August 2013 Steering Committee Meeting

Table of Contents

Agenda ....................................................................................................................................................... 2
Success Story ................................................................................................................................................. 4
July Meeting Minutes .................................................................................................................................. 5
Lead Agency Report .................................................................................................................................... 8
Coordinated Access/HUD TA Update ......................................................................................................... 9
Eligibility/Prioritization Policies & Housing Referral Guidance Recommendations ...................................... 19
Eligibility/Prioritization Policies .................................................................................................................. 20
Housing Referral Guidance .......................................................................................................................... 22
Recommendation To Rescind The Voluntary Conversion Of SSO Grants To Coordinated Access ............... 23
Recommendation To Remove Bonus Points From Renewal Evaluation And Criteria Scoring Tool .............. 24
Revised Renewal Evaluation Criteria and Scoring Tool .................................................................................. 25
NOFA Timeline Update ................................................................................................................................ 28
I. Call to Order
   a) Welcome by and Overview of HACS – Joe Fuentes, HACS CEO
   b) Roll Call
II. Success Stories
III. Approval of Minutes:
   a) July 11, 2013 CoC Steering Committee Meeting
IV. Lead Agency Report
V. Old Business
   a) Coordinated Access
      • Overview of Requirements per the CoC Regulations
      • Approval of Eligibility/Prioritization Policies (Resolution No. 8) and Housing Referral Guidance Drafts (Resolution No. 9)
      • Rescind Bonus Points for Voluntary Conversion of Supportive Services Only grants to Coordinated Access (Resolution No. 10)
      • Next Steps
VI. New Business
   a) 2013 CoC Grant Update
      • Update on renewal evaluation process
      • Approval of Revised Renewal Evaluation Criteria and Scoring Tool (Resolution No. 11)
      • NOFA Timeline Update
      • Grant Inventory Worksheet process
VII. Public Comments
VIII. Adjournment

Next Steering Committee Meeting
Thursday, September 12, 2013
3:30 pm
Neighborhood Resource Center
815 Crosby Street
**2012-2013 CoC Action Plan**

1. Create a new service delivery model that allows services to be provided in-home or in close proximity to housing throughout the Houston, Harris County and Fort Bend County region by December 2013.

2. Create 2500 Permanent Supportive Housing Units targeted to the chronically homeless and frequent users of services by December 2015.

3. Rebalance the homeless response system based on need (as determined by data analysis) primarily through the reallocation and alignment of funding resources by December 2015.

4. Create and implement a coordinated assessment and triage system to connect people experiencing or at-risk of homelessness to the most appropriate housing model based on the agreed upon definitions and target criteria by 2014.

5. Implement a Change Management Process to minimize the change impacts and avoid distractions.
Roy Jackson
- VI score of 4 – more than 2 years on the streets
- Reports visiting the ER 7 times in the last three months
- Heart disease, Diabetes, serious head injury
- Has Medicaid
- Had a seizure during the first interview
- In and out of Star of Hope Shelter

Mary Cooks
- VI score of 3 – more than 10 years on streets; 82 years old
- Reports 2 inpatient stays in last year
- Kidney Disease, Heart disease, Cancer
- Has Medicare
- In and out of Star of Hope Shelter
- Had rental assistance for one month of housing, left after two months due to lack of supports
Steering Committee Meeting

July 11, 2013

Minutes

Present: Thao Costis (Provider Rep), Tory Gunsolley (Houston Housing Authority), Donna Herron (Consumer Rep), Marilynn Kindell (Fort Bend County), Daphne Lemelle (Harris County), Tom McCasland (Harris County Housing Authority), Celene Meyer (Funders Together) and Marilyn Brown (Lead Agency Staff)

Absent: Barbara Dawson (MHMRA), Rebecca Kennedy (Pasadena), Rebecca Landes (Provider Rep), Dr. Laura Marsh (VA), Neal Rackleff (COH) and Stephen Williams (CFTH)

The meeting of the Continuum of Care (CoC) Steering Committee was held on July 11, 2013 at the Neighborhood Resource Center, 815 Crosby Street pursuant to proper notification of all Steering Committee members.

