

These points are available for CoCs that apply for at least one new permanent supportive housing or rapid re-housing project that utilizes housing subsidies or subsidized housing units not funded through the CoC or ESG programs. Housing subsidies or subsidized housing units may be funded through any of the following sources:

- Private organizations;
- State or local government, including through the use of HOME funding provided through the American Rescue Plan;
- Public Housing Agencies, including through the use of a set aside or limited preference;
- Faith-based organizations; or
- Federal programs other than the Continuum of Care (CoC) or Emergency Solutions Grant (ESG) programs.

Applicants must demonstrate that;

For PSH, 25% of the units, or for RRH, 25% of the program participants will be supported by another subsidy as described above. Additionally, applicants must submit written documents:

- Applicants must submit letters of commitment, contracts, or other formal written documents that demonstrate the number of subsidies or units being provided to support the project on request by the CoC Lead Agency.

b. Permanent Housing that demonstrates coordination with healthcare organizations

Permanent Supportive Housing or Rapid Re-Housing project that utilizes healthcare resources to help individuals and families experiencing homelessness. Sources of health care resources include:

- Direct contributions from a public or private health insurance provider to the project, and
- Provision of health care services by a private or public organization tailored to the program participants of the project.
- Eligibility for the project must comply with HUD program and fair

housing requirements. Eligibility criteria cannot be restricted by the eligibility requirements of the health care service provider

Applicants must demonstrate through a written commitment from a healthcare organization that the value of the assistance being provided is at least,

- In the case of a substance abuse treatment or recovery provider, it will provide access to treatment or recovery services for all program participants who qualify and choose those services; or
- An amount that is equivalent to 25 percent of the funding being requested for the project will be covered by the healthcare organization

For more information about these priorities please visit Section VII.B.6 and Section VII.B.7 of the FY2021 HUD CoC Program NOFO

#### B. Renewing Projects Currently Funded through the CoC Program

HUD makes available to each CoC the amount of funding needed to re-fund all currently funded projects. This amount is called the Annual Renewal Demand (ARD). The TX BoS CoC's FY 2021 estimated ARD is \$9,220,238.

For a complete list of eligible renewal projects please see the FY2021 Grant Inventory Worksheet (Appendix A)

#### C. Limitations on New Project Funding

To maximize the competitive advantage of the TX BoS CoC in the FY2021 CoC Program Competition, the TX BoS CoC Board, on behalf of the TX BoS CoC has adopted the following limitations and conditions on New Project applications

1. New projects may request no more than a one (1)-year grant term
2. No applications requesting capital costs (i.e., new construction, acquisition, or rehabilitation) will be accepted, considering:
  - a. Those projects must request a minimum of a 3-year grant term and may request up to a 5-year grant term, which, if awarded, would use a considerable portion (or all) of the Bonus funding available to the TX BoS CoC.
  - b. Other funding sources, such as Home Investment Partnerships Program (HOME) and HOME-ARP (American Rescue Plan) funds and U.S. Department of Agriculture's Community Facilities funds, could be used for capital costs.
3. All New Project Applicants must participate in technical assistance with CoC Lead Agency so that applicants are aware of what the CoC Program and the TX BoS CoCs requirements and expectations of projects are and that the applicant can reasonably be expected to meet

them.

D. Grant Terms

New projects in the TX BoS CoC are limited to a 1-year grant term consistent with Section V.B.3.f(1) & Section V.B.3.f(10) of the HUD NOFO.

Renewal projects, including Expansion Projects are limited to a 1-year grant term as specified in Section V.B.3.d of the HUD NOFO

E. APPLY APPLICATION SOFTWARE

Also known as SurveyMonkey Apply, Apply is the type of Grant Management Software used by Texas Homeless Network. For the first time the TX BoS CoC Local Application Process will be hosted entirely within the Apply platform. Applicants are encouraged to make use of the robust Frequently Asked Questions (FAQ) available from Apply. To access the FAQ visit <https://help.smapply.io/hc/en-us/articles/360032514674-General-Account-FAQ>

For questions related to your Apply Account password or user name issues, please contact Apply directly. THN **cannot** reset your password or retrieve your username.

For questions related to the contents of the application, please contact the staff person identified in Section I.B of this RFP. THN may offer limited technical assistance related to the navigation of the site, however, successful navigation of Apply is the responsibility of the applicant alone.

**III. TIMELINE**

A. SCHEDULE OF EVENTS

	Event	Date
1	Optional Interest Webinar	Friday, July 16, 2021 at 2:30 PM
2	Intent to Apply Opens	Monday, July 19, 2021, at 9:00:00 AM
3	<b>Intent to Apply Closes</b>	<b>Friday, July 30, 2021, at 4:59:00 PM CST</b>
4	Optional Preparation Webinar	Thursday, August 26, 2021 at 9:00 AM
5	Round 2 Intent to Apply Opens	Monday, August 30, 2021 at 12:00:00 AM
6	<b>Round 2 Intent to Apply Closes</b>	<b>Tuesday, August 31, 2021 at 11:59:59 PM</b>

9

7	Issue of RFP	Thursday, September 2, 2021 at 12:00:00 AM
8	<b>Full Application opens in Apply</b>	<b>Thursday, September 2, 2021 at 12:00:00 AM</b>
9	<b>Required</b> New Project Technical Assistance Begins	Friday, September 3, 2021
10	<b>Optional</b> Question and Answer (Q&A) Webinar & Frequently Asked Questions (FAQ) posted to thn.org	Thursday, September 9, 2021
11	<b>Optional</b> Question and Answer (Q&A) Webinar	Thursday, September 16, 2021
12	<b>Required</b> New Project Technical Assistance Ends	Friday, September 17, 2021
13	<b>Complete Applications Due to THN via Apply</b>	<b>Wednesday, September 22, 2021 at 11:59:59 PM CST</b>
14	Application Threshold Review Complete	Friday, September 24, 2021
15	<b>Application Threshold Corrections Due</b>	<b>Tuesday, September 28, 2021 at 11:59:59 PM CST</b>
16	Project Quality Review Complete	Friday, October 1, 2021
17	IRT Scores Project Application Begins	Monday, October 4, 2021
18	<b>Project Quality Corrections Due</b>	<b>Wednesday, October 6, 2021 at 11:59:59 PM CST</b>
19	Applicants Review IRT Scores	Thursday, October 21, 2021
20	<b>Applications Are Returned to THN to Reconcile IRT Scores</b>	<b>Friday, October 22, 2021 at 11:59:59 PM CST</b>
21	CoC Lead Agency Complete Project Ranking	Tuesday, October 26, 2021
22	The TX BoS CoC Board Ranks Projects and Votes On Priority Listing Ranking;	Wednesday, October 27, 2021
23	Applicants Notified Whether An Application Will Be Submitted With the 2021 Consolidated Application	Wednesday, October 27, 2021
24	Minor Corrections for New and Expansion Projects Due	<b>Monday, November 8, 2021 at 11:59:59 PM CST</b>
25	The TX BoS CoC Board Approves the FY2021 Consolidated Application	Wednesday, November 10, 2021
26	FY2021 Consolidated Application posted on THN's Website & Notice Sent Via the BoS News Listserv	Wednesday, November 10, 2021
27	THN Submits Consolidated Application	Monday, November 15, 2021
28	Consolidated Applications Due to HUD	Tuesday, November 16, 2021 at 8:00:00 PM EST

B. EXPLANATION OF EVENTS

The items in Section III.A are intended to communicate the scope of the TX BoS CoC Local Application process. Items in **bold** font, are intended to draw attention to important dates in the process. A further explanation of key activities in the process is below.

i. INTENT TO APPLY

Applicants to the TX BoS CoC Local Application Process, must submit an intent to Apply. This step can be accessed at <https://thncompetition.smapply.io/prog/lst/>.

ii. INFORMATIONAL WEBINAR

An interest webinar was hosted on Friday July 16, 2021. A second preparation webinar was hosted on Thursday August 26, 2021. These webinars are optional and can be accessed in full by visiting the links below

[Friday July 16, 2021](#)

[Thursday August 26, 2021](#)

iii. ISSUANCE OF RFP

Texas Homeless Network issues the RFP on behalf of the Texas Balance of State Continuum of Care. This document and the Appendices, represent the entirety of the RFP. Any question related to the content or process of this RFP or any part thereof should be directed to the contact person in Section I.B of this RFP

iv. REQUIRED TECHNICAL ASSISTANCE

All New Project Applicants are required to register and attend one (1) 30-minute Technical Assistance session. This requirement applies to all New Project Applicants, including Expansion Applications. That is, any new project, including expansion project, must engage with CoC Lead Agency to clarify understanding of allowable activities and eligible costs under the CoC Program Interim Rule at 24 CFR Part 578\_

<https://www.ecfr.gov/cgi-bin/text-idx?SID=72020cc48b05f20b9bf323709523dfdb&mc=true&node=pt24.3.578&rqn=div5>

New Project Applicants may register for any open time by completing this request: <https://calendly.com/jim--tx-607/coc-program-new-project-technical-assistance?month=2021-09&date=2021-09-16>

The agenda for all TA sessions is below.

1. A detailed description of the entire scope of the proposed Project

2. Whether these activities are eligible (24 CFR 578 Subpart D)
3. A detailed description of the proposed Supportive Services
4. Whether the proposed Supportive Services are eligible costs (24 CFR 578.53)
5. How the applicant will meet the matching requirements (24 CFR 578.73)
6. General Technical Assistance related to the Application or CoC Program

Participation in these meetings is a required activity. Any New Project Applicant that does not attend a TA session, and submits an application for review will be rejected at the time of the Threshold Review and will not advance to the remainder of the review, scoring or ranking process. These meetings are intended to support and encourage New Project Applicants to submit high quality, applications eligible for funding, and decrease required corrections after submission.

v. FULL APPLICATION STAGE

The Full Application opens on Thursday, September 2, 2021 at 12:00:00. The components of the full application stage can be found in Attachment B of this RFP. There are two major components of the Full Application, “Apply” and “e-snaps”. For more information on Apply, see Section II.E of this RFP.

E-snaps is the Grant Management Software used by HUD. Applicants must complete an application in e-snaps and then export and upload the completed e-snaps project application to Apply. HUD will evaluate projects based on the Applicant’s e-snaps application and the application’s relative ranking in the CoC’s Priority Listing submitted as part of the CoC’s Consolidated Application. The importance of close attention to detail as it relates to the e-snaps application cannot be overstated. Applicants are highly encouraged to consult reference materials published by HUD on the HUDexchange.

[https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition)

NOTE: Applicants must consult the relevant New or Renewal Project Detailed Instructions for the e-snaps application. The e-snaps application upload to Apply is a **scored** component of the TX BoS CoC Local Application Process. Failure to reference the Detailed Instructions while completing the e-snaps application may result in a lower overall application score in the Local Application Process. Applicants can access the Detailed Instructions at <https://www.thn.org/texas-balance-state-continuum-care/continuum-care-program/>

vi. OPTIONAL Q&A WEBINARS & FREQUENTLY ASKED QUESTIONS

CoC Lead Agency Staff will host two (2) open format Q&A webinars during the Local Application Process. These webinars are optional, and will be recorded and posted to <https://www.thn.org/texas-balance-state-continuum-care/continuum-care-program/#comp-app-materials> for review by all applicants. There is no agenda for these webinars. These webinars are intended to supplement, not replace the required technical assistance for new applicants.

In addition to the Optional Q&A webinars, CoC Lead Agency Staff have published a Frequently

Asked Questions document that can be accessed by following the link below.

<https://docs.google.com/spreadsheets/d/1n2Eg4WpVZvy0A8olk2q1VtTZjhAkdJswEJIW4mtyB3w/edit?usp=sharing>

vii. SUBMISSION OF PROJECT APPLICATIONS

All applicants must submit a completed project application in Apply by Wednesday September 22, 2021. The content in Apply represents the complete project application. THN will not accept late or incomplete submissions. For more details regarding the content of the Apply application portal, please see Appendix B. Applicants should also review Section IV.C of this RFP.

viii. APPLICATION REVIEW PROCESSES

All applications will go through two (2) standard review processes. Those review processes are explained below.

a. Threshold Review

This review occurs in Stages. At the submission of the Intent to Apply, Staff review each application to verify the following,

- Applicants must be nonprofit organizations, states or local governments, or instrumentalities of state and local governments, including Public Housing Authorities
- Applicants must have an active SAM Registration
- Applicants must have an active DUNS Number
- The Applicant must have no outstanding delinquent federal debts

Applicants that do not meet the above criteria will be rejected in Apply and notified in writing that they are ineligible and therefore will not get access to the full application.

Upon submission of the full application, Staff will review the following,

- That the proposed Project will serve a county, or multiple counties in the Texas Balance of State Continuum of Care
- Applicants must have a financial management system that meets Federal standards as described at 2 CFR 200.302, as demonstrated by e-snaps upload
- The Application must contain completed Certification Regarding Lobbying and Disclosure of Lobbying Activities (SF-LLL) as demonstrated by e-snaps upload
- The Application must contain a Code of Conduct or the Applicant's Code of Conduct must be on file with the Federal Government as demonstrated by e-snaps upload

During this review process, CoC Lead Agency Staff will review each application for completeness. Completeness means that all required signatures are present, that the applicant uploaded valid attachments that are responsive to the prompts in Apply, and that there are no obvious discrepancies in the application that would limit the ability of

the Reviewers to score the application. CoC Lead Agency Staff will contact Applicants to request specific corrections consistent with the [TX BoS CoC Review and Scoring Policy](#). Project Applicants with applications requiring corrections must submit corrections in Apply by **Tuesday September 28, 2021 at 11:59:59 PM**. Specific corrective actions and instructions for re-submission will be communicated by Staff, dependent on the deficiency identified.

b. **Project Quality Review**

All projects that pass the Threshold Review will then undergo a Quality Review conducted by CoC Lead Agency Staff. This review focuses on the e-snaps project application upload. Through the Quality Review process, CoC Lead Agency staff are ensuring that the Project Applicant followed the detailed instructions provided by HUD, that there is consistency throughout the Application, and that the Applicant's responses address all parts of the questions.

If staff identify deficiencies in the Project Application or the supporting documents uploaded to Apply during the Quality Review, the Application will be amended back to the Applicant both in Apply, and in e-snaps (if required). Staff will notify both the Authorized Representative and the Person to Contact Regarding the Application in writing to resubmit the Application for consideration. Applicants will have 72 hours to correct the identified deficiencies. The last day for Quality Review corrections to be submitted to THN is Wednesday, October 6, 2021, at 11:59:59 PM

#### **IV. APPLICATION PREPARATION AND SUBMISSION**

These instructions outline the guidelines governing the format and content of the application and the approach to be used in its development and presentation.

A. **NUMBER OF RESPONSES**

Eligible entities may submit Project Applications for CoC Program Funding; there is no limit to the number of applications a Project Applicant may submit. The Project Applicant will enter into an agreement with HUD if awarded and will be responsible for the deliverables and terms specified in the agreement(s).

B. **APPLICATION FORMAT**

Project Applicants must submit the Application Packet through Apply. Apply is the TX BoS CoC Grant Management Software used for competitive funding applications. Organizations must have a primary and secondary authorized official in order to submit an application in Apply. There is no cost to create an account in Apply. It is the sole responsibility of the applicant to understand, and plan for challenges that can arise from the use of software-based application processes. Where applicable, attachments must follow the attachment requirements, which are clearly communicated in the software and Attachment B of this RFP.



Application consistency is paramount. Please use the EXACT same naming conventions from e-snaps and in Apply, and on all supporting documentation. For example, if you named the project “Looking Forward” in Apply, there should be a corresponding “Looking Forward” e-snaps application upload. Inconsistency in naming conventions will slow the entire process for all applicants. Please follow the naming conventions for the attachments in e-snaps, where applicable. HUD prescribes naming conventions in the Detailed Instructions, and applications that do not follow these instructions will be returned for corrections.

C. APPLICATION COMPONENTS AND CHECKLIST

NOTE: All Items below must be submitted in Apply during the Full Application stage

i. The Application for **New Project Applicants** Contains:

No.	Component	Format
0.	Intent to Apply	Apply
1	Supplemental Project Narrative	Apply
2	Monitoring Certification	Apply
2a	<i>Optional</i> Monitoring Report	Apply Document Upload
3	Letters of Support	Apply Document Upload
4	Certification of Consistency with the Consolidated Plan	Apply Document Upload
5	e-snaps Applicant Profile	Submitted in e-snaps and Submission exported to Apply
6	e-snaps Project Application, with all required attachments	Submitted in e-snaps and Submission exported to Apply

ii. The Application for **Renewal Project Applicants** contains:

No.	Component	Format
0	Intent to Apply	Apply
1	<i>Optional</i> Supplemental Project Narrative	Apply
2	Monitoring Certification	Apply
2a	<i>Optional</i> Monitoring Report	Apply Document Upload
3	Letters of Support	Apply Document Upload
4	Certification of Consistency with the Consolidated Plan	Apply Document Upload
5	e-snaps Applicant Profile	Submitted in e-snaps and Submission exported to Apply
6	e-snaps Project Application, with all required attachments	Submitted in e-snaps and Submission exported to Apply

#### D. APPLICATION REQUIREMENTS

All applications must include the information requested in Section IV.C.1 or Section IV.C.2 as applicable. THN may, at its discretion, request additional documentation outside of Apply to validate the response to any question in Apply or in e-snaps.

#### E. EVALUATION

##### A. SCORING

Scoring is the primary method of evaluation for all CoC Program Applications in the TX BoS CoC. New Project Applications including expansions are scored using the Application Score Cards (Appendix C) for the project type. Renewal Project Scorecards are also listed in Appendix C, however not all renewal projects are scored. Those renewal projects with less than 12 months of data, or for those that are the only project of the type, are exempted from the scoring process and are “held harmless” as provided for in the TX BoS CoC Review and Scoring Policy. Projects that are held harmless will be included in the FY2021 CoC Program Priority Listing in the FY2019 ranked order as submitted in the [FY2019 TX BoS CoC Priority Listing](#). Projects held harmless are indicated by a “Y” on Column W of Attachment A.

Renewal Projects will be evaluated on a rolling 12 month basis. For the FY2021 TX BoS CoC Local Application Process, the review period is August 1, 2020 –July 31, 2021. CoC Lead Agency Staff will begin the process of completing the Local Application Process Renewal Scorecards Monday October 4, 2021.

##### B. INDEPENDENT REVIEW TEAM

The Independent Review Team (IRT), is a group of TX BoS CoC Stakeholders assembled for the sole purpose, of reviewing the FY2021 CoC Program Applications in the Balance of State CoC. IRT recruitment is focused on direct service staff, people with lived experience of homelessness, and people that live and/or work in the Balance of State CoC. IRT members sign a Conflict of Interest disclosure prior to review of any application materials and undergo training to successfully carry out this important role. Per the Review and Scoring Policy, each New Project application is reviewed by two (2) IRT members, and their scores are averaged in order to create a final score.

CoC Lead Agency Staff will share the results of the IRT evaluation with Project Applicants via Apply on Thursday October 21, 2021. Project Applicants may request changes to questions that are objective and that the Project Applicant thinks received an incorrect score. For example, the reviewer did not score an applicant response to a question, reducing the average score for that question. CoC Lead Agency Staff will review the applicant response to IRT scoring and reconcile scores where appropriate. CoC Lead Agency Staff will not consider any information that was not included in the applicant’s original response to the question. Requests for reconsideration must be submitted to THN by **Friday October 22, 2021 at 11:59:59 PM CST**

### C. RANKING

The TX BoS CoC Staff rank projects using the [TX BoS CoC Ranking Policy](#) and present the proposed ranking scenarios to the CoC Board. When the CoC Board votes on the ranking, the CoC Lead Agency Staff will promptly notify Applicants of the results and whether a specific project will be submitted with the 2021 Consolidated Application.

### D. GRIEVANCES

Project Applicants must adhere to the Grievance Policy below.

Grievances must be written on Applicant's letterhead, addressed to the TX BoS CoC Board, and received by THN at [txboscoc@thn.org](mailto:txboscoc@thn.org) no later than 24 hours after the notification that indicates that the application will not be included in the CoC's Priority Listing ( which is estimated to be Thursday, October 28, 2021 at 4:59:59 PM) See Appendix D Grievance Policy for more information about the remedies available to applicants in the CoC Program Competition.

Grievances should reference a specific policy that was violated, and a proposed remedy. Grievances that do not satisfy these conditions will not be considered. The CoC Board will make the final decision about the Grievance on Monday, November 1, 2021 at 4:59:59 PM. The board's decision regarding any grievance will be communicated to the applicant in writing by Jim Ward, Director of Planning.

### E. MINOR CORRECTIONS OR ADDITIONAL INFORMATION

Applicants with projects selected for inclusion in the TX BoS CoC's Priority Listing may be solicited for minor corrections or additional information about the project after applicants are notified whether an application will be submitted with the 2021 Consolidated Application. Examples of minor corrections could be;

- i. A typo in the Project's Certification of Consistency with the Consolidated Plan
- ii. Typos or errors in the e-snaps project application

Regardless of the specifics of the minor correction, or number of corrections required, or information requested, all responses to these requests must be submitted to THN for inclusion in the Priority Listing no later than Monday, November 8, 2021, at 11:59:59 PM.

### F. AWARD

HUD will select and notify applicants of the overall outcome of the FY2021 CoC Program Competition via a Notice of Conditional Award. These announcements usually occur anywhere from January-March of the year following the competition. Once applicants are notified by HUD that the project has been selected, CoC Lead Agency Staff will contact the authorized primary and secondary contacts to collect a signature on the CoC Expectations Form, and schedule "Start-up" Technical Assistance.

Satisfying the Terms and Conditions of the Notice of Conditional Award is the sole responsibility of the Applicant, however, CoC Lead Agency Staff are available to provide support and guidance through this process. Often, the post-award phase of the project can take several months or longer depending on the conditions placed on the award. To learn more about the post-award process and what to expect, [please visit this link](#). Given the potentially lengthy nature of the post-award process, applicants that are selected for inclusion in Tier 2 of the CoC's priority listing are encouraged to "Act as-if" and begin preparing for award upon conclusion of the TX BoS CoC Local Application Process. CoC Lead Agency Staff are available to assist with this process if requested

## **G. APPENDICES**

## Appendix A

<b>Field Office:</b>	Fort Worth
<b>CoC Number:</b>	TX-607
<b>CoC Name:</b>	Texas Balance of State CoC
<b>CA Name:</b>	Texas Homeless Network
<b>CoC's ARD (Estimated):</b>	<b>\$9,220,238</b>

Applicant and Project Information			Current Budget Line Item Amounts						Unit Configuration		Held Harmless
Applicant Name	Project Name	Project Component	Leasing	Rental Assistance	Supportive Services	Operating Costs	HMIS	Admin	FMR or Actual Rent	Total ARA	
Mid-Coast Family Services, Inc.	Next Step Combined	PH	\$493,933	\$0	\$168,288	\$84,738	\$10,624	\$31,000		\$788,583	
Giving HOPE, Inc.	Turning Point-Combined	PH	\$305,670	\$0	\$100,761	\$3,823	\$0	\$38,346		\$448,600	
Denton County MHMR Center	Connections PSH FY2019 Cor	PH	\$0	\$444,288	\$214,544	\$0	\$0	\$55,280	Actual Rent	\$714,112	
The Gulf Coast Center	FY19 GCC Permanent Housing	PH	\$0	\$371,712	\$201,528	\$0	\$0	\$50,199	FMR	\$623,439	
Neighborhood Development	Homeless to Homes Program	PH	\$0	\$0	\$33,528	\$155,569	\$0	\$7,076		\$196,173	
City of Texarkana	Texarkana Homeless Coalition	PH	\$0	\$139,356	\$68,000	\$0	\$0	\$7,063	FMR	\$214,419	
Women Opting for More Affordable Housing	WOMAN, Inc. Rapid Re-Housing	PH	\$0	\$102,108	\$15,545	\$0	\$0	\$6,943	FMR	\$124,596	
The Salvation Army, a Georgia Affiliate	Project Bridge Rapid Rehousing	PH	\$0	\$185,520	\$99,631	\$0	\$15,600	\$14,763	FMR	\$315,514	
Abilene Hope Haven, Inc.	Hope Housing Services	PH	\$0	\$183,216	\$76,174	\$0	\$1,400	\$15,641	FMR	\$276,431	
Odessa Links, Inc.	Project HOPE FY 2019	PH	\$0	\$239,904	\$51,750	\$0	\$0	\$17,826	FMR	\$309,480	
Families In Crisis, Inc.	FIC_RRH_KILLEEN_FY19_COORDINATED	PH	\$0	\$468,720	\$165,033	\$0	\$0	\$56,501	FMR	\$690,254	
Shelter Agencies For Families	HUD RAPID REHOUSING 3	PH	\$0	\$135,168	\$33,358	\$0	\$0	\$10,687	FMR	\$179,213	
Homeless Network of Texas	TX BoS CoC HMIS Project FY 2019	HMIS	\$0	\$0	\$0	\$0	\$452,200	\$45,218		\$497,418	Y
Lubbock Open Door	Lubbock Open Door PSH Contract	PH	\$0	\$659,700	\$604,825	\$0	\$3,090	\$101,265	FMR	\$1,368,880	
The Salvation Army, a Georgia Affiliate	Transforming Lives	PH	\$0	\$93,264	\$62,500	\$0	\$5,716	\$0	FMR	\$161,480	
Sabine Valley Regional MHMR	Fredonia Homeless and Disasters	PH	\$0	\$154,440	\$73,438	\$0	\$0	\$12,504	FMR	\$240,382	
The Salvation Army - Temple	The Salvation Army - CoC Rapid Rehousing	PH	\$0	\$120,792	\$36,976	\$0	\$0	\$10,834	FMR	\$168,602	
Abilene Hope Haven, Inc.	Hope Housing Services-PSH	PH	\$0	\$124,956	\$77,100	\$0	\$350	\$19,355	FMR	\$221,761	
United Way of Denton County	Denton County Coordinated	SSO	\$0	\$0	\$112,660	\$0	\$0	\$11,266		\$123,926	Y
The Salvation Army - Temple	The Salvation Army - CoC Permanent	PH	\$0	\$98,352	\$39,480	\$0	\$0	\$12,665	FMR	\$150,497	
Mid-Coast Family Services, Inc.	Pathways	Joint TH & PH-RRH	\$65,496	\$91,008	\$73,054	\$18,500	\$10,624	\$24,800	FMR	\$283,482	Y
Housing Authority of the City of Laredo	Laredo Housing Authority Rapid Rehousing	PH	\$0	\$94,656	\$105,823	\$0	\$13,550	\$20,107	FMR	\$234,136	Y
City of San Angelo	COSA Rapid Rehousing	PH	\$0	\$91,440	\$75,000	\$0	\$900	\$15,930	FMR	\$183,270	Y
The Children's Center, Inc	TCCI Pelican Island COC Project	Joint TH & PH-RRH	\$37,056	\$85,728	\$134,839	\$6,766	\$0	\$25,277	FMR	\$289,666	Y
Christian Community Action	Rapid Rehousing and Rescue	PH	\$0	\$312,504	\$73,420	\$0	\$0	\$30,000	FMR	\$415,924	Y

## Appendix B

### **Submission of Project Applications**

The use of Grant Management Software is new for the FY2021 TX BoS CoC Program Local Application Process. In prior years, applicants submitted application materials to THN for review and assessment through a variety of methods, almost always involving some back and forth between the parties. This year, the entire application process will be hosted online at <https://thncompetition.smapply.io/prog/>. This site is known as "Apply". Apply will prompt the user for the required application materials, including all required uploads however, it is the responsibility of the Applicant to understand the selections, and how to submit the required materials. THN can assume no responsibility whatsoever for user error, or technical difficulties that may occur. Users can make multiple submissions. The following page details the variety of information that Applicants will be required to complete in Apply, or upload to Apply.



## NEW/RENEWAL PROJECT APPLICATION PACKET

Required Application Component	Upload Required?	File Naming Convention	NOTES
<b>Pre-Application</b>			
<p style="text-align: center;"><b>Intent to Apply</b></p> <p>All Applicants <b>must</b> submit an Intent to Apply in Apply.. The Intent to Apply stage is required to successfully submit a complete application.</p>	No	N/A	Applicants may modify details of the final application from the details given in the Intent to Apply by contacting <a href="mailto:txboscoc@thn.org">txboscoc@thn.org</a> . However, an Intent to Apply <b>must</b> be submitted to access the full application
<b>Full Application</b>			
<p><b>Supplemental Project Narrative</b></p> <p>All Applicants, regardless of application type are required to submit a Supplemental Project Narrative (SPN).</p> <ul style="list-style-type: none"> <li>• Letters of Support: Applicants must upload either: <ul style="list-style-type: none"> <li>○ Letter of support from the Local Homeless Coalition (LHC) Chair,</li> <li>OR Where there is no LHC, 2 letters of support from community stakeholders</li> </ul> </li> </ul>	Yes	LHC Letter of Support_ Applicant Name_Project Name  OR  Stakeholder Letter of Support_ Applicant Name_Project Name	The system will display a supplemental Project Narrative based on responses to prompts in the Intent to Apply. If a project changes scope (ie: Component Type) between the Intent to Apply, and the full Application deadline, please contact Jim Ward, Director of Planning at <a href="mailto:jim@thn.org">jim@thn.org</a> for assistance
<p><b>Monitoring Report</b></p> <p>Applicants that have been monitored by a State or Federal Agency in the last three years, and that monitoring resulted in a finding, are required to upload the monitoring report for review. Applicants without a monitoring or finding in the last 3 years are exempted from this upload.</p>	Optional	Monitoring Report_ Applicant Name_Project Name	Triggered by certain Applicant responses to the Monitoring History Task of the Full Application Stage.

<p><b>Esnaps Applicant Profile</b> Esnaps is HUD's Grant Management Software Applicants <b>must</b> upload the Agency's submitted Applicant Profile from esnaps into Apply.</p> <p>The Authorized Contact from the Applicant Profile submitted to HUD must be consistent with the information of the Authorized Contact in Apply. Inconsistencies in the information contained in both systems may result in missed communication from THN or HUD or an application returned to the applicant for corrections before advancing to the next stage in the process.</p> <p>All Applicants are asked to add, Eric Samuels, President &amp; CEO, Texas Homeless Network as a registrant. User name: THN Email: Eric@thn.org Please contact Jim Ward Director of Planning, at <a href="mailto:jim@thn.org">jim@thn.org</a> if you require assistance or have further questions.</p> <p>All applicants are <b>highly</b> encouraged to utilize available HUD resources to set up, maintain, or update the Applicant Profile. Those resources are linked below:</p> <p>Project Applicant Profile Navigational Guide <a href="https://files.hudexchange.info/resources/documents/Project-Applicant-Profile-Navigational-Guide.pdf">https://files.hudexchange.info/resources/documents/Project-Applicant-Profile-Navigational-Guide.pdf</a> NOTE: p.38 of the resource above gives instructions to export the Applicant Profile as a PDF</p>	Yes	Applicant Profile Applicant Name_Project Name	<p>Esnaps can be accessed at <a href="https://esnaps.hud.gov/grantium/frontOffice.jsf">https://esnaps.hud.gov/grantium/frontOffice.jsf</a></p> <p>Please be aware that THN does not maintain the esnaps portal, and it has been known to go down, at the <u>worst</u> possible time. Applicants are encouraged to set the Applicant Profile up as soon as possible.</p> <p>All Agencies must have an approved Code of Conduct on file with HUD. If your Agency is not on the list linked below, you must attach a code of conduct to your applicant profile. <a href="https://portal.hud.gov/hudportal/HUD?src=/program_offices/spm/gm/omgmt/grantsinfo/conduct">https://portal.hud.gov/hudportal/HUD?src=/program_offices/spm/gm/omgmt/grantsinfo/conduct</a></p>
<p><b>Esnaps Project Application</b> Applicants <b>must</b> upload a <b>submitted</b> esnaps Project Application to Apply.</p> <p>This is a scored section of the CoC's application process, therefore it is critical that the responses to the questions asked in</p>	Yes	Esnaps application_submitted_ Applicant Name_Project Name	Apply will not prevent the applicant from uploading an incomplete esnaps application. It is the responsibility of the applicant to ensure that the esnaps application is

<p>the esnaps Project Application are responsive to the question asked. Applicants <b>must use</b> the esnaps Project Application Detailed Instructions, and Navigational guide to answer questions completely.</p>			<p>complete and submitted prior to uploading and submitting to Apply.</p>
<p><b>Certification of Consistency with the Consolidated Plan</b>  <u>All</u> Applicants are required to submit Certification of Consistency with the Consolidated Plan, HUD-2991 (Appendix E)</p> <p>Blank certificates are available for download in Apply</p>		<p>Certificate_Consistency_  Applicant Name_Project Name</p>	<p>To determine whether a project is in a local Consolidated Planning jurisdiction please visit this link: <a href="https://www.hudexchange.info/programs/consolidated-plan/consolidated-plans-aaps-capers/">https://www.hudexchange.info/programs/consolidated-plan/consolidated-plans-aaps-capers/</a> If a project is located outside of a Consolidated Planning jurisdiction, please contact <a href="mailto:Elizabeth.yevich@tdhca.state.tx.us">Elizabeth.yevich@tdhca.state.tx.us</a></p> <p>NOTE: It is the responsibility of the Applicant to ensure that the Certificate of Consistency is completed correctly. THN will not accept a certificate that is incomplete, unsigned, or contains other errors. THN is unable to submit an application on your behalf without a Certificate of Consistency</p>
<p><b>Written commitment from other Housing Provider</b></p>	<p>OPTIONAL</p>	<p>Written_Commitment_Housing_  Applicant Name_Project Name</p>	<p>Optional upload triggered by certain responses in the RRH and PSH New Project Applications</p>
<p><b>Written commitment from other Healthcare Resource</b></p>	<p>OPTIONAL</p>	<p>Written_Commitment_Healthcar  e_ Applicant name_Project Name</p>	<p>Optional upload triggered by certain responses in the RRH and PSH New Project Applications</p>

## Appendix C

# IRT - Expansion - Permanent Supportive Housing (PSH)

## Section 1- Project Description - Total 20 points

### Q1. Provide a description that addresses the entire scope of the proposed project. (20 Points)

Reference Project Application, Question 3B Q1

Does the Applicant provide a detailed description of the scope of the project including: the target population(s) to be served- (2 pts) • 0  
• 1  
• 2

Does the Applicant provide a detailed description of the scope of the project including: project plan for addressing the identified housing and supportive service needs - (8pts) • 0  
• 1  
• 2  
• 3  
• 4  
• 5  
• 6  
• 7  
• 8

Does the Applicant provide a detailed description of the scope of the project including: anticipated project outcome(s) - (2 pts) • 0  
• 1  
• 2

Does the Applicant provide a detailed description of the scope of the project including: coordination with other organizations (e.g., federal, state, nonprofit) - (4 pts) • 0  
• 1  
• 2  
• 3  
• 4

Does the Applicant provide a detailed description of the scope of the project including: the reason CoC Program funding is required - (1 pt) • 0  
• 1

If the project will implement any service participation requirements or requirements that go beyond what is typically included in a lease agreement, does the applicant describe what those requirements are and how they will be implemented? (3 pts) • 0  
• 1  
• 2  
• 3

Total Score Section 1: {{ SUM(S1\_Q1.score) }}

## Section 2- Supplemental Project Narrative -


### A. Agency Capacity Questions

1. What year was your organization designated by the IRS as a Nonprofit entity or other eligible applicant designation? (5pts)

Organization has been functioning for 5 years • 0  
• 1

1 pt for every additional year • 0  
• 1  
• 2  
• 3  
• 4


Reviewer notes \_\_\_\_\_

 2. Racial Equity must be a focus of projects working to end homelessness. Dismantling systemic racism must be a focus of the work that we do. We know that there are disparities associated with Race, Ethnicity & Gender Identity in the TX BoS CoC. Please affirm any of the actions your Organization is taking from the following list.

1 point per action the organization is taking. (5 pts)

- Score
- 0
  - 1
  - 2
  - 3
  - 4
  - 5


Reviewer notes \_\_\_\_\_

 3. Consumer or participant involvement is critical to providing services that participants want, need, and will use. Please complete the following lists, by confirming activities that the project does, or will do if awarded.

1 point per activity the project does, or will do. (5 pts)

- Score
- 0
  - 1
  - 2
  - 3
  - 4
  - 5


Reviewer notes \_\_\_\_\_

 4. What data did you utilize when creating your project or when considering changes to your original grant agreement?

(5 pts)

- Evidence of data driven decision making (1pt)
- 0
  - 1
- Point in Time Count (PIT) data (1pt)
- 0
  - 1
- Housing Inventory Count (HIC) (1pt)
- 0
  - 1
- HMIS or Comparable Database data (1pt)
- 0
  - 1
- local data (1pt)
- 0
  - 1

Reviewer notes \_\_\_\_\_


 5. Does your agency have the support of the Local Homelessness Coalition (LHC)? Please provide a letter from the LHC Chair if so. If you agency resides outside of the jurisdiction of a LHC, or your LHC cannot provide a letter due to a conflict of interest, there is no LHC in the community, please provide 2 letters of support from other community partners.

(4 pts)

- Score
- 0
  - 1
  - 2
  - 3
  - 4

Reviewer notes \_\_\_\_\_


 B. Component Specific Questions For Renewal Projects

 1. Please describe how project participants provide input for project design and work to develop the project and services offered throughout the life of the project, not just at implementation

Examples of a robust system to incorporate participant voice, examples of how input has changes the project, evidence of annual participant surveys, focus groups, exit surveys, etc.. (2 pts)


Score • 0  
• 1  
• 2

Reviewer notes \_\_\_\_\_

 2. Calculate the current rate of Housing Placements for participants. (a) What percentage of participants will be transitioned into permanent housing while in the program, (b) please provide the equation for how to you came to that percentage as: (numerator/denominator)x100)= percentage of participants, (c) define the numerator and denominator,(d) explain what data sources were used to identify those amounts, and (e) describe efforts of the project to increase the rate of housing placements for participants.


Not scored, informative only

Reviewer notes \_\_\_\_\_

 3. Calculate the current rate of Housing Retention for participants. (a) What percentage of participants will exit the project to permanent, (b) please provide the equation for how to you came to that percentage as: (numerator/denominator)x100)= percentage of participants, (c) define the numerator and denominator, (d) explain what data sources were used to identify those amounts, and (e) describe efforts of the project to increase the rate of housing retention for participants.

Not scored, informative only

Reviewer notes \_\_\_\_\_

 4. Describe how this project works to ensure that participants are assisted to quickly (within 30 days) move into permanent housing.


(3 pts)

Applicant describes assisting participants with housing location services (1pt) • 0  
• 1

Applicant describes assisting participants with identifying and overcoming housing barriers. (1pt) • 0  
• 1

Applicant identifies a goal of 30 or fewer days (1pt) • 0  
• 1


Reviewer notes \_\_\_\_\_

 5. Does the project serve particularly vulnerable subpopulation(s), and, if so, which subpopulation? How does the project tailor services to the unique needs of this subpopulation?

Does the project applicant identify services or techniques to serve the identified subpopulation beyond what would be available to the general eligible population, such as motivational interviewing, safety planning, trauma informed care, youth focused or victim focused services, or problem solving conversations?(2pts)

Score • 0  
• 1  
• 2

Reviewer notes \_\_\_\_\_

 6. Please describe the specific needs of the target subpopulation that were considered when developing the project design.

Does the project applicant adequately explain which needs of the subpopulation were considered during project design? For example, safety planning for DV survivors or victims, exiting foster care for youth, extended trauma exposure for chronically homeless. (2pts)

Score • 0  
• 1  
• 2

Reviewer notes \_\_\_\_\_

 7. Please describe the project's participation in the Coordinated Entry process.


(3pts)

Participates in Community By Name Client Staffing (1pt) • 0  
• 1

Participated in the Coordinated Entry Planning Entity (1pt) • 0  
• 1

Applicant agrees to only enroll participants referred by the Coordinate Entry Process (1pt) • 0  
• 1


Reviewer notes \_\_\_\_\_

 8. Describe the techniques staff uses to ensure that engagement is regular, participant trust is developed, and outreach is relationship-focused.

Does the project detail how staff strategically engage with participants to access and maintain their housing and connect to other services?(1 pt)

Score • 0  
• 1


Reviewer notes \_\_\_\_\_

 9. How is service delivery (a) tailored to meet the individual needs, (b) strength based, (c) trauma informed, and (d) participant centered?

Does the project applicant describe how it will incorporate evidence-based practices for client engagement? (2 pts)

Score • 0  
• 1  
• 2


Reviewer notes \_\_\_\_\_

 10. Does the project impose restrictions on length of participation beyond that which would be mandated by HUD? (E.g. less than 24 months of rental assistance for RRH or any restriction on length of project participation for PSH)

Does the project applicant describe restrictions on length of participation? If so, 0 points.


Score • 0  
• 5

Reviewer notes \_\_\_\_\_

 11. Please describe any service requirements for participants to maintain services. (ex. Participants must attend mental health appointments, life skills groups, must meet with the case manager, must gain a job by first 3 weeks, etc.)

Not scored, informative only

Reviewer notes \_\_\_\_\_


 12. Please describe how the project systematically keeps project staff up-to-date regarding mainstream resources available for program participants (e.g., SNAP, SSI, TANF) within the geographic area.

Does the project propose a detailed plan to keep staff informed of mainstream resources for participants?(1 pt)

Score • 0  
• 1

Reviewer notes \_\_\_\_\_




 13. Describe how the project disseminates the availability of mainstream resources and other assistance information to project participants and how often.

Does the project propose a detailed plan to provide information on mainstream resources to participants?(1 pt)

Score • 0  
• 1


Reviewer notes \_\_\_\_\_

 14. Describe how the project works with projects to collaborate with healthcare organizations to assist program participants with enrolling in health insurance.

