

## Before Starting the CoC Application

You must submit all three of the following parts in order for us to consider your Consolidated Application complete:

1. the CoC Application,
2. the CoC Priority Listing, and
3. all the CoC's project applications that were either approved and ranked, or rejected.

As the Collaborative Applicant, you are responsible for reviewing the following:

1. The FY 2024 CoC Program Competition Notice of Funding Opportunity (NOFO) for specific application and program requirements.
2. The FY 2024 CoC Application Detailed Instructions which provide additional information and guidance for completing the application.
3. All information provided to ensure it is correct and current.
4. Responses provided by project applicants in their Project Applications.
5. The application to ensure all documentation, including attachment are provided.

Your CoC Must Approve the Consolidated Application before You Submit It

- 24 CFR 578.9 requires you to compile and submit the CoC Consolidated Application for the FY 2024 CoC Program Competition on behalf of your CoC.

- 24 CFR 578.9(b) requires you to obtain approval from your CoC before you submit the Consolidated Application into e-snaps.

### Answering Multi-Part Narrative Questions

Many questions require you to address multiple elements in a single text box. Number your responses to correspond with multi-element questions using the same numbers in the question. This will help you organize your responses to ensure they are complete and help us to review and score your responses.

### Attachments

Questions requiring attachments to receive points state, "You Must Upload an Attachment to the 4B. Attachments Screen." Only upload documents responsive to the questions posed—including other material slows down the review process, which ultimately slows down the funding process. Include a cover page with the attachment name.

- Attachments must match the questions they are associated with—if we do not award points for evidence you upload and associate with the wrong question, this is not a valid reason for you to appeal HUD's funding determination.

- We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time).

## 1A. Continuum of Care (CoC) Identification

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

**1A-1. CoC Name and Number:** MD-514 - Maryland Balance of State CoC

**1A-2. Collaborative Applicant Name:** Maryland Department of Housing and Community Development

**1A-3. CoC Designation:** CA

**1A-4. HMIS Lead:** Maryland Department of Housing and Community Devel

## 1B. Coordination and Engagement–Inclusive Structure and Participation

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

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1B-1.	Inclusive Structure and Participation–Participation in Coordinated Entry.	
	NOFO Sections V.B.1.a.(1), V.B.1.e., V.B.1f., and V.B.1.p.	
	In the chart below for the period from May 1, 2023 to April 30, 2024:	
1.	select yes or no in the chart below if the entity listed participates in CoC meetings, voted—including selecting CoC Board members, and participated in your CoC's coordinated entry system; or	
2.	select Nonexistent if the organization does not exist in your CoC's geographic area:	

	Organization/Person	Participated in CoC Meetings	Voted, Including Electing CoC Board Members	Participated in CoC's Coordinated Entry System
1.	Affordable Housing Developer(s)	Yes	Yes	Yes
2.	CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes	Yes
3.	Disability Advocates	Yes	Yes	Yes
4.	Disability Service Organizations	Yes	Yes	Yes
5.	EMS/Crisis Response Team(s)	Yes	No	Yes
6.	Homeless or Formerly Homeless Persons	Yes	Yes	Yes
7.	Hospital(s)	Yes	No	Yes
8.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	Nonexistent	No	No
9.	Law Enforcement	Yes	No	Yes
10.	Lesbian, Gay, Bisexual, Transgender (LGBTQ+) Advocates	Yes	Yes	Yes
11.	LGBTQ+ Service Organizations	Yes	Yes	Yes
12.	Local Government Staff/Officials	Yes	Yes	Yes
13.	Local Jail(s)	Yes	No	Yes
14.	Mental Health Service Organizations	Yes	Yes	Yes
15.	Mental Illness Advocates	Yes	Yes	Yes
16.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes	Yes	Yes

17.	Organizations led by and serving LGBTQ+ persons	Yes	Yes	Yes
18.	Organizations led by and serving people with disabilities	Yes	Yes	Yes
19.	Other homeless subpopulation advocates	Yes	Yes	Yes
20.	Public Housing Authorities	Yes	Yes	Yes
21.	School Administrators/Homeless Liaisons	Yes	Yes	Yes
22.	Street Outreach Team(s)	Yes	Yes	Yes
23.	Substance Abuse Advocates	Yes	Yes	Yes
24.	Substance Abuse Service Organizations	Yes	Yes	Yes
25.	Agencies Serving Survivors of Human Trafficking	Yes	Yes	Yes
26.	Victim Service Providers	Yes	Yes	Yes
27.	Domestic Violence Advocates	Yes	Yes	Yes
28.	Other Victim Service Organizations	Yes	Yes	Yes
29.	State Domestic Violence Coalition	Yes	No	Yes
30.	State Sexual Assault Coalition	Yes	No	Yes
31.	Youth Advocates	Yes	Yes	Yes
32.	Youth Homeless Organizations	Yes	No	Yes
33.	Youth Service Providers	Yes	No	Yes
	Other: (limit 50 characters)			
34.				
35.				

By selecting "other" you must identify what "other" is.

1B-1a.	Experience Promoting Racial Equity.	
	NOFO Section III.B.3.c.	

Describe in the field below your CoC's experience in effectively addressing the needs of underserved communities, particularly Black and Brown communities, who are substantially overrepresented in the homeless population.

(limit 2,500 characters)



The CoC continually seeks opportunities to create or enhance efforts to advance racial equity. The CoC consists of organizations led by a diverse range of individuals, including many who are black, brown and people of color. The CoC, including the Local Homelessness Coalitions, are governed and led by people of color who are pivotal in all program design and decision-making efforts. The CoC sent a representative cohort of participants from across the geography to a 12-week HUD TA-facilitated race and equity workshop series. The cohort completed the series and developed the ACEs plan, Advocacy, Competency & Education, to further implement equity initiatives. The ACEs project provides specific and targeted training on diversity, equity, cultural competence and implicit bias to CoC members and front-line staff, presents critical data points to the CoC to measure current disparities and identify areas of focus for improvement; and is building an equity and advocacy focused lens to guide all existing and future CoC committees and workgroups. All CoC-funded organizations are required to adopt Anti-Discrimination policies, which are evaluated via funding applications and monitoring visits. CoC providers are adopting missions and cultures of inclusivity to ensure that all - staff and clients alike, are treated with respect and dignity and focus on building trust. Agencies are now evaluating current board and staff compositions and target efforts to ensure the groups reflect the makeup of the population being served. Staff receive additional training through their organizations to ensure they operate through a culturally competent, trauma-informed lens. Training has included the 2Gen Approach (which focuses on generational poverty), Trailant courses (which focuses on creating a foundation of equity, diversity and inclusion within an organization), harm reduction, mental health first aid, LGBTQ+, and crisis de-escalation. Programs also solicit continual feedback from current and former clients to identify potential areas of service inequity for future resolution. Additionally, partner organizations have hired an Equity Program Manager, have moved the physical location of the service-providing staff offices to areas with easier accessibility for consumers and have incorporated tools to address language barriers, including hiring bi-lingual staff and investing in translation services.

1B-2.	Open Invitation for New Members.	
	NOFO Section V.B.1.a.(2)	
	Describe in the field below how your CoC:	
	1.	communicated a transparent invitation process annually (e.g., communicated to the public on the CoC's website) to solicit new members to join the CoC;
	2.	ensured effective communication and access for persons with disabilities, including the availability of accessible electronic formats; and
	3.	invited organizations serving culturally specific communities experiencing homelessness in your CoC's geographic area to address equity (e.g., Black, Latino, Indigenous, LGBTQ+, and persons with disabilities).

(limit 2,500 characters)

1. MD-514 has an ongoing, open invitation process to invite new members to join the CoC via an online application, newsletters, public meetings and website/social media postings. The CoC's 7 Local Homelessness Coalitions (LHC) recruit members from service providers, stakeholders, advocates and the public within their region. CoC membership is available to any individual or organization with an interest in ending homelessness. Committee membership is open to the public, though some seats are nomination-based to ensure subject matter expertise. The 25 member CoC board includes representation from the 7 LHCs and from 7 State agencies who collaborate on homelessness (Disabilities, Labor, Education, Health, Human Services, Public Safety, Veterans). LHC board representatives are nominated and approved at the local level, state agency representatives are appointed. The board includes seats for those with lived experience, with a minimum of one representative per LHC. Additional board seats are added as additional Maryland CoCs vote to merge into the BoS, with 2 designated seats, at minimum, per LHC. 2. All communications and invitations are posted on the CoC website and distributed via the email listserv; meetings that are held virtually have closed caption options and transcription services; meeting recordings and minutes are made available on the website. All CoC documents are written at a 5th grade reading level and using an easy to access font and size. All meeting information and logistics are publicly posted with instructions on registration, attendance options and location. 3. The CoC has a firm belief in racial equity and maintains an open, standing invitation for new members inclusive of all culturally specific communities to join at the CoC and LHC level and to all respective committees. Multiple organizations led by and centered on serving Black, Latino/a, LGBTQ+ and persons with disabilities have been members of the CoC and the Board since its inception and serve in the chair and other leadership roles for the CoC. In the past year, the CoC conducted outreach to and invited representatives of state recognized tribes to join the CoC.

1B-3.	CoC's Strategy to Solicit/Consider Opinions on Preventing and Ending Homelessness.	
	NOFO Section V.B.1.a.(3)	
	Describe in the field below how your CoC:	
	1. solicited and considered opinions from a broad array of organizations and individuals that have knowledge of homelessness, or an interest in preventing and ending homelessness;	
	2. communicated information during public meetings or other forums your CoC uses to solicit public information;	
	3. ensured effective communication and access for persons with disabilities, including the availability of accessible electronic formats; and	
	4. took into consideration information gathered in public meetings or forums to address improvements or new approaches to preventing and ending homelessness.	

(limit 2,500 characters)

1. MD514 seeks feedback regularly from those with lived experience, service providers, community leaders, subject matter experts, government agencies and the public. The CoC uses the Board, HMIS, CES & Performance Review Committees & LHC member meetings for input year-round. The 7 LHCs meet monthly with local stakeholders and bring feedback on needs, priorities and gaps to the bimonthly board meeting. The CoC lead agency also facilitates quarterly or semi-annual workshops in each LHC to solicit input directly into local system design and needs. 2. The CoC uses multiple means to communicate with & receive input from various audiences. The Lead Agency facilitates meetings of the full CoC membership & requests feedback from attendees on matters pertinent to CoC infrastructure. The CoC has a website, help desk & social media profiles that allow for input & feedback. Board meetings are open to the public & every agenda allows for public comment; CoC committees have open membership & are an opportunity for direct input into CoC operations & development. Public forums are held locally, in-person & online, to solicit input from & provide information to local elected officials, community leaders & the general public. 3. In-person LHC specific workshop & training events are hosted at ADA compliant facilities & participants are given an opportunity to request special accommodations or interpretation/translation services in advance. All other communication efforts are facilitated online & via virtual meetings, online meetings have audio transcription and close caption options; printed meeting materials & recordings are posted on the CoC website. All CoC documents are written at a 5th grade reading level. 4. During the FFY, the CoC utilized information, feedback and guidance from in-person LHC workshops, which included a large variety of stakeholders, to implement a consistent Coordinated Entry process policies, forms, case conference practices, trainings, user supports and HMIS functionality – in addition to the CoC's prioritization method for permanent housing placement.

1B-4.	Public Notification for Proposals from Organizations Not Previously Awarded CoC Program Funding.	
	NOFO Section V.B.1.a.(4)	
	Describe in the field below how your CoC notified the public:	
	1. that your CoC will consider project applications from organizations that have not previously received CoC Program funding;	
	2. about how project applicants must submit their project applications—the process;	
	3. about how your CoC would determine which project applications it would submit to HUD for funding; and	
	4. ensured effective communication and access for persons with disabilities, including the availability of accessible electronic formats.	

(limit 2,500 characters)

1. MD514 actively encouraged organizations who have not been funded through the CoC to submit project applications. The CoC published newsletters, social media posts, website updates & held virtual public meetings, which are recorded & posted online, to announce project applications were being accepted. The information was cross-posted by the CoC lead agency to a state grant listserv (over 1500 recipients). All communications encourage new applicants to submit a proposal. LHC representatives are requested to further notify local partner agencies of funding opportunities to solicit interest. 2. CoC communications & training sessions provided instruction on how to access the local Request for Proposals which contains all steps required to complete the application, including the required mechanism, attachments & deadline for submission. All new proposals are submitted via an online portal managed by the CoC Lead Agency. New projects are subject to the same selection & ranking process as renewals; they must submit all required elements of the RFP by the stated deadline & meet HUD threshold requirements to be included in the competition process. While renewing projects must submit performance data and an RFP for ranking, new applicants are only subject to the RFP narrative based application & threshold requirements. 3. The Board approved & publicly posts CoC Competition Policies & Procedures which layout the process by which new & renewal projects are selected for submission to HUD for funding. The policies are reviewed during applicant training sessions & are posted on the CoC website for public accessibility. The policies include specific guidance on how projects are scored, ranked, selected & reallocated by the Performance Review Committee, a subcommittee of the Board. Projects must meet HUD & local threshold requirements for inclusion in the final submission. MD514 published the 2024 Competition Timeline on August 5, 2024 & the RFP on August 15, 2024. 4. All information regarding the CoC competition is available in an electronic, online format & is publicly accessible. The CoC held a live online training on August 14, 2024 to relay all competition related information, review the local application process & allow for general questions and offered live closed captioning and transcription. The session was recorded & made available on the CoC website for public review. The CoC also provided 1:1 technical assistance on request, prior to the application deadline.

## 1C. Coordination and Engagement

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

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1C-1.	Coordination with Federal, State, Local, Private, and Other Organizations.	
	NOFO Section V.B.1.b.	
	In the chart below:	
1.	select yes or no for entities listed that are included in your CoC's coordination, planning, and operations of projects that serve individuals, families, unaccompanied youth, persons who are fleeing domestic violence who are experiencing homelessness, or those at risk of homelessness; or	
2.	select Nonexistent if the organization does not exist within your CoC's geographic area.	

	Entities or Organizations Your CoC Coordinates with for Planning or Operations of Projects	Coordinates with the Planning or Operations of Projects?
1.	Funding Collaboratives	Nonexistent
2.	Head Start Program	Yes
3.	Housing and services programs funded through Local Government	Yes
4.	Housing and services programs funded through other Federal Resources (non-CoC)	Yes
5.	Housing and services programs funded through private entities, including Foundations	Yes
6.	Housing and services programs funded through State Government	Yes
7.	Housing and services programs funded through U.S. Department of Health and Human Services (HHS)	Yes
8.	Housing and services programs funded through U.S. Department of Justice (DOJ)	Yes
9.	Housing Opportunities for Persons with AIDS (HOPWA)	Yes
10.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	Nonexistent
11.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes
12.	Organizations led by and serving LGBTQ+ persons	Yes
13.	Organizations led by and serving people with disabilities	Yes
14.	Private Foundations	Yes
15.	Public Housing Authorities	Yes
16.	Runaway and Homeless Youth (RHY)	Nonexistent
17.	Temporary Assistance for Needy Families (TANF)	Yes
	Other:(limit 50 characters)	
18.		

1C-2.	CoC Consultation with ESG Program Recipients.	
	NOFO Section V.B.1.b.	

In the chart below select yes or no to indicate whether your CoC:

1.	Consulted with ESG Program recipients in planning and allocating ESG Program funds?	Yes
2.	Provided Point-in-Time (PIT) count and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions within its geographic area?	Yes
3.	Ensured local homelessness information is communicated and addressed in the Consolidated Plan updates?	Yes
4.	Coordinated with ESG recipients in evaluating and reporting performance of ESG Program recipients and subrecipients?	Yes

1C-3.	Ensuring Families are not Separated.	
	NOFO Section V.B.1.c.	

Select yes or no in the chart below to indicate how your CoC ensures emergency shelter, transitional housing, and permanent housing (PSH and RRH) do not deny admission or separate family members regardless of each family member's self-reported sexual orientation and gender identity:

1.	Conducted mandatory training for all CoC- and ESG-funded service providers to ensure families are not separated?	Yes
2.	Conducted optional training for all CoC- and ESG-funded service providers to ensure family members are not separated?	Yes
3.	Worked with CoC and ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients?	Yes
4.	Worked with ESG recipient(s) to identify both CoC- and ESG-funded facilities within your CoC's geographic area that might be out of compliance and took steps to work directly with those facilities to bring them into compliance?	Yes
5.	Sought assistance from HUD by submitting questions or requesting technical assistance to resolve noncompliance by service providers?	No

1C-4.	CoC Collaboration Related to Children and Youth—SEAs, LEAs, School Districts.	
	NOFO Section V.B.1.d.	

Select yes or no in the chart below to indicate the entities your CoC collaborates with:

1.	Youth Education Provider	Yes
2.	State Education Agency (SEA)	Yes
3.	Local Education Agency (LEA)	Yes
4.	School Districts	Yes

1C-4a.	Formal Partnerships with Youth Education Providers, SEAs, LEAs, School Districts.	
	NOFO Section V.B.1.d.	

Describe in the field below the formal partnerships your CoC has with at least one of the entities where you responded yes in question 1C-4.

(limit 2,500 characters)

The CoC collaborates with youth education providers, SEAs, LEAs and local school districts throughout its 9 counties to address access and eligibility for education services. A representative from the MD Department of Education, the SEA, serves on the CoC Board of Directors, and LEAs, school district staff and other education providers serve on the planning bodies in communities at the county and regional level across the BoS. These ongoing partnerships ensure that students and their families can be appropriately identified as experiencing homelessness and receive all services and benefits entitled to them under the McKinney-Vento Act. CoC providers have developed formal partnerships solidified through MOAs with their local LEAs to further establish service linkages, referral processes and data sharing protocol. MOAs also include provisions for joint planning opportunities, staff development and service alignment. Partnerships and working groups typically include local departments of social services, local management boards, libraries, school districts, early childhood and childcare services, Head Start administrators and CoC partner agencies. Collaborative activities include strategic planning, case conferencing, homeless outreach events and referral coordination. These partnerships also work to address transportation issues, lack of student records and critical documents, proof of residency and guardianship related issues. Local agencies provide testimony to School Boards on the status of homeless families with school age children and homeless youth to further increase awareness and coordination of services. CoC funded projects designate staff to serve as LEA liaisons to ensure homeless youth have complete access to all appropriate services and to stay informed of youth related services and requirements. In the BoS, preschool age children of homeless parents have presumptive eligibility for the Head Start and Early Head Start programs; staff across the CoC are responsible for informing eligible families of these benefits.

1C-4b.	Informing Individuals and Families Who Have Recently Begun Experiencing Homelessness about Eligibility for Educational Services.	
	NOFO Section V.B.1.d.	

Describe in the field below written policies and procedures your CoC uses to inform individuals and families who have recently begun experiencing homelessness of their eligibility for educational services.

(limit 2,500 characters)

The CoC works closely with local school districts to ensure access to education is not interrupted and to guarantee that eligible students are enrolled in their school of choice and connected to appropriate services in the CoC. Local jurisdictions in the BoS have implemented written educational access policies for CoC projects which require adherence to all rights in the McKinney-Vento Act including informing individuals and families of their eligibility for educational services. CoC Written Standards and monitoring policy ensures that these policies are being appropriately implemented and create ongoing training and supports to address concerns. These educational policies are intended to eliminate barriers to school enrollment, retention and student success and are implemented with the coordination of LEAs. As homeless students are identified, CoC projects must notify the household of eligible services and refer the family to the LEA to ensure desired services are provided. Families are notified of McKinney-Vento rights either in person, in writing or via formal referral to the LEA. Students may have the option for further referral for additional wrap around holistic services, depending on the school district and parental consent. Additional requirements of the educational policies require that CoC project staff are assigned to work with designated schools, school district staff are identified and assigned to work with CoC providers, projects maintain standards that ensure children remain in school throughout their experience in homelessness, program staff participate in interdisciplinary team meetings to maximize resources that will improve student outcomes. The BoS continually strives to increase its focus on youth homelessness by developing youth-focused policies and procedures for accessing services, monitoring existing practices for compliance, establishing a formal youth committee and youth action board—including youth-serving providers, child welfare, juvenile justice, LEAs, and individuals with lived experience—and engaging youth with lived experience in CoC goal-setting and decision-making.

1C-4c.	Written/Formal Agreements or Partnerships with Early Childhood Services Providers.	
	NOFO Section V.B.1.d.	

Select yes or no in the chart below to indicate whether your CoC has written formal agreements or partnerships with the listed providers of early childhood services:

		MOU/MOA	Other Formal Agreement
1.	Birth to 3 years	Yes	Yes
2.	Child Care and Development Fund	Yes	Yes
3.	Early Childhood Providers	Yes	Yes
4.	Early Head Start	Yes	Yes
5.	Federal Home Visiting Program—(including Maternal, Infant and Early Childhood Home and Visiting or MIECHV)	No	Yes
6.	Head Start	Yes	Yes
7.	Healthy Start	Yes	Yes
8.	Public Pre-K	Yes	Yes
9.	Tribal Home Visiting Program	No	No
	Other (limit 150 characters)		
10.			



1C-5.	Addressing Needs of Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking—Collaboration with Federally Funded Programs and Victim Service Providers.
	NOFO Section V.B.1.e.

In the chart below select yes or no for the organizations your CoC collaborates with:

	Organizations	
1.	State Domestic Violence Coalitions	Yes
2.	State Sexual Assault Coalitions	Yes
3.	Anti-trafficking Service Providers	Yes
	Other Organizations that Help this Population (limit 500 characters)	
4.		

1C-5a.	Collaborating with Federally Funded Programs and Victim Service Providers to Address Needs of Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
	NOFO Section V.B.1.e.	

Describe in the field below how your CoC regularly collaborates with organizations that you selected yes to in Question 1C-5 to:

1.	update CoC-wide policies; and
2.	ensure all housing and services provided in the CoC's geographic area are trauma-informed and can meet the needs of survivors.

(limit 2,500 characters)

1. The CoC collaborates with both federal and state funded DV service providers and the state DV Coalition to review CoC-wide policies that pertain to addressing the needs of survivors, including CoC Written Standards, Coordinated Entry Policy & Procedures and other documentation necessary to ensure compliance with VAWA. Partner DV service providers in the BoS CoC include Lifestyles of Maryland, the Family Crisis Resource Center, CASA, Heartly House, the Dove Center and SARC; the state level organization is the Maryland Network Against Domestic Violence. Representation from these organizations serve on the CoC Board, in Leadership roles, on CoC Committees, including Coordinated Entry and Performance Review. The CoC Board and committees are responsible for developing and approving all CoC-wide policies, including all DV related procedures critical to ensure client safety and confidentiality; and approving training topics and materials that are presented to front line and coordinated entry staff. 2. The CES Committee has developed a training curriculum for all providers in the CoC, designated modules are required annually, including an overview of Domestic Violence, Dating Violence, Sexual Assault and Stalking, Safety Planning Best Practices and Protocol and an overview of VAWA and its requirements in homeless services. The CoC also strives to operate under the Trauma Informed Care model and provides training to all agencies within the CoC. The DV providers and state coalition partner organizations all contribute to the content of the TIC training and implementation initiatives. Additionally, all CoC and ESG funded organizations are required to have written emergency safety plans in place and presented to all clients upon program entry. The CoC continues to partner with the primary state DV advocacy organization and developing plans to implement additional training plans, including Trauma and the Brain, Intensive Trauma Informed Care, Crisis Intervention and DeEscalation. The CoC received a new DV SSO-CE grant which will launch before the end of the calendar year, the project will focus on coordinating DV providers into the local CE process, BNL and case conference process; and identifying and providing any newly identified training needs among CoC staff.

1C-5b.	Implemented Safety Planning, Confidentiality Protocols in Your CoC's Coordinated Entry to Address the Needs of Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
	NOFO Section V.B.1.e.	
	Describe in the field below how your CoC's coordinated entry addresses the needs of DV survivors by including:	
1.	safety planning protocols; and	
2.	confidentiality protocols.	

(limit 2,500 characters)

1. Coordinated Entry staff receive training on matters pertaining to domestic violence awareness and safety planning. Client safety and confidentiality is a foundation of the CES. Staff receive training on identifying DV during the assessment phase or during ongoing client interactions and how to appropriately refer or manage the situation. Safety planning protocol, DV referral and safe hand-off procedures, de-identified HMIS data and by-name list management are functions of the CES and all participating staff receive mandatory training. The BoS utilizes an online training portal that allows users to complete required curriculum as determined by the CoC training plan. Certain courses, including DV awareness and safety planning, are required and assigned to staff annually. The CoC has partnered with the state DV advocacy organization to ensure that staff training content is up to date and relevant; and to ensure that the Coordinated Entry DV process is sound and meets all safety and confidentiality requirements. 2. Survivor personal information, data, assessment results and housing/shelter locations are strictly confidential across the CoC. Client data is held within a comparable database, CE assessment results are integrated into the local BNL and are completely de-identified, only information required to identify chronicity and vulnerability information is shared for prioritization and housing matching. Housing referrals are coordinated with the designated VSP case manager to maintain client confidentiality throughout the process. Meetings and conversations with survivors are held in secure locations to maintain privacy. All VSP shelters and housing project locations and addresses are confidential and not published.

1C-5c.	Coordinated Annual Training on Best Practices to Address the Needs of Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.	
	NOFO Section V.B.1.e.	

In the chart below, indicate how your CoC facilitates training for project staff and coordinated entry staff that addresses best practices on safety planning and confidentiality protocols:

		Project Staff	Coordinated Entry Staff
1.	Training Occurs at least annually?	Yes	Yes
2.	Incorporates Trauma Informed best practices?	Yes	Yes
3.	Incorporates Survivor-Centered best practices?	Yes	Yes
4.	Identifies and assesses survivors' individual safety needs?	Yes	Yes
5.	Enhances and supports collaboration with DV organizations?	Yes	Yes
6.	Ensures survivors' rights, voices, and perspectives are incorporated?	Yes	Yes
	Other? (limit 500 characters)		
7.			

&nbsp;

1C-5d.	Implemented VAWA-Required Written Emergency Transfer Plan Policies and Procedures for Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
	NOFO Section V.B.1.e.	

Describe in the field below:

1.	whether your CoC's written policies and procedures include an emergency transfer plan;
2.	how your CoC informs all households seeking or receiving CoC Program assistance about their rights to an emergency transfer;
3.	what your CoC requires households to do to request emergency transfers; and
4.	what your CoC does in response to households requesting emergency transfers.

(limit 2,500 characters)

1. The CoC requires that all CoC, State and ESG projects, as a condition of funding, adopt and implement an Emergency Transfer Plan that provides protections that are made available to any client who may experience domestic violence, dating violence, sexual assault and stalking regardless of sex, gender identity or sexual orientation. The core components of the plan require projects to offer emergency transfer options when there is a fear for life or safety and strictly prohibits the denial or termination of assistance, or eviction from a project as a direct result of domestic violence. Projects must also include a lease provision or addendum to include the requirements under the VAWA protections. Additionally, all projects in the CoC, including CES related procedures, must include a low barrier certification process for clients who self identify as experiencing domestic violence. Each LHC has funding available from the CoC that can be used for hotel, moving and other needs. 2. All projects must provide a copy of the Emergency Transfer Plan to enrolled clients at the point of intake and ensure that the purpose of the policy and required protocol to request a transfer are clearly communicated to the client level of understanding. 3. To request a transfer, individuals or families must first notify their case manager and they may then be requested to provide a statement or documentation of the occurrence that necessitates the transfer. Providers are required to maintain client confidentiality for the duration of the process. To be eligible for an emergency transfer, a client must expressly request the transfer, reasonably believe there is threat of imminent harm from further violence if remaining in the unit or have experienced a sexual assault on the premises within 90 days preceding the request. Any client who meets the eligibility requirements may request a transfer. 4. Upon request by the participant, the project must respond as quick as reasonably possible to move the tenant into a new and safe unit, the tenant must approve the new option and may request another unit if the proposed transfer is not deemed safe. The organization must maintain the strictest confidentiality regarding tenant personal information during the transfer process, including the initial request and information about the new location. If the organization has no available or safe units for transfer, they will identify other providers who may have an appropriate opening.

1C-5e.	Facilitating Safe Access to Housing and Services for Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
	NOFO Section V.B.1.e.	
	Describe in the field below how your CoC ensures households experiencing trauma or a lack of safety related to fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking have safe access to all of the housing and services available within your CoC's geographic area.	

(limit 2,500 characters)

Households who are fleeing or attempting to flee a domestic violence situation have the same access to all available housing and services within the CoC, as all clients who are seeking assistance. The CoC has an existing Coordinated Entry System that allows all clients, including those experiencing a lack of safety, to receive an assessment and be included on the BNL and considered for all upcoming unit availability. CES assessors are trained to identify clients who may be in danger and have resources available to ensure the client can access appropriate VSP resources in the community during the CE process. The CE assessment takes a more holistic approach to client needs and allows for long term safety planning, the administration of the assessment relies on a trauma-informed, motivational interview approach. The current process requires VSP staff to assess clients outside of the primary CES process to ensure confidentiality and must bring a secondary BNL to case conferences for referrals. The CoC has a limited amount of DV-designated beds, there are currently only 34 Rapid Rehousing units dedicated to DV providers to cover a 9-county region, so ensuring access to all available beds is critical. The CoC is implementing a new DV Bonus SSO-CE project that will increase layers of confidentiality and security for survivors in all aspects of CES. The project will ensure there are trained, dedicated DV assessors in each LHC. The assessors will manage all local assessments, ensure the data is entered into a CoC-wide comparable database, will produce a de-identified BNL that can be used along side the primary BNL in case conferences for client referrals and housing matches. The dedicated assessor will be responsible for coordinating the referral, working with DV shelter staff when necessary and housing navigation to maintain confidentiality. The new SSO-CE project allows the CoC to partner with the primary State DV Advocacy organization to provide more in-depth training opportunities to all staff participating in Coordinated Entry.

1C-5f.	Identifying and Removing Barriers for Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
	NOFO Section V.B.1.e.	
	Describe in the field below how your CoC ensures survivors receive safe housing and services by:	
1.	identifying barriers specific to survivors; and	
2.	working to remove those barriers.	

(limit 2,500 characters)

1. The CoC recognizes there are barriers to service for survivors, primarily resource allocation via the lack of dedicated PH beds for survivors in each region of the BoS. Currently, there are 3 DV-dedicated RRH projects in the CoC and they only cover 3 of the 9 counties in the BoS, within those projects, there are 34 beds to support the three counties. One of the larger LHCs has experienced barriers with staffing shortages, language barriers and immigration status in recent months, leading to challenges in placement into PH. 2. The CoC Competition Policy includes provisions to ensure that geographical representation and special populations receive special consideration in the rating and ranking process so that all regions and subpopulations have equal access to funding allocations. The Performance Review Committee has the authority to adjust funding decisions and project rank order to ensure all counties and subpopulations have an opportunity to receive funds and that all projects from a specific area or group don't fall into Tier 2. The CoC was able to ensure that the existing DV dedicated PH beds were prioritized in Tier 1 for funding during the current competition. In 2023, the CoC received a DV Bonus SSO-CE grant. The intention of the project is to ensure that each LHC has at least one DV Survivor focused CES staff member who can coordinate all survivor assessments, ensure the data is entered into the appropriate comparable database, ensure that a de-identified BNL is produced and able to be reviewed along with the traditional BNL for prioritization and matching, represent survivors on the BNL in local case conference meetings and facilitate a confidential and secure referral process when a housing opportunity becomes available. Further, the CoC engages and encourages VSPs to submit DV bonus grants in each competition to increase the overall CoC-funded PH unit inventory. In the current competition, one DV Bonus application was submitted to expand an existing project by adding case management staff critical to successful housing placement and outcomes.

1C-6.	Addressing the Needs of Lesbian, Gay, Bisexual, Transgender and Queer+—Anti-Discrimination Policy and Equal Access Trainings.	
	NOFO Section V.B.1.f.	

1.	Did your CoC implement a written CoC-wide anti-discrimination policy ensuring that LGBTQ+ individuals and families receive supportive services, shelter, and housing free from discrimination?	Yes
2.	Did your CoC conduct annual CoC-wide training with providers on how to effectively implement the Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity (Equal Access Final Rule)?	Yes
3.	Did your CoC conduct annual CoC-wide training with providers on how to effectively implement Equal Access in Accordance With an Individual's Gender Identity in Community Planning and Development Programs (Gender Identity Final Rule)?	Yes

1C-6a.	Anti-Discrimination Policy—Updating Policies—Assisting Providers—Evaluating Compliance—Addressing Noncompliance.	
	NOFO Section V.B.1.f.	

Describe in the field below:

1.	how your CoC regularly collaborates with LGBTQ+ and other organizations to update its CoC-wide anti-discrimination policy, as necessary to ensure all housing and services provided in the CoC are trauma-informed and able to meet the needs of LGBTQ+ individuals and families;
2.	how your CoC assisted housing and services providers in developing project-level anti-discrimination policies that are consistent with the CoC-wide anti-discrimination policy;

3.	your CoC's process for evaluating compliance with your CoC's anti-discrimination policies; and
4.	your CoC's process for addressing noncompliance with your CoC's anti-discrimination policies.

(limit 2,500 characters)

1. The CoC collaborates through the year with Board & partner organizations, including those who serve the LGBTQ+ population, to ensure the CoC antidiscrimination policies & project level requirements are up to date & in compliance with current regulations. The CoC policy states that all CoC, ESG & State funded projects must have an anti-discrimination policy that states all persons seeking assistance or are enrolled in a program have the right to housing & services free of judgment, harassment, discrimination, or bias, with an emphasis on LGBTQ+ individuals. The policy requires that all staff, volunteers, interns & program participants agree to abide by these policies. Further, the CoC partners with qualified providers to provide trauma-informed training to staff throughout the CoC to ensure all services are conducted with a trauma-informed lens. 2. To assist providers in developing their project level anti-discrimination policies, the Lead Agency provides CoC training, one on one guidance & technical assistance as needed. The CoC Lead stays current on HUD requirements & regulations to create sample policies that can be used as guidance; these tools can be used as a template when existing policies are not appropriate or complete. 3. The CoC evaluates project level compliance with anti-discrimination policies in several ways. First, projects are required to submit their agency level policy as part of the application process for funding opportunities. In the instance that a project does not currently have a policy or a compliant policy, they are required to describe their plan and timeline to develop and implement the policy. Second, the CoC evaluates policy compliance during the annual CoC project monitoring process. CoC funded projects undergo monitoring that includes a desk review & projects must provide requested policies, procedures & documents; if the project is found to be non-compliant, they will be subject to a performance improvement plan with specific, targeted action items & due dates. 4. If a project is out of compliance with required policy adoption & implementation, they will be subject to a performance improvement plan. The improvement plan will lay out the steps & remedies necessary for compliance. The plan includes specific, targeted action items & due dates; the CoC will provide additional training to staff if needed. Ongoing noncompliance may impact future funding opportunities if efforts to rectify the issue are not satisfactory.

1C-7.	Public Housing Agencies within Your CoC's Geographic Area--New Admissions--General/Limited Preference--Moving On Strategy.	
	NOFO Section V.B.1.g.	

You must upload the PHA Homeless Preference\PHA Moving On Preference attachment(s) to the 4B. Attachments Screen.

Enter information in the chart below for the two largest PHAs highlighted in gray on the current CoC-PHA Crosswalk Report or the two PHAs your CoC has a working relationship with--if there is only one PHA in your CoC's geographic area, provide information on the one:

Public Housing Agency Name	Enter the Percent of New Admissions into Public Housing or Housing Choice Voucher Program During FY 2023 who were experiencing homelessness at entry	Does the PHA have a General or Limited Homeless Preference?	Does the PHA have a Preference for current PSH program participants no longer needing intensive supportive services, e.g., Moving On?
Hagerstown Housing Authority	26%	Yes-HCV	No
Housing Authority of St. Mary's County	30%	Yes-HCV	Yes

1C-7a.	Written Policies on Homeless Admission Preferences with PHAs.	
	NOFO Section V.B.1.g.	

Describe in the field below:

1.	steps your CoC has taken, with the two largest PHAs within your CoC's geographic area or the two PHAs your CoC has working relationships with, to adopt a homeless admission preference—if your CoC only has one PHA within its geographic area, you may respond for the one; or
2.	state that your CoC has not worked with the PHAs in its geographic area to adopt a homeless admission preference.

(limit 2,500 characters)

The CoC has active MOUs with the four PHAs with the highest number of Housing Choice Vouchers in the CoC's geographic coverage area: Maryland Department of Housing and Community Development, St. Mary's Housing Authority, Hagerstown Housing Authority, and Frederick Housing Authority. The Maryland Department of Housing and Community Development has established three set-asides of vouchers related to homelessness - one for regular HCVs that are set aside for homeless referrals, one set-aside for move on vouchers for current PSH participants, and Emergency Housing Vouchers allocated through ARPA. The St. Mary's Housing Authority has a general homeless preference for housing choice vouchers and the CoC has coordinated to work on an additional set aside of vouchers that would take referrals directly from the Coordinated Entry By-Name List. Hagerstown and Frederick County housing authorities both have established set-asides for homeless households and accept referrals from the Coordinated Entry By-Name List. The CoC has conducted outreach to the other 9 PHAs in the CoC area to discuss options for voucher set-asides and will continue to meet with each of them to develop MOUs. Outreach included utilizing HUD's notice on making vouchers accessible to homeless households to identify opportunities to improve voucher practices, as well as encouraging PHAs to apply for competitive voucher opportunities and providing a sample MOU of supportive services and referrals the CoC could provide the PHA.

1C-7b.	Moving On Strategy with Affordable Housing Providers.	
	Not Scored—For Information Only	

Select yes or no in the chart below to indicate affordable housing providers in your CoC's jurisdiction that your recipients use to move program participants to other subsidized housing:



1.	Multifamily assisted housing owners	Yes
2.	PHA	Yes
3.	Low Income Housing Tax Credit (LIHTC) developments	Yes
4.	Local low-income housing programs	Yes
	Other (limit 150 characters)	
5.		

1C-7c.	Include Units from PHA Administered Programs in Your CoC's Coordinated Entry.	
	NOFO Section V.B.1.g.	

In the chart below, indicate if your CoC includes units from the following PHA programs in your CoC's coordinated entry process:

1.	Emergency Housing Vouchers (EHV)	Yes
2.	Family Unification Program (FUP)	Yes
3.	Housing Choice Voucher (HCV)	Yes
4.	HUD-Veterans Affairs Supportive Housing (HUD-VASH)	Yes
5.	Mainstream Vouchers	Yes
6.	Non-Elderly Disabled (NED) Vouchers	Yes
7.	Public Housing	Yes
8.	Other Units from PHAs:	

1C-7d.	Submitting CoC and PHA Joint Applications for Funding for People Experiencing Homelessness.	
	NOFO Section V.B.1.g.	

1.	Did your CoC coordinate with a PHA(s) to submit a competitive joint application(s) for funding or jointly implement a competitive project serving individuals or families experiencing homelessness (e.g., applications for mainstream vouchers, Family Unification Program (FUP), other programs)?	Yes
		Program Funding Source
2.	Enter the type of competitive project your CoC coordinated with a PHA(s) to submit a joint application for or jointly implement.	FUP

1C-7e.	Coordinating with PHA(s) to Apply for or Implement HCV Dedicated to Homelessness Including Emergency Housing Voucher (EHV).	
	NOFO Section V.B.1.g.	

	Did your CoC coordinate with any PHA to apply for or implement funding provided for Housing Choice Vouchers dedicated to homelessness, including vouchers provided through the American Rescue Plan?	Yes
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## 1D. Coordination and Engagement Cont'd

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1D-1.	Preventing People Transitioning from Public Systems from Experiencing Homelessness.	
	NOFO Section V.B.1.h.	

Select yes or no in the chart below to indicate whether your CoC actively coordinates with the public systems listed to ensure persons who have resided in them longer than 90 days are not discharged directly to the streets, emergency shelters, or other homeless assistance programs.

1.	Prisons/Jails?	Yes
2.	Health Care Facilities?	Yes
3.	Residential Care Facilities?	Yes
4.	Foster Care?	Yes

1D-2.	Housing First—Lowering Barriers to Entry.	
	NOFO Section V.B.1.i.	

1.	Enter the total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe Haven, and Transitional Housing projects your CoC is applying for in FY 2024 CoC Program Competition.	43
2.	Enter the total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe Haven, and Transitional Housing projects your CoC is applying for in FY 2024 CoC Program Competition that have adopted the Housing First approach.	43
3.	This number is a calculation of the percentage of new and renewal PSH, RRH, SSO non-Coordinated Entry, Safe Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in the FY 2024 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.	100%

1D-2a.	Project Evaluation for Housing First Compliance.	
	NOFO Section V.B.1.i.	

You must upload the Housing First Evaluation attachment to the 4B. Attachments Screen.

Describe in the field below:

1.	how your CoC evaluates every project—where the applicant checks Housing First on their project application—to determine if they are using a Housing First approach;
2.	the list of factors and performance indicators your CoC uses during its evaluation;
3.	how your CoC regularly evaluates projects outside of your local CoC competition to ensure the projects are using a Housing First approach; and
4.	what your CoC has done to improve fidelity to Housing First.