Welcome and Introductions
Chairman Tory Gunsolley called the meeting to order at 3:37 pm. Secretary Celene Meyer conducted roll call. Brown announced that it was her understanding that Rebekah Kennedy is no longer with the City of Pasadena. Therefore, a replacement for that seat needs to be identified.

Announcement
Melody Barr from the City of Houston announced that HUD Secretary Shaun Donovan called the Mayor to discuss ESG funds. A follow up call was held between Assistant Secretary Mark Johnson and Neal Rackleff during which a request for technical assistance for sub recipients of City of Houston ESG program was made.

Approval of Minutes
Minutes from June 13, 2013 were presented. A motion was made (McCasland) and seconded (Herron) to approve the minutes as presented. Motion was approved.

Lead Agency Report –Presented by Marilyn Brown
Work Group Activities
• An overview of the following workgroup meetings was reported:
• Grant Strategy Workgroup met on July 1. Presentation to be made during New Business.
• Coordinated Access Planning met on July 9. Presentation to be made during New Business.
• Consumer Advisory Council is hosting a consumer forum on Friday August 2.
Homeless Services Coordinating Council next meeting is August 7th. There was no July meeting due to holiday.

CoC Grant
- Housing Innovations is the recipient of the CoC Grant Manager RFP. Howard Burchman with Housing Innovations attended the meeting via telephone and was introduced to the committee.
- An email from Ann Oliva was distributed about SNAPS planning for the 2013 NOFA. One CPD will send one email per week for ten weeks leading up to the NOFA. The expectation is that the NOFA may be released around September 9, 2013.

HMIS
- HMIS support committee elected new members and has 13 total members.

PIT, HIC, Needs Assessment
- A summer sheltered count will be taken during the week of July 29th to determine what effect the summer weather has on the number of street homeless who seek shelter.

HUD Technical Assistance Activities
- Suzanne Wagner will be in town on August 7th and 8th to work on Coordinated Assessment and will attend the August CoC Steering Committee meeting.

Other CoC Activities
- A list of the Houston area attendees to the NAEH Conference was presented.

Informational Updates
- A Houston Chronicle article featuring Tom McCasland was distributed.
- A memo giving an update on the federal funding was distributed.

Old Business
- An informational memo on the progress of the implementation of Coordinated Access and the update of the number of people housed from the V.I. list. Two challenges that have arisen are:
  - Locating individuals on the street once housing is available and
  - The differences in common language and timing as to reporting when someone is housed.
- These challenges are being addressed so that consistency and accuracy in reporting can be accomplished.

New Business
- 2013 CoC Grant
  - Howard Burchman of Housing Innovations introduced himself and his organization. He reviewed the proposed work plan and timeline for the 2013 CoC grant.
Burchman then led a discussion of the 2013 Houston/Harris County CoC Renewal Evaluation Criteria and Scoring Tool. It was agreed that an Instruction Sheet should be created and that the specific source for each Program Performance Criteria be listed on the Tool. With these additions, a motion was made (Lemelle) and seconded (Kindell) to approve the tool. The motion was approved unanimously.

- Coordinated Access
  - The Recommended Eligibility and Prioritization Policies and Housing Referral Guidance documents were presented to the CoC Steering Committee for review. These documents will be presented for approval at the August Steering Committee meeting.

- Approval of Grant Request for Planning Grant
  - A request was made that the CoC Steering Committee approve the Coalition for the Homeless as lead agency to sign an M.O.U. to participate in a collaborative planning grant to Develop a Model Intervention for Youth/Young Adults with Child Welfare Involvement who are At-Risk of Homelessness. A motion was made (Costis) and seconded (Meyer). The motion was approved unanimously.

- Steering Committee Strategic Planning Retreat
  - A poll of optional dates for a strategic planning retreat of the Steering Committee was distributed. In anticipation of the retreat, Gunsolley requested that Brown send an updated list of current committees to all Steering Committee members.

- Lemelle reported that media interest has increased on Earl Hatcher Commons and that her department has developed a Fact Sheet and FAQs which she will forward to all Steering Committee members.

Public Comments

- There were no public comments.

