

Texas Balance of State Continuum of Care

The TX BoS CoC is Seeking Public Comment on

Conditional Inclusion Policy and Procedure for Continuum of Care Program Funds in the Texas Balance State Continuum of Care

The TX BoS CoC is seeking public comment on proposed changes to the *Conditional Inclusion Policy and Procedure for Continuum of Care Program Funds in the Texas Balance State Continuum of Care* (Conditional Inclusion Policy). A public comment period allows stakeholders to review proposed policy, procedure, and statutory compliance implementation and provide feedback based on experience and expertise.

The document(s) with proposed changes can be found here:

<https://www.thn.org/texas-balance-state-continuum-care/get-involved/texas-balance-of-state-public-comment-portal/>

An electronic public comment form can be found here: <https://forms.gle/jvPT5w5X1bD1VCsA9>

Comments received after 4:59pm, CST on *Wednesday, March 29, 2023* will not be accepted.

Written comments may be submitted, in hard copy/fax or electronic formats to:

Texas Homeless Network
Attn: Jim Ward
3000 S. IH 35 Ste 100
Austin TX, 78704
Fax: 512-478-9077
Email: jim@thn.org

This Public Comment Period closes on *Wednesday, March 29, 2023* at 4:59 P.M.

Texas Balance of State Continuum of Care

Introduction:

THN, as Lead Agency for the Texas Balance of State Continuum of Care is recommending changes to the Conditional Inclusion Policy approved by the CoC Board on December 18, 2020. The recommended changes ensure the policy reflects changes to the THN Staffing Structure

Summary of Changes

There are no substantive changes to this policy or procedure. Changes to the policy reflect current staffing structure and edit to style, syntax or grammar. Please note that the footnotes in the proposed documents may be updated to accurately reflect the correct location of source material following adoption of the finalized policy. Several versions of the policy follow.

1. The proposed policy with changes
2. The proposed policy with changes to the document in-line
3. The current policy

For questions about this public comment process, or for assistance with giving public comment, please contact *Jim Ward, Assistant Director of Planning* at jim@thn.org or (512) 861-2165

Texas Balance of State Continuum of Care

Conditional Inclusion Policy and Procedure for Continuum of Care Program Funds in the Texas Balance State Continuum of Care

Purpose of this Policy

Texas Homeless Network (THN) is the Collaborative Applicant and Continuum of Care (CoC) Lead Agency for the Texas Balance of State Continuum of Care (TX BoS CoC). THN facilitates the local application process/competition in the TX BoS CoC for U.S. Department of Housing and Urban Development (HUD) Continuum of Care (CoC) Program funds. In an effort to host a clear and transparent process, the TX BoS CoC has adopted the following policies related to the conditional inclusion of Renewal Project Applications on the TX BoS CoC Project Listing.

Performance Monitoring in TX BoS CoC

Renewal Project Applicants are in a unique position in the TX BoS CoC because it is possible to measure Renewal Project performance against HUD expectations and performance benchmarks due to the presence of data. Indeed, measuring performance against CoC benchmarks and other similar projects is a primary function of the ongoing performance monitoring and the local CoC Program Competition. HUD expects CoCs to set and maintain performance metrics, evaluate outcomes, and take action against poor performers¹. All CoC Program funded projects in operation in the TX Balance of State are intended to meet performance metrics, and the TX BoS CoC provides support to those that do not.

Conditional Inclusion Policy

Renewal Projects will be conditionally included in the Priority Listing for the TX BoS CoC for the current Continuum of Care Program Competition should the project meet either of the following criteria:

- Renewal Projects that score 70% of the highest-ranking Renewal Projects or
- The lowest scoring Renewal Project of each component type.

Projects conditionally included in the Priority Listing for the current competition will be considered for involuntary reallocation² in the following competition by the TX BoS CoC Board of Directors. THN will support conditionally included projects in improving performance, compliance, and/or spending through the development of the Quality Review Plan (QRP) and the provision of technical assistance. Whether the Renewal Project is included in the following year's Priority Listing, i.e., not involuntarily reallocated, is dependent on the project demonstrating measurable improvement in performance, compliance, and/or spending, developing a QRP, and being receptive to technical assistance.

¹ This is described further in the "Reallocation Policies and Procedures for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care

² For more information about reallocation, refer to the "Reallocation Policies and Procedures for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care."

Texas Balance of State Continuum of Care

Conditional Inclusion Procedure

After ranking, the Director of Planning, will notify projects that were conditionally included in the Priority Listing. The Director of Planning will carbon copy (cc) the TX BoS CoC Board Chair on this notice of Conditional Inclusion. THN will notify the appropriate Department of Housing and Urban Development Field Office Representative regarding the conditional inclusion status of the project and the risk of involuntary reallocation during the following competition.

Projects who are conditionally included in the Priority Listing will develop a QRP to address performance issues. This plan will be developed by Project Staff in close coordination with the TX BoS CoC Performance Coordinator. The Project and the CoC Performance Coordinator will meet monthly, at minimum, to review progress on the QRP. Projects subject to a conditional renewal will be expected to participate in the QRP until the Project no longer meets the threshold requirements for a conditional inclusion or the project is fully reallocated.

Projects who are conditionally included receive priority for on-site technical assistance. In addition to the QRP, projects also complete the Quarterly Performance Scorecard, which is required of all projects. The purpose of the Quarterly Performance Scorecard is to determine performance over time rather than just assessing performance during the CoC Program Competition with the competition scorecard, which was how performance monitoring was done in the TX BoS CoC previously.

The project must demonstrate measurable improvement in project performance, regulatory compliance, or spending and a willingness to access and implement technical assistance. If projects do not make satisfactory progress, they risk involuntary reallocation. All projects subject to conditional inclusion will be presented to the TX BoS CoC Board of Directors for consideration of involuntary reallocation prior to the second CoC Program Competition following the competition where that project was subject to the Conditional Inclusion Policy. Projects will be notified in advance of the meeting where reallocation will be discussed.

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Texas Balance of State Continuum of Care

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*****This policy was approved by the Texas Balance of State Continuum of Care Board of Directors 11/18/2020 and made publicly available at thn.org on 12/10/2020**