Does the project propose a detailed plan to connect participants with health insurance? (1pt)

Score • 0  
• 1

Reviewer notes \_\_\_\_\_

 15. Describe how the project provide assistance with the effective utilization of Medicaid and other health benefits.

Does the project propose a detailed plan to utilize Medicaid and connect participant to health services? (1pt)

Score • 0  
• 1

Reviewer notes \_\_\_\_\_

 Permanent Supportive Housing Specific Questions for Renewal Applicants

 I. Please describe the project's Move Up/ Moving On policy and implementation plan?

(5 pts)

Does the project have an identified Move Up/ Moving On policy to assist participants who no longer need the intensive supportive services offered by PSH? (2 pts) • 0  
• 1  
• 2

Does the project have an identified source of ongoing permanent housing rental assistance for participant once they exit the project? (3 pts) • 0  
• 1  
• 2  
• 3

Reviewer notes \_\_\_\_\_


 II. Please describe any formal agreements between your agency and other community partners to meet participant needs.

(4pts)

Does the agency have a formal agreement such as a MOU? If "yes", 1 point (2pts) • 0  
• 1  
• 2

Does the agency identify how this MOU allows for increased services to participants beyond what the agency offers the general public? (2pts) • 0  
• 1  
• 2

Reviewer notes \_\_\_\_\_


 III. Please describe the data and rational used to decide if the project would be "100% Dedicated" or "DedicatedPLUS".Did the project applicant identify specific data sources and data for it's decision to choose 100% Dedicated over Dedicated Plus?

(3 pts)

Score 

- 0
- 1
- 2
- 3

Reviewer notes \_\_\_\_\_

 Please reference the Supplemental Project Narrative for the availability of the following documents, Please attach the project's Housing First policy from Project's Policies and Procedures document and provide the referencing page number

(3 pts)


Evidence of a Housing First Policy? (1pt) 

- 0
- 1

Does the policy align with the Project Application answers for questions 3B. 3a-d of the Project Application? (2 pts) 

- 0
- 1
- 2

Reviewer notes \_\_\_\_\_

 Case managers should have access to transportation they can use to assist participants to obtain and sustain their housing. Please attach relevant policies that govern participant transportation by the Agency for both owned and personal vehicles

Evidence that the project staff can provide transportation services to participants? (3 pts)

Score 


- 0
- 1
- 2
- 3

Reviewer notes \_\_\_\_\_

 Please attach the project's participant contract or service agreement.

Not scored, informative only

Reviewer notes \_\_\_\_\_

 The TX BoS CoC is committed to working to avoid participant terminations whenever possible, and making every effort to avoid homelessness for terminated participants. Please describe when it would appropriate for a project to terminate a participant from services. Please attach relevant policies from the project's Policies and Procedures document.

Not scored, informative only

Reviewer notes \_\_\_\_\_

### Expansion Project Questions

Project Applicants are prohibited from using the expansion process to provide existing program participants with the same housing and services funded by the CoC Program that they are currently receiving.


 I. How will the expanded project serve new program participants?

Does the applicant describe how the project expansion will enable the project to serve a greater number of participants? (5pts)

Score 

- 0
- 1
- 2
- 3
- 4
- 5


Reviewer notes \_\_\_\_\_

 II. How will the expanded project provide new or existing program participants with an expanded level of services?

Will this expansion enable projects to better serve current participants? Does the project applicant describe which projects will be expanded? (5pts)

- Score
- 0
  - 1
  - 2
  - 3
  - 4
  - 5

Reviewer notes \_\_\_\_\_

 III. How did the applicant determine that a project expansion was needed to meet or exceed the inflow of individuals experiencing homelessness into their system? What data sources were used to make this determination?

Does the applicant identify the current community needs that justify expansion of their current project and identify data points supporting these needs? (10pts)

- Score
- 0
  - 1
  - 2
  - 3
  - 4
  - 5
  - 6
  - 7
  - 8
  - 9
  - 10


Reviewer notes \_\_\_\_\_

 New Project Final Details Q3 Does the Applicant leverage other housing resources to support this project?

Does the Applicant propose to serve at least 25% of the project participants with another housing subsidy?(10pts)

- Score
- 0
  - 10


Reviewer notes \_\_\_\_\_


 New Project Final Details Q4 Does the Applicant leverage healthcare resources to support this project?

Does the Applicant match 25% of the project budget with documented healthcare resources via written commitment (upload)?(10pts)

- Score
- 0
  - 10

Reviewer notes \_\_\_\_\_

 Total Score Section 2: {{ SUM(S2\_Q1.score,S2\_Q2.score,S2\_Q3.score,S2\_Q4.score,S2\_Q5.score,S2\_Q6.score,S2\_Q7.score,S2\_Q8.score,S2\_Q9.score,S2\_Q10.score,S2\_Q11.score,S2\_Q12.score,S2\_Q13.score,S2\_Q14.score,S2\_Q15.score,S2\_Q16.score,S2\_Q17.score,S2\_Q18.score,S2\_Q19.score,S2\_Q20.score,S2\_Q21.score,S2\_Q22.score,S2\_Q23.score,S2\_Q24.score,S2\_Q25.score) }}

 Overall Score: {{ SUM(S1\_Q1.score,S2\_Q1.score,S2\_Q2.score,S2\_Q3.score,S2\_Q4.score,S2\_Q5.score,S2\_Q6.score,S2\_Q7.score,S2\_Q8.score,S2\_Q9.score,S2\_Q10.score,S2\_Q11.score,S2\_Q12.score,S2\_Q13.score,S2\_Q14.score,S2\_Q15.score,S2\_Q16.score,S2\_Q17.score,S2\_Q18.score,S2\_Q19.score,S2\_Q20.score,S2\_Q21.score,S2\_Q22.score,S2\_Q23.score,S2\_Q24.score,S2\_Q25.score,S2\_Q26.score,S2\_Q27.score) }}

# IRT - Expansion - Rapid Re-Housing

## Section 1- Project Description - Total 20 points

### Q1. Provide a description that addresses the entire scope of the proposed project. (20 Points)

Reference Project Application, Question 3B Q1

Does the Applicant provide a detailed description of the scope of the project including: the target population(s) to be served- (2 pts) • 0  
• 1  
• 2

Does the Applicant provide a detailed description of the scope of the project including: project plan for addressing the identified housing and supportive service needs - (8pts) • 0  
• 1  
• 2  
• 3  
• 4  
• 5  
• 6  
• 7  
• 8

Does the Applicant provide a detailed description of the scope of the project including: anticipated project outcome(s) - (2 pts) • 0  
• 1  
• 2

Does the Applicant provide a detailed description of the scope of the project including: coordination with other organizations (e.g., federal, state, nonprofit) - (4 pts) • 0  
• 1  
• 2  
• 3  
• 4

Does the Applicant provide a detailed description of the scope of the project including: the reason CoC Program funding is required - (1 pt) • 0  
• 1

If the project will implement any service participation requirements or requirements that go beyond what is typically included in a lease agreement, does the applicant describe what those requirements are and how they will be implemented? (3 pts) • 0  
• 1  
• 2  
• 3

Total Score Section 1: {{ SUM(S1\_Q1.score) }}

## Section 2- Supplemental Project Narrative -


### A. Agency Capacity Questions

1. What year was your organization designated by the IRS as a Nonprofit entity or other eligible applicant designation? (5pts)

Organization has been functioning for 5 years • 0  
• 1

1 pt for every additional year • 0  
• 1  
• 2  
• 3  
• 4


Reviewer notes \_\_\_\_\_

 2. Racial Equity must be a focus of projects working to end homelessness. Dismantling systemic racism must be a focus of the work that we do. We know that there are disparities associated with Race, Ethnicity & Gender Identity in the TX BoS CoC. Please affirm any of the actions your Organization is taking (or will take if awarded) from the following list.

1 point per action the organization is taking (5 pts)

- Score
- 0
  - 1
  - 2
  - 3
  - 4
  - 5


Reviewer notes \_\_\_\_\_

 3. Consumer or participant involvement is critical to providing services that participants want, need, and will use. Please complete the following lists, by confirming activities that the project does, or will do if awarded.

1 point per activity the project does, or will do. (5 pts)

- Score
- 0
  - 1
  - 2
  - 3
  - 4
  - 5


Reviewer notes \_\_\_\_\_

 4. What data did you utilize when creating your project or when considering changes to your original grant agreement?

(5 pts)

- Evidence of data driven decision making (1pt)
- 0
  - 1
- Point in Time Count (PIT) data (1pt)
- 0
  - 1
- Housing Inventory Count (HIC) (1pt)
- 0
  - 1
- HMIS or Comparable Database data (1pt)
- 0
  - 1
- local data (1pt)
- 0
  - 1

Reviewer notes \_\_\_\_\_


 5. Does your agency have the support of the Local Homelessness Coalition (LHC)? Please provide a letter from the LHC Chair if so. If you agency resides outside of the jurisdiction of a LHC, or your LHC cannot provide a letter due to a conflict of interest, please provide 2 letters of support from other community partners.

(4 pts)

- Score
- 0
  - 1
  - 2
  - 3
  - 4


Reviewer notes \_\_\_\_\_

 B. Component Specific Questions For Renewal Projects

 1. Please describe how project participants provide input for project design and implementation throughout the life of the project. Examples of a robust system to incorporate participant voice, examples of how input has changes the project, evidence of annual participant surveys, focus groups, exit surveys, etc.. (2 pts)


Score • 0  
• 1  
• 2

Reviewer notes \_\_\_\_\_

 2. Calculate the current rate of Housing Placements for participants. (a) What percentage of participants will be transitioned into permanent housing while in the program, (b) please provide the equation for how to you came to that percentage as: (numerator/denominator)x100)= percentage of participants, (c) define the numerator and denominator,(d) explain what data sources were used to identify those amounts, and (e) describe efforts of the project to increase the rate of housing placements for participants.


Not scored, informative only

Reviewer notes \_\_\_\_\_

 3. Calculate the current rate of Housing Retention for participants. (a) What percentage of participants will exit the project to permanent, (b) please provide the equation for how to you came to that percentage as: (numerator/denominator)x100)= percentage of participants, (c) define the numerator and denominator, (d) explain what data sources were used to identify those amounts, and (e) describe efforts of the project to increase the rate of housing retention for participants. .


Not scored, informative only

Reviewer notes \_\_\_\_\_

 4. Describe how this project works to ensure that participants are assisted to quickly (within 30 days) move into permanent housing. (3 pts)

Applicant describes assisting participants with housing location services (1pt) • 0  
• 1  
Applicant describes assisting participants with identifying and overcoming housing barriers. (1pt) • 0  
• 1  
Applicant identifies a goal of 30 or fewer days (1pt) • 0  
• 1


Reviewer notes \_\_\_\_\_

 5. Does the project serve particularly vulnerable subpopulation(s), and, if so, which subpopulation? How does the project tailor services to the unique needs of this subpopulation?

Does the project applicant identify services or techniques to serve the identified subpopulation beyond what would be available to the general eligible population, such as motivational interviewing, safety planning, trauma informed care, youth focused or victim focused services, or problem solving conversations?(2pts)


Score • 0  
• 1  
• 2

Reviewer notes \_\_\_\_\_

 6. Please describe the specific needs of the target subpopulation that were considered when developing the project design. Does the project applicant adequately explain which needs of the subpopulation were considered during project design? For example, safety planning for DV survivors or victims, exiting foster care for youth, extended trauma exposure for chronically homeless. (2pts)

Score • 0  
• 1  
• 2

Reviewer notes \_\_\_\_\_

 7. Please describe the project's participation in the Coordinated Entry process.

(3pts)


Participates in Community By Name Client Staffing (1pt) • 0  
• 1

Participates in the Coordinated Planning Entity • 0  
• 1

Applicant agrees to only enrolled participants referred by the  
Coordinate Entry Process (1pt) • 0  
• 1

Other • 0  
• 1


Reviewer Notes \_\_\_\_\_

 8. Describe the techniques staff uses to ensure that engagement is regular, participant trust is developed, and outreach is relationship-focused.

Does the project detail how staff strategically engage with participants to access maintain their housing and connect to other services? (1 pt)

Score • 0  
• 1


Reviewer notes \_\_\_\_\_

 9. How is service delivery (a) tailored to meet the individual needs, (b) strength based, (c) trauma informed, and (d) participant centered?

Does the project applicant describe how it will incorporate evidence-based practices for client engagement? (2 pts)

Score • 0  
• 1  
• 2


Reviewer notes \_\_\_\_\_

 10. Does the project impose restrictions on length of participation beyond that which would be mandated by HUD? (E.g. less than 24 months of rental assistance for RRH or any restriction on length of project participation for PSH)

Does the project applicant describe restrictions on length of participation? If so, 0 points.


Score • 0  
• 5

Reviewer notes \_\_\_\_\_

 11. Please describe any service requirements for participants to maintain services. (ex. Participants must attend mental health appointments, life skills groups, must meet with the case manager, must gain a job by first 3 weeks, etc.)

Not scored, informative only


Reviewer notes \_\_\_\_\_

 12. Please describe how the project systematically keeps project staff up-to-date regarding mainstream resources available for program participants (e.g., SNAP, SSI, TANF) within the geographic area.

Does the project propose a detailed plan to keep staff informed of mainstream resources for participants?(1 pt)

Score • 0  
• 1


Reviewer notes \_\_\_\_\_

 13. Describe how the project disseminates the availability of mainstream resources and other assistance information to project participants and how often.

Does the project propose a detailed plan to provide information on mainstream resources to participants?(1 pt)

Score • 0  
• 1


Reviewer notes \_\_\_\_\_

 14. Describe how the project works with projects to collaborate with healthcare organizations to assist program participants with enrolling in health insurance.

Does the project propose a detailed plan to connect participants with health insurance? (1pt)

Score • 0  
• 1

Reviewer notes \_\_\_\_\_


 15. Describe how the project provide assistance with the effective utilization of Medicaid and other health benefits.

Does the project propose a detailed plan to utilize Medicaid and connect participant to health services? (1pt)

Score • 0  
• 1

Reviewer notes \_\_\_\_\_


### Rapid Re Housing Specific Questions for Renewal Applicants

 I. Please describe how your project determines the amount of rental assistance to provide participants?

Does the project propose to support participant with a "progressive engagement" model of rental assistance? Does assistance vary over time in order to match the participant needs, as opposed to a set amount throughout the participant's enrollment? If so, points. (5pts)

Score • 0  
• 1  
• 2  
• 3  
• 4  
• 5

Reviewer notes \_\_\_\_\_

 II. How does the project support participants experiencing homelessness locate housing as quickly as possible? What supports are provided to landlords partnering with the agency?

(5pts)


Does the application provide a detailed description of how staff will overcome participant housing barriers? i.e. utilize double deposits, pay for application costs, transport participants to meet landlords, cover unit damages (3pts) • 0  
• 1  
• 2  
• 3

Does the application provide a detailed description of how staff will outreach to new landlords and retain current landlords? i.e. use landlord outreach services, outreach to new landlords, maintain clear communication with current landlords, provide rental payments in a timely manner, support landlords with participant concerns (2pts) • 0  
• 1  
• 2



Reviewer notes

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 Please reference the Supplemental Project Narrative for the availability of the following documents, Please attach the project's Housing First policy from project's Policies and Procedures document

(3 pts)

- Evidence of a Housing First Policy? (1pts) • 0  
• 1
- Does the policy align with the Project Application answers for questions 3B. 3a-d of the Project Application? (2pts) • 0  
• 1  
• 2

Reviewer notes

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 Case managers should have access to transportation they can use to assist participants to obtain and sustain their housing. Please attach relevant policies that govern participant transportation by the Agency for both owned and personal vehicles

Evidence that the project staff can provide transportation services to participants? (3 pts)

- Score • 0  
• 1  
• 2  
• 3

Reviewer notes


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 Please attach the project's participant contract or service agreement.

Not scored, informative only

Reviewer notes

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 The TX BoS CoC is committed to working to avoid participant terminations whenever possible, and making every effort to avoid homelessness for terminated participants. Please describe when it would appropriate for a project to terminate a participant from services. Please attach relevant policies from the project's Policies and Procedures document.

Not scored, informative only

Reviewer notes

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 Expansion Project Questions

Project Applicants are prohibited from using the expansion process to provide existing program participants with the same housing and services funded by the CoC Program that they are currently receiving.


 I. How will the expanded project serve new program participants?

Does the applicant describe how the project expansion will enable the project to serve a greater number of participants? (5pts)

- Score • 0  
• 1  
• 2  
• 3

Reviewer notes

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 II. How will the expanded project provide new or existing program participants with an expanded level of services?

Will this expansion enable projects to better serve current participants? Does the project applicant describe which projects will be expanded? (5pts)

- Score • 0  
• 1  
• 2  
• 3

Reviewer notes

---

 III. How did the applicant determine that a project expansion was needed to meet or exceed the inflow of individuals experiencing homelessness into their system? What data sources were used to make this determination?

Does the applicant identify the current community needs that justify expansion of their current project and identify data points supporting these needs? (10pts)

- Score
- 0
  - 1
  - 2
  - 3
  - 4
  - 5
  - 6
  - 7
  - 8
  - 9
  - 10

Reviewer notes

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 New Project Final Details Q3 Does the Applicant leverage other housing resources to support this project?

Does the Applicant propose to serve at least 25% of the project participants with another housing subsidy?(10pts)

- Score
- 0
  - 10

Reviewer notes

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 New Project Final Details Q4 Does the Applicant leverage healthcare resources to support this project?


Does the Applicant match 25% of the project budget with documented healthcare resources via written commitment (upload)?(10pts)

- Score
- 0
  - 10

Reviewer notes


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 Total Score Section 2: {{ SUM(S2\_Q1.score,S2\_Q2.score,S2\_Q3.score,S2\_Q4.score,S2\_Q5.score,S2\_Q6.score,S2\_Q7.score,S2\_Q8.score,S2\_Q9.score,S2\_Q10.score,S2\_Q11.score,S2\_Q12.score,S2\_Q13.score,S2\_Q14.score,S2\_Q16.score,S2\_Q17.score,S2\_Q18.score,S2\_Q19.score,S2\_Q20.score,S2\_Q21.score,S2\_Q22.score,S2\_Q23.score,S2\_Q24.score,S2\_Q25.score,S2\_Q26.score) }}

 Overall Score: {{ SUM(S1\_Q1.score,S2\_Q1.score,S2\_Q2.score,S2\_Q3.score,S2\_Q4.score,S2\_Q5.score,S2\_Q6.score,S2\_Q7.score,S2\_Q8.score,S2\_Q9.score,S2\_Q10.score,S2\_Q11.score,S2\_Q12.score,S2\_Q13.score,S2\_Q14.score,S2\_Q16.score,S2\_Q17.score,S2\_Q18.score,S2\_Q19.score,S2\_Q20.score,S2\_Q21.score,S2\_Q22.score,S2\_Q23.score,S2\_Q24.score,S2\_Q25.score,S2\_Q26.score,S2\_Q27.score,S2\_Q28.score) }}


# IRT - Joint TH and PH-RRH

## Section 1 Applicant Experience- Total 30 Points

 Q1. Describe the experience of the applicant and potential subrecipients (if any), in effectively utilizing federal funds and performing the activities proposed in the application, given funding and time limitations. (10 points)


Reference: Project Application, Question 2B Q1

- working with and addressing the target population(s) identified housing and supportive service needs (3pts) • 0  
• 1  
• 2  
• 3
- developing and implementing relevant program systems, services, and/or residential property construction and rehabilitation (2pts) • 0  
• 1  
• 2
- identifying and securing matching funds from a variety of sources (2pts) • 0  
• 1  
• 2
- managing basic project operations including a financial accounting system (3pts) • 0  
• 1  
• 2  
• 3

 Q2. Describe the experience of the applicant and potential subrecipients (if any) in leveraging other Federal, State, local and private sector funds. (10 points)

Reference: Project Application, Question 2B Q2


- Does the project applicant provide examples of their experience in leveraging all federal, state, local, and private sector funds? (2pts) • 0  
• 1  
• 2
- ESG, HOPWA, CDBG, CoC Program, and/or HOME (3pts) • 0  
• 1  
• 2  
• 3
- State and local funding sources (3pts) • 0  
• 1  
• 2  
• 3
- Private funding sources (2pts) • 0  
• 1  
• 2

 Q3. Describe the basic organization and management structure of the applicant and subrecipients (if any). Include evidence of internal and external coordination and an adequate financial accounting system. (10 points)


Reference: Project Application, Question 2B Q3a

- Are staff and board members working together to implement the project? (1pt) • 0  
• 1
- Description of financial accounting system that will be used to administer the grant? (2pts) • 0  
• 1  
• 2

- Does the applicant state that the accounting system is compliant with the requirements listed in 2 CFR 200? (1pt) • 0  
• 1
- Does the applicant have an organization and management structure typical of a 501 (c) 3 Non-Profit? (4pts) • 0  
• 1  
• 2  
• 3  
• 4
- Does the organization and management structure seem sufficient for the proposed project? (2pts) • 0  
• 1  
• 2

 Total Score Section 1: {{ SUM(S1\_Q1.score, S1\_Q2.score, S1\_Q3.score) }}

 Section 2- Project Description - Total 20 points

 Q1. Provide a description that addresses the entire scope of the proposed project. (20 Points)

Reference Project Application, Question 3B Q1

- Does the Applicant provide a detailed description of the scope of the project including: the target population(s) to be served- (2 pts) • 0  
• 1  
• 2


- Does the Applicant provide a detailed description of the scope of the project including: project plan for addressing the identified housing and supportive service needs - (8pts) • 0  
• 1  
• 2  
• 3  
• 4  
• 5  
• 6  
• 7  
• 8


- Does the Applicant provide a detailed description of the scope of the project including: anticipated project outcome(s) - (2 pts) • 0  
• 1  
• 2

- Does the Applicant provide a detailed description of the scope of the project including: coordination with other organizations (e.g., federal, state, nonprofit) - (4 pts) • 0  
• 1  
• 2  
• 3  
• 4

- Does the Applicant provide a detailed description of the scope of the project including: the reason CoC Program funding is required - (1 pt) • 0  
• 1

- If the project will implement any service participation requirements or requirements that go beyond what is typically included in a lease agreement, does the applicant describe what those requirements are and how they will be implemented? (3 pts) • 0  
• 1  
• 2  
• 3


 Total Score Section 2: {{ SUM(S2\_Q1.score) }}

 Section 3 - Supportive Service for Participants - Total 30 points

 Q1. Describe how participants will be assisted to obtain and remain in permanent housing

Reference: Project Application, Question 2B Q3a

- Does the project applicant provide a plan on how they will move program participants quickly into permanent housing and maintain housing stability? (5pts)
  - 0
  - 1
  - 2
  - 3
  - 4
  - 5
  
- Does the project applicant acknowledge the needs of the target population and include plans to address those needs through current and proposed case management activities? (2pts)
  - 0
  - 1
  - 2
  
- Are the supportive services tailored to the specific needs of the target population proposed? (1pt)
  - 0
  - 1
  
- Are the supportive services readily available and accessible? (2pt)
  - 0
  - 1
  - 2
  
- Are the supportive services describe of sufficient quality and quantity to meet the needs of the target population? (2pt)
  - 0
  - 1
  - 2
  
- How the project will identify appropriate units; (1 pt)
  - 0
  - 1
  
- The project's established arrangements with other homeless service providers in the community (1pt)
  - 0
  - 1
  
- How the project will engage landlords (1 pt)
  - 0
  - 1


 Q2. What specific plan does this project have to specifically coordinate and integrate with other mainstream health, social services, and employment programs for which program participants may be eligible?

Reference Project Application, Question 4A Q3 (Up to 15 Points)

- how the project will help program participants obtain income (e.g., access to employment programs and educational opportunities) (3pts)
  - 0
  - 1
  - 2
  - 3
  
- how the supportive services provided will lead directly to program participants gaining employment, accessing SSI, SSDI, or other mainstream income streams (3pts)
  - 0
  - 1
  - 2
  - 3
  
- how the requested CoC Program funds will contribute to program participants becoming more independent (e.g. accessing Medicare, Medicaid, early childhood education) (4pts)
  - 0
  - 1
  - 2
  - 3
  - 4

 Total Score Section 3: {{ SUM(S3\_Q1.score,S3\_Q2.score) }}

 Section 5- Supplemental Project Narrative -

 1. What year was your organization designated by the IRS as a Nonprofit entity or other eligible applicant designation? (5pts)


- Organization has been functioning for 5 years
  - 0
  - 1

1 pt for every additional year

- 0
- 1
- 2
- 3
- 4

Reviewer notes

---

 2. Racial Equity must be a focus of projects working to end homelessness. Dismantling systemic racism must be a focus of the work that we do. We know that there are disparities associated with Race, Ethnicity & Gender Identity in the TX BoS CoC. Please affirm any of the actions your Organization is taking from the following list.


1 point per action the organization is taking. (5 pts)

Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes

---

 3. Consumer or participant involvement is critical to providing services that participants want, need, and will use. Please complete the following lists, by confirming activities that the project does, or will do if awarded.


1 point per activity the project does, or will do. (5 pts)

Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes

---

 4. What data did you utilize when creating your project or when considering changes to your original grant agreement?

(5 pts)

Evidence of data driven decision making (1pt)

- 0
- 1

Point in Time Count (PIT) data (1pt)

- 0
- 1

Housing Inventory Count (HIC) (1pt)

- 0
- 1

HMIS or Osnum data (1pt)


- 0
- 1

local data (1pt)

- 0
- 1

Reviewer notes

---


 5. Does your agency have the support of the Local Homelessness Coalition (LHC)? Please provide a letter from the LHC Chair if so. If you agency resides outside of the jurisdiction of a LHC, or your LHC cannot provide a letter due to a conflict of interest, please provide 2 letters of support from other community partners.


(4 pts)

Score

- 0
- 1
- 2
- 3
- 4

Reviewer notes \_\_\_\_\_

 B. Component Specific Questions For New Applicants


 1. Please describe how individuals with lived experience and project participant's provide input for project design and implementation throughout the life of the project.

Examples of a formalized system to incorporate participant voice, examples of how input has changes the project, evidence of annual participant surveys, focus groups, exit surveys, etc..(5 pts)

Score


- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes \_\_\_\_\_

 2. How many participants will the project serve when fully operational?


Not scored, informative only

Reviewer notes \_\_\_\_\_

 3. What is the cumulative number of participants that would be served over a 12 months period, if the project were operating at full capacity?


Not scored, informative only

Reviewer notes \_\_\_\_\_

 4. Calculate the rate of Housing Placements for participants. (a) What percentage of participants will be transitioned into housing while in the program, (b) please provide the equation for how to you came to that percentage as:  $(\text{numerator}/\text{denominator}) \times 100 = \text{percentage of participants}$ , (c) define the numerator and denominator, and (d) explain what data sources were used to identify those amounts.


Not scored, informative only

Reviewer notes \_\_\_\_\_

 5. Calculate the rate of Housing Retention for participants. (a) What percentage of participants will exit the project to permanent, (b) please provide the equation for how to you came to that percentage as:  $(\text{numerator}/\text{denominator}) \times 100 = \text{percentage of participants}$ , (c) define the numerator and denominator, and (d) explain what data sources were used to identify those amounts.

Not scored, informative only

Reviewer notes \_\_\_\_\_

 6. Describe how this project will ensure that participants are assisted to quickly (within 30 days) move into permanent housing. (3 pts)

Applicant describes assisting participants with housing location services (1pt)


- 0
- 1

Applicant describes assisting participants with identifying and overcoming housing barriers. (1pt)

- 0
- 1

Applicant identifies a goal of 30 or fewer days (1pt) • 0  
• 1


Reviewer notes \_\_\_\_\_

 7. Does the project plan to serve a particularly vulnerable subpopulations, and, if so, which subpopulation? How will the project tailor services to the unique needs of this subpopulation?

Does the project applicant identify services or techniques to serve the identified subpopulation beyond what would be available to the general eligible population, such as motivational interviewing, safety planning, trauma informed care, youth focused or victim focused services, or problem solving conversations?(2pts)

Score • 0  
• 1  
• 2

Reviewer notes \_\_\_\_\_

 8. Please describe the specific needs of the target subpopulation that were considered when developing the project design.

Does the project applicant adequately explain which needs of the subpopulation were considered during project design? For example, safety planning for DV survivors or victims, exiting foster care for youth, extended trauma exposure for chronically homeless. (2pts)

Score • 0  
• 1  
• 2


Reviewer notes \_\_\_\_\_

 9. Please describe the project's participation in the Coordinated Entry process.

Applicant agrees to only enrolled participants referred by the Coordinate Entry (CE) Process and describes a detailed understanding of the local CE System. i.e. accepting referrals only from the CE system, attending CE case conferencing, and attending CE-unplugged calls. (2pts)

Score • 0  
• 1  
• 2


Reviewer notes \_\_\_\_\_

 10. Describe the techniques staff uses to ensure that engagement is regular, participant trust is developed, and outreach is relationship-focused.

Does the project detail how staff strategically engage with participants to access maintain their housing and connect to other services? (5pts)

Score • 0  
• 1  
• 2  
• 3  
• 4  
• 5

Reviewer notes \_\_\_\_\_


 11. How is service delivery (a) tailored to meet the individual needs, (b) strength based, (c) trauma informed, and (d) participant centered?

Does the project applicant describe how it will incorporate evidence-based practices for client engagement? (5pts)




Score • 0  
• 1  
• 2  
• 3  
• 4  
• 5

Reviewer notes \_\_\_\_\_

 13. Please describe any conditional service participation requirements for participants to maintain assistance. (ex. Participants must attend mental health appointments, life skills groups, must meet with the case manager, must gain a job by first 3 weeks, etc.)

Not scored, informative only


Reviewer notes \_\_\_\_\_

 14. Please describe how the project systematically keeps project staff up-to-date regarding mainstream resources available for program participants (e.g., Food Stamps, SSI, TANF) within the geographic area.

Does the project propose a detailed plan to keep staff informed of mainstream resources for participants? (3pts)

Score • 0  
• 1  
• 2  
• 3


Reviewer notes \_\_\_\_\_

 15. Describe how the project disseminates the availability of mainstream resources and other assistance information to projects and how often.

Does the project propose a detailed plan to provide information on mainstream resources to staff and participants? (1pt)

Score • 0  
• 1


Reviewer notes \_\_\_\_\_

 16. Describe how the project works with projects to collaborate with healthcare organizations to assist program participants with enrolling in health insurance.

Does the project propose a detailed plan to connect participants with health insurance? (1pt)

Score • 0  
• 1


Reviewer notes \_\_\_\_\_


 17. Describe how the project provide assistance with the effective utilization of Medicaid and other health benefits.

Does the project propose a detailed plan to utilize Medicaid and connect participant to health services? (1pt)

Score • 0  
• 1

Reviewer notes \_\_\_\_\_

 Rapid Re Housing Questions for New Applicants


 I. How do you plan to structure the rental assistance (RRH) component of this project?

Does the applicant specify that they will use a "progressive engagement model"? (3pts)

Score • 0  
• 1  
• 2  
• 3

Reviewer notes

---

 II. How does the project support participants experiencing homelessness locate housing as quickly as possible? What supports are provided to landlords partnering with the agency?

(4pts)

Does the application provide a detailed description of how staff will overcome participant housing barriers? i.e. utilize double deposits, pay for applicaiton costs, transport participants to meet landlords, cover unit damages (3pts)


- 0
- 1
- 2
- 3

Does the application provide a detailed description of how staff will outreach to new landlords and retain current landlords? i.e. use landlord outreach services, outreach to new landlords, maintain clear communication with current landlords, provide rental payments in a timely manner, support landlords with participant concerns (1pt)

- 0
- 1

Reviewer notes

---

 III. Describe how this project will ensure that participants are assisted to quickly (within 30 days for CoC Bonus Projects, and within 60 days for DV Bonus Projects) move into permanent housing.


Does the participant agree with the goal of 60 days to support DV survivors or 30 days for non DV participants and does it have a plan to assist participants quickly? (3pts)

Score


- 0
- 1
- 2
- 3

Reviewer notes

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 Joint Transitional Housing - Rapid Re Housing Additional Question for New Applicants

When considering project outcomes and achievements, please remember that participant transitions into the Transitional Housing portion of the project do not count towards participants attaining Permanent Housing. Transitional Housing is crisis housing.

 I. How does the project honor client choice in housing placement between rental assistance or transitional housing?


Does the project provide a plan to support participant choice when considering TH or RRH services? Will projects encourage participants to attain leases in their names and work with pariticipants so that they gain the skills and income to maintian their leases after project exit?(5pts)


Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes

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 Total Score Section 5: {{ SUM(S5\_Q1.score,S5\_Q2.score,S5\_Q3.score,S5\_Q4.score,S5\_Q5.score,S5\_Q6.score,S5\_Q7.score,S5\_Q8.score,S5\_Q9.score,S5\_Q10.score,S5\_Q11.score,S5\_Q12.score,S5\_Q13.score,S5\_Q14.score,S5\_Q15.score,S5\_Q16.score,S5\_Q17.score,S5\_Q18.score,S5\_Q19.score,S5\_Q20.score) }}

 Overall Score: {{ SUM(S1\_Q1.score, S1\_Q2.score, S1\_Q3.score,S2\_Q1.score,S3\_Q1.score,S3\_Q2.score,S5\_Q1.score,S5\_Q2.score,S5\_Q3.score,S5\_Q4.score,S5\_Q5.score,S5\_Q6.score,S5\_Q7.score,S5\_Q8.score,S5\_Q9.score,S5\_Q10.score,S5\_Q11.score,S5\_Q12.score,S5\_Q13.score,S5\_Q14.score,S5\_Q15.score,S5\_Q16.score,S5\_Q17.score,S5\_Q18.score,S5\_Q19.score,S5\_Q20.score) }}




# IRT - Permanent Supportive Housing (PSH)

## Section 1 Applicant Experience- Total 30 Points

 Q1. Describe the experience of the applicant and potential subrecipients (if any), in effectively utilizing federal funds and performing the activities proposed in the application, given funding and time limitations. (10 points)


Reference: Project Application, Question 2B Q1

- working with and addressing the target population(s) identified housing and supportive service needs (3pts) • 0  
• 1  
• 2  
• 3
- developing and implementing relevant program systems, services, and/or residential property construction and rehabilitation (2pts) • 0  
• 1  
• 2
- identifying and securing matching funds from a variety of sources (2pts) • 0  
• 1  
• 2
- managing basic project operations including a financial accounting system (3pts) • 0  
• 1  
• 2  
• 3

 Q2. Describe the experience of the applicant and potential subrecipients (if any) in leveraging other Federal, State, local and private sector funds. (10 points)

Reference: Project Application, Question 2B Q2


- Does the project applicant provide examples of their experience in leveraging all federal, state, local, and private sector funds? (2pts) • 0  
• 1  
• 2
- ESG, HOPWA, CDBG, CoC Program, and/or HOME (3pts) • 0  
• 1  
• 2  
• 3
- State and local funding sources (3pts) • 0  
• 1  
• 2  
• 3
- Private funding sources (2pts) • 0  
• 1  
• 2

 Q3. Describe the basic organization and management structure of the applicant and subrecipients (if any). Include evidence of internal and external coordination and an adequate financial accounting system. (10 points)


Reference: Project Application, Question 2B Q3a

- Are staff and board members working together to implement the project? (1pt) • 0  
• 1
- Description of financial accounting system that will be used to administer the grant? (2pts) • 0  
• 1  
• 2

- Does the applicant state that the accounting system is compliant with the requirements listed in 2 CFR 200? (1pt) • 0  
• 1
- Does the applicant have an organization and management structure typical of a 501 (c) 3 Non-Profit? (4pts) • 0  
• 1  
• 2  
• 3  
• 4
- Does the organization and management structure seem sufficient for the proposed project? (2pts) • 0  
• 1  
• 2

 Total Score Section 1: {{ SUM(S1\_Q1.score, S1\_Q2.score, S1\_Q3.score) }}

 Section 2- Project Description - Total 20 points

 Q1. Provide a description that addresses the entire scope of the proposed project. (20 Points)

Reference Project Application, Question 3B Q1

- Does the Applicant provide a detailed description of the scope of the project including: the target population(s) to be served- (2 pts) • 0  
• 1  
• 2


- Does the Applicant provide a detailed description of the scope of the project including: project plan for addressing the identified housing and supportive service needs - (8pts) • 0  
• 1  
• 2  
• 3  
• 4  
• 5  
• 6  
• 7  
• 8

- Does the Applicant provide a detailed description of the scope of the project including: anticipated project outcome(s) - (2 pts) • 0  
• 1  
• 2

- Does the Applicant provide a detailed description of the scope of the project including: coordination with other organizations (e.g., federal, state, nonprofit) - (4 pts) • 0  
• 1  
• 2  
• 3  
• 4

- Does the Applicant provide a detailed description of the scope of the project including: the reason CoC Program funding is required - (1 pt) • 0  
• 1

- If the project will implement any service participation requirements or requirements that go beyond what is typically included in a lease agreement, does the applicant describe what those requirements are and how they will be implemented? (3 pts) • 0  
• 1  
• 2  
• 3


 Total Score Section 2: {{ SUM(S2\_Q1.score) }}

 Section 3 - Supportive Service for Participants - Total 30 points

 Q1. Describe how participants will be assisted to obtain and remain in permanent housing

Reference: Project Application, Question 2B Q3a

- Does the project applicant provide a plan on how they will move program participants quickly into permanent housing and maintain housing stability? (5pts)
  - 0
  - 1
  - 2
  - 3
  - 4
  - 5
  
- Does the project applicant acknowledge the needs of the target population and include plans to address those needs through current and proposed case management activities? (2pts)
  - 0
  - 1
  - 2
  
- Are the supportive services tailored to the specific needs of the target population proposed? (1pt)
  - 0
  - 1
  
- Are the supportive services readily available and accessible? (2pt)
  - 0
  - 1
  - 2
  
- Are the supportive services describe of sufficient quality and quantity to meet the needs of the target population? (2pt)
  - 0
  - 1
  - 2
  
- How the project will identify appropriate units; (1 pt)
  - 0
  - 1
  
- The project's established arrangements with other homeless service providers in the community (1pt)
  - 0
  - 1
  
- How the project will engage landlords (1 pt)
  - 0
  - 1

 Q2. What specific plan does this project have to specifically coordinate and integrate with other mainstream health, social services, and employment programs for which program participants may be eligible?


Reference Project Application, Question 4A Q3 (Up to 15 Points)

- how the project will help program participants obtain income (e.g., access to employment programs and educational opportunities) (3pts)
  - 0
  - 1
  - 2
  - 3
  
- how the supportive services provided will lead directly to program participants gaining employment, accessing SSI, SSDI, or other mainstream income streams (3pts)
  - 0
  - 1
  - 2
  - 3
  
- how the requested CoC Program funds will contribute to program participants becoming more independent (e.g. accessing Medicare, Medicaid, early childhood education) (4pts)
  - 0
  - 1
  - 2
  - 3
  - 4

 Total Score Section 3: {{ SUM(S3\_Q1.score,S3\_Q2.score) }}


 Section 5- Supplemental Project Narrative -

 A. Agency Capacity Questions

 1. What year was your organization designated by the IRS as a Nonprofit entity or other eligible applicant designation? (5pts)

- Organization has been functioning for 5 years
  - 0
  - 1
- 1 pt for every additional year
  - 0
  - 1
  - 2
  - 3
  - 4


Reviewer notes \_\_\_\_\_

 2. Racial Equity must be a focus of projects working to end homelessness. Dismantling systemic racism must be a focus of the work that we do. We know that there are disparities associated with Race, Ethnicity & Gender Identity in the TX BoS CoC. Please affirm any of the actions your Organization is taking from the following list.

1 point per action the organization is taking. (5 pts)

- Score
  - 0
  - 1
  - 2
  - 3
  - 4
  - 5


Reviewer notes \_\_\_\_\_

 3. Consumer or participant involvement is critical to providing services that participants want, need, and will use. Please complete the following lists, by confirming activities that the project does, or will do if awarded.

1 point per activity the project does, or will do. (5 pts)

- Score
  - 0
  - 1
  - 2
  - 3
  - 4
  - 5


Reviewer notes \_\_\_\_\_

 4. What data did you utilize when creating your project or when considering changes to your original grant agreement?

(5 pts)

- Evidence of data driven decision making (1pt)
  - 0
  - 1
- Point in Time Count (PIT) data (1pt)
  - 0
  - 1
- Housing Inventory Count (HIC) (1pt)
  - 0
  - 1
- HMIS or Osniium data (1pt)
  - 0
  - 1
- local data (1pt)
  - 0
  - 1

Reviewer notes \_\_\_\_\_


 5. Does your agency have the support of the Local Homelessness Coalition (LHC)? Please provide a letter from the LHC Chair if so. If you agency resides outside of the jurisdiction of a LHC, or your LHC cannot provide a letter due to a conflict of interest, please provide 2 letters of support from other community partners.


(4 pts)

Score

- 0
- 1
- 2
- 3
- 4

Reviewer notes \_\_\_\_\_

 B. Component Specific Questions For New Applicants


 1. Please describe how individuals with lived experience of homelessness and project participants provide input for project design and implementation throughout the life of the project.

Examples of a formalized system to incorporate participant voice, examples of how input has changes the project, evidence of annual participant surveys, focus groups, exit surveys, etc..(5 pts)

Score


- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes \_\_\_\_\_

 2. How many participants will the project serve when fully operational?


Not scored, informative only

Reviewer notes \_\_\_\_\_

 3. What is the cumulative number of participants that would be served over a 12 months period, if the project were operating at full capacity?


Not scored, informative only

Reviewer notes \_\_\_\_\_

 4. Calculate the rate of Housing Placements for participants. (a) What percentage of participants will be transitioned into housing while in the program, (b) please provide the equation for how to you came to that percentage as:  $(\text{numerator}/\text{denominator}) \times 100 = \text{percentage of participants}$ , (c) define the numerator and denominator, and (d) explain what data sources were used to identify those amounts.


Not scored, informative only

Reviewer notes \_\_\_\_\_

 5. Calculate the rate of Housing Retention for participants. (a) What percentage of participants will exit the project to permanent, (b) please provide the equation for how to you came to that percentage as:  $(\text{numerator}/\text{denominator}) \times 100 = \text{percentage of participants}$ , (c) define the numerator and denominator, and (d) explain what data sources were used to identify those amounts.

Not scored, informative only

Reviewer notes \_\_\_\_\_

 6. Describe how this project will ensure that participants are assisted to quickly (within 30 days) move into permanent housing. (3 pts)

Applicant describes assisting participants with housing location services (1pt)

- 0
- 1


Applicant describes assisting participants with identifying and overcoming housing barriers. (1pt)

- 0
- 1



Applicant identifies a goal of 30 or fewer days (1pt) • 0  
• 1


Reviewer notes \_\_\_\_\_

 7. Does the project plan to serve a particularly vulnerable subpopulation, and, if so, which subpopulation? How will the project tailor services to the unique needs of this subpopulation?