Adjournment

A motion to adjourn was made (Costis) and seconded (Meyer). Upon approval, the meeting was adjourned.

Respectfully Submitted,                        Approved,

______________________________            __________________________
Celene Meyer, Secretary               Tory Gunsolley, Chairman

____________________________________
Date
A. Work Group Activities
   a. Networks, Initiatives and Affinity Groups
      i. Homeless Services Coordinating Council
         1. Met on August 7 – Panel Discussion on Connecting to Mainstream Services
      ii. Consumer Advisory Council
          1. Met on July 26th.
          2. Hosted a Consumer Input Forum on August 2nd. Topics of discussion included an update on the system change and aggressive panhandling
     iii. Coordinated Access Planning
          1. Met on August 7th. Information to be shared in Old Business
     iv. Mayor’s Leadership Team
          1. Held first meeting August 7

B. CoC Grant
   a. Complete report during New Business

C. Point in Time Count
   a. Coalition performed a Summer Shelter Count to see if the summer heat impacts number of people who seek shelter. Summer Sheltered number is 2029 compared to Winter Sheltered number of 3398.

D. Other CoC Activities
   a. NAEH Conference
      i. Coalition is hosting a Conference Debrief on Friday, August 9th from 9 – 11 for those who attended the conference.

E. Informational Updates
   a. Latest on Federal Funding
      Sad to say but last week was not a good week in DC. The Senate Republicans succeeded in blocking the Housing funding bill, with only one Republican in the Senate (Susan Collins of Maine) voting to allow it be voted on. The House also weren’t able to get a vote on their Housing funding bill, though that could be seen as a good thing, as their bill was drastically lower than the Senate levels, and the Republican House leadership didn't have the votes as moderate Republicans bailed. One good thing is the dangerous amendments like the Coburn amendment are also dead for the time being.

      So where does this leave us? Congress is now in recess until September 9th and they will probably attempt to take it back up then, though they are only in session for a very brief time in September and if nothing is agreed upon on any of the spending bills, we do risk the government shutting down on October 1st, let's hope cooler heads prevail!
Coordinated Access
HUD TA Update

Houston/Harris County CoC

August 2013
Guiding Question

Core Principles:
- Standardized Access and Assessment
- Coordinated Referral
- Access
- Assess
- Assign/Refer
- Accountability

Guiding Question: "What housing /service assistance quickly ends this household's homelessness permanently?"
HEARTH Indicators and Interventions

- Decrease newly homeless
- Length Of Stay (LOS) < 30 days
- Reduce returns to homelessness
- Increase exits to Permanent Housing
- Increase income
HUD Requirements

HUD is requiring all CoCs to develop and implement a coordinated access and assessment system

- Language is already included in the Emergency Solutions Grant (ESG) Interim Rule and the HEARTH CoC Interim Rule.
- Applies to all Shelter, Rapid Rehousing, Prevention, Transitional Housing, Permanent Supportive Housing funded by ESG or CoC

**CoC is responsible entity**
From HUD SNAPS Weekly Focus - 7/18/13

“CoCs can choose from a number of coordinated assessment models......

Regardless of the model you implement, every CA system must be designed to:

◦ Allow anyone who needs assistance to know where to go to get help,
◦ To be assessed in a standard and consistent way, and
◦ To connect with the housing/services that best meet their needs.”
Coordinated Assessment

ESG
Requirements
(In Interim Rule)

- 1. Common Assessments
- 2. Program Eligibility Standards
- 3. Prioritization Criteria
- 4. Referral Process
CA Work Group Achievements to Date

- Designed System Flow – See Separate Handout
- Developed Common Assessments – To Be Tested
  - Diversion
  - Emergency Placement/Shelter
  - Housing Type – For Rapid Rehousing, Transitional Housing or PSH
- Starting with PSH using Vulnerability Index Results
- Drafted Program Eligibility and Priorities
- Drafted Housing Referral Guidance
Next Steps

- Agencies Testing Forms
- Some PSH Providers taking referrals from waitlist voluntarily, consider req’ment
- CoC Steering Committee Discussion/Votes
  - Eligibility and Prioritization Criteria
  - Referral Guidance
- Working on Business/Referral Rules – P&P
- Staffing Plan and Required Resources ($$)
“Business Rules” Domains