(limit 2,500 characters)

1. MD514 requires that all projects in the CoC operate under a Housing First philosophy. All project applicants, both new & renewing, must commit to operating under the Housing First guiding principles at the point of application to be considered for funding. The CoC uses funding applications, monitoring tools & performance reporting to determine the use of Housing First for projects across the CoC. 2. The CoC reviews length of time homeless, time to move in, housing stability & retention, exit destinations & income-related measures as performance indicators for appropriate use of housing first. The CoC utilizes interview based evaluation tools to identify agency practices on program admission & eligibility, programmatic rules, accessibility & grievance processes. Clients are given opportunities to provide anonymous feedback on program delivery & design. Renewing CoC projects are measured on these factors during the funding application & must include policies in the application submission. All projects must complete a Housing First Attestation to commit to using housing first, new project applicants must describe their intended efforts to utilize housing first in the application. Additionally, the CoC uses Coordinated Entry metrics to evaluate housing first throughout the year, including the length of time an individual is on the by-name list, the length of time from project referral to housing move in, & the number of referrals accepted & declined by housing projects. 3. The CoC Project Monitoring Policy indicates that each project will be monitored at least annually & Housing First components are evaluated using the Housing First Assessment Tool. CE policy requires programs to operate under Housing First principles, & participating housing projects are required to accept all eligible referrals unless there is a preapproved exception. The CE is monitored & evaluated regularly to ensure compliance at both the system & project level. When a project is found to not be Housing First compliant, performance improvement plans & corrective actions are implemented so the project aligns with CoC priorities. 4. The CoC has hired a dedicated Training Coordinator who is responsible for delivering training on housing first & best practice topics; the CoC Monitoring Policy allows for evaluation & technical assistance on implementation throughout the year, CE allows the CoC to more directly monitor referral & placement processes & make real-time adjustments needed.

1D-3.	Street Outreach—Data—Reaching People Least Likely to Request Assistance.	
	NOFO Section V.B.1.j.	
	Describe in the field below how your CoC tailored its street outreach to people experiencing homelessness who are least likely to request assistance.	

(limit 2,500 characters)

MD-514 street outreach teams are founded in a housing-first approach, with services tailored to meet the specific needs of those living in unsheltered situations. The CoC coordinates with service providers, local PATH teams, law enforcement, medical providers, library staff & community advocates to provide services & outreach to those least likely to seek assistance. The CoC has regionalized resource cards that can be distributed to those in unsheltered settings with contact information of local service providers & CES procedures. The BoS facilitates regionally based, annual Homeless Resource Days to target those who do not traditionally seek services. CoC providers directly engage with participants at the event to provide services & build critical relationships. Street outreach staff are trained on HMIS & CES, serve as CE access points, facilitate assessments & participate in local case conference sessions to identify & provide solutions to housing barriers. Translation services are provided as needed & upon request via the language line. Through these efforts, the CoC builds relationships & engages the most vulnerable unsheltered persons with the goal of connecting households to permanent housing & support options. Street outreach services are available in 100% of the geographic area in the CoC & are available daily, often including nights & weekends. Outreach staff are available via phone, email & in-office visits for those needing assistance outside of regular scheduled hours. The CoC also has street outreach teams tailored to meet specific needs of subpopulations, including PATH for behavioral health needs & the VA for the Veteran population. The CoC partners with local law enforcement to train on best practices & available resources & to ensure "wellness checks" are done for individuals who may need immediate crisis intervention services. Additional collaboration with the criminal justice system is held to offer training & awareness of homeless services & resources as well as training on diversion court programs & discharge planning efforts. The CoC coordinates with local businesses, faith-based services & community partners to educate on homelessness & referral information for known individuals who may not work with local service providers. Street Outreach teams facilitate ongoing relationships with participants & are provided with tools necessary to enroll the client into Coordinated Entry & link to critical services & housing opportunities.

1D-4.	Strategies to Prevent Criminalization of Homelessness.	
	NOFO Section V.B.1.k.	

Select yes or no in the chart below to indicate your CoC's strategies to prevent the criminalization of homelessness in your CoC's geographic area:
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Your CoC's Strategies	Engaged/Educated Legislators and Policymakers	Implemented Laws/Policies/Practices that Prevent Criminalization of Homelessness
1. Increase utilization of co-responder responses or social services-led responses over law enforcement responses to people experiencing homelessness?	Yes	Yes
2. Minimize use of law enforcement to enforce bans on public sleeping, public camping, or carrying out basic life functions in public places?	Yes	Yes
3. Avoid imposing criminal sanctions, including fines, fees, and incarceration for public sleeping, public camping, and carrying out basic life functions in public places?	Yes	Yes
FY2024 CoC Application	Page 25	10/30/2024

4. Other:(limit 500 characters)		

1D-5.	Rapid Rehousing–RRH Beds as Reported in the Housing Inventory Count (HIC) or Longitudinal Data from HMIS.	
	NOFO Section V.B.1.i.	

		HIC Longitudinal HMIS Data	2023	2024
	Enter the total number of RRH beds available to serve all populations as reported in the HIC or the number of households served per longitudinal HMIS data, e.g., APR.	Longitudinal HMIS Data	1,098	1,110

1D-6.	Mainstream Benefits–CoC Annual Training of Project Staff.	
	NOFO Section V.B.1.m.	

Indicate in the chart below whether your CoC trains program staff annually on the following mainstream benefits available for program participants within your CoC's geographic area:

	Mainstream Benefits	CoC Provides Annual Training?
1.	Food Stamps	Yes
2.	SSI–Supplemental Security Income	Yes
3.	SSDI–Social Security Disability Insurance	Yes
4.	TANF–Temporary Assistance for Needy Families	Yes
5.	Substance Use Disorder Programs	Yes
6.	Employment Assistance Programs	Yes
7.	Other (limit 150 characters)	

1D-6a.	Information and Training on Mainstream Benefits and Other Assistance.	
	NOFO Section V.B.1.m	

Describe in the field below how your CoC:

1.	works with projects to collaborate with healthcare organizations, including those that provide substance use disorder treatment and mental health treatment, to assist program participants with receiving healthcare services, including Medicaid; and
2.	promotes SSI/SSDI Outreach, Access, and Recovery (SOAR) certification of program staff.

(limit 2,500 characters)

1. The BoS collaborates with projects and healthcare providers throughout the year to identify available programs and services-round training, workshops, email distribution lists, community-wide interagency meetings, resource sharing and strong partnerships with local Departments of Social Services (DSS) and Health Departments. Representatives from State Agencies that oversee mainstream benefit programs serve on the CoC Board of Directors and committees of the CoC and regularly collaborate to develop and implement training opportunities. MD514 utilizes an on-demand, electronic training system to provide uniform training and information for front line case managers and program staff and allows for real time roll out of updated mainstream benefits information when needed. DSS offices play an integral role in the CoC, specifically in the Coordinated Entry process by serving as access sites, offering CE assessments and assisting with screening and enrollment for mainstream public benefits, including TANF, SNAP, TDAP and referral to substance abuse and mental health treatment. All clients entering CES are assessed for homeless services regardless of access site location, and are further assessed for benefits, health insurance, Medicaid, Medicare and other income source eligibility. CoC projects are encouraged to utilize community resources including 2-1-1, or online resources including <https://path2help.com>. CoC participating agencies partner with local hospitals and health care providers to identify insurance enrollment and referral options. CoC agencies also partner with local Area Agencies on Aging to assist the aging population access Medicare and other related benefits. 2. Each of the CoC LHCs has at least one designated staff member who is SOAR certified to assist clients obtain SSI/SSDI income supports. The CoC incorporates SOAR into the CE process and has ongoing SOAR certification processes in place to ensure that all regions of the BoS are able to continually access SOAR services for participants.

ID-7.	Partnerships with Public Health Agencies—Collaborating to Respond to and Prevent the Spread of Infectious Diseases.	
	NOFO Section V.B.1.n.	
	Describe in the field below how your CoC effectively collaborates with state and local public health agencies to develop CoC-wide policies and procedures that:	
1.	respond to infectious disease outbreaks; and	
2.	prevent infectious disease outbreaks among people experiencing homelessness.	

(limit 2,500 characters)

1. The CoC and its LHCs established close working relationships with each local health department and emergency management center across the geographic area. LHCs and homeless service providers participate in local emergency management planning meetings and are part of broader efforts to respond to crises, natural disasters and public health emergencies. These efforts have proven successful as LHCs and the CoC leveraged relationships built through COVID have also allowed for ongoing partnerships and communication necessary to respond to future infectious disease outbreaks. The CoC-wide policies that have developed from the relationships include having a clear understanding of who the key local/state decision makers are and critical contacts at the health dept and emergency management center. The public health system in MD is decentralized by county, so knowing the right contact is critical to accessing resources and information. The local health depts recognize that homeless service providers are a key player in the public health response for vulnerable populations and now include the CoC perspective for input. There has been an investment in the development of permanent non-congregate shelters and enhanced HVAC/filtration systems, to limit spread during future contagion events. The policy and partnerships have led to formal cooperative agreements with hospitals, healthcare systems and behavioral health for access to medical services, vaccinations, testing and telehealth. The CoC has implemented infectious disease prevention and mitigation training to reduce transmission of other illnesses in the future and increase the health and safety of shelter environments and increased understanding of FEMA public assistance and emergency food response programs run by state agencies. 2. Efforts to prevent future disease outbreaks among people experiencing homelessness in the CoC include the ongoing provision of personal protective equipment and testing kits by the MD Department of Health and local health departments to relevant service providers. MDH has provided funding to CoC shelters for further quarantine and isolation needs. Local health departments now regularly coordinate with homeless service providers to provide on-site vaccine clinics and have provided immunizations for the flu, COVID, MPX and TB, where appropriate.

ID-7a.	Collaboration With Public Health Agencies on Infectious Diseases.	
	NOFO Section V.B.1.n.	
	Describe in the field below how your CoC:	
1.	effectively shared information related to public health measures and homelessness; and	
2.	facilitated communication between public health agencies and homeless service providers to ensure street outreach providers and shelter and housing providers are equipped to prevent or limit infectious disease outbreaks among program participants.	

(limit 2,500 characters)



1. In the past year, the CoC Lead Agency has continued to distribute CDC funding to local providers to work toward the prevention and mitigation of COVID19. The CoC Lead has participated in a monthly convening of the Public Health and Homelessness Initiative, sponsored by the CDC, and passed all relevant information to local leadership and service providers. The CoC has co-facilitated a Harm Reduction workgroup with state and local Health Departments and healthcare providers to provide education and printed materials to local service providers, with a primary focus has been on not sharing needles to prevent infectious diseases. The CoC continues to share information regarding the availability of vaccines. 2. The CoC and local health departments in each county or CoC region convene as needed to establish safety plans as necessary pertaining to the prevention or limitation of infectious disease outbreaks. Service providers and outreach teams, as guided by the CoC and local health departments, utilize the following best practice strategies to reduce transmission of infectious disease: \*Increase outreach to encampments and via drop-in center programs to educate households about diseases \*Provide personal care and sanitation supplies as needed, including hand sanitizer, gloves, masks, food, water \*Offer households placement in non-congregate shelter opportunities, including private space in shelter or motel/hotel rooms \*Congregate shelters now have lower maximum occupancy levels, have physical barriers in sleeping spaces and have upgraded HVAC and filtration systems \*LHCs now coordinate with hospitals to prevent discharge of symptomatic and sick individuals back to shelter.

1D-8.	Coordinated Entry Standard Processes.	
	NOFO Section V.B.1.o.	
	Describe in the field below how your CoC's coordinated entry system:	
1.	can serve everybody regardless of where they are located within your CoC's geographic area;	
2.	uses a standardized assessment process to achieve fair, equitable, and equal access to housing and services within your CoC;	
3.	collects personal information in a trauma-informed way; and	
4.	is updated at least annually using feedback received from participating projects and households that participated in coordinated entry.	

(limit 2,500 characters)

1. The MD514 Coordinated Entry System (CES) covers 100% of the geographic area which includes 9 counties in the BoS. Clients can access CES via shelter staff, street outreach teams, Departments of Social Services, telephone hotlines and designated assessment locations throughout the CoC, including emergency and day shelters and other service provider locations. CE resources are published in LHC level resource guides that are distributed across the CoC. There are mobile outreach teams that are able to cover more territory and bring a host of services, including CES, to regions that do not traditionally have access. 2. The BoS utilizes the Self Sufficiency Matrix in combination with required HUD data elements to serve as the CES standardized assessment. All participants entering the homeless services system receive the same assessment at the point of intake regardless of provider. To ensure equal access, the BoS utilizes this standardized assessment at each entry point into the system; all front-line staff receive uniform and consistent training on the intake and assessment process, and best practices on administering the assessment using a trauma-informed, motivational interviewing approach. The assessment is currently used for all subpopulations, however, the CoC is participating in a project to develop a state-wide, uniform assessment for unaccompanied youth. All assessment data is entered into a corresponding project in HMIS which is used to populate the LHC level BNL, the BNL includes basic client information, household size, disability status, age and vulnerability level. The BNL is used in every case conference meeting as a means to identify the most vulnerable households to match with available housing opportunities. The BNL prioritizes households by chronicity, length of time homeless and vulnerability level and can be filtered to identify clients who best match project eligibility requirements - ex: Veteran or Youth-targeted projects. Case conference meetings are held within each LHC are occur at least monthly, with several meetings bi-weekly.

1D-8a.	Coordinated Entry–Program Participant-Centered Approach.	
	NOFO Section V.B.1.o.	
	Describe in the field below how your CoC's coordinated entry system:	
1.	reaches people who are least likely to apply for homeless assistance in the absence of special outreach;	
2.	prioritizes people most in need of assistance;	
3.	ensures people most in need of assistance receive permanent housing in a timely manner, consistent with their needs and preferences; and	
4.	takes steps to reduce burdens on people seeking assistance.	

(limit 2,500 characters)

1 The BoS markets CE with pocket resource guides in areas frequented by those experiencing homelessness, including bus stops, hospitals, 24-hour establishments, churches, schools, service providers & other public spaces. CE materials are on the BoS & partner websites, social media & via community training. Translation services are available. Street & mobile outreach teams canvass the geography to ensure all who are eligible are reached, canvassing includes locations without service providers & assistance. Each LHC hosts an annual Homeless Resource Day to provide resources & services to those who may not seek assistance throughout the year & offers to connect to CES. 2 All clients are assessed for CE at entry, assessment data is used to ID chronicity, length of time homeless & severity of service need. Clients are prioritized by chronicity, longest history of homelessness, & level of vulnerability per CE Policy & matched to the most appropriate intervention. Staff may override prioritization results if a client is unable/unwilling to complete an assessment, via an observation based assessment, to ensure the assessment is as accurate as possible. Case conference is conducted regularly to review the BNL & problem solve areas of concern. 3 Clients receive the CE assessment within 14 days of intake. CE prioritizes chronicity, the longest history of homelessness & the highest level of vulnerability. The assessment requests information to help identify chronicity & vulnerability & personal preferences for housing units, features & location. HMIS produces a BNL that lists households in the preferred priority order & allows for additional sorting & filtering when subpopulation or client preference needs to be considered. Case conferencing allows opportunities for client preference to be considered in the referral process. 4 CE seeks to ensure accessibility for all. Clients access CE via street outreach, hotlines, and designated assmt spots (ES, day shelters & service providers). Translation services are available. CE is designed so people provide information once, data is collected & stored in HMIS & can be viewed across all providers. Data is used for eligibility purposes so clients are referred only to appropriate/preferred projects, reducing need for multiple applications. Staff help with documentation for project eligibility which is uploaded & stored in HMIS. Clients are matched to housing & receive a warm handoff to ensure a supported transition.

1D-8b.	Coordinated Entry—Informing Program Participants about Their Rights and Remedies—Reporting Violations.	
	NOFO Section V.B.1.o.	

Describe in the field below how your CoC through its coordinated entry:

1.	affirmatively markets housing and services provided within the CoC's geographic area and ensures it reaches all persons experiencing homelessness;
2.	informs program participants of their rights and remedies available under federal, state, and local fair housing and civil rights laws; and
3.	reports any conditions or actions that impede fair housing choice for current or prospective program participants to the jurisdiction(s) responsible for certifying consistency with the Consolidated Plan.

(limit 2,500 characters)

1. The CoC Coordinated Entry Policy and Procedures document states that each LHC is responsible for all regional outreach and marketing to ensure that all persons experiencing homelessness and the local community at large have awareness of and equal access to the Coordinated Entry System and all related housing and services. Outreach and marketing efforts are ongoing and, at minimum, include materials created for distribution during the Point in Time (PIT) count and by each jurisdiction's Homeless Resource Day. At a minimum, marketing efforts include private and public agencies, veteran service agencies, social service agencies, schools, childcare centers, hospitals, detention centers, jails and local elected bodies. CES materials are also be distributed in areas known to be frequented by people experiencing housing instability and/or homelessness, including 24-hour establishments, restaurants, food pantries, places of worship, grocery stores, check cashing locations and Wi-Fi accessible locations. 2. All staff, outreach workers and volunteers working within the Coordinated Entry System receive training to ensure they are up to date in their knowledge of fair housing and other relevant state and federal laws. The staff must inform their participants of their rights at CES intake and throughout the process, including assessment, prioritization, referral and time enrolled in housing projects. The notification traditionally occurs via policies provided to the participants; any printed policies or marketing materials must be current and up to date on all rights and remedy related information and must also include the steps necessary and contact information to submit any grievances. All participating agencies are subject to an annual evaluation to ensure compliance. 3. Participants are provided with the information necessary file an appeal or grievance on any conditions that impede fair housing choice at the point of intake. For the Balance of State, the CoC Lead Agency also serves as the jurisdiction responsible for certifying the consistency with the Consolidated Plan. To make a report, participants are given a primary contact, a physical address and an email to submit any information and materials. Reports may be made directly by program participants, a representative on their behalf or any party that is witness to a fair housing related violation.

1D-9.	Advancing Racial Equity in Homelessness—Conducting Assessment.	
	NOFO Section V.B.1.p.	

1.	Has your CoC conducted a racial disparities assessment in the last 3 years?	Yes
2.	Enter the date your CoC conducted its latest assessment for racial disparities.	05/13/2024

1D-9a.	Using Data to Determine if Racial Disparities Exist in Your CoC's Provision or Outcomes of CoC Program-Funded Homeless Assistance.	
	NOFO Section V.B.1.p.	

Describe in the field below:

1.	the data your CoC used to analyze whether any racial disparities are present in your CoC's provision or outcomes of CoC Program-funded homeless assistance; and
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- |    |   |
|----|---|
| 2. | how your CoC analyzed the data to determine whether any racial disparities are present in your CoC's provision or outcomes of CoC Program-funded homeless assistance. |
|----|---|

(limit 2,500 characters)

1. The CoC routinely monitors system-wide and project-level performance data and publishes dashboard reports highlighting the analysis of race and ethnicity in relation to the overall population served, performance outcomes and identified disparities. The CoC utilizes HMIS data, performance and Stella reporting, PIT results, CES outcomes and US Census data to review and identify disparities. Equity-based performance reports are published quarterly for CoC review. 2. The CoC used internal tools and reporting to evaluate the data. General census population data was compared to the population served to identify greater community disparities in accessing services, Stella reports and HMIS generated APRs were used to identify disparity in the provision of services and client outcomes, CE assessment and placement data is reviewed for further disparities. The evaluation is broken out by the LHC level for regional-specific trends. These reviews have identified disparities in the provision and outcomes of homeless assistance, including that people of color are more likely to receive homeless assistance than white people, and are less likely to receive a positive outcome from that assistance. The nine counties that comprise the BoS vary significantly in their demographic makeup, however, race based disparities have been identified in most regions, the CoC has found that the more densely populated counties have greater levels of racial disparity in system access and outcomes.

1D-9b.	Implemented Strategies to Prevent or Eliminate Racial Disparities.	
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NOFO Section V.B.1.p
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Select yes or no in the chart below to indicate the strategies your CoC is using to prevent or eliminate racial disparities.
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1.	Are your CoC's board and decisionmaking bodies representative of the population served in the CoC?	Yes
2.	Did your CoC identify steps it will take to help the CoC board and decisionmaking bodies better reflect the population served in the CoC?	Yes
3.	Is your CoC expanding outreach in your CoC's geographic areas with higher concentrations of underrepresented groups?	Yes
4.	Does your CoC have communication, such as flyers, websites, or other materials, inclusive of underrepresented groups?	Yes
5.	Is your CoC training staff working in the homeless services sector to better understand racism and the intersection of racism and homelessness?	Yes
6.	Is your CoC establishing professional development opportunities to identify and invest in emerging leaders of different races and ethnicities in the homelessness sector?	Yes
7.	Does your CoC have staff, committees, or other resources charged with analyzing and addressing racial disparities related to homelessness?	Yes
8.	Is your CoC educating organizations, stakeholders, boards of directors for local and national nonprofit organizations working on homelessness on the topic of creating greater racial and ethnic diversity?	Yes
9.	Did your CoC review its coordinated entry processes to understand their impact on people of different races and ethnicities experiencing homelessness?	Yes
10.	Is your CoC collecting data to better understand the pattern of program use for people of different races and ethnicities in its homeless services system?	Yes
11.	Is your CoC conducting additional research to understand the scope and needs of different races or ethnicities experiencing homelessness?	Yes

Other:(limit 500 characters)	
12.	

1D-9c.	Plan for Ongoing Evaluation of System-level Processes, Policies, and Procedures for Racial Equity.	
	NOFO Section V.B.1.p.	

Describe in the field below your CoC's plan for ongoing evaluation of system-level processes, policies, and procedures for racial equity.

(limit 2,500 characters)

The CoC continues to address known disparities in the delivery of assistance and system outcomes by making ongoing improvements at the project level. All CoC and ESG funding projects are required to adopt an anti-discrimination policy that is reviewed annually by the CoC and in consideration for funding. These policies emphasize zero tolerance towards all forms of discrimination and are intended to protect individuals in housing as well as those in search of housing; all policies are required to incorporate components that address nondiscrimination, fair housing, and equal access to housing, among others. Further, the policy must be followed by all staff, interns and volunteers in an organization. The CoC participated in the HUD Community Workshop: Building Coalitions for Racial Equity, Social Justice and Ending Homelessness in 2024 and are implementing the CoC-wide ACEs project (Advocacy, Competency and Education). The ACEs project provides specific and targeted training on diversity, equity, cultural competence and implicit bias to CoC members and front-line staff, presents critical data points to the CoC to measure current disparities and identify areas of focus for improvement; and is building an equity and advocacy focused lens to guide all existing and future CoC committees and workgroups. The training opportunities are offered to CoC staff and are facilitated by local service providers, Departments of Social Services, local colleges and other subject matter experts on the topics of racial equity, disparities, implicit bias and discriminatory practices. Training is delivered in group settings and on an individual level when specific concerns have been identified. Additionally, the CES provides annual, required training for all staff who work within the CE process. Policy implementation and required training opportunities are intended to create a safe, informed environment where staff are able to provide service in an equitable manner. As any disparities are identified, relevant projects are notified and provided with additional technical assistance.

1D-9d.	Plan for Using Data to Track Progress on Preventing or Eliminating Racial Disparities.	
	NOFO Section V.B.1.p.	

Describe in the field below:

1.	the measures your CoC plans to use to continuously track progress on preventing or eliminating racial disparities in the provision or outcomes of homeless assistance; and
2.	the tools your CoC plans to use to continuously track progress on preventing or eliminating racial disparities in the provision or outcomes of homeless assistance.

**(limit 2,500 characters)**

1. The CoC primarily relies on performance-related reporting data to assist with tracking progress on preventing and eliminating identified disparities. The Lead Agency publishes system and project-level performance reports on a quarterly basis for review by the full CoC. The report metrics include data on project entry, exit destinations, length of time homeless and returns to homelessness, which allows the CoC to review housing outcomes and services based on subpopulations, including race and ethnicity. The CoC will continue to review returns to homelessness, income measures and comparison to the general census-level population data. The CoC will also continue to review measures produced from the CES to identify disparities in the assessment tool, housing placement rates and general provision of services. These measures include reviewing the number of households assessed vs those entering shelter, referrals to housing and placement rate and length of time on the BNL; each area will be broken down by race and LHC. Additionally, the CoC will review specific responses to the SSM portion of the assessment to ensure that the tool is equitable and is being delivered by staff in an equitable manner. 2. The CoC conducts disparity analysis by utilizing the Stella reporting tool, the HUD CoC Analysis tool, EVA, system and project level APRs, custom CES reports, PIT results and general census data.

1D-10.	Involving Individuals with Lived Experience of Homelessness in Service Delivery and Decisionmaking—CoC's Outreach Efforts.	
	NOFO Section V.B.1.q.	
	Describe in the field below your CoC's outreach efforts (e.g., social media announcements, targeted outreach) to engage those with lived experience of homelessness in leadership roles and decisionmaking processes.	

**(limit 2,500 characters)**

The BoS has implemented an ongoing, targeted outreach plan at the LHC level to identify and recruit individuals with lived experience to serve on the CoC Board and on all CoC Committees; the CoC actively encourages all members with lived experience to provide input and feedback on all CoC policies and decisions based on their firsthand knowledge. The invitation to serve on CoC Committees is open year-round. The CoC adopted a Lived Experience Stipend Policy that guides the BoS on expectations and requirements on providing both direct and in-direct stipends and supports to lived experience representatives. Stipends are expected to be provided for any service provided - including board/committee participation, serving on panels and any hours worked to prepare for meetings and events. The policy provides guidance on payment expectations, including timeliness of payment, method of payment and eligible costs. The hourly rate to be paid is based on the current local Housing Wage, the mileage reimbursement rate is based on the most current IRS state rate. The BoS CoC Board has an active representation of individuals with lived experience, as do the HMIS, Coordinated Entry and Project Review Committees. At the local level, CoC organizations engage individuals with lived experience via board recruitment, peer mentorship services and employment opportunities.

1D-10a.	Active CoC Participation of Individuals with Lived Experience of Homelessness.	
	NOFO Section V.B.1.q.	

You must upload the Lived Experience Support Letter attachment to the 4B. Attachments Screen.  
Enter in the chart below the number of people with lived experience who currently participate in your CoC under the four categories listed:

	Level of Active Participation	Number of People with Lived Experience Within the Last 7 Years or Current Program Participant	Number of People with Lived Experience Coming from Unsheltered Situations
1.	Routinely included in the decisionmaking processes related to addressing homelessness.	16	6
2.	Participate on CoC committees, subcommittees, or workgroups.	13	8
3.	Included in the development or revision of your CoC's local competition rating factors.	3	1
4.	Included in the development or revision of your CoC's coordinated entry process.	6	3

1D-10b.	Professional Development and Employment Opportunities for Individuals with Lived Experience of Homelessness.	
	NOFO Section V.B.1.q.	

Describe in the field below how your CoC or CoC membership organizations provide professional development and employment opportunities to individuals with lived experience of homelessness.

(limit 2,500 characters)

The CoC actively encourages individuals with lived experience to participate in leadership, professional development and training opportunities offered by the CoC and via external options. The CoC Lived Experience Stipend policy allows for professional development opportunities to be provided to the consumer at no cost to the individual. Organizations in the CoC further promote employment opportunities for those with lived experience through local partnerships, networking and training opportunities. The CoC has partnerships with local employers and colleges to design training opportunities that will benefit both the employer and the job seeker. The program includes skills-based training and application/resume/interview preparation. Additionally, the CoC has developed apprenticeship programs for on-the-job training in a variety of trades, advocacy opportunities to expunge criminal histories and specific programming to best serve those with a disability. The CoC also provides post-employment supports and hosts resource and job fairs throughout the year. All training and employment-related opportunities are available to those with current and previous lived experience in homelessness.

1D-10c.	Routinely Gathering Feedback and Addressing Challenges of Individuals with Lived Experience of Homelessness.	
	NOFO Section V.B.1.q.	



	Describe in the field below:
1.	how your CoC gathers feedback from people experiencing homelessness;
2.	how often your CoC gathers feedback from people experiencing homelessness;
3.	how your CoC gathers feedback from people who received assistance through the CoC Program or ESG Program;
4.	how often your CoC gathers feedback from people who have received assistance through the CoC Program or ESG Program; and
5.	steps your CoC has taken to address challenges raised by people with lived experience of homelessness.

(limit 2,500 characters)

1. The CoC hosts focus groups, listening sessions and has online tools available for feedback submission. The CoC distributes surveys to solicit feedback from emergency shelter participants to better understand shelter services, operations and policy. Participants in emergency shelter and street outreach projects are also able to provide feedback directly to staff who are able to provide to the CoC. 2. Informal feedback is gathered throughout the year, surveys and focus groups and hosted at least annually. 3. CoC & ESG project participants are invited to participate in CoC-facilitated focus groups and listening sessions to provide feedback on CoC goals, priorities and policy decisions. Participants also have the opportunity to participate in CoC surveys to give input on system and organizational-level operations. CoC partner organizations host project-level focus groups so participants can provide direct programmatic feedback to staff for immediate consideration. 4. Feedback is solicited at least annually, with project-level opportunities are available year-round. 5. The CoC requires CoC, State and ESG funded recipients to incorporate individuals with lived experience in opportunities where policy and procedural decisions are made, including agency-level board and committee participation, to further ensure that lived experience voices are heard and challenges can be presented and addressed. Additionally, the CoC has implemented a Lived Experience Stipend Policy that requires CoC & ESG providers to pay a cash stipend or provide resources or services to those with lived experience who contribute to the CoC. These steps are intended to provide ongoing and supportive opportunities for challenges to be identified and resolved at the system level. The CoC has engaged people with lived experience to evaluate the appropriateness and effectiveness of the Coordinated Entry service needs and vulnerability assessment. Results included modifying the assessment tool based on feedback and providing targeted training and instructional language for assessors who utilize the assessment, and the CoC provides educational materials for participants to explain how the assessment is used as part of prioritization and housing offers.

1D-11.	Increasing Affordable Housing Supply.	
	NOFO Section V.B.1.s.	
	Describe in the field below at least two steps your CoC has taken in the past 12 months to engage city, county, or state governments that represent your CoC's geographic area regarding the following:	
1.	reforming zoning and land use policies to permit more housing development; and	
2.	reducing regulatory barriers to housing development.	

**(limit 2,500 characters)**

1. Over the past year, the CoC Lead Agency met with elected officials in every county in the BoS to specifically discuss permitting processes, zoning and land use ordinances, and participated in site tours for planned affordable housing developments, including vacant lots and land. This year, the State passed the new Housing Expansion Affordability Act which the CoC Lead Agency participated in creating the bill and is now implementing. The legislation incentivizes local governments to produce more inclusionary and affordable housing units and incorporates a required dedicated PSH target for every LIHTC project funded under the QAP. The CoC Lead is partnering with the MD Dept of Transportation to launch a transit-oriented development plan. Nine sites are targeted for affordable housing development near high-density areas next to rail stations. This plan will allow the CoC to use state-owned assets to develop affordable housing, remove barriers and create incentives for developers since the state will manage all infrastructure, and a density bonus will allow more units to be created in exchange for a dedicated percentage of units being targeted for affordable housing. 2. The DHCD commissioned a report in 2021 that analyzed regulatory barriers and proposed policy and legislative recommendations to remove identified regulatory barriers. Subsequently, the report and recommended policy changes have been used by local county governments and community advocates to pursue further actions to remove barriers at the LHC level. The report is anticipated to create new state-level legislation in the coming session. DHCD works closely with the Maryland General Assembly members to educate on housing-related barriers and work to identify further state-level regulatory change. DHCD also serves as the state Housing Finance Agency, as the HFA, DHCD, the CoC Lead Agency finances the development of over 4000 new affordable housing units annually. In the most recent 2022 LIHTC round, 5 projects in the BoS geography were awarded credits (3 at 9% credit, 2 at twinned 9% & 4% credits).

## 1E. Project Capacity, Review, and Ranking–Local Competition

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1E-1.	Web Posting of Advance Public Notice of Your CoC's Local Competition Deadline, Scoring and Rating Criteria.	
	NOFO Section V.B.2.a. and 2.g.	

1.	Enter the date your CoC published its submission deadline and scoring and rating criteria for New Project applicants to submit their project applications for your CoC's local competition.	08/15/2024
2.	Enter the date your CoC published its submission deadline and scoring and rating criteria for Renewal Project applicants to submit their project applications for your CoC's local competition.	08/07/2024

1E-2.	Project Review and Ranking Process Your CoC Used in Its Local Competition. We use the response to this question and the response in Question 1E-2a along with the required attachments from both questions as a factor when determining your CoC's eligibility for bonus funds and for other NOFO criteria below.	
	NOFO Section V.B.2.a., 2.b., 2.c., 2.d., and 2.e.	

You must upload the Local Competition Scoring Tool attachment to the 4B. Attachments Screen.

Select yes or no in the chart below to indicate how your CoC ranked and selected project applications during your local competition:

1.	Established total points available for each project application type.	Yes
2.	At least 33 percent of the total points were based on objective criteria for the project application (e.g., cost effectiveness, timely draws, utilization rate, match, leverage), performance data, type of population served (e.g., DV, youth, Veterans, chronic homelessness), or type of housing proposed (e.g., PSH, RRH).	Yes
3.	At least 20 percent of the total points were based on system performance criteria for the project application (e.g., exits to permanent housing destinations, retention of permanent housing, length of time homeless, returns to homelessness).	Yes
4.	Provided points for projects that addressed specific severe barriers to housing and services.	Yes
5.	Used data from comparable databases to score projects submitted by victim service providers.	Yes

6.	Provided points for projects based on the degree the projects identified any barriers to participation (e.g., lack of outreach) faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and has taken or will take steps to eliminate the identified barriers.	Yes
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1E-2a.	Scored Project Forms for One Project from Your CoC's Local Competition. We use the response to this question and Question 1E-2. along with the required attachments from both questions as a factor when determining your CoC's eligibility for bonus funds and for other NOFO criteria below.	
	NOFO Section V.B.2.a., 2.b., 2.c., and 2.d.	

You must upload the Scored Forms for One Project attachment to the 4B. Attachments Screen.

Complete the chart below to provide details of your CoC's local competition:

1.	What were the maximum number of points available for the renewal project form(s)?	180
2.	How many renewal projects did your CoC submit?	37
3.	What renewal project type did most applicants use?	PH-PSH

1E-2b.	Addressing Severe Barriers in the Local Project Review and Ranking Process.	
	NOFO Section V.B.2.d.	

Describe in the field below:

1.	how your CoC analyzed data regarding each project that has successfully housed program participants in permanent housing;
2.	how your CoC analyzed data regarding how long it takes to house people in permanent housing;
3.	how your CoC considered the specific severity of needs and vulnerabilities experienced by program participants preventing rapid placement in permanent housing or the ability to maintain permanent housing when your CoC ranked and selected projects; and
4.	the severe barriers your CoC considered.

(limit 2,500 characters)

1. The CoC uses APR data pulled from HMIS or a Comparable Database to identify placements into permanent housing. The Renewal Project Scorecard measures quarterly utilization rate for each project to ensure that all beds are properly in use. To receive full points, a project must have an average quarterly utilization rate of 90%. The scorecard also measures the number of successful exits to permanent destinations and the number of those who remained enrolled in a PSH project. Performance thresholds for this measure are based on project component type. To receive maximum points, a PSH project must meet a 96% retention and placement rate and RRH projects must meet a 91% placement rate. Performance thresholds were determined by evaluating aggregate performance data of all CoC funded projects. 2. The Renewal Scorecard measures the length of time from project enrollment to housing move-in based on HMIS data. The CoC established 25-35 days to move in as the preferred performance threshold, projects meeting this metric received 5 points, projects that exceeded the target received 10 points, projects that did not meet the target received 0 points. 3. The CoC recognizes that projects serving those with the most severe service needs may have lower performance outcomes in relation to other projects & decided to incorporate those factors in the application process. The additional vulnerabilities were measured in the renewal scorecard to provide credit to projects that serve those with greater barriers & to offset possible lower performance in other measures, including: increased income, time to move in, housing retention & returns. Projects serving the most vulnerable are also given consideration in the rating and ranking process. 4. Renewing projects were evaluated on the percentage of chronic households served, those entering directly from places not meant for human habitation, those with no income at entry, those fleeing DV, & those with 2 or more disabling conditions, all data elements were pulled from the project APR. Project applicants were given an opportunity to add narrative information for review to address barriers & challenges related to serving the most vulnerable. The CoC Project Ranking policy prioritizes renewal projects that serve chronically homeless households & allows for rank order adjustments to ensure equitable funding across the full CoC geography, for special populations served or any other system needs that may be identified in the process.

1E-3.	Advancing Racial Equity through Participation of Over-Represented Populations in the Local Competition Review and Ranking Process.	
	NOFO Section V.B.2.e.	
	Describe in the field below:	
1.	how your CoC used input from persons of different races and ethnicities, particularly those over-represented in the local homelessness population, to determine the rating factors used to review project applications;	
2.	how your CoC included persons of different races and ethnicities, particularly those over-represented in the local homelessness population in the review, selection, and ranking process; and	
3.	how your CoC rated and ranked projects based on the degree that proposed projects identified any barriers to participation (e.g., lack of outreach) faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and steps the projects took or will take to eliminate the identified barriers.	

(limit 2,500 characters)

1. All CoC Competition related policy & procedures are developed & approved by the Board. The Board includes, & is led by, individuals of different races who are traditionally over represented in the homeless population, all members contribute to the development & approval of the policies. The policy components are presented to the Board who then review each element & provide input on the decision. Through CoC member feedback & equity based evaluations, the CoC recognized that the local rating factors must include equity & anti-discrimination elements. System evaluation has demonstrated inequitable outcomes in services for households of different races across the CoC & the CoC has received member feedback requesting action to address equity. The CoC has also identified that Black / African American individuals are over-represented in the homeless services system, however, the percentage varies by region. These factors influenced the development of the local competition rating & ranking process. 2. The LHCs that comprise the BoS are responsible for submitting nominees to the Performance Review Committee - the group responsible for overseeing the review, selection & ranking process. Local recommendations are requested so that each region can ensure appropriate representation. LHCs were asked to identify individuals who do not pose a conflict of interest in funding decisions, but have knowledge of the homeless service systems & reflect the general population served; the CoC specifically asked for representatives with lived experience. Staff from partnering State Agencies were also asked to serve to further ensure representation for additional populations. Through this process, the CoC was able to recruit a diverse range of individuals & diversity in experience with homelessness who were responsible for the review, selection & ranking process. 3. The local application asks projects to specifically identify how their program has or will assess its organizational structure & program practices for disparities in representation, service delivery & program outcomes & what actions have or will be taken to reduce or eliminate those disparities. The application also requests information on equity-based initiatives that have been implemented. Projects were also required to submit their agency's Anti-Discrimination policy as part of the application package. Each item was a scored element of the RFP & responses impacted the overall project score & subsequent rank order.

1E-4.	Reallocation—Reviewing Performance of Existing Projects.	
	NOFO Section V.B.2.f.	

	Describe in the field below:
1.	your CoC's reallocation process, including how your CoC determined which projects are candidates for reallocation because they are low performing or less needed;
2.	whether your CoC identified any low performing or less needed projects through the process described in element 1 of this question during your CoC's local competition this year;
3.	whether your CoC reallocated any low performing or less needed projects during its local competition this year; and
4.	why your CoC did not reallocate low performing or less needed projects during its local competition this year, if applicable.

(limit 2,500 characters)

1. The Board approved CoC Reallocation Policy identifies the reasons and scenarios under which a project could be reallocated during the competition. In 2024, the policy offers two reallocation scenarios: voluntary and involuntary reallocation. Renewal projects have the opportunity to voluntarily reallocate part or all of their project funds based on performance history, spending history, noncompliance or to transition the project to a new component type. The policy states that the lead agency will offer technical support and acknowledgment letters for agencies who voluntarily reallocate grant awards. Involuntary reallocation allows the CoC to move funds from lower-performing projects to higher-performing projects critical to improve system performance and better respond to community needs. The factors for involuntary reallocation include poor project performance outcomes, spending history and HMIS participation. Renewing CoC projects receive a scorecard that reviews performance from the prior year, the results of the scorecard determine where a project will rank on the priority listing and identify the lowest-performing projects that may be subject to reallocation. 2. The CoC did identify projects for reallocation during the local competition, one had a history of being a lower performing project, both had a history of not spending all funds within the operating year. 3. The CoC did a partial reallocation of the funds from the two projects identified to have performance and spending concerns. The funds were reallocated to support a new PSH project.

1E-4a.	Reallocation Between FY 2019 and FY 2024.	
	NOFO Section V.B.2.f.	

	Did your CoC cumulatively reallocate at least 20 percent of its ARD between FY 2019 and FY 2024?	No
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1E-5.	Projects Rejected/Reduced–Notification Outside of e-snaps.	
	NOFO Section V.B.2.g.	
	You must upload the Notification of Projects Rejected-Reduced attachment to the 4B. Attachments Screen.	

1.	Did your CoC reject any project application(s) submitted for funding during its local competition?	Yes
2.	Did your CoC reduce funding for any project application(s) submitted for funding during its local competition?	Yes
3.	Did your CoC inform applicants why your CoC rejected or reduced their project application(s) submitted for funding during its local competition?	Yes
4.	If you selected Yes for element 1 or element 2 of this question, enter the date your CoC notified applicants that their project applications were being rejected or reduced, in writing, outside of e-snaps. If you notified applicants on various dates, enter the latest date of any notification. For example, if you notified applicants on 06/26/2024, 06/27/2024, and 06/28/2024, then you must enter 06/28/2024.	10/09/2024

1E-5a.	Projects Accepted—Notification Outside of e-snaps.	
	NOFO Section V.B.2.g.	
	You must upload the Notification of Projects Accepted attachment to the 4B. Attachments Screen.	

