

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."

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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.