



# NC Balance of State Continuum of Care

Steering Committee Meeting

October 6, 2015

10:30 AM

# Welcome

- Roll Call
- Reminders
  - \*6 to mute/unmute line
  - Please do not put us on hold
    - Hold music is disruptive



# Agenda and Minutes

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# Today's agenda

- Coordinated assessment
- CoC application
- ESG application
- NCCEH Data Center & HMIS update
- Upcoming meetings & reminders



# Review & Approve Minutes

- September minutes
  - [ncceh.org/files/6129/](https://ncceh.org/files/6129/)



# Coordinated Assessment

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# Here's the big picture re: plan review

- Expecting 26 plans
  - 14 approved by Steering Committing/implementing
    - AHRMM, Alamance, Burke, Caswell, Catawba, DISSY, Down East, Henderson, Onslow, Pitt, Randolph, Rockingham, Southwest, Wilson-Greene
  - 1 has CAC recommendation, in revisions process
    - Twin County
  - 2 for Steering Committee approval today
    - Beaufort, Johnston
  - 9 for further CAC action
    - 1 ready for CAC review
      - Neuse Trent
    - 3 in revisions process with NCCEH staff
      - Chatham, Foothills, Kerr Tar
    - 5 in process of passing threshold
      - Lee-Harnett, Northeast, Piedmont, Southeast, Transylvania



# New resource available for communities still working on plans

- Examples from approved plans of different plan elements
- Regional Committees are encouraged to use these examples in their plans, as appropriate
- [ncceh.org/files/6081](https://ncceh.org/files/6081)



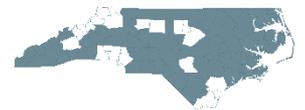
# 2 plans for Steering Committee review today

- Beaufort
  - Plan discusses continuing engagement for programs not currently participating in the Regional Committee
  - Weekly referral meeting
  - Clear grievance policies
- Johnston
  - Great job incorporating feedback from the CAC
  - Identifying known side doors
  - Regional Committee planning community forum to educate community about coordinated assessment
- Discussion, motion to approve



# First Coordinated Assessment outcome report is due October 15

- Aggregate data for 3 months
  - July – September
- Reporting tool and training on NCCEH website
  - [ncceh.org/bos/coordinatedassessment](http://ncceh.org/bos/coordinatedassessment)



# CAC recommends changing from version 1 to version 2 of VI-SPDAT

- Changes to VI-SPDAT version 2
  - Incorporates feedback Orgcode got from the field
    - Specifically around DV elements
  - Shorter, fewer questions
    - Takes on average 7 minutes rather than 9 minutes
  - Removed subjective measures
    - Evaluators making judgment calls based on observation
  - More detail about the changes: [ncceh.org/files/6130](http://ncceh.org/files/6130)
  - NCCEH will make tools available to help Regional Committees make transition from v.1 to v.2
- Recommendation: make change on January 1, 2016
- Discussion



# Coordinated Assessment dialogue call, Tues. October 13, 3:00-4:00 pm

- October meeting will focus on how to make changes to NC 211 information to meet the requirement for coordinated assessment
  - Live training from NC 211 during the call
- Monthly on the second Tuesday, 3:00-4:00 p.m.
  - Register on the NCCEH website
    - [ncceh.org/events/918](https://ncceh.org/events/918)