Does the project applicant identify services or techniques to serve the identified subpopulation beyond what would be available to the general eligible population, such as motivational interviewing, safety planning, trauma informed care, youth focused or victim focused services, or problem solving conversations?(2pts)

Score • 0  
• 1  
• 2

Reviewer notes \_\_\_\_\_

 8. Please describe the specific needs of the target subpopulation that were considered when developing the project design.

Does the project applicant adequately explain which needs of the subpopulation were considered during project design? For example, safety planning for DV survivors or victims, exiting foster care for youth, minimizing trauma exposure for chronically homeless people. (2pts)

Score • 0  
• 1  
• 2


Reviewer notes \_\_\_\_\_

 9. Please describe the project's participation in the Coordinated Entry process.

Applicant agrees to only enroll participants referred by the Coordinate Entry (CE) Process and describes an understanding of the local CE System. i.e. accepting referrals only from the CE system, attending CE case conferencing, and participating in local CE planning.(2pts)

Score • 0  
• 1  
• 2


Reviewer notes \_\_\_\_\_

 10. Describe the techniques staff uses to ensure that engagement is regular, participant trust is developed, and outreach is relationship-focused.

Does the project detail how staff strategically engage with participants ? (5pts)

Score • 0  
• 1  
• 2  
• 3  
• 4  
• 5

Reviewer notes \_\_\_\_\_


 11. How is service delivery (a) tailored to meet the individual needs, (b) strength based, (c) trauma informed, and (d) participant centered?

Does the project applicant describe how it will incorporate the above practices for service delivery? (5pts)


Score 

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes \_\_\_\_\_

 13. Please describe any conditional service participation requirements for participants to maintain assistance. (ex. Participants must attend mental health appointments, life skills groups, must meet with the case manager, must gain a job by first 3 weeks, etc.)  
Not scored, informative only


Reviewer notes \_\_\_\_\_

 14. Please describe how the project systematically keeps project staff up-to-date regarding mainstream resources available for program participants (e.g., SNAP, SSI, TANF) within the geographic area.  
Does the project propose a detailed plan to keep staff informed of mainstream resources for participants? (3pts)

Score 

- 0
- 1
- 2
- 3


Reviewer notes \_\_\_\_\_

 15. Describe how the project disseminates the availability of mainstream resources and other assistance information to projects and how often.  
Does the project propose a detailed plan to provide information on mainstream resources to staff and participants? (1pt)

Score 

- 0
- 1


Reviewer notes \_\_\_\_\_

 16. Describe how the project works with projects to collaborate with healthcare organizations to assist program participants with enrolling in health insurance.  
Does the project propose a detailed plan to connect participants with health insurance? (1pt)

Score 

- 0
- 1


Reviewer notes \_\_\_\_\_


 17. Describe how the project provide assistance with the effective utilization of Medicaid and other health benefits.  
Does the project propose a detailed plan to utilize Medicaid and connect participant to health services? (1pt)

Score 

- 0
- 1

Reviewer notes \_\_\_\_\_

 Permanent Supportive Housing Questions for New Applicants

 I. Does your agency have a formal agreement (MOU) with your local Public Housing Authority to allow for housing voucher or units to be provided to participants who no longer need intensive services(Moving Up or Moving On)? If so, please describe.  
(4pts)


Does the agency have a formal agreement such as a MOU? If "yes",  
1 point 

- 0
- 1
- 2

Does the formal agreement with the Public Housing Authority (PHA) allow for housing vouchers or units for participants who no longer need intensive services (Moving Up or Moving On)?

- 0
- 1
- 2

Reviewer notes \_\_\_\_\_

 II. Are there any formal agreements (MOU) between your agency and other community partners to meet participant needs? If so, please describe the agreement and how the agreement provides for increased access to services beyond what the partner agency offers to the general public.

(4pts)


Does the agency have a formal agreement such as a MOU? If "yes", 1 point

- 0
- 1

Does the agency identify how this MOU allows for increased services to participants beyond what the agency offers the general public?

- 0
- 1
- 2

Reviewer notes \_\_\_\_\_


 III. Please describe the data and rational used to decide if the project would be "100% Dedicated" or "DedicatedPLUS".

Did the project applicant identify specific data sources and data for it's decision to choose Dedicated Plus over 100% Dedicated?(3pts)

Score

- 0
- 1
- 2
- 3

Reviewer notes \_\_\_\_\_


 New Project Final Details Q3 Does the Applicant leverage other housing resources to support this project?

Does the Applicant propose to serve at least 25% of the project participants with another housing subsidy?(10pts)

Score

- 0
- 10

Reviewer notes \_\_\_\_\_


 New Project Final Details Q4 Does the Applicant leverage healthcare resources to support this project?


Does the Applicant match 25% of the project budget with documented healthcare resources via written commitment (upload)?(10pts)

Score

- 0
- 10


Reviewer notes \_\_\_\_\_

 Total Score Section 5: {{ SUM(S5\_Q1.score,S5\_Q2.score,S5\_Q3.score,S5\_Q4.score,S5\_Q5.score,S5\_Q6.score,S5\_Q7.score,S5\_Q8.score,S5\_Q9.score,S5\_Q10.score,S5\_Q11.score,S5\_Q12.score,S5\_Q13.score,S5\_Q14.score,S5\_Q15.score,S5\_Q16.score,S5\_Q17.score,S5\_Q18.score,S5\_Q19.score) }}

 Overall Score: {{ SUM(S1\_Q1.score, S1\_Q2.score, S1\_Q3.score,S2\_Q1.score,S3\_Q1.score,S3\_Q2.score,S5\_Q1.score,S5\_Q2.score,S5\_Q3.score,S5\_Q4.score,S5\_Q5.score,S5\_Q6.score,S5\_Q7.score,S5\_Q8.score,S5\_Q9.score,S5\_Q10.score,S5\_Q11.score,S5\_Q12.score,S5\_Q13.score,S5\_Q14.score,S5\_Q15.score,S5\_Q16.score,S5\_Q17.score,S5\_Q18.score,S5\_Q19.score,S5\_Q20.score,S5\_Q21.score) }}


# IRT - Rapid Re-Housing

## Section 1 Applicant Experience- Total 30 Points

 Q1. Describe the experience of the applicant and potential subrecipients (if any), in effectively utilizing federal funds and performing the activities proposed in the application, given funding and time limitations. (10 points)


Reference: Project Application, Question 2B Q1

- working with and addressing the target population(s) identified housing and supportive service needs (3pts)
  - 0
  - 1
  - 2
  - 3
- developing and implementing relevant program systems, services, and/or residential property construction and rehabilitation (2pts)
  - 0
  - 1
  - 2
- identifying and securing matching funds from a variety of sources (2pts)
  - 0
  - 1
  - 2
- managing basic project operations including a financial accounting system (3pts)
  - 0
  - 1
  - 2
  - 3

 Q2. Describe the experience of the applicant and potential subrecipients (if any) in leveraging other Federal, State, local and private sector funds. (10 points)

Reference: Project Application, Question 2B Q2


- Does the project applicant provide examples of their experience in leveraging all federal, state, local, and private sector funds? (2pts)
  - 0
  - 1
  - 2
- ESG, HOPWA, CDBG, CoC Program, and/or HOME (3pts)
  - 0
  - 1
  - 2
  - 3
- State and local funding sources (3pts)
  - 0
  - 1
  - 2
  - 3
- Private funding sources (2pts)
  - 0
  - 1
  - 2

 Q3. Describe the basic organization and management structure of the applicant and subrecipients (if any). Include evidence of internal and external coordination and an adequate financial accounting system. (10 points)


Reference: Project Application, Question 2B Q3a

- Are staff and board members working together to implement the project? (1pt)
  - 0
  - 1
- Description of financial accounting system that will be used to administer the grant? (2pts)
  - 0
  - 1
  - 2

- Does the applicant state that the accounting system is compliant with the requirements listed in 2 CFR 200? (1pt) • 0  
• 1
- Does the applicant have an organization and management structure typical of a 501 (c) 3 Non-Profit? (4pts) • 0  
• 1  
• 2  
• 3  
• 4
- Does the organization and management structure seem sufficient for the proposed project? (2pts) • 0  
• 1  
• 2

 Total Score Section 1: {{ SUM(S1\_Q1.score, S1\_Q2.score, S1\_Q3.score) }}

 Section 2- Project Description - Total 20 points

 Q1. Provide a description that addresses the entire scope of the proposed project. (20 Points)

Reference Project Application, Question 3B Q1

- Does the Applicant provide a detailed description of the scope of the project including: the target population(s) to be served- (2 pts) • 0  
• 1  
• 2


- Does the Applicant provide a detailed description of the scope of the project including: project plan for addressing the identified housing and supportive service needs - (8pts) • 0  
• 1  
• 2  
• 3  
• 4  
• 5  
• 6  
• 7  
• 8


- Does the Applicant provide a detailed description of the scope of the project including: anticipated project outcome(s) - (2 pts) • 0  
• 1  
• 2

- Does the Applicant provide a detailed description of the scope of the project including: coordination with other organizations (e.g., federal, state, nonprofit) - (4 pts) • 0  
• 1  
• 2  
• 3  
• 4

- Does the Applicant provide a detailed description of the scope of the project including: the reason CoC Program funding is required - (1 pt) • 0  
• 1

- If the project will implement any service participation requirements or requirements that go beyond what is typically included in a lease agreement, does the applicant describe what those requirements are and how they will be implemented? (3 pts) • 0  
• 1  
• 2  
• 3


 Total Score Section 2: {{ SUM(S2\_Q1.score) }}

 Section 3 - Supportive Service for Participants - Total 30 points

 Q1. Describe how participants will be assisted to obtain and remain in permanent housing

Reference: Project Application, Question 2B Q3a

- Does the project applicant provide a plan on how they will move program participants quickly into permanent housing and maintain housing stability? (5pts)
  - 0
  - 1
  - 2
  - 3
  - 4
  - 5
  
- Does the project applicant acknowledge the needs of the target population and include plans to address those needs through current and proposed case management activities? (2pts)
  - 0
  - 1
  - 2
  
- Are the supportive services tailored to the specific needs of the target population proposed? (1pt)
  - 0
  - 1
  
- Are the supportive services readily available and accessible? (2pt)
  - 0
  - 1
  - 2
  
- Are the supportive services describe of sufficient quality and quantity to meet the needs of the target population? (2pt)
  - 0
  - 1
  - 2
  
- How the project will identify appropriate units; (1 pt)
  - 0
  - 1
  
- The project's established arrangements with other homeless service providers in the community (1pt)
  - 0
  - 1
  
- How the project will engage landlords (1 pt)
  - 0
  - 1


 Q2. What specific plan does this project have to specifically coordinate and integrate with other mainstream health, social services, and employment programs for which program participants may be eligible?

Reference Project Application, Question 4A Q3 (Up to 15 Points)

- how the project will help program participants obtain income (e.g., access to employment programs and educational opportunities) (3pts)
  - 0
  - 1
  - 2
  - 3
  
- how the supportive services provided will lead directly to program participants gaining employment, accessing SSI, SSDI, or other mainstream income streams (3pts)
  - 0
  - 1
  - 2
  - 3
  
- how the requested CoC Program funds will contribute to program participants becoming more independent (e.g. accessing Medicare, Medicaid, early childhood education) (4pts)
  - 0
  - 1
  - 2
  - 3
  - 4

 Total Score Section 3: {{ SUM(S3\_Q1.score,S3\_Q2.score) }}

 Section 5- Supplemental Project Narrative -


 1. What year was your organization designated by the IRS as a Nonprofit entity or other eligible applicant designation? (5pts)

- Organization has been functioning for 5 years
  - 0
  - 1

1 pt for every additional year

- 0
- 1
- 2
- 3
- 4

Reviewer notes \_\_\_\_\_


 2. Racial Equity must be a focus of projects working to end homelessness. Dismantling systemic racism must be a focus of the work that we do. We know that there are disparities associated with Race, Ethnicity & Gender Identity in the TX BoS CoC. Please affirm any of the actions your Organization is taking from the following list.

1 point per action the organization is taking. (5 pts)

Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes \_\_\_\_\_


 3. Consumer or participant involvement is critical to providing services that participants want, need, and will use. Please complete the following lists, by confirming activities that the project does, or will do if awarded.

1 point per activity the project does, or will do. (5 pts)

Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes \_\_\_\_\_

 4. What data did you utilize when creating your project?

(5 pts)

Evidence of data driven decision making (1pt)

- 0
- 1

Point in Time Count (PIT) data (1pt)

- 0
- 1

Housing Inventory Count (HIC) (1pt)

- 0
- 1


HMIS or Comparable Database data (1pt)

- 0
- 1

local data (1pt)

- 0
- 1

Reviewer notes \_\_\_\_\_


 5. Does your agency have the support of the Local Homelessness Coalition (LHC)? Please provide a letter from the LHC Chair if so. If you agency resides outside of the jurisdiction of a LHC, or your LHC cannot provide a letter due to a conflict of interest, please provide 2 letters of support from other community partners.


(4 pts)

Score

- 0
- 1
- 2
- 3
- 4

Reviewer notes \_\_\_\_\_

 B. Component Specific Questions For New Applicants


 1. Please describe how individuals with lived experience and project participant's provide input for project design and implementation throughout the life of the project.

Examples of a formalized system to incorporate participant voice, examples of how input has changes the project, evidence of annual participant surveys, focus groups, exit surveys, etc..(5 pts)

Score


- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes \_\_\_\_\_

 2. How many participants will the project serve when fully operational?


Not scored, informative only

Reviewer notes \_\_\_\_\_

 3. What is the cumulative number of participants that would be served over a 12 months period, if the project were operating at full capacity?


Not scored, informative only

Reviewer notes \_\_\_\_\_

 4. Calculate the rate of Housing Placements for participants. (a) What percentage of participants will be transitioned into housing while in the program, (b) please provide the equation for how to you came to that percentage as:  $(\text{numerator}/\text{denominator}) \times 100 = \text{percentage of participants}$ , (c) define the numerator and denominator, and (d) explain what data sources were used to identify those amounts.


Not scored, informative only

Reviewer notes \_\_\_\_\_

 5. Calculate the rate of Housing Retention for participants. (a) What percentage of participants will exit the project to permanent, (b) please provide the equation for how to you came to that percentage as:  $(\text{numerator}/\text{denominator}) \times 100 = \text{percentage of participants}$ , (c) define the numerator and denominator, and (d) explain what data sources were used to identify those amounts.

Not scored, informative only

Reviewer notes \_\_\_\_\_

 6. Describe how this project will ensure that participants are assisted to quickly (within 30 days) move into permanent housing. (3 pts)

Applicant describes assisting participants with housing location services (1pt)

- 0
- 1


Applicant describes assisting participants with identifying and overcoming housing barriers. (1pt)

- 0
- 1



Applicant identifies a goal of 30 or fewer days (1pt) • 0  
• 1


Reviewer notes \_\_\_\_\_

 7. Does the project plan to serve a particularly vulnerable subpopulations, and, if so, which subpopulation? How will the project tailor services to the unique needs of this subpopulation?

Does the project applicant identify services or techniques to serve the identified subpopulation beyond what would be available to the general eligible population, such as motivational interviewing, safety planning, trauma informed care, youth focused or victim focused services, or problem solving conversations?(2pts)

Score • 0  
• 1  
• 2

Reviewer notes \_\_\_\_\_

 8. Please describe the specific needs of the target subpopulation that were considered when developing the project design.

Does the project applicant adequately explain which needs of the subpopulation were considered during project design? For example, safety planning for DV survivors or victims, exiting foster care for youth, extended trauma exposure for chronically homeless. (2pts)

Score • 0  
• 1  
• 2


Reviewer notes \_\_\_\_\_

 9. Please describe the project's participation in the Coordinated Entry process.

Applicant agrees to only enrolled participants referred by the Coordinate Entry (CE) Process and describes a detailed understanding of the local CE System. i.e. accepting referrals only from the CE system, attending CE case conferencing, or participating in the local development of CE.(2pts)

Score • 0  
• 1  
• 2


Reviewer notes \_\_\_\_\_

 10. Describe the techniques staff uses to ensure that engagement is regular, participant trust is developed, and outreach is relationship-focused.

Does the project detail how staff strategically engage with participants to access and maintain their housing and connect to other services?(5pts)

Score • 0  
• 1  
• 2  
• 3  
• 4  
• 5

Reviewer notes \_\_\_\_\_


 11. How is service delivery (a) tailored to meet the individual needs, (b) strength based, (c) trauma informed, and (d) participant centered?

Does the project applicant describe how it will incorporate evidence-based practices for client engagement? (5pts)


Score 

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes \_\_\_\_\_

 13. Please describe any conditional service participation requirements for participants to maintain assistance. (ex. Participants must attend mental health appointments, life skills groups, must meet with the case manager, must gain a job by first 3 weeks, etc.)  
Not scored, informative only


Reviewer notes \_\_\_\_\_

 14. Please describe how the project systematically keeps project staff up-to-date regarding mainstream resources available for program participants (e.g., SNAP, SSI, TANF) within the geographic area.  
Does the project propose a detailed plan to keep staff informed of mainstream resources for participants? (3pts)

Score 

- 0
- 1
- 2
- 3


Reviewer notes \_\_\_\_\_

 15. Describe how the project disseminates the availability of mainstream resources and other assistance information to projects and how often.  
Does the project propose a detailed plan to provide information on mainstream resources to staff and participants? (1pt)

Score 

- 0
- 1


Reviewer notes \_\_\_\_\_

 16. Describe how the project works with projects to collaborate with healthcare organizations to assist program participants with enrolling in health insurance.  
Does the project propose a detailed plan to connect participants with health insurance? (1pt)

Score 

- 0
- 1


Reviewer notes \_\_\_\_\_


 17. Describe how the project provide assistance with the effective utilization of Medicaid and other health benefits.  
Does the project propose a detailed plan to utilize Medicaid and connect participant to health services? (1pt)

Score 

- 0
- 1

Reviewer notes \_\_\_\_\_


 Rapid Re Housing Questions for New Applicants

 I. How do you plan to structure the rental assistance component of this project?  
Does the applicant specify that they will use a "progressive engagement model", in which the level of support is matched appropriately to the participants need? (3pts)

Score 

- 0
- 1
- 2
- 3

Reviewer notes \_\_\_\_\_

 II. How does the project support participants experiencing homelessness locate housing as quickly as possible? What supports are provided to landlords partnering with the agency?

(4pts)


Does the application provide a detailed description of how staff will overcome participant housing barriers? i.e. utilize double deposits, pay for application costs, transport participants to meet landlords, cover unit damages (3pts) 

- 0
- 1
- 2
- 3

Does the application provide a detailed description of how staff will outreach to new landlords and retain current landlords? i.e. use landlord outreach services, outreach to new landlords, maintain clear communication with current landlords, provide rental payments in a timely manner, support landlords with participant concerns (1pt) 

- 0
- 1

Reviewer notes \_\_\_\_\_


 III. Describe how this project will ensure that participants are assisted to quickly (within 30 days for CoC Bonus Projects, and within 60 days for DV Bonus Projects) move into permanent housing.

Does the participant agree with the goal of 60 days to support DV survivors or 30 days for non DV participants and does it have a plan to assist participants quickly? (3pts)

Score 

- 0
- 1
- 2
- 3

Reviewer notes \_\_\_\_\_


 New Project Final Details Q3 Does the Applicant leverage other housing resources to support this project?

Does the Applicant propose to serve at least 25% of the project participants with another housing subsidy?(10pts)

Score 

- 0
- 10

Reviewer notes \_\_\_\_\_


 New Project Final Details Q4 Does the Applicant leverage healthcare resources to support this project?


Does the Applicant match 25% of the project budget with documented healthcare resources via written commitment (upload)?(10pts)

Score 

- 0
- 10

Reviewer notes \_\_\_\_\_


 Total Score Section 5: {{ SUM(S5\_Q1.score,S5\_Q2.score,S5\_Q3.score,S5\_Q4.score,S5\_Q5.score,S5\_Q6.score,S5\_Q7.score,S5\_Q8.score,S5\_Q9.score,S5\_Q10.score,S5\_Q11.score,S5\_Q12.score,S5\_Q13.score,S5\_Q14.score,S5\_Q15.score,S5\_Q16.score,S5\_Q17.score,S5\_Q18.score,S5\_Q19.score) }}

 Overall Score: {{ SUM(S1\_Q1.score, S1\_Q2.score, S1\_Q3.score,S2\_Q1.score,S3\_Q1.score,S3\_Q2.score,S5\_Q1.score,S5\_Q2.score,S5\_Q3.score,S5\_Q4.score,S5\_Q5.score,S5\_Q6.score,S5\_Q7.score,S5\_Q8.score,S5\_Q9.score,S5\_Q10.score,S5\_Q11.score,S5\_Q12.score,S5\_Q13.score,S5\_Q14.score,S5\_Q15.score,S5\_Q16.score,S5\_Q17.score,S5\_Q18.score,S5\_Q19.score,S5\_Q20.score,S5\_Q21.score) }}




# IRT - SSO-CE

## Section 1 Applicant Experience- Total 30 Points

 Q1. Describe the experience of the applicant and potential subrecipients (if any), in effectively utilizing federal funds and performing the activities proposed in the application, given funding and time limitations. (10 points)


Reference: Project Application, Question 2B Q1

- working with and addressing the target population(s) identified housing and supportive service needs (3pts)
  - 0
  - 1
  - 2
  - 3
- developing and implementing relevant program systems, services, and/or residential property construction and rehabilitation (2pts)
  - 0
  - 1
  - 2
- identifying and securing matching funds from a variety of sources (2pts)
  - 0
  - 1
  - 2
- managing basic project operations including a financial accounting system (3pts)
  - 0
  - 1
  - 2
  - 3

 Q2. Describe the experience of the applicant and potential subrecipients (if any) in leveraging other Federal, State, local and private sector funds. (10 points)

Reference: Project Application, Question 2B Q2


- Does the project applicant provide examples of their experience in leveraging all federal, state, local, and private sector funds? (2pts)
  - 0
  - 1
  - 2
- ESG, HOPWA, CDBG, CoC Program, and/or HOME (3pts)
  - 0
  - 1
  - 2
  - 3
- State and local funding sources (3pts)
  - 0
  - 1
  - 2
  - 3
- Private funding sources (2pts)
  - 0
  - 1
  - 2

 Q3. Describe the basic organization and management structure of the applicant and subrecipients (if any). Include evidence of internal and external coordination and an adequate financial accounting system. (10 points)


Reference: Project Application, Question 2B Q3a

- Are staff and board members working together to implement the project? (1pt)
  - 0
  - 1
- Description of financial accounting system that will be used to administer the grant? (2pts)
  - 0
  - 1
  - 2

- Does the applicant state that the accounting system is compliant with the requirements listed in 2 CFR 200? (1pt) • 0  
• 1
- Does the applicant have an organization and management structure typical of a 501 (c) 3 Non-Profit? (4pts) • 0  
• 1  
• 2  
• 3  
• 4
- Does the organization and management structure seem sufficient for the proposed project? (2pts) • 0  
• 1  
• 2


 Total Score Section 1: {{ SUM(S1\_Q1.score, S1\_Q2.score, S1\_Q3.score) }}

 Section 2- Project Description - Total 20 points

 Q1. Provide a description that addresses the entire scope of the proposed project. (20 Points)

Reference Project Application, Question 3B Q1 Does the Applicant provide a detailed description of the scope of the project including:


- Project plan for addressing coordinated entry needs (5pts) • 0  
• 1  
• 2  
• 3  
• 4  
• 5
- anticipated project outcome(s) (5pts) • 0  
• 1  
• 2  
• 3  
• 4  
• 5
- coordination with other organizations (e.g., federal, state, and nonprofit) (3 pts) • 0  
• 1  
• 2  
• 3
- the reason CoC Program funding is required (2pts) • 0  
• 1  
• 2

 Q2. Description of the advertisement strategy for the Coordinated Entry process and how it is designed to reach those with the highest barriers to accessing assistance.

Reference Project Application, Question 3B Q4C

- Does the project applicant detail the advertisement strategy that will ensure that coordinated entry is accessible to households with the highest barriers to accessing assistance? (5pts) • 0  
• 1  
• 2  
• 3  
• 4  
• 5
- Does the project applicant describe how coordinated entry will be made accessible for people with limited English proficiency? (5pts) • 0  
• 1  
• 2  
• 3  
• 4  
• 5

Does the project applicant describe how coordinated entry will be made accessible for people with disabilities? (5pts) • 0  
• 1  
• 2  
• 3  
• 4  
• 5

 Q3. Describe the referral process and how the coordinated entry process ensures that participants are directed to appropriate housing and/ or services?NOTE: In this section, bullet points instead of full paragraphs is appropriate.

Reference Project Application, Question 3B Q4E


Does the project applicant describe how the referral process for homelessness resources are coordinated across, at minimum, all CoC and ESG providers in their area? • 0  
• 1  
• 2


Does the process include a list of all available resources? • 0  
• 1  
• 2

Does the process include a uniform decision-making process? • 0  
• 1  
• 2


Does the process include participant choice? • 0  
• 1  
• 2

Does the process include a process to reconcile unsuccessful or rejected placements? • 0  
• 1  
• 2

 Total Score Section 2: {{ SUM(S2\_Q1.score,S2\_Q1.score,S2\_Q3.score) }}

 Section 3- Supplemental Project Narrative -


 A. Agency Capacity Questions

 1. What year was your organization designated by the IRS as a Nonprofit entity or other eligible applicant designation? (5pts)

Organization has been functioning for 5 years • 0  
• 1

1 pt for every additional year • 0  
• 1  
• 2  
• 3  
• 4

Reviewer notes \_\_\_\_\_


 2. Racial Equity must be a focus of projects working to end homelessness. Dismantling systemic racism must be a focus of the work that we do. We know that there are disparities associated with Race, Ethnicity & Gender Identity in the TX BoS CoC. Please affirm any of the actions your Organization is taking from the following list.

1 point per action the organization is taking. (5 pts)

Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes \_\_\_\_\_


 3. Consumer or participant involvement is critical to providing services that participants want, need, and will use. Please complete the following lists, by confirming activities that the project does, or will do if awarded.

1 point per activity the project does, or will do. (5 pts)

Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes \_\_\_\_\_

 4. What data did you utilize when creating your project or when considering changes to your original grant agreement?

(5 pts)

Evidence of data driven decision making (1pt)

- 0
- 1

Point in Time Count (PIT) data (1pt)

- 0
- 1

Housing Inventory Count (HIC) (1pt)

- 0
- 1


HMIS or Comparable Database data (1pt)

- 0
- 1

local data (1pt)

- 0
- 1

Reviewer notes \_\_\_\_\_


 5. Does your agency have the support of the Local Homelessness Coalition (LHC)? Please provide a letter from the LHC Chair if so. If you agency resides outside of the jurisdiction of a LHC, or your LHC cannot provide a letter due to a conflict of interest, please provide 2 letters of support from other community partners.


(4 pts)

Score

- 0
- 1
- 2
- 3
- 4

Reviewer notes \_\_\_\_\_

 B. Component Specific Questions For New Applicants

 1. Please describe how individuals with lived experience and project participant's provide input for project design and implementation throughout the life of the project.


Examples of a formalized system to incorporate participant voice, examples of how input has changes the project, evidence of annual participant surveys, focus groups, exit surveys, etc..(5 pts)



Score


- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes \_\_\_\_\_

 2. How many participants will the project serve when fully operational?


Not scored, informative only

Reviewer notes \_\_\_\_\_

 3. What is the cumulative number of participants that would be served over a 12 months period, if the project were operating at full capacity?

Not scored, informative only

Reviewer notes \_\_\_\_\_


 7. Does the project plan to serve a particularly vulnerable subpopulations, and, if so, which subpopulation? How will the project tailor services to the unique needs of this subpopulation?

Does the project applicant identify services or techniques to serve the identified subpopulation beyond what would be available to the general eligible population, such as motivational interviewing, safety planning, trauma informed care, youth focused or victim focused services, or problem solving conversations?(2pts)

Score

- 0
- 1
- 2

Reviewer notes \_\_\_\_\_


 10. Describe the techniques staff uses to ensure that engagement is regular, participant trust is developed, and outreach is relationship-focused.

Does the project detail how staff strategically engage with participants to access maintain their housing and connect to other services? (5pts)

Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes \_\_\_\_\_


 11. How is service delivery (a) tailored to meet the individual needs, (b) strength based, (c) trauma informed, and (d) participant centered?

Does the project applicant describe how it will incorporate evidence-based practices for client engagement? (5pts)

Score


- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes \_\_\_\_\_

 13. Please describe any conditional service participation requirements for participants to maintain assistance. (ex. Participants must attend mental health appointments, life skills groups, must meet with the case manager, must gain a job by first 3 weeks, etc.)

Not scored, informative only

Reviewer notes \_\_\_\_\_


 14. Please describe how the project systematically keeps project staff up-to-date regarding mainstream resources available for program participants (e.g., SNAP, SSI, TANF) within the geographic area.


Does the project propose a detailed plan to keep staff informed of mainstream resources for participants? (3pts)

Score 

- 0
- 1
- 2
- 3

Reviewer notes \_\_\_\_\_

 Supportive Services Only - Coordinated Entry New Project Questions


 I. Does the project propose to cover the entire Texas Balance of State Continuum of Care, i.e., all 215 counties?

If "Yes", award points (15pts)

Score 

- No
- Yes (15pts)

Reviewer notes \_\_\_\_\_

 II. Please describe how the addition of this project will support the expansion of Coordinated Entry in one of the 18 Established Coordinated Entry Regions in the TX BoS CoC and identify which established region.

Does the program participant address one of the following situations? If so, award appropriate points. Does the Applicant Specifically describes how the addition of this project will support the expansion of Coordinated Entry in more than 1 of the established 18 Coordinated Entry regions. (3pts)


Does the Applicant Specifically describes how the addition of this project will support the expansion of Coordinated Entry in 1 of the established 18 Coordinated Entry regions. (2pts)

Does the Applicant Specifically describes how the addition of this project will support the expansion of Coordinated Entry in a new Coordinated Entry region that has not been established by the TX BoS CoC. (1pt)(3pts)

Score 

- 0
- 1
- 2
- 3

Reviewer notes \_\_\_\_\_

 III. Please describe the full scope of the project for which you agency will use the funding. Be sure to describe which gaps in your coordinated entry system you plan to fill using this funding and how this funding will improve your Coordinated Entry system.

Does the project applicant address one of the following situations?

The applicant describes multiple gaps in their coordinated entry system and specifically addresses how this funding will fill those gaps (2 pts)

The applicant describes only one gap in their coordinated entry system and specifically addresses how this funding will fill the gap (1 pt)

The applicant does not identify current gaps that exist in their coordinated entry system (0 pts)(2pts)

Score 

- 0
- 1
- 2

Reviewer notes \_\_\_\_\_

 IV. Please describe how this project intends to support the ongoing of implementation of Coordinated Entry.


Does the applicant describe how the project intends to support the ongoing implementation of CE through one of the following situations?(3pts)

Expand capacity for assessment of service needs through outreach (1pt) • 0  
• 1

Expand outreach services for Coordinated Entry in their region (1pt) • 0  
• 1

Expand Coordinated Entry administration and management • 0  
• 1

Reviewer notes \_\_\_\_\_


 V. Please describe how this project will make access to Coordinated Entry easier to those with disabilities and limited English proficiency.

Award points for the following addressed situations. (4pts)

The Applicant has a clearly outlined plan of how they will increase access to Coordinated Entry for those with disabilities including but not limited to those who are blind? (2pts) • 0  
• 1  
• 2

The Applicant has a clearly outline plan and identified organizations that will increase access to Coordinated Entry for those with Limited English Proficiency including but not limited to sign language? (2pt) • 0  
• 1  
• 2


Reviewer notes \_\_\_\_\_

 VI. Please describe what type of advertising campaigns this project will use to reach people who have the highest barriers within the geographic area this project intends to serve.

Description specifically states how the applicant will affirmatively market this process to eligible participants regardless of race, color, national origin, religion, sex, age, familial status, marital status, handicap, actual or perceived sexual orientation, or gender identity.(2pts)

Description specifically states how they will affirmatively market this process to eligible participants regardless of race, color, national origin, religion, sex, age, familial status, marital status, handicap, actual or perceived sexual orientation, or gender identity. (2pts) • 0  
• 1  
• 2

Reviewer notes \_\_\_\_\_


 VII. How will this project ensure that participants are connected to and engaged in services while they are waiting to be enrolled in a housing project?

(3pts)

Their participating in ongoing case conferencing meetings or something similar where they staff the by name list or housing priority list. (2pts) • 0  
• 1  
• 2

Their participation in the monthly Coordinated Entry Planning Entity Meetings (1pt) • 0  
• 1

Reviewer notes \_\_\_\_\_

 VIII. Please describe the project's plan to coordinate and integrate with other mainstream health, social services, and employment programs and ensure that program participants are assisted to obtain benefits from the mainstream programs for which they may be eligible (e.g., Medicare, Medicaid, SSI, SNAP, local Workforce office, early childhood education).

Award points for the following addressed situations. (3pts)

States how persons experiencing homelessness will be referred through the Coordinated Entry process to mainstream health, social services, and/or employment programs they may be eligible for including but not limited to Medicare, Medicaid, SSI, Food Stamps, Local Workforce Office, Early Childhood education) (2pts)


- 0
- 1
- 2


States how they are working or will work to recruit mainstream service providers to become participating agencies within the coordinated entry process (1pt)

- 0
- 1

Reviewer notes

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 Total Score Section 3: {{ SUM(S3\_Q1.score,S3\_Q2.score,S3\_Q3.score,S3\_Q4.score,S3\_Q5.score,S3\_Q6.score,S3\_Q7.score,S3\_Q8.score,S3\_Q9.score,S3\_Q10.score,S3\_Q11.score,S3\_Q12.score,S3\_Q13.score,S3\_Q14.score,S3\_Q15.score,S3\_Q16.score,S3\_Q17.score,S3\_Q18.score,S3\_Q19.score,S3\_Q20.score,S3\_Q21.score) }}

 Overall Score: {{ SUM(S1\_Q1.score, S1\_Q2.score, S1\_Q3.score,S2\_Q1.score,S2\_Q1.score,S2\_Q3.score,S3\_Q1.score,S3\_Q2.score,S3\_Q3.score,S3\_Q4.score,S3\_Q5.score,S3\_Q6.score,S3\_Q7.score,S3\_Q8.score,S3\_Q9.score,S3\_Q10.score,S3\_Q11.score,S3\_Q12.score,S3\_Q13.score,S3\_Q14.score,S3\_Q15.score,S3\_Q16.score,S3\_Q17.score,S3\_Q18.score,S3\_Q19.score,S3\_Q20.score,S3\_Q21.score) }}

## 2021 Texas Balance of State Continuum of Care Renewal Project Score Sheet

<b>Agency Name:</b>	<b>Project Name:</b>	<b>PSH</b>
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	Where to Reference on APR	Your Answer
Total number of Persons Served	APR: Q5a	
Total number of adults	APR: Q5a	
Total leavers	APR: Q5a	
Total number of adult leavers	APR: Q5a	
Number of Households to be served at a Point in Time from the 2019 Project Application	Reference FY19 Project Application	

### 1 Targeting Hard to Serve

Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	Notes
1.1 Percent of adults with entries from homeless situations	>95%	APR: Q15, "Total", minus "Subtotal" from "Other Locations"		0%	100-95%=10 points <95-90%=7.5 points <90= 0 points	0	10	
1.2 Percentage of Participants coming from unsheltered locations	>40%	APR: Q15 "Place not meant for habitation" Column 1 Row 3 "Total"		0%	100-40% = 10 points <40-30% = 7.5 points <30% = 0 points	0	10	
1.3 Percent of adults with no income at entry	>60%	APR Q16 "No Income" Column 1 Row 1 "Income at Start"		0%	100-50% = 10 points <50-40% = 7.5 points <40% = 0 points	0	10	
<i>Targeting Hard to Serve Total Score</i>						<b>0</b>	<b>30</b>	

### 2 Access to Income-Stayers -PSH

SPM 4.1-4.3

Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes	
2.1 Percent participants age 18 or older with increased earned income at Annual Assessment	13-15%	APR: Q19a1, Row 1, Column '9' Percent of Persons who accomplished this measure"		100-15% = 5 points <15-08% = 2.5 points G22 <08% = 0 points	0	5		
2.2 Percent participants age 18 or older with increased non-employment income at Annual Assessment	40-50%	APR: Q19a1, Row 3, Column '9' Percent of Persons who accomplished this measure"		100-50% = 5 points <50-35% = 2.5 points <35% = 0 points	0	5		
2.3 Percent participants age 18 or older who <u>increased</u> their total income (from all sources) at Annual Assessment	45-59%	APR: Q19a1, Row 5, Column '9' Percent of Persons who accomplished this measure"		100-59% = 5 points <59-45% = 2.5 points <45% = 0 points	0	5		
<i>Section Subtotal</i>						<b>0</b>	<b>15</b>	

### 3 Access to Income-Leavers -PSH

SPM 4.4-4.6

Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes
3.1 Percent participants age 18 or older with increased earned income at exit	≥17%	APR: Q19a2, Row 1, Column '9' Percent of Persons who accomplished this measure"		100-17% = 5 points <17-12% = 2.5 points <12% = 0 points	0	5	
3.2 Percent participants age 18 or older with increased non-employment income at exit	≥46%	APR: Q19a2, Row 3, Column '9' Percent of Persons who accomplished this measure"		100-40% = 5 points <40-30% = 2.5 points <30% = 0 points	0	5	

3.3	Percent participants age 18 or older who <u>increased</u> their total income (from all sources) at project exit	≥46%	APR: Q19a2, Row 5, Column "9" Percent of Persons who accomplished this measure"		100-50% = 5 points <50-40% = 2.5 points <40% = 0 points	0	5		
<i>Section Subtotal</i>						0	15		
<i>Access to Income and Benefits Total Score</i>						0	30		
<b>6 Housing Stability</b>									
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Scoring Instructions</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>	
6.1	Percentage of participants that exited the Project successfully prior to 3 months	≤95%	APR: Q23b, Last Row "Percentage", 1st Column "Total"		100-95% = 0 points <95- 90% = -5 points <90% = -10 points	0	0		
6.3	PSH: Percent participants who remained in project as of the end of the operating year or exited to PH during the operating year	≥95%	System Performance Measure 7b2 '% of Successful Exits'		100=95% = 20 points <95-92% = 10 points <92% = 0 points	0	20		
			N/A						0%
			N/A						
<i>Housing Stability Total Score</i>						0	20		
<b>7 Returns to Homelessness</b>									
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>	
7.1	What percentage of participants returned to homelessness in the last 2 years?	≤15%	System Performance Measure 2a-2b, Last Column "Percentage of Returns in 2 Years"		0-5% = 10 points >05% - <10% = 7.5 points >10% = 0 points	0	10		
7.2	Of participants exiting in the last 12 months, what percentage returned to homelessness?	≤5%	"CUSTOM" System Performance Measure 2a-2b, 3rd Column "Percentage of Returns in less than 6 mo."		0-5% = 10 points >05% - <10% = 7.5 points >10% = 0 points	0	10		
			"CUSTOM" System Performance Measure 2a-2b, 5th Column "Percentage of Returns in less than 12 mo."		0-5% = 10 points >05% - <10% = 7.5 points >10% = 0 points	0	10		
<i>Returns to Homelessness</i>						0	30		
<b>8 Meeting Community Need</b>									
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>	
8.1	Of participants enrolled during the reporting period, is the average participant housed in less than 30 days?	≤ 30 Day Average	APR: Q22c Row 10, "Average length of time to housing" Total		Avg ≤30 Days = 10 points Avg 31-60 Days = 7.5 points Avg ≥60 Days= 0 points	0	10		
8.2	What is the Project's Average Daily bed utilization	≥95%	APR: Q08b "January" Total		100-95% = 10 points <95-90% = 7.5 points <90% = 0 points	0	10		
			APR: Q08b "April" Total						0.0%
			APR: Q08b "July" Total						
			APR: Q08b "October" Total						
<i>Meeting Community Need Total Score</i>						0	20		
<b>9 Cost Effectiveness</b>									
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Percentage (%)</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	
9.1	Does the total amount of unspent program funds from the most recently completed grant term total greater than 10% of total project awards?	≤5% unspent funds	Verify in Sage: Total funds awarded from the most recent grant term		#DIV/0!	0-5% = 20 points 5-10% = 5 points <10% = 0 points	0	20	
			Verify in Sage: Total amount of funds unspent during the last grant term						
9.2	Money Recaptured by HUD via monitoring with in the last project year?	No				Yes = -10 points No = 0 points	0	0	
			APR 23a 'Total persons exiting to Permanent Housing Destinations' 'Column 1' Total			0-10% = 15 points			

9.3	PSH: What Percentage of the Support Service Budget line is spent on negative housing outcomes?	>25%	APR 23b "Total persons exiting to Permanent Housing Destinations" Column 1 "Total Total Support Service BLI or 25% of the Total 2017 Award, whichever is greater		#DIV/0!	>10-<13% =7.5 points >13% = 0	0	15		
<i>Cost Effectiveness Total Score</i>							0	35		
<b>10 HMIS Data Quality</b>										
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>		
10.1	Any Universal Data Elements with error rate larger than 5% (Except for SSN)	No	APR: Q06a, and 06b. The Data element with the largest error rate should be used for this metric. Ignore Social Security Number		0% = 7.5 points >0-2% = 5 points >2-5% = 2.5 points >5% = 0 points	0	7.5			
10.2	Any missing Financial Assessment at Project Entry?	No	APR: Q06c "Income and Sources at Start" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5			
10.3	Any missing Financial Assessment at Annual Assessments?	No	APR: Q06c "Income and Sources at Annual Assessment" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5			
10.4	Any missing Financial Assessment at Project Exit?	No	APR: Q06c "Income and Sources at Exit" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5			
<i>HMIS Data Quality Total Score</i>							0	30		
<b>11 Coordinated Entry Participation</b>										
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>		
11.1	All participants enrolled from January 23rd, 2018 have a VI-SPDAT Score	100%	HMIS Report		100%-76% = 10 Points 75%-51% = 5 points 51%-25% = 2.5 points 24%-0% = 0 points	0	10			
<i>Coordinated Entry Participation Total Score</i>							0	10		
<b>12 Continuum of Care Engagement</b>										
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>		
12	Did the Project Applicant attend a majority of the TX BoS CoC General Meeting?	51%	General Meeting Logs		100% - 80% = 10 points 79% - 50% = 5 Points 49% - 0% = 0 Points	N/A	10			
12	Submitted all Quarterly Performance Score Cards	Yes	QPSC Submission Results		Yes = 10 Points No = 0 Points	0	10			
<i>Coordinated Entry Participation Total Score</i>							0	20		
<b>13 General Administration</b>										
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>		
13.1	Applicant had findings in a HUD or TDHCA audit in the last 3 years	0%	Monitoring Certification		0 findings = 0 Points 1-3 findings = -5 Points 4+ findings = -10 Points	0	0			
<i>Supplemental Project Narrative Total Score</i>							0	0		
<b>Prioritization Fidelity</b>										
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>		
	Does the Applicant have access to the Coordinated Entry workflow in HMIS or the equivalent DV workaround in HMIS?	Yes			Yes = 10 No = 0	0	10			
<i>Prioritization Fidelity Total Score</i>							0	10		
<b>Total Score</b>						<b>0</b>	<b>235</b>			
<b>Cumulative Score out of %100</b>						<b>0.00%</b>	<b>100%</b>			