	Enter the date your CoC notified project applicants that their project applications were accepted and ranked on the New and Renewal Priority Listings in writing, outside of e-snaps. If you notified applicants on various dates, enter the latest date of any notification. For example, if you notified applicants on 06/26/2024, 06/27/2024, and 06/28/2024, then you must enter 06/28/2024.	10/09/2024
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1E-5b.	Local Competition Selection Results for All Projects.	
	NOFO Section V.B.2.g.	
	You must upload the Local Competition Selection Results attachment to the 4B. Attachments Screen.	

	Does your attachment include: 1. Project Names; 2. Project Scores; 3. Project Status—Accepted, Rejected, Reduced Reallocated, Fully Reallocated; 4. Project Rank; 5. Amount Requested from HUD; and 6. Reallocated Funds +/-.	Yes
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1E-5c.	Web Posting of CoC-Approved Consolidated Application 2 Days Before CoC Program Competition Application Submission Deadline.	
	NOFO Section V.B.2.g. and 24 CFR 578.95.	
	You must upload the Web Posting—CoC-Approved Consolidated Application attachment to the 4B. Attachments Screen.	

	Enter the date your CoC posted the CoC-approved Consolidated Application on the CoC's website or partner's website—which included: 1. the CoC Application; and 2. Priority Listings for Reallocation forms and all New, Renewal, and Replacement Project Listings.	10/28/2024
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1E-5d.	Notification to Community Members and Key Stakeholders by Email that the CoC-Approved Consolidated Application is Posted on Website.	
	NOFO Section V.B.2.g.	
	You must upload the Notification of CoC-Approved Consolidated Application attachment to the 4B. Attachments Screen.	

	Enter the date your CoC notified community members and key stakeholders that the CoC-approved Consolidated Application was posted on your CoC's website or partner's website.	10/28/2024
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## 2A. Homeless Management Information System (HMIS) Implementation

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

2A-1.	HMIS Vendor.	
	Not Scored—For Information Only	

	Enter the name of the HMIS Vendor your CoC is currently using.	Wellsky: Community Services
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2A-2.	HMIS Implementation Coverage Area.	
	Not Scored—For Information Only	

	Select from dropdown menu your CoC's HMIS coverage area.	Single CoC
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2A-3.	HIC Data Submission in HDX.	
	NOFO Section V.B.3.a.	

	Enter the date your CoC submitted its 2024 HIC data into HDX.	05/09/2024
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2A-4.	Comparable Databases for DV Providers—CoC and HMIS Lead Supporting Data Collection and Data Submission by Victim Service Providers.	
	NOFO Section V.B.3.b.	

In the field below:

1.	describe actions your CoC and HMIS Lead have taken to ensure DV housing and service providers in your CoC collect data in HMIS comparable databases; and
2.	state whether DV housing and service providers in your CoC are using a HUD-compliant comparable database—compliant with the FY 2024 HMIS Data Standards.

(limit 2,500 characters)

1. To ensure that DV housing and service providers within the CoC meet federal requirements for using a HUD-compliant comparable database, the CoC, HMIS Lead, and System Administrator (ICA) have implemented several targeted actions. The System Administrator conducted a comprehensive system evaluation to confirm that each VSP is utilizing a HUD-compliant, comparable database. During this process, the System Administrator provided direct guidance to VSPs and facilitated coordination to address any challenges in achieving compliance. Additionally, the CoC has partnered with HUD Technical Assistance (TA) providers to review and verify federal requirements for comparable databases, ensuring DV providers have the necessary tools that meet HUD's privacy and confidentiality standards. Collaboration with the Maryland Network Against Domestic Violence, along with regular meetings organized by the CoC with other CoCs, VSP software vendors, and VSP representatives, provides a forum for discussing best practices, evaluating software options, and addressing ongoing needs. Furthermore, state funding is available to support CoCs and VSPs in procuring and maintaining compliant databases. These actions collectively enable DV providers to effectively collect data safely in HMIS comparable databases.

2. DV housing and service providers within the CoC are using comparable databases that fully comply with the FY 2024 HMIS Data Standards. The CoC provides HUD guidance and best practices to DV providers to support compliance with evolving standards, facilitating discussions on data standards, privacy requirements, and reporting protocols. This coordinated approach among the CoC, HMIS Lead, Sys Admin, and VSPs has strengthened data quality and compliance for DV providers, supporting accurate data submissions and secure data collection.

2A-5.	Bed Coverage Rate—Using HIC, HMIS Data—CoC Merger Bonus Points.	
	NOFO Section V.B.3.c. and V.B.7.	
	Using the 2024 HDX Competition Report we issued your CoC, enter data in the chart below by project type:	

Project Type	Adjusted Total Year-Round, Current Non-VSP Beds [Column F of HDX Report]	Adjusted Total Year-Round, Current VSP Beds [Column K of HDX Report]	Total Year-Round, Current, HMIS Beds and VSP Beds in an HMIS Comparable Database [Column M of HDX Report]	HMIS and Comparable Database Coverage Rate [Column O of HDX Report]
1. Emergency Shelter (ES) beds	735	145	705	80.30%
2. Safe Haven (SH) beds	0	0	0	0.00%
3. Transitional Housing (TH) beds	250	20	211	78.15%
4. Rapid Re-Housing (RRH) beds	337	1	338	100.00%
5. Permanent Supportive Housing (PSH) beds	938	0	679	72.39%
6. Other Permanent Housing (OPH) beds	5	0	5	100.00%

2A-5a.	Partial Credit for Bed Coverage Rates at or Below 84.99 for Any Project Type in Question 2A-5.	
	NOFO Section V.B.3.c.	
	For each project type with a bed coverage rate that is at or below 84.99 percent in question 2A-5, describe:	
1.	steps your CoC will take over the next 12 months to increase the bed coverage rate to at least 85 percent for that project type; and	
2.	how your CoC will implement the steps described to increase bed coverage to at least 85 percent.	

(limit 2,500 characters)

1. In the past 12 months, the CoC recognized a critical need to change the HMIS Sys Administrators in order to become fully compliant, data-driven and high-performing system. In July 2024, the CoC entered a partnership with the Institute for Community Alliances (ICA) to serve as the new System Administrator team. The ICA Initial tasks included evaluating the current system setup and a review of all HMIS policies, procedures and system-wide data quality. The evaluation resulted in the need for a complete system overhaul, including a backend provider tree restructure, currently underway, a review and update of all existing project PDDEs and a full rewrite of HMIS policies. In the coming months, the CoC will adopt the new policies, which include an updated and more robust Data Quality Management Plan and Annual Monitoring Plan. The DQMP aspires to have 100% system coverage & 100% data collection for all projects, including those that are not currently participating in HMIS. HMIS Monitoring will include all CoC-projects, including the non-HMIS participating projects to, at a minimum, ensure the CoC has accurate PDDEs for each program. The monitoring visits will also allow an annual conversation, at minimum, with all providers, allowing ongoing conversations about encouraging HMIS participation. These steps, along with targeted outreach and engagement efforts to non-participating projects will be vetted and approved by the HMIS Committee, who will also ensure that all non-participating organizations have been identified and can work to enhance positive relationships with these providers at the local level. 2. The DQMP and monitoring visits will be implemented by HMIS staff, CoC Staff and LHC Leadership. LHC level participation is critical to assist with the ongoing relationships and maintaining frequent, open communications with non-participating organizations. The conversations with providers will review the benefits of HMIS participation, including better access to services for clients and more coordinated care. Emergency Shelter and Transitional Housing providers who do not participate in HMIS are primarily private, faith-based providers. PSH providers not currently participating include HUD-VASH beds; the VACH beds impact all counties of the BoS and fall under 3 separate VAMCs across the CoC.

2A-6.	Longitudinal System Analysis (LSA) Submission in HDX 2.0.	
	NOFO Section V.B.3.d.	
	You must upload your CoC's FY 2024 HDX Competition Report to the 4B. Attachments Screen.	

Did your CoC submit at least two usable LSA data files to HUD in HDX 2.0 by January 24, 2024, 11:59 p.m. EST?	No
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## 2B. Continuum of Care (CoC) Point-in-Time (PIT) Count

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

2B-1.	PIT Count Date.	
	NOFO Section V.B.4.a	

	Enter the date your CoC conducted its 2024 PIT count.	01/24/2024
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2B-2.	PIT Count Data—HDX Submission Date.	
	NOFO Section V.B.4.a	

	Enter the date your CoC submitted its 2024 PIT count data in HDX.	05/09/2024
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2B-3.	PIT Count—Effectively Counting Youth in Your CoC's Most Recent Unsheltered PIT Count.	
	NOFO Section V.B.4.b.	

	Describe in the field below how your CoC:
1.	engaged unaccompanied youth and youth serving organizations in your CoC's most recent PIT count planning process;
2.	worked with unaccompanied youth and youth serving organizations to select locations where homeless youth are most likely to be identified during your CoC's most recent PIT count planning process; and
3.	included youth experiencing homelessness as counters during your CoC's most recent unsheltered PIT count.

(limit 2,500 characters)

1. The CoC engaged youth-serving organizations through its Local Homeless Coalitions (LHCs) during the planning process for the most recent PIT Count. LHCs, which assist with planning and executing PIT Count methodology, collaborated with youth-serving organizations on strategies for identifying and counting unaccompanied youth. These organizations, as part of the CoC's PIT Committee, shared insights based on their experience with homeless youth, helping to shape a more youth-focused approach.

2. Working with youth-serving organizations, the CoC and LHCs identified areas where unaccompanied youth experiencing homelessness were likely to be found. With their knowledge of local youth homelessness patterns, these organizations guided the selection of canvassing sites including parks, libraries, transportation hubs and other known gathering spaces. This targeted approach allowed for more effective outreach to unaccompanied youth, ensuring accurate data collection.

3. Youth-serving organizations, including those with staff who have lived experience, were involved in both the planning and execution phases of the PIT Count. Their local knowledge and engagement strategies enhanced the CoC's efforts to connect with unaccompanied youth during the count. This collaboration improved the count's effectiveness and strengthened trust within the youth population.

2B-4.	PIT Count–Methodology Change–CoC Merger Bonus Points.	
	NOFO Section V.B.5.a and V.B.7.c.	

	In the field below:
1.	describe any changes your CoC made to your sheltered PIT count implementation, including methodology or data quality changes between 2023 and 2024, if applicable;
2.	describe any changes your CoC made to your unsheltered PIT count implementation, including methodology or data quality changes between 2023 and 2024, if applicable;
3.	describe whether your CoC's PIT count was affected by people displaced either from a natural disaster or seeking short-term shelter or housing assistance who recently arrived in your CoCs' geographic; and
4.	describe how the changes affected your CoC's PIT count results; or
5.	state "Not Applicable" if there were no changes or if you did not conduct an unsheltered PIT count in 2024.

(limit 2,500 characters)

1. Between 2023 and 2024, the CoC enhanced its sheltered PIT Count methodology by implementing a new project verification process using the online Airtable software. Emergency shelters and transitional housing providers were asked to verify and, if necessary, update their HMIS-recorded information, including bed-unit inventories and data on persons served on the night of the count. This process improved data accuracy and ensured comprehensive participation across all emergency shelters and transitional housing providers. Additionally, the CoC increased support for non-HMIS participating agencies, including domestic violence (DV) and victim service providers (VSPs). These agencies received direct technical assistance and actively participated on the PIT Committee, contributing to the approval of the survey tool and PIT Count methodology. 2. The CoC made significant updates to the Unsheltered PIT Count by procuring and implementing the "Counting Us" mobile app across the Balance of State. The app streamlined data collection, allowing regional coordinators, staff and volunteers to submit survey responses in real-time. To ensure effective use of this tool, the CoC provided comprehensive training prior to the count, technical support on the night of the count, as well as during the extended 7-day service-based count in some communities. Real-time monitoring further enhanced the quality and timeliness of data collected. 3. The 2024 PIT Count was not influenced by any significant influx of people displaced due to natural disasters or those seeking short-term shelter or housing assistance after relocating to the CoC's geographic area. There were no unusual displacement or relocation patterns affecting the count results. 4. The updates to both the sheltered and unsheltered PIT Count processes positively impacted the CoC's data quality. With the Counting Us app, data was cleaner and more reliable, as the single platform eliminated the need for duplicate entry, enhanced real-time oversight and allowed for more complete survey responses. Similarly, the sheltered count's new online verification tool helped verify shelter inventories and contributed to more accurate and comprehensive data collection for the PIT Count overall.

## 2C. System Performance

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

2C-1.	Reducing the Number of First Time Homeless—Risk Factors Your CoC Uses.	
	NOFO Section V.B.5.b.	
	In the field below:	
1.	describe how your CoC determined the risk factors to identify persons experiencing homelessness for the first time;	
2.	describe your CoC's strategies to address individuals and families at risk of becoming homeless; and	
3.	provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to reduce the number of individuals and families experiencing homelessness for the first time	

(limit 2,500 characters)



1. In FY23, the CoC identified 2,651 individuals experiencing homelessness for the first time, an increase of 30% (614) over FY22. The main driving factor of the increase was the merge of Frederick County into the BoS CoC in 2023, which created an overall increase in the PIT, HIC & first time homeless rates. The CoC uses HMIS reports, CE assessment data, & regional economic trends to determine risk factors. The CoC has identified that having low or no income & the inability to pay rent as a primary factor for first time homelessness. 2. The strategy to reduce first time homelessness is to work upstream & prevent institutional discharges into homelessness, offer financial assistance & housing stability services to those doubled-up/couch surfing to remain safely with family/friends or move into their permanent housing, & connect at-risk households to both cash benefits & earned income through employment or training programs. Each LHC has at least one advertised access point for homeless prevention & diversion services. All households are offered housing stability & diversion services including legal aid, case management, mainstream benefits, workforce placement & landlord-tenant mediation. Mandatory CE training for access points & assessors includes problem-solving, conflict resolution/mediation & progressive engagement to maximize diversion of at-risk households from shelter & rapidly exit homeless households into community-based housing/supports. The CoC works with the MD Interagency Council on Homelessness to implement best practices & policies for institutional discharge practices, including a housing needs assessment & housing plan for individuals identified as at risk for homelessness before discharge. In 2024, the Lead Agency launched the Office of Tenant & Landlord Affairs that will create a Tenant Bill of Rights to be included with every residential lease, & passed legislation to reduce the cost of security deposits from 2 months to 1. The OTLA will do community outreach & education & take action when landlords violate fair housing or tenant laws. The CoC is also implementing the Tenant Safety Act that lengthens the right of redemption time for those facing eviction & limits the time frame someone can be evicted, including weather factors. 3. The CoC lead agency & the CoC Board are responsible for the strategy to reduce first-time homelessness. The CES Committee oversees policy & procedures that determine diversion & prevention efforts.

2C-1a.	Impact of Displaced Persons on Number of First Time Homeless.	
	NOFO Section V.B.5.b	

Was your CoC's Number of First Time Homeless [metric 5.2] affected by the number of persons seeking short-term shelter or housing assistance displaced due to:

1.	natural disasters?	No
2.	having recently arrived in your CoC's geographic area?	No

2C-2.	Reducing Length of Time Homeless—CoC's Strategy.	
	NOFO Section V.B.5.c.	

In the field below:

1.	describe your CoC's strategy to reduce the length of time individuals and persons in families remain homeless;
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2.	describe how your CoC identifies and houses individuals and persons in families with the longest lengths of time homeless; and
3.	provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to reduce the length of time individuals and families remain homeless.

(limit 2,500 characters)

1. In FY23, the length of time homeless (LOTH) saw a slight increase of 3% (3 days) from an average of 106 to 109 days (ES,SH,TH). The BoS is reducing LOTH by: \*Monitoring LOTH data quarterly at board meetings, publishing dashboards with BoS-wide and LHC level data by subpopulation \*Converting TH into RRH/PSH and all regular PSH into Dedicated Plus beds \*Requiring CoC/LHC-funded projects to be low-barrier and housing first \*Rapidly exiting households with income/low service needs to PH with one-time financial assistance and services. Each LHC has received funding for housing navigation, move-in costs, applications, security deposits and prospective rent/utilities. \*Training shelter staff on conflict resolution/mediation skills to increase family/friend reunification \*Obtaining household documents needed for lease-up \*Requiring PH programs to submit referral requests to CES 2-4 weeks before actual unit opening to expedite housing match and intake process \*Increasing RRH/PSH/OPH units. CoC regularly conducts outreach to LIHTC, PBV, and OPH to increase units that take referrals from CES. 2. The CoC identifies unsheltered households through street outreach and drop-in center services. CES coordinates closely with mainstream programs in rural areas to help identify and connect unsheltered households to the CoC. CES policies require all households to be assessed for homeless history at program intake and through CES assessment within 14 days of initial contact. Assessment results populate the CoC's by-name list (BNL). The BNL includes data on chronic homeless status, total months homeless and severity of service needs. All PH programs must accept referrals only through CES, and housing offers are made using dynamic prioritization, based on real-time program availability and participant preferences/needs. All PH openings are prioritized for chronically homeless households and those with the longest time homeless per CPD Notice 16-11, including EHVs and HCVs with homeless preferences. 3. DHCD & the CoC Board oversee the strategy to reduce LOTH. The CES Committee oversees policy & procedures for CES assessments, BNL management, PH placements and evaluates the compliance and performance of CES participating agencies. LHCs maintain BNLs locally, match PH openings to eligible/prioritized households and facilitate case conferencing.

2C-3.	Successful Permanent Housing Placement or Retention –CoC's Strategy.	
	NOFO Section V.B.5.d.	
	In the field below:	
1.	describe your CoC's strategy to increase the rate that individuals and persons in families residing in emergency shelter, safe havens, transitional housing, and rapid rehousing exit to permanent housing destinations;	
2.	describe your CoC's strategy to increase the rate that individuals and persons in families residing in permanent housing projects retain their permanent housing or exit to permanent housing destinations; and	
3.	provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to increase the rate that individuals and families exit to or retain permanent housing.	

**(limit 2,500 characters)**

1. In FY23, exits to permanent housing increased from 46% (FY22) to 57% (FY23). Strategies to increase exits to PH include: \*Monitoring of exit data quarterly by Board & LHCs \*CES uses dynamic prioritization for housing offers, providing access to all housing types to the most vulnerable households \*Reviewing PH program eligibility criteria annually to ensure compliance with housing first & housing meets needs \*Increasing housing location & navigation services, identifying landlords willing to rent to households with housing barriers (credit, criminal background, etc) \*Increasing shared housing & room rentals with RRH for single adults, lowering the cost per household for housing \*Annual training for outreach/shelter staff on housing available outside CES (senior, disabled, medically fragile housing). 2. In FY23, PSH participants who exited to or remained in housing increased from 95% to 96%. Strategies to increase retention include: \*Staff training on Critical Time Intervention & Progressive Engagement \*RRH written standards allow increase in financial assistance when a household is at-risk \*RRH programs reviewed for ability to serve chronically homeless with higher needs \*Partner with older adult housing, home health programs to support participants aging in place, need nursing home care, or need assistance with ADLs \*CE facilitates transfers from RRH>PSH or PSH>PSH when household is at risk (change in health/disability, household composition, income, safety issues) \*Training PH providers on program flexibility to support high-need & medically vulnerable participants (temporary vacate for substance use/mental health treatment, permanent live-in caregivers) \*Educating participants on leases, tenant rights & responsibilities during housing/move-in process \*Offering dual enrollment in workforce/job placement services at entry into RRH \*Implement Move-On HCV for PSH households & established CE policies that require PSH programs to assess all households annually for move-on \*State dedicated funds for PSH case mgmt \*Executing ERAP awards for RRH. 3. DHCD & the CoC Board oversee the strategy to increase exits to permanent housing & permanent housing retention. The CES Committee establishes policies for assessments, housing offers, PSH move-on implementation & RRH/PSH program transfers. LHCs monitor assessment completion rates, ensure timely housing offer, ID at-risk households in RRH/PSH, conduct case conference to address housing stability & program transfers.

2C-4.	Reducing Returns to Homelessness—CoC's Strategy.	
	NOFO Section V.B.5.e.	
	In the field below:	
1.	describe your CoC's strategy to identify individuals and families who return to homelessness;	
2.	describe your CoC's strategy to reduce the rate that individuals and families return to homelessness; and	
3.	provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to reduce the rate individuals and persons in families return to homelessness.	

**(limit 2,500 characters)**

1. FY23, households who exited homelessness to PH were most likely to return to homelessness within 13-24 months following project exit. The overall return rate decreased by 13%, from 19% in FY22 to 16% in FY23. Overall returns for households who exited from RRH/PSH are 14%. Returns for households who exited from ES are 19%. Returns for households who exited from street outreach are 21%. Strategies to ID households returning to homelessness include: \*CoC board review of system-level returns data quarterly, by subpopulation & household type \*CE policies require access points to flag those returning to homelessness in HMIS & assess reasons \*Client-level HMIS data for returns is reviewed monthly via HMIS flags and SPM report \*Households previously in RRH/PSH expedited for new CE assessment & prioritized for PH openings. LHC facilitate transfer of critical documents from prior RRH/PSH provider to new case manager (ex: disability verification, homeless episodes) to reduce effort to reestablish chronicity & eligibility. Case conferencing determines whether a higher intensity of services should be provided. 2. Strategies to reduce returns to homelessness include: \*The CES is designed to provide the most appropriate intervention based on household need, so those who have prior episodes of homelessness and higher levels of vulnerability will receive more intensive permanent housing resources \*CoC prevention programs are required to prioritize households with histories of homelessness \*RRH/PSH programs are required to conduct the CES service needs assessment to measure progress while enrolled in the program and to make long term plans and identify ongoing needed community supports. Each household is linked to programs and educated on homeless prevention resources. \*RRH and PSH programs are required to contact households monthly for 6 months after exit to offer workforce/income/behavioral health referrals, light touch supportive services, and notify CES if a household is at risk of returning to homelessness. The LHC convenes a case conference to identify housing stabilization resources. 3. DHCD & the CoC Board oversee the strategy to reduce returns to homelessness. The CES Committee establishes policies for access points to flag returners, assess reasons for return, and expedite CES assessments to get on the BNL. LHCs monitor new entries, case conference households who are at-risk of returning & prioritize returners on the BNL for new housing placement.

2C-5.	Increasing Employment Cash Income—CoC's Strategy.	
	NOFO Section V.B.5.f.	

	In the field below:
1.	describe your CoC's strategy to access employment cash sources;
2.	describe how your CoC works with mainstream employment organizations to help individuals and families experiencing homelessness increase their employment cash income; and
3.	provide the organization name or position title that is responsible for overseeing your CoC's strategy to increase income from employment.

(limit 2,500 characters)

1. The CoC percentage of adults with earned income slightly decreased from 9% in FY22 to 7% in FY23. The CoC increased earned income for adults who were still enrolled from 4% in FY22 to 10% in FY23. 32% of participants entering had at least 1 disability, 58% of those had 2 or more; 40% entered with zero income. Both measures indicate a more vulnerable population being served. Strategies to access employment cash sources include: \*Increasing access to supported employment & self-employment options for people with disabilities. Disabled, chronically homeless households are prioritized for all PH openings through CES, so increasing flexible job opportunities is critical to ensure employment is accessible & allows households to engage in needed healthcare, treatment & services \*Reducing barriers to employment - PH providers connect participants with transportation assistance, uniform supplies, expungement services, special diversion court dockets, education on the benefits cliff \*Require RRH providers to have MOUs with workforce program or have dedicated staff to provide help with resumes & job search/placement before & during housing \*Co-locating workforce development/job placement services at homeless services programs. Each LHC has at least one homeless service agency that is also a workforce development provider, facilitates on-site job fairs at local shelters, & has staff trained to enroll homeless job seekers in state-funded workforce programs. 2. The MD Dept of Labor sits on the CoC board & chairs the workforce committee for the MD ICH. The CoC lead & LHC members serve on the committee that cross trains homeless & workforce providers. The CoC presented at statewide WIOA partner meetings on the needs of homeless job seekers, & LHCs participate in local workforce board meetings to build relationships with local American Job Centers, education/training & job placement services programs. The Dept of Labor made grants to CoC organizations in 5 counties across the BoS to implement employment opportunities. The CoC works with the MD Dept of Aging, Senior Community Services Employment Program, MD Dept of Education, Div of Rehabilitative Services & other specialized providers to develop targeted services to those 55 & older, those age 14-21 who are: blind/visually impaired, deaf/hard of hearing, autistic, have a mental illness or have a brain injury & those with developmental disabilities. 3. DHCD & the CoC board oversee strategies to increase earned income.

2C-5a.	Increasing Non-employment Cash Income—CoC's Strategy	
	NOFO Section V.B.5.f.	
	In the field below:	
	1. describe your CoC's strategy to access non-employment cash income; and	
	2. provide the organization name or position title that is responsible for overseeing your CoC's strategy to increase non-employment cash income.	

(limit 2,500 characters)

1. The CoC maintained a close percentage of adults who exited with non-cash income from 27% in FY22 to 26% in FY23. The CoC increased non-cash income for adults who were still enrolled in programs from 37% in FY22 to 40% in FY23. Strategies to increase non-cash income include: \*CoC board reviews quarterly SPMs for income increases & improvement opportunities. Board members include state agencies responsible for overseeing TANF, child support, unemployment & SOAR \*CE assessor training includes education on mainstream benefit programs, eligibility & how to refer/enroll households. Street outreach programs, shelters, transitional housing & drop-in centers are required to designate staff to be CE assessors & maintain compliance with training. \*Reviewing HMIS entry data monthly to identify adults with zero/low cash income who need to be connected to benefits \*TANF & Child Support, all providers assist participants with enrolling online for benefits & providing eligibility documentation, local DSS offices (TANF & child support administrators) are members of every LHC & provide regular updates to providers on changes to mainstream benefits \*Unemployment, every LHC has staff who are trained to use the State BEACON system to assist adults in filing claims for UI benefits \*SSI/SSDI every BoS county has at least 1 certified SOAR specialist & contact information is provided to all homeless services program staff in order to make referrals. CoC written standards require PH providers in the BoS to either have one of their staff complete SOAR training or ensure all eligible program participants have been referred to the local SOAR specialist \*VA Benefits, MD Veteran Affairs sits on the board & the CoC coordinates closely with all VAMCs in the BoS geography. CoC providers connect veterans to benefits by either assisting them directly with application or connecting them to local MDVA service officers, who are located in 4 of the 6 BoS LHCs. SSVF providers are available to assist veterans with application. \*Each LHC provides VITA Tax Assistance & utility assistance \*The CoC joined a statewide workgroup with Dept of Labor, Dept of Health & Dept of Human Services to increase access to income & benefits. The goal is to create a universal intake form for all public benefits & shift to categorical eligibility & auto-enrollment. 2. DHCD & the CoC board oversee the strategy to increase non-employment cash income.

### 3A. Coordination with Housing and Healthcare

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

3A-1.	New PH-PSH/PH-RRH Project–Leveraging Housing Resources.	
	NOFO Section V.B.6.a.	
	You must upload the Housing Leveraging Commitment attachment to the 4B. Attachments Screen.	

	Is your CoC applying for a new PH-PSH or PH-RRH project that uses housing subsidies or subsidized housing units which are not funded through the CoC or ESG Programs to help individuals and families experiencing homelessness?	Yes
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3A-2.	New PH-PSH/PH-RRH Project–Leveraging Healthcare Resources.	
	NOFO Section V.B.6.b.	
	You must upload the Healthcare Formal Agreements attachment to the 4B. Attachments Screen.	

	Is your CoC applying for a new PH-PSH or PH-RRH project that uses healthcare resources to help individuals and families experiencing homelessness?	Yes
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3A-3.	Leveraging Housing/Healthcare Resources–List of Projects.	
	NOFO Sections V.B.6.a. and V.B.6.b.	

If you selected yes to questions 3A-1. or 3A-2., use the list feature icon to enter information about each project application you intend for HUD to evaluate to determine if they meet the criteria.

Project Name	Project Type	Rank Number	Leverage Type
Housing First Lea...	PH-PSH	42	Healthcare
LifeStyles' DV Jo...	Joint TH-RRH	46	Housing
Angel's Watch	Joint TH-RRH	44	Housing
Beyond Shelter Fr...	PH-RRH	45	Housing

### 3A-3. List of Projects.

1. What is the name of the new project? Housing First Lease Program Expansion

2. Enter the Unique Entity Identifier (UEI): W6EPTJAJ14J9

3. Select the new project type: PH-PSH

4. Enter the rank number of the project on your CoC's Priority Listing: 42

5. Select the type of leverage: Healthcare

### 3A-3. List of Projects.

1. What is the name of the new project? LifeStyles' DV Joint TH-RRH Expansion

2. Enter the Unique Entity Identifier (UEI): RLEAK81FEJB7

3. Select the new project type: Joint TH-RRH

4. Enter the rank number of the project on your CoC's Priority Listing: 46

5. Select the type of leverage: Housing

### 3A-3. List of Projects.

1. What is the name of the new project? Angel's Watch

2. Enter the Unique Entity Identifier (UEI): NN91SMN3VKY5



3. Select the new project type: Joint TH-RRH

4. Enter the rank number of the project on your CoC's Priority Listing: 44

5. Select the type of leverage: Housing

### 3A-3. List of Projects.

1. What is the name of the new project? Beyond Shelter Frederick Rapid-Rehousing Program

2. Enter the Unique Entity Identifier (UEI): MG3JATNW7LB5

3. Select the new project type: PH-RRH

4. Enter the rank number of the project on your CoC's Priority Listing: 45

5. Select the type of leverage: Housing

## 3B. New Projects With Rehabilitation/New Construction Costs

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

3B-1.	Rehabilitation/New Construction Costs–New Projects.	
	NOFO Section V.B.1.r.	

Is your CoC requesting funding for any new project application requesting \$200,000 or more in funding for housing rehabilitation or new construction?	No
--	----

3B-2.	Rehabilitation/New Construction Costs–New Projects.	
	NOFO Section V.B.1.r.	

If you answered yes to question 3B-1, describe in the field below actions CoC Program-funded project applicants will take to comply with:

1.	Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u); and
2.	HUD's implementing rules at 24 CFR part 75 to provide employment and training opportunities for low- and very-low-income persons, as well as contracting and other economic opportunities for businesses that provide economic opportunities to low- and very-low-income persons.

(limit 2,500 characters)

N/A

### 3C. Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

3C-1.	Designating SSO/TH/Joint TH and PH-RRH Component Projects to Serve Persons Experiencing Homelessness as Defined by Other Federal Statutes.	
	NOFO Section V.F.	

	Is your CoC requesting to designate one or more of its SSO, TH, or Joint TH and PH-RRH component projects to serve families with children or youth experiencing homelessness as defined by other Federal statutes?	No
--	--	----

3C-2.	Cost Effectiveness of Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes.	
	NOFO Section V.F.	

You must upload the Project List for Other Federal Statutes attachment to the 4B. Attachments Screen.

If you answered yes to question 3C-1, describe in the field below:

1.	how serving this population is of equal or greater priority, which means that it is equally or more cost effective in meeting the overall goals and objectives of the plan submitted under Section 427(b)(1)(B) of the Act, especially with respect to children and unaccompanied youth than serving the homeless as defined in paragraphs (1), (2), and (4) of the definition of homeless in 24 CFR 578.3; and
2.	how your CoC will meet requirements described in Section 427(b)(1)(F) of the Act.

(limit 2,500 characters)

N/A

## 4A. DV Bonus Project Applicants for New DV Bonus Funding

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

4A-1.	New DV Bonus Project Applicants.	
	NOFO Section I.B.3.j.	

	Did your CoC submit one or more new project applications for DV Bonus Funding?	Yes
--	--	-----

4A-1a.	DV Bonus Project Types.	
	NOFO Section I.B.3.j.	

Select yes or no in the chart below to indicate the type(s) of new DV Bonus project(s) your CoC included in its FY 2024 Priority Listing.

	Project Type	
1.	SSO Coordinated Entry	Yes
2.	PH-RRH or Joint TH and PH-RRH Component	Yes

4A-2.	Information About the Project Applicant for the New Support Services Only Coordinated Entry (SSO-CE) DV Bonus Project.	
	NOFO Section I.B.3.j.(3)	

Enter in the chart below information about the project applicant that applied for the new SSO-CE DV Bonus project:

1.	Applicant Name	Marylad Departent of Housing & Community Development
2.	Project Name	MD-514 CoC DV Bonus SSO Expansion

4A-2a.	Addressing Coordinated Entry Inadequacies through the New SSO-CE DV Bonus Project.	
	NOFO Section I.B.3.j.(3)(c)	
	Describe in the field below:	
1.	the inadequacies of your CoC's current Coordinated Entry that limits its ability to better meet the needs of survivors of domestic violence, dating violence, sexual assault, or stalking; and	
2.	how the proposed project addresses inadequacies identified in element 1 of this question.	

(limit 2,500 characters)

1. The MD BoS CoC, MD-514 was formed in early 2020 and has launched the CoC-wide Coordinated Entry System (CES) to allow each of the nine counties to operate under a consistent, transparent and compliant process. During the 2023 CoC Funding Competition, the BoS was awarded a DV Bonus SSO-CE project which is currently being implemented to fully develop the DV parallel process for Coordinated Entry. The BoS is partnering with the state domestic violence advocacy organization, the Maryland Network Against Domestic Violence, and all CoC victim service providers to establish and implement a victim centered, trauma informed and safety driven parallel CE process. The long-term goal is to develop CoC-wide training for all service providers on intimate partner violence, safety planning, trauma informed care and other relevant topics as identified; and to identify the most appropriate mechanism to ensure that all participants entering the CES via a victim service provider has equal access to all CoC housing services and resources available through CE through the assessment, prioritization and case conferencing phases, while maintaining the strictest confidentiality with all personally identifying information. The primary inadequacy of the CoC is the ability to build the DV process fully at the local level with on the ground staff, and having access to a single comparable database to house, maintain and manage all assessment data and the DV specific BNL. 2. To remedy the identified deficiencies, the CoC is requesting an SSO-CE Expansion grant to expand DV-dedicated staff to be located within each of the seven LHCs of the CoC. The Regional Coordinators will ensure that all local providers, including VSPs, are appropriately participating in the CES and are properly trained on all components of the CE system; the Regional Coordinators will also serve as an access site and conduct CE assessments in shelters or via the phone. The role will also be active in local case conference meetings to ensure a link between eligible survivors on the DV BNL and housing matches as they become available. Additionally, the expansion funds will allow the CoC to invest in a single Comparable Database so that all elements of the CE assessment are collected in a uniform manner and can be populated onto a confidential BNL.

4A-2b.	Involving Survivors in Policy and Program Development, Operations, and Evaluation in the New SSO-CE DV Bonus Project.	
	NOFO Section I.B.3.j.(3)(d)	
	Describe in the field below how the new project will involve survivors:	
1.	with a range of lived expertise; and	
2.	in policy and program development throughout the project's operation.	
FY2024 CoC Application		Page 65
		10/30/2024

**(limit 2,500 characters)**

1. To continue to develop and implement the DV CE System, the CoC will coordinate with the Maryland Network Against Domestic Violence & the VSP organizations located in each of the 9 BoS counties to identify & recruit survivors with lived experience. The MNADV & local victim service providers currently work with survivors within their programs & networks and will refer those who are interested and most appropriate to serve on the DV Committee. Representatives will come from across the state & represent each LHC of the BoS. While the service providers are the most appropriate entities to identify eligible survivors, the CoC will request representation with a range of lived experiences, including families, singles, variations in age as well as variations in experience with domestic violence, dating violence, sexual assault & stalking. Additionally, the CoC will ensure diversity in representation across race & ethnicity.

2. The CoC requires safety & confidentiality to be the primary consideration for all survivors with lived experience who agree to assist with the DV CE policy development. All participants are provided options on how they participate in the process, while most of the planning phase will be conducted virtually, participants will have the option to remain confidential & not disclose personal details; personal participant information will not be provided outside of the workgroup & is considered strictly confidential. As the workgroup is established, designated CoC staff will serve as the primary point of contact & will develop project plans & timelines. Committee members are requested to provide feedback on their personal experiences in accessing DV services, how they were informed about available services, how they were informed about CE and its resources and to provide feedback on continual system improvement. Feedback is used to draft DV CES protocol & to identify further training needs for CE staff. Policy drafts are provided to members to review & edit until a consensus is reached. The committee will also be requested to provide feedback on how new processes are operating within the local agencies. Committee members are requested to participate in an ongoing system review of the process & contribute to evolving survivor-focused metrics for review.

4A-3.	Data Assessing Need for New DV Bonus Housing Projects in Your CoC's Geographic Area.	
	NOFO Section I.B.3.j.(1)(c) and I.B.3.j.(3)(c)	

1.	Enter the number of survivors that need housing or services:	602
2.	Enter the number of survivors your CoC is currently serving:	85
3.	Unmet Need:	517

4A-3a.	How Your CoC Calculated Local Need for New DV Bonus Housing Projects.	
	NOFO Section I.B.3.j.(1)(c)	

	Describe in the field below:
1.	how your CoC calculated the number of DV survivors needing housing or services in question 4A-3 element 1 and element 2; and
2.	the data source (e.g., comparable databases, other administrative data, external data source, HMIS for non-DV projects); or

3.	if your CoC is unable to meet the needs of all survivors please explain in your response all barriers to meeting those needs.
----	---

(limit 2,500 characters)

1. The CoC calculated the number of DV survivors seeking assistance by comparing the annualized number of clients fleeing DV situations vs the number of available RRH units, assuming they turn over 2.5 times per year. The CoC also considered the 2024 PIT results of those currently experiencing DV versus the number of DV-dedicated PH beds in the CoC, currently at 34 RRH units in 3 of the 9 counties. 2. The CoC used PIT data, HMIS reports, Comparable Database data and feedback from victim service providers in the CoC. 3. The CoC is currently unable to meet the needs of all survivors seeking assistance due to the annual increase in the number of individuals fleeing DV as reported in the PIT each year, with a 48% increase between 2023 - 2024. The CoC is seeing an annualized number of individuals fleeing DV of approximately 18% of all participants in general shelter and transitional housing projects as reported in HMIS. The CoC currently has approximately 235 emergency shelter and transitional housing beds with VSPs throughout the CoC geography, however, there is a shortage of PH units to meet the demand each year, and several counties in the CoC have zero PH beds dedicated to survivors. The CoC has also identified a lack of case management staffing necessary to adequately serve and place survivors in PH.

4A-3b.	Information About Unique Project Applicant Requesting New DV Bonus Housing Project(s).	
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NOFO Section I.B.3.j.(1)	
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Use the list feature icon to enter information on each unique project applicant applying for New PH-RRH and Joint TH and PH-RRH Component DV Bonus projects—only enter project applicant information once, regardless of how many DV Bonus projects that applicant is applying for.
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Applicant Name
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Lifestyles of Mar...
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## Project Applicants Applying for New PH-RRH and Joint TH and PH-RRH DV Bonus Projects

4A-3b.	Information About Unique Project Applicant Requesting New DV Bonus Housing Project(s).	
	NOFO Section I.B.3.j.(1)	

Enter information in the chart below on the project applicant that applied for one or more New DV Bonus housing projects included on your CoC's FY 2024 Priority Listing for New Projects:

1.	Applicant Name	Lifestyles of Maryland Foundation, Inc.
2.	Rate of Housing Placement of DV Survivors–Percentage	17%
3.	Rate of Housing Retention of DV Survivors–Percentage	100%

4A-3b.1.	Applicant's Housing Placement and Retention Data Explanation.	
	NOFO Section I.B.3.j.(1)(d)	

For the rate of housing placement and rate of housing retention of DV survivors reported in question 4B-3b., describe in the field below:

1.	how the project applicant calculated the rate of housing placement;
2.	whether the rate for housing placement accounts for exits to safe housing destinations;
3.	how the project applicant calculated the rate of housing retention; and
4.	the data source (e.g., comparable databases, other administrative data, external data source, HMIS for non-DV projects).

(limit 1,500 characters)

1. The applicant calculates the housing placement rate by comparing the number of successful placements to the number of program referrals; the applicant took into consideration current limitations with staffing levels, an unexpected influx of language and immigration status barriers and income barriers necessary to maintain stable, long-term housing. 2. The housing placement rate does account for exits to safe housing destination. 3. The applicant calculated the housing retention rate by reviewing the number of those placed into permanent housing and those who successfully completed the program. 4. The applicant used data from the comparable database, HMIS and coordinated entry referrals.

4A-3c.	Applicant's Experience Housing DV Survivors.	
	NOFO Section I.B.3.j.(1)(d)	

Describe in the field below how the project applicant:

1.	ensured DV survivors experiencing homelessness were quickly moved into safe affordable housing;
2.	prioritized survivors—you must address the process the project applicant used, e.g., Coordinated Entry, prioritization list, CoC's emergency transfer plan;



3.	determined survivors' supportive services needs;
4.	connected survivors to supportive services; and
5.	moved survivors from assisted housing to housing they could sustain—address housing stability after the housing subsidy ends.

(limit 2,500 characters)

The agency has provided housing to DV survivors for 11 years. The agency has operated an emergency shelter, TH-RRH program, emergency hoteling and case management services. The agency operates 24/7 with on-call staff available to work in collaboration with law enforcement, social services, and crisis hotlines to address as available the immediate shelter needs of survivors. The agency also provides additional services, to include basic needs, transportation for court and legal proceedings, case management and advocacy support. The agency's ultimate goal for participants is to transition them to a safe, permanent housing location. Sometimes that has also meant transitioning persons out of the state with loved ones.