- Timeframes and expectations for assessments to be completed, referrals to be assessed, re-assessments, and eligibility determinations made
- Interview and documentation (e.g., disability) requirements
- Handling denials by provider and client
- Centralized wait lists
- Grievance processes
- Coordination with DV, VA etc.
- Managing paper referrals
- Process for updating Business Rules
Suzanne Wagner

swagner@housinginnovations.us

(917) 612-5469
TO: COC STEERING COMMITTEE  
FROM: MARILYN BROWN, PRESIDENT AND CEO  
SUBJECT: ELIGIBILITY/PRIORITYZATION POLICIES  
DATE: AUGUST 8, 2013

This Memorandum recommends that the Houston/Harris County Continuum of Care Steering Committee approve the Eligibility/Prioritization Policies (Resolution No. 8) and the Housing Referral Guidance Tool (Resolution No. 9) for Coordinated Access.

Background

HUD is requiring all CoCs to develop and implement a coordinated access and assessment system. HUD has made the CoC the responsible entity for this development and implementation. To date, HUD has not provided much guidance on how to accomplish this but in the July 18, 2013 HUD SNAPS Weekly Focus publication, this was said:

“CoCs can choose from a number of coordinated assessment models... Regardless of the model you implement, every CA system must be designed to  
- Allow anyone who needs assistance to know where to go to get help,  
- To be assessed in a standard and consistent way, and  
- To connect with the housing/services that best meet their needs.”

Although not much detail is given, the regulations make it clear that each Coordinated Access system must have:

1. Common Assessments  
2. Program Eligibility Standards  
3. Prioritization Criteria  
4. Referral Process

Led by our HUD TA, Suzanne Wagner, the Coordinated Access workgroup worked over several months to develop the program eligibility standards, prioritization criteria and a housing referral guide being presented to you today.
Houston/Harris County Coordinated Access

Recommended Eligibility and Prioritization Policies

Revised August 7, 2013

Eligibility Policies – requirements for entry

- Policies that apply to all programs:
  - No additional requirements allowed beyond those of funders
  - Any requirements stipulated by funders would apply

- Emergency Shelter:
  - not able to be diverted; and
  - literally homeless; and
  - can be safely maintained in the shelter; and
  - not in need of emergency medical or psychiatric services or danger to self or others; and
  - cannot discriminate per HUD regulations; no requirements for ID, income or employment; and
  - transgender placement based on gender ID.

- Transitional Housing:
  - not able to be diverted, and
  - coming from shelters and streets only or if coming from a treatment program, were in shelter or on streets prior to treatment, and
  - in transition per one of the following categories, and
    - Youth, ages 18 - 24
    - Persons interested in recovery but no requirement to be sober prior to program entry
    - Families with children under age 5 or pregnant Head of Household
    - Persons fleeing DV AND DV cause of current homeless episode
    - Recent change in household composition,
  - referred through the CA, and
    - not on the list for PSH or
    - on the list for PSH and awaiting vacancy (with Coordinated Access approval)

- Rapid Rehousing:
  - diverted households that cannot stabilize without financial assistance, or
  - unsheltered households, or
  - sheltered households that do not leave on their own within 10 days or unsheltered households
  - And
    - no sobriety requirements
    - Progressive engagement concept –refer most eligible families and many single adults for this service
    - May be intentional bridge to PSH if person is on the PSH wait list and with Coordinated Access approval
Permanent Supportive Housing (PSH):
- not able to be diverted, and
- coming from the streets or shelters, and
- disability that requires support services to maintain housing and meet lease obligations, and
- has resulted in use of institutional/high intensity services – e.g., hospitalization, incarceration, detox, foster care placement

Prioritization/Targeting Policies

Priorities for TH
- No income or
- 2 or more homeless episodes in the last 3 years (episode is defined as an exit from the homeless system of at least 30 days) or
- Coming from a treatment program but homeless prior to entering treatment or
- Domestic violence was cause of current homeless episode