## 2021 Texas Balance of State Continuum of Care Renewal Project Score Sheet

<b>Agency Name:</b>	<b>Project Name:</b>	<b>PSH-DV</b>
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	Where to Reference on APR	Your Answer
Total number of Persons Served	APR: Q5a	
Total number of adults	APR: Q5a	
Total leavers	APR: Q5a	
Total number of adult leavers	APR: Q5a	
Number of Households to be served at a Point in Time from the 2019 Project Application	Reference FY19 Project Application	

1 Targeting Hard to Serve								
Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	Notes
1.1 Percent of adults with entries from homeless situations	>85%	APR: Q15, "Total", minus "Subtotal" from "Other Locations"		0%	100-85% = 10 points <85-80% = 7.5 points <80% = 0 points	0	10	
1.2 Percentage of Participants coming from unsheltered locations	>40%	APR: Q15 "Place not meant for habitation" Column 1 Row 3 "Total"		0%	100-40% = 10 points <40-30% = 7.5 points <30% = 0 points	0	10	
1.3 Percent of adults with no income at entry	>60%	APR Q16 "No Income" Column 1 Row 1 "Income at Start"		0%	100-50% = 10 points <50-40% = 7.5 points <40% = 0 points	0	10	
<i>Targeting Hard to Serve Total Score</i>						<b>0</b>	<b>30</b>	

2 Access to Income-Stayers -PSH								
SPM 4.1-4.3								
Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes	
2.1 Percent participants age 18 or older with increased earned income at Annual Assessment	13-15%	APR: Q19a1, Row 1, Column '9' Percent of Persons who accomplished this measure"		100-13% = 5 points <13-08% = 2.5 points <08% = 0 points	0	5		
2.2 Percent participants age 18 or older with increased non-employment income at Annual Assessment	40-50%	APR: Q19a1, Row 3, Column '9' Percent of Persons who accomplished this measure"		100-40% = 5 points <40-30% = 2.5 points <30% = 0 points	0	5		
2.3 Percent participants age 18 or older who <u>increased</u> their total income (from all sources) at Annual Assessment	45-59%	APR: Q19a1, Row 5, Column '9' Percent of Persons who accomplished this measure"		100-45% = 5 points <45-35% = 2.5 points <35% = 0 points	0	5		
<i>Section Subtotal</i>						<b>0</b>	<b>15</b>	

3 Access to Income-Leavers -PSH								
SPM 4.4-4.6								
Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes	
3.1 Percent participants age 18 or older with increased earned income at exit	≥17%	APR: Q19a2, Row 1, Column '9' Percent of Persons who accomplished this measure"		100-13% = 5 points <13-08 = 2.5 points <08% = 0 points	0	5		
3.2 Percent participants age 18 or older with increased non-employment income at exit	≥46%	APR: Q19a2, Row 3, Column '9' Percent of Persons who accomplished this measure"		100-30% = 5 points <30-20% = 2.5 points <20% = 0 points	0	5		



3.3	Percent participants age 18 or older who <u>increased</u> their total income (from all sources) at project exit	≥46%	APR: Q19a2, Row 5, Column "9" Percent of Persons who accomplished this measure"			100-40% = 5 points <40-30% = 2.5 points <30% = 0 points	0	5	
<i>Section Subtotal</i>							0	15	
<i>Access to Income and Benefits Total Score</i>							0	30	
<b>6 Housing Stability</b>									
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>		<b>Scoring Instructions</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
6.1	Percentage of participants that exited the Project successfully prior to 3 months	≤95%	APR: Q23b , Last Row "Percentage", 1st Column "Total"			100-95% = 0 points <95- 90% = -5 points <90% = -10 points	0	0	
6.3	PSH: Percent participants who remained in project as of the end of the operating year or exited to PH during the operating year	≥95%	N/A			100-95% = 20 points <95-92% = 10 points <92% = 0 points	0	20	
			APR 23a "Total persons exiting to Permanent Housing Destinations" 'Column 1 'Total'		0%				
			APR 23b "Total persons exiting to Permanent Housing Destinations" 'Column 1 'Total'						
<i>Housing Stability Total Score</i>							0	20	
<b>8 Meeting Community Need</b>									
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>		<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
8.1	Of participants enrolled during the reporting period, is the average participant housed in less than 30 days?	≤ 30 Day Average	APR: Q22c Row 10, "Average length of time to housing" Total			Avg ≤30 Days = 10 points Avg 31-60 Days = 7.5 points Avg ≥60 Days = 0 points	0	10	
8.2	What is the Project's Average Daily bed utilization	≥95%	APR: Q08b "January" Total		0.0%	100-95% = 10 points <95-90% = 7.5 points <90% = 0 points	0	10	
			APR: Q08b "April" Total						
			APR: Q08b "July" Total						
			APR: Q08b "October" Total						
<i>Meeting Community Need Total Score</i>							0	20	
<b>9 Cost Effectiveness</b>									
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Percentage (%)</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
9.1	Does the total amount of unspent program funds from the most recently completed grant term total greater than 10% of total project awards?	≤5% unspent funds	Verify in Sage: Total funds awarded from the most recent grant term		#DIV/0!	0-5% = 20 points 5-10% = 5 points <10% = 0 points	0	20	
			Verify in Sage: Total amount of funds unspent during the last grant term						
9.2	Money Recaptured by HUD via monitoring with in the last project year?	No				Yes = -10 points No = 0 points	0	0	
9.3	PSH: What Percentage of the Support Service Budget line is spent on negative housing outcomes?	>25%	APR 23a "Total persons exiting to Permanent Housing Destinations" 'Column 1 'Total'		#DIV/0!	0-10% = 15 points >10-<13% =7.5 points >13% = 0	0	15	
			APR 23b "Total persons exiting to Permanent Housing Destinations" 'Column 1 'Total'						
			Total Support Service BLI or 25% of the Total 2017 Award, whichever is greater						
<i>Cost Effectiveness Total Score</i>							0	35	
<b>10 HMIS Data Quality</b>									
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>		<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
10.1	Any Universal Data Elements with error rate larger than 5% (Except for SSN)	No	APR: Q06a, and 06b. The Data element with the largest error rate should be used for this metric. Ignore Social Security Number			0% = 7.5 points >0-2% = 5 points >2-5% = 2.5 points >5% = 0 points	0	7.5	

10.2	Any missing Financial Assessment at Project Entry?	No	APR: Q06c "Income and Sources at Start" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
10.3	Any missing Financial Assessment at Annual Assessments?	No	APR: Q06c "Income and Sources at Annual Assessment" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
10.4	Any missing Financial Assessment at Project Exit?	No	APR: Q06c "Income and Sources at Exit" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
<i>HMIS Data Quality Total Score</i>						<b>0</b>	<b>30</b>	
<b>11 Coordinated Entry Participation</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
11.1	All participants enrolled from January 23rd, 2018 have a VI-SPDAT Score	100%	HMIS Report		100%-76% = 10 Points 75%-51% = 5 points 51%-25% = 2.5 points 24%-0% = 0 points	0	10	
<i>Coordinated Entry Participation Total Score</i>						<b>0</b>	<b>10</b>	
<b>12 Continuum of Care Engagement</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
12	Did the Project Applicant attend a majority of the TX BoS CoC General Meeting?	51%	General Meeting Logs		100% - 80% = 10 points 79% - 50% = 5 Points 49% - 0% = 0 Points	N/A	10	
12	Submitted all Quarterly Performance Score Cards	Yes	QPSC Submission Results		Yes = 10 Points No = 0 Points	0	10	
<i>Coordinated Entry Participation Total Score</i>						<b>0</b>	<b>20</b>	
<b>13 General Administration</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
13.1	Applicant had findings in a HUD or TDHCA audit in the last 3 years	0%	Monitoring Certification		0 findings = 0 Points 1-3 findings = -5 Points 4+ findings = -10 Points	0	0	
<i>Supplemental Project Narrative Total Score</i>						<b>0</b>	<b>0</b>	
<b>Prioritization Fidelity</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
	Does the Applicant have access to the Coordinated Entry workflow in HMIS or the equivalent DV workaround in HMIS?	Yes			Yes = 10 No = 0	0	10	
<i>Prioritization Fidelity Total Score</i>						<b>0</b>	<b>10</b>	
<b>Total Score</b>						<b>0</b>	<b>205</b>	
<b>Cumulative Score out of %100</b>						<b>0.00%</b>	<b>100%</b>	

## 2021 Texas Balance of State Continuum of Care Renewal Project Score Sheet

<b>Agency Name:</b>	<b>Project Name:</b>	<b>RRH</b>
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	Where to Reference on APR	Your Answer
Total number of Persons Served	APR: Q5a	
Total number of adults	APR: Q5a	
Total leavers	APR: Q5a	
Total number of adult leavers	APR: Q5a	
Number of Households to be served at a Point in Time from the 2019 Project Application	Reference FY19 Project Application	

### 1 Targeting Hard to Serve

Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	Notes
1.1 Percent of adults with entries from homeless situations	>95%	APR: Q15, "Total", minus "Subtotal" from "Other Locations"		0%	100-95%=10 points <95-90%=7.5 points <90= 0 points	0	10	
1.2 Percentage of Participants coming from unsheltered locations	>40%	APR: Q15 "Place not meant for habitation" Column 1 Row 3 "Total"		0%	100-40% = 10 points <40-30% = 7.5 points <30% = 0 points	0	10	
1.3 Percent of adults with no income at entry	>60%	APR Q16 "No Income" Column 1 Row 1 "Income at Start"		0%	100-50% = 10 points <50-40% = 7.5 points <40% = 0 points	0	10	
<i>Targeting Hard to Serve Total Score</i>						<b>0</b>	<b>30</b>	

### 4 Access to Income-Stayers -RRH

SPM 4.1-4.3								
Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes	
4.1 Percent participants age 18 or older with increased earned income at Annual Assessment	15-17%	APR: Q19a1, Row 1, Column '9" Percent of Persons who accomplished this measure"		100-17% = 5 points <17-11% = 2.5 points <11% = 0 points	0	5		
4.2 Percent participants age 18 or older with increased non-employment income at Annual Assessment	20-25%	APR: Q19a1, Row 3, Column '9" Percent of Persons who accomplished this measure"		100-25% = 5 points <25-15% = 2.5 points <15% = 0 points	0	5		
4.3 Percent participants age 18 or older who <u>increased</u> their total income (from all sources) at Annual Assessment	25-30%	APR: Q19a1, Row 5, Column '9" Percent of Persons who accomplished this measure"		100-30% = 5 points <30-20% = 2.5 points <20% = 0 points	0	5		
<i>Section Subtotal</i>						<b>0</b>	<b>15</b>	

### 5 Access to Income-Leavers -RRH

SPM 4.4-4.6								
Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes	
5.1 Percent participants age 18 or older with earned income at exit	15-18%	APR: Q19a2, Row 1, Column '9" Percent of Persons who accomplished this measure"		100-18% = 5 points <18-12% = 2.5 points <12% = 0 points	0	5		
5.2 Percent participants age 18 or older with increased non-employment income at exit	20-25%	APR: Q19a2, Row 3, Column '9" Percent of Persons who accomplished this measure"		N/A-RRH ONLY	0	5		
5.3 Percent participants age 18 or older who <u>maintained or increased</u> their total income (from all sources) as of the end of the operating year or project exit	20-25%	APR: Q19a2, Row 5, Column '9" Percent of Persons who accomplished this measure"		100-25% = 5 points <25-15% = 2.5 points <15% = 0 points	0	5		
<i>Section Subtotal</i>						<b>0</b>	<b>15</b>	

Access to Income and Benefits Total Score						0	30	
<b>6 Housing Stability</b>								
Scored Category	Goal	Where to Reference	Your Answer		Scoring Instructions	Score	Total Possible Points	Notes
6.1	Percentage of participants that exited the Project successfully prior to 3 months	≤95%	APR: Q23b , Last Row "Percentage", 1st Column "Total"		100-95% = 0 points <95- 90% = -5 points <90% = -10 points	0	0	
6.2	RRH: Percentage of participants who exited to Permanent Housing Destinations	≥79%	System Performance Measure 7b1"% of Successful Exits		100-85% = 20 points <84-70% = 10 points <70% = 0 points	0	20	
			N/A					
			N/A					
Housing Stability Total Score						0	20	
<b>7 Returns to Homelessness</b>								
Scored Category	Goal	Where to Reference	Your Answer		Point Criteria	Score	Total Possible Points	Notes
7.1	What percentage of participants returned to homelessness in the last 2 years?	≤15%	System Performance Measure 2a-2b, Last Column "Percentage of Returns in 2 Years"		0-5% = 10 points >05% - <10% = 7.5 points >10% = 0 points	0	10	
7.2	Of participants exiting in the last 12 months, what percentage returned to homelessness?	≤5%	"CUSTOM" System Performance Measure 2a-2b, 3rd Column "Percentage of Returns in less than 6 mo.		0-5% = 10 points >05% - <10% = 7.5 points >10% = 0 points	0	10	
			"CUSTOM" System Performance Measure 2a-2b, 5th Column "Percentage of Returns in less than 12 mo.		0-5% = 10 points >05% - <10% = 7.5 points >10% = 0 points	0	10	
Returns to Homelessness						0	30	
<b>8 Meeting Community Need</b>								
Scored Category	Goal	Where to Reference	Your Answer		Point Criteria	Score	Total Possible Points	Notes
8.1	Of participants enrolled during the reporting period, is the average participant housed in less than 30 days?	≤ 30 Day Average	APR: Q22c Row 10, "Average length of time to housing" Total		Avg ≤30 Days = 10 points Avg 31-60 Days = 7.5 points Avg ≥60 Days = 0 points	0	10	
8.2	What is the Project's Average Daily bed utilization	≥95%	APR: Q08b "January" Total		0.0%	0	10	
			APR: Q08b "April" Total					
			APR: Q08b "July" Total					
			APR: Q08b "October" Total					
Meeting Community Need Total Score						0	20	
<b>9 Cost Effectiveness</b>								
Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	Notes
9.1	Does the total amount of unspent program funds from the most recently completed grant term total greater than 10% of total project awards?	≤5% unspent funds	Verify in Sage: Total funds awarded from the most recent grant term		#DIV/0!	0	20	
			Verify in Sage: Total amount of funds unspent during the last grant term					
9.2	Money Recaptured by HUD via monitoring with in the last project year?	No			Yes = -10 points No = 0 points	0	0	
9.3	RRH: What Percentage of the Support Service Budget line is spent on negative housing outcomes?	>25%	APR 23a "Total persons exiting to Permanent Housing Destinations" "Column 1" Total		#DIV/0!	0	15	
			APR 23b "Total persons exiting to Permanent Housing Destinations" "Column 1" Total					
			Total Support Service BLI or 25% of the Total 2018 Award, whichever is greater					

Cost Effectiveness Total Score						0	35	
<b>10 HMIS Data Quality</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
10.1	Any Universal Data Elements with error rate larger than 5% (Except for SSN)	No	APR: Q06a, and 06b. The Data element with the largest error rate should be used for this metric. Ignore Social Security Number		0% = 7.5 points >0-2% = 5 points >2-5% = 2.5 points >5% = 0 points	0	7.5	
10.2	Any missing Financial Assessment at Project Entry?	No	APR: Q06c "Income and Sources at Start" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
10.3	Any missing Financial Assessment at Annual Assessments?	No	APR: Q06c "Income and Sources at Annual Assessment" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
10.4	Any missing Financial Assessment at Project Exit?	No	APR: Q06c "Income and Sources at Exit" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
HMIS Data Quality Total Score						0	30	
<b>11 Coordinated Entry Participation</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
11.1	All participants enrolled from January 23rd, 2018 have a VI-SPDAT Score	100%	HMIS Report		100%-76% = 10 Points 75%-51% = 5 points 51%-25% = 2.5 points 24%-0% = 0 points	0	10	
Coordinated Entry Participation Total Score						0	10	
<b>12 Continuum of Care Engagement</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
12	Did the Project Applicant attend a majority of the TX BoS CoC General Meeting?	51%	General Meeting Logs		100% - 80% = 10 points 79% - 50% = 5 Points 49% - 0% = 0 Points	N/A	10	
12	Submitted all Quarterly Performance Score Cards	Yes	QPSC Submission Results		Yes = 10 Points No = 0 Points	0	10	
Coordinated Entry Participation Total Score						0	20	
<b>13 General Administration</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
13.1	Applicant had findings in a HUD or TDHCA audit in the last 3 years	0%	Monitoring Certification		0 findings = 0 Points 1-3 findings = -5 Points 4+ findings = -10 Points	0	0	
Supplemental Project Narrative Total Score						0	0	
<b>Prioritization Fidelity</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
	Does the Applicant have access to the Coordinated Entry workflow in HMIS or the equivalent DV workaround in HMIS?	Yes			Yes = 10 No = 0	0	10	
Prioritization Fidelity Total Score						0	10	
<b>Total Score</b>						<b>0</b>	<b>235</b>	
<b>Cumulative Score out of %100</b>						<b>0.00%</b>	<b>100%</b>	

## 2021 Texas Balance of State Continuum of Care Renewal Project Score Sheet

<b>Agency Name:</b>	<b>Project Name:</b>	<b>RRH-DV</b>
---------------------	----------------------	---------------

	Where to Reference on APR	Your Answer
Total number of Persons Served	APR: Q5a	
Total number of adults	APR: Q5a	
Total leavers	APR: Q5a	
Total number of adult leavers	APR: Q5a	
Number of Households to be served at a Point in Time from the 2019 Project Application	Reference FY19 Project Application	

1 Targeting Hard to Serve								
Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	Notes
1.1 Percent of adults with entries from homeless situations	>85%	APR: Q15, "Total", minus "Subtotal" from "Other Locations"		0%	100-85% = 10 points <85-80% = 7.5 points <80% = 0 points	0	10	
1.2 Percentage of Participants coming from unsheltered locations	>40%	APR: Q15 "Place not meant for habitation" Column 1 Row 3 "Total"		0%	100-40% = 10 points <40-30% = 7.5 points <30% = 0 points	0	10	
1.3 Percent of adults with no income at entry	>60%	APR Q16 "No Income" Column 1 Row 1 "Income at Start"		0%	100-50% = 10 points <50-40% = 7.5 points <40% = 0 points	0	10	
<i>Targeting Hard to Serve Total Score</i>						<b>0</b>	<b>30</b>	

4 Access to Income-Stayers -RRH								
SPM 4.1-4.3								
Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes	
4.1 Percent participants age 18 or older with increased earned income at Annual Assessment	15-17%	APR: Q19a1, Row 1, Column '9' Percent of Persons who accomplished this measure"		100-15% = 5 points <15-08% = 2.5 points <08% = 0 points	0	5		
4.2 Percent participants age 18 or older with increased non-employment income at Annual Assessment	20-25%	APR: Q19a1, Row 3, Column '9' Percent of Persons who accomplished this measure"		100-20% = 5 points <20-10% = 2.5 points <10% = 0 points	0	5		
4.3 Percent participants age 18 or older who <u>increased</u> their total income (from all sources) at Annual Assessment	25-30%	APR: Q19a1, Row 5, Column '9' Percent of Persons who accomplished this measure"		100-25% = 5 points <25-15% = 2.5 points <15% = 0 points	0	5		
<i>Section Subtotal</i>						<b>0</b>	<b>15</b>	

5 Access to Income-Leavers -RRH								
SPM 4.4-4.6								
Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes	
5.1 Percent participants age 18 or older with earned income at exit	15-18%	APR: Q19a2, Row 1, Column '9' Percent of Persons who accomplished this measure"		100-15% = 5 points <15-10% = 2.5 points <10% = 0 points	0	5		
5.2 Percent participants age 18 or older with increased non-employment income at exit	20-25%	APR: Q19a2, Row 3, Column '9' Percent of Persons who accomplished this measure"		N/A-RRH ONLY	0	5		
5.3 Percent participants age 18 or older who <u>maintained or increased</u> their total income (from all sources) as of the end of the operating year or project exit	20-25%	APR: Q19a2, Row 5, Column '9' Percent of Persons who accomplished this measure"		100-20% = 5 points <20-12% = 2.5 points <12% = 0 points	0	5		
<i>Section Subtotal</i>						<b>0</b>	<b>15</b>	

Access to Income and Benefits Total Score						0	30	
<b>6 Housing Stability</b>								
Scored Category	Goal	Where to Reference	Your Answer		Scoring Instructions	Score	Total Possible Points	Notes
6.1	Percentage of participants that exited the Project successfully prior to 3 months	≤95%	APR: Q23b , Last Row "Percentage", 1st Column "Total"		100-95% = 0 points <95- 90% = -5 points <90% = -10 points	0	0	
6.2	RRH: Percentage of participants who exited to Permanent Housing Destinations	≥79%	N/A		100-85% = 20 points <84-70% = 10 points <70% = 0 points	0	20	
			APR 23a 'Total persons exiting to Positive Housing Destinations' 'Column 1 'Total'	0%				
			APR 23b 'Total persons exiting to Positive Housing Destinations' 'Column 1 'Total'					
Housing Stability Total Score						0	20	
<b>8 Meeting Community Need</b>								
Scored Category	Goal	Where to Reference	Your Answer		Point Criteria	Score	Total Possible Points	Notes
8.1	Of participants enrolled during the reporting period, is the average participant housed in less than 30 days?	≤30 Day Average	APR: Q22c Row 10, "Average length of time to housing" Total		Avg ≤30 Days = 10 points Avg 31-60 Days = 7.5 points Avg ≥60 Days= 0 points	0	10	
8.2	What is the Project's Average Daily bed utilization	≥95%	APR: Q08b "January" Total	0.0%	100-95% = 10 points <95-90% = 7.5 points <90% = 0 points	0	10	
			APR: Q08b "April" Total					
			APR: Q08b "July" Total					
			APR: Q08b "October" Total					
Meeting Community Need Total Score						0	20	
<b>9 Cost Effectiveness</b>								
Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	Notes
9.1	Does the total amount of unspent program funds from the most recently completed grant term total greater than 10% of total project awards?	≤5% unspent funds	Verify in Sage: Total funds awarded from the most recent grant term	#DIV/0!	0-5% = 20 points 5-10% = 5 points <10% = 0 points	0	20	
			Verify in Sage: Total amount of funds unspent during the last grant term					
9.2	Money Recaptured by HUD via monitoring with in the last project year?	No			Yes = -10 points No = 0 points	0	0	
9.3	PSH: What Percentage of the Support Service Budget line is spent on negative housing outcomes?	>25%	APR 23a 'Total persons exiting to Permanent Housing Destinations' 'Column 1 'Total'	#DIV/0!	0-10% = 15 points >10-<13% =7.5 points >13% = 0	0	15	
			APR 23b 'Total persons exiting to Permanent Housing Destinations' 'Column 1 'Total'					
			Total Support Service BLI or 25% of the Total 2017 Award, whichever is greater					
Cost Effectiveness Total Score						0	35	
<b>10 HMIS Data Quality</b>								
Scored Category	Goal	Where to Reference	Your Answer		Point Criteria	Score	Total Possible Points	Notes
10.1	Any Universal Data Elements with error rate larger than 5% (Except for SSN)	No	APR: Q06a, and 06b. The Data element with the largest error rate should be used for this metric. Ignore Social Security Number		0% = 7.5 points >0-2% = 5 points >2-5% = 2.5 points >5% = 0 points	0	7.5	
10.2	Any missing Financial Assessment at Project Entry?	No	APR: Q06c "Income and Sources at Start" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	

10.3	Any missing Financial Assessment at Annual Assessments?	No	APR: Q06c "Income and Sources at Annual Assessment" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5																																				
10.4	Any missing Financial Assessment at Project Exit?	No	APR: Q06c "Income and Sources at Exit" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5																																				
<i>HMIS Data Quality Total Score</i>						<b>0</b>	<b>30</b>																																				
<b>11 Coordinated Entry Participation</b>																																											
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Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes																																				
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<i>Prioritization Fidelity Total Score</i>						<b>0</b>	<b>10</b>																																				
<b>Total Score</b>						<b>0</b>	<b>205</b>																																				
<b>Cumulative Score out of %100</b>						<b>0.00%</b>	<b>100%</b>																																				



## Appendix D

## FY2021 CoC Program Grievance Procedure

### Purpose

The purpose of the grievance procedure is to settle any disagreement between an Applicant Organization for the HUD Continuum of Care (CoC) Program funding and the Texas Balance of State Continuum of Care (TX BoS CoC) as quickly and impartially as possible, to ensure an efficient, transparent, and fair competition.

### Eligibility

A grievance may be filed by any Applicant Organization that claims it has been adversely affected by:

- Improper application of rules, regulations, and/or procedures concerning participation in the TX BoS CoC's FY 2021 CoC Program application process, as outlined in the FY 2021 Request for Proposals (RFP) or;
  1. 2021 Ranking Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
  2. 2021 Review and Scoring Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
  3. 2021 Reallocation Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
  4. 2021 Conditional Inclusion Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
- Improper interpretation of rules, regulations, and/or procedures concerning participation in the TX BoS CoC's FY 2021 CoC Program application process, as outlined in the FY 2021 Request for Proposals (RFP) or;
  1. 2021 Ranking Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
  2. 2021 Review and Scoring Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
  3. 2021 Reallocation Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
  4. 2021 Conditional Inclusion Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care

- Disparity in the application of rules, regulations, and/or procedures regarding participation in the TX BoS CoC's FY 2021 CoC Program application process, as outlined in the FY 2021 Request for Proposals (RFP) or;
  1. 2021 Ranking Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
  2. 2021 Review and Scoring Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
  3. 2021 Reallocation Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
  4. 2021 Conditional Inclusion Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
- Violation of rules, regulations, and/or procedures concerning participation in the TX BoS CoC's FY 2021 CoC Program application process, as outlined in the FY 2021 Request for Proposals (RFP) or;
  1. 2021 Ranking Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
  2. 2021 Review and Scoring Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
  3. 2021 Reallocation Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
  4. 2021 Conditional Inclusion Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care

### Procedure for Filing Grievances and Grievance Appeals

The following steps must be taken, in the order given. Time limits shall begin on the end of the first day after the applicable occurrence, filing, appeal, response, or recommendation. Due to the nature and time constraints of the CoC Program competition, working days shall include weekends and City, County, State and/or Federal holidays.

#### **Step 1**

In order to be considered, a grievance must be filed in writing with the CoC Lead Agency, Texas Homeless Network (THN), within twenty-four (24) hours of notification of preliminary

ranking results and whether or not the organization's application will be included in the CoC's Consolidated Application. An email clearly stating the issue and the policy which the Applicant Organization believes was violated, and a proposed resolution is sufficient to serve as a written grievance, although use of the attached form is strongly encouraged. The Applicant Organization's grievance email should be sent to the attention of TX BoS CoC Board Chair, Daphne Adams, at [txboscoc@thn.org](mailto:txboscoc@thn.org)

### **Step 2**

The TX BoS CoC Board has forty-eight (48) hours to investigate and respond in writing, using the attached official form. Applicant Organization should expect to receive the response via email. The Board's decision/response is final and binding.

### **Step 3**

If the Applicant Organization is not satisfied with the TX BoS CoC Board's response, depending on the type of appeal, the Applicant Organization may file an appeal with HUD, as outlined in 24 CFR 578.35. Details can be found in [Section X of the 2021 CoC Program NOFO](#)

1. The initial grievance must be submitted in writing to the TX BoS CoC within the allowable time frame in order to be considered. Email is strongly preferred.
2. The Grievance Appeal Forms provided by the TX BoS CoC (attached) must be used in pursuing a grievance appeal.
3. To expedite the process the Applicant Organization should cite the applicable sections of the RFP, NOFO, and/or the relevant CoC policy pertaining to their grievance.

**TX BoS CoC's FY 2021 CoC Program Local Application Process  
Grievance Appeal Form**

Applicant Organization: \_\_\_\_\_

Applicant Organization's Address: \_\_\_\_\_

Applicant Organization's Phone Number: \_\_\_\_\_

Applicant Representative: \_\_\_\_\_ Job Title: \_\_\_\_\_

Applicant Representative's Email Address: \_\_\_\_\_

We have received a response to our organization's grievance from the CoC Director (or designated staff person, in his/her absence) on (date)\_\_\_\_\_. Because this answer is unacceptable to us, we wish to file a formal grievance appeal.

Nature of grievance appeal. Explain how your organization was unfairly treated, including names and dates, and cite the specific applicable sections of the RFP, NOFA and/or Re-Allocation P&P. (Use additional pages if needed.)

We believe a just and fair resolution of our grievance appeal is:

Empty box for providing a just and fair resolution of the grievance appeal.

\_\_\_\_\_

Date

\_\_\_\_\_

Signature

**TX BoS CoC FY 2021 CoC Program Application Process**  
**Grievance Appeal Form – The TX BoS CoC Board Response**

Applicant Organization: \_\_\_\_\_

Applicant Representative: \_\_\_\_\_

The TX BoS CoC Board Response to Applicant Organization's Grievance Appeal:

If the Applicant Organization is not satisfied with the Board's response, depending on the type of grievance appeal, the Applicant Organization may file an appeal with HUD as outlined in 24 CFR 578.35. Details can be found in Section X of the 2021 NOFO:

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

# **1E-2**

**Renewal Scorecards p2-18**

**New Scorecards p19-52**

**Completed Renewal Scorecard p53-56**

**Scoring Summary Spreadsheet p57-58**



## **Renewal Scorecards**

**1.PSH w/ SPMs clearly marked x/235**

**2.PSH X/235**

**3.RRH X/235**

**4. RRH-DV X/205**

**5.PSH-DV X/205**

## 2021 Texas Balance of State Continuum of Care Renewal Project Score Sheet

<b>Agency Name:</b>	<b>Project Name:</b>	<b>PSH</b>
---------------------	----------------------	------------

	Where to Reference on APR	Your Answer
Total number of Persons Served	APR: Q5a	
Total number of adults	APR: Q5a	
Total leavers	APR: Q5a	
Total number of adult leavers	APR: Q5a	
Number of Households to be served at a Point in Time from the 2019 Project Application	Reference FY19 Project Application	

### 1 Targeting Hard to Serve

Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	Notes
1.1 Percent of adults with entries from homeless situations	>95%	APR: Q15, "Total", minus "Subtotal" from "Other Locations"		0%	100-95%=10 points <95-90%=7.5 points <90= 0 points	0	10	
1.2 Percentage of Participants coming from unsheltered locations	>40%	APR: Q15 "Place not meant for habitation" Column 1 Row 3 "Total"		0%	100-40% = 10 points <40-30% = 7.5 points <30% = 0 points	0	10	
1.3 Percent of adults with no income at entry	>60%	APR Q16 "No Income" Column 1 Row 1 "Income at Start"		0%	100-50% = 10 points <50-40% = 7.5 points <40% = 0 points	0	10	
<i>Targeting Hard to Serve Total Score</i>						<b>0</b>	<b>30</b>	

### 2 Access to Income-Stayers -PSH

### SPM 4.1-4.3-15pts

Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes	
2.1 Percent participants age 18 or older with increased earned income at Annual Assessment	13-15%	APR: Q19a1, Row 1, Column '9' Percent of Persons who accomplished this measure"		100-15% = 5 points <15-08% = 2.5 points G22 <08% = 0 points	0	5		
2.2 Percent participants age 18 or older with increased non-employment income at Annual Assessment	40-50%	APR: Q19a1, Row 3, Column '9' Percent of Persons who accomplished this measure"		100-50% = 5 points <50-35% = 2.5 points <35% = 0 points	0	5		
2.3 Percent participants age 18 or older who <u>increased</u> their total income (from all sources) at Annual Assessment	45-59%	APR: Q19a1, Row 5, Column '9' Percent of Persons who accomplished this measure"		100-59% = 5 points <59-45% = 2.5 points <45% = 0 points	0	5		
<i>Section Subtotal</i>						<b>0</b>	<b>15</b>	

### 3 Access to Income-Leavers -PSH

### SPM 4.4-4.6 15pts

Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes
3.1 Percent participants age 18 or older with increased earned income at exit	≥17%	APR: Q19a2, Row 1, Column '9' Percent of Persons who accomplished this measure"		100-17% = 5 points <17-12% = 2.5 points <12% = 0 points	0	5	
3.2 Percent participants age 18 or older with increased non-employment income at exit	≥46%	APR: Q19a2, Row 3, Column '9' Percent of Persons who accomplished this measure"		100-40% = 5 points <40-30% = 2.5 points <30% = 0 points	0	5	

3.3	Percent participants age 18 or older who <u>increased</u> their total income (from all sources) at project exit	≥46%	APR: Q19a2, Row 5, Column '9" Percent of Persons who accomplished this measure"		100-50% = 5 points <50-40% = 2.5 points <40% = 0 points	0	5																																										
<i>Section Subtotal</i>						0	15																																										
<i>Access to Income and Benefits Total Score</i>						0	30																																										
<b>6 Housing Stability SPM 7b.2 20pts</b>																																																	
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Meeting Community Need Total Score							0	20	
<b>9 Cost Effectiveness</b>									
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Percentage (%)</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
9.1	Does the total amount of unspent program funds from the most recently completed grant term total greater than 10% of total project awards?	≤5% unspent funds	Verify in Sage: Total funds awarded from the most recent grant term Verify in Sage: Total amount of funds unspent during the last grant term		#DIV/0!	0-5% = 20 points 5-10% = 5 points <10% = 0 points	0	20	
9.2	Money Recaptured by HUD via monitoring within the last project year?	No				Yes = -10 points No = 0 points	0	0	
9.3	PSH: What Percentage of the Support Service Budget line is spent on negative housing outcomes?	>25%	APR 23a "Total persons exiting to Permanent Housing Destinations" "Column 1" "Total" APR 23b "Total persons exiting to Permanent Housing Destinations" "Column 1" "Total" Total Support Service BLI or 25% of the Total 2017 Award, whichever is greater		#DIV/0!	0-10% = 15 points >10-<13% = 7.5 points >13% = 0	0	15	
Cost Effectiveness Total Score							0	35	
<b>10 HMIS Data Quality</b>									
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>		<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
10.1	Any Universal Data Elements with error rate larger than 5% (Except for SSN)	No	APR: Q06a, and 06b. The Data element with the largest error rate should be used for this metric. Ignore Social Security Number			0% = 7.5 points >0-2% = 5 points >2-5% = 2.5 points >5% = 0 points	0	7.5	
10.2	Any missing Financial Assessment at Project Entry?	No	APR: Q06c "Income and Sources at Start" "Error Count"			0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
10.3	Any missing Financial Assessment at Annual Assessments?	No	APR: Q06c "Income and Sources at Annual Assessment" "Error Count"			0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
10.4	Any missing Financial Assessment at Project Exit?	No	APR: Q06c "Income and Sources at Exit" "Error Count"			0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
HMIS Data Quality Total Score							0	30	
<b>11 Coordinated Entry Participation</b>									
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>		<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
11.1	All participants enrolled from January 23rd, 2018 have a VI-SPDAT Score	100%	HMIS Report			100%-76% = 10 Points 75%-51% = 5 points 51%-25% = 2.5 points 24%-0% = 0 points	0	10	
Coordinated Entry Participation Total Score							0	10	
<b>12 Continuum of Care Engagement</b>									
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>		<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
12	Did the Project Applicant attend a majority of the TX BoS CoC General Meeting?	51%	General Meeting Logs			100% - 80% = 10 points 79% - 50% = 5 Points 49% - 0% = 0 Points	N/A	10	
12	Submitted all Quarterly Performance Score Cards	Yes	QPSC Submission Results			Yes = 10 Points No = 0 Points	0	10	
Coordinated Entry Participation Total Score							0	20	
<b>13 General Administration</b>									
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>		<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>

13.1	Applicant had findings in a HUD or TDHCA audit in the last 3 years	0%	Monitoring Certification		0 findings = 0 Points 1-3 findings = -5 Points 4+ findings = -10 Points	0	0	
	<i>Supplemental Project Narrative Total Score</i>					0	0	
	<b>Prioritization Fidelity</b>							
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
	Does the Applicant have access to the Coordinated Entry workflow in HMIS or the equivalent DV workaround in HMIS?	Yes			Yes = 10 No = 0	0	10	
	<i>Prioritization Fidelity Total Score</i>					0	10	
	<b>Total Score</b>					0	235	
	<b>Cumulative Score out of %100</b>					0.00%	100%	

## 2021 Texas Balance of State Continuum of Care Renewal Project Score Sheet

Agency Name:		Project Name:			PSH			
	Where to Reference on APR	Your Answer						
Total number of Persons Served	APR: Q5a							
Total number of adults	APR: Q5a							
Total leavers	APR: Q5a							
Total number of adult leavers	APR: Q5a							
Number of Households to be served at a Point in Time from the 2019 Project Application	Reference FY19 Project Application							
<b>1 Targeting Hard to Serve</b>								
Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	Notes
1.1 Percent of adults with entries from homeless situations	>95%	APR: Q15, "Total", minus "Subtotal" from "Other Locations"		0%	100-95%=10 points <95-90%=7.5 points <90= 0 points	0	10	
1.2 Percentage of Participants coming from unsheltered locations	>40%	APR: Q15 "Place not meant for habitation" Column 1 Row 3 "Total"		0%	100-40% = 10 points <40-30% = 7.5 points <30% = 0 points	0	10	
1.3 Percent of adults with no income at entry	>60%	APR Q16 "No Income" Column 1 Row 1 "Income at Start"		0%	100-50% = 10 points <50-40% = 7.5 points <40% = 0 points	0	10	
<i>Targeting Hard to Serve Total Score</i>						<b>0</b>	<b>30</b>	
<b>2 Access to Income-Stayers -PSH</b>								
SPM 4.1-4.3								
Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes	
2.1 Percent participants age 18 or older with increased earned income at Annual Assessment	13-15%	APR: Q19a1, Row 1, Column '9' Percent of Persons who accomplished this measure"		100-15% = 5 points <15-08% = 2.5 points G22 <08% = 0 points	0	5		
2.2 Percent participants age 18 or older with increased non-employment income at Annual Assessment	40-50%	APR: Q19a1, Row 3, Column '9' Percent of Persons who accomplished this measure"		100-50% = 5 points <50-35% = 2.5 points <35% = 0 points	0	5		
2.3 Percent participants age 18 or older who increased their total income (from all sources) at Annual Assessment	45-59%	APR: Q19a1, Row 5, Column '9' Percent of Persons who accomplished this measure"		100-59% = 5 points <59-45% = 2.5 points <45% = 0 points	0	5		
<i>Section Subtotal</i>						<b>0</b>	<b>15</b>	
<b>3 Access to Income-Leavers -PSH</b>								
SPM 4.4-4.6								
Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes	
3.1 Percent participants age 18 or older with increased earned income at exit	≥17%	APR: Q19a2, Row 1, Column '9' Percent of Persons who accomplished this measure"		100-17% = 5 points <17-12% = 2.5 points <12% = 0 points	0	5		
3.2 Percent participants age 18 or older with increased non-employment income at exit	≥46%	APR: Q19a2, Row 3, Column '9' Percent of Persons who accomplished this measure"		100-40% = 5 points <40-30% = 2.5 points <30% = 0 points	0	5		

3.3	Percent participants age 18 or older who <u>increased</u> their total income (from all sources) at project exit	≥46%	APR: Q19a2, Row 5, Column "9" Percent of Persons who accomplished this measure"		100-50% = 5 points <50-40% = 2.5 points <40% = 0 points	0	5	
<i>Section Subtotal</i>						0	15	
<i>Access to Income and Benefits Total Score</i>						0	30	
<b>6 Housing Stability</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Scoring Instructions</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
6.1	Percentage of participants that exited the Project successfully prior to 3 months	≤95%	APR: Q23b, Last Row "Percentage", 1st Column "Total"		100-95% = 0 points <95- 90% = -5 points <90% = -10 points	0	0	
6.3	PSH: Percent participants who remained in project as of the end of the operating year or exited to PH during the operating year	≥95%	System Performance Measure 7b2 '% of Successful Exits'		100=95% = 20 points <95-92% = 10 points <92% = 0 points	0	20	
			N/A	0%				
			N/A					
<i>Housing Stability Total Score</i>						0	20	
<b>7 Returns to Homelessness</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
7.1	What percentage of participants returned to homelessness in the last 2 years?	≤15%	System Performance Measure 2a-2b, Last Column "Percentage of Returns in 2 Years"		0-5% = 10 points >05% - <10% = 7.5 points >10% = 0 points	0	10	
7.2	Of participants exiting in the last 12 months, what percentage returned to homelessness?	≤5%	"CUSTOM" System Performance Measure 2a-2b, 3rd Column "Percentage of Returns in less than 6 mo."		0-5% = 10 points >05% - <10% = 7.5 points >10% = 0 points	0	10	
			"CUSTOM" System Performance Measure 2a-2b, 5th Column "Percentage of Returns in less than 12 mo."		0-5% = 10 points >05% - <10% = 7.5 points >10% = 0 points	0	10	
<i>Returns to Homelessness</i>						0	30	
<b>8 Meeting Community Need</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
8.1	Of participants enrolled during the reporting period, is the average participant housed in less than 30 days?	≤ 30 Day Average	APR: Q22c Row 10, "Average length of time to housing" Total		Avg ≤30 Days = 10 points Avg 31-60 Days = 7.5 points Avg ≥60 Days= 0 points	0	10	
8.2	What is the Project's Average Daily bed utilization	≥95%	APR: Q08b "January" Total		100-95% = 10 points <95-90% = 7.5 points <90% = 0 points	0	10	
			APR: Q08b "April" Total	0.0%				
			APR: Q08b "July" Total					
			APR: Q08b "October" Total					
<i>Meeting Community Need Total Score</i>						0	20	
<b>9 Cost Effectiveness</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Percentage (%)</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>
9.1	Does the total amount of unspent program funds from the most recently completed grant term total greater than 10% of total project awards?	≤5% unspent funds	Verify in Sage: Total funds awarded from the most recent grant term		#DIV/0!	0-5% = 20 points 5-10% = 5 points <10% = 0 points	0	20
			Verify in Sage: Total amount of funds unspent during the last grant term					
9.2	Money Recaptured by HUD via monitoring with in the last project year?	No				Yes = -10 points No = 0 points	0	0
			APR 23a 'Total persons exiting to Permanent Housing Destinations' 'Column 1' Total			0-10% = 15 points		