4A-3d.	Applicant's Experience in Ensuring DV Survivors' Safety.	
	NOFO Section I.B.3.j.(1)(d)	

Describe in the field below examples of how the project applicant ensured the safety and confidentiality of DV survivors experiencing homelessness by:

1.	taking steps to ensure privacy/confidentiality during the intake and interview process to minimize potential coercion of survivors;
2.	making determinations and placements into safe housing;
3.	keeping survivors' information and locations confidential;
4.	training staff on safety and confidentiality policies and practices; and
5.	taking security measures for units (congregate or scattered site), that support survivors' physical safety and location confidentiality.

(limit 2,500 characters)

The agency's safe house which is shared housing on a congregate site, and is in a townhome community. While there are sufficient safety measures and camera equipment, the location appears to be more public to the community and has created challenges in the past. The agency's new home is secluded on a 5-acre property, that will have proper security equipment around the perimeter and entrance of the home. This allows for less exposure and greater peace for participants. A live-in staff stays on the property who is trained in safety protocols and manages that entries and exits of those coming to the home. The agency operates a low-barrier program, where persons are only screened based upon their eligibility of being a domestic violence survivor who recently was involved in a safety situation. Placement is available based upon bed availability on a first-come, first serve basis.

4A-3d.1.	Applicant's Experience in Evaluating Its Ability to Ensure DV Survivors' Safety.	
	NOFO Section I.B.3.j.(1)(d)	

Describe in the field below how the project evaluated its ability to ensure the safety of DV survivors the project served in the project, including any areas identified for improvement throughout the project's operation.

(limit 2,500 characters)

The agency's facilities team conducts monthly reviews of the home, and includes safety inspections. This includes reviewing camera equipment, fire alarm testing, panic button testing, checking fire extinguishers and ensuring that the senior management team is notified of any concerns that may have presented on or near the property. The agency has a positive relationship with law enforcement, who conduct regular safety checks of the property. Agency staff meet with participants in secure locations, oftentimes in the offices where persons have to be given permission to enter the premises.

4A-3e.	Applicant's Experience in Placing and Stabilizing Survivors in Permanent Housing Using Trauma-Informed, Survivor-Centered Approaches.	
	NOFO Section I.B.3.j.(1)(d)	
	Describe in the field below the project applicant's experience in:	
	1. prioritizing placement and stabilization of survivors;	
	2. placing survivors in permanent housing;	
	3. placing and stabilizing survivors consistent with their preferences; and	
	4. placing and stabilizing survivors consistent with their stated needs.	

(limit 2,500 characters)

The agency provides a client-centered case management approach to all of its participants. The staff also assist participants with safety planning, helping them to understand their surroundings, who their supports are, and what resources they have available. LifeStyles also works alongside law enforcement, who conduct routine safety checks at its safe house locations to lessen the trauma participants experience. Staff address each household's unique needs, whether persons are a single-member household or one with children. Case managers provide clients with information and resources that are available based upon those needs, to include McKinney-Vento education services for children, counseling, court accompaniment, transportation, employment resources, and benefits enrollment. Staff meet with clients in a safe and neutral location, which may mean staffing meeting at the safe house or persons coming to the office or a public place. Staff discuss issues in a private and confidential manner, where limited staff have access to information. The on-call staff are trained to be trauma-informed, so that they can handle calls in a calm and professional manner, without judgment and with empathy.

4A-3f.	Applicant's Experience in Trauma-Informed, Survivor-Centered Approaches.	
	NOFO Section I.B.3.j.(1)(d)	
	Describe in the field below examples of the project applicant's experience using trauma-informed, victim-centered approaches to meet needs of DV survivors by:	
	1. establishing and maintaining an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures survivors and staff interactions are based on equality, and minimize power differentials;	
	2. providing survivors access to information on trauma, e.g., training staff on providing survivors with information on the effects of trauma;	

3.	emphasizing survivors' strengths, e.g., strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans worked towards survivor-defined goals and aspirations;
4.	centering on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination, language access, improving services to be culturally responsive, accessible, and trauma-informed;
5.	providing a variety of opportunities for survivors' connections, e.g., groups, mentorships, peer-to-peer, spiritual needs; and
6.	offering support for survivor parenting, e.g., trauma-informed parenting classes, childcare, connections to legal services.

(limit 5,000 characters)

The agency provides a client-centered case management approach to all of its participants. The staff also assist participants with safety planning, helping them to understand their surroundings, who their supports are, and what resources they have available. LifeStyles also works alongside law enforcement, who conduct routine safety checks at its safe house locations to lessen the trauma participants experience. Staff address each household's unique needs, whether persons are a single-member household or one with children. Case managers provide clients with information and resources that are available based upon those needs, to include McKinney-Vento education services for children, counseling, court accompaniment, transportation, employment resources, and benefits enrollment. Staff meet with clients in a safe and neutral location, which may mean staffing meeting at the safe house or persons coming to the office or a public place. Staff discuss issues in a private and confidential manner, where limited staff have access to information. The on-call staff are trained to be trauma-informed, so that they can handle calls in a calm and professional manner, without judgment and with empathy.

4A-3g.	Applicant's Experience Meeting Service Needs of DV Survivors.	
	NOFO Section I.B.3.j.(1)(d)	

Describe in the field below examples of supportive services the project provided to domestic violence survivors while quickly moving them into permanent housing and addressing their safety needs.

(limit 5,000 characters)

The agency over the years has received funding for emergency shelter and hoteling. The agency works with select hotels in the area and has also provided transportation as needed for persons to get to those destinations. Staff will meet clients at the hotel to provide basic needs in the short-term until other resources are available. The agency will refer clients to crisis programs for additional supports and court accompaniment if persons request protective orders. The agency assesses each household using a client-centered approach, with the ability to understand their unique needs and to ask what their goals are. Based upon that information, the agency offers resources as available and appropriate, with safety in mind.

4A-3h.	Applicant's Plan for Placing and Stabilizing Survivors in Permanent Housing Using Trauma-Informed, Survivor-Centered Approaches in the New DV Bonus Housing Project(s).	
	NOFO Section I.B.3.j.(1)(e)	

Describe in the field below how the project(s) will:

1.	prioritize placement and stabilization of program participants;
2.	place program participants in permanent housing;
3.	place and stabilize program participants consistent with their preferences; and
4.	place and stabilize program participants consistent with their stated needs.

(limit 2,500 characters)

LifeStyles is applying to expand its current Joint TH-RRH project and will continue to work via current policy and procedures in housing placement. The agency will work with Coordinated Entry and the By Name List to identify participants who are most appropriate for placement and provide client-centered services to move them into housing.

4A-3i.	Applicant's Plan for Administering Trauma-Informed, Survivor-Centered Practices in the New DV Bonus Housing Project(s).	
	NOFO Section I.B.3.j.(1)(e)	

Describe in the field below examples of how the new project(s) will:

1.	establish and maintain an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures program participant and staff interactions are based on equality, and minimize power differentials;
2.	provide program participants access to information on trauma, e.g., training staff on providing program participants with information on the effects of trauma;
3.	emphasize program participants' strengths—for example, strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans work towards survivor-defined goals and aspirations;
4.	center on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination, language access, improving services to be culturally responsive, accessible, and trauma-informed;
5.	provide a variety of opportunities for program participants' connections, e.g., groups, mentorships, peer-to-peer, spiritual needs; and
6.	offer support for survivor parenting, e.g., trauma-informed parenting classes, childcare, connections to legal services.

(limit 5,000 characters)

All current and future staff will be training on client-centered, trauma informed, strengths-based practices to ensure the environment of respect, trust and security is maintained. Case managers will meet with clients and assess individual needs and provide them with more appropriate resources, including counseling, mental health supports and resources and supports for children. Case managers will work with clients throughout the duration of the program to identify a case plan and personal goals, participant strengths will be used to work towards achieving goals necessary to create safe and stable permanent housing. All staff are trained on diversity, equity and inclusion best practices which includes cultural competency to ensure that each participant is receiving relevant services to meet their unique needs.

4A-3j.	Applicant's Plan for Involving Survivors in Policy and Program Development, Operations, and Evaluation in the New DV Bonus Housing Project(s).	
	NOFO Section I.B.3.j.(1)(f)	

Describe in the field below how the new project will involve survivors:

1.	with a range of lived expertise; and
----	--------------------------------------

2. in policy and program development throughout the project's operation.
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**(limit 2,500 characters)**

The agency has persons on its Board of Directors who have experienced homelessness and also have staff who have experienced domestic violence. Those staff are only known to senior management, and may advise the team on proper ways to support survivors and potential modifications to how services are delivered.

## 4B. Attachments Screen For All Application Questions

We have provided the following guidance to help you successfully upload attachments and get maximum points:

1. You must include a Document Description for each attachment you upload; if you do not, the Submission Summary screen will display a red X indicating the submission is incomplete.
2. You must upload an attachment for each document listed where 'Required?' is 'Yes'.
3. We prefer that you use PDF files, though other file types are supported—please only use zip files if necessary. Converting electronic files to PDF, rather than printing documents and scanning them, often produces higher quality images. Many systems allow you to create PDF files as a Print option. If you are unfamiliar with this process, you should consult your IT Support or search for information on Google or YouTube.
4. Attachments must match the questions they are associated with.
5. Only upload documents responsive to the questions posed—including other material slows down the review process, which ultimately slows down the funding process.
6. If you cannot read the attachment, it is likely we cannot read it either.
  - . We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time).
  - . We must be able to read everything you want us to consider in any attachment.
7. After you upload each attachment, use the Download feature to access and check the attachment to ensure it matches the required Document Type and to ensure it contains all pages you intend to include.
8. Only use the "Other" attachment option to meet an attachment requirement that is not otherwise listed in these detailed instructions.

Document Type	Required?	Document Description	Date Attached
1C-7. PHA Homeless Preference	No	PHA Homeless Pre...	10/28/2024
1C-7. PHA Moving On Preference	No	PHA Moving On Pre...	10/28/2024
1D-10a. Lived Experience Support Letter	Yes	Lived Experience ...	10/27/2024
1D-2a. Housing First Evaluation	Yes	Housing First Eva...	10/28/2024
1E-2. Local Competition Scoring Tool	Yes	Local Competition...	10/27/2024
1E-2a. Scored Forms for One Project	Yes	Scored Forms for ...	10/27/2024
1E-5. Notification of Projects Rejected-Reduced	Yes	Notification of P...	10/28/2024
1E-5a. Notification of Projects Accepted	Yes	Notification of P...	10/28/2024
1E-5b. Local Competition Selection Results	Yes	Local Competition...	10/27/2024
1E-5c. Web Posting—CoC-Approved Consolidated Application	Yes	Web Posting—CoC-A...	10/28/2024
1E-5d. Notification of CoC-Approved Consolidated Application	Yes	Notification of C...	10/28/2024

2A-6. HUD's Homeless Data Exchange (HDX) Competition Report	Yes	MD-514 2024 Compe...	10/27/2024
3A-1a. Housing Leveraging Commitments	No	Housing Leveragin...	10/28/2024
3A-2a. Healthcare Formal Agreements	No	Healthcare Formal...	10/27/2024
3C-2. Project List for Other Federal Statutes	No		
Other	No	CoC Competition P...	10/27/2024

## Attachment Details

**Document Description:** PHA Homeless Preference

## Attachment Details

**Document Description:** PHA Moving On Preference

## Attachment Details

**Document Description:** Lived Experience Support Letter

## Attachment Details

**Document Description:** Housing First Evaluation

## Attachment Details

**Document Description:** Local Competition Scoring Tool

## Attachment Details



**Document Description:** Scored Forms for One Project

## **Attachment Details**

**Document Description:** Notification of Projects Rejected-Reduced

## **Attachment Details**

**Document Description:** Notification of Projects Accepted

## **Attachment Details**

**Document Description:** Local Competition Selection Results

## **Attachment Details**

**Document Description:** Web Posting–CoC-Approved Consolidated  
Application

## **Attachment Details**

**Document Description:** Notification of CoC-Approved Consolidated  
Application

## **Attachment Details**

**Document Description:** MD-514 2024 Competition Report

## **Attachment Details**

**Document Description:** Housing Leveraging Commitments

## **Attachment Details**

**Document Description:** Healthcare Formal Agreement

## **Attachment Details**

**Document Description:**

## **Attachment Details**

**Document Description:** CoC Competition Policy Guide

## Submission Summary

**Ensure that the Project Priority List is complete prior to submitting.**

Page	Last Updated
1A. CoC Identification	09/30/2024
1B. Inclusive Structure	10/30/2024
1C. Coordination and Engagement	10/30/2024
1D. Coordination and Engagement Cont'd	10/30/2024
1E. Project Review/Ranking	10/30/2024
2A. HMIS Implementation	10/30/2024
2B. Point-in-Time (PIT) Count	10/30/2024
2C. System Performance	10/30/2024
3A. Coordination with Housing and Healthcare	10/30/2024
3B. Rehabilitation/New Construction Costs	10/30/2024
3C. Serving Homeless Under Other Federal Statutes	10/30/2024

<b>4A. DV Bonus Project Applicants</b>	10/30/2024
<b>4B. Attachments Screen</b>	10/28/2024
<b>Submission Summary</b>	No Input Required

**Maryland Department of Housing and Community Development  
HCV Administrative Plan Excerpt**

**PHA Homeless Preference (Set-Aside)**

## **ADMINISTRATIVE PLAN FOR THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM**

### **3. WAITING LIST LOCAL PREFERENCES [24 CFR 982.207 & CFR 5.410]**

- 3.1 Local Residency Preference-Applicants that live or work in the jurisdiction;
- 3.2 State Bridge Program Preference- Clients after 3 years of temporary assistance or after 5 years of temporary assistance (depending on length of Bridge subsidy);
- 3.3 HOPWA Preference- For continuation of assisted clients if HOPWA rental assistance isn't available.
- 3.4 State Section 811 Supportive Housing Preference-Applicants on the HCV waiting that meet the selection criteria for the State Section 811 program;
- 3.5 State Section 811 VAWA Preference- Victims of domestic violence where the perpetrator is the qualifying Section 811 household member and has since been terminated;
- 3.6 Housing First Preference-Supportive housing model that emphasizes permanent supportive housing to end homelessness.
- 3.7 Permanent Supportive Housing (PSH)/move up preference-Pilot initiative for households living in PSH funded units in need of rental assistance but no longer require the level of services associated with PSH units.
- 3.8 Mainstream 2017 Program Preference-Non-Elderly Disabled (NED) families who meet at least one of the following criteria:
  - Transitioning out of institutional or other segregated settings;
  - At serious risk of institutionalization;
  - Homeless; or
  - At risk of becoming homeless.

DHCD may accept Mainstream referrals to the PHA waitlist from referring agencies contracted through MDH, from COCs with MOUs in place to make Mainstream referrals, or other designated organizations. Other qualified applicants may be pulled from the existing waiting lists.

**St. Mary's County Housing Authority**  
**HCV Administrative Plan Excerpt**

**PHA Homeless Preference (General)**

## VI.

### SELECTION CRITERIA FOR ISSUANCE OF A VOUCHER

It is the need of the family that will connote/signify a preference. HUD regulations encourages the adoption of selection preferences that reflect local needs and priorities. These preferences allow communities to target scarce resources to families that are most in need of housing assistance and to address the impact of economic conditions, market forces, government action, natural disasters and/or other events which impact families in their ability to have somewhere to live. This may include but not limit to preserving affordable housing which in turn provides vital housing options for families. Additionally, the HA administers the PBRA project in accordance with the HUD Occupancy Handbook 4530.3. The following preferences will be used to provide assistance to all preference categories based on available funding.

- a. Residents or families of St. Mary's County that have documentation of residency of at least 90 days in the county.
- b. St. Mary's County residents or families expecting to reside in St. Mary's County because of their established employment in St. Mary's County.
- c. Families whose dwelling is deemed by an appropriate agency (i.e., St. Mary's County Health Department, St. Mary's County Department of Land Use and Management, St. Mary's County's Fire Departments, HASMC, etc.) to be hazardous, unfit, and unsuitable for human habitation.



- d. Families whose head of household or spouse are elderly or person with disabilities. For family members claiming disability who do not receive SSI or other disability payments from the Social Security Administration, a knowledgeable professional must provide third-party verification that the family member meets the HUD definition of disability as outlined in 24CFR5.403.
- e. Any household member (18 years of age and over, but less than 62 years of age) who may be non-elderly with a disability who are
- Transitioning out of an institution or other segregated setting
  - At serious risk of institutionalization
  - Homeless or
  - At risk of becoming homeless
  - Single persons who are elderly or persons with disabilities shall be admitted over other single persons.
- f. Families whose head of household or spouse are veterans and/or have served in the military.
- g. Working families whose head or spouse has been employed for the past six (6) consecutive months at a minimum of thirty hours per week. Employment verifications must be third party verification from their employer. If family claims to be self-employed, a copy of last year's income tax return must be provided, along with their self-employment records from last year and current year.
- h. Families who must move from federally-assisted housing because of change in family size that would cause the family to be under or over housed.
- i. Families who meet the criteria established by HUD for use of available funds for a special purpose or program (e.g., deconcentrating, income mixing, Family Unification, Welfare-To-Work, Workforce Rental Assistance Program, etc.).
- j. Families displaced and/or requiring replacement housing caused by natural or governmental actions beyond the family's control.
- k. Families who are involved in the State's Bridge Subsidy Program may be moved to the Section 8 Program as funds are available.
- l. Families who are involved in the State's Emergency Rental Assistance Program may be moved to the Section 8 Program as funds are available.
- m. Families who are victims of domestic violence or in critical housing need and could be facing homelessness **(have a barrier free zone against domestic violence).**

**Hagerstown Housing Authority HCV  
Administrative Plan Excerpt**

**PHA Homeless Preference (General)**

## **5.0 SELECTING FAMILIES FROM THE WAIT LIST**

### **5.1 WAIT LIST ADMISSIONS AND SPECIAL ADMISSIONS**

The Housing Authority may admit an applicant for participation in the program either as a special admission or as a wait list admission.

If HUD awards funding or the Housing Authority decides to set aside slots that are targeted for families with specific characteristics or families living in specific units, the Housing Authority will use the assistance for those families. It is the policy of the Housing Authority to reallocate any funding for a special purpose to the same population.

#### **5.1.1 Homeless Slots**

Thirty (30) Housing Choice Voucher slots shall be set-aside for homeless applicants. Verification of homeless status shall be made by third-party verification form completed by local homeless shelter or facility. Homeless applicants shall be placed on the Housing Choice Voucher Wait List. If homeless families do not exist at the time of availability, the slot will be offered to the next applicant on the Housing Choice Voucher Wait List.

#### **5.1.2 Persons Diagnosed with Terminal Illness**

Twenty (20) Section 8 slots shall be set-aside for persons diagnosed with a terminal illness. Persons shall be identified, and condition verified through the applicant's private physician or medical professional.

#### **5.1.3 Ready By 21**

In cooperation with the Washington Co. Department of Social Services (DSS) and in accordance with the signed Memorandum of Understanding, five (5) Housing Choice Voucher (HCV) slots shall be set-aside for qualifying applicants referred to the Housing Authority by the DSS Foster Care Program. Applicants will be served in the order of referral and will not be ranked by the HHA preference point system. Approval for the Ready By 21 vouchers will be subject to all current eligibility standards including but not limited to criminal record checks, income limits, and all other HUD and HHA eligibility criteria. If enough applicants do not exist to fill the five (5) available slots, the remaining vouchers will be offered to applicants on the HCV waiting list. If DSS identifies and refers an eligible Ready By 21 family, the next available voucher will be reserved for those qualified applicants until the total of five (5) slots are filled. All contracts executed on behalf of any Ready By 21 applicant will be for a minimum of 12-months and a maximum of 2 years. The contract will terminate, with proper notice, no later than the second anniversary of the initial contract date. Housing Choice Voucher assistance will terminate if the voucher holder, at any time, becomes non-compliant and is ineligible for the Ready By 21 Initiative or is violation of the HCV Program regulations.

#### **5.1.4 Veterans Affairs Supportive Housing (VASH)**

**Maryland Department of Housing and Community Development  
HCV Administrative Plan Excerpt**

**Moving On Preference (Set-Aside)**

## **ADMINISTRATIVE PLAN FOR THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM**

### **3. WAITING LIST LOCAL PREFERENCES [24 CFR 982.207 & CFR 5.410]**

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UNITED WAY OF ALLEGANY COUNTY  
UNITED WAY OF GARRETT COUNTY  
UNITED WAY OF HAMPSHIRE COUNTY  
UNITED WAY OF MINERAL COUNTY



October 15, 2024

HUD SNAPS Office,

As CoC representative with lived experience of homelessness, this letter is to confirm support for the Maryland Balance of State 2024 CoC funding application. The priorities outlined in the funding application and the selected Permanent Supportive Housing and Rapid Rehousing projects reflect the needs and priorities of individuals and families experiencing homelessness in Garrett, Allegany, Washington, Frederick, Harford, Cecil, Calvert, Charles and St. Mary's Counties.

Thank you for your consideration and support of these much-needed resources and programs.

Sincerely,

A handwritten signature in blue ink that reads "Terri Jessie".

Terri Jessie  
Community Engagement Specialist  
County United Way

October 15, 2024

HUD SNAPS Office,

As CoC representative with lived experience of homelessness, this letter is to confirm support for the Maryland Balance of State 2024 CoC funding application. The priorities outlined in the funding application and the selected Permanent Supportive Housing and Rapid Rehousing projects reflect the needs and priorities of individuals and families experiencing homelessness in Garrett, Allegany, Washington, Frederick, Harford, Cecil, Calvert, Charles and St. Mary's Counties.

Thank you for your consideration and support of these much-needed resources and programs.

Sincerely,

Shalynn A. Cline

Organization:  
AHEC West (Area Health Education Center West)



Maryland Balance of State Continuum of Care

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7800 Harkins Road Lanham, Maryland 20706 [www.mdboscoc.org](http://www.mdboscoc.org)

Hugh Alexander  
100 S. Market Street  
Frederick, Maryland 21701

October 15, 2024

Dear HUD SNAPS Office,

As a representative of the Frederick County CoC and someone with lived experience of homelessness, I am writing to express my strong support for the Maryland Balance of State 2024 CoC funding application. This application is critical to advancing our shared goal of preventing and ending homelessness throughout the region.

The priorities outlined in the funding application are well aligned with the needs of our community, particularly the emphasis on Permanent Supportive Housing and Rapid Rehousing projects. These initiatives are essential in addressing the needs of individuals and families experiencing homelessness in Frederick County. By providing both housing stability and supportive services, these programs create opportunities for long-term success and improved quality of life for those we serve.

I wholeheartedly endorse this application and believe it will significantly impact our efforts to reduce homelessness across the state. I look forward to continuing to collaborate with the Maryland Balance of State CoC to achieve these important goals.

Thank you for your consideration and support of these much-needed resources and programs.

Sincerely,



Hugh Alexander

Frederick Community Health Center Board Member  
Frederick County Continuum of Care Collaborative



MARYLAND  
BALANCE OF STATE  
CONTINUUM OF CARE

Maryland Balance of State Continuum of Care

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7800 Harkins Road Lanham, Maryland 20706 [www.mdboscoc.org](http://www.mdboscoc.org)



October 15, 2024

HUD SNAPS Office,

As CoC representative with lived experience of homelessness, this letter is to confirm support for the Maryland Balance of State 2024 CoC funding application. The priorities outlined in the funding application and the selected Permanent Supportive Housing and Rapid Rehousing projects reflect the needs and priorities of individuals and families experiencing homelessness in Garrett, Allegany, Washington, Frederick, Harford, Cecil, Calvert, Charles and St. Mary's Counties.

Thank you for your consideration and support of these much-needed resources and programs.

Sincerely,



Jennifer Schulgin  
*Cecil County Coordinated Entry Specialist*  
Meeting Ground Org.



MARYLAND  
BALANCE OF STATE  
CONTINUUM OF CARE

Maryland Balance of State Continuum of Care

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7800 Harkins Road Lanham, Maryland 20706 [www.mdboscoc.org](http://www.mdboscoc.org)

October 24, 2024

HUD SNAPS Office,

As a CoC representative with lived experience of homelessness, this letter is to confirm support for the Maryland Balance of State 2024 CoC funding application. The priorities outlined in the funding application and the selected Permanent Supportive Housing and Rapid Rehousing projects reflect the needs and priorities of individuals and families experiencing homelessness in Garrett, Allegany, Washington, Frederick, Harford, Cecil, Calvert, Charles and St. Mary's Counties.

Thank you for your consideration and support of these much-needed resources and programs.

Sincerely,



Takeshia Clay  
Cumberland YMCA PSH/ Allegany County

October 23, 2024

HUD SNAPS Office,

As a CoC representative with lived experience of homelessness, this letter is to confirm support for the Maryland Balance of State 2024 CoC funding application. The priorities outlined in the funding application and the selected Permanent Supportive Housing and Rapid Rehousing projects reflect the needs and priorities of individuals and families experiencing homelessness in Garrett, Allegany, Washington, Frederick, Harford, Cecil, Calvert, Charles and St. Mary's Counties.

Thank you for your consideration and support of these much-needed resources and programs.

Sincerely,



Shane Stewart  
Cumberland YMCA PSH/Allegany County

October 15, 2024

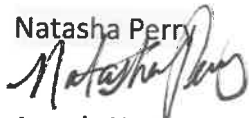
HUD SNAPS Office,

As CoC representative with lived experience of homelessness, this letter is to confirm support for the Maryland Balance of State 2024 CoC funding application. The priorities outlined in the funding application and the selected Permanent Supportive Housing and Rapid Rehousing projects reflect the needs and priorities of individuals and families experiencing homelessness in Garrett, Allegany, Washington, Frederick, Harford, Cecil, Calvert, Charles and St. Mary's Counties.

Thank you for your consideration and support of these much-needed resources and programs.

Sincerely,

Natasha Perry



Anna's House



MARYLAND  
BALANCE OF STATE  
CONTINUUM OF CARE

Maryland Balance of State Continuum of Care

7800 Harkins Road Lanham, Maryland 20706 [www.mdboscoc.org](http://www.mdboscoc.org)

**Housing First Evaluation Tools**  
**Excerpt from CoC Local Competition RFP**

## Proposal Narrative Questions

### **REQUIRED FOR: NEW PROJECT APPLICANTS ONLY**

#### **15. HOUSING FIRST:**

Housing First is a model of housing assistance that prioritizes rapid placement and stabilization in permanent housing that does not have service participation requirements or preconditions (such as sobriety or minimum income threshold). It is an approach to:

- 1) quickly and successfully connect individuals and families experiencing homelessness to permanent housing;
- 2) without barriers to entry, such as sobriety, treatment or service participation requirements; or
- 3) related preconditions that might lead to the participant's termination from the project.

Describe your agency's experience in operating a successful housing first program, and clearly describe a program design that meets the definition of Housing First, including low-barriers to entry, as described above.

**Required agreement for ALL projects; 5 points**

## HOUSING FIRST ASSESSMENT

### REQUIRED FOR: ALL NEW & RENEWAL PROJECT APPLICANTS

For a homelessness service system to work the most efficiently and effectively, individual programs must embrace a Housing First approach. In addition to the Housing First related questions in e-snaps, the Performance Review Committee may review the following Housing First Quick Screen Assessment in the process of reviewing and scoring applications.

*Please check all that apply to the project.*

- ☐ Policies clearly delineate that the program is operating under “Housing First” principles as defined by the [National Alliance to End Homelessness](#).
- ☐ Project has reviewed the [“USICH Housing First Checklist: Assessing Projects and Systems for a Housing First Orientation”](#) document.
- ☐ The term “Housing First” is used to describe the program.
- ☐ Are applicants allowed to enter the program without income?
- ☐ Are applicants allowed to enter the program even if they aren't "clean and sober" or "treatment compliant"?
- ☐ Are applicants allowed to enter the program even if they have criminal justice system involvement?
- ☐ Are service and treatment plans voluntary, such that tenants cannot be evicted for not following through?

### HOUSING FIRST POLICY

Attach your agency’s policies and procedures, termination policy, and any other relevant documents demonstrating compliance with Housing First or low barriers to entry.

### HOUSING FIRST POLICY DEVELOPMENT

If you do not currently have these policies, please describe your agency’s strategy to develop and implement such policies.

**Housing First Evaluation Tools**  
**Excerpt From Renewal Project Score Care**  
**CoC Local Competition**



<b>Recipient</b>		<b>Project Component Type</b>	
<b>Project Name</b>		<b>Project Operating Dates</b>	
<b>Renewing Project Grant Number</b>		<b>Renewing Project HMIS ID Number (based on 2024 GIW)</b>	

**General Information:**

- Renewal project scorecards are derived from data pulled from HMIS, SAGE and eSNAPs project applications. The HMIS data reviewed for this document includes Annual Performance Reports for the timeframe of **July 1, 2023 – June 30, 2024**
- Renewing projects were notified on August 7, 2024 of the renewal scorecard process and were provided opportunities to work with the HMIS team to correct any inaccurate or missing data in HMIS
- Projects renewing for the first time will not receive a Renewal Scorecard since there has not yet been one full year of performance data, however ALL PROJECTS, including first-time renewals, are subject to completing the BoS Request for Proposals
- Performance measures that do not apply to a given project are marked “NA” in the score column (example: there were no project leavers during the measured year, percentage of leavers income increase will be marked NA)
- For more information about the competition policy, process, and other materials, please visit: <https://www.mdboscoc.org/2024-coc-competition>

**Instructions:**

- Review each of the sections below for accuracy
- Complete the Agency Response Section to address low scoring measures and grant recapture rates over 10%
- Return your finalized scorecard via the [CoC Helpdesk](#) no later than **September 6, 2024**
  - Please select “CoC Funding Competition: 2024 CoC NOFO” from the drop down to upload your Scorecard
  - Helpdesk Tip Sheet
- **NOTE**
  - All renewing CoC projects MUST respond to the BoS RFP, **due September 6, 2024**; [BoS RFP](#)
  - All renewing CoC projects MUST also submit a renewal application in [eSNAPS](#), **due September 6, 2024**

Total Project Score									
Total Project Score = Project Performance Percentage + HMIS Data Quality Percentage + Grant Management & Financials Percentage	Scoring Category	Total Points Achieved		Total Points Available	Category Weight	Percentage Achieved			
	Project Performance				80%				
	HMIS Data Quality				10%				
	Grant Management & Financials				10%				
	Scorecard Results								
Performance Criteria	Purpose & Source of Measurement		Formula Information		Result	Points 10	Points 5	Points 0	Score
Project Performance 80%									
Achieving project outcomes provides a benchmark for how well projects help to end homelessness. Assessing & monitoring project outcomes is necessary to understand a project's rate of success and contribution to CoC-wide performance goals.									
SYSTEM PERFORMANCE OUTCOMES									
Quarterly occupancy utilization rate	Household utilization rates demonstrate that the CoC is fully utilizing its inventory. APR Q8b & Application	January Total			>=90%	70% - 89%	<=69%	Points	
		April Total							
		July Total							
		October Total							
		Averaged Total							
		Proposed number of households							
Percentage of participants who remained in PSH or exited to permanent housing	Successful housing outcomes are one of the most important measures of project success.	Total Persons Served Q5a.1			PSH: >=96%	PSH: 90-95%	PSH: <=89%		
		Total Exiting to Positive Destinations							
		Q23c							
		Total Exits Q23c			RRH: >=91%	RRH: 80-90%	RRH: <=79%	Points	
		Total							
		Deceased Q23c			TH: >=76%	TH: 65-75%	TH: <=64%		
		Unsuccessful Exits							
Average number of days to move in at project entry	The Housing Move in Date is collected to measure how long it takes for a client to physically move into housing from the time of project enrollment and gives a clear picture of whether the client is	APR Q22c			PSH & RRH: 24 Days or Less	PSH & RRH: 25-35 Days	PSH & RRH: 36 Days or More	Points	

	homeless or housed.							
<b>Percentage of adult stayers at annual assessment who increased <u>employment income</u></b>	Improving household access to financial resources is crucial to reducing vulnerability to homelessness. Increase in income is measured in the NOFA & System PM	APR Q19a1			PSH: ≥16%	PSH: 10-15%	PSH: ≤9%	<b>Points</b>
					RRH: ≥8%	RRH: 2-7%	RRH: ≤1%	
					TH: ≥70%	TH: 65-69%	TH: ≤64%	
<b>Percentage of adult leavers at exit who increased <u>employment income</u></b>	Improving household access to financial resources is crucial to reducing vulnerability to homelessness. Increase in income is measured in the NOFA & System Performance Measures	APR Q19a2			PSH: ≥19%	PSH: 13-18%	PSH: ≤12%	<b>Points</b>
					RRH & TH: ≥8%	RRH & TH: 2-7%	RRH & TH: ≤1%	
<b>Percentage of adult stayers at annual assessment who increased <u>non-employment cash income</u></b>	Improving a household's access to financial resources is crucial to reducing vulnerability to homelessness. Increase in income is measured through the NOFA & System Performance Measures.	APR Q19a1			PSH: ≥63%	PSH: 57-62%	PSH: ≤56%	<b>Points</b>
					RRH & TH: ≥8%	RRH & TH: 2-7%	RRH & TH: ≤1%	
<b>Percentage of adult leavers at exit who increased <u>non-employment cash income</u></b>	Improving a household's access to financial resources is crucial to reducing vulnerability to homelessness. Increase in income is measured through the NOFA & System Performance Measures.	APR Q19a2			PSH: ≥43%	PSH: 37-42%	PSH: ≤36%	<b>Points</b>
					RRH & TH: ≥8%	RRH & TH: 2-7%	RRH & TH: ≤1%	
<b>Percentage of all stayers at annual assessment with at least one</b>	Improving a household's access to health resources is crucial to reducing	Number of clients Q5a.8			PSH: ≥53%	PSH: 47-52%	PSH: ≤46%	<b>Points</b>
		Clients with 1+ source of health			RRH & TH:		RRH & TH:	

<b>source of <u>health insurance</u></b>	vulnerability to homelessness.	insurance at assessment Q21			>=8%	RRH & TH: 2-7%	<=1%	
		Clients with +1 source of health insurance at assessment Q21						
<b>Percentage of all leavers with at least one source of <u>health insurance</u> at exit</b>	Improving a household's access to health resources is crucial to reducing vulnerability to homelessness.	Number of leavers Q5a.5				PSH: 90-95%	PSH: <=89%	
		clients with 1+ source of health			PSH: >=96%			
		insurance at exit Q21			RRH: >=84%	RRH: 78-83%	RRH: <=77%	<b>Points</b>
		clients with +1 source of health insurance at exit Q21			TH: >=76%	TH: 70-75%	TH: <=69%	
<b>Percentage of adult stayers at annual assessment with at least one <u>non-cash benefit</u></b>	Improving a household's access to financial resources is crucial to reducing vulnerability to homelessness.	Total Adult Stayers Q5a.9			PSH: >=49%	PSH: 43-48%	PSH: <=42%	
		1+ Source Q20b			RRH & TH: >=8%	RRH & TH: 2-7%	RRH & TH: <=1%	<b>Points</b>
<b>Percentage of adult leavers at exit with at least one <u>non-cash benefit</u></b>	Improving a household's access to financial resources is crucial to reducing vulnerability to homelessness.	Total Adult Leavers Q5a.6			PSH: >=74%	PSH: 68-73%	PSH: <=67%	
		1+ Source Q20b			RRH: >=54%	RRH: 49-53%	RRH: <=48%	<b>Points</b>
					TH: >=38%	TH: 32-37%	TH: <=31%	

HIGH NEEDS POPULATION								
Percentage of <u>chronically homeless households</u> served	Indicates progress in ending chronic homelessness by measuring the number of chronically homeless households served	Total HH Served Q26a		Percentage of chronically homeless households served	PSH: >=75%	PSH: 50-74%	PSH: <=49%	Points
		CH HH, Q26a			RRH & TH: >=15%	RRH & TH: 10-14%	RRH & TH: <=9%	
Percentage adults with <u>no cash income</u> at entry	Indicates the percentage of clients with higher service needs at project entry	Total Adults Served Q5a.2			PSH: >=41%	PSH: 35-40%	PSH: <=34%	Points
					RRH: >=39%	RRH: 33-38%	RRH: <=32%	
		Total Adults with No Income Q18			TH: >=51%	TH: 45-50%	TH: <=44%	
Percentage of clients with <u>more than one physical / mental health conditions</u> at entry	Indicates the percentage of clients with higher service needs at project entry	Total Adults Served Q5a.2			PSH: >=37%	PSH: 32-37%	PSH: <=31%	Points
		Total Adults with 2+ Conditions Q13a2			RRH: >=16%	RRH: 10-15%	RRH: <=9%	
		Total Adults with 3+ Conditions Q13a2			TH: >=24%	TH: 18-23%	TH: <=17%	
		Total						
Percentage clients <u>fleeing Domestic Violence</u>	Indicates the percentage of clients with higher service needs at project entry	Total Adults Served Q5a.2			PSH: >=24%	PSH: 18-23%	PSH: <=17%	Points
		Total Adults with History of DV Q14a			RRH: >=21%	RRH: 15-20%	RRH: <=14%	
					TH: >=21%	TH: 15-20%	TH: <=14%	
Percentage of households entering from a <u>place not meant for human habitation</u>	Indicates the percentage of clients with higher service needs at project entry	Total Adults Served Q5a.2			PSH: >=54%	PSH: 48-53%	PSH: <=47%	Points
		Total Adults						
		Coming from Place Not Meant for Hum			RRH: >=47%	RRH: 41-46%	RRH: <=40%	
		Hab Q15			TH: >=34%	TH: 28-33%	TH: <=27%	

**Housing First Evaluation Tools**  
**Excerpt From CoC Project Monitoring Toolkit**

## **MD-514 Monitoring Handbook Excerpts**

### **HUD Compliance**

In alignment with [HUD's Internal Wellness Top Ten Checklist](#), DHCD will review the following documents and items as part of a project's midterm monitoring:

- Standard Operating Policies and Procedures for:
  - Program intake process for determining “homeless/at risk of homeless” status
  - Program operation
  - Recordkeeping
  - Subrecipient oversight/monitoring, if applicable
- Financial Policies and Procedures for:
  - Maintaining fiscal controls
  - Accounting procedures
  - Procurement procedures
  - Ensuring CoC program funds are used in accordance with requirements
- Violence Against Women Act (VAWA) Policy and Emergency Transfer Plan Template
- Anti Discrimination/Fair Housing Policy and Compliance
- Termination Policy
- Housing First Policy
- Environmental Review, if applicable
- Program has designated staff person responsible for ensuring children who are being served are enrolled in school and connected to appropriate services, if applicable
- Equal Access
- Lived Experience

### **Performance Assessment**

Performance reviews will consist of a program's performance over a six-month period. Documentation will include eLOCCS screenshots or other financial statements demonstrating the program's current spending. A performance report, based on a mock CoC scorecard will be created for the monitoring report. The following will be reviewed to evaluate program performance:

- A review of the program's Annual Performance Report (APR) to date
- A review of grant management and financials:
  - Total grant amount
  - Quarterly eLOCCS drawdowns (spending to date)
  - Match documentation demonstrating grant funds, except leasing funds, are matched with no less than 25 percent of cash or in-kind contributions from other sources
- A review of project goals as determined in the initial application
- A review of the organization's CoC and Coordinated Entry System participation

### **Monitoring Scorecard**


The MD BoS CoC will create a monitoring scorecard to review project performance with agencies, with metrics guided by HUD's System Performance Measures (SPMs).

SYSTEM PERFORMANCE MEASURES					
Quarterly occupancy utilization rate	Q8b				
Average number of days to move in at project entry	APR Q22c	PSH & RRH: 24 Days or Less	PSH & RRH: 25-35 Days	PSH & RRH: 36 Days or More	Points
Percentage of adult stayers at annual assessment who increased <u>employment income</u>	APR Q19a1	PSH: >=18% RRH & TH:>= 5%	PSH:12-17% RRH & TH:2-4%	PSH: <=11% RRH & TH: <=1%	Points
Percentage of adult leavers at exit who increased <u>employment income</u>	APR Q19a2	PSH: >=13% RRH:>= 33% TH: >=16%	PSH:7-12% RRH: 28-32% TH:10-15%	PSH: <=6% RRH: <=27% TH: <=9%	Points
Percentage of adult stayers at annual assessment who increased <u>non-employment cash income</u>	APR Q19a1	PSH: >=58% RRH: >= 5% TH: >=53%	PSH:52-57% RRH: 2-4% TH:47-52%	PSH: >=51% RRH: >=1% TH: >=46%	Points
HIGH NEEDS POPULATIONS					
Percentage of <u>chronically homeless households</u> served	CH HH, Q26a	PSH: =75% RRH & TH: >=15%	PSH:50-74% RRH & TH: 10-14%	PSH:<=49% RRH & TH: <=9%	Points
Percentage adults with <u>no cash income</u> at entry	Total Adults with No Income Q18	PSH: =41% RRH:>=39% TH: >=51%	PSH:35-40% RRH: 33-38% TH:45-50%	PSH:<=34% RRH: <=32% TH: <=44%	Points
Percentage of clients with <u>more than one physical / mental health conditions</u> at entry	Total Adults with 2+ Conditions Q13a2	PSH: =37% RRH:>=16%	PSH:32-37% RRH: 10-15%	PSH:<=31% RRH: <=9%	Points
	Total Adults with 3+ Conditions Q13a2	TH: >=24%	TH:18-23%	TH: <=17%	
Percentage clients <u>fleeing Domestic Violence</u>	Total Adults with History of DV Q14a	PSH: =24% RRH:>=21% TH: >=21%	PSH:18-23% RRH: 15-20% TH:15-20%	PSH:<=17% RRH: <=14% TH: <=14%	Points
Percentage of households entering from a <u>place not meant for human habitation</u>	Total Adults Served Q5a.2	PSH: =54% RRH:>=47% TH: >=34%	PSH:48-53% RRH: 41-46% TH:28-33%	PSH:<=47% RRH: <=40% TH: <=27%	Points



# Housing First Evaluation

The MD BoS CoC will utilize the HUD Housing First Standards Assessment Tool to review project compliance with Housing First and Low Barriers best practices.

