

Guidance for Continuum of Care & 10-Year Plan State HPRP Application Review

As stated in the Request for Application (RFA) for the State Homeless Prevention and Rapid Re-housing Program (HPRP) funding, applicants must go before their Ten-Year Plan to End Homelessness or Continuum of Care for review and a letter of support. As stated in the RFA “Applicants from the following counties should take their proposed project before their 10-Year Plan committee, or a subcommittee of that group that does not include any representatives from agencies that would be receiving HPRP funds: Buncombe, Cleveland, Cumberland, Durham, Forsyth, Guilford, Mecklenburg, New Hanover, Orange, Pitt, Wake.”

Applicants from other counties should take their proposed project before their Continuum of Care (CoC), or a subcommittee of that group that does not include any representatives from agencies that would be receiving HPRP funds. Communities that participate in the Balance of State CoC have the option of presenting their projects before their local/regional committee or requesting a subcommittee of the Balance of State to perform the review function.

Local feedback is important to the State’s HPRP funding decision. The State has decided to ask applicants to go to their Ten-Year Plan Committee or CoC for approval for a couple of reasons:

- 1) To ensure that community partners are aware of all applications being put forward from their community
- 2) To provide a mechanism for communication amongst interested applicants
- 3) To encourage applicants to create an application that includes and supports community-wide goals, knowledge and experience.
- 4) To give the State insight into the local process and an understanding of how the application fits into the larger Ten-year Plan and/or CoC goals.

Only one application per community will be funded. The State encourages communities to work together to submit one comprehensive application. However, there may be some cases in which there is more than one application per community. While more than one application is allowed and all applications will be reviewed, only one will be funded by the State. The Ten-Year Plan or CoC should only provide ONE letter of support to ONE application.

The following are guidelines and points to consider during your review and suggest improvements of HPRP applications and to assist in your decision of which application to support.

1. Analyze how the HPRP project can best help further the local CoC/10 Year Plan goals
2. Review the rationale to do Prevention and/or Rapid Re-housing in your community
3. Review partners capacity and roles to ensure success of the HPRP project
4. Indentify partners not already engaged and assist in drawing those partners into the project
5. Analyze strength of strategies to document basic eligibility and risk factors
6. Analyze budget description and eligible activities – does it make sense?
7. Identify that the project team has CHIN experience
8. Review the project’s ability to leverage additional resources
9. Identify if the project has a process to refer people to non-HPRP services

10. Review the applicant and partner organization's participation in the Ten-Year Process or Continuum of Care
11. Assist in maximizing collaboration to ensure that only one entity will submit an application covering a geographic region.

CoC or 10-Year Plan Letters of Approval should include:

- Recommendations made by the committee to improve the project
- Opportunities for the project to help further the committee's goals/plans
- Strengths of the project identified by the committee
- Any weaknesses of the project identified by the committee
- Other information the committee would like the State to know about the project.

If you have any questions please contact:

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