9.3	PSH: What Percentage of the Support Service Budget line is spent on negative housing outcomes?	>25%	APR 23b "Total persons exiting to Permanent Housing Destinations" Column 1 "Total Support Service BLI or 25% of the Total 2017 Award, whichever is greater"		#DIV/0!	>10-13% = 7.5 points >13% = 0	0	15		
<i>Cost Effectiveness Total Score</i>							0	35		
<b>10 HMIS Data Quality</b>										
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>		
10.1	Any Universal Data Elements with error rate larger than 5% (Except for SSN)	No	APR: Q06a, and 06b. The Data element with the largest error rate should be used for this metric. Ignore Social Security Number		0% = 7.5 points >0-2% = 5 points >2-5% = 2.5 points >5% = 0 points	0	7.5			
10.2	Any missing Financial Assessment at Project Entry?	No	APR: Q06c "Income and Sources at Start" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5			
10.3	Any missing Financial Assessment at Annual Assessments?	No	APR: Q06c "Income and Sources at Annual Assessment" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5			
10.4	Any missing Financial Assessment at Project Exit?	No	APR: Q06c "Income and Sources at Exit" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5			
<i>HMIS Data Quality Total Score</i>							0	30		
<b>11 Coordinated Entry Participation</b>										
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>		
11.1	All participants enrolled from January 23rd, 2018 have a VI-SPDAT Score	100%	HMIS Report		100%-76% = 10 Points 75%-51% = 5 points 51%-25% = 2.5 points 24%-0% = 0 points	0	10			
<i>Coordinated Entry Participation Total Score</i>							0	10		
<b>12 Continuum of Care Engagement</b>										
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>		
12	Did the Project Applicant attend a majority of the TX BoS CoC General Meeting?	51%	General Meeting Logs		100% - 80% = 10 points 79% - 50% = 5 Points 49% - 0% = 0 Points	N/A	10			
12	Submitted all Quarterly Performance Score Cards	Yes	QPSC Submission Results		Yes = 10 Points No = 0 Points	0	10			
<i>Coordinated Entry Participation Total Score</i>							0	20		
<b>13 General Administration</b>										
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>		
13.1	Applicant had findings in a HUD or TDHCA audit in the last 3 years	0%	Monitoring Certification		0 findings = 0 Points 1-3 findings = -5 Points 4+ findings = -10 Points	0	0			
<i>Supplemental Project Narrative Total Score</i>							0	0		
<b>Prioritization Fidelity</b>										
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>		
	Does the Applicant have access to the Coordinated Entry workflow in HMIS or the equivalent DV workaround in HMIS?	Yes			Yes = 10 No = 0	0	10			
<i>Prioritization Fidelity Total Score</i>							0	10		
<b>Total Score</b>						<b>0</b>	<b>235</b>			
<b>Cumulative Score out of %100</b>						<b>0.00%</b>	<b>100%</b>			



## 2021 Texas Balance of State Continuum of Care Renewal Project Score Sheet

<b>Agency Name:</b>	<b>Project Name:</b>	<b>RRH</b>
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	Where to Reference on APR	Your Answer
Total number of Persons Served	APR: Q5a	
Total number of adults	APR: Q5a	
Total leavers	APR: Q5a	
Total number of adult leavers	APR: Q5a	
Number of Households to be served at a Point in Time from the 2019 Project Application	Reference FY19 Project Application	

1 Targeting Hard to Serve								
Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	Notes
1.1 Percent of adults with entries from homeless situations	>95%	APR: Q15, "Total", minus "Subtotal" from "Other Locations"		0%	100-95%=10 points <95-90%=7.5 points <90= 0 points	0	10	
1.2 Percentage of Participants coming from unsheltered locations	>40%	APR: Q15 "Place not meant for habitation" Column 1 Row 3 "Total"		0%	100-40% = 10 points <40-30% = 7.5 points <30% = 0 points	0	10	
1.3 Percent of adults with no income at entry	>60%	APR Q16 "No Income" Column 1 Row 1 "Income at Start"		0%	100-50% = 10 points <50-40% = 7.5 points <40% = 0 points	0	10	
<i>Targeting Hard to Serve Total Score</i>						<b>0</b>	<b>30</b>	

4 Access to Income-Stayers -RRH									
SPM 4.1-4.3									
Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes		
4.1 Percent participants age 18 or older with increased earned income at Annual Assessment	15-17%	APR: Q19a1, Row 1, Column '9" Percent of Persons who accomplished this measure"		100-17% = 5 points <17-11% = 2.5 points <11% = 0 points	0	5			
4.2 Percent participants age 18 or older with increased non-employment income at Annual Assessment	20-25%	APR: Q19a1, Row 3, Column '9" Percent of Persons who accomplished this measure"		100-25% = 5 points <25-15% = 2.5 points <15% = 0 points	0	5			
4.3 Percent participants age 18 or older who <u>increased</u> their total income (from all sources) at Annual Assessment	25-30%	APR: Q19a1, Row 5, Column '9" Percent of Persons who accomplished this measure"		100-30% = 5 points <30-20% = 2.5 points <20% = 0 points	0	5			
<i>Section Subtotal</i>						<b>0</b>	<b>15</b>		

5 Access to Income-Leavers -RRH									
SPM 4.4-4.6									
Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes		
5.1 Percent participants age 18 or older with earned income at exit	15-18%	APR: Q19a2, Row 1, Column '9" Percent of Persons who accomplished this measure"		100-18% = 5 points <18-12% = 2.5 points <12% = 0 points	0	5			
5.2 Percent participants age 18 or older with increased non-employment income at exit	20-25%	APR: Q19a2, Row 3, Column '9" Percent of Persons who accomplished this measure"		N/A-RRH ONLY	0	5			
5.3 Percent participants age 18 or older who <u>maintained or increased</u> their total income (from all sources) as of the end of the operating year or project exit	20-25%	APR: Q19a2, Row 5, Column '9" Percent of Persons who accomplished this measure"		100-25% = 5 points <25-15% = 2.5 points <15% = 0 points	0	5			
<i>Section Subtotal</i>						<b>0</b>	<b>15</b>		

Access to Income and Benefits Total Score						0	30	
<b>6 Housing Stability</b>								
Scored Category	Goal	Where to Reference	Your Answer		Scoring Instructions	Score	Total Possible Points	Notes
6.1	Percentage of participants that exited the Project successfully prior to 3 months	≤95%	APR: Q23b , Last Row "Percentage", 1st Column "Total"		100-95% = 0 points <95- 90% = - 5 points <90% = -10 points	0	0	
6.2	RRH: Percentage of participants who exited to Permanent Housing Destinations	≥79%	System Performance Measure 7b1"% of Successful Exits		100-85% = 20 points <84-70% = 10 points <70% = 0 points	0	20	
			N/A					
			N/A					
Housing Stability Total Score						0	20	
<b>7 Returns to Homelessness</b>								
Scored Category	Goal	Where to Reference	Your Answer		Point Criteria	Score	Total Possible Points	Notes
7.1	What percentage of participants returned to homelessness in the last 2 years?	≤15%	System Performance Measure 2a-2b, Last Column "Percentage of Returns in 2 Years"		0-5% = 10 points >05% - <10% = 7.5 points >10% = 0 points	0	10	
7.2	Of participants exiting in the last 12 months, what percentage returned to homelessness?	≤5%	"CUSTOM" System Performance Measure 2a-2b, 3rd Column "Percentage of Returns in less than 6 mo.		0-5% = 10 points >05% - <10% = 7.5 points >10% = 0 points	0	10	
			"CUSTOM" System Performance Measure 2a-2b, 5th Column "Percentage of Returns in less than 12 mo.		0-5% = 10 points >05% - <10% = 7.5 points >10% = 0 points	0	10	
Returns to Homelessness						0	30	
<b>8 Meeting Community Need</b>								
Scored Category	Goal	Where to Reference	Your Answer		Point Criteria	Score	Total Possible Points	Notes
8.1	Of participants enrolled during the reporting period, is the average participant housed in less than 30 days?	≤ 30 Day Average	APR: Q22c Row 10, "Average length of time to housing" Total		Avg ≤30 Days = 10 points Avg 31-60 Days = 7.5 points Avg ≥60 Days= 0 points	0	10	
8.2	What is the Project's Average Daily bed utilization	≥95%	APR: Q08b "January" Total		100-95% = 10 points <95-90% = 7.5 points <90% = 0 points	0	10	
			APR: Q08b "April" Total					
			APR: Q08b "July" Total					
			APR: Q08b "October" Total					
Meeting Community Need Total Score						0	20	
<b>9 Cost Effectiveness</b>								
Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	Notes
9.1	Does the total amount of unspent program funds from the most recently completed grant term total greater than 10% of total project awards?	≤5% unspent funds	Verify in Sage: Total funds awarded from the most recent grant term		#DIV/0!	0-5% = 20 points 5-10% = 5 points <10% = 0 points	0	20
			Verify in Sage: Total amount of funds unspent during the last grant term					
9.2	Money Recaptured by HUD via monitoring with in the last project year?	No			Yes = -10 points No = 0 points	0	0	
9.3	RRH: What Percentage of the Support Service Budget line is spent on negative housing outcomes?	>25%	APR 23a "Total persons exiting to Permanent Housing Destinations" "Column 1" Total		#DIV/0!	0-2% = 15 points >2-<6% =7.5 points >6% = 0	0	15
			APR 23b "Total persons exiting to Permanent Housing Destinations" "Column 1" Total					
			Total Support Service BLI or 25% of the Total 2018 Award, whichever is greater					

Cost Effectiveness Total Score						0	35	
<b>10 HMIS Data Quality</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
10.1	Any Universal Data Elements with error rate larger than 5% (Except for SSN)	No	APR: Q06a, and 06b. The Data element with the largest error rate should be used for this metric. Ignore Social Security Number		0% = 7.5 points >0-2% = 5 points >2-5% = 2.5 points >5% = 0 points	0	7.5	
10.2	Any missing Financial Assessment at Project Entry?	No	APR: Q06c "Income and Sources at Start" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
10.3	Any missing Financial Assessment at Annual Assessments?	No	APR: Q06c "Income and Sources at Annual Assessment" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
10.4	Any missing Financial Assessment at Project Exit?	No	APR: Q06c "Income and Sources at Exit" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
HMIS Data Quality Total Score						0	30	
<b>11 Coordinated Entry Participation</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
11.1	All participants enrolled from January 23rd, 2018 have a VI-SPDAT Score	100%	HMIS Report		100%-76% = 10 Points 75%-51% = 5 points 51%-25% = 2.5 points 24%-0% = 0 points	0	10	
Coordinated Entry Participation Total Score						0	10	
<b>12 Continuum of Care Engagement</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
12	Did the Project Applicant attend a majority of the TX BoS CoC General Meeting?	51%	General Meeting Logs		100% - 80% = 10 points 79% - 50% = 5 Points 49% - 0% = 0 Points	N/A	10	
12	Submitted all Quarterly Performance Score Cards	Yes	QPSC Submission Results		Yes = 10 Points No = 0 Points	0	10	
Coordinated Entry Participation Total Score						0	20	
<b>13 General Administration</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
13.1	Applicant had findings in a HUD or TDHCA audit in the last 3 years	0%	Monitoring Certification		0 findings = 0 Points 1-3 findings = -5 Points 4+ findings = -10 Points	0	0	
Supplemental Project Narrative Total Score						0	0	
<b>Prioritization Fidelity</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
	Does the Applicant have access to the Coordinated Entry workflow in HMIS or the equivalent DV workaround in HMIS?	Yes			Yes = 10 No = 0	0	10	
Prioritization Fidelity Total Score						0	10	
<b>Total Score</b>						<b>0</b>	<b>235</b>	
<b>Cumulative Score out of %100</b>						<b>0.00%</b>	<b>100%</b>	

## 2021 Texas Balance of State Continuum of Care Renewal Project Score Sheet

Agency Name:		Project Name:			PSH-DV			
	Where to Reference on APR	Your Answer						
Total number of Persons Served	APR: Q5a							
Total number of adults	APR: Q5a							
Total leavers	APR: Q5a							
Total number of adult leavers	APR: Q5a							
Number of Households to be served at a Point in Time from the 2019 Project Application	Reference FY19 Project Application							
<b>1 Targeting Hard to Serve</b>								
Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	Notes
1.1 Percent of adults with entries from homeless situations	>85%	APR: Q15, "Total", minus "Subtotal" from "Other Locations"		0%	100-85% = 10 points <85-80% = 7.5 points <80% = 0 points	0	10	
1.2 Percentage of Participants coming from unsheltered locations	>40%	APR: Q15 "Place not meant for habitation" Column 1 Row 3 "Total"		0%	100-40% = 10 points <40-30% = 7.5 points <30% = 0 points	0	10	
1.3 Percent of adults with no income at entry	>60%	APR Q16 "No Income" Column 1 Row 1 "Income at Start"		0%	100-50% = 10 points <50-40% = 7.5 points <40% = 0 points	0	10	
<i>Targeting Hard to Serve Total Score</i>						<b>0</b>	<b>30</b>	
<b>2 Access to Income-Stayers -PSH</b>								
SPM 4.1-4.3								
Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes	
2.1 Percent participants age 18 or older with increased earned income at Annual Assessment	13-15%	APR: Q19a1, Row 1, Column '9' Percent of Persons who accomplished this measure"		100-13% = 5 points <13-08% = 2.5 points <08% = 0 points	0	5		
2.2 Percent participants age 18 or older with increased non-employment income at Annual Assessment	40-50%	APR: Q19a1, Row 3, Column '9' Percent of Persons who accomplished this measure"		100-40% = 5 points <40-30% = 2.5 points <30% = 0 points	0	5		
2.3 Percent participants age 18 or older who increased their total income (from all sources) at Annual Assessment	45-59%	APR: Q19a1, Row 5, Column '9' Percent of Persons who accomplished this measure"		100-45% = 5 points <45-35% = 2.5 points <35% = 0 points	0	5		
<i>Section Subtotal</i>						<b>0</b>	<b>15</b>	
<b>3 Access to Income-Leavers -PSH</b>								
SPM 4.4-4.6								
Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes	
3.1 Percent participants age 18 or older with increased earned income at exit	≥17%	APR: Q19a2, Row 1, Column '9' Percent of Persons who accomplished this measure"		100-13% = 5 points <13-08 = 2.5 points <08% = 0 points	0	5		
3.2 Percent participants age 18 or older with increased non-employment income at exit	≥46%	APR: Q19a2, Row 3, Column '9' Percent of Persons who accomplished this measure"		100-30% = 5 points <30-20% = 2.5 points <20% = 0 points	0	5		

3.3	Percent participants age 18 or older who <u>increased</u> their total income (from all sources) at project exit	≥46%	APR: Q19a2, Row 5, Column "9" Percent of Persons who accomplished this measure"			100-40% = 5 points <40-30% = 2.5 points <30% = 0 points	0	5																																																																	
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<b>10 HMIS Data Quality</b>																																																																									
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10.2	Any missing Financial Assessment at Project Entry?	No	APR: Q06c "Income and Sources at Start" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
10.3	Any missing Financial Assessment at Annual Assessments?	No	APR: Q06c "Income and Sources at Annual Assessment" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
10.4	Any missing Financial Assessment at Project Exit?	No	APR: Q06c "Income and Sources at Exit" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
<i>HMIS Data Quality Total Score</i>						<b>0</b>	<b>30</b>	
<b>11 Coordinated Entry Participation</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
11.1	All participants enrolled from January 23rd, 2018 have a VI-SPDAT Score	100%	HMIS Report		100%-76% = 10 Points 75%-51% = 5 points 51%-25% = 2.5 points 24%-0% = 0 points	0	10	
<i>Coordinated Entry Participation Total Score</i>						<b>0</b>	<b>10</b>	
<b>12 Continuum of Care Engagement</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
12	Did the Project Applicant attend a majority of the TX BoS CoC General Meeting?	51%	General Meeting Logs		100% - 80% = 10 points 79% - 50% = 5 Points 49% - 0% = 0 Points	N/A	10	
12	Submitted all Quarterly Performance Score Cards	Yes	QPSC Submission Results		Yes = 10 Points No = 0 Points	0	10	
<i>Coordinated Entry Participation Total Score</i>						<b>0</b>	<b>20</b>	
<b>13 General Administration</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
13.1	Applicant had findings in a HUD or TDHCA audit in the last 3 years	0%	Monitoring Certification		0 findings = 0 Points 1-3 findings = -5 Points 4+ findings = -10 Points	0	0	
<i>Supplemental Project Narrative Total Score</i>						<b>0</b>	<b>0</b>	
<b>Prioritization Fidelity</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
	Does the Applicant have access to the Coordinated Entry workflow in HMIS or the equivalent DV workaround in HMIS?	Yes			Yes = 10 No = 0	0	10	
<i>Prioritization Fidelity Total Score</i>						<b>0</b>	<b>10</b>	
<b>Total Score</b>						<b>0</b>	<b>205</b>	
<b>Cumulative Score out of %100</b>						<b>0.00%</b>	<b>100%</b>	

## 2021 Texas Balance of State Continuum of Care Renewal Project Score Sheet

<b>Agency Name:</b>	<b>Project Name:</b>	<b>RRH-DV</b>
---------------------	----------------------	---------------

	Where to Reference on APR	Your Answer
Total number of Persons Served	APR: Q5a	
Total number of adults	APR: Q5a	
Total leavers	APR: Q5a	
Total number of adult leavers	APR: Q5a	
Number of Households to be served at a Point in Time from the 2019 Project Application	Reference FY19 Project Application	

### 1 Targeting Hard to Serve

Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	Notes
1.1 Percent of adults with entries from homeless situations	>85%	APR: Q15, "Total", minus "Subtotal" from "Other Locations"		0%	100-85% = 10 points <85-80% = 7.5 points <80% = 0 points	0	10	
1.2 Percentage of Participants coming from unsheltered locations	>40%	APR: Q15 "Place not meant for habitation" Column 1 Row 3 "Total"		0%	100-40% = 10 points <40-30% = 7.5 points <30% = 0 points	0	10	
1.3 Percent of adults with no income at entry	>60%	APR Q16 "No Income" Column 1 Row 1 "Income at Start"		0%	100-50% = 10 points <50-40% = 7.5 points <40% = 0 points	0	10	
<i>Targeting Hard to Serve Total Score</i>						<b>0</b>	<b>30</b>	

### 4 Access to Income-Stayers -RRH

SPM 4.1-4.3								
Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes	
4.1 Percent participants age 18 or older with increased earned income at Annual Assessment	15-17%	APR: Q19a1, Row 1, Column '9' Percent of Persons who accomplished this measure"		100-15% = 5 points <15-08% = 2.5 points <08% = 0 points	0	5		
4.2 Percent participants age 18 or older with increased non-employment income at Annual Assessment	20-25%	APR: Q19a1, Row 3, Column '9' Percent of Persons who accomplished this measure"		100-20% = 5 points <20-10% = 2.5 points <10% = 0 points	0	5		
4.3 Percent participants age 18 or older who <u>increased</u> their total income (from all sources) at Annual Assessment	25-30%	APR: Q19a1, Row 5, Column '9' Percent of Persons who accomplished this measure"		100-25% = 5 points <25-15% = 2.5 points <15% = 0 points	0	5		
<i>Section Subtotal</i>						<b>0</b>	<b>15</b>	

### 5 Access to Income-Leavers -RRH

SPM 4.4-4.6								
Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes	
5.1 Percent participants age 18 or older with earned income at exit	15-18%	APR: Q19a2, Row 1, Column '9' Percent of Persons who accomplished this measure"		100-15% = 5 points <15-10% = 2.5 points <10% = 0 points	0	5		
5.2 Percent participants age 18 or older with increased non-employment income at exit	20-25%	APR: Q19a2, Row 3, Column '9' Percent of Persons who accomplished this measure"		N/A-RRH ONLY	0	5		
5.3 Percent participants age 18 or older who <u>maintained or increased</u> their total income (from all sources) as of the end of the operating year or project exit	20-25%	APR: Q19a2, Row 5, Column '9' Percent of Persons who accomplished this measure"		100-20% = 5 points <20-12% = 2.5 points <12% = 0 points	0	5		
<i>Section Subtotal</i>						<b>0</b>	<b>15</b>	

Access to Income and Benefits Total Score						0	30	
<b>6 Housing Stability</b>								
Scored Category	Goal	Where to Reference	Your Answer		Scoring Instructions	Score	Total Possible Points	Notes
6.1	Percentage of participants that exited the Project successfully prior to 3 months	≤95%	APR: Q23b , Last Row "Percentage", 1st Column "Total"		100-95% = 0 points <95- 90% = -5 points <90% = -10 points	0	0	
6.2	RRH: Percentage of participants who exited to Permanent Housing Destinations	≥79%	N/A		100-85% = 20 points <84-70% = 10 points <70% = 0 points	0	20	
			APR 23a "Total persons exiting to Positive Housing Destinations" 'Column 1 'Total'	0%				
			APR 23b "Total persons exiting to Positive Housing Destinations" 'Column 1 'Total'					
Housing Stability Total Score						0	20	
<b>8 Meeting Community Need</b>								
Scored Category	Goal	Where to Reference	Your Answer		Point Criteria	Score	Total Possible Points	Notes
8.1	Of participants enrolled during the reporting period, is the average participant housed in less than 30 days?	≤30 Day Average	APR: Q22c Row 10, "Average length of time to housing" Total		Avg ≤30 Days = 10 points Avg 31-60 Days = 7.5 points Avg ≥60 Days= 0 points	0	10	
8.2	What is the Project's Average Daily bed utilization	≥95%	APR: Q08b "January" Total		100-95% = 10 points <95-90% = 7.5 points <90% = 0 points	0	10	
			APR: Q08b "April" Total					
			APR: Q08b "July" Total					
			APR: Q08b "October" Total					
Meeting Community Need Total Score						0	20	
<b>9 Cost Effectiveness</b>								
Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	Notes
9.1	Does the total amount of unspent program funds from the most recently completed grant term total greater than 10% of total project awards?	≤5% unspent funds	Verify in Sage: Total funds awarded from the most recent grant term		#DIV/0!	0	20	
			Verify in Sage: Total amount of funds unspent during the last grant term					
9.2	Money Recaptured by HUD via monitoring with in the last project year?	No			Yes = -10 points No = 0 points	0	0	
9.3	PSH: What Percentage of the Support Service Budget line is spent on negative housing outcomes?	>25%	APR 23a "Total persons exiting to Permanent Housing Destinations" 'Column 1 'Total'		#DIV/0!	0	15	
			APR 23b "Total persons exiting to Permanent Housing Destinations" 'Column 1 'Total'					
			Total Support Service BLI or 25% of the Total 2017 Award, whichever is greater					
Cost Effectiveness Total Score						0	35	
<b>10 HMIS Data Quality</b>								
Scored Category	Goal	Where to Reference	Your Answer		Point Criteria	Score	Total Possible Points	Notes
10.1	Any Universal Data Elements with error rate larger than 5% (Except for SSN)	No	APR: Q06a, and 06b. The Data element with the largest error rate should be used for this metric. Ignore Social Security Number		0% = 7.5 points >0-2% = 5 points >2-5% = 2.5 points >5% = 0 points	0	7.5	
10.2	Any missing Financial Assessment at Project Entry?	No	APR: Q06c "Income and Sources at Start" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	



10.3	Any missing Financial Assessment at Annual Assessments?	No	APR: Q06c "Income and Sources at Annual Assessment" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
10.4	Any missing Financial Assessment at Project Exit?	No	APR: Q06c "Income and Sources at Exit" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
<i>HMIS Data Quality Total Score</i>						<b>0</b>	<b>30</b>	
<b>11 Coordinated Entry Participation</b>								
<b>Scored Category</b>		<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
11.1	All participants enrolled from January 23rd, 2018 have a VI-SPDAT Score	100%	HMIS Report		100%-76% = 10 Points 75%-51% = 5 points 51%-25% = 2.5 points 24%-0% = 0 points	0	10	
<i>Coordinated Entry Participation Total Score</i>						<b>0</b>	<b>10</b>	
<b>12 Continuum of Care Engagement</b>								
<b>Scored Category</b>		<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
12	Did the Project Applicant attend a majority of the TX BoS CoC General Meeting?	51%	General Meeting Logs		100% - 80% = 10 points 79% - 50% = 5 Points 49% - 0% = 0 Points	N/A	10	
12	Submitted all Quarterly Performance Score Cards	Yes	QPSC Submission Results		Yes = 10 Points No = 0 Points	0	10	
<i>Coordinated Entry Participation Total Score</i>						<b>0</b>	<b>20</b>	
<b>13 General Administration</b>								
<b>Scored Category</b>		<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
13.1	Applicant had findings in a HUD or TDHCA audit in the last 3 years	0%	Monitoring Certification		0 findings = 0 Points 1-3 findings = -5 Points 4+ findings = -10 Points	0	0	
<i>Supplemental Project Narrative Total Score</i>						<b>0</b>	<b>0</b>	
<b>Prioritization Fidelity</b>								
<b>Scored Category</b>		<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
Does the Applicant have access to the Coordinated Entry workflow in HMIS or the equivalent DV workaround in HMIS?		Yes			Yes = 10 No = 0	0	10	
<i>Prioritization Fidelity Total Score</i>						<b>0</b>	<b>10</b>	
<b>Total Score</b>						<b>0</b>	<b>205</b>	
<b>Cumulative Score out of %100</b>						<b>0.00%</b>	<b>100%</b>	

## **New Scorecards**

**1.PSH X/159**


**2.RRH X/159**

**3.Joint TH/RRH X/144**

**4.PSH Expansion X/126**


# IRT - Permanent Supportive Housing (PSH)

## Section 1 Applicant Experience- Total 30 Points

 Q1. Describe the experience of the applicant and potential subrecipients (if any), in effectively utilizing federal funds and performing the activities proposed in the application, given funding and time limitations. (10 points)


Reference: Project Application, Question 2B Q1

- working with and addressing the target population(s) identified housing and supportive service needs (3pts) • 0  
• 1  
• 2  
• 3
- developing and implementing relevant program systems, services, and/or residential property construction and rehabilitation (2pts) • 0  
• 1  
• 2
- identifying and securing matching funds from a variety of sources (2pts) • 0  
• 1  
• 2
- managing basic project operations including a financial accounting system (3pts) • 0  
• 1  
• 2  
• 3

 Q2. Describe the experience of the applicant and potential subrecipients (if any) in leveraging other Federal, State, local and private sector funds. (10 points)

Reference: Project Application, Question 2B Q2


- Does the project applicant provide examples of their experience in leveraging all federal, state, local, and private sector funds? (2pts) • 0  
• 1  
• 2
- ESG, HOPWA, CDBG, CoC Program, and/or HOME (3pts) • 0  
• 1  
• 2  
• 3
- State and local funding sources (3pts) • 0  
• 1  
• 2  
• 3
- Private funding sources (2pts) • 0  
• 1  
• 2

 Q3. Describe the basic organization and management structure of the applicant and subrecipients (if any). Include evidence of internal and external coordination and an adequate financial accounting system. (10 points)


Reference: Project Application, Question 2B Q3a

- Are staff and board members working together to implement the project? (1pt) • 0  
• 1
- Description of financial accounting system that will be used to administer the grant? (2pts) • 0  
• 1  
• 2

- Does the applicant state that the accounting system is compliant with the requirements listed in 2 CFR 200? (1pt) • 0  
• 1
- Does the applicant have an organization and management structure typical of a 501 (c) 3 Non-Profit? (4pts) • 0  
• 1  
• 2  
• 3  
• 4
- Does the organization and management structure seem sufficient for the proposed project? (2pts) • 0  
• 1  
• 2

 Total Score Section 1: {{ SUM(S1\_Q1.score, S1\_Q2.score, S1\_Q3.score) }}

 Section 2- Project Description - Total 20 points

 Q1. Provide a description that addresses the entire scope of the proposed project. (20 Points)

Reference Project Application, Question 3B Q1

- Does the Applicant provide a detailed description of the scope of the project including: the target population(s) to be served- (2 pts) • 0  
• 1  
• 2


- Does the Applicant provide a detailed description of the scope of the project including: project plan for addressing the identified housing and supportive service needs - (8pts) • 0  
• 1  
• 2  
• 3  
• 4  
• 5  
• 6  
• 7  
• 8


- Does the Applicant provide a detailed description of the scope of the project including: anticipated project outcome(s) - (2 pts) • 0  
• 1  
• 2

- Does the Applicant provide a detailed description of the scope of the project including: coordination with other organizations (e.g., federal, state, nonprofit) - (4 pts) • 0  
• 1  
• 2  
• 3  
• 4

- Does the Applicant provide a detailed description of the scope of the project including: the reason CoC Program funding is required - (1 pt) • 0  
• 1

- If the project will implement any service participation requirements or requirements that go beyond what is typically included in a lease agreement, does the applicant describe what those requirements are and how they will be implemented? (3 pts) • 0  
• 1  
• 2  
• 3


 Total Score Section 2: {{ SUM(S2\_Q1.score) }}

 Section 3 - Supportive Service for Participants - Total 30 points

 Q1. Describe how participants will be assisted to obtain and remain in permanent housing

Reference: Project Application, Question 2B Q3a


- Does the project applicant provide a plan on how they will move program participants quickly into permanent housing and maintain housing stability? (5pts)
  - 0
  - 1
  - 2
  - 3
  - 4
  - 5
  
- Does the project applicant acknowledge the needs of the target population and include plans to address those needs through current and proposed case management activities? (2pts)
  - 0
  - 1
  - 2
  
- Are the supportive services tailored to the specific needs of the target population proposed? (1pt)
  - 0
  - 1
  
- Are the supportive services readily available and accessible? (2pt)
  - 0
  - 1
  - 2
  
- Are the supportive services describe of sufficient quality and quantity to meet the needs of the target population? (2pt)
  - 0
  - 1
  - 2
  
- How the project will identify appropriate units; (1 pt)
  - 0
  - 1
  
- The project's established arrangements with other homeless service providers in the community (1pt)
  - 0
  - 1
  
- How the project will engage landlords (1 pt)
  - 0
  - 1

 Q2. What specific plan does this project have to specifically coordinate and integrate with other mainstream health, social services, and employment programs for which program participants may be eligible?


Reference Project Application, Question 4A Q3 (Up to 15 Points)

- how the project will help program participants obtain income (e.g., access to employment programs and educational opportunities) (3pts)
  - 0
  - 1
  - 2
  - 3
  
- how the supportive services provided will lead directly to program participants gaining employment, accessing SSI, SSDI, or other mainstream income streams (3pts)
  - 0
  - 1
  - 2
  - 3
  
- how the requested CoC Program funds will contribute to program participants becoming more independent (e.g. accessing Medicare, Medicaid, early childhood education) (4pts)
  - 0
  - 1
  - 2
  - 3
  - 4

 Total Score Section 3: {{ SUM(S3\_Q1.score,S3\_Q2.score) }}


 Section 5- Supplemental Project Narrative -

 A. Agency Capacity Questions

 1. What year was your organization designated by the IRS as a Nonprofit entity or other eligible applicant designation? (5pts)

- Organization has been functioning for 5 years
  - 0
  - 1
- 1 pt for every additional year
  - 0
  - 1
  - 2
  - 3
  - 4


Reviewer notes \_\_\_\_\_

 2. Racial Equity must be a focus of projects working to end homelessness. Dismantling systemic racism must be a focus of the work that we do. We know that there are disparities associated with Race, Ethnicity & Gender Identity in the TX BoS CoC. Please affirm any of the actions your Organization is taking from the following list.

1 point per action the organization is taking. (5 pts)

- Score
  - 0
  - 1
  - 2
  - 3
  - 4
  - 5


Reviewer notes \_\_\_\_\_

 3. Consumer or participant involvement is critical to providing services that participants want, need, and will use. Please complete the following lists, by confirming activities that the project does, or will do if awarded.

1 point per activity the project does, or will do. (5 pts)

- Score
  - 0
  - 1
  - 2
  - 3
  - 4
  - 5


Reviewer notes \_\_\_\_\_

 4. What data did you utilize when creating your project or when considering changes to your original grant agreement?

(5 pts)

- Evidence of data driven decision making (1pt)
  - 0
  - 1
- Point in Time Count (PIT) data (1pt)
  - 0
  - 1
- Housing Inventory Count (HIC) (1pt)
  - 0
  - 1
- HMIS or Osniium data (1pt)
  - 0
  - 1
- local data (1pt)
  - 0
  - 1

Reviewer notes \_\_\_\_\_


 5. Does your agency have the support of the Local Homelessness Coalition (LHC)? Please provide a letter from the LHC Chair if so. If you agency resides outside of the jurisdiction of a LHC, or your LHC cannot provide a letter due to a conflict of interest, please provide 2 letters of support from other community partners.


(4 pts)

Score

- 0
- 1
- 2
- 3
- 4

Reviewer notes \_\_\_\_\_

 B. Component Specific Questions For New Applicants


 1. Please describe how individuals with lived experience of homelessness and project participants provide input for project design.

Examples of a formalized system to incorporate participant voice, examples of how input has changes the project, evidence of annual participant surveys, focus groups, exit surveys, etc..(5 pts)

Score


- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes \_\_\_\_\_

 2. How many participants will the project serve when fully operational?


Not scored, informative only

Reviewer notes \_\_\_\_\_

 3. What is the cumulative number of participants that would be served over a 12 months period, if the project were operating at full capacity?


Not scored, informative only

Reviewer notes \_\_\_\_\_

 4. Calculate the rate of Housing Placements for participants. (a) What percentage of participants will be transitioned into housing while in the program, (b) please provide the equation for how to you came to that percentage as:  $(\text{numerator}/\text{denominator}) \times 100 =$  percentage of participants, (c) define the numerator and denominator, and (d) explain what data sources were used to identify those amounts.


Not scored, informative only

Reviewer notes \_\_\_\_\_

 5. Calculate the rate of Housing Retention for participants. (a) What percentage of participants will exit the project to permanent, (b) please provide the equation for how to you came to that percentage as:  $(\text{numerator}/\text{denominator}) \times 100 =$  percentage of participants, (c) define the numerator and denominator, and (d) explain what data sources were used to identify those amounts.

Not scored, informative only

Reviewer notes \_\_\_\_\_

 6. Describe how this project will ensure that participants are assisted to quickly (within 30 days) move into permanent housing. (3 pts)

Applicant describes assisting participants with housing location services (1pt)


- 0
- 1

Applicant describes assisting participants with identifying and overcoming housing barriers. (1pt)

- 0
- 1

Applicant identifies a goal of 30 or fewer days (1pt) • 0  
• 1


Reviewer notes \_\_\_\_\_

 7. Does the project plan to serve a particularly vulnerable subpopulation, and, if so, which subpopulation? How will the project tailor services to the unique needs of this subpopulation?

Does the project applicant identify services or techniques to serve the identified subpopulation beyond what would be available to the general eligible population, such as motivational interviewing, safety planning, trauma informed care, youth focused or victim focused services, or problem solving conversations?(2pts)

Score • 0  
• 1  
• 2

Reviewer notes \_\_\_\_\_

 8. Please describe the specific needs of the target subpopulation that were considered when developing the project design.

Does the project applicant adequately explain which needs of the subpopulation were considered during project design? For example, safety planning for DV survivors or victims, exiting foster care for youth, minimizing trauma exposure for chronically homeless people. (2pts)

Score • 0  
• 1  
• 2


Reviewer notes \_\_\_\_\_

 9. Please describe the project's participation in the Coordinated Entry process.

Applicant agrees to only enroll participants referred by the Coordinate Entry (CE) Process and describes an understanding of the local CE System. i.e. accepting referrals only from the CE system, attending CE case conferencing, and attending CE-unplugged calls. (2pts)

Score • 0  
• 1  
• 2


Reviewer notes \_\_\_\_\_

 10. Describe the techniques staff uses to ensure that engagement is regular, participant trust is developed, and outreach is relationship-focused.

Does the project detail how staff strategically engage with participants ? (5pts)

Score • 0  
• 1  
• 2  
• 3  
• 4  
• 5

Reviewer notes \_\_\_\_\_


 11. How is service delivery (a) tailored to meet the individual needs, (b) strength based, (c) trauma informed, and (d) participant centered?

Does the project applicant describe how it will incorporate the above practices for service delivery? (5pts)




Score • 0  
• 1  
• 2  
• 3  
• 4  
• 5

Reviewer notes \_\_\_\_\_


 13. Please describe any conditional service participation requirements for participants to maintain assistance. (ex. Participants must attend mental health appointments, life skills groups, must meet with the case manager, must gain a job by first 3 weeks, etc.)  
Not scored, informative only

Reviewer notes \_\_\_\_\_

 14. Please describe how the project systematically keeps project staff up-to-date regarding mainstream resources available for program participants (e.g., Food Stamps, SSI, TANF) within the geographic area.  
Does the project propose a detailed plan to keep staff informed of mainstream resources for participants? (3pts)


Score • 0  
• 1  
• 2  
• 3

Reviewer notes \_\_\_\_\_

 15. Describe how the project disseminates the availability of mainstream resources and other assistance information to projects and how often.  
Does the project propose a detailed plan to provide information on mainstream resources to staff and participants? (1pt)


Score • 0  
• 1

Reviewer notes \_\_\_\_\_

 16. Describe how the project works with projects to collaborate with healthcare organizations to assist program participants with enrolling in health insurance.  
Does the project propose a detailed plan to connect participants with health insurance? (1pt)


Score • 0  
• 1


Reviewer notes \_\_\_\_\_

 17. Describe how the project provide assistance with the effective utilization of Medicaid and other health benefits.  
Does the project propose a detailed plan to utilize Medicaid and connect participant to health services? (1pt)

Score • 0  
• 1

Reviewer notes \_\_\_\_\_

 Permanent Supportive Housing Questions for New Applicants

 I. Does your agency have a formal agreement (MOU) with your local Public Housing Authority to allow for housing voucher or units to be provided to participants who no longer need intensive services(Moving Up or Moving On)? If so, please describe.  
(4pts)


Does the agency have a formal agreement such as a MOU? If "yes",  
1 point • 0  
• 1  
• 2

Does the formal agreement with the Public Housing Authority (PHA) allow for housing vouchers or units for participants who no longer need intensive services (Moving Up or Moving On)?

- 0
- 1
- 2

Reviewer notes

---

 II. Are there any formal agreements (MOU) between your agency and other community partners to meet participant needs? If so, please describe the agreement and how the agreement provides for increased access to services beyond what the partner agency offers to the general public.

(4pts)

Does the agency have a formal agreement such as a MOU? If "yes", 1 point


- 0
- 1

Does the agency identify how this MOU allows for increased services to participants beyond what the agency offers the general public?

- 0
- 1
- 2

Reviewer notes

---

 III. Please describe the data and rational used to decide if the project would be "100% Dedicated" or "DedicatedPLUS".

Did the project applicant identify specific data sources and data for it's decision to choose Dedicated Plus over 100% Dedicated?(3pts)

Score

- 0
- 1
- 2
- 3

Reviewer notes

---

 New Project Final Details Q3 Does the Applicant leverage other housing resources to support this project?


Does the Applicant propose to serve at least 25% of the project participants with another housing subsidy?(10pts)

Score

- 0
- 10

Reviewer notes

---

 New Project Final Details Q4 Does the Applicant leverage healthcare resources to support this project?