	A	B	C	D	E	F	G														
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14																					
15	<p align="center"><b>Housing First Standards Assessment Tool</b></p>																				
16	<p><b>Overview:</b> This tool aims to assess and document how closely a housing and service provider adheres to the recommended best practice standards of the Housing First model, in the context of the broader work to implement a Housing First orientation at the system-level. This tool specifically evaluates project-level fidelity to Housing First, which directly impacts a system's fidelity to Housing First. In addition to the universal best practice standards identified in this tool, Continuums should also take into account their local community context and local written standards pertaining to Housing First when assessing projects. A Continuum of Care can use this tool to prompt discussion and to make recommendations for improvement to projects that identify themselves as meeting the Housing First</p>																				
17																					
18																					
19	<p><b>Provider Info tab:</b> The Provider Information tab should be completed <i>prior</i> to beginning the assessment. Specifically, the <i>Project Name</i>, <i>Project Type</i>, <i>Target Sub-Population served</i>, and <i>Date of Assessment</i> fields need to be completed in order to populate the assessment standards and report summary with questions that are specific to the project type and population. Please complete this section prior to printing any standards for assessment.</p>																				
20																					
21																					
22																					
23	<p><b>Standards:</b> The standards have been arranged into the following categories: <i>Access, Evaluation, Services, Housing, Leases, and Project-Specific</i>. The "Tab" chart at the bottom of this page describes each of the categories in more detail. Some of the categories are not applicable for all project types, and those standards do not need to be completed, (see "Project Type/Applicable standards" chart for the list of which standards need to be completed for each project type.)</p>																				
24																					
25																					
26	<table border="1"> <thead> <tr> <th>Project Type</th> <th>Applicable Standards</th> </tr> </thead> <tbody> <tr> <td>Coordinated Entry</td> <td>Access &amp; Evaluation; Project-specific</td> </tr> <tr> <td>Street Outreach</td> <td>Access &amp; Evaluation; Project-specific</td> </tr> <tr> <td>Emergency Shelter</td> <td>Access &amp; Evaluation; Service &amp; Housing; Project-specific</td> </tr> <tr> <td>Transitional Housing</td> <td>Access &amp; Evaluation; Service &amp; Housing; Leases; Project-specific</td> </tr> <tr> <td>Rapid Rehousing</td> <td>Access &amp; Evaluation; Service &amp; Housing; Leases; Project-specific</td> </tr> <tr> <td>Housing</td> <td>Access &amp; Evaluation; Service &amp; Housing; Leases; Project-specific</td> </tr> </tbody> </table>							Project Type	Applicable Standards	Coordinated Entry	Access & Evaluation; Project-specific	Street Outreach	Access & Evaluation; Project-specific	Emergency Shelter	Access & Evaluation; Service & Housing; Project-specific	Transitional Housing	Access & Evaluation; Service & Housing; Leases; Project-specific	Rapid Rehousing	Access & Evaluation; Service & Housing; Leases; Project-specific	Housing	Access & Evaluation; Service & Housing; Leases; Project-specific
Project Type	Applicable Standards																				
Coordinated Entry	Access & Evaluation; Project-specific																				
Street Outreach	Access & Evaluation; Project-specific																				
Emergency Shelter	Access & Evaluation; Service & Housing; Project-specific																				
Transitional Housing	Access & Evaluation; Service & Housing; Leases; Project-specific																				
Rapid Rehousing	Access & Evaluation; Service & Housing; Leases; Project-specific																				
Housing	Access & Evaluation; Service & Housing; Leases; Project-specific																				
27																					
28																					
29																					
30																					
31																					
32																					
33	<p><b>Safeguarding:</b> Please keep in mind safeguarding concerns when assessing projects. In particular, we advise Continuums of Care to work with projects with victims of domestic violence to make sure that adequate safety and confidentiality policies and practices are in place before beginning assessments.</p>																				
34																					
35																					
36																					
37	<p><b>Scoring:</b> For each standard, there are three scoring criteria: "Say It", "Document It", and "Do It" (as explained further below). To show that a project is in full compliance with each standard, the assessor should mark "Always" for each scoring criteria. Use the drop down in the three columns to the right to select "Always" or "Somewhat" or "Not at all". Once an answer is chosen, the Report Summary tab will automatically update to reflect the answers.</p>																				
38																					
39	<p>- "Say It" means that project and agency staff can describe verbally what they do concerning each standard. The assessor should be able to identify that the organizational culture supports the standard by how staff talks about what is done.</p>																				
40																					
41	<p>- "Document It" means that there is written documentation that supports the project's compliance with each standard. Written documentation could</p>																				
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Instructions
Provider Info
Access & Input
Leases
Services & Housing
Print

Recipient		Project Component Type	
Project Name		Project Operating Dates	
Renewing Project Grant Number		Renewing Project HMIS ID Number (based on 2024 GIW)	

**General Information:**

- Renewal project scorecards are derived from data pulled from HMIS, SAGE and eSNAPs project applications. The HMIS data reviewed for this document includes Annual Performance Reports for the timeframe of **July 1, 2023 – June 30, 2024**
- Renewing projects were notified on August 7, 2024 of the renewal scorecard process and were provided opportunities to work with the HMIS team to correct any inaccurate or missing data in HMIS
- Projects renewing for the first time will not receive a Renewal Scorecard since there has not yet been one full year of performance data, however ALL PROJECTS, including first-time renewals, are subject to completing the BoS Request for Proposals
- Performance measures that do not apply to a given project are marked “NA” in the score column (example: there were no project leavers during the measured year, percentage of leavers income increase will be marked NA)
- For more information about the competition policy, process, and other materials, please visit: <https://www.mdboscoc.org/2024-coc-competition>

**Instructions:**

- Review each of the sections below for accuracy
- Complete the Agency Response Section to address low scoring measures and grant recapture rates over 10%
- Return your finalized scorecard via the [CoC Helpdesk](#) no later than **September 6, 2024**
  - Please select “CoC Funding Competition: 2024 CoC NOFO” from the drop down to upload your Scorecard
  - Helpdesk Tip Sheet
- NOTE**
  - All renewing CoC projects MUST respond to the BoS RFP, **due September 6, 2024**; [BoS RFP](#)
  - All renewing CoC projects MUST also submit a renewal application in [eSNAPS](#), **due September 6, 2024**:

Total Project Score					
Total Project Score = Project Performance Percentage + HMIS Data Quality Percentage + Grant Management & Financials Percentage	Scoring Category	Total Points Achieved	Total Points Available	Category Weight	Percentage Achieved
	Project Performance			80%	
	HMIS Data Quality			10%	
	Grant Management & Financials			10%	
	CoC Project Effectiveness	Not Scored in 2024			
	Scorecard Results				

Performance Criteria	Purpose & Source of Measurement	Formula Information		Result	Points 10	Points 5	Points 0	Score
Project Performance 80%								
Achieving project outcomes provides a benchmark for how well projects help to end homelessness. Assessing & monitoring project outcomes is necessary to understand a project's rate of success and contribution to CoC-wide performance goals.								
SYSTEM PERFORMANCE OUTCOMES								
Quarterly occupancy utilization rate	Household utilization rates demonstrate that the CoC is fully utilizing its inventory. APR Q8b & Application	January Total			≥90%	70% - 89%	≤69%	Points
		April Total						
		July Total						
		October Total						
		Averaged Total						
		Proposed number of households						
Percentage of participants who remained in PSH or exited to permanent housing	Successful housing outcomes are one of the most important measures of project success.	Total Persons Served Q5a.1			PSH: ≥96%	PSH: 90-95%	PSH: ≤89%	Points
		Total Exiting to Positive Destinations Q23c			RRH: ≥91%	RRH: 80-90%	RRH: ≤79%	
		Total Exits Q23c			TH: ≥76%	TH: 65-75%	TH: ≤64%	
		Total Deceased Q23c						
		Unsuccessful Exits						
Average number of days to move in at project entry	The Housing Move in Date is collected to measure how long it takes for a client to physically move into housing from the time of project enrollment and gives a clear picture of whether the client is homeless or housed.	APR Q22c			PSH & RRH: 24 Days or Less	PSH & RRH: 25-35 Days	PSH & RRH: 36 Days or More	Points
Percentage of adult stayers at annual assessment who increased <u>employment</u> <u>income</u>	Improving household access to financial resources is crucial to reducing vulnerability to homelessness. Increase in income is measured in the NOFA & System PM	APR Q19a1			PSH: ≥16%	PSH: 10-15%	PSH: ≤9%	Points
					RRH: ≥8%	RRH: 2-7%	RRH: ≤1%	
					TH: ≥70%	TH: 65-69%	TH: ≤64%	

Percentage of adult leavers at exit who increased <u>employment income</u>	Improving household access to financial resources is crucial to reducing vulnerability to homelessness. Increase in income is measured in the NOFA & System Performance Measures	APR Q19a2			PSH: ≥19%	PSH: 13-18%	PSH: ≤12%	Points
					RRH & TH: ≥8%	RRH & TH: 2-7%	RRH & TH: ≤1%	
Percentage of adult stayers at annual assessment who increased <u>non-employment cash income</u>	Improving a household's access to financial resources is crucial to reducing vulnerability to homelessness. Increase in income is measured through the NOFA & System Performance Measures.	APR Q19a1			PSH: ≥63%	PSH: 57-62%	PSH: ≤56%	Points
					RRH & TH: ≥8%	RRH & TH: 2-7%	RRH & TH: ≤1%	
Percentage of adult leavers at exit who increased <u>non-employment cash income</u>	Improving a household's access to financial resources is crucial to reducing vulnerability to homelessness. Increase in income is measured through the NOFA & System Performance Measures.	APR Q19a2			PSH: ≥43%	PSH: 37-42%	PSH: ≤36%	Points
					RRH & TH: ≥8%	RRH & TH: 2-7%	RRH & TH: ≤1%	
Percentage of all stayers at annual assessment with at least one source of <u>health insurance</u>	Improving a household's access to health resources is crucial to reducing vulnerability to homelessness.	Number of clients Q5a.8						Points
		Clients with 1+ source of health insurance at assessment Q21			PSH: ≥53%	PSH: 47-52%	PSH: ≤46%	
		Clients with +1 source of health insurance at assessment Q21			RRH & TH: ≥8%	RRH & TH: 2-7%	RRH & TH: ≤1%	
Percentage of all leavers with at least one source of <u>health insurance</u> at exit	Improving a household's access to health resources is crucial to reducing vulnerability to homelessness.	Number of leavers Q5a.5			PSH: ≥96%	PSH: 90-95%	PSH: ≤89%	Points
		clients with 1+ source of health insurance at			RRH: ≥84%	RRH: 78-83%	RRH: ≤77%	
						TH:		

		exit Q21			TH: >=76%	70-75%	TH: <=69%	
		clients with +1 source of health insurance at exit Q21						
Percentage of adult stayers at annual assessment with at least one <u>non-cash benefit</u>	Improving a household's access to financial resources is crucial to reducing vulnerability to homelessness.	Total Adult Stayers Q5a.9			PSH: >=49%	PSH: 43-48%	PSH: <=42%	Points
		1+ Source Q20b			RRH & TH: >=8%	RRH & TH: 2-7%	RRH & TH: <=1%	
Percentage of adult leavers at exit with at least one <u>non- cash benefit</u>	Improving a household's access to financial resources is crucial to reducing vulnerability to homelessness.	Total Adult Leavers Q5a.6			PSH: >=74%	PSH: 68-73%	PSH: <=67%	Points
					RRH: >=54%	RRH: 49-53%	RRH: <=48%	
		1+ Source Q20b			TH: >=38%	TH: 32-37%	TH: <=31%	
HIGH NEEDS POPULATION								
Percentage of <u>chronically homeless households</u> served	Indicates progress in ending chronic homelessness by measuring the number of chronically homeless households served	Total HH Served Q26a		Percentage of chronically homeless households served	PSH: >=75%	PSH: 50-74%	PSH: <=49%	Points
		CH HH, Q26a			RRH & TH: >=15%	RRH & TH: 10- 14%	RRH & TH: <=9%	
Percentage adults with <u>no cash income</u> at entry	Indicates the percentage of clients with higher service needs at project entry	Total Adults Served Q5a.2			PSH: >=41%	PSH: 35-40%	PSH: <=34%	Points
		Total Adults with No Income Q18			RRH: >=39%	RRH: 33-38%	RRH: <=32%	
					TH: >=51%	TH: 45-50%	TH: <=44%	
Percentage of clients with <u>more than one physical / mental health conditions</u> at entry	Indicates the percentage of clients with higher service needs at project entry	Total Adults Served Q5a.2			PSH: >=37%	PSH: 32-37%	PSH: <=31%	Points
		Total Adults with 2+ Conditions Q13a2			RRH: >=16%	RRH: 10-15%	RRH: <=9%	
		Total Adults with 3+ Conditions Q13a2			TH: >=24%	TH: 18-23%	TH: <=17%	
		Total						

MD-514 FY2024 CoC Renewal Project Scorecard

Percentage clients <u>fleeing Domestic Violence</u>	Indicates the percentage of clients with higher service needs at project entry	Total Adults Served Q5a.2			PSH: ≥24%	PSH: 18-23%	PSH: ≤17%	Points
		Total Adults with History of DV Q14a			RRH: ≥21%	RRH: 15-20%	RRH: ≤14%	
					TH: ≥21%	TH: 15-20%	TH: ≤14%	
Percentage of households entering from a <u>place not meant for human habitation</u>	Indicates the percentage of clients with higher service needs at project entry	Total Adults Served Q5a.2			PSH: ≥54%	PSH: 48-53%	PSH: ≤47%	Points
		Total Adults Coming from Place Not Meant for Hum Hab Q15			RRH: ≥47%	RRH: 41-46%	RRH: ≤40%	
					TH: ≥34%	TH: 28-33%	TH: ≤27%	

<b>HMIS Data Quality 10%</b> <b>HMIS participation and data quality are priorities for MD-514 &amp; HUD. Accurate, complete &amp; timely data is crucial to determine how projects are contributing to ending homelessness. High quality data is key to understanding what projects are doing and how the CoC &amp; HUD can make informed decisions about the project.</b>						
<b>Personal Identifying Information Error Rate</b>	To achieve accurate data collection and to satisfy HUD HMIS data requirements, projects must ensure that data entered into the local HMIS system is complete. APR Q 6a, b, c, d		0% - 1%	2% - 5%	>=6%	<b>Points</b>
<b>Universal Data Elements Error Rate</b>			0% - 1%	2% - 5%	>=6%	<b>Points</b>
<b>Income and Housing Data Quality</b>			0% - 1%	2% - 5%	>=6%	<b>Points</b>
<b>Chronic Homelessness Data Elements</b>			0% - 1%	2% - 5%	>=6%	<b>Points</b>
<b>Domestic Violence Provider: Comparable Database</b>	Victim Services Providers receiving CoC & ESG funds are required to collect client-level data but are prohibited from entering data into HMIS. VSPs must enter data into a comparable database that complies with all HMIS requirements.		Yes	N/A	No	<b>Points</b>

<b>Grant Management &amp; Financials 10%</b> <b>Projects must demonstrate understanding of compliance with federal &amp; local regulations of project operations.</b>								
<b>Cost Efficiency</b>	It is important to HUD that programs demonstrate cost efficiency - the annual cost to retain or move someone into permanent housing. Sage APR Data	FY22 Total CoC Budget Plus 25% Required Match  Number of participants who exited to or remained in permanent supportive housing during the reporting period			PSH <=\$8,499 <hr/> RRH <=\$2,499 <hr/> TH <=\$9,999	PSH = \$8,500-11,500 <hr/> RRH = \$2,500-5,000 <hr/> TH = \$10,000-12,000	PSH >=\$11,501 <hr/> RRH >=\$5,001 <hr/> TH >=\$12,001	<b>Points</b>
<b>Percentage of total grant funds that were recaptured in the most recent grant closeout</b>	It is important to HUD that programs show agency capacity to spend funds allocated in a timely manner and in full and allows for potential fund reallocation of unspent funds during the HUD CoC Competition. Sage APR Data	Total Grant Award			0-4%	5-9%	>=10%	<b>Points</b>
		Total Spent						
		Unspent Amount						
<b>Prior Year Recapture Rate (Not Scored)</b>		Last Year Recapture Rate – <i>For Reference Only</i>			N/A	N/A	N/A	<b>Not Scored</b>



<b>Project Effectiveness</b> <b>Projects must demonstrate compliance with HUD &amp; CoC standards.</b> <b>These elements are not scored in the current competition but may be included in the future.</b>	
<b>Returns to homelessness</b>	Indicates project effectiveness with participant retention and ongoing self-sufficiency.
<b>Percentage of New Clients Enrolled from CE BNL</b>	Indicates project level of participation in the Coordinated Entry System.
<b>Fidelity to Housing First and/or Low Barrier Implementation</b>	Indicates project success in implementing best practices and lowering barriers to services.
<b>CoC Project Monitoring Score</b>	Indicates project success in ongoing management of CoC funding.
<b>CoC Participation</b>	Participation in CoC related activities, committees, trainings, etc.
<b>Equity</b>	Performance outcomes based on STELLA reporting.

**Agency Response Section**

**In the boxes below, please respond to the following questions (if applicable).  
These responses are not scored but will be reviewed by the Performance Review Committee.**

1) For scored elements that received 0 or 5 points, please explain how your agency plans to improve the performance over time.

2) If your grant recaptured more than 10%, please explain how you intend to spend project funds in the coming year  
OR if you plan to voluntarily reallocate the excess budget.

# MARYLAND BALANCE OF STATE CONTINUUM OF CARE MD-514

## FY2024 CoC FUNDING COMPETITION

### REQUEST FOR PROPOSALS (RFP)

**RFP ISSUE DATE:** August 15, 2024  
**PROPOSAL DEADLINE:** 8:00 pm, September 6, 2024  
**FUNDING OPPORTUNITY:** FR-6800-N-25  
[Notice of Funding Opportunity \(NOFO\) for Fiscal Year \(FY\) 2024  
Continuum of Care Competition](#)

**ESTIMATED FUNDS AVAILABLE:** CoC Annual Renewal Demand: \$7,050,242  
CoC Bonus Funds: \$846,029  
DV Bonus: \$ *Pending HUD Notification*

#### CONTENTS

Introduction.....	2
How to Apply.....	5
Proposal Checklist.....	6
Project Application Scoring Matrix.....	7
Proposal General Questions.....	15
<b>REQUIRED FOR: All NEW &amp; RENEWAL PROJECT APPLICANTS</b> .....	15
<b>REQUIRED FOR: NEW PROJECT APPLICATIONS ONLY</b> .....	17
Project type Narrative Questions.....	19
<b>REQUIRED FOR: NEW PROJECT APPLICATIONS BY COMPONENT TYPE</b> .....	19
DV bonus Proposal Narrative questions.....	23
<b>REQUIRED FOR: NEW DV BONUS PROJECT APPLICATIONS ONLY</b> .....	23
Housing First Assessment.....	25
Anti-Discrimination.....	26
VIOLENCE AGAINST WOMEN ACT.....	27
Appendix A: VAWA Policy on Housing Protection.....	30
Appendix B: Anti-Discrimination Policy.....	31
Appendix C: New Project Eligible Costs.....	34
Appendix D: Match Requirements.....	36

# INTRODUCTION

The purpose of this Request for Proposal (RFP) is to solicit project applications from across the MD Balance of State CoC for new and renewing projects in the FY2024 CoC Funding Competition. The Continuum of Care Program Competition (24 CFR part 578) is designed to promote a community-wide commitment to the goal of ending homelessness; to provide funding for efforts by nonprofit providers, states, Indian Tribes or tribally designated housing entities and local governments to quickly rehouse homeless individuals, families, persons fleeing domestic violence, dating violence, sexual assault, and stalking, and youth while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by homeless individuals and families, and to optimize self-sufficiency among those experiencing homelessness.

## POLICY PRIORITIES

HUD has established policy priorities for this funding opportunity which are intended to help applicants better understand how the selection criteria support the goal of ending homelessness.

2024 CoC NOFO Priorities
Ending Homelessness for All Persons
Use a Housing First Approach
Reducing Unsheltered Homelessness
Improving System Performance
Partnering with Housing, Health, and Service Agencies
Racial Equity
Improving Assistance to LGBTQ+ Individuals
Persons with Lived Experience
Building an Effective Workforce
Increasing Affordable Housing Supply

## BALANCE OF STATE LOCAL COMPETITION PROCESS

CoCs are required by HUD to review, rate and rank all project applications. The BoS uses the Performance Review Committee to facilitate the scoring and ranking process. Projects that are selected and ranked in priority order by the committee are provided to the CoC Board of Directors for final review.

The committee scores new project applications solely based on the responses to this RFP. Eligible renewing project scores are 75% derived from the Renewal Project Scorecard, based on actual project performance, and 25% from this RFP.

All applicants should review the [FY2024 BoS CoC Competition Policy Guide](#) for more information. The Competition Guide includes the CoC Rating and Ranking policy, the CoC Reallocation Policy and details of the funding determination process.

All project submissions will undergo a threshold review for completion and accuracy prior to being scored by the Project Review Committee.

**Projects that submit incomplete applications or do not submit their application by the stated deadline may not be considered for funding.**

The MD-514 Maryland Balance of State CoC has chosen the Maryland Department of Housing and Community Development (DHCD) to serve as its Collaborative Applicant for FY2024.

The contents of this RFP are subject to change pending updates from HUD.

## ELIGIBLE NEW PROJECT APPLICATIONS

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For the FY2024 CoC Competition, the Maryland Balance of State is prioritizing Permanent Supportive Housing projects and Joint Transitional Housing - Rapid Rehousing projects. All new project applications will be accepted for review, however, PSH and Joint TH-RRH submission may receive bonus points. Further, applications from Local Homelessness Coalitions who have not received new CoC project funding in the most recent competition may receive additional preference points.

### **New Project Component Types**

#### *Permanent Supportive Housing (PSH)*

Permanent Supportive Housing in which housing assistance (e.g., long-term leasing or rental assistance) and supportive services are provided to assist households with at least one member with a disabling condition in achieving housing stability.

PSH combines non-time-limited, decent, safe and affordable housing assistance with wrap-around supportive services designed to help the individual or family stay housed and live a more productive life in the community.

There is no time limitation, and tenants may live in their homes as long as they meet the basic obligations of tenancy. While participation in services is encouraged, it is not a condition of living in the housing. These optional services are designed to build independent living and tenancy skills, assistance with integrating into the community, and connections to community-based health care, treatment and employment services.

#### *Rapid Rehousing (RRH)*

Rapid Rehousing is permanent housing that provides short-term (up to three months) and/or medium-term (4-24 months) tenant-based rental assistance and supportive services to households experiencing homelessness.

RRH is designed to help individuals and families quickly exit homelessness and return to permanent housing. Assistance is offered without preconditions — like employment, income, absence of criminal record, or sobriety — and the resources and services provided are tailored to the unique needs of the household.

New Rapid Rehousing project must serve [persons who qualify as homeless](#) under paragraphs (1), (2), or (4) of 24 CFR 578.3, Section 103(b) of the McKinney-Vento Homeless Assistance Act.

#### *Joint Transitional Housing - Rapid Rehousing (Joint TH-RRH)*

The Joint TH-RRH component project combines two existing program components – transitional housing and rapid rehousing – in a single project to serve individuals and families experiencing homelessness. Program participants may only receive up to 24-months of total assistance.

When a program participant is enrolled in a Joint TH-RRH component project, the recipient or subrecipient must be able to provide both components, including the units supported by the transitional housing component and the tenant-based rental assistance and services provided through the RRH component, to all participants.

A program participant may choose to receive only the TH unit, or the assistance provided through the RRH component, but the recipient or subrecipient must make both types of assistance available.

New Joint TH-RRH projects must serve [persons who qualify as homeless](#) under paragraphs (1), (2), or 4) of 24 CFR 578.3, Section 103(b) of the McKinney-Vento Homeless Assistance Act.

## ELIGIBLE RENEWAL PROJECTS

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Projects eligible for renewal in the FFY2024 CoC Funding Competition include projects that are set to expire in calendar year 2025 and must be listed on the [2024 Grant Inventory Worksheet \(GIW\)](#). A list of eligible renewal projects [can also be found here](#).

Renewal projects cannot request a total dollar amount higher than the total listed in the GIW. Renewal project applications may include requests to add eligible activities to the project, shift up to 10% of funds from one approved eligible activity to another and a change in the subpopulation served.

Applicants requesting renewal for rental assistance may request a per-unit amount less than the Fair Market Rent (FMR) if the actual rent per unit under lease is less than the FMR. This will help reduce the number of projects receiving rental assistance that have large balances of unspent funds remaining at the end of the operating year. Renewal project applicants must ensure the amount requested will be sufficient to cover all eligible costs as HUD cannot provide funds beyond the amount awarded through the FY 2024 – 2025 CoC Program Competition. Project applications for rental assistance cannot request more than 100 percent of the published FMR.

# HOW TO APPLY

1. Before continuing with this RFP, applicants may wish to review the [MD-514 Balance of State CoC Funding Opportunities webpage](#) for more information.
2. Complete the RFP and upload any required attachments [at this link](#).  
**PLEASE DO NOT USE THIS DOCUMENT TO SUBMIT YOUR APPLICATION.**  
**APPLICATIONS WILL ONLY BE ACCEPTED WHEN SUBMITTED VIA THE LINK ABOVE.**
3. Submit the RFP, including any required attachments via the online submission portal no later than **8:00 p.m., Friday, September 6, 2024**.
4. Questions about the RFP should be [submitted by clicking here](#).
  - a. Questions may be submitted until September 5, 2024, at 5:00 PM.
5. DHCD will post clarifications, corrections and announcements at <https://www.mdboscoc.org/2024-coc-competition> through September 5, 2024, at 5:00 PM.
6. The Performance Review Committee will review and rank all project applications in September and provide recommendations to the CoC Board for final review.
7. All project applicants will be notified of their status no later than September 30, 2024.

# PROPOSAL CHECKLIST

Application Contents		New Project Requirement	Renewal Project Requirement
<input type="checkbox"/>	<b>RFP:</b> <a href="#">Competed Online</a>	✓	✓
<input type="checkbox"/>	<b>e-SNAPS:</b> Completed <a href="#">New or Renewal Project Application</a>	✓	✓
<input type="checkbox"/>	<b>Attachment Uploaded:</b> Violence Against Women Act (VAWA) – Emergency Transfer Plan if applicable (Appendix A)	✓	✓
<input type="checkbox"/>	<b>Attachment Uploaded:</b> Anti-Discrimination Policy if applicable (Appendix B)	✓	✓
<input type="checkbox"/>	<b>Attachment Uploaded:</b> Agency policies and procedures, termination policy, and other relevant documents demonstrating compliance with Housing First or low barrier to entry if applicable	✓	✓
<input type="checkbox"/>	<b>Attachment:</b> List of Board of Directors	✓	✓
<input type="checkbox"/>	<b>Attachment:</b> Most recent A-133 Single Audit or Independent Financial Audit if organization received less than \$750,000 in federal funds	✓	✓
<input type="checkbox"/>	<b>Attachment:</b> Screenshot of organizational registration status with the Secretary of State (non-profit organizations only) <a href="https://egov.maryland.gov/BusinessExpress/EntitySearch/Search">https://egov.maryland.gov/BusinessExpress/EntitySearch/Search</a>	✓	✓



# PROJECT APPLICATION SCORING MATRIX

Scoring Category / Question		Measurement	Points Available NEW PROJECTS	Points Available RENEWAL PROJECTS
<b>Project Application Completeness</b>		Maximum points will be awarded to applicants who submit all required components of this RFP by the 9/06/2024 deadline, which include: narrative responses, uploaded policies and documents, and completing the corresponding eSNAPS application	5	5
<b>PROPOSAL GENERAL QUESTIONS: ALL PROJECT APPLICANTS</b>				
1	<b>Summary Budget</b>	Maximum points will be awarded to projects that complete the budget chart	1	1
2	<b>Match Funds</b>	Maximum points will be awarded to projects that complete the match chart	1	1
3	<b>Healthcare</b>	Maximum points will be awarded to applicants who identify how they assist clients obtain healthcare	1	1
4	<b>Educational Access/Services</b>	Maximum points will be awarded to applicants who identify any formal agreements with early childhood services	1	1
5	<b>Subpopulation</b>	Maximum points will be given to applicants who specific which subpopulation that will be served by the project	1	1
6	<b>Equity Initiatives</b>	Maximum points will be awarded to applicants who demonstrate they have assessed their agency for equity related issues and disparities, developed an action plan to address issues and implemented specific strategies	5	5
7	<b>Lived Experience Engagement</b>	Maximum points will be awarded to applicants who demonstrate they actively engage people with lived experience in program design and decision-making processes	5	5
8	<b>Lived Experience Feedback</b>	Maximum points will be awarded to applicants who demonstrate a process to receive and incorporate feedback for persons with lived experience.	5	5
<b>PROPOSAL NARRATIVE QUESTIONS: NEW PROJECT APPLICANTS ONLY</b>				
<b>LHC Preference Points</b>		Points may be available to Local Homelessness Coalitions who did not receive new funds in the most recent CoC competition	10	N/A

9	<b>General Description</b>	Maximum points will be awarded to applicants who clearly articulate how their project meets community needs, the target population to be served, the project plan for addressing the identified housing and supportive service needs, projected project outcomes, and coordination with other partners	5	N/A
10	<b>HMIS</b>	Maximum points will be awarded to applicants who articulate how they will ensure staff will attend annual HMIS training, as well as ensure timely and accurate data entry	5	N/A
11	<b>Coordinated Entry Participation</b>	Maximum points will be awarded to applicants who agree to adhere to CoC CES goals	5	N/A
12	<b>System Performance Measures</b>	Maximum points will be awarded to applicants that demonstrate how the project will contribute to the CoC's overall success for the stated system performance measures. Applicants should use quantifiable and measurable data to demonstrate contributions to the system, as well as how they will continue to improve their performance and strategies to improve the system	5	N/A
13	<b>Income &amp; Mainstream Benefits</b>	Maximum points will be awarded to applicants who clearly articulate how they work with mainstream employment organizations to increase income and how they systematically update program staff on mainstream resources and help clients access public benefits	5	N/A
14	<b>Educational Access/Services</b>	Maximum points will be awarded to applicants who clearly describe policies and procedures for educational access services	5	N/A
15	<b>Housing First</b>	Maximum points will be awarded to applicants who clearly describe how their project will quickly and successfully connect those experiencing homelessness to permanent housing; has low barriers to entry; and does not contain any preconditions that might lead to termination from the project. Applicants should demonstrate agency experience in successfully operating Housing First programs	10	N/A
16	<b>Equity Initiatives</b>	Maximum points will be awarded to applicants who describe strategies to ensure equity in service delivery and accessibility.	10	N/A

**PROJECT COMPONENT QUESTIONS:  
NEW PSH PROJECT APPLICANTS ONLY**

17	<b>New PSH Projects ONLY</b>	Maximum points will be awarded to applicants who clearly describe how the proposed PSH project intends to assess clients for move-on ability for community-based living.	10	N/A
18	<b>New PSH Projects ONLY</b>	Maximum points will be awarded to applicants who clearly describe how the proposed PSH project will support those needing a higher level of care, specifically for those with medical complexities of those aging in place.	10	N/A
19	<b>New PSH Projects ONLY</b>	Maximum points will be awarded to applicants who clearly describe how the proposed PSH project will support those with higher levels of vulnerability, including active addictions, lack of income or criminal justice involvement.	10	N/A
20	<b>New PSH Projects ONLY</b>	Maximum points will be awarded to applicants who indicate they will utilize housing subsidies or subsidized housing units which are not funded through CoC or ESG programs.	5	N/A
21	<b>New PSH Projects ONLY</b>	Maximum points will be awarded to applicants who indicate they will utilize healthcare resources to assist program participants.	5	N/A

**PROJECT COMPONENT QUESTIONS:  
NEW RRH PROJECT APPLICANTS ONLY**

22	<b>New RRH Projects ONLY</b>	Maximum points will be awarded to applicants who clearly describe how they will determine the monthly rental subsidy policy.	10	N/A
23	<b>New RRH Projects ONLY</b>	Maximum points will be awarded to applicants who clearly describe how they would determine rental subsidy if a household still enrolled in the project loses income or becomes unable to pay their portion of rent.	10	N/A
24	<b>New RRH Projects ONLY</b>	Maximum points will be awarded to applicants who clearly describe how the proposed project will support those with higher levels of vulnerability, including active addictions, lack of income or criminal justice involvement.	10	N/A
25	<b>New RRH Projects ONLY</b>	Maximum points will be awarded to applicants who indicate they will utilize housing subsidies or subsidized housing units which are not funded through CoC or ESG programs.	5	N/A

26	New RRH Projects ONLY	Maximum points will be awarded to applicants who indicate they will utilize healthcare resources to assist program participants.	5	N/A
<b>PROJECT COMPONENT QUESTIONS: NEW JOINT TH-RRH PROJECT APPLICANTS ONLY</b>				
27	New TH/PH-RRH Projects ONLY	Maximum points will be awarded to applicants who clearly articulate why the program is necessary for the CoC and for the proposed population it will serve.	10	N/A
28	New TH/PH-RRH Projects ONLY	Maximum points will be awarded to applicants who clearly describe how they will determine the monthly rental subsidy policy.	10	N/A
29	New TH/PH-RRH Projects ONLY	Maximum points will be awarded to applicants who clearly describe how they would determine rental subsidy if a household still enrolled in the project loses income or becomes unable to pay their portion of rent.	10	N/A
30	New TH/PH-RRH Projects ONLY	Maximum points will be awarded to applicants who clearly describe how the proposed project will support those with higher levels of vulnerability, including active addictions, lack of income or criminal justice involvement.	10	N/A
31	New TH/PH-RRH Projects ONLY	Maximum points will be awarded to applicants who indicate they will utilize housing subsidies or subsidized housing units which are not funded through CoC or ESG programs.	5	N/A
32	New TH/PH-RRH Projects ONLY	Maximum points will be awarded to applicants who indicate they will utilize healthcare resources to assist program participants.	5	N/A
<b>DV BONUS PROJECT QUESTIONS: NEW DV PROJECT APPLICANTS ONLY</b>				
33	Project Need	Maximum points will be awarded to applicants who provide data and sources to demonstrate need for the project	5	N/A
34	Applicant Housing Placement	Maximum points will be awarded to applicants who provide data and sources to demonstrate rate of housing and retention for survivors	5	N/A

35	<b>Applicant Housing Experience</b>	Maximum points will be awarded to applicants who clearly describe prior experience providing housing and services to survivors	5	N/A
36	<b>Applicant Experience Ensuring Survivor Safety</b>	Maximum points will be awarded to applicants who clearly describe prior experience ensuring the safety and confidentiality of survivors	5	N/A
37	<b>Applicant Experience Evaluating Safety Protocol</b>	Maximum points will be awarded to applicants who clearly describe how the agency has evaluated its ability to ensure the safety of survivors	5	N/A
38	<b>Applicant Experience with Trauma-Informed, Victim Centered Approach</b>	Maximum points will be awarded to applicants who clearly describe the agency experience using a Trauma-Informed, Victim Centered approach with survivors	5	N/A
39	<b>Applicant Experience Meeting Service Needs</b>	Maximum points will be awarded to applicants who clearly and specifically explain the types of supportive services provided and how they meet the needs of survivors	5	N/A
40	<b>Involving Survivors with Lived Experience</b>	Maximum points will be awarded to applicants who clearly describe a plan to involve survivors with lived experience in the policy and program development of the project	5	N/A
<b>POLICY UPLOAD &amp; ATTACHMENTS: ALL PROJECT APPLICANTS</b>				
<b>Housing First</b>		Maximum points will be awarded to applicants who have adopted <b>or</b> clearly articulate their plan to adopt and implement Housing First principals by the start date <b>Attachment (if applicable): Housing First Policies and Procedures, Termination Policy, and Other Documents</b>	5	5
<b>Anti-Discrimination Policy</b>		Maximum points will be awarded to applicants who have adopted <b>or</b> clearly articulate their plan to adopt an anti-discrimination plan by the project start date <b>Attachment (if applicable): Anti-Discrimination Policy</b>	5	5
<b>Violence Against Women Act (VAWA) Policy</b>		Maximum points will be awarded to applicants who have adopted <b>or</b> clearly articulate their plan to adopt an Emergency Transfer Plan by the project start date <b>Attachment (if applicable): Emergency Transfer Plan</b>	5	5
<b>TOTAL AVAILABLE POINTS WILL VARY BY PROJECT TYPE</b>				

# Applicant Information

Project Information	
Project Name <i>(please match project name as listed in eSNAPS)</i>	
Applicant/Recipient Organization Name	
Legal Name of Applicant Organization	
Mailing Address	
County of Headquarters' Office	
Authorized Representative Information	
Chief Executive Name	
Title	
Email	
Phone number	
Agency Contact CoC Application / RFP Questions	
Name	
Email	
Phone	
Agency eSNAPS Contact (Authorized user submitting your CoC Project Application in eSNAPS)	
Name	
Email	
Phone	
HUD Threshold Requirements	
Applicant has Active SAM registration	
Applicant has Valie UEI (Unique Entity Identifier) Number	
Applicant has Outstanding Delinquent Federal Debts	

Project & Application Details	
Geographical Area Project Will Serve	
Total Anticipated Funding Request	\$
Project Status	
Renewal Project Type	
New Project Type	

New DV Bonus Project Type	
If new project, projected start date (must be in calendar year 2025)	
If a new project, will the requested funds support a Stand Alone Project or is the request to Expand an existing Renewal Project	
If the new funding request is for an Expansion Project, please add the name of the Renewal Project that would be expanded	

## 1 SUMMARY BUDGET (CORRESPONDS WITH eSNAPS APPLICATION Q6J)

Eligible Costs	Annual Assistance Requested
Leasing	\$
Rental Assistance	\$
Supportive Services	\$
Operating Costs	\$
HMIS	\$
Admin	\$
Total Request	\$

## 2. MATCH FUNDS (CORRESPONDS WITH eSNAPS APPLICATION Q6I)

Match Source 1	
Type of Commitment (Cash or In-Kind)	
Type of Source (Private, Government)	
Name the Source of the Commitment (Be specific, include the office or grant program as applicable)	
Date of Written Commitment	
Value of Written Commitment	\$
Match Source 2	
Type of Commitment (Cash or In-Kind)	
Type of Source (Private, Government)	
Name the Source of the Commitment (Be specific, include the office or grant program as applicable)	
Date of Written Commitment	
Value of Written Commitment	\$
Match Source 3	
Type of Commitment (Cash or In-Kind)	
Type of Source (Private, Government)	
Name the Source of the Commitment (Be specific, include the office or grant program as applicable)	

Date of Written Commitment	
Value of Written Commitment	\$



# PROPOSAL GENERAL QUESTIONS

## REQUIRED FOR: ALL NEW & RENEWAL PROJECT APPLICANTS

### 3. HEALTHCARE

Indicate, for each type of healthcare listed below, whether your program assists clients with enrolling in health insurance and/or assists clients effectively utilizing the benefits.

Type of Health Care	Assist with Enrollment	Assist with Utilization of Benefits
Public Health Care Benefits (State or Federal benefits, Medicaid, Indian Health Services)		
Private Insurers		
Non-Profit, Philanthropic		
Other:		
N/A		

### 4. EDUCATIONAL ACCESS/SERVICES:

Indicate if the agency has any written formal agreements, MOU/MOAs or partnerships with one or more providers of early childhood services and supports listed below.

Type of Organization	MOU/MOA	Other Formal Agreement
Birth to 3 Years		
Child Care and Development Fund		
Early Childhood Providers		
Early Head Start		
Federal Home Visiting Program		
Head Start		
Healthy Start		
Public Pre-K		
Tribal Home Visiting Program		
Other:		
N/A		

5. **SUBPOPULATION:** Please indicate which subpopulation your project will serve. Check all that apply.

Subpopulation
Chronically Homeless Households
Older & Aging Adults
Youth 18-24 Years
Domestic Violence Survivors
Veterans
Families with Children
Individuals / Adults without Children

6. **EQUITY INITIATIVES AND INCLUSION:** Describe how your program has assessed its organizational structure, program practices and performance for disparities in representation, service delivery and program outcomes.

Describe what actions, if any, have been taken to reduce or eliminate identified disparities. (Example: Black shelter clients are less likely to be offered permanent housing opportunities than their white peers; corrective action taken included evaluating case management services and doing staff anti-bias training).

7. **LIVED EXPERIENCE ENGAGEMENT:** Please indicate if your organization involves or engages people with lived experience in a meaningful way. Check all the apply.

Host focus groups to collect feedback on program services
Individuals with Lived Experience Serve on Agency Board
Individuals with Lived Experience Employed by Agency
Individuals with Lived Experience Service in Peer Navigation / Volunteer Role
Individuals with Lived Experience Serve on Working Groups or Advisory Committees
Other
N/A

8. **LIVED EXPERIENCE ENGAGEMENT:** Please indicate if your organization involves or engages people with lived experience in a meaningful way. Check all the apply.