Priorities for PSH
- Vulnerable per the vulnerability index with a score of 2 or higher, and
- Persons with longest histories of living on the streets and/or in shelters

Priorities for Rapid Rehousing (per current ESG priorities)
- Households fleeing domestic violence
- People who are previously incarcerated
- People who need SSI or SSD but don’t have it yet
- Youth, ages 18-24
Coordinated Access Housing Referral Guidance

PSH

☑ Households with:
  • Multiple or long term episodes of homelessness
  • Long term and/or multiple disabilities that require services to maintain a home
  • Histories of institutional/inpatient care – e.g., prison, hospitalization, detox, child welfare involvement
  • Multiple barriers to housing stability – e.g., multiple moves/evictions, hoarding
    ✓ Review inventory of Permanent Supportive Housing to determine:
      • Is there an available vacancy for this household?
      • Can the needs of the household be met by this permanent housing?

Transitional Housing

☑ Households with:
  • Life stage transition: Young adult under 25, people interested in recovery, households with children under 5, pregnant HoH, DV cause of current homeless episode, recent change in household composition
    AND
  • Repeat homeless episodes
  • Multiple barriers in rental housing history
  • Minimal or no income or employment history
  • Criminal justice histories
    ✓ Review inventory of Transitional Housing providers to determine:
      • Is there an available vacancy for this household?
      • Do the services provided meet the needs of this household?
    ✓ If yes, refer to Transitional Housing Program.

Rapid Rehousing

☑ If this is a person/head of household without obvious serious disability that requires long-term services to manage a home, refer for Rapid Rehousing.
  • Diverted households
  • First time homeless or homelessness caused by recent change in financial situation
  • Has income or work history
    ✓ Assess for barriers to housing stability and create housing support plan
    ✓ Refer to RR
TO: COC STEERING COMMITTEE
FROM: MARILYN BROWN, PRESIDENT AND CEO
SUBJECT: RECOMMENDATION TO RESCIND THE VOLUNTARY CONVERSION OF SSO GRANTS TO COORDINATED ACCESS
DATE: AUGUST 8, 2013

This Memorandum presents for consideration the recommendation to rescind the Bonus Points to be given for the voluntary conversion of Supportive Services Only grants to Coordinated Access.

Background
In June, the CoC Steering Committee approved criteria for New Projects and Renewal Threshold for the 2013 NOFA. Included in these criteria was the following recommendation.

A. Coordinated Access
   • Bonus Points: Voluntary conversion of Supportive Service Only grants to Coordinated Access grants
     • Reallocate Supportive Service Only grants to Coordinated Access if they score as “Poor Performing” on the new SSO renewal scoring tool to be developed

As planning for Coordinated Access has continued, it has become evident that this is not the best solution for a successful implementation of Coordinated Access. Rather, the thinking now is that the grant for the implementation of Coordinated Access be a single grant to a single agency that then can contract out the various components, i.e. staffing and related costs. A plan for staffing needs will be presented at the September Steering Committee meeting.

If approved, Coalition staff and the HUD TA will circle back with the five Supportive Services Only grantees to discuss this change in direction.

Therefore, at this time, we request that this recommendation be rescinded.
TO: COC STEERING COMMITTEE
FROM: MARILYN BROWN, PRESIDENT AND CEO
SUBJECT: RECOMMENDATION TO REMOVE BONUS POINTS FROM RENEWAL EVALUATION AND CRITERIA SCORING TOOL
DATE: AUGUST 8, 2013

This Memorandum presents for consideration the recommendation to remove the Bonus Points to be given for the Voluntary Conversion of Supportive Services Only grants to Coordinated Access from the Renewal Evaluation Criteria and Scoring Tool.