Does the Applicant match 25% of the project budget with documented healthcare resources via written commitment (upload)?(10pts)


Score

- 0
- 10

Reviewer notes


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 Total Score Section 5: {{ SUM(S5\_Q1.score,S5\_Q2.score,S5\_Q3.score,S5\_Q4.score,S5\_Q5.score,S5\_Q6.score,S5\_Q7.score,S5\_Q8.score,S5\_Q9.score,S5\_Q10.score,S5\_Q11.score,S5\_Q12.score,S5\_Q13.score,S5\_Q14.score,S5\_Q15.score,S5\_Q16.score,S5\_Q17.score,S5\_Q18.score,S5\_Q19.score) }}

 Overall Score: {{ SUM(S1\_Q1.score, S1\_Q2.score, S1\_Q3.score,S2\_Q1.score,S3\_Q1.score,S3\_Q2.score,S5\_Q1.score,S5\_Q2.score,S5\_Q3.score,S5\_Q4.score,S5\_Q5.score,S5\_Q6.score,S5\_Q7.score,S5\_Q8.score,S5\_Q9.score,S5\_Q10.score,S5\_Q11.score,S5\_Q12.score,S5\_Q13.score,S5\_Q14.score,S5\_Q15.score,S5\_Q16.score,S5\_Q17.score,S5\_Q18.score,S5\_Q19.score) }}


# IRT - Rapid Re-Housing

## Section 1 Applicant Experience- Total 30 Points

 Q1. Describe the experience of the applicant and potential subrecipients (if any), in effectively utilizing federal funds and performing the activities proposed in the application, given funding and time limitations. (10 points)


Reference: Project Application, Question 2B Q1

- working with and addressing the target population(s) identified housing and supportive service needs (3pts)
  - 0
  - 1
  - 2
  - 3
- developing and implementing relevant program systems, services, and/or residential property construction and rehabilitation (2pts)
  - 0
  - 1
  - 2
- identifying and securing matching funds from a variety of sources (2pts)
  - 0
  - 1
  - 2
- managing basic project operations including a financial accounting system (3pts)
  - 0
  - 1
  - 2
  - 3

 Q2. Describe the experience of the applicant and potential subrecipients (if any) in leveraging other Federal, State, local and private sector funds. (10 points)

Reference: Project Application, Question 2B Q2


- Does the project applicant provide examples of their experience in leveraging all federal, state, local, and private sector funds? (2pts)
  - 0
  - 1
  - 2
- ESG, HOPWA, CDBG, CoC Program, and/or HOME (3pts)
  - 0
  - 1
  - 2
  - 3
- State and local funding sources (3pts)
  - 0
  - 1
  - 2
  - 3
- Private funding sources (2pts)
  - 0
  - 1
  - 2

 Q3. Describe the basic organization and management structure of the applicant and subrecipients (if any). Include evidence of internal and external coordination and an adequate financial accounting system. (10 points)


Reference: Project Application, Question 2B Q3a

- Are staff and board members working together to implement the project? (1pt)
  - 0
  - 1
- Description of financial accounting system that will be used to administer the grant? (2pts)
  - 0
  - 1
  - 2

- Does the applicant state that the accounting system is compliant with the requirements listed in 2 CFR 200? (1pt) • 0  
• 1
- Does the applicant have an organization and management structure typical of a 501 (c) 3 Non-Profit? (4pts) • 0  
• 1  
• 2  
• 3  
• 4
- Does the organization and management structure seem sufficient for the proposed project? (2pts) • 0  
• 1  
• 2

 Total Score Section 1: {{ SUM(S1\_Q1.score, S1\_Q2.score, S1\_Q3.score) }}

 Section 2- Project Description - Total 20 points

 Q1. Provide a description that addresses the entire scope of the proposed project. (20 Points)

Reference Project Application, Question 3B Q1

- Does the Applicant provide a detailed description of the scope of the project including: the target population(s) to be served- (2 pts) • 0  
• 1  
• 2


- Does the Applicant provide a detailed description of the scope of the project including: project plan for addressing the identified housing and supportive service needs - (8pts) • 0  
• 1  
• 2  
• 3  
• 4  
• 5  
• 6  
• 7  
• 8


- Does the Applicant provide a detailed description of the scope of the project including: anticipated project outcome(s) - (2 pts) • 0  
• 1  
• 2

- Does the Applicant provide a detailed description of the scope of the project including: coordination with other organizations (e.g., federal, state, nonprofit) - (4 pts) • 0  
• 1  
• 2  
• 3  
• 4

- Does the Applicant provide a detailed description of the scope of the project including: the reason CoC Program funding is required - (1 pt) • 0  
• 1

- If the project will implement any service participation requirements or requirements that go beyond what is typically included in a lease agreement, does the applicant describe what those requirements are and how they will be implemented? (3 pts) • 0  
• 1  
• 2  
• 3


 Total Score Section 2: {{ SUM(S2\_Q1.score) }}

 Section 3 - Supportive Service for Participants - Total 30 points

 Q1. Describe how participants will be assisted to obtain and remain in permanent housing

Reference: Project Application, Question 2B Q3a

- Does the project applicant provide a plan on how they will move program participants quickly into permanent housing and maintain housing stability? (5pts)
  - 0
  - 1
  - 2
  - 3
  - 4
  - 5
  
- Does the project applicant acknowledge the needs of the target population and include plans to address those needs through current and proposed case management activities? (2pts)
  - 0
  - 1
  - 2
  
- Are the supportive services tailored to the specific needs of the target population proposed? (1pt)
  - 0
  - 1
  
- Are the supportive services readily available and accessible? (2pt)
  - 0
  - 1
  - 2
  
- Are the supportive services describe of sufficient quality and quantity to meet the needs of the target population? (2pt)
  - 0
  - 1
  - 2
  
- How the project will identify appropriate units; (1 pt)
  - 0
  - 1
  
- The project's established arrangements with other homeless service providers in the community (1pt)
  - 0
  - 1
  
- How the project will engage landlords (1 pt)
  - 0
  - 1


 Q2. What specific plan does this project have to specifically coordinate and integrate with other mainstream health, social services, and employment programs for which program participants may be eligible?

Reference Project Application, Question 4A Q3 (Up to 15 Points)

- how the project will help program participants obtain income (e.g., access to employment programs and educational opportunities) (3pts)
  - 0
  - 1
  - 2
  - 3
  
- how the supportive services provided will lead directly to program participants gaining employment, accessing SSI, SSDI, or other mainstream income streams (3pts)
  - 0
  - 1
  - 2
  - 3
  
- how the requested CoC Program funds will contribute to program participants becoming more independent (e.g. accessing Medicare, Medicaid, early childhood education) (4pts)
  - 0
  - 1
  - 2
  - 3
  - 4

 Total Score Section 3: {{ SUM(S3\_Q1.score,S3\_Q2.score) }}

 Section 5- Supplemental Project Narrative -


 1. What year was your organization designated by the IRS as a Nonprofit entity or other eligible applicant designation? (5pts)

- Organization has been functioning for 5 years
  - 0
  - 1

1 pt for every additional year

- 0
- 1
- 2
- 3
- 4

Reviewer notes \_\_\_\_\_


 2. Racial Equity must be a focus of projects working to end homelessness. Dismantling systemic racism must be a focus of the work that we do. We know that there are disparities associated with Race, Ethnicity & Gender Identity in the TX BoS CoC. Please affirm any of the actions your Organization is taking from the following list.

1 point per action the organization is taking. (5 pts)

Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes \_\_\_\_\_


 3. Consumer or participant involvement is critical to providing services that participants want, need, and will use. Please complete the following lists, by confirming activities that the project does, or will do if awarded.

1 point per activity the project does, or will do. (5 pts)

Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes \_\_\_\_\_

 4. What data did you utilize when creating your project or when considering changes to your original grant agreement?

(5 pts)

Evidence of data driven decision making (1pt)

- 0
- 1

Point in Time Count (PIT) data (1pt)

- 0
- 1

Housing Inventory Count (HIC) (1pt)

- 0
- 1


HMIS or Osniium data (1pt)

- 0
- 1

local data (1pt)

- 0
- 1

Reviewer notes \_\_\_\_\_


 5. Does your agency have the support of the Local Homelessness Coalition (LHC)? Please provide a letter from the LHC Chair if so. If you agency resides outside of the jurisdiction of a LHC, or your LHC cannot provide a letter due to a conflict of interest, please provide 2 letters of support from other community partners.


(4 pts)

Score

- 0
- 1
- 2
- 3
- 4

Reviewer notes \_\_\_\_\_

 B. Component Specific Questions For New Applicants


 1. Please describe how individuals with lived experience and project participant's provide input for project design and implementation throughout the life of the project.

Examples of a formalized system to incorporate participant voice, examples of how input has changes the project, evidence of annual participant surveys, focus groups, exit surveys, etc..(5 pts)

Score


- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes \_\_\_\_\_

 2. How many participants will the project serve when fully operational?


Not scored, informative only

Reviewer notes \_\_\_\_\_

 3. What is the cumulative number of participants that would be served over a 12 months period, if the project were operating at full capacity?


Not scored, informative only

Reviewer notes \_\_\_\_\_

 4. Calculate the rate of Housing Placements for participants. (a) What percentage of participants will be transitioned into housing while in the program, (b) please provide the equation for how to you came to that percentage as:  $(\text{numerator}/\text{denominator}) \times 100 = \text{percentage of participants}$ , (c) define the numerator and denominator, and (d) explain what data sources were used to identify those amounts.


Not scored, informative only

Reviewer notes \_\_\_\_\_

 5. Calculate the rate of Housing Retention for participants. (a) What percentage of participants will exit the project to permanent, (b) please provide the equation for how to you came to that percentage as:  $(\text{numerator}/\text{denominator}) \times 100 = \text{percentage of participants}$ , (c) define the numerator and denominator, and (d) explain what data sources were used to identify those amounts.

Not scored, informative only

Reviewer notes \_\_\_\_\_

 6. Describe how this project will ensure that participants are assisted to quickly (within 30 days) move into permanent housing. (3 pts)

Applicant describes assisting participants with housing location services (1pt)


- 0
- 1

Applicant describes assisting participants with identifying and overcoming housing barriers. (1pt)

- 0
- 1

Applicant identifies a goal of 30 or fewer days (1pt) • 0  
• 1


Reviewer notes \_\_\_\_\_

 7. Does the project plan to serve a particularly vulnerable subpopulations, and, if so, which subpopulation? How will the project tailor services to the unique needs of this subpopulation?

Does the project applicant identify services or techniques to serve the identified subpopulation beyond what would be available to the general eligible population, such as motivational interviewing, safety planning, trauma informed care, youth focused or victim focused services, or problem solving conversations?(2pts)

Score • 0  
• 1  
• 2

Reviewer notes \_\_\_\_\_

 8. Please describe the specific needs of the target subpopulation that were considered when developing the project design.

Does the project applicant adequately explain which needs of the subpopulation were considered during project design? For example, safety planning for DV survivors or victims, exiting foster care for youth, extended trauma exposure for chronically homeless. (2pts)

Score • 0  
• 1  
• 2


Reviewer notes \_\_\_\_\_

 9. Please describe the project's participation in the Coordinated Entry process.

Applicant agrees to only enrolled participants referred by the Coordinate Entry (CE) Process and describes a detailed understanding of the local CE System. i.e. accepting referrals only from the CE system, attending CE case conferencing, and attending CE-unplugged calls. (2pts)

Score • 0  
• 1  
• 2


Reviewer notes \_\_\_\_\_

 10. Describe the techniques staff uses to ensure that engagement is regular, participant trust is developed, and outreach is relationship-focused.

Does the project detail how staff strategically engage with participants to access maintain their housing and connect to other services? (5pts)

Score • 0  
• 1  
• 2  
• 3  
• 4  
• 5

Reviewer notes \_\_\_\_\_


 11. How is service delivery (a) tailored to meet the individual needs, (b) strength based, (c) trauma informed, and (d) participant centered?

Does the project applicant describe how it will incorporate evidence-based practices for client engagement? (5pts)




Score • 0  
• 1  
• 2  
• 3  
• 4  
• 5

Reviewer notes \_\_\_\_\_


 13. Please describe any conditional service participation requirements for participants to maintain assistance. (ex. Participants must attend mental health appointments, life skills groups, must meet with the case manager, must gain a job by first 3 weeks, etc.)  
Not scored, informative only

Reviewer notes \_\_\_\_\_

 14. Please describe how the project systematically keeps project staff up-to-date regarding mainstream resources available for program participants (e.g., Food Stamps, SSI, TANF) within the geographic area.  
Does the project propose a detailed plan to keep staff informed of mainstream resources for participants? (3pts)


Score • 0  
• 1  
• 2  
• 3

Reviewer notes \_\_\_\_\_

 15. Describe how the project disseminates the availability of mainstream resources and other assistance information to projects and how often.  
Does the project propose a detailed plan to provide information on mainstream resources to staff and participants? (1pt)


Score • 0  
• 1

Reviewer notes \_\_\_\_\_

 16. Describe how the project works with projects to collaborate with healthcare organizations to assist program participants with enrolling in health insurance.  
Does the project propose a detailed plan to connect participants with health insurance? (1pt)


Score • 0  
• 1


Reviewer notes \_\_\_\_\_

 17. Describe how the project provide assistance with the effective utilization of Medicaid and other health benefits.  
Does the project propose a detailed plan to utilize Medicaid and connect participant to health services? (1pt)

Score • 0  
• 1

Reviewer notes \_\_\_\_\_


 Rapid Re Housing Questions for New Applicants

 I. How do you plan to structure the rental assistance component of this project?  
Does the applicant specify that they will use a "progressive engagement model", in which the level of support is matched appropriately to the participants need? (3pts)

Score 

- 0
- 1
- 2
- 3

Reviewer notes \_\_\_\_\_

 II. How does the project support participants experiencing homelessness locate housing as quickly as possible? What supports are provided to landlords partnering with the agency?

(4pts)


Does the application provide a detailed description of how staff will overcome participant housing barriers? i.e. utilize double deposits, pay for application costs, transport participants to meet landlords, cover unit damages (3pts) 

- 0
- 1
- 2
- 3

Does the application provide a detailed description of how staff will outreach to new landlords and retain current landlords? i.e. use landlord outreach services, outreach to new landlords, maintain clear communication with current landlords, provide rental payments in a timely manner, support landlords with participant concerns (1pt) 

- 0
- 1

Reviewer notes \_\_\_\_\_


 III. Describe how this project will ensure that participants are assisted to quickly (within 30 days for CoC Bonus Projects, and within 60 days for DV Bonus Projects) move into permanent housing.

Does the participant agree with the goal of 60 days to support DV survivors or 30 days for non DV participants and does it have a plan to assist participants quickly? (3pts)

Score 

- 0
- 1
- 2
- 3

Reviewer notes \_\_\_\_\_


 New Project Final Details Q3 Does the Applicant leverage other housing resources to support this project?

Does the Applicant propose to serve at least 25% of the project participants with another housing subsidy?(10pts)

Score 

- 0
- 10

Reviewer notes \_\_\_\_\_


 New Project Final Details Q4 Does the Applicant leverage healthcare resources to support this project?


Does the Applicant match 25% of the project budget with documented healthcare resources via written commitment (upload)?(10pts)

Score 

- 0
- 10

Reviewer notes \_\_\_\_\_


 Total Score Section 5: {{ SUM(S5\_Q1.score,S5\_Q2.score,S5\_Q3.score,S5\_Q4.score,S5\_Q5.score,S5\_Q6.score,S5\_Q7.score,S5\_Q8.score,S5\_Q9.score,S5\_Q10.score,S5\_Q11.score,S5\_Q12.score,S5\_Q13.score,S5\_Q14.score,S5\_Q15.score,S5\_Q16.score,S5\_Q17.score,S5\_Q18.score,S5\_Q19.score,S5\_Q20.score) }}

 Overall Score: {{ SUM(S1\_Q1.score, S1\_Q2.score, S1\_Q3.score,S2\_Q1.score,S3\_Q1.score,S3\_Q2.score,S5\_Q1.score,S5\_Q2.score,S5\_Q3.score,S5\_Q4.score,S5\_Q5.score,S5\_Q6.score,S5\_Q7.score,S5\_Q8.score,S5\_Q9.score,S5\_Q10.score,S5\_Q11.score,S5\_Q12.score,S5\_Q13.score,S5\_Q14.score,S5\_Q15.score,S5\_Q16.score,S5\_Q17.score,S5\_Q18.score,S5\_Q19.score,S5\_20.score) }}




# IRT - Joint TH and PH-RRH

## Section 1 Applicant Experience- Total 30 Points

 Q1. Describe the experience of the applicant and potential subrecipients (if any), in effectively utilizing federal funds and performing the activities proposed in the application, given funding and time limitations. (10 points)


Reference: Project Application, Question 2B Q1

- working with and addressing the target population(s) identified housing and supportive service needs (3pts) • 0  
• 1  
• 2  
• 3
- developing and implementing relevant program systems, services, and/or residential property construction and rehabilitation (2pts) • 0  
• 1  
• 2
- identifying and securing matching funds from a variety of sources (2pts) • 0  
• 1  
• 2
- managing basic project operations including a financial accounting system (3pts) • 0  
• 1  
• 2  
• 3

 Q2. Describe the experience of the applicant and potential subrecipients (if any) in leveraging other Federal, State, local and private sector funds. (10 points)

Reference: Project Application, Question 2B Q2


- Does the project applicant provide examples of their experience in leveraging all federal, state, local, and private sector funds? (2pts) • 0  
• 1  
• 2
- ESG, HOPWA, CDBG, CoC Program, and/or HOME (3pts) • 0  
• 1  
• 2  
• 3
- State and local funding sources (3pts) • 0  
• 1  
• 2  
• 3
- Private funding sources (2pts) • 0  
• 1  
• 2

 Q3. Describe the basic organization and management structure of the applicant and subrecipients (if any). Include evidence of internal and external coordination and an adequate financial accounting system. (10 points)


Reference: Project Application, Question 2B Q3a

- Are staff and board members working together to implement the project? (1pt) • 0  
• 1
- Description of financial accounting system that will be used to administer the grant? (2pts) • 0  
• 1  
• 2

- Does the applicant state that the accounting system is compliant with the requirements listed in 2 CFR 200? (1pt) • 0  
• 1
- Does the applicant have an organization and management structure typical of a 501 (c) 3 Non-Profit? (4pts) • 0  
• 1  
• 2  
• 3  
• 4
- Does the organization and management structure seem sufficient for the proposed project? (2pts) • 0  
• 1  
• 2

 Total Score Section 1: {{ SUM(S1\_Q1.score, S1\_Q2.score, S1\_Q3.score) }}

 Section 2- Project Description - Total 20 points

 Q1. Provide a description that addresses the entire scope of the proposed project. (20 Points)

Reference Project Application, Question 3B Q1

- Does the Applicant provide a detailed description of the scope of the project including: the target population(s) to be served- (2 pts) • 0  
• 1  
• 2


- Does the Applicant provide a detailed description of the scope of the project including: project plan for addressing the identified housing and supportive service needs - (8pts) • 0  
• 1  
• 2  
• 3  
• 4  
• 5  
• 6  
• 7  
• 8


- Does the Applicant provide a detailed description of the scope of the project including: anticipated project outcome(s) - (2 pts) • 0  
• 1  
• 2

- Does the Applicant provide a detailed description of the scope of the project including: coordination with other organizations (e.g., federal, state, nonprofit) - (4 pts) • 0  
• 1  
• 2  
• 3  
• 4

- Does the Applicant provide a detailed description of the scope of the project including: the reason CoC Program funding is required - (1 pt) • 0  
• 1

- If the project will implement any service participation requirements or requirements that go beyond what is typically included in a lease agreement, does the applicant describe what those requirements are and how they will be implemented? (3 pts) • 0  
• 1  
• 2  
• 3


 Total Score Section 2: {{ SUM(S2\_Q1.score) }}

 Section 3 - Supportive Service for Participants - Total 30 points

 Q1. Describe how participants will be assisted to obtain and remain in permanent housing

Reference: Project Application, Question 2B Q3a

- Does the project applicant provide a plan on how they will move program participants quickly into permanent housing and maintain housing stability? (5pts)
  - 0
  - 1
  - 2
  - 3
  - 4
  - 5
- Does the project applicant acknowledge the needs of the target population and include plans to address those needs through current and proposed case management activities? (2pts)
  - 0
  - 1
  - 2
- Are the supportive services tailored to the specific needs of the target population proposed? (1pt)
  - 0
  - 1
- Are the supportive services readily available and accessible? (2pt)
  - 0
  - 1
  - 2
- Are the supportive services describe of sufficient quality and quantity to meet the needs of the target population? (2pt)
  - 0
  - 1
  - 2
- How the project will identify appropriate units; (1 pt)
  - 0
  - 1
- The project's established arrangements with other homeless service providers in the community (1pt)
  - 0
  - 1
- How the project will engage landlords (1 pt)
  - 0
  - 1


 Q2. What specific plan does this project have to specifically coordinate and integrate with other mainstream health, social services, and employment programs for which program participants may be eligible?

Reference Project Application, Question 4A Q3 (Up to 15 Points)

- how the project will help program participants obtain income (e.g., access to employment programs and educational opportunities) (3pts)
  - 0
  - 1
  - 2
  - 3
- how the supportive services provided will lead directly to program participants gaining employment, accessing SSI, SSDI, or other mainstream income streams (3pts)
  - 0
  - 1
  - 2
  - 3
- how the requested CoC Program funds will contribute to program participants becoming more independent (e.g. accessing Medicare, Medicaid, early childhood education) (4pts)
  - 0
  - 1
  - 2
  - 3
  - 4

 Total Score Section 3: {{ SUM(S3\_Q1.score,S3\_Q2.score) }}

 Section 5- Supplemental Project Narrative -


 1. What year was your organization designated by the IRS as a Nonprofit entity or other eligible applicant designation? (5pts)

- Organization has been functioning for 5 years
  - 0
  - 1

1 pt for every additional year

- 0
- 1
- 2
- 3
- 4

Reviewer notes \_\_\_\_\_


 2. Racial Equity must be a focus of projects working to end homelessness. Dismantling systemic racism must be a focus of the work that we do. We know that there are disparities associated with Race, Ethnicity & Gender Identity in the TX BoS CoC. Please affirm any of the actions your Organization is taking from the following list.

1 point per action the organization is taking. (5 pts)

Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes \_\_\_\_\_


 3. Consumer or participant involvement is critical to providing services that participants want, need, and will use. Please complete the following lists, by confirming activities that the project does, or will do if awarded.

1 point per activity the project does, or will do. (5 pts)

Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes \_\_\_\_\_

 4. What data did you utilize when creating your project or when considering changes to your original grant agreement?

(5 pts)

Evidence of data driven decision making (1pt)

- 0
- 1

Point in Time Count (PIT) data (1pt)

- 0
- 1

Housing Inventory Count (HIC) (1pt)

- 0
- 1


HMIS or Osniium data (1pt)

- 0
- 1

local data (1pt)

- 0
- 1

Reviewer notes \_\_\_\_\_


 5. Does your agency have the support of the Local Homelessness Coalition (LHC)? Please provide a letter from the LHC Chair if so. If you agency resides outside of the jurisdiction of a LHC, or your LHC cannot provide a letter due to a conflict of interest, please provide 2 letters of support from other community partners.


(4 pts)

Score

- 0
- 1
- 2
- 3
- 4

Reviewer notes \_\_\_\_\_

 B. Component Specific Questions For New Applicants


 1. Please describe how individuals with lived experience and project participant's provide input for project design and implementation throughout the life of the project.

Examples of a formalized system to incorporate participant voice, examples of how input has changes the project, evidence of annual participant surveys, focus groups, exit surveys, etc..(5 pts)

Score


- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes \_\_\_\_\_

 2. How many participants will the project serve when fully operational?


Not scored, informative only

Reviewer notes \_\_\_\_\_

 3. What is the cumulative number of participants that would be served over a 12 months period, if the project were operating at full capacity?


Not scored, informative only

Reviewer notes \_\_\_\_\_

 4. Calculate the rate of Housing Placements for participants. (a) What percentage of participants will be transitioned into housing while in the program, (b) please provide the equation for how to you came to that percentage as:  $(\text{numerator}/\text{denominator}) \times 100 = \text{percentage of participants}$ , (c) define the numerator and denominator, and (d) explain what data sources were used to identify those amounts.


Not scored, informative only

Reviewer notes \_\_\_\_\_

 5. Calculate the rate of Housing Retention for participants. (a) What percentage of participants will exit the project to permanent, (b) please provide the equation for how to you came to that percentage as:  $(\text{numerator}/\text{denominator}) \times 100 = \text{percentage of participants}$ , (c) define the numerator and denominator, and (d) explain what data sources were used to identify those amounts.

Not scored, informative only

Reviewer notes \_\_\_\_\_

 6. Describe how this project will ensure that participants are assisted to quickly (within 30 days) move into permanent housing. (3 pts)

Applicant describes assisting participants with housing location services (1pt)

- 0
- 1


Applicant describes assisting participants with identifying and overcoming housing barriers. (1pt)

- 0
- 1



Applicant identifies a goal of 30 or fewer days (1pt) • 0  
• 1


Reviewer notes \_\_\_\_\_

 7. Does the project plan to serve a particularly vulnerable subpopulations, and, if so, which subpopulation? How will the project tailor services to the unique needs of this subpopulation?

Does the project applicant identify services or techniques to serve the identified subpopulation beyond what would be available to the general eligible population, such as motivational interviewing, safety planning, trauma informed care, youth focused or victim focused services, or problem solving conversations?(2pts)

Score • 0  
• 1  
• 2

Reviewer notes \_\_\_\_\_

 8. Please describe the specific needs of the target subpopulation that were considered when developing the project design.

Does the project applicant adequately explain which needs of the subpopulation were considered during project design? For example, safety planning for DV survivors or victims, exiting foster care for youth, extended trauma exposure for chronically homeless. (2pts)

Score • 0  
• 1  
• 2


Reviewer notes \_\_\_\_\_

 9. Please describe the project's participation in the Coordinated Entry process.

Applicant agrees to only enrolled participants referred by the Coordinate Entry (CE) Process and describes a detailed understanding of the local CE System. i.e. accepting referrals only from the CE system, attending CE case conferencing, and attending CE-unplugged calls. (2pts)

Score • 0  
• 1  
• 2


Reviewer notes \_\_\_\_\_

 10. Describe the techniques staff uses to ensure that engagement is regular, participant trust is developed, and outreach is relationship-focused.

Does the project detail how staff strategically engage with participants to access maintain their housing and connect to other services? (5pts)

Score • 0  
• 1  
• 2  
• 3  
• 4  
• 5

Reviewer notes \_\_\_\_\_


 11. How is service delivery (a) tailored to meet the individual needs, (b) strength based, (c) trauma informed, and (d) participant centered?

Does the project applicant describe how it will incorporate evidence-based practices for client engagement? (5pts)

Score 


- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes \_\_\_\_\_

 13. Please describe any conditional service participation requirements for participants to maintain assistance. (ex. Participants must attend mental health appointments, life skills groups, must meet with the case manager, must gain a job by first 3 weeks, etc.)

Not scored, informative only

Reviewer notes \_\_\_\_\_


 14. Please describe how the project systematically keeps project staff up-to-date regarding mainstream resources available for program participants (e.g., Food Stamps, SSI, TANF) within the geographic area.

Does the project propose a detailed plan to keep staff informed of mainstream resources for participants? (3pts)

Score 

- 0
- 1
- 2
- 3

Reviewer notes \_\_\_\_\_


 15. Describe how the project disseminates the availability of mainstream resources and other assistance information to projects and how often.

Does the project propose a detailed plan to provide information on mainstream resources to staff and participants? (1pt)

Score 

- 0
- 1

Reviewer notes \_\_\_\_\_


 16. Describe how the project works with projects to collaborate with healthcare organizations to assist program participants with enrolling in health insurance.

Does the project propose a detailed plan to connect participants with health insurance? (1pt)

Score 

- 0
- 1

Reviewer notes \_\_\_\_\_


 17. Describe how the project provide assistance with the effective utilization of Medicaid and other health benefits.


Does the project propose a detailed plan to utilize Medicaid and connect participant to health services? (1pt)

Score 

- 0
- 1

Reviewer notes \_\_\_\_\_

 Rapid Re Housing Questions for New Applicants

 I. How do you plan to structure the rental assistance (RRH) component of this project?


Does the applicant specify that they will use a "progressive engagement model"? (3pts)

Score 

- 0
- 1
- 2
- 3

Reviewer notes

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 II. How does the project support participants experiencing homelessness locate housing as quickly as possible? What supports are provided to landlords partnering with the agency?

(4pts)

Does the application provide a detailed description of how staff will overcome participant housing barriers? i.e. utilize double deposits, pay for applicaiton costs, transport participants to meet landlords, cover unit damages (3pts)


- 0
- 1
- 2
- 3

Does the application provide a detailed description of how staff will outreach to new landlords and retain current landlords? i.e. use landlord outreach services, outreach to new landlords, maintain clear communication with current landlords, provide rental payments in a timely manner, support landlords with participant concerns (1pt)

- 0
- 1

Reviewer notes

---

 III. Describe how this project will ensure that participants are assisted to quickly (within 30 days for CoC Bonus Projects, and within 60 days for DV Bonus Projects) move into permanent housing.


Does the participant agree with the goal of 60 days to support DV survivors or 30 days for non DV participants and does it have a plan to assist participants quickly? (3pts)

Score


- 0
- 1
- 2
- 3

Reviewer notes

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 Joint Transitional Housing - Rapid Re Housing Additional Question for New Applicants

When considering project outcomes and achievements, please remember that participant transitions into the Transitional Housing portion of the project do not count towards participants attaining Permanent Housing. Transitional Housing is crisis housing.

 I. How does the project honor client choice in housing placement between rental assistance or transitional housing?


Does the project provide a plan to support participant choice when considering TH or RRH services? Will projects encourage participants to attain leases in their names and work with pariticipants so that they gain the skills and income to maintian their leases after project exit?(5pts)


Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes

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 Total Score Section 5: {{ SUM(S5\_Q1.score,S5\_Q2.score,S5\_Q3.score,S5\_Q4.score,S5\_Q5.score,S5\_Q6.score,S5\_Q7.score,S5\_Q8.score,S5\_Q9.score,S5\_Q10.score,S5\_Q11.score,S5\_Q12.score,S5\_Q13.score,S5\_Q14.score,S5\_Q15.score,S5\_Q16.score,S5\_Q17.score,S5\_Q18.score,S5\_Q19.score,S5\_Q20.score) }}

 Overall Score: {{ SUM(S1\_Q1.score, S1\_Q2.score, S1\_Q3.score,S2\_Q1.score,S3\_Q1.score,S3\_Q2.score,S5\_Q1.score,S5\_Q2.score,S5\_Q3.score,S5\_Q4.score,S5\_Q5.score,S5\_Q6.score,S5\_Q7.score,S5\_Q8.score,S5\_Q9.score,S5\_Q10.score,S5\_Q11.score,S5\_Q12.score,S5\_Q13.score,S5\_Q14.score,S5\_Q15.score,S5\_Q16.score,S5\_Q17.score,S5\_Q18.score,S5\_Q19.score,S5\_Q20.score) }}



# IRT - Expansion - Permanent Supportive Housing (PSH)

## Section 1- Project Description - Total 20 points

### Q1. Provide a description that addresses the entire scope of the proposed project. (20 Points)

Reference Project Application, Question 3B Q1

Does the Applicant provide a detailed description of the scope of the project including: the target population(s) to be served- (2 pts) • 0  
• 1  
• 2

Does the Applicant provide a detailed description of the scope of the project including: project plan for addressing the identified housing and supportive service needs - (8pts) • 0  
• 1  
• 2  
• 3  
• 4  
• 5  
• 6  
• 7  
• 8

Does the Applicant provide a detailed description of the scope of the project including: anticipated project outcome(s) - (2 pts) • 0  
• 1  
• 2

Does the Applicant provide a detailed description of the scope of the project including: coordination with other organizations (e.g., federal, state, nonprofit) - (4 pts) • 0  
• 1  
• 2  
• 3  
• 4

Does the Applicant provide a detailed description of the scope of the project including: the reason CoC Program funding is required - (1 pt) • 0  
• 1

If the project will implement any service participation requirements or requirements that go beyond what is typically included in a lease agreement, does the applicant describe what those requirements are and how they will be implemented? (3 pts) • 0  
• 1  
• 2  
• 3

Total Score Section 1: {{ SUM(S1\_Q1.score) }}

## Section 2- Supplemental Project Narrative -


### A. Agency Capacity Questions

1. What year was your organization designated by the IRS as a Nonprofit entity or other eligible applicant designation? (5pts)

Organization has been functioning for 5 years • 0  
• 1

1 pt for every additional year • 0  
• 1  
• 2  
• 3  
• 4


Reviewer notes \_\_\_\_\_

 2. Racial Equity must be a focus of projects working to end homelessness. Dismantling systemic racism must be a focus of the work that we do. We know that there are disparities associated with Race, Ethnicity & Gender Identity in the TX BoS CoC. Please affirm any of the actions your Organization is taking from the following list.

1 point per action the organization is taking. (5 pts)

- Score
- 0
  - 1
  - 2
  - 3
  - 4
  - 5


Reviewer notes \_\_\_\_\_

 3. Consumer or participant involvement is critical to providing services that participants want, need, and will use. Please complete the following lists, by confirming activities that the project does, or will do if awarded.

1 point per activity the project does, or will do. (5 pts)

- Score
- 0
  - 1
  - 2
  - 3
  - 4
  - 5


Reviewer notes \_\_\_\_\_

 4. What data did you utilize when creating your project or when considering changes to your original grant agreement?

(5 pts)

- Evidence of data driven decision making (1pt)
- 0
  - 1
- Point in Time Count (PIT) data (1pt)
- 0
  - 1
- Housing Inventory Count (HIC) (1pt)
- 0
  - 1
- HMIS or Osniium data (1pt)
- 0
  - 1
- local data (1pt)
- 0
  - 1

Reviewer notes \_\_\_\_\_


 5. Does your agency have the support of the Local Homelessness Coalition (LHC)? Please provide a letter from the LHC Chair if so. If you agency resides outside of the jurisdiction of a LHC, or your LHC cannot provide a letter due to a conflict of interest, please provide 2 letters of support from other community partners.

(4 pts)

- Score
- 0
  - 1
  - 2
  - 3
  - 4


Reviewer notes \_\_\_\_\_

 B. Component Specific Questions For Renewal Projects

 1. Please describe how project participants provide input for project design and implementation throughout the life of the project. Examples of a robust system to incorporate participant voice, examples of how input has changes the project, evidence of annual participant surveys, focus groups, exit surveys, etc.. (2 pts)


Score • 0  
• 1  
• 2

Reviewer notes \_\_\_\_\_

 2. Calculate the current rate of Housing Placements for participants. (a) What percentage of participants will be transitioned into housing while in the program, (b) please provide the equation for how to you came to that percentage as: (numerator/denominator)x100= percentage of participants, (c) define the numerator and denominator,(d) explain what data sources were used to identify those amounts, and (e) describe efforts of the project to increase the rate of housing placements for participants.


Not scored, informative only

Reviewer notes \_\_\_\_\_

 3. Calculate the current rate of Housing Retention for participants. (a) What percentage of participants will exit the project to permanent, (b) please provide the equation for how to you came to that percentage as: (numerator/denominator)x100= percentage of participants, (c) define the numerator and denominator, (d) explain what data sources were used to identify those amounts, and (e) describe efforts of the project to increase the rate of housing retention for participants.

Not scored, informative only

Reviewer notes \_\_\_\_\_


 4. Describe how this project works to ensure that participants are assisted to quickly (within 30 days) move into permanent housing. (3 pts)

Applicant describes assisting participants with housing location services (1pt) • 0  
• 1

Applicant describes assisting participants with identifying and overcoming housing barriers. (1pt) • 0  
• 1

Applicant identifies a goal of 30 or fewer days (1pt) • 0  
• 1


Reviewer notes \_\_\_\_\_

 5. Does the project serve particularly vulnerable subpopulation(s), and, if so, which subpopulation? How does the project tailor services to the unique needs of this subpopulation?

Does the project applicant identify services or techniques to serve the identified subpopulation beyond what would be available to the general eligible population, such as motivational interviewing, safety planning, trauma informed care, youth focused or victim focused services, or problem solving conversations?(2pts)


Score • 0  
• 1  
• 2

Reviewer notes \_\_\_\_\_

 6. Please describe the specific needs of the target subpopulation that were considered when developing the project design. Does the project applicant adequately explain which needs of the subpopulation were considered during project design? For example, safety planning for DV survivors or victims, exiting foster care for youth, extended trauma exposure for chronically homeless. (2pts)

Score • 0  
• 1  
• 2

Reviewer notes \_\_\_\_\_

 7. Please describe the project's participation in the Coordinated Entry process.


(3pts)

Participates in Community By Name Client Staffing (1pt) • 0  
• 1

Participated in Coordinated Entry Unplugged Calls (1pt) • 0  
• 1

Applicant agrees to only enrolled participants referred by the  
Coordinate Entry Process (1pt) • 0  
• 1


Reviewer notes \_\_\_\_\_

 8. Describe the techniques staff uses to ensure that engagement is regular, participant trust is developed, and outreach is relationship-focused.

Does the project detail how staff strategically engage with participants to access maintain their housing and connect to other services? (1 pt)

Score • 0  
• 1


Reviewer notes \_\_\_\_\_

 9. How is service delivery (a) tailored to meet the individual needs, (b) strength based, (c) trauma informed, and (d) participant centered?

Does the project applicant describe how it will incorporate evidence-based practices for client engagement? (2 pts)

Score • 0  
• 1  
• 2


Reviewer notes \_\_\_\_\_

 10. Does the project impose restrictions on length of participation beyond that which would be mandated by HUD? (E.g. less than 24 months of rental assistance for RRH or any restriction on length of project participation for PSH)

Does the project applicant describe restrictions on length of participation? If so, 0 points.


Score • 0  
• 5

Reviewer notes \_\_\_\_\_

 11. Please describe any service requirements for participants to maintain services. (ex. Participants must attend mental health appointments, life skills groups, must meet with the case manager, must gain a job by first 3 weeks, etc.)

Not scored, informative only

Reviewer notes \_\_\_\_\_


 12. Please describe how the project systematically keeps project staff up-to-date regarding mainstream resources available for program participants (e.g., Food Stamps, SSI, TANF) within the geographic area.

Does the project propose a detailed plan to keep staff informed of mainstream resources for participants?(1 pt)

Score • 0  
• 1

Reviewer notes \_\_\_\_\_




 13. Describe how the project disseminates the availability of mainstream resources and other assistance information to project participants and how often.

Does the project propose a detailed plan to provide information on mainstream resources to participants?(1 pt)

Score • 0  
• 1


Reviewer notes \_\_\_\_\_

 14. Describe how the project works with projects to collaborate with healthcare organizations to assist program participants with enrolling in health insurance.

Does the project propose a detailed plan to connect participants with health insurance? (1pt)

Score • 0  
• 1

Reviewer notes \_\_\_\_\_


 15. Describe how the project provide assistance with the effective utilization of Medicaid and other health benefits.

Does the project propose a detailed plan to utilize Medicaid and connect participant to health services? (1pt)

Score • 0  
• 1

Reviewer notes \_\_\_\_\_

 Permanent Supportive Housing Specific Questions for Renewal Applicants

 I. Please describe the project's Move Up/ Moving On policy and implementation plan?

(5 pts)

Does the project have an identified Move Up/ Moving On policy to assist participants who no longer need the intensive supportive services offered by PSH? (2 pts) • 0  
• 1  
• 2

Does the project have an identified source of ongoing permanent housing rental assistance for participant once they exit the project? (3 pts) • 0  
• 1  
• 2  
• 3

Reviewer notes \_\_\_\_\_


 II. Please describe any formal agreements between your agency and other community partners to meet participant needs.

(4pts)

Does the agency have a formal agreement such as a MOU? If "yes", 1 point (2pts) • 0  
• 1  
• 2

Does the agency identify how this MOU allows for increased services to participants beyond what the agency offers the general public? (2pts) • 0  
• 1  
• 2

Reviewer notes \_\_\_\_\_


 III. Please describe the data and rational used to decide if the project would be "100% Dedicated" or "DedicatedPLUS".Did the project applicant identify specific data sources and data for it's decision to choose 100% Dedicated over Dedicated Plus?

(3 pts)

Score 

- 0
- 1
- 2
- 3

Reviewer notes \_\_\_\_\_

 Please reference the Supplemental Project Narrative for the availability of the following documents, Please attach the project's Housing First policy from Project's Policies and Procedures document and provide the referencing page number

(3 pts)

Evidence of a Housing First Policy? (1pt) 

- 0
- 1

Does the policy align with the Project Application answers for questions 3B. 3a-d of the Project Application? (2 pts) 

- 0
- 1
- 2

Reviewer notes \_\_\_\_\_

 Please attach the project's Housing First policy from Project's Policies and Procedures document and provide the referencing page number

Evidence that the project staff can provide transportation services to participants? (3 pts)

Score 


- 0
- 1
- 2
- 3

Reviewer notes \_\_\_\_\_

 Please attach the project's participant contract or service agreement.

Not scored, informative only

Reviewer notes \_\_\_\_\_


 The TX BoS CoC is committed to working to avoid participant terminations whenever possible, and making every effort to avoid homelessness for terminated participants. Please describe when it would appropriate for a project to terminate a participant from services. Please attach relevant policies from the project's Policies and Procedures document.

Not scored, informative only

Reviewer notes \_\_\_\_\_

 Expansion Project Questions

Project Applicants are prohibited from using the expansion process to provide existing program participants with the same housing and services funded by the CoC Program that they are currently receiving.


 I. How will the expanded project serve new program participants?

Does the applicant describe how the project expansion will enable the project to serve a greater number of participants? (5pts)

Score 

- 0
- 1
- 2
- 3
- 4
- 5


Reviewer notes \_\_\_\_\_

 II. How will the expanded project provide new or existing program participants with an expanded level of services?

Will this expansion enable projects to better serve current participants? Does the project applicant describe which projects will be expanded? (5pts)

- Score
- 0
  - 1
  - 2
  - 3
  - 4
  - 5

Reviewer notes \_\_\_\_\_

 III. How did the applicant determine that a project expansion was needed to meet or exceed the inflow of individuals experiencing homelessness into their system? What data sources were used to make this determination?

Does the applicant identify the current community needs that justify expansion of their current project and identify data points supporting these needs? (10pts)

- Score
- 0
  - 1
  - 2
  - 3
  - 4
  - 5
  - 6
  - 7
  - 8
  - 9
  - 10


Reviewer notes \_\_\_\_\_

 New Project Final Details Q3 Does the Applicant leverage other housing resources to support this project?

Does the Applicant propose to serve at least 25% of the project participants with another housing subsidy?(10pts)

- Score
- 0
  - 10


Reviewer notes \_\_\_\_\_


 New Project Final Details Q4 Does the Applicant leverage healthcare resources to support this project?