# Proposal Narrative Questions

## REQUIRED FOR: NEW PROJECT APPLICATIONS ONLY

- 9. GENERAL PROJECT DESCRIPTION (CORRESPONDS WITH eSNAPS APPLICATION Q3B):** Provide a description that addresses the entire scope of the proposed project. The project description should be complete and concise. The description must be consistent with other parts of this application and should identify the following:
- The target population including the number of single adults and the number of families with children to be served when the project is at full capacity
  - Indicate if this is an expansion of a current project
  - Type and number of units (scatter-site or single site; single or multi-family homes, etc.)
  - Specific services that will be provided
  - Projected outcomes
  - Coordination with partners including but not limited to trainings, resources, and collaborations
  - How the project meets community needs in its service area

**10. HMIS:**

- How will you ensure new and current employees are up to date on HMIS best practices, requirements and regulations?
- How will you ensure timely data entry and excellent data quality?
- For Non-HMIS participating agencies (Victim Service Providers), describe how you will ensure timely and accurate data quality using a comparable database?

- 11. COORDINATED ENTRY PARTICIPATION:** Participation in Coordinated Entry is a requirement for all CoC funded projects and all organizations must adhere to the following goals:

*All clients who enter the homeless services system will be assessed for the Coordinated Entry System*

*100% of CoC funded housing providers will participate in the Coordinated Entry System*

*100% of new client enrollments into housing projects will come from the Coordinated Entry System By Name List*

How will you ensure that the project is compliant with the goals stated above?

- 12. SYSTEM PERFORMANCE MEASURES:** HUD is increasingly relying on data-driven performance to evaluate community success. CoC's are required to submit [system performance measures](#) each year to demonstrate community-wide performance.

Describe your project's strategies to contribute to the CoC's overall success for each of the following:

*Ensure program participants are successfully exiting to and maintaining permanent housing*

*Ensure program participants do not return to homelessness*

*Ensure jobs and income growth for homeless persons in CoC-program funded projects*

### **13. INCOME AND MAINSTREAM BENEFITS:**

- a. How will your program work with mainstream employment organizations to help individuals and families increase their cash income?
- b. How does your agency provide information to staff about mainstream benefits, including up-to-date resources on eligibility and program changes that can affect clients?

### **14. EDUCATIONAL ACCESS/SERVICES:**

- a. Indicate the policies and procedures, if any, that have been adopted to inform individuals and families who become homeless of their eligibility for educational services.

### **15. HOUSING FIRST:**

Housing First is a model of housing assistance that prioritizes rapid placement and stabilization in permanent housing that does not have service participation requirements or preconditions (such as sobriety or minimum income threshold). It is an approach to:

- 1) quickly and successfully connect individuals and families experiencing homelessness to permanent housing;
- 2) without barriers to entry, such as sobriety, treatment or service participation requirements; or
- 3) related preconditions that might lead to the participant's termination from the project.

Describe your agency's experience in operating a successful housing first program, and clearly describe a program design that meets the definition of Housing First, including low-barriers to entry, as described above.

### **16. EQUITY INITIATIVES:**

Describe the strategies the organization will implement to ensure there is equity in service delivery, accessibility and performance outcomes, and efforts to avoid a lack of diversity in leadership and decision making.

# PROJECT TYPE NARRATIVE QUESTIONS

## REQUIRED FOR: NEW PROJECT APPLICATIONS BY COMPONENT TYPE

### NEW PERMANENT SUPPORTIVE HOUSING PROJECT APPLICANTS ONLY

#### **PERMANENT SUPPORTIVE HOUSING PROJECTS:**

17. How will your program assess clients for their ability to move-on and exit a permanent supportive housing project and live in community-based housing, with or without an ongoing subsidy?
18. Describe your strategy for serving those in permanent supportive housing who may need a higher level of care, including those with medically complex situations or those aging in place?
19. Describe your strategy for serving those in permanent supportive housing who may have higher levels of vulnerability, including those with an active addiction, have no income or have criminal justice involvement.
20. Will this new project utilize housing subsidies or subsidized housing units which are not funded through CoC or ESG programs? (Subsidized units may be funded through any of the following: private organizations, state or local government, Public Housing or Housing Choice Vouchers, faith-based organizations or federal programs other than CoC or ESG).
  - a. *Will the subsidies provide at least 25% of the total units included in the project?*
  - b. *If yes, can the applicant provide a Leveraging Commitment letter on request?*
21. Will this new project utilize healthcare resources to assist program participants? (Healthcare resources include direct contributions from a public or private insurance provider to the project (e.g. Medicaid), the provision of health care services by a private or public organization tailored to program participants, project eligibility criteria is NOT restricted by eligibility requirements of the health care service provider).
  - a. If the healthcare provider includes substance use disorder treatment or a recovery provider, will the project provide access to all program participants who qualify AND choose the services?
  - b. Will the value of the services provided by the healthcare organization be equivalent to 25% of the total grant amount being requested?
  - c. If yes, can the applicant provide a Leveraging Commitment letter on request?

## NEW RAPID REHOUSING PROJECT APPLICANTS ONLY

**RAPID REHOUSING PROJECTS:** Rapid Re-Housing takes a person-centered and progressive engagement approach to providing assistance, taking into account a household's strengths and challenges, and targeting resources to each household's level of need (see [link to overview of progressive engagement](#)).

22. Describe how the project will determine the amount and duration of the monthly rental subsidy that will be provided to participants.
23. If a household still enrolled in the project loses income or becomes unable to pay their portion of rent, describe how the project will determine when the rental subsidy will be reinstated or increased to help the household stabilize and avoid eviction.
24. Describe your strategy for serving those who may have higher levels of vulnerability, including those with an active addiction, have no income or have criminal justice involvement.
25. Will this new project utilize housing subsidies or subsidized housing units which are not funded through CoC or ESG programs? (Subsidized units may be funded through any of the following: private organizations, state or local government, Public Housing or Housing Choice Vouchers, faith-based organizations or federal programs other than CoC or ESG).
  - a. Will the subsidies provide at least 25% of the total units included in the project?
  - b. If yes, can the applicant provide a Leveraging Commitment letter on request?
26. Will this new project utilize healthcare resources to assist program participants? (Healthcare resources include direct contributions from a public or private insurance provider to the project (e.g. Medicaid), the provision of health care services by a private or public organization tailored to program participants, project eligibility criteria is NOT restricted by eligibility requirements of the health care service provider).
  - a. If the healthcare provider includes substance use disorder treatment or a recovery provider, will the project provide access to all program participants who qualify AND choose the services?
  - b. Will the value of the services provided by the healthcare organization be equivalent to 25% of the total grant amount being requested?
  - c. If yes, can the applicant provide a Leveraging Commitment letter on request?

## NEW JOINT TRANSITIONAL HOUSING – RAPID REHOUSING PROJECT APPLICANTS ONLY

**JOINT TH/PH-RRH PROJECTS:** HUD is encouraging CoCs and project applicants to carefully consider and assess whether a joint component project is the best use of resources and will best meet the needs of people experiencing homelessness in the community.

27. Please review the HUD factors below, then define the specific subpopulation this project is proposing to serve and provide justification that this type of resource is necessary for the Continuum.

- a. *Communities with high rates of unsheltered homelessness and where stays in shelter and other forms of crisis housing are usually brief would likely benefit from adding a joint component project to their system. In communities where shelter, crisis housing, and transitional housing stays are long, increasing rapid re-housing and permanent supportive housing resources may be more effective ways to increase capacity.*
- b. *Communities with no emergency shelter or crisis housing options available for people fleeing domestic violence should consider a joint component project. However, where there are already shelters or crisis housing projects serving survivors, communities should assess whether lowering the barriers in those existing projects and adding rapid re-housing would better meet survivors' needs and be a better use of resources.*
- c. *Communities with transitional housing projects, particularly those that are not able to provide their participants with financial resources to obtain permanent housing, should consider whether reallocating funds from those projects to a joint component project would better meet the needs of the people the project is intended to serve.*

- 28.** Describe how the project will determine the amount and duration of the monthly rental subsidy that will be provided to participants enrolled in the Rapid Rehousing component.
- 29.** If a household still enrolled in the Rapid Rehousing component loses income or becomes unable to pay their portion of rent, describe how the project will determine when the rental subsidy will be reinstated or increased to help the household stabilize and avoid eviction.
- 30.** Describe your strategy for serving those who may have higher levels of vulnerability, including those with an active addiction, have no income or have criminal justice involvement.
- 31.** Will this new project utilize housing subsidies or subsidized housing units which are not funded through CoC or ESG programs? (Subsidized units may be funded through any of the following: private organizations, state or local government, Public Housing or Housing Choice Vouchers, faith-based organizations or federal programs other than CoC or ESG).
- a. Will the subsidies provide at least 25% of the total units included in the project?
  - b. If yes, can the applicant provide a Leveraging Commitment letter on request?
- 32.** Will this new project utilize healthcare resources to assist program participants? (Healthcare resources include direct contributions from a public or private insurance provider to the project (e.g., Medicaid), the provision of health care services by a private or public organization tailored to program participants, project eligibility criteria is NOT restricted by eligibility requirements of the health care service provider).

- a. If the healthcare provider includes substance use disorder treatment or a recovery provider, will the project provide access to all program participants who qualify AND choose the services?
- b. Will the value of the services provided by the healthcare organization be equivalent to 25% of the total grant amount being requested?
- c. If yes, can the applicant provide a Leveraging Commitment letter on request?



# DV BONUS PROPOSAL NARRATIVE QUESTIONS

## REQUIRED FOR: NEW DV BONUS PROJECT APPLICATIONS ONLY

New DV Bonus projects (RRH, Joint TH/PH-RRH, and SSO-CE) must be fully dedicated to survivors of domestic violence, dating violence, sexual assault, or stalking who qualify as homeless under paragraph (4) of 24 CFR 578.3.

All RRH and Joint TH/PH-RRH component projects must follow a housing-first approach.

New DV Bonus RRH and Joint TH/RRH projects must request a minimum of \$50,000 per project.

### **33. ASSESSING THE NEED FOR DV BONUS PROJECTS.**

- a. Enter the number of survivors that need housing or services in the LHC:
- b. Enter the number of survivors the LHC is currently serving:
- c. How was the number of survivors in need of housing and services calculated
- d. What data source was used to identify the number of survivors (e.g., comparable databases, other administrative data, external data source, HMIS for non-DV projects)
- e. If the LHC is unable to meet the needs of all survivors, please explain the barriers to meeting those needs.

### **34. APPLICANT HOUSING PLACEMENT AND RETENTION**

- a. Rate of Housing Placement of DV Survivors Percentage
- b. Rate of Housing Retention of DV Survivors Percentage
- c. how the project applicant calculated the rate of housing placement;
- d. whether the rate for housing placement accounts for exits to safe housing destinations;
- e. how the project applicant calculated the rate of housing retention; and
- f. the data source (e.g., comparable databases, other administrative data, external data source, HMIS for non-DV projects)

### **35. DESCRIBE THE APPLICANT EXPERIENCE IN PROVIDING HOUSING TO DV SURVIVORS. HOW HAS THE APPLICANT:**

- a. ensured DV survivors experiencing homelessness were quickly moved into safe affordable housing;
- b. prioritized survivors—you must address the process the project applicant used, e.g., Coordinated Entry, prioritization list, CoC's emergency transfer plan, etc.;
- c. determined which supportive services survivors needed;
- d. connected survivors to supportive services; and
- e. moved clients from assisted housing to housing they could sustain—address housing stability after the housing subsidy ends.

### **36. DESCRIBE EXAMPLES OF HOW THE APPLICANT ENSURED THE SAFETY AND CONFIDENTIALITY OF DV SURVIVORS EXPERIENCING HOMELESSNESS BY:**

- a. taking steps to ensure privacy/confidentiality during the intake and interview process to minimize potential coercion of survivors;
- b. making determinations and placements into safe housing;
- c. keeping information and locations confidential;
- d. training staff on safety and confidentiality policies and practices; and
- e. taking security measures for units (congregate or scattered site), that support survivors' physical safety and location confidentiality.

**37. DESCRIBE HOW THE PROJECT APPLICANT EVALUATED ITS ABILITY TO ENSURE THE SAFETY OF DV SURVIVORS SERVED BY THE PROJECT, INCLUDING AREAS IDENTIFIED FOR IMPROVEMENT.**

**38. DESCRIBE THE PROJECT APPLICANT EXPERIENCE AND PLAN FOR USING TRAUMA-INFORMED, VICTIM-CENTERED APPROACH TO MEET THE NEEDS OF DV SURVIVORS IN THE FOLLOWING AREAS:**

- a. prioritizing placement and stabilization in permanent housing consistent with participants' wishes and stated needs;
- b. placing survivors in permanent housing;
- c. placing and stabilizing survivors consistent with their preferences;
- d. placing and stabilizing survivors consistent with their stated needs;
- e. establishing and maintaining an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures program participant staff interactions are based on equality and minimize power differentials;
- f. providing program participants access to information on trauma, e.g., training staff on providing program participants with information on trauma;
- g. emphasizing program participants' strengths, e.g., strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans work towards survivor defined goals and aspirations;
- h. centering on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination, language access, improving services to be culturally responsive, accessible and trauma-informed;
- i. providing a variety of opportunities for connection for program participants, e.g., groups, mentorships, peer-to-peer, spiritual needs; and
- j. offering support for survivor parenting, e.g., trauma-informed parenting classes, childcare, connections to legal services.

**39. DESCRIBE EXAMPLES OF SUPPORTIVE SERVICES THAT THE PROJECT APPLICANT HAS PROVIDED TO DOMESTIC VIOLENCE SURVIVORS WHILE QUICKLY MOVING THEM INTO PERMANENT HOUSING AND ADDRESSING THEIR SAFETY NEEDS.**

**40. DESCRIBE THE PROJECT APPLICANT PLAN TO INVOLVE SURVIVORS WITH A RANGE OF LIVED EXPERTISE IN POLICY AND PROGRAM DEVELOPMENT THROUGHOUT THE OPERATION OF THE PROJECT.**

# HOUSING FIRST ASSESSMENT

## REQUIRED FOR: ALL NEW & RENEWAL PROJECT APPLICANTS

For a homelessness service system to work the most efficiently and effectively, individual programs must embrace a Housing First approach. In addition to the Housing First related questions in e-snaps, the Performance Review Committee may review the following Housing First Quick Screen Assessment in the process of reviewing and scoring applications.

*Please check all that apply to the project.*

- ☐ Policies clearly delineate that the program is operating under “Housing First” principles as defined by the [National Alliance to End Homelessness](#).
- ☐ Project has reviewed the [“USICH Housing First Checklist: Assessing Projects and Systems for a Housing First Orientation”](#) document.
- ☐ The term “Housing First” is used to describe the program.
- ☐ Are applicants allowed to enter the program without income?
- ☐ Are applicants allowed to enter the program even if they aren't "clean and sober" or "treatment compliant"?
- ☐ Are applicants allowed to enter the program even if they have criminal justice system involvement?
- ☐ Are service and treatment plans voluntary, such that tenants cannot be evicted for not following through?

### HOUSING FIRST POLICY

Attach your agency’s policies and procedures, termination policy, and any other relevant documents demonstrating compliance with Housing First or low barriers to entry.

### HOUSING FIRST POLICY DEVELOPMENT

If you do not currently have these policies, please describe your agency’s strategy to develop and implement such policies.

# ANTI-DISCRIMINATION

## REQUIRED FOR: ALL NEW & RENEWAL PROJECT APPLICANTS

HUD requires CoCs to develop and implement anti-discrimination policies to ensure that individuals and families receive supportive services, shelter and housing free from discrimination. CoCs must adhere to anti-discrimination policies by not denying admission to or separating any family members from other members of their family or caregivers based on age, sex, gender, LGBT status, marital status or disability when entering shelter or housing.

### **ANTI-DISCRIMINATION POLICY**

If your agency has an existing anti-discrimination policy, please attach it to your application submission.

### **ANTI-DISCRIMINATION POLICY DEVELOPMENT**

If you do not currently have an anti-discrimination policy, please describe below your agency's strategy to develop and implement the policy.

# VIOLENCE AGAINST WOMEN ACT

## REQUIRED FOR: ALL NEW & RENEWAL PROJECT APPLICANTS

HUD requires that all CoC funded projects are in compliance with the VAWA rule and have an Emergency Transfer Plan in place. Projects must also ensure that all program participants are made aware of the plan.

### **VIOLENCE AGAINST WOMEN ACT (VAWA) POLICY**

If your agency has an existing Emergency Transfer Plan, please attach it to your application submission.

### **VIOLENCE AGAINST WOMEN ACT (VAWA) POLICY DEVELOPMENT**

If you do not currently have an Emergency Transfer Plan, please describe below your agency's strategy to develop and implement the policy.

# Applicant Attestation

## REQUIRED FOR: ALL NEW & RENEWAL PROJECT APPLICANTS

I understand and agree:

1. If awarded Continuum of Care funds by the U.S. Department of Housing and Urban Development, this project will comply with all program regulations as found in the Continuum of Care Program Interim Rule 24 CFR Part 578. The project will also comply with all other applicable federal, State and local regulations.
2. The organization will enter required project and client data into the Homeless Management Information System (HMIS) or a comparable database in accordance with the HMIS Data Standards and HMIS Policies & Procedures.
3. The funded project will participate in the Coordinated Entry System and adhere to all Coordinated Entry Policies and Procedures.
4. Data submitted with this project application (including, but not necessarily limited to data in the APR, Sage, in HMIS, or within the application itself) is complete, accurate and correct.
5. It is understood that renewal and new projects will be submitted to HUD in accordance with the FY2024 Rating and Ranking Policy and that such project ranking decisions are final. I can access a copy of the FY2024 CoC Competition Policy at the MD BoS website <https://www.mdboscoc.org/2024-coc-competition>.
6. It is understood that the MD BoS CoC Board is responsible for making decisions on which new and renewal projects are submitted to HUD each year as part of the annual CoC competition, and that the ultimate decision in whether a project is funded is made by HUD. It is further understood that 24 CFR §578.35 describes certain situations in which an agency may submit an appeal directly to HUD. It is agreed that the submission of an appeal to HUD, in accordance with HUD's policies and procedures, is the final recourse that may be taken for the project.
7. New Project Applications Only: If the new project funding applied for is awarded by HUD, it is expected that the grant agreement for that project will be executed and the project will be implemented. Failure to execute a grant agreement for new project funding may result in that funding being lost to the CoC. If my agency chooses to not execute a grant agreement for new project funding, that agency must attend a meeting with representatives of the CoC Lead Agency and the CoC Executive Committee to discuss why the agency is choosing to not accept new project funding. Additionally, the agency will not be allowed to apply for new CoC project funding for five (5) years. The CoC board also reserves the right to take additional action if needed.

8. If at any time my agency decides to voluntarily relinquish a renewal CoC grant, my agency will notify the CoC Lead Agency of this decision in writing as soon as possible.
9. If my agency voluntarily relinquishes a renewal grant, my agency will work with the CoC Lead Agency and other stakeholders as needed to ramp down the project and ensure that clients being served by the project are able to retain or achieve stable housing by the time the grant ends.
10. It is understood that my project will serve clients based only on HUD's minimum eligibility criteria and the project target population as written in the grant application. It is understood that clients will not be excluded from the project unless there are other funder requirements with additional eligibility or exclusionary criteria over and above the HUD CoC program criteria.

Please answer the following if the project has other funding requirements.

- a. Name of funding source: \_\_\_\_\_
- b. Eligibility or exclusionary criteria of that funding source: \_\_\_\_\_

*Note: The CoC Lead may require additional documentation, such as a grant agreement of other funder eligibility/exclusionary criteria.*

11. It is our responsibility to ensure that all proposed program participants will be eligible for the program component type selected; that all proposed activities are eligible under 24 CFR part 578; each project narrative is fully responsive to the question being asked and that it meets all of the criteria for that question as required by this NOFO and included in the detailed instructions provided in eSNAPS; the data provided in various parts of the project application are consistent; and all required attachments correspond to the attachments list in eSNAPS and contain accurate and complete information and are dated between June 30, 2024 and September 30, 2024.
12. All applicants will be required to attest to additional federal regulations in eSNAPS as required for a federal grant. Responses will be considered part of the application process.

# APPENDIX A: VAWA POLICY ON HOUSING PROTECTION

As required by the Housing and Urban Development's (HUD) [final rule](#), CoCs are required to adopt and implement certain protections and develop emergency transfer plan protocols that are available to all victims of domestic violence, dating violence, sexual assault and stalking, regardless of sex, gender identity or sexual orientation. This requirement is in response to the Reauthorization of the Violence Against Women Act (VAWA) of 2013 which extends the enhanced housing protections and options to all HUD housing programs.

Core components of the rule which should be included in agency policy include:

- **Extension of the core VAWA protections:** Survivors are *not denied assistance* as an applicant or be *evicted or have assistance terminated* as a tenant, because the applicant or tenant is or has been a victim of domestic violence, dating violence, sexual assault, and stalking.
- **Emergency transfers:** The *implementation of an emergency transfer plan* which allows for survivors to move to another safe and available unit if they fear for their life and safety.
- **Protections against denials, terminations, and evictions that directly result from being a victim of domestic violence, dating violence, sexual assault, or stalking:** The *prohibition of any denial, termination, or eviction* that is “a direct result of the fact that the applicant or tenant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking, if the applicant or tenant otherwise qualifies for admission, assistance, participation, or occupancy.”
- **Low-barrier certification process:** The final rule makes it clear that under most circumstances, a survivor *need only to self-certify* in order to document the domestic violence, dating violence, sexual assault, or stalking, ensuring third party documentation does not cause a barrier in a survivor expressing their rights and receiving the protections needed to keep themselves safe.

HUD has provided model templates and sample forms that may be customized and adopted for specific agency use. Sample forms attached. Providers will be required to notify and explain housing rights and provide a list of local domestic violence service providers to clients at program intake.

## Link to sample forms

HUD-5380	<a href="#">NOTICE OF OCCUPANCY RIGHTS UNDER THE VIOLENCE AGAINST WOMEN ACT</a>
HUD-5381	<a href="#">MODEL EMERGENCY TRANSFER PLAN FOR VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, OR STALKING</a>
HUD-5382	<a href="#">CERTIFICATION OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, OR STALKING, AND ALTERNATE DOCUMENTATION</a>
HUD-5383	<a href="#">EMERGENCY TRANSFER REQUEST FOR CERTAIN VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, OR STALKING</a>



# APPENDIX B: ANTI-DISCRIMINATION POLICY

As required by the Housing and Urban Development's (HUD) final rule, CoCs are required to comply with applicable civil rights laws through the adoption and implementation of the fair housing and equal opportunity policy. The final rule ([24 CFR 578.93](#)), addressing nondiscrimination and equal opportunity requirements, is provided to offer greater direction to recipients and subrecipients on the use of grant funds. It states that the nondiscrimination and equal opportunity requirements set forth in [24 CFR 5.105\(a\)](#) apply. This includes, but is not limited to, the Fair Housing Act, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973 (Section 504), and title II of the Americans with Disabilities Act.

All HUD funded projects in the Continuum of Care are required to adopt and implement an Anti-Discrimination policy that ensures that all housing and services must be available to all eligible persons, regardless of race, color, national origin, religion, sex, age, familial status, disability, sexual orientation, gender identity, gender expression or marital status.

## **POLICY CORE COMPONENTS**

Core components which should be included in agency policy include:

- **Nondiscrimination**  
24 CFR 578.93(a) requires CoC Programs to operate in compliance with federal nondiscrimination and equal opportunity requirements. Through this final rule, HUD implements policy to ensure that its core programs are open to all eligible individuals and families regardless of sexual orientation, gender identity, or marital status; see 24 CFR 5.105(a) for a full list of applicable laws, regulations, and Executive Orders.
- **Housing for Specific Subpopulations**  
Recipients and subrecipients may exclusively serve a particular homeless subpopulation in transitional or permanent housing if the housing addresses a need identified by the Continuum of Care for the geographic area. It must meet HUD criteria in 24 CFR 578.93.
- **Fair Housing**  
A recipient must implement its programs in a manner that [affirmatively furthers fair housing](#), which means the recipient must:
  - (1) Affirmatively market their housing and supportive services to eligible persons regardless of race, color, national origin, religion, sex, age, familial status, or handicap who are least likely to apply in the absence of special outreach, and maintain records of those marketing activities;
  - (2) Where a recipient encounters a condition or action that impedes fair housing choice for current or prospective program participants, provide such information to the

jurisdiction that provided the certification of consistency with the Consolidated Plan;  
and

(3) Provide program participants with information on rights and remedies available under applicable federal, State and local fair housing and civil rights laws.

- **Equal Access to Housing**

Recipients must act in accordance with the [Equal Access to Housing Rule](#) which ensures that programs are open to all eligible individuals and families regardless of sexual orientation, gender identity or marital status.

Recipients must:

- Ensure that staff and volunteers understand that a client may present their gender differently than the way staff and volunteers identify their gender.
- Not consider a client or potential client to be ineligible for services because their appearance or behavior does not conform to gender stereotypes.
- Ensure that all staff and volunteers maintain the confidentiality of a client's legal name and sex at birth and understand the potential impact that disclosure can have on a client's progress toward self-sufficiency.
- When possible, ensure that new construction and rehabilitation includes and promotes privacy and safety in sleeping areas, bathrooms and showers.
- Take prompt action to resolve inappropriate behavior, treatment, harassment, or any other equal access issues by staff, volunteers or clients.
- Include policies and procedures in employee handbooks and training that prohibit discrimination and provide guidance to staff to ensure that all persons have equal access to the agency's services.
- Not ask questions or seek information concerning a person's anatomy or medical history beyond that necessary to determine program eligibility.
- Not require a person's gender identity to match the gender listed on an ID or other documents
- Help clients understand the resources available to help them obtain legal identification documents.
- Use the client's preferred gender and pronoun.

- **Accessibility and Integrative Housing and Services for Persons with Disabilities**

For persons with disabilities, fair housing law makes it illegal to fail to make reasonable accommodation in rules, policies, and services to give a person with a disability equal opportunity to occupy and enjoy the full use of a housing unit; and fail to allow reasonable modification to the premises if the modification is necessary to allow full use of the premises.

- **Prohibition Against Involuntary Family Separation**

In accordance with HUD's CoC and ESG program regulations, involuntary family separation is prohibited in CoC-funded and ESG-funded projects. CoC-funded and ESG-funded projects may not deny admission to any household on the basis of:

- The age or gender of a child under age 18; or
- The gender of a parent or parents; or
- The marital status of a parent or parents.

- **Faith-Based Activities**

Service providers and their staff shall not discriminate against any client or prospective client on the basis of religion, religious beliefs, a refusal to hold a religious belief, or a refusal to attend or participate in religious activities.

### **Guidance for Creation of Nondiscrimination and Fair Housing Policies**

- Policy should state that the agency does not discriminate and complies with all nondiscrimination, fair housing, and equal opportunity laws.
- Policy should indicate the availability of aids and services, upon request, to ensure effective communication, such as the availability of qualified sign language interpreters, documents in Braille, or other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.
- Policy should state that the agency will make reasonable accommodations in rules, policies, and services to give a person with a disability equal opportunity to occupy and enjoy the full use of a housing unit.
- If the agency acts as a landlord, the policy should state that the agency will permit reasonable modification to the premises if the modification is necessary to allow full use of the premises.
- Policy should provide contact information for submitting a complaint or reporting discrimination.
- Policy should apply to all staff, volunteers, interns working for CoC Program recipients and subrecipients; Coordinated Entry Implementers; CoC Lead Agency; Collaborative Applicant, HMIS Lead and all other applicable individuals in service to those experiencing homelessness in the Maryland Balance of State CoC.
- Policy should ensure that all clients shall be informed of their right to access housing and services without discrimination, and of their right to initiate a grievance if they believe they have been discriminated against.

## APPENDIX C: NEW PROJECT ELIGIBLE COSTS

Under the Continuum of Care Program, new projects can request funding in up to 6 categories, dependent on project type:

Eligible Costs	Description	Permanent Supportive Housing	Rapid Rehousing	Joint TH-RRH	SSO
<b>Leasing</b>	<ul style="list-style-type: none"> <li>*Individual Units or Entire Structure</li> <li>*Rent must be reasonable and not exceed FMR</li> <li>*Lease between service provider and unit owner</li> <li>*Client is sublessee of service provider</li> <li>*Responsible for 100% of rent costs and damages</li> <li>*Service provider must pay for vacancies</li> </ul>	✓		✓	
<b>Rental Assistance</b>	<ul style="list-style-type: none"> <li>* Apartments, houses, facilities</li> <li>*Lease between client and housing owner</li> <li>*Written rental assistance agreement between housing owner and service provider</li> <li>*Client pays portion of rent according to 24 CFR 578.77. Service provider pays remaining portion of rent</li> <li>*Service provider cannot make rental assistance payments on a vacant unit except as provided in 24 CFR 578.51(i)</li> </ul>	✓	✓ Tenant Based Only	✓	
<b>Supportive Services</b>	<ul style="list-style-type: none"> <li>*Includes a wide range of services such as case management, assistance with moving costs, client assistance, treatment, food, and counseling.</li> </ul>	✓	✓	✓	✓
<b>Operating Costs</b>	<ul style="list-style-type: none"> <li>Costs for housing units:</li> <li>*Property Taxes/Insurance</li> <li>*Maintenance and repair</li> <li>*Security</li> <li>*Utilities</li> <li>*Furniture and equipment</li> <li>*Cannot be requested if project is using rental assistance funds in same structure</li> </ul>	✓		✓	

<b>HMIS</b>	*Staffing and equipment costs to meet the regulatory requirements for participation in HMIS	✓	✓	✓	✓
<b>Project Administration</b>	*Up to 10% of grant *Administrative costs related to the planning and execution of Continuum of Care activities * Does not include staff & overhead costs directly related to carrying out activities eligible under <u>§578.43</u> through <u>§ 578.57</u> , because they are eligible as part of those activities	✓	✓	✓	✓

For more information about the differences between leasing and rental assistance under the CoC Program, refer to the [HUD website](#). For more information about eligible costs under the CoC Program, review this [Introductory Guide](#) from HUD. For specific details about each eligible activity, refer to [24 CFR Subpart D - Program Components and Eligible Costs](#).

## APPENDIX D: MATCH REQUIREMENTS

Match refers to actual cash or in-kind resources contributed to the grant. All costs paid for with matching funds must be for activities that are eligible under the CoC Program, even if the recipient is not receiving CoC Program grant funds for that activity. All grant funds must be matched with an amount no less than 25% of the awarded grant amount (excluding the amount awarded to the leasing budget line item) with cash or in-kind resources. Match resources may be from public (not statutorily prohibited by the funding agency from being used as a match) or private resources.

To determine the amount of match required for a new project, develop a proposed budget for the funds being requested through the CoC Program. Subtract the amount requested for leasing and multiply the new total by 25%. This is the amount of match required.

Match Calculation Examples	
<p style="text-align: center;"><b><u>Without Leasing</u></b></p> <p>Total amount requested from HUD (without leasing):</p> <ul style="list-style-type: none"><li>• Rental Assistance funding = \$80,000</li><li>• Supportive Services funding = \$13,000</li><li>• Project Administration funding = \$7,000</li><li>• Total amount requested = \$100,000</li></ul> <p>Total amount requested from HUD x .25 = Minimum Match Requirement</p> <p><b>\$100,000 x .25 = \$25,000</b></p>	<p style="text-align: center;"><b><u>With Leasing</u></b></p> <p>Total amount requested from HUD (with leasing):</p> <ul style="list-style-type: none"><li>• Leasing funding = \$70,000</li><li>• Supportive Services funding = \$23,000</li><li>• Project Administration funding = \$7,000</li><li>• Total amount requested = \$100,000</li></ul> <p>Total amount requested from HUD, excluding amount requested for leasing</p> <p><math>\\$100,000 - \\$70,000 = \\$30,000</math></p> <p>Total amount minus leasing x .25 = Minimum Match Requirement</p> <p><b>\$30,000 x .25 = \$15,000</b></p>

Eligible Costs for Match

All match contributions (cash or in-kind) in the CoC Program must be for eligible activities/costs per Subpart D of the CoC Program Interim rule, regardless of whether the activities/costs are included in the HUD-approved project budget. The eligible categories of match are as follows:

Supportive Services	Operating
1. Assessment of Service Needs	1. Maintenance/Repair
2. Assistance with Moving Costs	2. Property Taxes and Insurance
3. Case Management	3. Replacement Reserve
4. Child Care	4. Building Security
5. Education Services	5. Electricity, Gas, and Water
6. Employment Assistance	6. Furniture
7. Food	7. Equipment (lease, buy)
8. Housing/Counseling Services	
9. Legal Services	
10. Life Skills	
11. Mental Health Services	
12. Outpatient Health Services	
13. Outreach Services	
14. Substance Abuse Treatment Services	
15. Transportation	
16. Utility Deposits	
17. Operating Costs (SSO Projects ONLY)	

Recipient	Potomac Community Services, INC		
Project Name	WC PSH Families	Project Component Type	PSH
Renewing Project Grant Number	MD0353L3B142308	Renewing Project HMIS ID Number	357

**General Information:**

- Renewal project scorecards are derived from HMIS & SAGE data and eSNAPs project applications. The HMIS data reviewed for this document includes Annual Performance Reports for the timeframe of **July 1, 2023 – June 30, 2024**
- Renewing projects were notified on August 7, 2024 of the scorecard process and were provided opportunities to work with the HMIS team to correct any inaccurate or missing data in HMIS
- Projects renewing for the first time, and those without one full year of performance data will not receive a Renewal Scorecard, however ALL PROJECTS, including first-time renewals, are subject to completing the BoS Request for Proposals
- Performance measures that do not apply to a given project are marked “NA” in the score column (example: there were no project leavers during the measured year, percentage of leavers income increase will be marked NA)
- For more information about the competition policy, process and other materials, please visit: <https://www.mdboscoc.org/2024-coc-competition>

**Instructions:**

- Review each of the sections below for accuracy
- Complete the Agency Response Section at the bottom to address low scoring measures and grant recapture rates over 10%
- Return your finalized scorecard via the [CoC Help Desk](#) no later than **September 13, 2024**
  - Please select “CoC Funding Competition: 2024 CoC NOFO” from the drop down to upload your Scorecard
  - Click here for more details: [Help Desk Tip Sheet](#)

**NOTE:**

- All renewing CoC projects MUST respond to the BoS RFP, **due September 13, 2024**; [BoS RFP](#)
- All renewing CoC projects MUST also submit a renewal application in [eSNAPS](#), **due September 13, 2024**

Total Project Score					
Total Project Score = Project Performance Percentage + HMIS Data Quality Percentage + Grant Management & Financials Percentage	Scoring Category	Total Points Achieved	Total Points Available	Category Weight	Percentage Achieved
	Project Performance	95	120	80%	63.33%
	HMIS Data Quality	40	40	10%	10.00%
	Grant Management & Financials	10	20	10%	5%
	CoC Project Effectiveness	Not Scored in 2024			
	Scorecard Results	78.33%			



Performance Criteria	Purpose & Source of Measurement	Formula Information		Result	Points 10	Points 5	Points 0	Score
Project Performance 80%								
Achieving project outcomes provides a benchmark for how well projects help to end homelessness. Assessing & monitoring project outcomes is necessary to understand a project's rate of success and contribution to CoC-wide performance goals.								
SYSTEM PERFORMANCE OUTCOMES								
Quarterly occupancy utilization rate	Household utilization rates demonstrate that the CoC is fully utilizing its inventory APR Q8b & Application	Jan Total	2	100%	>=90%	70% - 89%	<=69%	10
		April Total	2					
		July Total	2					
		Oct Total	2					
		Avg Total	2					
		Proposed HH	2					
Percentage of participants who remained in PSH or exited to permanent housing	Successful housing outcomes are one of the most important measures of project success	Total Served Q5a.1	7	100%	>=96%	90-95%	<=89%	10
		Total Exits Q23c	0					
		Total Exits to Positive Destinations Q23c	0					
		Total Deceased Q23c	0					
Average number of days to move in at project entry	The Housing Move in Date is collected to measure how long it takes for a client to physically move into housing from the time of project enrollment and gives a clear picture of whether the client is homeless or housed Average Length of Time to Housing APR Q22c		0	24 Days or Less	25-35 Days	36 Days or More	10	
Percentage of adult stayers at annual assessment who increased <u>employment income</u>	Improving household access to financial resources is crucial to reducing vulnerability to homelessness. Increase in income is measured in the NOFA & System Performance Measures APR Q19a1		25%	>=16%	10-15%	<=9%	10	
Percentage of adult leavers at exit who increased <u>employment income</u>	Improving household access to financial resources is crucial to reducing vulnerability to homelessness. Increase in income is measured in the NOFA & System Performance Measures APR Q19a2		N/A	>=19%	13-18%	<=12%	N/A	
Percentage of adult stayers at annual assessment who increased <u>non-employment cash incoHiHime</u>	Improving a household's access to financial resources is crucial to reducing vulnerability to homelessness. Increase in income is measured through the NOFA & System Performance Measures APR Q19a1		25%	>=63%	57-62%	<=56%	0	

<b>Percentage of adult leavers at exit who increased <u>non-employment cash income</u></b>	Improving a household's access to financial resources is crucial to reducing vulnerability to homelessness. Increase in income is measured through the NOFA & System Performance Measures APR Q19a2			N/A	>=43%	37-42%	<=36%	<b>N/A</b>
<b>Percentage of all stayers at annual assessment with at least one source of <u>health insurance</u></b>	Improving a household's access to health resources is crucial to reducing vulnerability to homelessness.	Number of clients Q5a.8	7	100%	>=53%	47-52%	<=46%	<b>10</b>
		Clients with 1+ source of health insurance at assessment Q21	6					
		Clients with +1 source of health insurance at assessment Q21	1					
<b>Percentage of all leavers with at least one source of <u>health insurance</u> at exit</b>	Improving a household's access to health resources is crucial to reducing vulnerability to homelessness.	Number of leavers Q5a.5	0	N/A	>=96%	90-95%	<=89%	<b>N/A</b>
		clients with 1+ source of health insurance at exit Q21	0					
		clients with +1 source of health insurance at exit Q21	0					
<b>Percentage of adult stayers at annual assessment with at least one <u>non-cash benefit</u></b>	Improving a household's access to financial resources is crucial to reducing vulnerability to homelessness.	Total Adult Stayers Q5a.9	4	100%	>=49%	43-48%	<=42%	<b>10</b>
		1+ Source Q20b	4					
<b>Percentage of adult leavers at exit with at least one <u>non-cash benefit</u></b>	Improving a household's access to financial resources is crucial to reducing vulnerability to homelessness.	Total Adult Leavers Q5a.6	0	N/A	>=74%	68-73%	<=67%	<b>N/A</b>
		1+ Source Q20b	0					

<b>HIGH NEEDS POPULATIONS</b>								
<b>Percentage of <u>chronically homeless households</u> served</b>	Indicates progress in ending chronic homelessness by measuring the number of chronically homeless households served	Total HH Served Q26a	2	100%	>=75%	50-74%	<=49%	<b>10</b>
		Total Chronic HH Q26a	2					
<b>Percentage adults with <u>no cash income</u> at entry</b>	Indicates the percentage of clients with higher service needs at project entry	Total Adults Served Q5a.2	4	25%	>=41%	35-40%	<=34%	<b>0</b>
		Total Adults with No Income Q18	1					
<b>Percentage of clients with <u>more than one physical / mental health conditions</u> at entry</b>	Indicates the percentage of clients with higher service needs at project entry	Total Adults Served Q5a.2	4	50%	>=37%	32-37%	<=31%	<b>10</b>
		Total Adults with 2+ Conditions Q13a2	1					
		Total Adults with 3+ Conditions Q13a2	1					
		Total	2					
<b>Percentage clients <u>fleeing Domestic Violence</u></b>	Indicates the percentage of clients with higher service needs at project entry	Total Adults Served Q5a.2	4	25%	>=24%	18-23%	<=17%	<b>10</b>
		Total Adults with History of DV Q14a	1					
<b>Percentage of households entering from a <u>place not meant for human habitation</u></b>	Indicates the percentage of clients with higher service needs at project entry	Total Adults Served Q5a.2	4	50%	>=54%	48-53%	<=47%	<b>5</b>
		Total Adults Coming from Place Not Meant for Hum Hab Q15	2					

<b>HMIS Data Quality 10%</b> <b>HMIS participation and data quality are priorities for MD-514 &amp; HUD. Accurate, complete &amp; timely data is crucial to determine how projects are contributing to ending homelessness. High quality data is key to understanding what projects are doing and how the CoC &amp; HUD can make informed decisions about the project.</b>						
<b>Personal Identifying Information Error Rate</b>	To achieve accurate data collection and to satisfy HUD HMIS data requirements, projects must ensure that data entered into the local HMIS system is complete APR Q 6a, b, c, d	0%	0% - 1%	2% - 5%	>=6%	<b>10</b>
<b>Universal Data Elements Error Rate</b>		0%	0% - 1%	2% - 5%	>=6%	<b>10</b>
<b>Income and Housing Data Quality</b>		0%	0% - 1%	2% - 5%	>=6%	<b>10</b>
<b>Chronic Homelessness Data Elements</b>		0%	0% - 1%	2% - 5%	>=6%	<b>10</b>
<b>Domestic Violence Provider: Comparable Database</b>	Victim Services Providers receiving CoC & ESG funds are required to collect client-level data but are prohibited from entering data into HMIS. VSPs must enter data into a comparable database that complies with all HMIS requirements	NA	Yes	N/A	No	<b>NA</b>

<b>Grant Management &amp; Financials 10%</b> <b>Projects must demonstrate understanding of compliance with federal &amp; local regulations of project operations.</b>								
<b>Cost Efficiency</b>	It is important to HUD that programs demonstrate cost efficiency - the annual cost to retain or move someone into permanent housing. Sage APR Data	FY22 Total CoC Budget Plus 25% Required Match	\$38,383					<b>10</b>
		Number of participants who exited to PH / remained in PSH during the reporting period	7	\$5,483	<=\$8,499	\$8,500-11,500	>=\$11,501	
<b>Percentage of total grant funds that were recaptured in the most recent grant closeout</b>	It is important to HUD that programs show agency capacity to spend funds allocated in a timely manner and in full and allows for potential fund reallocation of unspent funds during the HUD CoC Competition. Sage APR Data	Total Grant Award	\$38,383					<b>0</b>
		Total Spent	\$33,560	13%	0-4%	5-9%	>=10%	
		Unspent Amount	\$4,823					
<b>Prior Year Recapture Rate (Not Scored)</b>		Last Year Recapture Rate – <i>For Reference Only</i>		7%	N/A	N/A	N/A	<b>Not Scored</b>

<b>Project Effectiveness</b> <b>Projects must demonstrate compliance with HUD &amp; CoC standards.</b> <b>These elements are not scored in the current competition but may be included in the future.</b>	
<b>Returns to homelessness</b>	Indicates project effectiveness with participant retention and ongoing self-sufficiency.
<b>Percentage of New Clients Enrolled from CE BNL</b>	Indicates project level of participation in the Coordinated Entry System.
<b>Fidelity to Housing First and/or Low Barrier Implementation</b>	Indicates project success in implementing best practices and lowering barriers to services.
<b>CoC Project Monitoring Score</b>	Indicates project success in ongoing management of CoC funding.
<b>CoC Participation</b>	Participation in CoC related activities, committees, trainings, etc.
<b>Equity</b>	Performance outcomes based on STELLA reporting.