**Background**
Assuming Resolution No. 10 is approved, the Bonus Points need to be removed from the Renewal and Evaluation Criteria Scoring Tool.
<table>
<thead>
<tr>
<th>Program Performance Criteria</th>
<th>Standard</th>
<th>Points</th>
<th>Scoring</th>
<th>Data Source</th>
<th>Deadline</th>
</tr>
</thead>
</table>
| PSH and TH Programs: Occupancy/Average Unit Utilization Rate     | 90%      | 10     | 90% or >= 10  
80 – 89% = 5  
Below 80% = 0 | APR        | 8/1/2013 |
| PSH Programs: Length of stay longer than 6 months (for leavers) | 80%      | 10     | 80% or >= 10  
70-79% = 4  
Below 70% = 0 | APR        | 8/1/2013 |
| PSH Programs: Housing Retention HUD Measure [remaining in PSH or moving to other permanent housing] | 90%      | 10     | 90% or >= 10  
80 – 89% = 5  
Below 80% = 0 | APR        | 8/1/2013 |
| SSO Employment and TH Programs: Exit to Permanent Housing       | 85%      | 10     | 85% or >= 10  
75-84% = 5  
Below 75% = 0 | APR        | 8/1/2013 |
| SSO Street Outreach: Exit to Permanent Housing or Transitional Shelter | 75%      | 20     | 75% or >= 20  
55 – 74% = 10  
Below 55% = 0 | APR        | 8/1/2013 |
| PSH Programs: Employment Income for Leavers                      | 20%      | 10     | 20 or >= 10  
15- 19% = 4  
Below 15% = 0 | APR        | 8/1/2013 |
| PSH Programs: Increase or Maintain Total Income HUD Measure [includes all cash sources including earned and benefit income] | 45%      | 10     | 45 or >= 10  
30-45% = 4  
Below 30% = 0 | APR        | 8/1/2013 |
| PSH Programs: Increase or Maintain Employment Income HUD Measure | Baseline | 0      | 40 or >= 10  
20-39% = 4  
Below 20% = 0 | APR        | 8/1/2013 |
| TH Programs: Employment Income for Leavers                       | 40%      | 10     | 40 or >= 10  
20-39% = 4  
Below 20% = 0 | APR        | 8/1/2013 |
| TH and SSO Employment Programs: Increase Total Income HUD Measure | 25%      | 10 (TH) | TH  
25 or >= 10  
15-25% = 4  
Below 15% = 0 | APR        | 8/1/2013 |
|                                                                  |          |        | SSO  
25 or >= 20  
15-25% = 8  
Below 15% = 0 |            |          |
| TH and SSO Employment Programs: Increase Employment Income HUD Measure | 40%      | 10 (TH) | TH  
40 or >= 10  
25-39% = 4  
Below 25% = 0 | APR        | 8/1/2013 |
|                                                                  |          |        | SSO  
40 or >= 20  
25-39% = 8  
Below 25% = 0 |            |          |
| SSO Street Outreach Programs: Connect People with Chronic Health Conditions to Care | 100% | 10 | 100% or >= 10 | APR 8/1/2013 |
| SSO Street Outreach Programs: Connect People with Mental Illness to Care HUD Measure | 80% | 10 | 80% or >= 10 | APR 8/1/2013 |
| SSO Street Outreach Programs: Connect People with Substance Abuse Diagnosis with Care HUD Measure | 60% | 10 | 60% or >= 10 | APR 8/1/2013 |
| Leavers who exit to shelter, streets, unknown, or information missing | 10% or less | 10 | 10% or <= 10 | APR 8/1/2013 |
| Leavers with Non Cash Financial Resources | 35% or > | 10 | 35% or >= 10 | APR 8/1/2013 |

**Subtotal Performance** 70

<table>
<thead>
<tr>
<th>HUD Compliance Criteria</th>
<th>Standard</th>
<th>Points</th>
<th>Scoring</th>
<th>Data Source</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spending – drawing down funds regularly</td>
<td>Drawdown quarterly</td>
<td>5</td>
<td>W/in 90 days = 5 &gt; 90 days = 0</td>
<td>NOFA Info</td>
<td>TBD</td>
</tr>
<tr>
<td>Spending all grant funds awarded for last full year of operation</td>
<td>Spending 100% of grant award</td>
<td>5</td>
<td>90% or &gt;= spent = 5 80-89% spent = 3 Below 80% = 0</td>
<td>NOFA Info</td>
<td>TBD</td>
</tr>
<tr>
<td>Monitoring – HUD Findings</td>
<td>No findings or findings addressed in Corrective Action Plan (CAP) submitted to HUD</td>
<td>5</td>
<td>No findings=5 Findings with CAP submitted to HUD=3 No CA plan submitted to HUD=0</td>
<td>NOFA Info</td>
<td>TBD</td>
</tr>
</tbody>
</table>