Does the Applicant match 25% of the project budget with documented healthcare resources via written commitment (upload)?(10pts)

- Score
- 0
  - 10

Reviewer notes \_\_\_\_\_

 Total Score Section 2: {{ SUM(S2\_Q1.score,S2\_Q2.score,S2\_Q3.score,S2\_Q4.score,S2\_Q5.score,S2\_Q6.score,S2\_Q7.score,S2\_Q8.score,S2\_Q9.score,S2\_Q10.score,S2\_Q11.score,S2\_Q12.score,S2\_Q13.score,S2\_Q14.score,S2\_Q15.score,S2\_Q16.score,S2\_Q17.score,S2\_Q18.score,S2\_Q19.score,S2\_Q20.score,S2\_Q21.score,S2\_Q22.score,S2\_Q23.score,S2\_Q24.score,S2\_Q25.score) }}

 Overall Score: {{ SUM(S1\_Q1.score,S2\_Q1.score,S2\_Q2.score,S2\_Q3.score,S2\_Q4.score,S2\_Q5.score,S2\_Q6.score,S2\_Q7.score,S2\_Q8.score,S2\_Q9.score,S2\_Q10.score,S2\_Q11.score,S2\_Q12.score,S2\_Q13.score,S2\_Q14.score,S2\_Q15.score,S2\_Q16.score,S2\_Q17.score,S2\_Q18.score,S2\_Q19.score,S2\_Q20.score,S2\_Q21.score,S2\_Q22.score,S2\_Q23.score,S2\_Q24.score,S2\_Q25.score) }}

# **Completed Renewal Project Scorecard**

**PSH**

Lubbock Open Door		LOD PSH Combined		PSH				
	Where to Reference on APR	Your Answer						
Total number of Persons Served	APR: Q5a	86						
Total number of adults	APR: Q5a	86						
Total leavers	APR: Q5a	8						
Total number of adult leavers	APR: Q5a	8						
Number of Households to be served at a Point in Time from the 2019 Project Application	Reference FY19 Project Application	79						
<b>1 Targeting Hard to Serve</b>								
Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	Notes
1.1 Percent of adults with entries from homeless situations	≥95%	APR: Q15, "Total", minus "Subtotal" from "Other Locations"	83.00	97%	100-95%=10 points <95-90%=7.5 points <90= 0 points	10	10	
1.2 Percentage of Participants coming from unsheltered locations	≥40%	APR: Q15 "Place not meant for habitation" Column 1 Row 3 "Total"	76	88%	100-40% = 10 points <40-30% = 7.5 points <30% = 0 points	10	10	
1.3 Percent of adults with no income at entry	≥60%	APR Q16 "No Income" Column 1 Row 1 "Income at Start"	62	72%	100-50% = 10 points <50-40% = 7.5 points <40% = 0 points	10	10	
<i>Targeting Hard to Serve Total Score</i>						30	30	
<b>2 Access to Income-Stayers -PSH</b>								
SPM 4.1-4.3								
Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes	
2.1 Percent participants age 18 or older with increased earned income at Annual Assessment	13-15%	APR: Q19a1, Row 1, Column '9' Percent of Persons who accomplished this measure"	0.00%	100-15% = 5 points <15-08% = 2.5 points G22 <08% = 0 points	0	5	Multiple missing Annual Assessments negatively impact this metric	
2.2 Percent participants age 18 or older with increased non-employment income at Annual Assessment	40-50%	APR: Q19a1, Row 3, Column '9' Percent of Persons who accomplished this measure"	35.00%	100-50% = 5 points <50-35% = 2.5 points <35% = 0 points	2.5	5	Multiple missing Annual Assessments negatively impact this metric-	
2.3 Percent participants age 18 or older who <u>increased</u> their total income (from all sources) at Annual Assessment	45-59%	APR: Q19a1, Row 5, Column '9' Percent of Persons who accomplished this measure"	39.00%	100-59% = 5 points <59-45% = 2.5 points <45% = 0 points	0	5	Multiple missing Annual Assessments negatively impact this metric	
<i>Section Subtotal</i>						2.5	15	
<b>3 Access to Income-Leavers -PSH</b>								
SPM 4.4-4.6								
Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes	
3.1 Percent participants age 18 or older with increased earned income at exit	≥17%	APR: Q19a2, Row 1, Column '9' Percent of Persons who accomplished this measure"	0.00%	100-17% = 5 points <17-12% = 2.5 points <12% = 0 points	0	5	Missing exit assessments negatively impact this metric	
3.2 Percent participants age 18 or older with increased non-employment income at exit	≥46%	APR: Q19a2, Row 3, Column '9' Percent of Persons who accomplished this measure"	16.67%	100-40% = 5 points <40-30% = 2.5 points <30% = 0 points	0	5	Missing exit assessments negatively impact this metric	
3.3 Percent participants age 18 or older who <u>increased</u> their total income (from all sources) at project exit	≥46%	APR: Q19a2, Row 5, Column '9' Percent of Persons who accomplished this measure"	16.67%	100-50% = 5 points <50-40% = 2.5 points <40% = 0 points	0	5	Missing exit assessments negatively impact this metric	
<i>Section Subtotal</i>						0	15	

Access to Income and Benefits Total Score						2.5	30			
<b>6 Housing Stability</b>										
Scored Category	Goal	Where to Reference	Your Answer		Scoring Instructions	Score	Total Possible Points	Notes		
6.1	Percentage of participants that exited the Project successfully prior to 3 months	≤95%	APR: Q23b , Last Row "Percentage", 1st Column "Total"		100%	100-95% = 0 points <95- 90% = -5 points <90% = -10 points	0	0		
6.3	PSH: Percent participants who remained in project as of the end of the operating year or exited to PH during the operating year	≥95%	System Performance Measure 7b2 % of Successful Exits'		94%	100-95% = 20 points <95-92% = 10 points <92% = 0 points	20	20		
			N/A							0%
			N/A							
Housing Stability Total Score						20	20			
<b>7 Returns to Homelessness</b>										
Scored Category	Goal	Where to Reference	Your Answer		Point Criteria	Score	Total Possible Points	Notes		
7.1	What percentage of participants returned to homelessness in the last 2 years?	≤15%	System Performance Measure 2a-2b, Last Column "Percentage of Returns in 2 Years"		0%	0-5% = 10 points >05% - <10% = 7.5 points >10% = 0 points	10	10		
7.2	Of participants exiting in the last 12 months, what percentage returned to homelessness?	≤5%	"CUSTOM" System Performance Measure 2a-2b, 3rd Column "Percentage of Returns in less than 6 mo.		0%	0-5% = 10 points >05% - <10% = 7.5 points >10% = 0 points	10	10		
			"CUSTOM" System Performance Measure 2a-2b, 5th Column "Percentage of Returns in less than 12 mo.		0%	0-5% = 10 points >05% - <10% = 7.5 points >10% = 0 points	10	10		
Returns to Homelessness						30	30			
<b>8 Meeting Community Need</b>										
Scored Category	Goal	Where to Reference	Your Answer		Point Criteria	Score	Total Possible Points	Notes		
8.1	Of participants enrolled during the reporting period, is the average participant housed in less than 30 days?	≤30 Day Average	APR: Q22c Row 10, "Average length of time to housing" Total		34	Avg ≤30 Days = 10 points Avg 31-60 Days = 7.5 points Avg ≥60 Days= 0 points	7.5	10		
8.2	What is the Project's Average Daily bed utilization	≥95%	APR: Q08b "January" Total		79	100-95% = 10 points <95-90% = 7.5 points <90% = 0 points	10	10		
			APR: Q08b "April" Total		79					
			APR: Q08b "July" Total		79					
			APR: Q08b "October" Total		79					
Meeting Community Need Total Score						17.5	20			
<b>9 Cost Effectiveness</b>										
Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	Notes		
9.1	Does the total amount of unspent program funds from the most recently completed grant term total greater than 10% of total project awards?	≤5% unspent funds	Verify in Sage: Total funds awarded from the most recent grant term	\$567,365.00	0%	0-5% = 20 points 5-10% = 5 points <10% = 0 points	20	20		
			Verify in Sage: Total amount of funds unspent during the last grant term	\$0.00						
9.2	Money Recaptured by HUD via monitoring with in the last project year?	No	No			Yes = -10 points No = 0 points	0	0		
9.3	PSH: What Percentage of the Support Service Budget line is spent on negative housing outcomes?	>25%	APR 23a 'Total persons exiting to Permanent Housing Destinations' 'Column 1 'Total	0	6.98%	0-10% = 15 points >10-<13% =7.5 points >13% = 0	15	15		
			APR 23b 'Total persons exiting to Permanent Housing Destinations' 'Column 1 'Total	2						
			Total Support Service BU or 25% of the Total 2017 Award, whichever is greater	244295						
Cost Effectiveness Total Score						35	35			

10 HMIS Data Quality							
Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
10.1 Any Universal Data Elements with error rate larger than 5% (Except for SSN)	No	APR: Q06a, and 06b. The Data element with the largest error rate should be used for this metric. Ignore Social Security Number	0%	0% = 7.5 points >0-2% = 5 points >2-5% = 2.5 points >5% = 0 points	7.5	7.5	
10.2 Any missing Financial Assessment at Project Entry?	No	APR: Q06c "Income and Sources at Start" "Error Count"	2	0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	2.5	7.5	Missing Assessments impact multiple metrics
10.3 Any missing Financial Assessment at Annual Assessments?	No	APR: Q06c "Income and Sources at Annual Assessment" "Error Count"	4	0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	2.5	7.5	Missing Assessments impact multiple metrics
10.4 Any missing Financial Assessment at Project Exit?	No	APR: Q06c "Income and Sources at Exit" "Error Count"	2	0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	2.5	7.5	Missing Assessments impact multiple metrics
<i>HMIS Data Quality Total Score</i>					15	30	
11 Coordinated Entry Participation							
Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
11.1 All participants enrolled from January 23rd, 2018 have a VI-SPDAT Score	100%	HMIS Report	100.00%	100%-76% = 10 Points 75%-51% = 5 points 51%-25% = 2.5 points 24%-0% = 0 points	10	10	
<i>Coordinated Entry Participation Total Score</i>					10	10	
12 Continuum of Care Engagement							
Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
12 Did the Project Applicant attend a majority of the TX BoS CoC General Meeting?	51%	General Meeting Logs	100% - 80%	100% - 80% = 10 points 79% - 50% = 5 Points 49% - 0% = 0 Points	10	10	
12 Submitted all Quarterly Performance Score Cards	Yes	QPSC Submission Results	Yes	Yes = 10 Points No = 0 Points	10	10	
<i>Coordinated Entry Participation Total Score</i>					20	20	
13 General Administration							
Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
13.1 Applicant had findings in a HUD or TDHCA audit in the last 3 years	0%	Monitoring Certification	0	0 findings = 0 Points 1-3 findings = -5 Points 4+ findings = -10 Points	0	0	
<i>Supplemental Project Narrative Total Score</i>					0	0	
Prioritization Fidelity							
Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
Does the Applicant have access to the Coordinated Entry workflow in HMIS or the equivalent DV workaround in HMIS?	Yes		Yes	Yes = 10 No = 0	10	10	
<i>Prioritization Fidelity Total Score</i>					10	10	
<b>Total Score</b>					<b>190</b>	<b>235</b>	
<b>Cumulative Score out of %100</b>					<b>80.85%</b>	<b>100%</b>	

## **Scoring Summary**

**All**



	Applicant Name	Project Name (2021 GIW names or new project names) Updated for the revised application names given to projects this year.	Project Type	Renewal Scorecard	Renewal Possible	IRT 1	IRT 2	IRT Possible =IRT1+IRT 2	2021 Score or Status %
1	Homeless Network of Texas (dba Texas Homeless)	TX BoS CoC HMIS Project	HMIS	N.A	Not Scored	N.A	N.A	N.A	Not Scored
2	Mid-Coast Family Services, Inc.	Next Step Combined	PSH	197	205	N.A	N.A	N.A	96.10%
3	Odessa Links, Inc.	Project HOPE FY 2021	RRH	212.5	235	N.A	N.A	N.A	90.43%
4	Families In Crisis, Inc.	FIC_RRH_KILLEEN_FY21	RRH	185	205	N.A	N.A	N.A	90.24%
5	Women Opting for More Affordable Housing No	WOMAN, Inc. Rapid Re-Housing	RRH	180	205	N.A	N.A	N.A	87.80%
6	Neighborhood Development Corp	Homeless to Homes Program	RRH	205	235	N.A	N.A	N.A	87.23%
7	Abilene Hope Haven, Inc.	Hope Housing Services	RRH	200	235	N.A	N.A	N.A	85.11%
8	The Salvation Army - Temple, TX	The Salvation Army - CoC Rapid Rehousing Program	PSH	200	235	N.A	N.A	N.A	85.11%
9	Denton County MHMR Center	Connections PSH FY21	PSH	190	235	N.A	N.A	N.A	80.85%
10	Lubbock Open Door	Lubbock Open Door PSH Combined	PSH	190	235	N.A	N.A	N.A	80.85%
11	Abilene Hope Haven, Inc.	Hope Housing Services-PSH	PSH	185	235	N.A	N.A	N.A	78.72%
12	The Salvation Army, a Georgia Corporation	Transforming Lives	PSH	182.5	235	N.A	N.A	N.A	77.66%
13	The Gulf Coast Center	GCC Permanent Housing	PSH	180	235	N.A	N.A	N.A	76.60%
14	The Salvation Army, a Georgia Corporation	Project Bridge Rapid Rehousing	RRH	177.5	235	N.A	N.A	N.A	75.53%
15	Giving HOPE, Inc.	Renewal Project Application FY2021.2	PSH	165	235	N.A	N.A	N.A	70.21%
16	The Salvation Army - Temple, TX	The Salvation Army - CoC Permanent Supportive Housing Prog	PSH	160	235	N.A	N.A	N.A	68.09%
17	City of Texarkana	Texarkana Homeless Coalition: Doorways Home	RRH	155	235	N.A	N.A	N.A	65.96%
18	Sabine Valley Regional MHMR Center dba Comm	Fredonia Homeless and Disabled Women and Children Rapid R	RRH	117.5	235	N.A	N.A	N.A	50.00%
19	Families In Crisis, Inc.	HUD RAPID REHOUSING 3_FY21	RRH	N.A	Not Scored	N.A	N.A	N.A	Held Harmless
20	United Way of Denton County, Inc.	Denton County Coordinated Entry	SSO	N.A	Not Scored	N.A	N.A	N.A	Held Harmless
21	Mid-Coast Family Services, Inc.	Pathways	Joint	N.A	Not Scored	N.A	N.A	N.A	Held Harmless
22	The Children's Center, Inc	TCCI Pelican Island COC Project	Joint	N.A	Not Scored	N.A	N.A	N.A	Held Harmless
23	City of San Angelo	COSA Rapid Rehousing	RRH	N.A	Not Scored	N.A	N.A	N.A	Held Harmless
24	Housing Authority of the City of Laredo	Laredo Housing Authority RRH FY2021	RRH	N.A	Not Scored	N.A	N.A	N.A	Held Harmless
25	Christian Community Action	Rapid Rehousing and Rescue Services	RRH	N.A	Not Scored	N.A	N.A	N.A	Held Harmless
26	Homeless Network of Texas (dba Texas Homeless)	TX BoS COC HMIS Project FY21 Expansion	HMIS	N.A	Not Scored	N.A	N.A	N.A	Not Scored
27	Homeless Network of Texas (dba Texas Homeless)	TX BoS CoC SSO-CE	SSO	N.A	Not Scored	N.A	N.A	N.A	Not Scored
28	Lubbock Open Door	Survivor Housing TH-RRH	Joint	N.A	N.A	141	142	288	98.26%
29	West Central Texas Regional Foundation	New Housing Vision	Joint	N.A	N.A	125	133	288	89.58%
30	New Braunfels Housing Partners	Comal County CE an Continuum of Care	Joint	N.A	N.A	122	128	288	86.81%
31	City of Longview	City of Longview COC 2020	PSH	N.A	N.A	130	142	318	85.53%
32	Brown County Home Solutions Inc.	Brown County Home Solutions TH/RRH Program	Joint	N.A	N.A	127	119	288	85.42%
33	Tracy Andrus Foundation	TAF-COC Joint Component Project	Joint	N.A	N.A	120	124	288	84.72%
34	Volunteers of America	VOATX ReHouse Denton	RRH	N.A	N.A	154	113	318	83.96%
35	United Way of Denton County, Inc.	UWDC Rapid ReHousing FY2021	RRH	N.A	N.A	133	133	318	83.65%
36	Castle Cares Community Ministries Inc.	PSH Veterans	PSH	N.A	N.A	109	116	318	70.75%
37	Denton County MHMR Center	Connections PSH FY21 Expansion	PSH	N.A	N.A	94	83	252	70.24%
38	Panhandle Community Services	PCS Rapid Re-Housing	RRH	N.A	N.A	106	105	318	66.35%
39	Salvation Army, The- Grayson	TSA Grayson County RRH & CE Program	RRH	N.A	N.A	98	111	318	65.72%
40	Tracy Andrus Foundation	Heather's House Domestic Violence Safe Houses	Joint	N.A	N.A	91	86	288	61.46%

1E-5

Applications Rejected p. 2-5

Applications Reduced p. 6



Texas BoS Continuum of Care &lt;txboscoc@thn.org&gt;

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## Application Status Update

message

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**Texas BoS Continuum of Care** <txboscoc@thn.org>

Thu, Sep 23, 2021 at 4:58 PM

o: mikala.halbrook@uss.salvationarmy.org, holly.mcdonald@uss.salvationarmy.org

Good afternoon.

THN staff have determined that TSA-Galveston has submitted an incomplete application to the FY2021 Local Competition, and is ineligible to move forward in the process. TSA - Galveston submitted a Rapid Re-Housing Application in Apply, and an HMIS application in e-snaps. Because there is not a corresponding Rapid Re-Housing e-snaps application the application is considered incomplete.

Per the RFP,

"All applicants must submit a completed project application in Apply by Wednesday September 22, 2021. The content in Apply represents the complete project application. THN will not accept late or incomplete submissions. For more details regarding the content of the Apply application portal, please see Appendix B. Applicants should also review Section IV.C of this RFP."

We know that this is a disappointing outcome, and hope that you will continue to partner with the TX BoS CoC in your work to end homelessness.

Thank you,



Like what we do? Join or donate! (CFC#66268)

How am I doing?: Customer Service Survey



Texas BoS Continuum of Care &lt;txboscoc@thn.org&gt;

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## Required Technical Assistance- Project Application Status Update

1 message

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Texas BoS Continuum of Care <txboscoc@thn.org>

Fri, Sep 17, 2021 at 6:00 PM

Bcc: tfinch4816@gmail.com, mnunez@cdob.org, backtoedenonprofit@aol.com, marshatcci2902@gmail.com, lauren.pope@uss.salvationarmy.org, Jenifer.phillips@uss.salvationarmy.org, gluna@uwbc.org, housingdirector@saferpathfvs.org, megan.price@txkusa.org, ptobon@stvhope.org, emily.shafer@uss.salvationarmy.org, director@texomafamilyshelter.com, kelly@wc-et.org, marzola@casfv.org, vfleming@tcfv.org, latisha@hopeincdenton.com, gmurphy.grants@gmail.com, stacconi@hawc.org, Mary Stahlke <mary@thn.org>, Kristin Zakoor <kristin@thn.org>

Good Afternoon,

You are receiving this email because you did not attend a required Technical Assistance session with THN staff. The 2021 CoC Program RFP Section III.B.iv states,

"All New Project Applicants are required to register and attend one (1) 30-minute Technical Assistance session. This requirement applies to all New Project Applicants, including Expansion Applications. That is, any new project, including expansion project, must engage with CoC Lead Agency to clarify understanding of allowable activities and eligible costs under the CoC Program Interim Rule at 24 CFR Part 578"

The deadline for this technical Assistance was Thursday, September 16th, per the timeline in Section III.A.12.

This information was also posted prominently on the THN Competition webpage, and sent via email on Friday, September 10th to all applicants.

Applicants that miss a required deadline will not move forward to the next step in the submission process.

If you are also a renewal project applicant and submitted a renewal project Intent to Apply, this decision does not impact your renewal project submission.

If you believe that we reached this decision in error please contact [txboscoc@thn.org](mailto:txboscoc@thn.org)

Thank you,

THN Staff

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Like what we do? Join or donate! (CFC#66268)

How am I doing?: Customer Service Survey



Texas BoS Continuum of Care &lt;txboscoc@thn.org&gt;

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**Failure to Submit**

message

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**Jim Ward** <jim@thn.org>

Thu, Sep 23, 2021 at 11:07 AM

o: hilltoprecoveryministries@gmail.com, Atindell730@yahoo.com, Texas BoS Continuum of Care &lt;txboscoc@thn.org&gt;

Hi Tanya,

I am writing to inform you that you did not correctly submit your project application. Please check your emails/ including spam folders for more information from yesterday. Essentially. I see your e-snaps application, but the Apply Application was never submitted.

It looks like you created another account in Apply and started a new application that was also not finished.

This is an irreconcilable deficiency- because it was not submitted, it prevents our reviewers from processing your Application.

Your application will be amended back to you in esnaps, and is not eligible for inclusion in the priority listing.

I know this is disappointing, happy to talk more about it on the phone if you have any questions.

Jim Ward  
Director of Planning,  
Texas Balance of State Continuum of Care  
Texas Homeless Network  
Office Phone: (512) 861-2165  
3000 South IH 35 Ste. 100  
Austin, TX 78704

How am I doing?: Customer Service Survey

Texas Homeless Network Facebook Twitter



Jim Ward &lt;jim@thn.org&gt;

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## Application open in e-snaps

1 message

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**Jim Ward** <jim@thn.org>

Thu, Oct 28, 2021 at 7:46 PM

To: Stephanie Jerez-Rodriguez &lt;SJRodriguez@voatx.org&gt;

Hi Stephanie, I wanted to send this over this evening. As I mentioned to you on the phone, the budget approved your request at \$319,732. This means you will need to adjust your budget and project description/total number of clients served in e-snaps before submission to HUD for consideration. Your application has been amended back to you in esnaps for you to do that. When you have submitted the application, please let me know via email. You have some time to do that, I really don't "need it" until next week, definitely by next Friday.

If you have any questions or need any assistance, please do not hesitate to contact me.

Thanks again,

Jim Ward  
Director of Planning,  
Texas Balance of State Continuum of Care  
Texas Homeless Network  
Office Phone: (512) 861-2165  
3000 South IH 35 Ste. 100  
Austin, TX 78704

How am I doing?: [Customer Service Survey](#)

[Texas Homeless Network](#) [Facebook](#) [Twitter](#)

## 1E-5a

Priority Listing email p.2-4

Email recipients p.5-7

PPL webpage posting p. 8-9





Jim Ward &lt;jim@thn.org&gt;

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## Priority Listing Announcement

1 message

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noreply@mail.smapply.net <noreply@mail.smapply.net>  
To: jim@thn.org

Wed, Oct 27, 2021 at 4:34 PM

### Texas Homeless Network

Good Afternoon CoC Program Applicant,

We are pleased to present you with the FY 2021 TX BoS CoC Program Priority Listing for CoC Program Funds in the Texas Balance of State Continuum of Care. The Priority Listing is the list of Projects that the CoC has received applications for **and** is recommending to HUD for funding. If your project name is listed on the Priority Listing, it is being recommended to HUD. If you have any questions about this email, please reach out to [txboscoc@thn.org](mailto:txboscoc@thn.org)

The CoC Board of Directors approved this Priority Listing today. Some of the factors that were considered prior to the decision to approve this Ranking Scenario were:

- The performance of new and renewal applicants as determined by the Independent Review Team
- Prioritizing CoC Infrastructure & Maximizing Funding Opportunities under the CoC & DV Bonus opportunities
- The Board also considered the number of points that new projects would receive based on a given position in Tier 2, i.e., the mathematical advantage for the **entire** CoC based

on a given scenario, and inclusion of as many projects as possible

- How a given scenario aligned with the FY 2021 Ranking Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care

As a reminder, THN staff cannot guarantee the funding of any project. The CoC Program Competition is a national competition. It is our belief that this scenario represents the best chances for all funding requests and hope that all applications included in the FY2021 Priority Listing are funded. The Priority Listing will be announced to the public tomorrow, Thursday, October 28, 2021. THN staff are available to debrief with applicants on a by-request basis. Please reach out to [txboscoc@thn.org](mailto:txboscoc@thn.org) to schedule your debrief

Note: Applicants who believe that they have been unjustly affected by the attached priority listing have 24 hours following the receipt of this email notification to file a grievance with the CoC Board of Directors Attn: TX BoS CoC Board Chair, Daphne Adams at [txboscoc@thn.org](mailto:txboscoc@thn.org). An email clearly stating the issue and the policy which the Applicant Organization believes was violated as well as a proposed resolution is sufficient to serve as a written grievance. Please see the RFP for more information.

Thank you all for your service to your community and look forward to a continued partnership,

THN Staff

You are receiving this email from Texas Homeless Network.

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**Final\_Priority\_Listing.pdf**  
121K

5

# Emails

EMAIL SETTINGS | NOTIFICATIONS | **EMAIL LOGS**

75084855 Updated Link to FY21 CoC Priority Listing  **Wed Oct 27** 19:52:33 2021 46  46 0 0

Recipient	Email	Roles	Sent	Error	Bounced	Not Sent	Errors
Chad Wheeler	chad@opendoorlbk.org	Applicant	✓	—	—	—	—
Andrea Omojola	andrea@opendoorlbk.org	Applicant	✓	—	—	—	—
John Meier	jmeier@westcentraltexas.org	Applicant	✓	—	—	—	—
Kellie Stallings	kellie.r.stallings@gmail.com	Applicant	✓	—	—	—	—
Adrienne Arthur	aarthur@longviewtexas.gov	Applicant	✓	—	—	—	—
	cmarshall@longviewtexas.gov	Applicant	✓	—	—	—	—
Linda Heitman	connect@bchstx.org	Applicant	✓	—	—	—	—
Tracy Andrus	tandrus26@gmail.com	Applicant	✓	—	—	—	—
Stephanie Jerez-Rodriguez	sjrodriguez@voatx.org	Applicant	✓	—	—	—	—
Erica Smith	esmith@voatx.org	Applicant	✓	—	—	—	—
Elena Lusk	elena@unitedwaydenton.org	Applicant	✓	—	—	—	—
Cliff Robertson	drcliff@thewarriorsrefuge.us	Applicant	✓	—	—	—	—
Nathaniel Dears	nathand@dentonmhmr.org	Applicant	✓	—	—	—	—
Nessa Reid	janessar@dentonmhmr.org	Applicant	✓	—	—	—	—
Audra Rea	audra.rea@pcsvcs.org	Applicant	✓	—	—	—	—
BETTY KAY SCHLESINGER	bk.schlesinger@uss.salvationarmy.org	Applicant	✓	—	—	—	—

Emails | EMAIL SETTINGS | NOTIFICATIONS | **EMAIL LOGS**

Tracy Andrus	tandrus26@gmail.com	Applicant	✓	—	—	—	—
Debra Huffman	debrah@exp.net	Applicant	✓	—	—	—	—
Nathaniel Dears	nathand@dentonmhmr.org	Applicant	✓	—	—	—	—
Nessa Reid	janessar@dentonmhmr.org	Applicant	✓	—	—	—	—
Chesley Knowles	chesley.knowles@communityhealthcore.com	Applicant	✓	—	—	—	—
William Hall	doo@familiesin crisis.net	Applicant	✓	—	—	—	—
Ginny Stafford	gstafford@midcoastfamily.org	Applicant	✓	—	—	—	—
Ginny Stafford	gstafford@midcoastfamily.org	Applicant	✓	—	—	—	—
William Hall	doo@familiesin crisis.net	Applicant	✓	—	—	—	—
Christy Plemons	Christy.Plemons@uss.salvationarmy.org	Applicant	✓	—	—	—	—
Christy Plemons	Christy.Plemons@uss.salvationarmy.org	Applicant	✓	—	—	—	—
Marsha Wilson Rappaport	marshatcci2902@gmail.com	Applicant	✓	—	—	—	—
Michaelle Wormly	womaninc@pdq.net	Applicant	✓	—	—	—	—
Jessica Martinez	jmartinez@larha.org	Applicant	✓	—	—	—	—
Stephanie Garcia	sgarcia@larha.org	Applicant	✓	—	—	—	—
Erika Thomas	homelesslinks@gmail.com	Applicant	✓	—	—	—	—
Elena Lusk	elena@unitedwaydenton.org	Applicant	✓	—	—	—	—
Melissa Hollman	melissah@gulfcoastcenter.org	Applicant	✓	—	—	—	—
Chad Wheeler	chad@opendoorlbk.org	Applicant	✓	—	—	—	—

Emails | EMAIL SETTINGS | NOTIFICATIONS | EMAIL LOGS

Andrea Omojola	andrea@opendoorlbk.org	Applicant	✓	—	—	—	—
Daphne Adams	daphne.adams@ccaahelps.org	Applicant	✓	—	—	—	—
Robert Salas	robert.salas@cosatx.us	Applicant	✓	—	—	—	—
Megan Price	megan.price@txkusa.org	Applicant	✓	—	—	—	—
Alexzandra Hust	alexzandra@abilenehopehaven.org	Applicant	✓	—	—	—	—
Katherine Bisson	katherine@abilenehopehaven.org	Applicant	✓	—	—	—	—
Alexzandra Hust	alexzandra@abilenehopehaven.org	Applicant	✓	—	—	—	—
Katherine Bisson	katherine@abilenehopehaven.org	Applicant	✓	—	—	—	—
Emily Shafer	emily.shafer@uss.salvationarmy.org	Applicant	✓	—	—	—	—
Latisha Norris	latisha@hopeincdenton.com	Applicant	✓	—	—	—	—
Emily Shafer	emily.shafer@uss.salvationarmy.org	Applicant	✓	—	—	—	—

75078580	<a href="#">Priority Listing Announcement</a>	Wed Oct 27 16:33:39 2021	33	33	0	0
74954583	<a href="#">TX BoS CoC Competition: ACTION REQUIRED TAF-COC Joint Component Project Independent Review Scores Available</a>	Mon Oct 25 11:12:51 2021	1	1	0	0
74951233	<a href="#">TX BoS CoC Competition: UWDC Rapid Rehousing Program Accepted, Congratulations!</a>	Mon Oct 25 10:17:49 2021	1	1	0	0
74951056	<a href="#">Application has been assigned for FY2021 Texas Balance of State Continuum of Care Program- Local Competition- Closed for New Applications</a>	Mon Oct 25 10:13:31 2021	1	1	0	0

The Intent to Apply stage of the FY2021 TX BoS CoC Local Application process was open from Monday, July 19, 2021, at 9:00 AM, to Friday, July 30, 2021, at 4:59 PM CST. The Intent to Apply stage will re-open Monday August 30, 2021 at 12:00:00 AM to Tuesday August 31, 2021 at 11:59:59 PM CST. The Full Application will open Thursday September 2, 2021 at 12:00:00 AM and close Wednesday September 22, 2021 at 11:59:59 PM CST [To access the Intent to Apply, please visit our Competition Portal.](#) All applicants must submit an Intent to Apply for each anticipated project submission.

All new applicants must attend a required Technical Assistance session prior to 9/17/2021

[To Schedule your Technical Assistance please visit this link](#)

Visit the [Resources](#) page to view prior TX BoS CoC Program Grant Material.

## General Application Materials/Resources

### THN

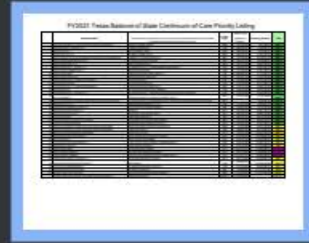
- [FY2021 Priority Project Listing](#)
- [Request for Proposals Version 2](#)
- [Competition Timeline](#)
- [FY2021 CoC Program Interest Webinar \(7/16/2021\)](#)
- [FY2021 CoC Program Interest Webinar \(8/26/2021\)](#)
- [TX BoS CoC Q&A Webinar Recording \(2:00 PM CST 9/9/2021 \(No Pre-registration required\)\)](#)
- [TX BoS CoC Q&A Webinar Recording \(3:00 PM CST 9/16/2021 \(No Pre-registration required\)\)](#)

Priority Listing.xlsx

1 / 1 | 100%

### FY21 Texas Balance of State Continuum of Care Priority Listing

	Applicant Name	Project Name (2021 GIW names or new project names) Updated for the revised application names given to projects this year.	Project Type	2021 Project Application Budget	Running Balance	Tier
1	Homeless Network of Texas (dba Texas Homeless Network)	TX BoS CoC HMIS Project	HMIS	\$ 497,418.00	\$ 497,418.00	TIER 1
2	Mid-Coast Family Services, Inc.	Next Step Combined	PSH	\$ 788,583.00	\$ 1,286,001.00	TIER 1
3	Odessa Links, Inc.	Project HOPE FY 2021	RRH	\$ 309,480.00	\$ 1,595,481.00	TIER 1
4	Families In Crisis, Inc.	FIC RRH KILLEEN FY21	RRH	\$ 690,254.00	\$ 2,285,735.00	TIER 1
5	Women Opting for More Affordable Housing Now, Inc.(WOMAN, Inc.	WOMAN, Inc. Rapid Re-Housing	RRH	\$ 124,596.00	\$ 2,410,331.00	TIER 1
6	Neighborhood Development Corp	Homeless to Homes Program	PSH	\$ 196,173.00	\$ 2,606,504.00	TIER 1
7	Abilene Hope Haven, Inc.	Hope Housing Services	RRH	\$ 276,431.00	\$ 2,882,935.00	TIER 1
8	The Salvation Army - Temple, TX	The Salvation Army - CoC Rapid Rehousing Program	RRH	\$ 168,602.00	\$ 3,051,537.00	TIER 1
9	Denton County MHMR Center	Connections PSH FY21	PSH	\$ 714,112.00	\$ 3,765,649.00	TIER 1
10	Lubbock Open Door	Lubbock Open Door PSH Combined	PSH	\$ 1,368,880.00	\$ 5,134,529.00	TIER 1
11	Abilene Hope Haven, Inc.	Hope Housing Services-PSH	PSH	\$ 221,761.00	\$ 5,356,290.00	TIER 1
12	The Salvation Army, a Georgia Corporation	Transforming Lives	PSH	\$ 161,480.00	\$ 5,517,770.00	TIER 1
13	The Gulf Coast Center	GCC Permanent Housing	PSH	\$ 623,439.00	\$ 6,141,209.00	TIER 1
14	The Salvation Army, a Georgia Corporation	Project Bridge Rapid Rehousing	RRH	\$ 315,514.00	\$ 6,456,723.00	TIER 1
15	Giving HOPE, Inc.	Renewal Project Application FY2021.2	PSH	\$ 448,600.00	\$ 6,905,323.00	TIER 1
16	The Salvation Army - Temple, TX	The Salvation Army - CoC Permanent Supportive Housing Program	PSH	\$ 150,497.00	\$ 7,055,820.00	TIER 1
17	City of Texarkana	Texarkana Homeless Coalition: Doorways Home	RRH	\$ 214,419.00	\$ 7,270,239.00	TIER 1
18	Sabine Valley Regional MHMR Center dba Community Healthcare	Fredonia Homeless and Disabled Women and Children Rapid Rehousing Combined	RRH	\$ 240,382.00	\$ 7,510,621.00	TIER 1
19	Families In Crisis, Inc.	HUD RAPID REHOUSING 3 FY21	RRH	\$ 179,213.00	\$ 7,689,834.00	TIER 1
20	United Way of Denton County, Inc.	Denton County Coordinated Entry	SSO	\$ 123,926.00	\$ 7,813,760.00	TIER 1
21	Mid-Coast Family Services, Inc.	Pathways	Joint	\$ 283,482.00	\$ 8,097,242.00	TIER 1
22	The Children's Center, Inc	TCCI Pelican Island COC Project	Joint	\$ 289,666.00	\$ 8,386,908.00	TIER 1
23	City of San Angelo	COSA Rapid Rehousing	RRH	\$ 183,270.00	\$ 8,570,178.00	TIER 1
24	Housing Authority of the City of Laredo	Laredo Housing Authority RRH FY2021	RRH	\$ 234,136.00	\$ 8,804,314.00	TIER 1
25	Christian Community Action	Rapid Rehousing and Rescue Services	RRH	\$ 415,924.00	\$ 9,220,238.00	TIER 1
26	Homeless Network of Texas (dba Texas Homeless Network)	TX BoS COC HMIS Project FY21 Expansion	HMIS	\$ 75,000.00	\$ 9,295,238.00	TIER 2
27	Homeless Network of Texas (dba Texas Homeless Network)	TX BoS CoC SSO-CE	SSO	\$ 280,000.00	\$ 9,575,238.00	TIER 2
28	West Central Texas Regional Foundation	New Housing Vision	Joint	\$ 773,021.00	\$ 10,348,259.00	TIER 2
29	New Braunfels Housing Partners	Comal County CE an Continuum of Care	Joint	\$ 421,604.00	\$ 10,769,863.00	TIER 2
30	City of Longview	City of Longview COC 2020	PSH	\$ 221,226.00	\$ 10,991,089.00	TIER 2
31	Brown County Home Solutions Inc.	Brown County Home Solutions TH/RRH Program	Joint	\$ 214,064.00	\$ 11,205,153.00	TIER 2
32	Volunteers of America	VOATX ReHouse Denton	RRH	\$ 319,732.00	\$ 11,524,885.00	TIER 2
33	Lubbock Open Door	Survivor Housing TH-RRH	Joint	\$ 1,160,795.00	\$ 12,685,680.00	DV Bonus
34	Tracy Andrus Foundation	TAF-COC Joint Component Project	Joint	\$ 681,204.00	\$ 13,366,884.00	DV Bonus
35	Tracy Andrus Foundation	Heather's House Domestic Violence Safe Houses	Joint	\$ 1,131,454.00	\$ 14,498,338.00	DV Bonus
36	United Way of Denton County, Inc.	UWDC Rapid Rehousing FY2021	RRH	\$ 583,922.00	\$ 15,082,260.00	TIER 2
37	Castle Cares Community Ministries Inc.	PSH Veterans	PSH	\$ 989,384.00	\$ 16,071,644.00	TIER 2
38	Denton County MHMR Center	Connections PSH FY21 Expansion	PSH	\$ 431,608.00	\$ 16,503,252.00	TIER 2
39	Panhandle Community Services	PCS Rapid Re-Housing	RRH	\$ 750,000.00	\$ 17,253,252.00	TIER 2
40	Salvation Army, The- Grayson	TSA Grayson County RRH & CE Program	RRH	\$ 224,396.00	\$ 17,477,648.00	TIER 2
-	Homeless Network of Texas (dba Texas Homeless Network)	TX BoS CoC Planning	Planning	\$ 1,250,000.00		Unranked



1



**3A-1a.**

**Housing Leveraging Commitments**



September 21, 2021

The City of Longview Housing Authority commits to provide a limited set aside preference and contributions of \$8,400.00 to the Continuum of Care Program for the operating year of October 1, 2022 - September 30, 2023. These contributions include office space and other facility services which will last throughout the duration of the grant term. A breakdown of aforementioned contributions is detailed below:

Office Space	\$8,400.00
--------------	------------

Per the City of Longview Housing Authority Administrative Plan, ten (10) preference slots are designated for homeless families/individuals. Once identified and pulled from the HCV wait list, these families will be connected with CoC resources/services to help ensure their success.

We look forward to supporting the Continuum of Care Program with the aforementioned contributions.

Thank you,

A handwritten signature in black ink, appearing to read 'Cheteva', with a long, sweeping underline.

Cheteva Marshall Nickerson  
Housing Executive Director  
City of Longview Housing Authority  
cmarshall@longviewtexas.gov  
(903)237-1238 (office)  
(903)237-1254 (fax)

**3A-2a.**

**Healthcare Formal Agreements**

## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered by and between **City of Longview Housing & Community Development** and **Special Health Resources for Texas, Inc.** It reflects the two organizations common goal of providing support services as matched in the following capacity.

### SCOPE OF SERVICES

Special Health Resources for Texas, Inc. will be responsible for providing support services valued in the amount of or greater than the amount of the HUD Federal rental assistance funded to residents that have been sponsored by Special Health Resources for Texas, Inc. in the Continuum of Care (CoC) Program. Services provided as match shall be: primary medical care, oral health care, mental health treatment, alcohol and substance abuse services, counseling, case management, education, and other services essential for achieving and maintaining independent living.

### PERFORMANCE MEASURES

The grantee shall agree to comply with the following terms:

1. Value of the Match Service. The value of the support services is the usual and customary state approved fee charged by Special Health Resources for Texas, Inc. for its treatment and support services according to an established fee schedule. Exhibit A provides current “Charges for Community Services.”
2. Documentation and Record Keeping. Special Health Resources for Texas, Inc. shall maintain adequate documentation of the services provided to Continuum of Care Program residents that it sponsored. Records shall be maintained so that the treatment records for any time range services have been utilized as Match can be easily accessed for review. Records shall be maintained as follows:
  - a. Special Health Resources for Texas, Inc. shall maintain detailed clinical records within the agency’s client chart of all services provided to the client and used as Match under this grant program.
  - b. Special Health Resources for Texas, Inc. shall maintain a detailed spreadsheet within its electronic management information system that pulls data from the service logs and specifies client name, service type, date of service, duration of service and service provider.
3. Reports. Special Health Resources for Texas, Inc. shall submit a statement of the value of the services annually for the APR or as is requested by the City of Longview.
4. Amendments. Any changes to program or this agreement should be submitted in writing to the Community Development Office and must be submitted no later than 15 days before the change occurs.

5. Rules and Regulations. Special Health Resources for Texas, Inc. shall comply with all local, state, and federal orders, rules, regulations and laws as they may apply. It is further agreed that Special Health Resources for Texas, Inc. is subject to the HUD Regulations 24 CFR 582.110.

**TERMS**

The term of this agreement is one year from October 01, 2021 to September 30, 2022.

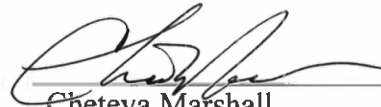


David Hayes  
Chief Executive Director  
Special Health Resources for Texas, Inc.

402 N. 7<sup>th</sup> Street  
Longview, TX 75601  
(903) 212-7807

9/16/21

Date



Cheteva Marshall  
Executive Director  
City of Longview Housing & Community  
Development

1202 N. 6<sup>th</sup> Street  
Longview, TX 75605  
(903) 237-1235

9/16/2021

Date

EXHIBIT A  
 CHARGES FOR COMMUNITY SERVICES  
 MATCH VALUES BY SERVICES TYPES  
 AS OF OCTOBER 1, 2021

SERVICES PROVIDED	NUMBERS OF UNITS BILLED	VALUE
TRANSPORTATION		
Delivery	# of units per way	\$15.00
Van Ride	# of units per way	\$15.00
CASE MANAGEMENT		
Face-to-Face	15 minute increments	\$15.00
Intake	15 minute increments	\$15.00
Assessment/Reassessment	15 minutes increments	\$15.00
Correspondence	15 minute increments	\$15.00
Other	15 minute increments	\$15.00
HEALTH CARE		
Nurse	# of units per visit	\$15.00
Doctor	# of units per visit	\$270.00
Food Voucher	Once per month	\$111.00
Education	15 minute increments	\$15.00
Dental	Per procedure	\$145.00
Lab	Per collection	\$140.00
Housing Placement	15 minute increments	\$15.00
Emergency Dental	Per treatment	\$150.00
Assistance w/HIV Medications	Per Assistance (Cost of HIV Medication)	\$5.00 - \$2,500
Substance Abuse Support Group	Per 2 hour sessions	\$150.00
Mental Health Counseling	Per 55 minute sessions	\$45.00
Mental Health Support Group	Per 2 hour sessions	\$150.00
Medical Nutrition Therapy	15 minute increments	\$42.00

BOARD OF DIRECTORS:

Lupe Tobar  
*Board Chair*

Bobby Pierce  
*Vice Chair*

Janine Wood  
*Secretary*

Danny Rivers  
*Treasurer*

Pamela Lewis  
Home Health

Roque Capetillo  
Beautician

Roger Gardner  
Manager

Enselme "Sam" Fandohan  
Finance Controller

Timothy Walsworth  
Marketing

Briana Asberry  
Disease Intervention  
Specialist

November 5, 2021

Ms. Cheteva Marshall  
Executive Director  
City of Longview Housing & Community Development  
1202 N. 6<sup>th</sup> Street  
Longview, TX 75605

Re: Continuum of Care Program

Dear Ms. Marshall:

Special Health Resources for Texas, Inc. (SHR) is pleased to participate in the Continuum of Care Program. To help meet the match requirement for the program, SHR will provide \$60,000 in healthcare match services.