# CoC Grant Competition

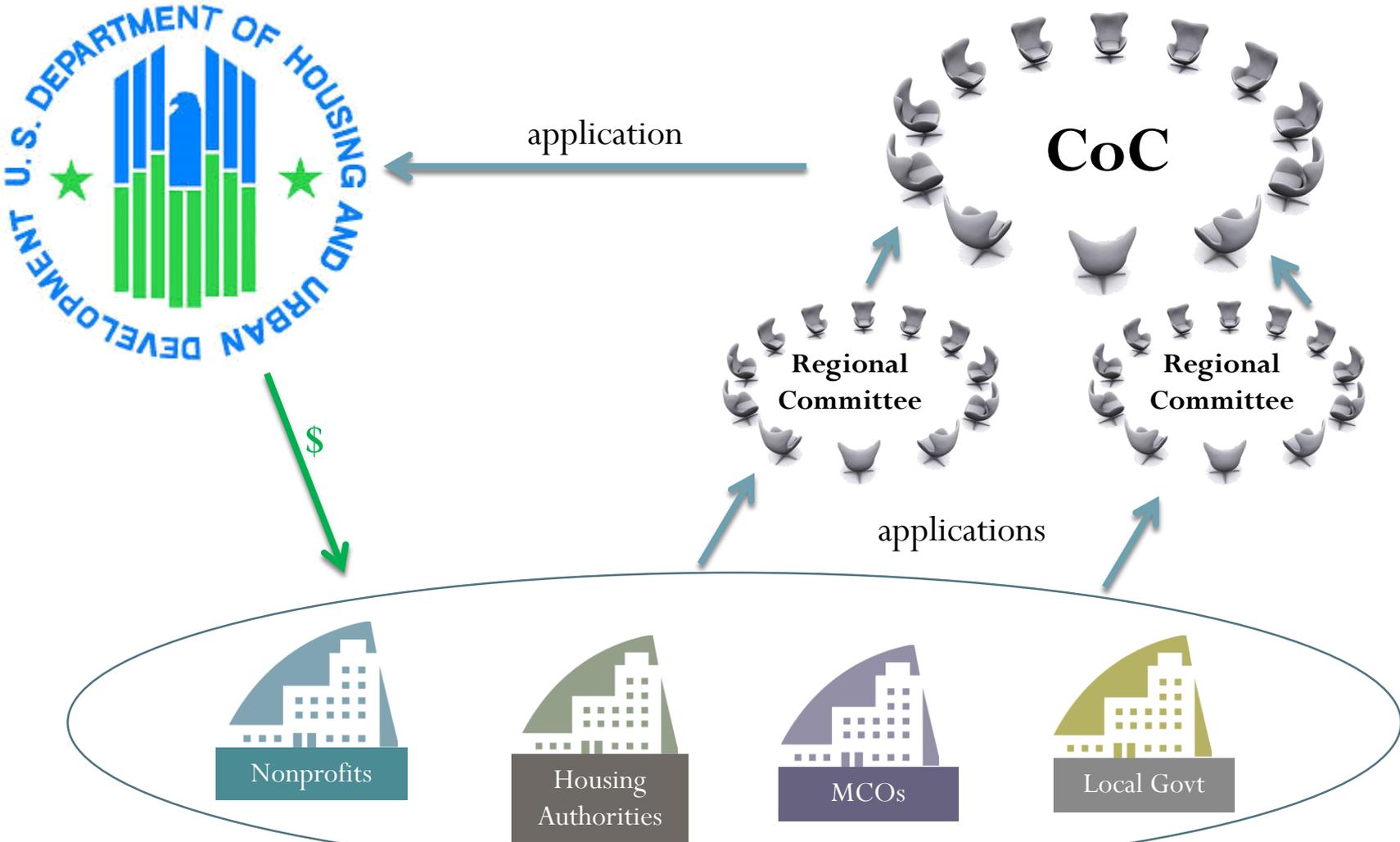
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# HUD released NOFA on Sept. 19, competition is underway

- Overall process
  - CoC consolidated application has three parts
    1. CoC application
      - CoC-wide information, NCCEH staff completes with input from agencies, Steering Committee, other stakeholders
    2. Project applications
      - Individual applications for each new project, renewal project and CoC planning activities
    3. Project priority listing
      - Ranked list of each project, recommended by the Project Review Committee, approved by the Steering Committee



# CoC application process is managed at the CoC level (NCCEH)



# Funding for new projects will come from available PH Bonus Project

- Up to 15% of FPRN
- Eligible projects
  - Permanent Supportive Housing
    - Serve 100% chronically homeless
  - Rapid Re-housing
    - Serve homeless individuals, families, or unaccompanied youth coming directly from the streets, emergency shelters, or fleeing domestic violence or other persons meeting the criteria of paragraph (4) of the definition of homeless



# HUD uses percentages of ARD and FPRN to determine available funding by category

- Final Pro Rata Need (FPRN): final number to come from HUD by Oct. 9
  - \$9,803,304
- Bonus: 15% of FPRN
  - \$1,470,496
- CoC Planning: 3% of FPRN
  - \$294,099
- Annual Renewal Demand (ARD)
  - \$6,815,972
- Tier 1: 85% of ARD
  - \$5,793,576
- Tier 2: 15% of ARD + Bonus
  - \$2,492,891