**Subtotal HUD Compliance** 15

<table>
<thead>
<tr>
<th>HMIS Criteria</th>
<th>Standard</th>
<th>Points</th>
<th>Scoring</th>
<th>Data Source</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>HMIS - % of Universal Data Elements (UDEs) with Don’t Know or Refused or Missing Data</td>
<td>&lt;10%</td>
<td>10</td>
<td>Minus 10 points for ANY UDE with null values 10% or &gt;</td>
<td>APR 8/1/2013</td>
<td></td>
</tr>
<tr>
<td>Secure location for equipment</td>
<td>Yes</td>
<td>1</td>
<td>All or none</td>
<td>NOFA Info</td>
<td>TBD</td>
</tr>
<tr>
<td>Locking screen savers</td>
<td>Yes</td>
<td>1</td>
<td>All or none</td>
<td>NOFA Info</td>
<td>TBD</td>
</tr>
<tr>
<td>Virus protection with auto updates</td>
<td>Yes</td>
<td>1</td>
<td>All or none</td>
<td>NOFA Info</td>
<td>TBD</td>
</tr>
<tr>
<td>-----------------------------------</td>
<td>-----</td>
<td>---</td>
<td>-------------</td>
<td>-----------</td>
<td>-----</td>
</tr>
<tr>
<td>Complies with HMIS P&amp;P</td>
<td>Yes</td>
<td>1</td>
<td>All or none</td>
<td>NOFA Info</td>
<td>TBD</td>
</tr>
<tr>
<td>Individual or network fire walls</td>
<td>Yes</td>
<td>1</td>
<td>All or none</td>
<td>NOFA Info</td>
<td>TBD</td>
</tr>
</tbody>
</table>

**Subtotal HMIS**

<table>
<thead>
<tr>
<th><strong>Total Possible Points</strong></th>
<th><strong>100</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bonus Points:</strong> Voluntarily reallocated part of budget as part of performance improvement plan within past 2 operating years</td>
<td>10</td>
</tr>
<tr>
<td><strong>Bonus Points:</strong> Acquired grant from another agency within the past 2 operating years</td>
<td>10</td>
</tr>
<tr>
<td><strong>Bonus Points:</strong> Voluntary utilizers of the Coordinated Access waitlist or housing components that have not yet been implemented</td>
<td>10</td>
</tr>
<tr>
<td>Collect baseline data on returns to homelessness</td>
<td>HMIS</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Lateness Penalty</strong></th>
<th><strong>Up to 20</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>10 points per deadline missed - APR, or NOFA Info</td>
</tr>
</tbody>
</table>

**Renewal Threshold:**

All programs must be in compliance with HUD requirements, and PSH and TH projects must meet a threshold score of 20 or above in order for grants to be eligible for renewal; SSO projects must meet a threshold score of 50 or above in order for grants to be eligible for renewal. **or for projects to be converted to the new Coordinated Access grant.** PSH and TH projects that do not meet threshold requirements will be reallocated. All projects are subject to final renewal requirements as dictated by the CoC NOFA.

The threshold scores will incrementally increase over the coming years to allow grantees time to take corrective action. Projects (except for SSOs) scoring between 20 and 50 must submit a corrective action plan and are ineligible to apply for new funds through the CoC in the year they are in corrective action. Projects with two consecutive years of “Corrective Action” status may be at risk of losing these funds per review and recommendation of the CoC Steering Committee.
## Draft Timeline 2013 Houston/Harris County CoC