We look forward in working with you.

Sincerely,



David Hayes  
Chief Executive Officer

lr

David Hayes  
Chief Executive Officer

## **Before Starting the Project Application**

**To ensure that the Project Application is completed accurately, ALL project applicants should review the following information BEFORE beginning the application.**

Things to Remember:

- Only Collaborative Applicants may apply for CoC Planning funds using this application, and only one CoC Planning application may be submitted during the FY 2021 CoC Program grant competition.
- Additional training resources can be found on the HUD.gov at [https://www.hud.gov/program\\_offices/comm\\_planning/coc](https://www.hud.gov/program_offices/comm_planning/coc).
- Questions regarding the FY 2021 CoC Program Competition process must be submitted to [CoCNOFO@hud.gov](mailto:CoCNOFO@hud.gov).
- Questions related to e-snaps functionality (e.g., password lockout, access to user's application account, updating Applicant Profile) must be submitted to [e-snaps@hud.gov](mailto:e-snaps@hud.gov).
- Project applicants are required to have a Data Universal Numbering System (DUNS) number and an active registration in the Central Contractor Registration (CCR)/System for Award management (SAM) in order to apply for funding under the Continuum of Care (CoC) Program Competition. For more information see the FY 2021 CoC Program Competition NOFO.
- To ensure that applications are considered for funding, applicants should read all sections of the FY 2021 CoC Program Competition NOFO.
- Detailed instructions can be found on the left menu within e-snaps and on the HUD Exchange. They contain comprehensive instructions and should be used in tandem with the navigational guides, which are also found on the HUD Exchange.
- Before completing the project application, all project applicants must complete or update (as applicable) the Project Applicant Profile in e-snaps, particularly the Authorized Representative and Alternate Representative forms as HUD uses this information to contact you if additional information is required (e.g., allowable technical deficiency).
- HUD reserves the right to reduce or reject any new or renewal project that fails to adhere to 24 CFR Part 578 and application requirements set forth in the FY 2021 CoC Program NOFO.



## **1A. SF-424 Application Type**

**1. Type of Submission:**

**2. Type of Application:** CoC Planning Project Application

**If Revision, select appropriate letter(s):**

**If "Other", specify:**

**3. Date Received:** 11/08/2021

**4. Applicant Identifier:**

**5a. Federal Entity Identifier:**

**5b. Federal Award Identifier:**

**6. Date Received by State:**

**7. State Application Identifier:**

# 1B. SF-424 Legal Applicant

## 8. Applicant

a. Legal Name: Homeless Network of Texas (dba Texas Homeless Network)

b. Employer/Taxpayer Identification Number (EIN/TIN): 74-2646586

	c. Organizational DUNS:	054821686	PLUS 4	
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## d. Address

Street 1: 3000 S. IH-35, Ste. 100

Street 2:

City: Austin

County: Travis

State: Texas

Country: United States

Zip / Postal Code: 78704

## e. Organizational Unit (optional)

Department Name:

Division Name:

## f. Name and contact information of person to be contacted on matters involving this application

Prefix: Mr.

First Name: Jim

Middle Name:

Last Name: Ward

Suffix:

Title: Director of Planning

Organizational Affiliation: Homeless Network of Texas (dba Texas Homeless Network)

Telephone Number: (512) 861-2165

**Extension:**

**Fax Number:** (512) 478-9077

**Email:** jim@thn.org

## 1C. SF-424 Application Details

**9. Type of Applicant:** M. Nonprofit with 501C3 IRS Status

**10. Name of Federal Agency:** Department of Housing and Urban Development

**11. Catalog of Federal Domestic Assistance Title:** CoC Program

**CFDA Number:** 14.267

**12. Funding Opportunity Number:** FR-6400-N-25

**Title:** Continuum of Care Homeless Assistance Competition

**13. Competition Identification Number:**

**Title:**

# 1D. SF-424 Congressional District(s)

14. Area(s) affected by the project (state(s) only): Texas  
(for multiple selections hold CTRL+Key)

15. Descriptive Title of Applicant's Project: TX-607 CoC Planning Application FY 2021

## 16. Congressional District(s):

a. Applicant: TX-004, TX-005, TX-031, TX-001, TX-010, TX-011, TX-013, TX-006, TX-008, TX-019, TX-021, TX-015, TX-014, TX-017, TX-027, TX-026, TX-028, TX-035, TX-023, TX-022, TX-036, TX-025, TX-034

b. Project: TX-004, TX-005, TX-031, TX-001, TX-010, TX-011, TX-013, TX-006, TX-008, TX-019, TX-021, TX-015, TX-014, TX-017, TX-027, TX-026, TX-028, TX-023, TX-035, TX-022, TX-036, TX-025, TX-034  
(for multiple selections hold CTRL+Key)

## 17. Proposed Project

a. Start Date: 03/01/2023

b. End Date: 02/29/2024

## 18. Estimated Funding (\$)

a. Federal:

b. Applicant:

c. State:

d. Local:

e. Other:

f. Program Income:

g. Total:

## 1E. SF-424 Compliance

**19. Is the Application Subject to Review By State Executive Order 12372 Process?** b. Program is subject to E.O. 12372 but has not been selected by the State for review.

**If "YES", enter the date this application was made available to the State for review:**

**20. Is the Applicant delinquent on any Federal debt?** No

**If "YES," provide an explanation:**

## 1F. SF-424 Declaration

By signing and submitting this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete, and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

I AGREE:

### 21. Authorized Representative

**Prefix:** Mr.

**First Name:** Eric

**Middle Name:**

**Last Name:** Samuels

**Suffix:**

**Title:** President & CEO

**Telephone Number:** (512) 687-5101  
(Format: 123-456-7890)

**Fax Number:** (512) 478-9077  
(Format: 123-456-7890)

**Email:** eric@thn.org

**Signature of Authorized Representative:** Considered signed upon submission in e-snaps.

**Date Signed:** 11/08/2021

# 1G. HUD 2880

**Applicant/Recipient Disclosure/Update Report - form HUD-2880**  
**U.S. Department of Housing and Urban Development**  
**OMB Approval No. 2506-0214 (exp.02/28/2022)**

## Applicant/Recipient Information

### 1. Applicant/Recipient Name, Address, and Phone

**Agency Legal Name:** Homeless Network of Texas (dba Texas Homeless Network)

**Prefix:** Mr.

**First Name:** Eric

**Middle Name:**

**Last Name:** Samuels

**Suffix:**

**Title:** President & CEO

**Organizational Affiliation:** Homeless Network of Texas (dba Texas Homeless Network)

**Telephone Number:** (512) 687-5101

**Extension:**

**Email:** eric@thn.org

**City:** Austin

**County:** Travis

**State:** Texas

**Country:** United States

**Zip/Postal Code:** 78704

**2. Employer ID Number (EIN):** 74-2646586

**3. HUD Program:** Continuum of Care Program

### 4. Amount of HUD Assistance Requested/Received



**4a. Total Amount Requested for this project: \$1,250,000**

(Requested amounts will be automatically entered within applications)

**5. State the name and location (street address, city and state) of the project or activity:** TX-607 CoC Planning Application FY 2021 3000 S. IH-35, Ste. 100 Austin Texas

Refer to project name, addresses and CoC Project Identifying Number (PIN) entered into the attached project application.

**Part I Threshold Determinations**

**1. Are you applying for assistance for a specific project or activity?** Yes  
(For further information, see 24 CFR Sec. 4.3).

**2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9.** Yes

**Part II Other Government Assistance Provided or Requested/Expected Sources and Use of Funds**

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/Local Agency Name and Address	Type of Assistance	Amount Requested / Provided	Expected Uses of the Funds
Texas Dept. of Housing and Community Affairs, P.O. Box 13941, Austin, TX 78711-3941	Emergency Solutions Grant-CARES Act (ESG-CV-1)	\$32,500.00	cash match
Texas Dept. of State Health Services, P.O. Box 149347, Austin, TX 78714-9347	Projects for Assistance in Transition from Homelessness (PATH) grant funds	\$91,750.00	cash match
Texas Dept. of Housing and Community Affairs, P.O. Box 13941, Austin, TX 78711-3941	Community Services Block Grant (CSBG) funds	\$23,000.00	cash match
Homeless Network of Texas dba Texas Homeless Network, 3000 S. IH-35, Suite 100, Austin, TX 78704	Cash	\$313,500.00	cash match
Homeless Network of Texas dba Texas Homeless Network, 3000 S. IH-35, Suite 100, Austin, TX 78704	HMIS user licenses	\$64,855.00	cash match

Part III Interested Parties

You must disclose:

- 1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
- 2. any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)	Social Security No. or Employee ID No.	Type of Participation	Financial Interest in Project/Activity (\$)	Financial Interest in Project/Activity (%)
Hanover, Rachel		Independent Review Team (IRT) Coordinator	\$6,500.00	0%
N/A		N/A	\$0.00	0%
N/A		N/A	\$0.00	0%
N/A		N/A	\$0.00	0%
N/A		N/A	\$0.00	0%

Certification

Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional nondisclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.

I certify that the information provided on this form and in any accompanying documentation is true and accurate. I acknowledge that making, presenting, submitting, or causing to be submitted a false, fictitious, or fraudulent statement, representation, or certification may result in criminal, civil, and/or administrative sanctions, including fines, penalties, and imprisonment.

I AGREE:

Name / Title of Authorized Official: Eric Samuels, President & CEO

Signature of Authorized Official: Considered signed upon submission in e-snaps.

Date Signed: 11/08/2021

# 1H. HUD 50070

## HUD 50070 Certification for a Drug Free Workplace

**Applicant Name:** Homeless Network of Texas (dba Texas Homeless Network)

**Program/Activity Receiving Federal Grant Funding:** CoC Program

**Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:**

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:	
a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.	e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
b. Establishing an on-going drug-free awareness program to inform employees --- (1) The dangers of drug abuse in the workplace (2) The Applicant's policy of maintaining a drug-free workplace; (3) Any available drug counseling, rehabilitation, and employee assistance programs; and (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.	f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted --- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;	g. Making a good faith effort to continue to maintain a drugfree workplace through implementation of paragraphs a. thru f.
d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will --- (1) Abide by the terms of the statement; and (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;	

**Sites for Work Performance.**

The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Workplaces, including addresses, entered in the attached project application. Refer to addresses entered into the attached project application.

**I certify that the information provided on this form and in any accompanying**

X

**documentation is true and accurate. I acknowledge that making, presenting, submitting, or causing to be submitted a false, fictitious, or fraudulent statement, representation, or certification may result in criminal, civil, and/or administrative sanctions, including fines, penalties, and imprisonment.**



WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §3729, 3802)

**Authorized Representative**

**Prefix:** Mr.

**First Name:** Eric

**Middle Name**

**Last Name:** Samuels

**Suffix:**

**Title:** President & CEO

**Telephone Number:** (512) 687-5101  
**(Format: 123-456-7890)**

**Fax Number:** (512) 478-9077  
**(Format: 123-456-7890)**

**Email:** eric@thn.org

**Signature of Authorized Representative:** Considered signed upon submission in e-snaps.

**Date Signed:** 11/08/2021

## **CERTIFICATION REGARDING LOBBYING**

### **Certification for Contracts, Grants, Loans, and Cooperative Agreements**

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### **Statement for Loan Guarantees and Loan Insurance**

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file

**the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.**

**I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate:**

X
---

**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)**

**Applicant's Organization:** Homeless Network of Texas (dba Texas Homeless Network)

**Name / Title of Authorized Official:** Eric Samuels, President & CEO

**Signature of Authorized Official:** Considered signed upon submission in e-snaps.

**Date Signed:** 11/08/2021

# 1J. SF-LLL

## DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352.

Approved by OMB0348-0046

HUD requires a new SF-LLL submitted with each annual CoC competition and completing this screen fulfills this requirement.

Answer "Yes" if your organization is engaged in lobbying associated with the CoC Program and answer the questions as they appear next on this screen. The requirement related to lobbying as explained in the SF-LLL instructions states: "The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action."

Answer "No" if your organization is NOT engaged in lobbying.

**Does the recipient or subrecipient of this CoC grant participate in federal lobbying activities (lobbying a federal administration or congress) in connection with the CoC Program?** No

**Legal Name:** Homeless Network of Texas (dba Texas Homeless Network)

**Street 1:** 3000 S. IH-35, Ste. 100

**Street 2:**

**City:** Austin

**County:** Travis

**State:** Texas

**Country:** United States

**Zip / Postal Code:** 78704

11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I certify that this information is true and

X

**complete.**

**Authorized Representative**

**Prefix:** Mr.

**First Name:** Eric

**Middle Name:**

**Last Name:** Samuels

**Suffix:**

**Title:** President & CEO

**Telephone Number:** (512) 687-5101  
**(Format: 123-456-7890)**

**Fax Number:** (512) 478-9077  
**(Format: 123-456-7890)**

**Email:** eric@thn.org

**Signature of Authorized Official:** Considered signed upon submission in e-snaps.

**Date Signed:** 11/08/2021



# IK. SF-424B

## (SF-424B) ASSURANCES - NON-CONSTRUCTION PROGRAMS

**OMB Number: 4040-0007**  
**Expiration Date: 02/28/2022**

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

- |    |   |
|----|---|
| 1. | Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.   |
| 2. | Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.   |
| 3. | Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.  |
| 4. | Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.  |
| 5. | Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).  |
| 6. | Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism, (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application. |
| 7. | Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.  |

- 8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
- 9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
- 10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- 11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
- 12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- 13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
- 14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
- 15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
- 16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
- 17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
- 18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
- 19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

**As the duly authorized representative of the applicant, I certify:**

**Authorized Representative for:** Homeless Network of Texas (dba Texas Homeless Network)

**Prefix:** Mr.

**First Name:** Eric

**Middle Name:**

**Last Name:** Samuels

**Suffix:**

**Title:** President & CEO

**Signature of Authorized Certifying Official:** Considered signed upon submission in e-snaps.

**Date Signed:** 11/08/2021

## 2A. Project Detail

**1. CoC Number and Name:** TX-607 - Texas Balance of State CoC

**2. Collaborative Applicant Name:** Texas Homeless Network

**3. Project Name:** TX-607 CoC Planning Application FY 2021

**4. Component Type:** CoC Planning Project Application

## 2B. Project Description

### 1. Provide a description that addresses the entire scope of the proposed project and how the Collaborative Applicant will use grant funds to comply with 24 CFR 578.7:

CoC Program funds will enable the CoC to plan, administer & conduct activities to comply w/ 24 CFR Part 578. The CoC Lead Agency (THN), CoC Board, committees, Local Homeless Coalitions (LHCs), projects & other stakeholders coordinate implementation of housing & services. CoC Planning funds are needed to continue this vital work.

Planning: The project funds positions at THN to assist CoC members to effectively operate the CoC. Positions provide project management, oversight & implementation according to the activities, management plan & schedule. FY21 funds will allow THN & the CoC to:

- 1) Implement the CoC Strategic Plan & monitor Local Action Plans to improve execution of responsibilities, access to housing & services, equitable outcomes for participants, data analysis, systems change & strategic funding allocation
- 2) Consult w/ ESG recipients on fund allocation, Coordinated Entry (CE), CoC & ESG Written Standards (WS) & evaluating outcomes
- 3) Consult w/ 40 Consolidated Plan jurisdictions & give PIT/HIC data
- 4) Conduct a PIT Count, housing inventory & gaps analysis
- 5) Facilitate CoC Program local competition & prepare Consolidated App

Requirements: The CoC's 215-county geography means THN leads activities & works w/ many agencies & 30 LHCs to carry out requirements. FY21 funds will enable that work to continue. THN supports CoC engagement and governance:

- 1) Coordinates Board elections, supporting the Board & 7 CoC committees, holding bi-monthly general member meetings, sending monthly e-newsletters & using a website & social media to inform & invite people to join
- 2) Maintains & annually reviews the Governance Charter & updates it w/ member input
- 3) Provides technical assistance (TA) & training to LHCs & projects to build skills to create a more effective housing & service system
- 4) Partners w/ CoC Program recipients to establish performance targets, monitors & evaluates performance, implements plans to improve performance & provides TA & training
- 5) Ensures adherence to WS.

Coordinating: FY21 planning funds will help THN & the CoC to plan, deliver & evaluate housing & services, including prevention, diversion, outreach, shelter & transitional, rapid re- & permanent supportive housing. THN:

- 1) Assists communities to implement CE, w/ CoC/ESG recipients
- 2) Monitors compliance w/ CE WS
- 3) Administers HMIS in compliance w/ requirements, ensures all required projects use HMIS & facilitates reporting of CoC/ESG performance. HMIS, PIT Count & housing inventory data, as well as System Perf Measures, Longitudinal Sys Analysis & gaps analyses findings, inform the CoC about performance & effectiveness & are used to make decisions.

Funds will allow the CoC to develop more partnerships w/ housing, healthcare & other mainstream partners. Also, the CoC is exploring regionalizing to empower

local communities, especially in rural areas, persons w/ lived experience & Black, Indigenous & other People of Color to more fully lead the CoC’s work.

**2. Describe the estimated schedule for the proposed activities, the management plan, and the method for assuring effective and timely completion of all work.**

Throughout the project year (3/1/2023-2/29/2024): Implement the CoC Strategic Plan; provide TA and training to project staff and LHCs; provide CoC Lead Agency staff support to CoC committees, including facilitating election of committee members; ensure compliance with program requirements through on-site and desk monitoring; administer the HMIS, maintain HMIS governance, and ensure participation in HMIS; oversee Coordinated Entry processes around the CoC; consult with ESG recipients on fund allocation, CE, written standards, performance measures, and evaluating outcomes; coordinate and collaborate with Consolidated Plan jurisdictions, based on Con Plan dates; develop LHC leadership to enhance capacity and focus on Local Action Plan goals; more effectively use System Performance Measures for our large geography; work to end veteran, youth, family, and chronic homelessness and homelessness among victims of domestic violence, dating violence, sexual assault, and stalking; maintain a website and a social media presence that invite people to join the CoC; enhance relationships with PHAs and other affordable housing providers in order to implement more homeless preferences, “move on” strategies, and in other ways increase housing providers’ involvement in ending homelessness; work more closely with mainstream service providers, including healthcare and mental health care; discuss project planning with other HMIS-required users—SSVF, PATH , RHY and HOPWA; expand involvement with local governments, Councils of Governments (CoGs), Community Action Agencies (CAAs), & Aging and Disability Resource Centers (ADRCs), to support LHCs, advance the CoC’s efforts in more counties, increase mainstream resources’ involvement, promote funding to address homelessness, and explore regionalizing the CoC; and enhance actions to address racial equity.

Monthly : Hold CoC Board Meetings, review minutes from LHC meetings, conduct performance reviews of CoC Program-funded projects that are on Quality Review Plans

Bi-monthly: Hold CoC general membership meetings

Quarterly: Evaluate outcomes for CoC Program-funded projects via APRs and data from comparable databases, Universal Data Quality checks

Annually: Review and update, as needed, the CoC Governance Charter, including CoC Policies, CoC Written Standards, CE Written Standards, and HMIS policies; evaluate outcomes for ESG Program-funded projects by consulting with recipients and subrecipients and reviewing Annual Performance Report (APR) and Consolidated Annual Performance and Evaluation (CAPER) data

July-Nov. 2023: Develop an application to HUD for CoC Program funds, on behalf of the CoC; hold Board elections

July 2023: Facilitate summer Point-in-Time (PIT) Counts with local communities

Nov. 2023-February 2024: Facilitate the annual PIT Count with local communities, conduct the Housing Inventory Count (HIC), update the gaps analysis, and complete and submit the Longitudinal Systems Analysis (LSA) and System Performance Measures (SPMs)

**Management Plan:**

THN's President/CEO, COO, and CoC Directors (of Data, Engagement & Planning) will have overall responsibility for assuring effective and timely completion of all work according to the grant agreement with HUD and including strategic planning, accomplishment of goals and objectives, and supervision of staff positions. CoC Directors will oversee planning, operations, and HMIS activities. The CFO and CoC Directors will ensure timely expenditure of funds, tracking of matching funds, and e- LOCCS draw-downs.

Progress will be assessed via monthly performance and progress evaluation meetings by CoC management; HUD-required data collection, analysis, and reporting conducted throughout the contract term; monthly updates to the CoC Board; monthly reports to the Texas Department of Housing and Community Affairs (TDHCA); bi-monthly discussions at CoC General Meetings; quarterly reports to the Texas Health and Human Services Commission (HHSC); and annual progress updates to the THN Board of Directors and the Texas Interagency Council for the Homeless (TICH). Year-end accomplishments are reported via the CoC Planning Project APR. These accountability activities will be conducted throughout the contract term.

**How Completed:**

THN, as the Collaborative Applicant, will complete the proposed activities by using the management structure and plan and by employing positions with specific job descriptions who will work in conjunction with and support the CoC Board, CoC committees, Local Homeless Coalitions, CoC general members, and other stakeholders to complete the proposed activities according to the schedule. THN staff use project management strategies and tools to plan and implement activities by specific dates, and THN's accounting system complies with 2 CFR 200.302. THN has successfully met its goals under prior years' Planning funds and expects to do so again with FY21 funds, if awarded.

**3. How will the requested funds improve or maintain the CoC's ability to evaluate the outcome of CoC and ESG projects?**

FY21 Planning funds will maintain & improve the CoC's capacity for evaluation by paying for key staff positions & the hiring of new staff members & consultants to provide specific expertise necessary for evaluating the outcomes of CoC & ESG projects, including Coordinated Entry and other federal initiatives like Emergency Housing Vouchers.

Prior Planning funds have supported an expanded staff structure, which increased capacity to evaluate outcomes. In 2020-21 the CoC Performance Coordinator provided technical assistance to projects throughout the year, including implementing a Quarterly Performance Scorecard (QPS) process to evaluate performance. Based on QPS data, projects may receive additional TA or be placed on a Quality Review Plan. COVID-19 did not allow for in-person

monitoring & evaluation, but the Coordinator performed desk monitoring. The Coordinator also supported the newly established Victim Services Provider Committee that assesses how projects meet the special needs of victims of domestic violence, dating violence, sexual assault & stalking. And the Coordinator recruited persons with lived experience of homelessness & direct service providers to join the Independent Review Team (IRT) that scored the FY21 project applications for CoC Program funds. Also, the Coordinator & Director of Planning developed the performance-based scoring methodology for the CoC Program competition. The Coordinator also serves as the main position responsible for monitoring & evaluating new projects the CoC anticipates being funded in the FY21 competition. FY21 funds would allow THN to fund those positions.

In 2020-21 the Emergency Solutions Manager expanded activities relating to evaluating the outcomes of ESG projects. The manager consulted with 7 ESG Program recipients in planning & allocating ESG funds; participated in evaluating & reporting performance of ESG recipients & subrecipients; ensured local homelessness information is communicated & addressed in Consolidated Plans; & provided technical assistance to recipients regarding best practices & how to incorporate them into each ESG component type.

In 2021 having the manager & Director of Planning positions provided the staff capacity for THN to serve as the ESG Coordinator to run the competition for State ESG-CV-1 funds allocated to the CoC. THN partnered with the Texas Department of Housing & Community Affairs (TDHCA) to design & implement the competition. THN provided technical assistance to applicants & made recommendations for funding. One goal was to move THN, as the CoC lead agency, from consulting on program design to emphasizing high performance. THN then hired an ESG Specialist & ESG Data Specialist to provide technical assistance & support to the ESG-CV-I & –II subrecipients.

In 2021, a Systems Change Manager position was created, adding to the Systems Change Specialist, CE Data Specialist & CE VISTA positions. That team evaluated the 17 regional Coordinated Entry (CE) processes in more complex & nuanced ways. The manager & the CE Data Analyst (formerly Specialist) expanded efforts to evaluate the implementation of CE & how ESG & CoC projects are compliant with CE. The positions also evaluated CE data from HMIS in partnership a) with the CoC's CE Steering Committee to guide CE Written Standards & make policy recommendations to the CoC Board; b) with local CE Planning Entities, to inform their CE policies & c) with LHCs & other community stakeholders to facilitate oversight of CE & encourage continuous improvement & high outcomes for people experiencing homelessness.

The Director of Data supervises the Data Team, including the Database Coordinator, who administer & operate the HMIS. Staff assist projects to run reports, analyze data to assess performance & provide TA & performance improvement support.

The Director of Engagement supervises the LHC Coordinator who assists LHCs to improve their organizational capacity to evaluate CoC & ESG projects' performance & CE in their communities & to operate as systems. THN staff also foster communications between LHCs & State & local ESG recipients & subs & CoC Program-funded projects in their areas.



Funds for travel costs to BoS communities would allow staff to continue providing on-site monitoring, TA & training & reach out to communities that are not active in the CoC.

Both personnel & travel activities would increase the thoroughness of monitoring & evaluation of CoC & ESG projects; enhance the strength & efficacy of local homeless planning efforts; bolster data collection & analysis capacity; address service needs & gaps; improve projects' outcomes; & improve implementation & operation of CE processes.

FY21 dollars would fund all the positions and activities described above. The CoC's massive geography and multiple communities and stakeholders mean there is always more that we need to do. With more funds we could better meet the CoC's needs and advance operations, evaluation, and strategic changes even further.

### 3A. Governance and Operations

**1. How often does the CoC conduct meetings of the full CoC membership?** Bi-Monthly

**2. Does the CoC include membership of a homeless or formerly homeless person?** Yes

**2a. For members who are homeless or formerly homeless, what role do they play in the CoC membership? (Select all that apply)**

Participates in CoC meetings:	<input checked="" type="checkbox"/>
Votes, including electing Coc Board:	<input checked="" type="checkbox"/>
Sits on CoC Board:	<input checked="" type="checkbox"/>
None:	<input type="checkbox"/>

**3. Does the CoC's governance charter incorporate written policies and procedures for each of the following**

**3a. Written agendas of CoC meetings?** Yes

**3b. Coordinated Entry? (Also known as centralized or coordinated assessment)** Yes

**3c. Process for monitoring outcomes of ESG recipients?** Yes

**3d. CoC policies and procedures?** Yes

**3e. Written process for board selection?** Yes

**3f. Code of Conduct for board members that includes a recusal process?** Yes

**3g. Written standards for administering assistance?** Yes

**4. Were there any written complaints received by the CoC in relation to project review, project selection, or other items related to 24 CFR 578.7 or 578.9 within the past 12 months?** No

### 3B. Committees

Provide information for up to five of the most active CoC-wide planning committees, subcommittees and/or workgroups, to address homeless needs in the CoC’s geographic area that recommend and set policy priorities for the CoC, including a brief description of the role and the frequency of the meetings. Only include committees, subcommittees and/or workgroups, that are directly involved in CoC-wide planning and not the regular delivery of services.

Name of Group	Role of the Group (max 750 characters)	Meeting Frequency	Name of Individuals and/or Organizations Represented
Coordinated Entry Steering Committee	The Coordinated Entry Steering Committee is a CoC wide-planning body that consists of elected representatives from each Coordinated Entry Planning Entity (CEPE) Region in the CoC. This body communicates information from CEPEs to the CoC Board and from the CoC Board to the CEPEs. This body informs local and CoC-wide policy as it relates to Coordinated Entry and is collectively responsible for implementation and evaluation of the CoCs’ Coordinated Entry process.	Monthly	Vineta Byrd, Paul Castaneda, Danny Coca, Debra Huffman, Steven Lara, Deanna Lowrey-Green, Elena Lusk, Gloria Luna, John Meier, Judith Mena, Megan Price, Wallace Revalee, Tanya Roper, Tiffany Ross, Erika Thomas, Mona Lisa Vasquez
Data Committee	The purpose of the TX BoS CoC Data Committee is to provide data-driven insight and education to multiple groups/stakeholders about homelessness in the Texas Balance of State. These groups/stakeholders are: TX BoS CoC HMIS end users, internal THN staff, and the overall Texas Balance of State Membership. The TX BoS CoC Data Committee would also be a way of providing feedback from HMIS end users on specific data matters such as HMIS Policies and Procedures, the HMIS Data Quality and Management Plan, the TX BoS HMIS Release of Information (ROI), data security, Point In Time Count information, and the TX BoS HMIS implementation.	Bi-Monthly	Reni Bavikati, Nate Dears, Madeline Fink, Veronica Hernandez, Mae Lewis, John Meier, Miguel Mireles, John Rodriguez, Tina Tetekatl, Michelle Yates, Josefa Zatarain-Flournoy
Strategic Planning Committee	The SPC formally represents CoC members in the researching & writing of the CoC’s strategic plan. They use their experience & expertise to represent the interests of their communities & of people experiencing homelessness. The SPC uses data & community input to inform the plan & they get local support for the plan. Members ensure that the plan includes components required by HUD, aligns with communities’ plans & goals, guides the CoC on setting & achieving strategic goals, improves the CoC’s & communities’ functioning as housing crisis response systems & advances the CoC’s effectiveness in preventing & ending homelessness. SPC members also assist CoC staff with reviewing & evaluating progress on the plan’s goals.	Quarterly	Katherine Bisson, Daisy Lopez, Juan Mendive, Kyle Moore, Dani Shaw, Todd Shell, Mary Stahlke, Melanie Thornton-Lewis, Jim Ward, Chad Wheeler, Shane Williamson, Marsha Wilson-Rappaport, Michelle Yates

<p>Community Investment Committee</p>	<p>The Community Investment Committee consists of two representatives from each of the six CIC regions. The goals of this committee are to assist the CoC in making decisions that ensure equitable access across the CoC to funding and professional development opportunities THN makes available to CoC members and to ensure a transparent process to stakeholders across the CoC. The CIC has reviewed and made recommendations to the CoC Board about long-standing programs such as Continuum of Care (CoC) Program and Emergency Solutions Grant Program (ESG) as well as CARES Act funds.</p>	<p>Monthly</p>	<p>Mark Bethune, Timothy R. Davenport-Herbst, Richard Dunn, Melissa Escamilla, Vashil Fernandez, William Hall, Alexandra Hust, Lauren Jones, Jessica Denise Martinez, Kristie Pustejovsky, Cliff Robertson, Mary Twitty</p>
<p>Ending Veteran Homelessness Committee</p>	<p>The Ending Veteran Homelessness (EVH) Committee brings together local, state, and regional stakeholders for ending veteran homelessness to implement and monitor a plan to end veteran homelessness across the TX BoS CoC. The EVH committee is dedicated to accomplishing the following goals: 1. Creating and executing a plan to end veteran homelessness through collaborative community efforts. 2. Creating a space in which stakeholders who work to end veteran homelessness meet regularly to discuss ideas, troubleshoot problems, and relay funding opportunities. 3. Creating a regional veteran system to meet the federal benchmarks and criteria in all six Community Investment Committee regions.</p>	<p>Monthly</p>	<p>Am. GI Forum, Comm. HealthCore, ConchoValleyHmlPngCoalition, DentonPHA, Endeavors, HincheeHouseProj, MidcoastFamSvcs, RecoveryResourceCouncil, RuralHmlNetwork, TX VetsCommission, TX VetsNetwork-AACOG, USICH, VA, WarriorsRefuge, WestCentralTXRegFdn</p>

### 4A. Sources of Match

The following list summarizes the funds that will be used as Match for the project. To add a Matching source to the list, select the icon. To view or update a Matching source already listed, select the icon.

#### Summary for Match

Total Value of Cash Commitments:	\$312,500
Total Value of In-Kind Commitments:	\$0
Total Value of All Commitments:	\$312,500

1. Will this project generate program income No described in 24 CFR 578.97 to use as Match for this project?

Type	Source	Contributor	Value of Commitments
Cash	Government	THN, from from th...	\$75,000
Cash	Government	THN, from the Tex...	\$15,000
Cash	Private	Texas Homeless Ne...	\$222,500

## Sources of Match Details

- 1. Type of commitment:** Cash
- 2. Source:** Government
- 3. Name of source:** THN, from from the Texas Health and Human Services Commission (HHSC), from Projects Assisting in Transition from Homelessness (PATH) grant funds  
**(Be as specific as possible and include the office or grant program as applicable)**
- 4. Value of Written Commitment:** \$75,000

## Sources of Match Details

- 1. Type of commitment:** Cash
- 2. Source:** Government
- 3. Name of source:** THN, from the Texas Department of Housing and Community Affairs' Community Services Block Grant (CSBG) funds  
**(Be as specific as possible and include the office or grant program as applicable)**
- 4. Value of Written Commitment:** \$15,000

## Sources of Match Details

- 1. Type of commitment:** Cash
- 2. Source:** Private
- 3. Name of source:** Texas Homeless Network  
**(Be as specific as possible and include the office or grant program as applicable)**
- 4. Value of Written Commitment:** \$222,500

## 4B. Funding Request

**1. Will it be feasible for the project to be under grant agreement by September 15, 2023?** Yes

**2. Does this project propose to allocate funds according to an indirect cost rate?** No

**3. Select a grant term:** 1 Year

**A description must be entered for Quantity. Any costs without a Quantity description will be removed from the budget.**

Eligible Costs:	Quantity AND Description (max 400 characters)	Annual Assistance Requested (Applicant)
<b>1. Coordination Activities</b>	Personnel: DirComm, LHC Coord (upto 100%), CEO, DirEngmt, GovCoord, ProgCoord, SI Mgr, SysChgCoord, SysChgMgr, VISTAProjAsst (upto 50% ea), SysChgSpec (upto 40%), DirPlng, SubpopCoord (upto 30% ea), COO, EmgcySolCoord (up to 25% ea), CFO,DirData,HR Coord (upto 15%); CoCPerfCoord (upto 10%); travel-40 cities (dup.); software; supplies; admin support; oper costs(rent,util,etc); consultant up to \$20K	\$337,500
<b>2. Project Evaluation</b>	Personnel: SysChgSpec (up to 50%), CoC Perf Coord (up to 40%), EmergSolCoord (up to 30%), DatabaseCoord (up to 25%), DirPlan, SysChgMgr, SysCHgCoord, CE Data Analyst (up to 20% ea), COO (up to 15%), SubpopCoord (up to 10%), CFO, Dir Data, HRCoord (up to 5%); travel--10 communities (duplicated); software; supplies; admin support; operations costs (rent, utilities, etc.); consultant up to \$20K	\$75,000
<b>3. Project Monitoring Activities</b>	Personnel: SysChgSpec (up to 50%), CoC PerfCoord, CE Data Analyst (up to 40% ea), EmergSolCoord (up to 30%), DatabaseCoord (up to 25%), DirPlan, DataMgr, SysChgMgr, SysChgCoord (up to 20% ea), DirData (up to 10%); CFO, HRCoord (up to 6% ea); COO, SubpopCoord (up to 5% ea); travel--20 communities (duplicated); software; supplies; admin support; operational costs (rent, utilities, etc.)	\$75,000
<b>4. Participation in the Consolidated Plan</b>	Personnel: DirEng, EmergSolCoord (up to 15% each), ProgCoord (up to 10%), DirPlan, DataMgr (up to 5% ea); CFO, HR Coord (up to 1% ea); travel--10 communities (duplicated); software; supplies; admin support; operational costs (rent, utilities, etc.)	\$25,000
<b>5. CoC Application Activities</b>	Personnel: CoC Perf Coord (up to 40%), DirPlan (up to 25%), DirEng (up to 15%), DirData, EmergSolCoord, LHC Coord, SubpopCoord, SysChgMgr, SysChgCoord, SysChgSpec (up to 10% each), COO, Gov Coord (up to 5% ea); CFO, HR Coord (up to 3% ea); supplies; admin support; operational costs (rent, utilities, etc.); application software up to \$15K; consultant up to \$5K	\$37,500
<b>6. Determining Geographical Area to Be Served by the CoC</b>	Personnel: DirEng, DirPlan, CoC PerfCoord, GovCoord, LHC Coord (up to 5% each)	\$12,500
<b>7. Developing a CoC System</b>	Prsnl: SysChgMgr, SysChgCoord, (up to 60% ea), DirComm, DirData, DataMgr, EmergSolCoord, GovCoord, SIMgr, VISTAProjAsst (up to 50% ea), COO, DirEng, CoCPerfCoord, LHCCoord, ProgCoord, SubpopCoord (up to 40% ea), CEO, DirPlan, CE DataAnlst, DatabaseCoord (up to 30% ea), SysChgSpec (up to 20%); CFO, HR Coord (up to 16% ea); travel-25 cities (dup.); software; supplies; AdminSupport; OperCosts (rent,util,etc.); consult. up to \$50K	\$500,000
<b>8. HUD Compliance Activities</b>	Personnel: CFO, HRCoord (upto 54%ea), SysChgMgr (upto 30%), DataMgr, GovCoord (upto 25%ea), CEO, DatabaseCoord, SubpopCoord (upto 20% ea), SysChgCoord (upto 15%), COO, DirData, DirEng, DirPlan CE DataAnlst, CoCPerfCoord, SysChgSpec (upto 10% ea), EmergSolCoord (up to 5%); travel—10 cities (dup.); software; supplies; admin support; operational costs (rent, utilities, etc.); consult. up to \$10K	\$187,500

<b>Total Costs Requested</b>		\$1,250,000
<b>Cash Match</b>		\$312,500
<b>In-Kind Match</b>		\$0
<b>Total Match</b>		\$312,500
<b>Total Budget</b>		\$1,562,500

**Click the 'Save' button to automatically calculate the Total Assistance**



## 5A. Attachment(s)

Document Type	Required?	Document Description	Date Attached
1. Other Attachment(s)	No		
2. Other Attachment(s)	No		

## **Attachment Details**

**Document Description:** THN 2880 Additional Part II Information

## **Attachment Details**

**Document Description:**

## 5B. Certification

### A. For all projects:

#### Fair Housing and Equal Opportunity

It will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000(d)) and regulations pursuant thereto (Title 24 CFR part I), which state that no person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance, and will immediately take any measures necessary to effectuate this agreement. With reference to the real property and structure(s) thereon which are provided or improved with the aid of Federal financial assistance extended to the applicant, this assurance shall obligate the applicant, or in the case of any transfer, transferee, for the period during which the real property and structure(s) are used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.

It will comply with the Fair Housing Act (42 U.S.C. 3601-19), as amended, and with implementing regulations at 24 CFR part 100, which prohibit discrimination in housing on the basis of race, color, religion, sex, disability, familial status or national origin.

It will comply with Executive Order 11063 on Equal Opportunity in Housing and with implementing regulations at 24 CFR Part 107 which prohibit discrimination because of race, color, creed, sex or national origin in housing and related facilities provided with Federal financial assistance.

It will comply with Executive Order 11246 and all regulations pursuant thereto (41 CFR Chapter 60-1), which state that no person shall be discriminated against on the basis of race, color, religion, sex or national origin in all phases of employment during the performance of Federal contracts and shall take affirmative action to ensure equal employment opportunity. The applicant will incorporate, or cause to be incorporated, into any contract for construction work as defined in Section 130.5 of HUD regulations the equal opportunity clause required by Section 130.15(b) of the HUD regulations.

It will comply with Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701(u)), and regulations pursuant thereto (24 CFR Part 135), which require that to the greatest extent feasible opportunities for training and employment be given to lower-income residents of the project and contracts for work in connection with the project be awarded in substantial part to persons residing in the area of the project.

It will comply with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended, and with implementing regulations at 24 CFR Part 8, which prohibit discrimination based on disability in Federally-assisted and conducted programs and activities.

It will comply with the Age Discrimination Act of 1975 (42 U.S.C. 6101-07), as amended, and implementing regulations at 24 CFR Part 146, which prohibit discrimination because of age in projects and activities receiving Federal financial assistance.

It will comply with Executive Orders 11625, 12432, and 12138, which state that program participants shall take affirmative action to encourage participation by businesses owned and operated by members of minority groups and women.

If persons of any particular race, color, religion, sex, age, national origin, familial status, or

disability who may qualify for assistance are unlikely to be reached, it will establish additional procedures to ensure that interested persons can obtain information concerning the assistance.

It will comply with the reasonable modification and accommodation requirements and, as appropriate, the accessibility requirements of the Fair Housing Act and section 504 of the Rehabilitation Act of 1973, as amended.

**1-Year Operation Rule.**

For applicants receiving assistance for CoC planning: the project will be operated for the purpose specified in the application for any year for which such assistance is provided.

**D. Explanation.**

Where the applicant is unable to certify to any of the statements in this certification, such applicant shall attach an explanation behind this page.

**Name of Authorized Certifying Official:** Eric Samuels

**Date:** 11/08/2021

**Title:** President & CEO

**Applicant Organization:** Homeless Network of Texas (dba Texas Homeless Network)

**PHA Number (For PHA Applicants Only):**

**I certify that I have been duly authorized by the applicant to submit this Applicant Certification and to ensure compliance. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties . (U.S. Code, Title 218, Section 1001).**

X

## 6A. Submission Summary

Page	Last Updated
<b>1A. SF-424 Application Type</b>	No Input Required
<b>1B. SF-424 Legal Applicant</b>	No Input Required
<b>1C. SF-424 Application Details</b>	No Input Required
<b>1D. SF-424 Congressional District(s)</b>	11/08/2021
<b>1E. SF-424 Compliance</b>	09/16/2021
<b>1F. SF-424 Declaration</b>	09/16/2021
<b>1G. HUD 2880</b>	09/16/2021
<b>1H. HUD 50070</b>	09/16/2021
<b>1I. Cert. Lobbying</b>	09/16/2021
<b>1J. SF-LLL</b>	09/16/2021

<b>IK. SF-424B</b>	09/16/2021
<b>2A. Project Detail</b>	09/16/2021
<b>2B. Description</b>	11/08/2021
<b>3A. Governance and Operations</b>	09/16/2021
<b>3B. Committees</b>	10/27/2021
<b>4A. Match</b>	11/08/2021
<b>4B. Funding Request</b>	11/08/2021
<b>5A. Attachment(s)</b>	No Input Required
<b>5B. Certification</b>	10/24/2021