### Agency Response Section

In the boxes below, please respond to the following questions (if applicable).  
These responses are not scored but will be reviewed by the Performance Review Committee.

- 1) For scored elements that received 0 or 5 points, please explain how your agency plans to improve the performance over time.

Percentage of adult stayers at annual assessment who increased non-employment cash income - PCS helps participants identify what benefits are available to them and supports them applying for said benefits, however, increases in these benefits are government related. If a participant is receiving all available benefits to them, then PCS cannot help participants get these benefits increased.

Percentage of adults with no cash income at entry – The one participant that has no cash income is a stay-at-home mom, for an under-school age participant. PCS has encouraged her to work, now that the participant is in school, however, she continues to choose not to work. In the past year, she has declined case management services. However, the family will be successfully completing PSH soon as they are awaiting public housing with a subsidy.

Percentage of households entering from a place not meant for human habitation – The family that came from an emergency shelter had been chronically homeless. They were staying outside and in their vehicle with 2 young children. Prior to entry into PSH, they were able to get placement in a family shelter for 60 days, the shelter was able to give them a temporary extension due to the knowledge that they were transitioning into our PSH Family program.

- 2) If your grant recaptured more than 10%, please explain how you intend to spend project funds in the coming year OR if you plan to voluntarily reallocate the excess budget.

We successfully spent 87.4% of the funding provided. The remaining funds were not enough to allow us to rent another unit. We requested an increase in funding last year, however, we were denied the request. In the coming year, we have move some of the funding to other reimbursement areas to better utilize the funding.

**MARYLAND BALANCE OF STATE CONTINUUM OF CARE MD-514**  
**FY2024 CoC FUNDING COMPETITION**  
**REQUEST FOR PROPOSALS (RFP) AGENCY RESPONSE**

<b>Project Information</b>	
Project Name <i>(please match project name as listed in eSNAPS)</i>	WC PSH Families
Applicant/Recipient Organization Name	Potomac Community Services
Legal Name of Applicant Organization	Potomac Case Management Services, Inc
Mailing Address	324 E Antietam Street Hagerstown, Maryland 21740 United States
County of Headquarters' Office	Washington County

<b>Authorized Representative Information</b>	
Chief Executive Name	Dawn Johns
Title	CEO
Email	djohns@pcmsinc.org
Phone number	+13017913087
<b>Agency Contact CoC Application / RFP Questions</b>	
Name	Tyrell Wilson
Email	twilson@pcmsinc.org
Phone	+13017913087
<b>Agency eSNAPS Contact (Authorized user submitting your CoC Project Application in eSNAPS)</b>	
Name	Dawn Johns
Email	djohns@pcmsinc.org
Phone	+13017913087
<b>HUD Threshold Requirements</b>	
Applicant has Active SAM registration	Yes
Applicant has Valid UEI (Unique Entity Identifier) Number	Yes
Applicant has Outstanding Delinquent Federal Debts	No



Project & Application Details	
Geographical Area Project Will Serve	Washington
Total Anticipated Funding Request	\$ 348900146460035840
Project Status	Renewal Project
Renewal Project Type	Permanent Supportive Housing
New Project Type	
New DV Bonus Project Type	
If new project, projected start date (must be in calendar year 2025)	
If new project, will the funds support a Stand Alone Project or to Expand an existing Renewal Project	
If new funding is for an Expansion Project, please add the name of the Renewal Project that would be expanded	

### 1. SUMMARY BUDGET (CORRESPONDS WITH eSNAPS APPLICATION Q6J)

Eligible Costs	Annual Assistance Requested
Leasing	\$ 35839
Rental Assistance	\$ 600
Supportive Services	\$ 0
Operating Costs	\$ 600
HMIS	\$ 0
Admin	\$ 3489
Total Request	\$ 348900146460035840

## 2. MATCH FUNDS (CORRESPONDS WITH eSNAPS APPLICATION Q6I)

Match Source 1	
Type of Commitment (Cash or In-Kind)	In-Kind
Type of Source (Private, Government)	Government
Name the Source of the Commitment (Be specific, include the office or grant program as applicable)	Targeted Case Management - MHA
Date of Written Commitment	2024-06-07
Value of Written Commitment	\$8262.24
Match Source 2	
Type of Commitment (Cash or In-Kind)	
Type of Source (Private, Government)	
Name the Source of the Commitment (Be specific, include the office or grant program as applicable)	
Date of Written Commitment	
Value of Written Commitment	\$
Match Source 3	
Type of Commitment (Cash or In-Kind)	
Type of Source (Private, Government)	
Name the Source of the Commitment (Be specific, include the office or grant program as applicable)	
Date of Written Commitment	
Value of Written Commitment	\$

# GENERAL QUESTIONS

## ALL PROJECT APPLICANTS

### HEALTHCARE

3. Indicate, for each type of healthcare listed below, whether your program assists clients with enrolling in health insurance and/or assists clients effectively utilizing the benefits.

Type of Health Care	Assistance Type
Public Health Care Benefits (State or Federal benefits, Medicaid, Indian Health Services)	Assist with Enrollment
Private Insurers	Assist with Enrollment
Non-Profit, Philanthropic	Assist with Enrollment
Other Source	N/A

### EDUCATIONAL ACCESS/SERVICES

4. Indicate if the agency has any written formal agreements, MOU/MOAs or partnerships with one or more providers of early childhood services and supports listed below.

Type of Organization	MOU/MOA or Agreement
Birth to 3 Years	N/A
Child Care and Development Fund	N/A
Early Childhood Providers	Other Formal Agreement
Early Head Start	N/A
Federal Home Visiting Program	N/A
Head Start	N/A
Healthy Start	N/A
Public Pre-K	Mou / MOA
Tribal Home Visiting Program	N/A
Other	N/A

## SUBPOPULATION

5. Please indicate which subpopulation your project will serve. Check all that apply.

Subpopulation Served
Chronically Homeless Households, Families with Children

## 6. EQUITY INITIATIVES

Describe how your program has assessed its organizational structure, program practices and performance for disparities in representation, service delivery and program outcomes.

Describe what actions, if any, have been taken to reduce or eliminate identified disparities. (Example: Black shelter clients are less likely to be offered permanent housing opportunities than their white peers; corrective action taken included evaluating case management services and doing staff anti-bias training).

PCS commits extensive amounts of time training staff to ensure they are culturally competent, well-educated, and well prepared to best serve our community. PCS seeks applicants who are professionally, yet diversely qualified. Some staff have significant lived and/or work experience, which helps them identify with and more fully understand clients and address their complex needs.

Beginning in orientation and throughout employment with PCS, staff participate in training that continually ensures they are prepared to serve their clients.

Some of the topics addressed in training include Cultural Awareness, Trauma Informed Care, Harm Reduction. They also participate in a poverty simulation, as well as learn PCS' foundational case management principles. Additionally, PCS clinicians are required by their licensure boards to complete Implicit Bias training every 2 years to maintain licensure. A member of PCS leadership participates in a local Culturally Linguistically Appropriate Standards (CLAS) & Health Equity monthly meetings, along with attending several workshops and offering insight across the agency.

## LIVED EXPERIENCE ENGAGEMENT

7. Please indicate if your organization involves or engages people with lived experience in a meaningful way. Check all the apply.

Activity
Host focus groups to collect feedback on program services, Individuals with Lived Experience Employed by Agency, Individuals with Lived Experience Serve on Working Groups or Advisory Committees

8. Does the organization have a process for receiving and incorporating feedback from persons with lived experience? If yes, please describe.

PCS uses client survey forms, an anonymous suggestion box as well as monthly house meetings where concerns, issues, or suggestions can be raised by clients. The program manager, as well as case workers, review and discuss all feedback received via these 3 options and then bring them to the Program Director and/or the Adult Services Leadership meeting for further review and action, as needed.

# HOUSING FIRST ASSESSMENT

## REQUIRED FOR: ALL NEW & RENEWAL PROJECT APPLICANTS

For a homelessness service system to work the most efficiently and effectively, individual programs must embrace a Housing First approach. In addition to the Housing First related questions in e-snaps, the Performance Review Committee may review the following Housing First Quick Screen Assessment in the process of reviewing and scoring applications.

*Please select all that apply*

<b>Policies clearly delineate that the program is operating under “Housing First” principles as defined by the <a href="#">National Alliance to End Homelessness</a>.</b>	Yes
<b>Project has reviewed the <a href="#">“USICH Housing First Checklist: Assessing Projects and Systems for a Housing First Orientation”</a> document.</b>	Yes
<b>The term “Housing First” is used to describe the program.</b>	Yes
<b>Are applicants allowed to enter the program without income?</b>	Yes
<b>Are applicants allowed to enter the program even if they aren't "clean and sober" or "treatment compliant"?</b>	Yes
<b>Are applicants allowed to enter the program even if they have criminal justice system involvement?</b>	Yes
<b>Are service and treatment plans voluntary, such that tenants cannot be evicted for not following through?</b>	Yes

## HOUSING FIRST POLICY

Attach your agency’s policies and procedures, termination policy, and any other relevant documents demonstrating compliance with Housing First or low barriers to entry.

## **HOUSING FIRST POLICY DEVELOPMENT**

If you do not currently have these policies, please describe your agency's strategy to develop and implement such policies.

# ANTI-DISCRIMINATION

## REQUIRED FOR: ALL NEW & RENEWAL PROJECT APPLICANTS

HUD requires CoCs to develop and implement anti-discrimination policies to ensure that individuals and families receive supportive services, shelter and housing free from discrimination. CoCs must adhere to anti-discrimination policies by not denying admission to or separating any family members from other members of their family or caregivers based on age, sex, gender, LGBT status, marital status or disability when entering shelter or housing.

### ANTI-DISCRIMINATION POLICY

If your agency has an existing anti-discrimination policy, please attach it to your application submission.

### ANTI-DISCRIMINATION POLICY DEVELOPMENT

If you do not currently have an anti-discrimination policy, please describe below your agency's strategy to develop and implement the policy.



# VIOLENCE AGAINST WOMEN ACT

## REQUIRED FOR: ALL NEW & RENEWAL PROJECT APPLICANTS

HUD requires that all CoC funded projects are in compliance with the VAWA rule and have an Emergency Transfer Plan in place. Projects must also ensure that all program participants are made aware of the plan.

### **VIOLENCE AGAINST WOMEN ACT (VAWA) POLICY**

If your agency has an existing Emergency Transfer Plan, please attach it to your application submission.

### **VIOLENCE AGAINST WOMEN ACT (VAWA) POLICY DEVELOPMENT**

If you do not currently have an Emergency Transfer Plan, please describe below your agency's strategy to develop and implement the policy.

# Applicant Attestation

## REQUIRED FOR: ALL NEW & RENEWAL PROJECT APPLICANTS

I understand and agree:

1. If awarded Continuum of Care funds by the U.S. Department of Housing and Urban Development, this project will comply with all program regulations as found in the Continuum of Care Program Interim Rule 24 CFR Part 578. The project will also comply with all other applicable federal, State and local regulations.
2. The organization will enter required project and client data into the Homeless Management Information System (HMIS) or a comparable database in accordance with the HMIS Data Standards and HMIS Policies & Procedures.
3. The funded project will participate in the Coordinated Entry System and adhere to all Coordinated Entry Policies and Procedures.
4. Data submitted with this project application (including, but not necessarily limited to data in the APR, Sage, in HMIS, or within the application itself) is complete, accurate and correct.
5. It is understood that renewal and new projects will be submitted to HUD in accordance with the FY2024 Rating and Ranking Policy and that such project ranking decisions are final. I can access a copy of the FY2024 CoC Competition Policy at the MD BoS website <https://www.mdboscoc.org/2024-coc-competition>.
6. It is understood that the MD BoS CoC Board is responsible for making decisions on which new and renewal projects are submitted to HUD each year as part of the annual CoC competition, and that the ultimate decision in whether a project is funded is made by HUD. It is further understood that 24 CFR §578.35 describes certain situations in which an agency may submit an appeal directly to HUD. It is agreed that the submission of an appeal to HUD, in accordance with HUD's policies and procedures, is the final recourse that may be taken for the project.
7. New Project Applications Only: If the new project funding applied for is awarded by HUD, it is expected that the grant agreement for that project will be executed and the project will be implemented. Failure to execute a grant agreement for new project funding may result in that funding being lost to the CoC. If my agency chooses to not execute a grant agreement for new project funding, that agency must attend a meeting with representatives of the CoC Lead Agency and the CoC Executive Committee to discuss why the agency is choosing to not accept new project funding. Additionally, the agency will not be allowed to apply for new CoC project funding for five (5) years. The CoC board also reserves the right to take additional action if needed.
8. If at any time my agency decides to voluntarily relinquish a renewal CoC grant, my agency will notify the CoC Lead Agency of this decision in writing as soon as possible.

9. If my agency voluntarily relinquishes a renewal grant, my agency will work with the CoC Lead Agency and other stakeholders as needed to ramp down the project and ensure that clients being served by the project are able to retain or achieve stable housing by the time the grant ends.
10. It is understood that my project will serve clients based only on HUD's minimum eligibility criteria and the project target population as written in the grant application. It is understood that clients will not be excluded from the project unless there are other funder requirements with additional eligibility or exclusionary criteria over and above the HUD CoC program criteria.

Please answer the following if the project has other funding requirements.

- a. Name of funding source: \_\_\_\_\_
- b. Eligibility or exclusionary criteria of that funding source: \_\_\_\_\_

*Note: The CoC Lead may require additional documentation, such as a grant agreement of other funder eligibility/exclusionary criteria.*

11. It is our responsibility to ensure that all proposed program participants will be eligible for the program component type selected; that all proposed activities are eligible under 24 CFR part 578; each project narrative is fully responsive to the question being asked and that it meets all of the criteria for that question as required by this NOFO and included in the detailed instructions provided in eSNAPS; the data provided in various parts of the project application are consistent; and all required attachments correspond to the attachments list in eSNAPS and contain accurate and complete information and are dated between June 30, 2024 and September 30, 2024.
12. All applicants will be required to attest to additional federal regulations in eSNAPS as required for a federal grant. Responses will be considered part of the application process.

**Please Check One of the Boxes Below**

I understand and agree

**Type Name Below**

Tyrell Wilson



Carolyn Curry -DHCD- &lt;carolyn.curry@maryland.gov&gt;

## 2024 CoC Project Application Notification

1 message

Carolyn Curry -DHCD- &lt;carolyn.curry@maryland.gov&gt;

Wed, Oct 9, 2024 at 2:21 PM

To: Corae Young &lt;cyoung@lifestylesofmd.org&gt;, Sandy Washington &lt;Swashington@lifestylesofmd.org&gt;

Cc: Kristen Halsey -DHCD- &lt;kristen.halsey@maryland.gov&gt;

2024 CoC Project Applicant,

Thank you for submitting an application for the 2024 CoC Funding Competition.

In the 2024 competition, the BoS is eligible to apply for up to \$7,050,242 in renewal funds, \$846,029 in CoC bonus funds and \$546,444 in DV bonus funds. During the application submission timeline, the BoS received a total of \$8,627,980 in renewal and new CoC bonus funding applications, an excess of \$731,708 of the total available funds (excluding the DV Bonus category). Because of this discrepancy, the CoC was not able to include all new CoC Bonus project submissions in the final funding recommendation to HUD.

Unfortunately, the CoC has elected not to include the Martha's Place and Fuller House applications in the CoC funding application to HUD. The Project Review Committee reviewed, scored and ranked all project applications according to the [CoC Competition Policy](#); and made further rank order and funding adjustments based on project applicant performance, geographical equity and special population representation, as permitted in the policy. Ultimately, there were not enough CoC Bonus Dollars available to fund all requests.

However, we are pleased to tell you that the **LifeStyles DV Joint RRH expansion application** submitted under the DV Bonus funding category **was accepted and will be included in the final HUD submission**.

As a reminder, all projects that fall in Tier 1 of the linked priority listing will be conditionally selected for funding assuming they pass the HUD Threshold Review. All Tier 2 and DV Bonus project applications are subject to additional scoring by HUD for final funding determination. Meaning, although the CoC is recommending the projects for funding, the final determination will be made by HUD.

Click the link to view the [FY2024 CoC Funding Competition Priority Listing](#).

The CoC will provide any application feedback from the review committee, where available, in the coming weeks.

Thank you for your leadership and all of the wonderful work you are doing to serve our most vulnerable families in Southern MD!



Carolyn Curry, MSW, MBA  
Maryland Balance of State CoC  
Division of Homeless Solutions  
Department of Housing and  
Community Development  
[carolyn.curry@maryland.gov](mailto:carolyn.curry@maryland.gov)  
443.571.8890 (text/mobile)  
[BoS Website](#) | [Facebook](#) | [Help Desk](#)



Carolyn Curry -DHCD- &lt;carolyn.curry@maryland.gov&gt;

## 2024 CoC Project Application Update

1 message

Carolyn Curry -DHCD- &lt;carolyn.curry@maryland.gov&gt;

Wed, Oct 9, 2024 at 6:08 PM

To: "Watkins, Sarah" &lt;sarah.watkins@cc-dc.org&gt;, "Chesney, Amanda" &lt;amanda.chesney@cc-dc.org&gt;

Cc: Kristen Halsey -DHCD- &lt;kristen.halsey@maryland.gov&gt;

2024 CoC Project Applicant,

Thank you for submitting your application for the 2024 CoC Funding Competition.

In the 2024 competition, the BoS is eligible to apply for up to \$7,050,242 in renewal funds and \$846,029 in CoC bonus funds. During the application submission timeline, the BoS received a total of \$8,627,980 in renewal and new CoC bonus funding applications, an excess of \$731,708 of the total available funds. Because of this discrepancy, the CoC had to reduce several project total funding requests.

With that, we are happy to announce that the Angel's Watch application has been accepted and will be included in the CoC final application submission to HUD. However, due to the limited funding, the CoC had to reduce the total request from \$846,029 to \$384,303.

The BoS staff will be returning your new project application in eSNAPS so you can make the budget adjustment. The final total grant amount requested cannot be higher than \$383,303, however, you have the ability to move amounts between the individual budget lines items to meet your project needs.

If you need any assistance on adjusting the total amount or reworking the budget in eSNAPS, please let me know and I'll be happy to set up a time to chat.

Thanks so much!  
-carolyn



Carolyn Curry, MSW, MBA  
Maryland Balance of State CoC  
Division of Homeless Solutions  
Department of Housing and  
Community Development  
[carolyn.curry@maryland.gov](mailto:carolyn.curry@maryland.gov)  
443.571.8890 (text/mobile)  
[BoS Website](#) | [Facebook](#) | [Help Desk](#)



Carolyn Curry -DHCD- &lt;carolyn.curry@maryland.gov&gt;

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## BoS FY2024 CoC Project Selection & Ranking Announcement

1 message

Carolyn Curry, Maryland Balance of State CoC <boscoc.dhcd@maryland.gov>  
Reply-To: "Carolyn Curry, Maryland Balance of State CoC" <boscoc.dhcd@maryland.gov>  
To: carolyn.curry@maryland.gov

Wed, Oct 9, 2024 at 2:21 PM

[View this email in your browser](#)

MARYLAND  
BALANCE OF STATE  
CONTINUUM OF CARE

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## 2024 HUD CoC Competition: Project Priority Listing

Wednesday, October 9, 2024

2024 CoC Project Applicants,

The Balance of State CoC Local Funding Competition process is complete and the project listing is now available for review.

In the 2024 competition, the BoS is eligible to apply for up to \$7,050,242 in renewal funds, \$846,029 in CoC bonus funds and \$546,444 in DV bonus funds. During the application submission timeline, the BoS **received a total of \$8,627,980** in renewal and new CoC bonus funding applications, **an excess of \$731,708** of the total available funds. The funding requests included 37 renewal and 10 new project applications.

The CoC also received 1 DV bonus funding application that was within the available DV bonus funding amount.

The Project Review Committee met on Friday, October 4, 2024, to review, select and rank project applications and unanimously voted to accept and recommend the project listing. The CoC Board of Directors reviewed and voted on the recommended ranking on October 8, 2024. *Note: Board members also*

*serving as project applicants were not eligible to vote in the final project listing.*

This message is intended to serve as the official notice that 46 of 48 project applications submitted to MD-514 have been accepted and ranked and will be included in the Consolidated Application to HUD that will be submitted by DHCD on behalf of the Balance of State, by October 30, 2024. Three project applications were reduced from the original requested amount and two new project applications were rejected and will not be included in the final submission to HUD.

All project applications were preliminarily ranked based on the 'Project Rank Order', as stated in the [CoC Competition Policy](#); the committee made further rank order and funding adjustments based on project applicant performance, geographical equity and special population representation, as permitted in the policy.

Projects requiring updates or budget modifications to their eSNAPS applications will be contacted by BoS staff to assist with final edits.

Click the link to view the [FY2024 CoC Funding Competition Priority Listing](#)

As a reminder, projects that fall in Tier 1 will be conditionally selected for funding assuming they pass the HUD Threshold Review. All Tier 2 and DV Bonus projects are subject to additional scoring by HUD for final funding determination.

*As a reminder: The CoC will utilize the [Balance of State Funding Information page](#) as well as this email distribution list to publish and communicate all CoC Competition related materials and timelines going forward. Please check the website frequently and make sure all interested partners are [signed up to receive competition related emails](#).*

## 2024 CoC Competition Upcoming Events

Current as of: October 8, 2024

*All dates subject to change*

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### Friday, October 25, 2024

DHCD & CoC Applicants Finalize Project Applications in eSNAPS

### Monday, October 28, 2024

DHCD Posts CoC Application for Public Review

### Wednesday, October 30, 2024

DHCD Submits FY2024 CoC Application in eSNAPS & Competition Closes

---

## CoC Competition Resources

Prospective applicants are highly encouraged to prepare for this opportunity by taking the following actions in advance of the CoC Local Competition:

### Stay Informed on BoS CoC Competition Updates

[Email Subscription Link](#)

[MD BoS CoC Funding Information Webpage](#)

### Get Familiar with the BoS CoC Competition Policies

[MD BoS CoC Competition Policy Guide](#)

### Ensure individual and organizational access to e-snaps, HUD's grant management platform

[Update e-snaps Applicant Profile](#) (existing users)

[Get started in e-snaps](#) (new users)

[Access the e-snaps 101 Toolkit](#) (all users)

### Ensure your organization's SAM registration and UEI are active

[Check your organization's SAM status](#)

### Review HUD guidance on the CoC Program

[Continuum of Care Program Competition](#)

[HUD Exchange "CoC and ESG Virtual Binders"](#)

[HUD Exchange "CoC Program Toolkit"](#)

[CoC Interim Rule \(24 CFR Part 578\)](#)

***Please forward this email to relevant staff and interested community partners across your LHC.***

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**Questions? Click Here**

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Sent October 9, 2024 • MD Balance of State Continuum of Care

2024 CoC NOFA #8 - CoC Project Priority Listing

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Delivered Wed October 9, 2024 2:21 pm

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Oct 9, 2024 - Oct 28, 2024



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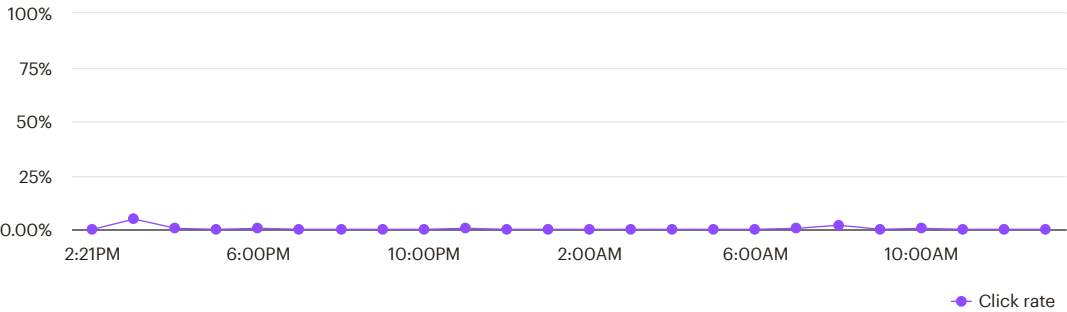
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<a href="https://4d76f472-eceb-419e-8ae0-6cd11...">https://4d76f472-eceb-419e-8ae0-6cd11...</a>	175	77.43%
<a href="https://www.mdboscoc.org/_files/ugd/8...">https://www.mdboscoc.org/_files/ugd/8...</a>	29	12.83%
<a href="http://www.mdboscoc.org">http://www.mdboscoc.org</a>	9	3.98%
<a href="https://sam.gov/content/status-tracke...">https://sam.gov/content/status-tracke...</a>	6	2.65%
<a href="https://www.mdboscoc.org/2024-coc-com...">https://www.mdboscoc.org/2024-coc-com...</a>	5	2.21%

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Email benchmarking

Oct 9, 2024 - Oct 28, 2024

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Characteristics you and your peers share

Industry

Non-Profit

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Audience demographics

Over 65% Female, from 45 and up

Audience size

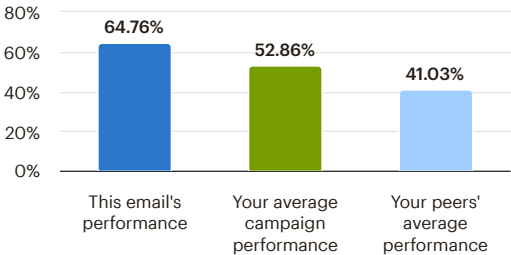
200 - 2,000

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Unsubscribe rate



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Skimmability

0 out of 3

Text & Visuals

2 out of 2

Great work

Links & CTAs

3 out of 3



Typography

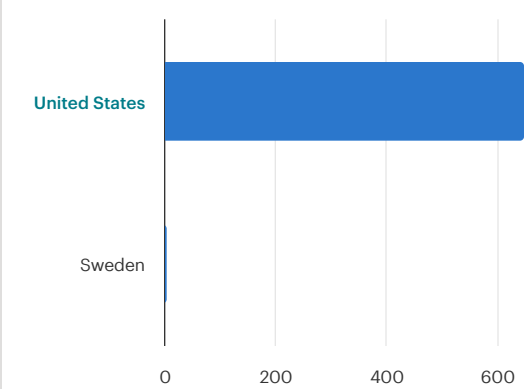
2 out of 4

✓ Awesome

Top locations by opens

Oct 9, 2024 - Oct 28, 2024

	United States	648	309%
	Sweden	6	2.9%




## FY2024 CoC Funding Competition Project Priority List

Rank	LHC	Applicant Name	Project Name	Project Type	Application Type	Special Population	Application Score	Requested Amount	Committee Reduction	Committee Award	Running Total	Accept / Reject
Tier 1												
1	BoS	MD Department of Housing & Community Development	HMIS	HMIS	Renewal		100.00%	\$ 55,077.00	\$ -	\$ 55,077.00	\$ 55,077.00	Accept
2	WC	Potomac Community Services, Inc	WC PSH Families	PSH	Renewal		83.13%	\$ 41,392.00	\$ -	\$ 41,392.00	\$ 96,469.00	Accept
3	FC	Maryland Department of Health, Behavioral Health Administration	BHA PSH Frederick County	PSH	Renewal		83.13%	\$ 322,772.00	\$ -	\$ 322,772.00	\$ 419,241.00	Accept
4	AC	YMCA of Cumberland	Gilchrist PSH	PSH	Renewal		81.88%	\$ 478,544.00	\$ -	\$ 478,544.00	\$ 897,785.00	Accept
5	FC	Friends for Neighborhood Progress, Inc.	FFNP Housing First	PSH	Renewal		79.38%	\$ 57,690.00	\$ -	\$ 57,690.00	\$ 955,475.00	Accept
6	WC	Potomac Community Services, Inc	WC PSH Program Individuals	PSH	Renewal		76.88%	\$ 198,284.00	\$ -	\$ 198,284.00	\$ 1,153,759.00	Accept
7	CC	Maryland Department of Health	BHA PSH Cecil County 5 Unit	PSH	Renewal		76.25%	\$ 90,401.00	\$ -	\$ 90,401.00	\$ 1,244,160.00	Accept
8	AC	Maryland Department of Health	BHA PSH Allegany County	PSH	Renewal		73.75%	\$ 72,481.00	\$ -	\$ 72,481.00	\$ 1,316,641.00	Accept
9	SM	Maryland Department of Health	BHA PSH Southern MD	PSH	Renewal		72.19%	\$ 1,450,045.00	\$ 50,000.00	\$ 1,400,045.00	\$ 2,716,686.00	Accept
10	FC	City of Frederick	Housing 1st SRO - Individual Project (PSH-Individual)	PSH	Renewal		71.88%	\$ 96,272.00	\$ -	\$ 96,272.00	\$ 2,812,958.00	Accept
11	CC	Maryland Department of Health	BHA PSH Cecil County 7 Unit	PSH	Renewal		68.13%	\$ 124,315.00	\$ 34,315.00	\$ 90,000.00	\$ 2,902,958.00	Accept
12	HC	Associated Catholic Charities, Inc.	2021 AH PH Consolidated	PSH	Renewal		68.13%	\$ 314,623.00	\$ -	\$ 314,623.00	\$ 3,217,581.00	Accept
13	SM	Three Oaks Homeless Shelter, Inc	Nicholson - Permanent Housing Project #8	PSH	Renewal		67.81%	\$ 305,384.00	\$ -	\$ 305,384.00	\$ 3,522,965.00	Accept
14	SM	Three Oaks Homeless Shelter, Inc	Aldridge PWD#16 Consolidated Grant	PSH	Renewal		67.50%	\$ 114,956.00	\$ -	\$ 114,956.00	\$ 3,637,921.00	Accept
15	GC	Garrett County Community Action Committee, Inc.	SHP DIS 2019	PSH	Renewal		66.56%	\$ 188,766.00	\$ -	\$ 188,766.00	\$ 3,826,687.00	Accept
16	SM	Three Oaks Homeless Shelter, Inc	Haina PWD#13 Consolidated Grant	PSH	Renewal		65.00%	\$ 217,086.00	\$ -	\$ 217,086.00	\$ 4,043,773.00	Accept
17	SM	Three Oaks Homeless Shelter, Inc	Horne - Permanent Housing Project #11	PSH	Renewal		65.00%	\$ 211,105.00	\$ -	\$ 211,105.00	\$ 4,254,878.00	Accept
18	FC	City of Frederick	New Project Application FY2022 (Housing 1st SRO)	PSH	Renewal		65.00%	\$ 138,645.00	\$ -	\$ 138,645.00	\$ 4,393,523.00	Accept
19	AC	Allegany County Human Resources Development Commission	HRDC Leasing Supportive Housing Project	PSH	Renewal		64.38%	\$ 16,312.00	\$ -	\$ 16,312.00	\$ 4,409,835.00	Accept
20	HC	Harford Family House, Inc.	Prologue PSH	PSH	Renewal		64.38%	\$ 150,075.00	\$ -	\$ 150,075.00	\$ 4,559,910.00	Accept
21	SM	Three Oaks Homeless Shelter, Inc	Marek PWD#9 Consolidated Grant	PSH	Renewal		63.13%	\$ 228,837.00	\$ -	\$ 228,837.00	\$ 4,788,747.00	Accept
22	HC	Harford Family House, Inc.	HFH PSH I	PSH	Renewal		61.56%	\$ 115,650.00	\$ -	\$ 115,650.00	\$ 4,904,397.00	Accept
23	WC	Maryland Department of Health	BHA PSH Washington County	PSH	Renewal		61.56%	\$ 246,646.00	\$ -	\$ 246,646.00	\$ 5,151,043.00	Accept
24	SM	LifeStyles of Maryland Foundation, Inc.	Fortitude	PSH	Renewal		55.00%	\$ 182,462.00	\$ -	\$ 182,462.00	\$ 5,333,505.00	Accept
25	HC	Maryland Department of Health	BHA PSH Harford County	PSH	Renewal		53.13%	\$ 328,708.00	\$ -	\$ 328,708.00	\$ 5,662,213.00	Accept
26	GC	Garrett County Community Action Committee, Inc.	RRH for Individuals and Families	RRH	Renewal		82.19%	\$ 52,473.00	\$ -	\$ 52,473.00	\$ 5,714,686.00	Accept
27	SM	Three Oaks Homeless Shelter, Inc	Owens Rapid Rehousing Consolidated Grant	RRH	Renewal		71.88%	\$ 226,674.00	\$ -	\$ 226,674.00	\$ 5,941,360.00	Accept
28	SM	Three Oaks Homeless Shelter, Inc	Waring Rapid Re-Housing Consolidated Project	RRH	Renewal		65.00%	\$ 138,257.00	\$ -	\$ 138,257.00	\$ 6,079,617.00	Accept
29	CC	Cecil County, Maryland	Rapid Re-housing	RRH	Renewal	DV	62.88%	\$ 61,677.00	\$ -	\$ 61,677.00	\$ 6,141,294.00	Accept
30	HC	The Sexual Assault/Spousal Abuse Resource Center	SARC 2021 New Project	RRH	Renewal	DV	41.50%	\$ 55,004.00	\$ -	\$ 55,004.00	\$ 6,196,298.00	Accept
31	SM	LifeStyles of Maryland Foundation, Inc.	LifeStyles' DV Joint	Joint TH-RRH	Renewal	DV	70.38%	\$ 55,580.00	\$ -	\$ 55,580.00	\$ 6,251,878.00	Accept
32	FC	Student Homelessness Initiative Partnership of Frederick County	RRH - CoC - SHIP	Joint TH-RRH	First Time Renewal	Youth	100.00%	\$ 67,730.00	\$ -	\$ 67,730.00	\$ 6,319,608.00	Accept
Tier 2												
33	HC	Harford Community Action Agency Inc.*	HCAA Centralized Intake Support Services	SSO	Renewal		80.00%	\$ 30,000.00	\$ -	\$ 30,000.00	\$ 6,349,608.00	Accept
34	AC	Human Resources Development Commission, Inc.	Rapid Re-housing	RRH	First Time Renewal		87.50%	\$ 66,044.00	\$ -	\$ 66,044.00	\$ 6,415,652.00	Accept
35	SM	LifeStyles of Maryland Foundation, Inc.	Southern Crossing Joint TH-RRH	Joint TH-RRH	First Time Renewal		92.50%	\$ 111,917.00	\$ -	\$ 111,917.00	\$ 6,527,569.00	Accept
36	SM	LifeStyles of Maryland Foundation, Inc.	Fuller House Joint TH-RRH	Joint TH-RRH	First Time Renewal		92.50%	\$ 138,937.00	\$ -	\$ 138,937.00	\$ 6,666,506.00	Accept
37	BoS	DHCD	DV Bonus - SSO CE	SSO	First Time Renewal	DV	100.00%	\$ 299,421.00	\$ -	\$ 299,421.00	\$ 6,965,927.00	Accept
38	WC	PCS	PSH Individuals Expansion	PSH	New		87.86%	\$ 40,700.00	\$ -	\$ 40,700.00	\$ 7,006,627.00	Accept
39	WC	PCS	PSH Families Expansion	PSH	New		85.10%	\$ 70,973.00	\$ -	\$ 70,973.00	\$ 7,077,600.00	Accept
40	AC	YMCA of Cumberland	PSH Expansion	PSH	New		77.86%	\$ 94,908.00	\$ -	\$ 94,908.00	\$ 7,172,508.00	Accept
41	FC	FFNP	PSH Expansion	PSH	New		74.49%	\$ 43,750.00	\$ -	\$ 43,750.00	\$ 7,216,258.00	Accept
42	FC	City of Frederick	Housing First Leasing Exp	PSH	New		80.71%	\$ 81,600.00	\$ -	\$ 81,600.00	\$ 7,297,858.00	Accept
43	HC	HCAA	HCAA PSH-RRH	PSH	New		81.02%	\$ 81,611.00	\$ -	\$ 81,611.00	\$ 7,379,469.00	Accept
44	SM	Catholic Charities	Angels Watch	Joint TH-RRH	New		79.62%	\$ 846,029.00	\$ 461,727.00	\$ 384,302.00	\$ 7,763,771.00	Accept
45	FC	Beyond Shelter Frederick	Rapid Rehousing	RRH	New		75.31%	\$ 132,500.00	\$ -	\$ 132,500.00	\$ 7,896,271.00	Accept
DV Bonus												
46	SM	LifeStyles	LifeStyles' DV Joint RRH	Joint TH-RRH	New - DV Bonus	DV	60.00%	\$ 81,880.00	\$ -	\$ 81,880.00	\$ 7,978,151.00	Accept
47	BoS	MD Department of Housing & Community Development	DV Bonus - RRH	RRH	New - DV Bonus	DV	100.00%	\$ 464,564.00	\$ -	\$ 464,564.00	\$ 8,442,715.00	Accept
Not Ranked												
48	SM	LifeStyles	Marthas Place	Joint TH-RRH	New		79.71%	\$ 99,317.00	\$ 99,317.00	\$ -	\$ 8,442,715.00	Reject
49	SM	LifeStyles	Fuller House Expansion	Joint TH-RRH	New		74.95%	\$ 86,350.00	\$ 86,350.00	\$ -	\$ 8,442,715.00	Reject
49 projects were submitted to MD-514 for funding. 47 projects were accepted, ranked and tiered: 3 were reduced from the original request, 2 were rejected for funding. All accepted and ranked projects will be included in the MD-514 Consolidated Application submission.												
*Project #33 straddles the Tier 1 and Tier 2 funding line. The portion of the project that falls in Tier 1 will be funded based on HUD Threshold review, the portion in Tier 2 will be subject to additional scoring by HUD.												

# WEB POSTING - CoC APPROVED CONSOLIDATED APPLICATION

← → ↻ 🏠 [mdboscoc.org/2024-coc-competition](https://mdboscoc.org/2024-coc-competition) 🔍 ☆ 📄 📱 📺 📷 📎 ⌵ 👤 ⋮

📁 Bookmarks 📁 CoCs 📁 Training 📁 Finance 📁 MDBoSCoC 📊 Percentage Calculator 🏠 By the People Wel... 📁 Browse Projects | S... 📁 TCHC 🌐 Microsoft 365 >>



### Competition Documents & Policies


[2024 CoC Competition Registration](#)  
Due Date: March 7, 2024

[HUD CoC Notice of Funding Availability](#)  
Due Date: October 30, 2024

[MD BoS CoC Competition Policy Guide](#)  
Posted: August 5, 2024

[BoS CoC Competition Briefing Slides](#)  
Posted: August 14, 2024

[BoS CoC Competition Briefing Recording](#)  
Passcode: Q0GB\$YNf  
Posted: August 15, 2024



### BoS Project Application Tools


[2024 BoS CoC Request for Proposals FOR NEW & RENEWAL PROJECTS](#)  
Due Date: September 13, 2024

**RFP Training Resources**  
[RFP - PDF Version for Reference Only](#)  
[Tips for Navigating the RFP Application](#)  
Due Date: September 13, 2024

[List of Eligible Renewal Projects](#)  
Due Date: N/A

[Grant Inventory Worksheet](#)  
Due Date: N/A

[Renewal Project Scorecard APR Training Recording](#)  
Due Date: N/A



### HUD Resources & Guidance

[eSNAPS Website Link](#)  
Due Date: N/A


[eSNAPS 101 Tool Kit](#)  
Due Date: N/A

[eSNAPS 201 Tool Kit](#)  
Due Date: N/A

[eSNAPS Application Setup Video](#)  
Due Date: N/A

[eSNAPS RENEWAL Project Detailed Instructions](#)  
Due Date: September 13, 2024

[eSNAPS NEW Project Detailed Instructions](#)  
Due Date: September 13, 2024




### CoC Consolidated Application

[FY2024 CoC Project Ranking & Priority](#)  
Posted: October 9, 2024

[Collaborative Application](#)  
Posted: October 28, 2024

[Project Priority Listing](#)  
Posted: October 28, 2024

  
[CoC NOFO Technical Support Appointment Request](#)  
Available August 26 - September 12

[CoC Helpdesk](#)  
Always Available

## Competition Timeline & Events

MAL - ATH  
Live - H1

🔍 Search 🏠 📅 📁 📊 📄 📱 📺 📷 📎 ⌵ 👤 ⋮

📶 🔊 🔌 4:37 10/28



Carolyn Curry -DHCD- &lt;carolyn.curry@maryland.gov&gt;

## 📧 Balance of State FY2024 CoC Consolidated Application Public Posting 📧

1 message

**Carolyn Curry, Maryland Balance of State CoC** <boscoc.dhcd@maryland.gov>  
Reply-To: "Carolyn Curry, Maryland Balance of State CoC" <boscoc.dhcd@maryland.gov>  
To: carolyn.curry@maryland.gov

Mon, Oct 28, 2024 at 4:32 PM

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## MARYLAND BALANCE OF STATE CONTINUUM OF CARE

---

**Monday, October 28, 2024**

The FY2024 CoC Consolidated Application and Priority Listing are now posted and available for review on the Balance of State Website.