# CoC project applications are in process, due to NCCEH next week

- Submit all application materials to NCCEH by 5:00 p.m. on Fri. Oct. 16
- Detailed instructions:  
[ncceh.org/bos/currentcocapplication](http://ncceh.org/bos/currentcocapplication)
- NCCEH will notify applicants on Nov. 5 if project not included in final application



# Project Review Committee members begin work in October

- Project Review Committee will score applications with NCCEH staff and recommend a ranked list of projects to the Steering Committee for final approval
- Oct. 15, 1:30-3:00 pm: orientation meeting
  - [ncceh.org/events/937](https://ncceh.org/events/937)
  - Attendance is mandatory
- Oct. 19-23: Project Review Committee members score 2-5 project applications
- Oct. 26-28: One-on-one calls with Project Review Committee members and NCCEH staff to review scores
- Nov. 3, 10:30 am-12:30 pm: score review and ranking meeting
  - [ncceh.org/events/938](https://ncceh.org/events/938)



# Regional Committee review and November Steering Committee date has changed

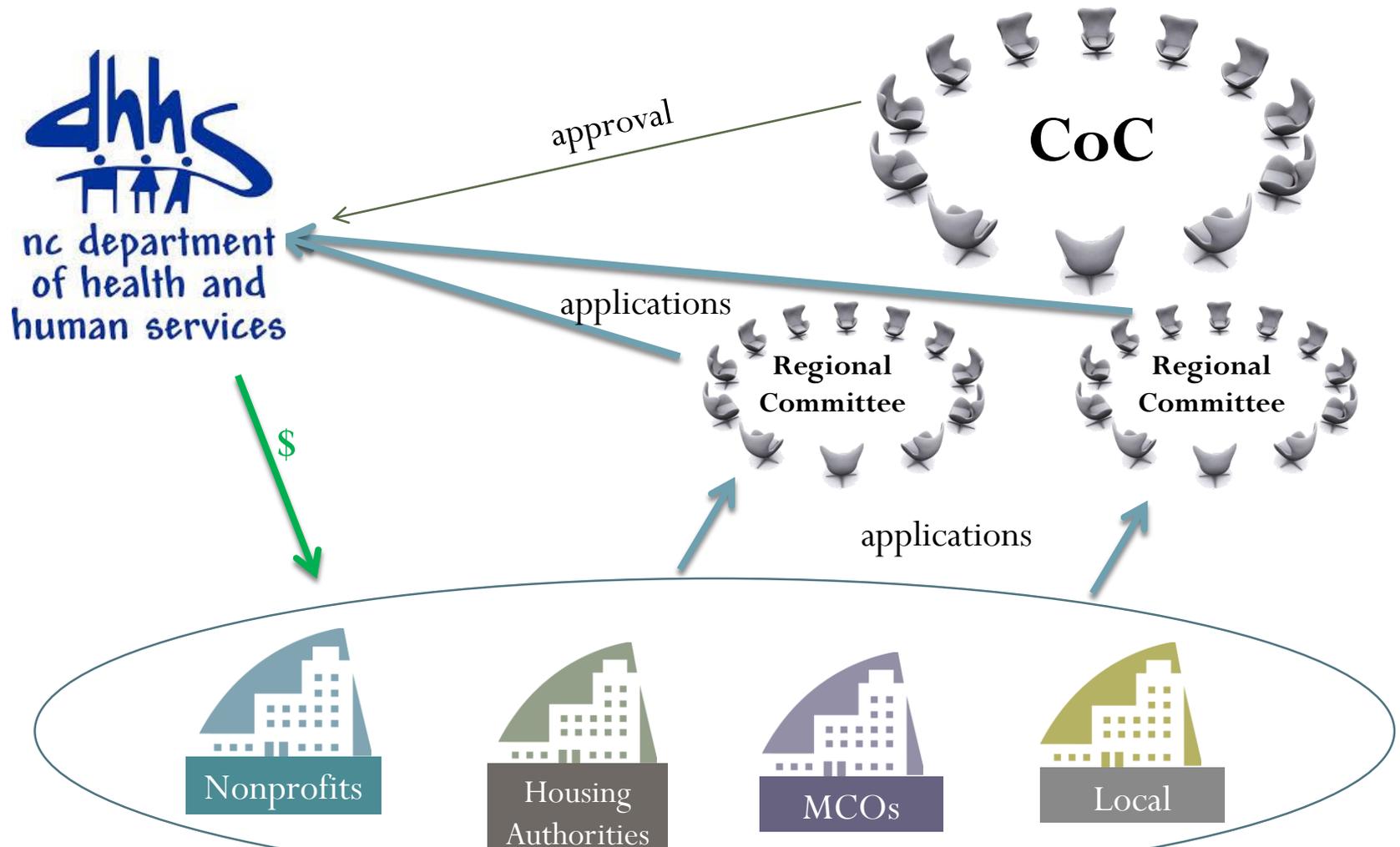
- Regional Committees are required to approve new project applications
  - Submit form by Fri., Oct. 23
  - [ncceh.org/files/6110](http://ncceh.org/files/6110)
- Agencies applying for renewal projects also expected to present applications to Regional Committees
- Steering Committee members: Please note change of meeting date from Tues., Nov. 3 to **Thurs., Nov. 5** meeting to approve final ranked list of projects
  - 10:30 am – noon
  - Regional Leads with conflict of interest (new or renewal project applicants) please ensure Regional Lead alternate can attend and vote