<table>
<thead>
<tr>
<th>Projected Event</th>
<th>Timeline</th>
<th>CoC Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Announcement of 2012 new grants: planning, reallocation,</td>
<td>Mid-late July</td>
<td>• Meet HUD requirements on planning grant and execute grant agreement</td>
</tr>
<tr>
<td>bonus and PPRN</td>
<td></td>
<td>• New one year grants must be identified for inclusion on grant inventory worksheet</td>
</tr>
<tr>
<td>Renewal evaluation process and strategy</td>
<td>To be completed by late August</td>
<td>• CoC must decide which renewals to extend and prior to submitting NOFA must rank all renewals in priority order</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• HUD has indicated that there will be insufficient resources to renew all grants; this process must identify how that will be accomplished – reduce all or some grants or eliminate others entirely</td>
</tr>
<tr>
<td>Reallocation strategy</td>
<td>Developed by mid-August; final</td>
<td>• Identify grantees who will volunteer to re-allocate;</td>
</tr>
<tr>
<td></td>
<td>ized within 2 weeks of NOFA</td>
<td>• CoC to develop policy on how to award reallocated dollars and priority to be given to agencies voluntarily reallocating</td>
</tr>
<tr>
<td></td>
<td>release</td>
<td>• CoC to develop policy on mandating reallocation on low performing grants</td>
</tr>
<tr>
<td>New Project Process and Priorities</td>
<td></td>
<td>• Requests for expressions of interest to be issued by start of August – due by the end of the month</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• RFEI to be reviewed and ranked by CoC – based on priorities established for new projects – by mid-September</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Once NOFA has been released, RFEIs will be re-reviewed to assure that all meet requirements of</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Solicit expressions of interest prior to NOFA – not clear what, if any, new funds will be available</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Reallocation may be a key source of funds for new projects</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• CoC to develop priorities for new projects</td>
</tr>
<tr>
<td>Projected Event</td>
<td>Timeline</td>
<td>CoC Requirements</td>
</tr>
<tr>
<td>------------------------------</td>
<td>--------------------------------------------------------------------------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>NOFA.</td>
<td>Ranked RFEIs within funding limits set by HUD will be submitted by grantees in esnaps within 5 weeks of NOFA release</td>
<td>• CoC will provide comments and approval of new applications within 2 weeks of esnaps submission</td>
</tr>
<tr>
<td>Grant Inventory Worksheet</td>
<td>Process likely to start within 2 weeks of announcement of newly funded grants; probably will be 4 weeks to complete. Start: late July/early August; end early Sept.</td>
<td>• CoC must identify all grants that are subject to renewal in current competition, providing information on current funding</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• HUD has indicated that due to low funding, it might not be able to accept changes to the GIW after it has been submitted</td>
</tr>
<tr>
<td>NOFA Released</td>
<td>Likely mid-September with 8-10 weeks until deadline; deadline probably before Thanksgiving</td>
<td>• CoC needs to rank renewals – based on information provided in NOFA</td>
</tr>
<tr>
<td>Renewals</td>
<td></td>
<td>• Within 3 weeks of NOFA release, CoC will have strategy and process for ranking renewals</td>
</tr>
</tbody>
</table>
|                             |                                                                          | • Initial submission in esnaps by grantees within 4 weeks of NOFA release  
|                             |                                                                          |   • Applications reviewed and commented on in 2 weeks                                                                                  |
| New and Reallocated Projects | • Projects submitted in esnaps within 5 weeks of NOFA release    
<p>|                             |                                                                          |   • Applications reviewed, commented on, and                                                                                           |
|                             |                                                                          | • Review, rank and approve new applications                                                                                             |</p>
<table>
<thead>
<tr>
<th>Projected Event</th>
<th>Timeline</th>
<th>CoC Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>approved within 2 weeks of submission</td>
<td></td>
</tr>
<tr>
<td>Consolidated Application</td>
<td>• Consolidated application with exhibits completed in draft form 2 weeks prior to NOFA deadline</td>
<td>• Provide data, review and provide comment on drafts</td>
</tr>
<tr>
<td>CON Plan certifications</td>
<td>• Requested as soon as full project list has been assembled</td>
<td>• Request Certification</td>
</tr>
<tr>
<td>Application Submission</td>
<td>• Submitted one week prior to NOFA deadline</td>
<td>• Final review and approval of Project Priority and Consolidated Application</td>
</tr>
</tbody>
</table>