# ESG Application

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# ESG application process is managed at the Regional Committee level



# Regional Committees submit application and make funding recommendations

- 2 components of ESG application
  1. Regional application
  2. Project applications
- Selection of project applicants
  - Open, transparent process
  - COMPETITIVE process
  - Be aware of and avoid conflict of interest
    - Those getting funding do not make decisions about funding
    - Recusal process
    - Reflected in minutes
    - Avoid even the appearance of impropriety
      - Over-communicate



## Regional Committees can use different criteria to make ESG funding recommendations

- Project outcomes
- Number of clients served
- Community need
  - Only shelter in town?
  - RRH available in community?
- Applicants are good community partners?
  - Participate in Regional Committee year-round
  - Serve in leadership positions
  - Approach ending homelessness in a spirit of cooperation



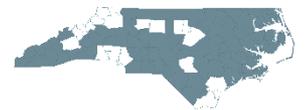
# BoS ESG Intent to Apply form available, Intent to Apply to State ESG Office required

- FY 2016 BoS ESG Intent to Apply form
  - <http://bit.ly/1NRH7Xx>
- Regional Committee can opt to use this form
  - To help organize expected ESG applications
  - To help agencies think through funding request
- NCCEH will share submissions with Regional Leads
- NCCEH will not make contact with applicants – this is responsibility of each Regional Committee
- **All projects, even if not eventually funded, must submit contract certifications to State ESG Office by Fri., Oct. 16**



# 2015 ESG Application

- 2015 ESG application materials:  
[ncceh.org/esgapplication](http://ncceh.org/esgapplication)
- Consult 2015 ESG application recommendations from BoS document
- NCCEH providing some information for Regional application
  - CoC Policies & Procedures – Section 5
  - HMIS Bed Coverage – Section 6, question 13
  - [ncceh.org/bos/esg](http://ncceh.org/bos/esg)



# ESG application is due Nov. 6

- Submit all ESG application materials to the State ESG Office by 4:00 p.m. on Fri., Nov. 6



# CoC written standards for ESG applicants required in application

- Written standards workgroup formed in March 2015
  - Work postponed until “after NOFA”
    - Best laid plans...
- NCCEH staff have drafted document for ESG application
  - To meet Nov. 6 ESG app deadline, must be approved today or soon
- Document review and discussion



# NCCEH Data Center & HMIS Update

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# BoS migration to NC HMIS progress continues

- 53 of 60 (88%) agencies completed and submitted all agreements
  - Agencies that have not submitted any agreements:
    - Caldwell County Yokefellow, Inc.
    - Greenville Community Shelter
    - Harbour House
    - Partners Behavioral Health Management
    - Surry Homeless & Affordable Housing Coalition
    - The Haven of Transylvania County



# BoS migration to NC HMIS progress continues

- 43 of 52 (83%) non-EAN agencies' Agency Admins attended migration training
  - Agencies that did not attend migration training and have not started page setup
    - Caldwell County Yokefellow, Inc.
    - Infinite Possibilities
    - Salvation Army of New Bern
    - Surry Homeless & Affordable Housing Coalition
    - Harbour House
    - Sandhills Community Action Program
- NCCEH Data Team members are working individually with larger agencies



# User license migration & audit is complete

- 162 user licenses are in ServicePoint (150 active and 12 inactive)
- Hold on transferring a license within an agency has been lifted
- **All active users need to login right away**
  - Use the new password sent to Agency Administrators when license was migrated
  - Agency Administrators can reset user passwords
  - NCCEH Help Desk can reset Agency Admin passwords if needed
- **Update contact information in User Profile for ALL users**



# Change in HUD Universal Data Elements effective Oct. 1

- In July 2015 HUD and its federal partners published “critical changes” to specific data elements previously published in the 2014 HMIS Data Standards document.
- MCAH has created a 16-minute training video on collecting chronically homeless status
- [Chronically Homeless Training Addendum](#)
  - Link will only work if you are already logged in
- Agency Administrator call-in meeting 9/25/15 slides
  - [ncceh.org/files/6111](http://ncceh.org/files/6111)



# It's time again to start preparing data quality for the AHAR

- Annual Homeless Assessment Report (AHAR)
  - Comprehensive report to the U.S. Congress
  - Year-to-year trends
  - NC BoS submits data for entire CoC
- HUD will reject poor quality data
  - Not include in AHAR
  - AHAR data tied to CoC Application funding



# In 2014, HUD approved BoS to submit 5 out of 7 data “shells”

Reporting Category	2013	2014
Emergency Shelters- Families	✓	✓
Emergency Shelters- Individuals		✓
Transitional Housing- Families	✓	✓
Transitional Housing- Individuals		
Permanent Supportive Housing- Families	✓	✓
Permanent Supportive Housing- Individuals	✓	✓
Summary of the reporting categories		

# NC HMIS Governance Committee passed new by-laws to be approved by CoCs

- Incorporated advice from HUD and requests of HMIS Lead Agency
- Significant changes in structure of committees
- By-laws are posted for review, Steering Committee will vote in November on approval
  - [ncceh.org/files/6133](https://ncceh.org/files/6133)



# Contact the NCCEH Data Center with questions, etc.

- [ncceh.org/hmis](https://www.ncceh.org/hmis)
- Helpdesk
  - [hmis@ncceh.org](mailto:hmis@ncceh.org)
  - (919) 410-6997
- Team Members
  - System Administrators: Amber Peoples, Jasmin Volkel, Thurston Alexander-Smith
  - Data Analyst: Tia Sanders-Rice
  - Data Team Director: Beth Bordeaux



# Meetings & Reminders

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- No October BoS Subcommittee meetings
- CoC Project Review Committee meetings
  - Oct. 15, 1:30-3:00 pm – Orientation (REQUIRED):  
[ncceh.org/events/937](http://ncceh.org/events/937)
  - Nov. 3, 10:30 am-12:30 pm – Score review and ranking:  
[ncceh.org/events/938](http://ncceh.org/events/938)
- CoC Project Applications
  - All materials due to NCCEH by 5:00 p.m. on Fri., Oct. 16
  - NCCEH will notify applicants on Nov. 5 if project not included in final application



# Meetings & Reminders

- CoC Review/approval forms for new projects
  - Regional Committees submit these to NCCEH by Fri., Oct. 23
  - New CoC projects only, not required for renewal projects
- ESG Application process
  - Consult 2015 ESG application recommendations from BoS
  - Begin completing project and regional ESG applications
  - Distribute BoS ESG Intent to Apply form or implement local intent to apply process
  - Make sure local application and funding process avoids conflict of interest
  - Submit all ESG application materials to the State ESG Office by 4:00 p.m. on Fri., Nov. 6



# Meetings & Reminders

- BoS Coordinated Assessment Dialogue Group
  - Tues. 10/13, 3:00-4:00 p.m.: [ncceh.org/events/918/](http://ncceh.org/events/918/)
- Coordinated Assessment Outcome Report
  - All Regional Committees implementing coordinated assessment
  - Due October 15 for July-September 2015
  - Training and forms: [ncceh.org/bos/coordinatedassessment](http://ncceh.org/bos/coordinatedassessment)
- Regional Committees working on Coordinated Assessment Plans
  - Use these good examples of elements to help complete plan: [ncceh.org/files/6081](http://ncceh.org/files/6081)
- November BoS Steering Committee
  - Moved to Thurs., Nov. 5, 10:30-12:00



# Wrap Up

- Keep in touch
  - [bos@ncceh.org](mailto:bos@ncceh.org)
  - (919) 755-4393