[Click Here to Access the CoC Application and Priority Listing.](#)

If you have feedback, questions or concerns, please submit a ticket to the [CoC Help Desk](#). The final application will be submitted to HUD on Wednesday, October 30, 2024.

*As a reminder: The CoC will utilize the [Balance of State Funding Information page](#) as well as this email distribution list to publish and communicate all CoC Competition related materials and timelines going forward. Please check the website frequently and make sure all interested partners are [signed up to receive competition related emails](#).*

---

## 2024 CoC Competition Upcoming Events

Current as of: October 28, 2024

*All dates subject to change*

---

**Monday, October 28, 2024**  
DHCD Posts CoC Application for Public Review

**Wednesday, October 30, 2024****DHCD Submits FY2024 CoC Application in eSNAPS & Competition Closes**

---

## CoC Competition Resources

Prospective applicants are highly encouraged to prepare for this opportunity by taking the following actions in advance of the CoC Local Competition:

### **Stay Informed on BoS CoC Competition Updates**

[Email Subscription Link](#)

[MD BoS CoC Funding Information Webpage](#)

### **Get Familiar with the BoS CoC Competition Policies**

[MD BoS CoC Competition Policy Guide](#)

### **Ensure individual and organizational access to e-snaps, HUD's grant management platform**

[Update e-snaps Applicant Profile](#) (existing users)

[Get started in e-snaps](#) (new users)

[Access the e-snaps 101 Toolkit](#) (all users)

### **Ensure your organization's SAM registration and UEI are active**

[Check your organization's SAM status](#)

### **Review HUD guidance on the CoC Program**

[Continuum of Care Program Competition](#)

[HUD Exchange "CoC and ESG Virtual Binders"](#)

[HUD Exchange "CoC Program Toolkit"](#)

[CoC Interim Rule \(24 CFR Part 578\)](#)

***Please forward this email to relevant staff and interested community partners across your LHC.***

---

**Questions? Click Here**

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15 clicked



Bounce rate

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1 bounced



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0 unsubscribed



Additional email details

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Total opens 46

Last opened 10/28/24 4:34PM

Forwarded 0

Clicks per unique opens 37.50%

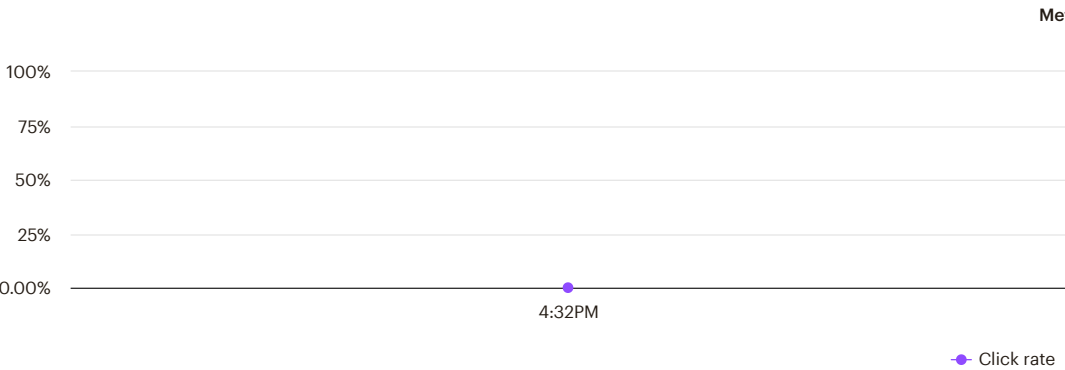
Total clicks 53

Last clicked 10/28/24 4:34PM

Abuse reports 0

24 hour performance snapshot

Oct 28, 2024 - Oct 28, 2024



Click performance

Oct 28, 2024 - Oct 28, 2024



Feedback

Top links clicked

<a href="https://www.mdboscoc.org/2024-coc-com...">https://www.mdboscoc.org/2024-coc-com...</a>	14	26.42%
<a href="https://mdboscoc.zendesk.com/hc/en-us...">https://mdboscoc.zendesk.com/hc/en-us...</a>	8	15.09%
<a href="http://www.mdboscoc.org">http://www.mdboscoc.org</a>	6	11.32%
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<a href="https://www.hudexchange.info/resource...">https://www.hudexchange.info/resource...</a>	6	11.32%

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MARYLAND  
BALANCE OF STATE  
CONTINUUM OF CARE

Monday, October 28, 2024

Email benchmarking

Oct 28, 2024 - Oct 28, 2024

Your email campaign performance compared to similar businesses. Learn more about [benchmarking](#).

Characteristics you and your peers share

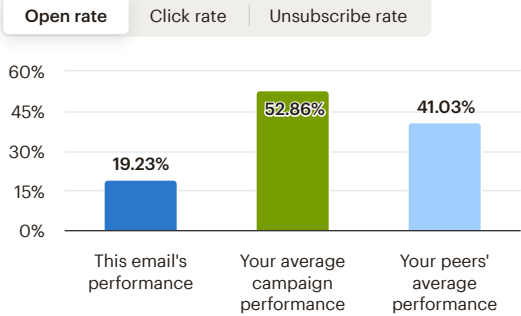
Industry  
Non-Profit

Your industry was either self reported or predicted using natural language processing techniques. You can update it in [your settings](#).

Audience demographics  
Over 65% Female, from 45 and up

Audience size  
200 - 2,000

How your email compares



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Subject Line Helper gives you real-time feedback on what works to create subject lines that drive contacts to open.

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Oct 28, 2024 - Oct 28, 2024

See how your email's content performed and how to improve it in the future.

[View full report](#)

We analyzed your email content and have [6 suggestions](#) for improvement to try next time.

Skimmability

0 out of 3

Links & CTAs

3 out of 3

✓ Awesome

Text & Visuals

2 out of 2

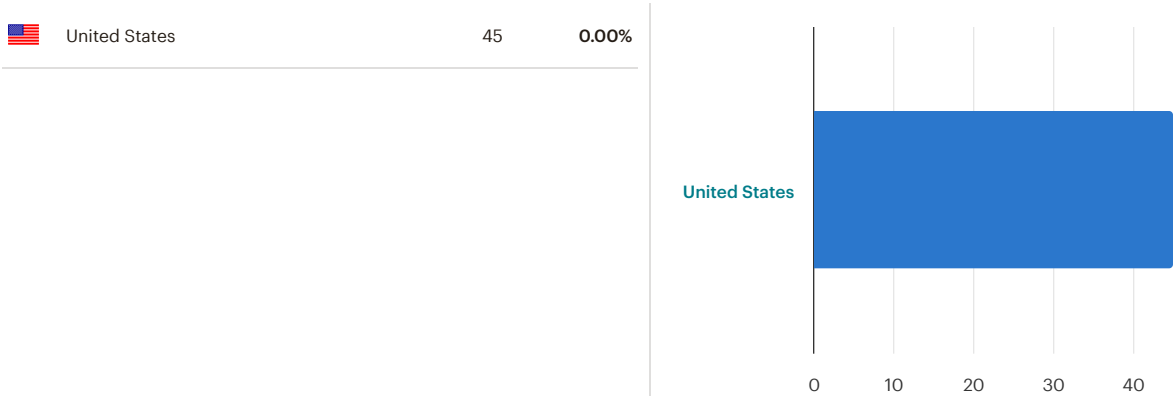
✓ Great work

Typography

1 out of 4

Top locations by opens

Oct 28, 2024 - Oct 28, 2024





WES MOORE  
Governor  
ARUNA MILLER  
Lt. Governor  
JACOB R. DAY  
Secretary  
JULIA GLANZ  
Deputy Secretary

October 25, 2024

Subject: Leveraging Housing Resources Commitment

Maryland Balance of State Continuum of Care:

On behalf of the Maryland Department of Housing and Community Development, I am submitting this letter indicating our commitment to the new Rapid Rehousing projects submitted through HUD's FY2024 Continuum of Care Notice of Funding Opportunity (FR-6700-N-25). The projects included in this resource commitment are:

- Beyond Shelter Frederick "Rapid Rehousing"
- Catholic Charities "Angel's Watch Joint TH-RRH" 5
- LifeStyles of Maryland Foundation, Inc. "DV Joint TH-RRH Expansion"

The Department of Housing and Community Development (DHCD) administers the state-funded Homelessness Solutions Program (HSP) which provides funding to Continuums of Care across the State of Maryland. HSP funds support shelter operations, street outreach, homeless prevention and rapid rehousing programs.

DHCD intends to dedicate 75 units funded by HSP to the Rapid Rehousing component in three new project applications. The dedicated units cover 97% of the total units proposed across the individual project applications.

The units will be made available for use by program participants at the start of each project and will be available for the duration of the grant terms.

Sincerely,

A handwritten signature in blue ink that reads "Danielle Meister".

Danielle Meister  
Assistant Secretary  
Division of Homeless Solutions



MARYLAND DEPARTMENT OF HOUSING AND  
COMMUNITY DEVELOPMENT  
7800 HARKINS RD • LANHAM, MD 20706 •  
DHCD.MARYLAND.GOV  
301-429-7400 • 1-800-756-0119 • TTY/RELAY 711 or  
1-800-735-2258





# FREDERICK

HOUSING & HUMAN SERVICES

---

October 23, 2024

Subject: Leveraging Healthcare Resources Commitment

Maryland Balance of State Continuum of Care:

On behalf of the City of Frederick Department of Housing and Human Services Community Health Center, I submit this letter indicating our commitment to the City of Frederick's new PSH project submitted through HUD's FY2024 Continuum of Care Notice of Funding Opportunity (FR-6800-N-25). The project name as listed in the application is "Housing First Lease Program Expansion".

The City of Frederick Department of Housing and Human Services Community Health Center is a primary care health provider. The Community Health Center commits to providing access to primary health care and behavioral health services for all program participants who qualify and choose the services.

The breakdown of the commitment is as follows:

In-Kind: Primary Health Care Services \$150,000 over a three-year period to coincide with the project's grant term (Primary Health Care, Case Management, and Behavioral Health Care)

The total estimated value of this in-kind contribution is \$150,000 and will be available upon commencement of the City of Frederick Department of Housing and Human Services Housing First project, which is anticipated to start July 1, 2025.

The resources will be available for this project's full three-year grant term.

Sincerely,

Michele Ott  
Federally Qualified Health Center Project Director

# BoS CoC COMPETITION



MARYLAND  
BALANCE OF STATE  
CONTINUUM OF CARE

VERSION 2.0

EFFECTIVE DATE: JULY 18, 2024

# Revision History

Version	Effective Date	Description of Changes	CoC Approval Date
1.0	July 20, 2023	Initial Version	July 20, 2023
2.0	July 18, 2024	Annual Revision & Board Approval	July 18, 2024



# CONTENTS

<b>INTRODUCTION.....</b>	<b>4</b>
<b>COC COMPETITION HIGHLIGHTS .....</b>	<b>5</b>
<b>BALANCE OF STATE COC LOCAL COMPETITION .....</b>	<b>9</b>
<i>Goals &amp; Priorities for the FY2024 CoC Competition.....</i>	<i>9</i>
<i>Balance of State Competition Process.....</i>	<i>9</i>
<i>Project Evaluation.....</i>	<i>9</i>
<i>Fund Allocation Process.....</i>	<i>14</i>
<b>MD BOS COC GRANT REALLOCATION POLICY.....</b>	<b>16</b>
<b>MD BOS COC PROJECT RATING AND RANKING POLICY .....</b>	<b>18</b>
<b>APPENDIX .....</b>	<b>21</b>
<i>Appendix A: 2024 Eligible Renewal Projects.....</i>	<i>22</i>
<i>Appendix B: Sample Renewal Scorecard .....</i>	<i>24</i>
<i>Appendix C: MD Balance of State 2024 CoC Competition Timeline.....</i>	<i>27</i>

# INTRODUCTION

The Maryland Department of Housing and Community Development (DHCD) is the Collaborative Applicant and Lead Agency for the Maryland Balance of State Continuum of Care (MD BoS CoC). DHCD facilitates the local application competition in the MD BoS CoC for the Department of Housing and Urban Development (HUD) Continuum of Care (CoC) Program funds. In order to ensure a transparent and equitable process, this document serves to describe the process by which funding decisions are made.

The Continuum of Care Program Competition (24 CFR part 578) is designed to promote a community-wide commitment to the goal of ending homelessness; to provide funding for efforts by nonprofit providers, states, Indian Tribes or tribally designated housing entities, and local governments to quickly rehouse homeless individuals, families, persons fleeing domestic violence, dating violence, sexual assault, and stalking, and youth while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by homeless individuals and families, and to optimize self-sufficiency among those experiencing homelessness.

## HUD POLICY PRIORITIES

HUD has established policy priorities which are intended to help applicants better understand how the selection criteria support the goal of ending homelessness.

HUD Homeless Policy Priorities
Ending Homelessness for All Persons
Use a Housing First Approach
Reducing Unsheltered Homelessness
Improving System Performance
Partnering with Housing, Health, and Service Agencies
Racial Equity
Improving Assistance to LGBTQ+ Individuals
Persons with Lived Experience
Increasing Affordable Housing Supply
Building an Effective Workforce

## HUD CoC APPLICATION SUBMISSION REQUIREMENTS

HUD requires three separate components be submitted as part of the application package, for both funding sources.

1. Collaborative Application: Overall competition application completed by the CoC Lead Agency (DHCD). Contents highlight the CoC's system-wide coordination and system performance. Must indicate how the CoC facilitated a transparent, data-driven competition process. The collaborative application determines the overall CoC Competition Score, which impacts the number of new and renewal projects that will receive CoC funding.
2. Project Applications: Each new & renewing project must complete a project application in the eSNAPS system and submit before the stated deadline. These applications are completed by the individual project applicants.
3. Priority Listing: A form in eSNAPS that indicates which project applications the CoC has accepted or rejected in the local competition and the ranked priority order of accepted projects. The Priority Listing also includes the overall, finalized budgets for all projects submitted in the competition. DHCD completes this portion of the application.

# COC COMPETITION HIGHLIGHTS

HUD published the [FFY2024 CoC Funding Competition Notice of Funding Opportunity \(NOFO\)](#) on July 31, 2024; the competition will close on October 30, 2024, at 8:00 PM EST. All interested parties are encouraged to read the NOFO in its entirety.

## AVAILABLE FUNDING

FFY2024 CoC NOFO Available Funding		
<b>Annual Renewal Demand (ARD)</b>	The base amount the CoC is eligible to apply for, includes all renewal projects	\$7,505,242
<b>CoC Bonus Funding</b>	Maximum amount of bonus funding available to create new projects, 12% of the FPRN	Amount Pending
<b>CoC Planning Grant Funding</b>	Funding to provide staffing support for the Collaborative Applicant to administer HUD-required CoC activities, 5% of the FPRN	Amount Pending
<b>Total Amount of Available Funding</b>		<b>Amount Pending</b>

Domestic Violence Bonus Funding		
<b>DV Bonus Funding</b>	Maximum amount of designated bonus funding to create new DV dedicated projects, 15% of the PPRN	Amount Pending

## FFY2024 ELIGIBLE RENEWAL PROJECTS

Projects eligible for renewal in the FFY2024 CoC Funding Competition include projects that are set to expire in calendar year 2025 and must be listed on the 2024 Grant Inventory Worksheet (GIW). Renewal projects cannot request a total dollar amount higher than the total listed in the GIW. Renewal project applications may include requests to add eligible activities to the project, shift up to 10% of funds from one approved eligible activity to another and a change in the subpopulation served.

Appendix A includes the list of all MD BoS CoC eligible renewal projects.

## FFY2024 ELIGIBLE NEW PROJECT TYPES

### PERMANENT SUPPORTIVE HOUSING (PSH)

Permanent Supportive Housing in which housing assistance (e.g., long-term leasing or rental assistance) and supportive services are provided to assist households with at least one member with a disabling condition in achieving housing stability.

PSH combines non-time-limited, decent, safe and affordable housing assistance with wrap-around supportive services designed to help the individual or family stay housed and live a more productive life in the community.

There is no time limitation, and tenants may live in their homes as long as they meet the basic obligations of tenancy. While participation in services is encouraged, it is not a condition of living in the housing. These optional services are designed to build independent living and tenancy skills, assistance with integrating into the community, and connections to community-based health care, treatment, and employment services.

PSH projects must serve:

1. Persons eligible to be served by DedicatedPLUS Projects as described in the [CoC NOFO](#), in which all units funded by the project must be used to serve participants who meet the qualification of DedicatedPLUS, **or**;
2. Persons who are experiencing chronic homelessness at the time that they initially enroll in the project, as [defined by HUD](#).

Permanent Supportive Housing includes the following core components:

#### *Housing First*

- Adherence to the Housing First philosophy which values flexibility, individualized supports, client choice, and autonomy.
- Ensure that access to housing is not denied based on requirements that prospective tenants be “ready” for housing.
- Ensure that services provided are client-directed, respectful of individuals’ right to self-determination, and voluntary. Unless basic program-related case management is required by statute or regulation, participation in services should not be required.

#### *Housing Identification*

- Recruit landlords to provide housing opportunities for individuals and families experiencing homelessness.
- Address potential barriers to landlord participation such as concern about short term nature of rental assistance and tenant qualifications.
- Assist households to find and secure appropriate rental housing.

#### *PSH Case Management and Services*

- Help individuals and families experiencing homelessness identify and select among various permanent housing options based on their unique needs, preferences, and financial resources.
- Help individuals and families experiencing homelessness address issues that may impede access to housing (such as credit history, arrears, and legal issues).
- Help individuals and families negotiate manageable and appropriate lease agreements with landlords.
- Make appropriate services and supports available to families and individuals to allow them to stabilize in permanent housing.
- Provide flexible and voluntary services and supports to households that help them improve safety, well-being and achieve long-term goals. This may include providing or ensuring that the household has access to resources related to benefits, employment, and community-based services (if needed and appropriate).

#### **RAPID REHOUSING (RRH)**

Rapid Rehousing is permanent housing that provides short-term (up to three months) and/or medium-term (4-24 months) tenant-based rental assistance and supportive services to households experiencing homelessness.

RRH is designed to help individuals and families quickly exit homelessness and return to permanent housing. Assistance is offered without preconditions — like employment, income, absence of criminal record, or sobriety — and the resources and services provided are tailored to the unique needs of the household.

New Rapid Rehousing project must serve [persons who qualify as homeless](#) under paragraphs (1), (2), or (4) of 24 CFR 578.3, Section 103(b) of the McKinney-Vento Homeless Assistance Act.

Rapid Rehousing has the following core components:

#### *Housing First*

- Adherence to the Housing First philosophy which values flexibility, individualized supports, client choice, and autonomy.
- Ensure that access to housing is not denied based on requirements that prospective tenants be “ready” for housing.
- Ensure that services provided are client-directed, respectful of individuals’ right to self-determination, and voluntary. Unless basic program-related case management is required by statute or regulation, participation in services should not be required.

#### *Housing Identification*

- Recruit landlords to provide housing opportunities for individuals and families experiencing homelessness.
- Address potential barriers to landlord participation such as concern about short term nature of rental assistance and tenant qualifications.
- Assist households to find and secure appropriate rental housing.

#### *Rent and Move-In Assistance*

- Provide assistance to cover move-in costs, deposits, and the rental and/or utility assistance necessary to allow individuals and families to move immediately out of homelessness and to stabilize in permanent housing.

#### *RRH Case Management and Services*

- Help individuals and families experiencing homelessness identify and select among various permanent housing options based on their unique needs, preferences, and financial resources.
- Help individuals and families experiencing homelessness address issues that may impede access to housing (such as credit history, arrears, and legal issues).
- Help individuals and families negotiate manageable and appropriate lease agreements with landlords.
- Make appropriate and time-limited services and supports available to families and individuals to allow them to stabilize quickly in permanent housing.
- Monitor participants’ housing stability and be available to resolve crises, at a minimum during the time rapid re-housing assistance is provided.
- Provide or assist the household with connections to resources that help them improve their safety and well-being and achieve their long-term goals. This includes providing or ensuring that the household has access to resources related to benefits, employment, and community-based services (if needed and appropriate), so that they can sustain rent payments independently when rental assistance ends.
- Ensure that services provided are client-directed, respectful of individuals’ right to self-determination, and voluntary. Unless basic program-related case management is required by statute or regulation, participation in services should not be required to receive rapid re-housing assistance.

#### **JOINT TRANSITIONAL HOUSING - RAPID REHOUSING (JOINT TH-RRH)**

The Joint TH-RRH component project combines two existing program components – transitional housing and rapid rehousing – in a single project to serve individuals and families experiencing homelessness. Program participants may only receive up to 24-months of total assistance.

When a program participant is enrolled in a Joint TH-RRH component project, the recipient or subrecipient must be able to provide both components, including the units supported by the transitional housing component and the tenant-based rental assistance and services provided through the RRH component, to all participants.

A program participant may choose to receive only the TH unit or the assistance provided through the RRH component, but the recipient or subrecipient must make both types of assistance available.

Additionally, if CoC Program funds are not being requested for both TH and RRH units, the project application must describe and include the number of TH and RRH units that will be utilized by the project from another funding source, if selected for conditional award, and provide details in the project description of how TH and RRH assistance will be provided.

New Joint TH-RRH projects must serve [persons who qualify as homeless](#) under paragraphs (1), (2), or 4) of 24 CFR 578.3, Section 103(b) of the McKinney-Vento Homeless Assistance Act.

# BALANCE OF STATE COC LOCAL COMPETITION

## GOALS & PRIORITIES FOR THE FY2024 CoC COMPETITION

The CoC has identified the following funding priorities for the FY2024 CoC Competition:

- Submit a consolidated application that maximizes the CoC overall application score, ensures the highest possibility of all available funding and meets all required thresholds
- Fund projects that meet community needs
- Fund projects that are cost effective and maximize program and mainstream resources
- Fund projects that successfully end homelessness
- Promote the use of best practices
- Fund projects that will effectively meet HUD policies and priorities

In addition, the CoC has identified the following goals and priorities to guide final ranking of new and renewal projects in the 2024 CoC Consolidated Application:

- Project Ranking Goal: To prioritize activities that are most successful in ending homelessness and maximize funding available to end homelessness in the CoC, while also providing an incentive to all funded providers to monitor and improve their performance, including efficiency with funds and ensure continued funding with CoC resources.
- To that end, the following priorities, in no particular order, may help guide development of a final ranking approach:
  - The CoC may seek to preserve low-ranking projects at risk of losing funding where those projects represent the only CoC Program funding in their communities.
  - The CoC may consider reducing funding requests for the lowest ranked projects as a means to preserve funding for higher ranked projects, if needed, and keeping in line with other priorities.
  - The CoC may consider ranking new projects higher than some renewal projects, where the CoC believes doing so will better help the CoC meet the ranking goal outlined above.

## BALANCE OF STATE COMPETITION PROCESS

CoCs are required by HUD to review, rate and rank all project applications. The BoS uses the Performance Review Committee to facilitate the scoring and ranking process. Projects that are selected and ranked in priority order by the committee are provided to the CoC Board of Directors for final review.

The committee scores new project applications solely based on the responses to the Request for Proposals (RFP). Renewing projects are scores are derived from the Renewal Project Scorecard, based on actual project performance, and any required responses to the RFP.

All project application submissions undergo a threshold review for completion and accuracy prior to being scored by the Project Review Committee. Projects that submit incomplete applications or do not submit their application by the stated deadline in the competition timeline document may not be considered for funding.

## PROJECT EVALUATION

The Performance Review Committee is responsible for implementing the evaluation process and project ranking approach. The evaluation process and related project ranking helps MD-514 to fully maximize CoC Program funds, make informed funding decisions and continue to move the CoC toward the goal of ending homelessness.

## RENEWING COC PROJECTS

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Renewing projects are primarily evaluated via a project scorecard that utilizes project performance, financial data, data quality, grant management efforts and CoC compliance and participation. The scorecard is used to establish which programs have been most successful in achieving HUD and locally determined performance standards; and to identify how programs are contributing to the overall System Performance of the CoC.

Scorecard performance data is gathered via Annual Performance Reports (APR) generated in HMIS; aggregate level APR data provides a CoC-wide baseline performance for relevant scorecard measures. After calculating average performance for each applicable measure, a +/-5% deviation is established for the scoring range. The range nearest the average percentage is eligible for 5 points; project percentages above the specified average will receive 10 points; and project percentages below the specified average range will receive 0 points. This method allows programs to be compared and scored specifically to other programs of the same project component type within the CoC and identify which projects are most improving the CoC System Performance.

Scorecard measures that are not obtained from aggregate APRs are derived from other sources including but not limited to HMIS custom reporting, national data and best practices, HUD and eSNAPS project applications.

Project performance percentages are rounded to the nearest whole number for each measure and are scored accordingly.

Before using project reports to establish scores, DHCD will notify renewing projects of the performance date range and deadlines to complete all data corrections in HMIS.

Score card data is derived from HUD reports including the Annual Performance Reports (APR), Data Quality Reports, System Performance Reports, Sage Reports and HMIS custom reports. Project applications and agency level reports may be used for data outside the HMIS.

A complete list of projects eligible for renewal in the FY2024 CoC Competition can be found in Appendix A: 2024 Renewal CoC Projects.

The following areas are evaluated as part of the renewal project evaluation process.

Scorecard Category Weight	
Project Performance	80%
HMIS Data Quality	10%
Grant Management & Financials	10%
Total Score	100%

### PROJECT PERFORMANCE:

- 1) Quarterly Occupancy Utilization Rate (All Projects)
  - a) Purpose: Indicates efficient use of community resources. High occupancy indicates system efficiency and community demand for services. Project occupancy data is reported to HUD via the Housing Inventory Chart (HIC).
- 2) Percentage of participants who remained in PSH or exited to permanent housing (All Projects)
  - a) Purpose: Indicates project success in ending homelessness by measuring the number of participants with a permanent destination at project exit and those who remained in a permanent supportive housing project compared to the total number of participants active in the project during the measured year. HUD System Performance Measure #7.



- 3) Average length of time to move in at entry (RRH & PSH projects)
  - a) Purpose: Indicates the efficiency of the program in rapidly housing participants
- 4) Percentage of adult stayers at annual assessment who gained or increased employment income (All Projects)
  - a) Purpose: Indicates that the project is assisting households to increase self-sufficiency and stabilize housing by retaining or gaining employment income. HUD System Performance Measure #4.
- 5) Percentage of adult leavers at exit who gained or increased employment income (All Projects)
  - a) Purpose: Indicates that the project is assisting households to increase self-sufficiency and stabilize housing by retaining or gaining employment income. HUD System Performance Measure #4.
- 6) Percentage of adult stayers at annual assessment who gained or increased non-employment cash income (All Projects)
  - a) Purpose: Indicates that the project is assisting participants toward self-sufficiency through retaining or increasing income by utilizing all possible resources available to participants. HUD System Performance Measure #4.
- 7) Percentage of adult leavers at exit who gained or increased non-employment cash income (All Projects)
  - a) Purpose: Indicates that the project is assisting participants toward self-sufficiency through retaining or increasing income by utilizing all possible resources available to participants. HUD System Performance Measure #4.
- 8) Percentage of all stayers at annual assessment with at least one source of health insurance (All Projects)
  - a) Purpose: Indicates that the project is assisting participants toward self-sufficiency through retaining or obtaining health insurance.
- 9) Percentage of all leavers at exit assessment with at least one source of health insurance (All Projects)
  - a) Purpose: Indicates that the project is assisting participants toward self-sufficiency through retaining or obtaining health insurance.
- 10) Percentage of adult stayers at annual assessment with at least one non-cash benefit (All Projects)
  - a) Purpose: Indicates that the project is assisting participants toward self-sufficiency through retaining or obtaining non-cash benefits.
- 11) Percentage of adult leavers at exit assessment with at least one non-cash benefit (All Projects)
  - a) Purpose: Indicates that the project is assisting participants toward self-sufficiency through retaining or obtaining non-cash benefits.
- 12) Percentage of chronically homeless households served (PSH & RRH projects)
  - a) Purpose: Indicates project success in ending chronic homelessness by measuring the number of chronically homeless participants served in the project during the measured year.
- 13) Percentage adults with no cash income at entry (All Projects)
  - a) Purpose: Indicates the level of clients served with high needs.
- 14) Percentage of clients with more than one physical / mental health conditions at entry (All Projects)
  - a) Purpose: Indicates the level of clients served with high needs.
- 15) Percentage clients fleeing Domestic Violence (All Projects)
  - a) Purpose: Indicates the level of clients served with high needs.
- 16) Percentage of households entering from a place not meant for human habitation (All Projects)
  - a) Purpose: Indicates the level of clients served with high needs.

**HMIS DATA QUALITY:**

- 17) Personal Identifying Information Error Rate (All Projects)

- a) Purpose: To achieve accurate data collection and to satisfy HUD HMIS data requirements, projects must ensure that data entered into the local HMIS system is complete.
- 18) Universal Data Elements Error Rate (All Projects)
  - a) Purpose: To achieve accurate data collection and to satisfy HUD HMIS data requirements, projects must ensure that data entered into the local HMIS system is complete.
- 19) Income and Housing Data Quality (All Projects)
  - a) Purpose: To achieve accurate data collection and to satisfy HUD HMIS data requirements, projects must ensure that data entered in the local HMIS system is complete.
- 20) Chronic Homelessness Data Elements (All Projects)
  - a) Purpose: To achieve accurate data collection and to satisfy HUD HMIS data requirements, projects must ensure that data entered in the local HMIS system is complete.
- 21) Domestic Violence Provider: Comparable Database (VSP Projects)\*
  - a) Purpose: To ensure that Domestic Violence providers are in compliance with HUD regulations that require DV project data to be entered into a non-HMIS Comparable Database

*\*Data provided from non-HMIS participating agencies sent in a CSV format that is unable to be processed through the electronic database utilized by HMIS participating agencies will be reviewed outside of the system for data quality and completeness.*

#### **GRANT MANAGEMENT & FINANCIALS:**

- 22) Cost Efficiency (All Projects)
  - a) Purpose: It is important to HUD that programs demonstrate cost efficiency – the annual cost to retain or move someone into permanent housing.
- 23) Percentage of total grant funds recaptured in the most recent grant closeout (All Projects)
  - a) Purpose: It is important to HUD that programs show agency capacity to spend funds allocated in a timely manner and in full and allows for potential fund reallocation of unspent funds during the HUD CoC Competition.
- 24) Prior year recapture rate (All Projects)
  - a) Purpose: Identify multiple year trend in grant recapture rate. Element is not scored.

#### **PROJECT EFFECTIVENESS: NON-SCORED ELEMENTS**

- 25) Coordinated Entry System Participation (All Projects)
  - a) Not measured in 2024.
- 26) Fidelity to Housing First and/or Low Barrier Implementation (All Projects)
  - a) Not measured in 2024.
- 27) CoC Project Monitoring Score (All Projects)
  - a) Not measured in 2024.
- 28) CoC Participation (All Projects)
  - a) Not measured in 2024.
- 29) Returns to Homelessness (All Projects)
  - a) Not measured in 2024.

**AGENCY RESPONSE:** Opportunity for projects to provide feedback on performance and spending. Section not scored.

## REQUEST FOR PROPOSALS

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The CoC develops a Balance of State Request for Proposals (RFP) each year to gather additional information that cannot be obtained via HMIS or other data sources. The RFP contains a series of narrative and past performance related questions and well as questions related to equity and inclusion of participants with lived experience. Further, the RFP requests applicants to submit relevant organizational policies and procedures necessary to review compliance with CoC standards and requirements. All project applicants must respond in part or in full to the RFP, pending the application type.

## FIRST YEAR RENEWALS

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CoC projects renewing for the first time will not receive a scorecard since the project has not had the opportunity to complete a full year of performance. First year renewals will automatically be ranked pending the submission and score of the RFP. First year renewals may also be required to provide additional documentation based on the requirements of the HUD CoC NOFO.

## NEW PROJECT REQUEST FOR PROPOSALS

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If the CoC competition provides funding for new project opportunities, applicants are required to submit a response to the Balance of State Request for Proposals (RFP). Applicants must submit one RFP per new project application. RFP questions are derived from local and HUD policies and priorities. Narrative questions may vary by project type (i.e. PSH, RRH) and project status (i.e. renewal, new), and will serve as an opportunity for applicants to provide more detail regarding the proposed project. The Performance Review Committee is responsible for scoring this portion of the competition. A scoring matrix is provided to the committee to assist with a transparent scoring process.

Additional documentation may be requested per local priorities and HUD policies and priorities. All projects will be required to submit documentation to meet the threshold requirements as determined by HUD.

## VICTIM SERVICE PROVIDER PROJECTS

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Domestic Violence Provider project applications are reviewed, scored and ranked in the manner described in previous sections. All performance related data is provided by the Victim Service provider as generated from the non-HMIS Comparable Database.

Domestic Violence applicants may be required to describe methods and tools used to ensure and increase client safety while enrolled in the program through the local RFP.

For new projects seeking DV Bonus funding, additional questions will be required on the local RFP to demonstrate unmet community need and describe a proposed plan to address the unmet need, along with data sources and calculations used to establish the unmet need.

## TOTAL PROJECT SCORE

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The total project score for Renewal Projects with at least one full year of operation is comprised 75% from the project scorecard and 25% from the RFP response. MD-514 places an emphasis on project performance and relies primarily on a data driven process for renewal evaluation; the RFP allows the CoC to gather additional project information to ensure compliance and alignment with HUD and CoC priorities.

The total project score for New Projects, First-Time Renewals and Renewal Projects with less than one full year of operation is 100% derived from the local RFP (narrative responses), as score cards are not applicable for these projects.

Renewal Project Total Score	
Project Performance Scorecard	75%
CoC Local RFP	25%
<b>Total Score</b>	<b>100%</b>

New Project & First Time Renewal Total Score	
CoC Local RFP	100%
<b>Total Score</b>	<b>100%</b>

## ESNAPS PROJECT APPLICATION

All project applicants are required to submit a project application in the eSNAPS system to meet HUD compliance requirements. The CoC will establish a deadline for application submissions and will conduct a review of each application to ensure consistency, accuracy and appropriateness.

All applicants are encouraged to review the [HUD Detailed Instructions](#) to ensure compliance with all HUD requirements.

Applicants needing technical assistance with eSNAPS should review the [HUD Toolkit](#) for further information.

## FUND ALLOCATION PROCESS

The Performance Review Committee, a committee of the MD-514 CoC Board, is composed of unbiased, objective community members, who score project applications, rank projects as required and make funding recommendations to the CoC. Committee members are approved by the CoC Board and are not affiliated with applicant agencies and must complete conflict of interest documentation.

Committee members are provided training opportunities regarding the CoC NOFO, the scoring process and the ranking policy. Members are given materials a minimum of 1 week prior to the deliberations meeting to review, score, accept/reject/reallocate and rank project applications.

The following list includes a sample of which project application materials are provided to committee members:

- Renewal project scorecard
- Local RFP responses for new projects
- Relevant eSNAPS data
- Relevant project financial data
- Relevant supplemental materials and attachments
- Local monitoring materials, where applicable

The scores from each member are returned to DHCD for initial project ranking per the CoC policy. Committee members deliberate in a closed meeting to make ranking, funding and reallocation decisions as guided by CoC policy. Additionally, the committee will make decisions related to which projects to accept and/or reject in the local competition.

Once a consensus has been met, the committee will provide final ranking recommendations to the CoC Board of Directors for review and instruct the Collaborative Applicant to submit the project ranking within the HUD-required timeframe. The CoC will notify any projects that are rejected or reallocated within the HUD-required timeframe.

## APPEALS

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Project applicants may appeal funding related decisions for the following circumstances:

- There is a belief that the renewal project scorecard was calculated incorrectly.
- There is a belief that the CoC Competition Policies were not followed correctly.

All appeals must be submitted within two business days of the public posting of the project ranking list; appeals must be submitted to: [boscoc.dhcd@maryland.gov](mailto:boscoc.dhcd@maryland.gov).

# MD BOS COC GRANT REALLOCATION POLICY

CoCs across the United States are required to monitor recipient and subrecipient performance, evaluate outcomes and take action against poor performers (24 CFR 578.7(a)(6)). One available tool CoCs may use to take action against poor performance is reallocation. Reallocation is the process of distributing funding from a lower performing project and making those funds available for new projects without decreasing the CoC's Annual Renewal Demand (ARD).

Reallocation is an important tool since CoCs must ensure that recipients are good stewards of CoC Program Funding. Per the FY2019 United States Department of Housing and Urban Development (HUD) Appropriations Bill, HUD must give priority to Continuums of Care that allocate resources effectively. For FY2024 CoC Program funding, HUD will continue to prioritize CoCs who demonstrate that they actively review the performance of existing CoC funded projects and have a standard process for reallocating funds or have reallocated a total of at least 20 percent of the CoC's total ARD between the FY2019 and FY2024 CoC Competitions.

MD-514 uses local data to determine the characteristics of individuals and families with the highest needs and longest experiences of homelessness in order to develop housing and supportive services tailored to their needs through the CoC competition. MD-514 uses the reallocation process to create new projects that improve the overall system performance and better respond to the community need. The policy is in response to HUD's recommendation to reallocate low performing and underspent projects.

As stated in the MD-514 CoC Governance Charter, new Local Homelessness Coalitions that join the Balance of State will not be subject to involuntary reallocation during their first year of participation. Projects in the new LHC will be monitored and evaluated throughout the calendar year to allow for any necessary technical assistance and performance improvements. The goal of the CoC is to improve system performance as a whole and allow all projects the opportunity to be successful.

## TYPES OF REALLOCATION

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Reallocation can be involuntary or voluntary.

Involuntary reallocation is when the CoC "reclaims" some or all of a renewal project's funding which has been allocated to a particular agency without the explicit consent of the Agency in control of the funds. Involuntary reallocation happens when funding is redirected from an existing Renewal Project for the purpose of creating a New Project. Involuntary reallocation can result from the result of ongoing poor project performance or recurring underspending. Underspending, or grant recapture, is defined by the BoS CoC as a return of 10% or more of a project's awarded funds at the end of a project year, for two or more consecutive years.

Voluntary reallocation means that a project makes the choice to give up a portion or the entire amount of their project funding for the purpose of creating a new project or to change their project component type, e.g., from Transitional Housing to Rapid Rehousing.

### **VOLUNTARY REALLOCATION POLICY**

To meet HUD and community priorities, renewal projects within the MD-514 geography may request a voluntary reallocation request if there is a decision to reduce the overall budget, reduce the number of households served, or acknowledging a difficulty in implementing all performance and compliance related requirements of the grant. Additionally, a project may elect to voluntarily reallocate funds to create a new Transition Grant. A Transition Grant is the process to fund a new CoC project by transitioning an eligible renewal project that is

eliminated by reallocation to an eligible new project component over the course of a 1-year period. For example, an existing CoC Transitional Housing project may decide to voluntarily reallocate the full project funding amount in order to create a new Permanent Housing project in the same amount. The new project will have 1 operational year to fully transition from Transitional Housing to Permanent Housing after HUD executes the grant agreement.

DHCD will offer technical support and acknowledgement letters for agencies who voluntarily reallocate grant awards.

Any agency interested in a voluntary reallocation during the annual CoC Funding Competition must notify the BoS CoC Lead Agency for further instruction.

#### **INVOLUNTARY REALLOCATION POLICY**

During each CoC Funding Competition, the CoC Lead Agency will provide renewal project scorecards to the Performance Review Committee to further evaluate project performance, determine the project ranking order and identify any need for involuntary reallocation. The scorecards review project performance, grant management capability and HMIS participation; data used to populate the scorecard is derived from annual performance reports, HMIS reports and two years of spending history. A renewal CoC project may be subject to involuntary reallocation based on the circumstances described below.

##### *Project Performance*

Renewal projects will be assessed on their project quality and ability to meet performance outcomes such as occupancy rates, participant income growth, successful exits and cost efficiency. All scored renewing projects are subject to an eligibility threshold; projects that score in the lowest 20% of all renewal projects may be subject to further evaluation and review. Further, those not meeting the eligibility threshold may be moved to a lower ranking status and therefore subject to involuntary reallocation.

##### *Spending History*

HUD assumes that projects will spend 100% of the funds allocated to them. Projects that fail to spend the total grant award may see a decrease in funding as those funds are added to the pool of funds available for reallocation to other projects. Projects that have a high recapture rate of 10% or greater for two consecutive program years, may be reduced to the amount disbursed at the end of the 12-month review. An exception to this policy may be made for new projects that could not expend funds due to implementation barriers. Please note that any organization found to have less than 100% of their grant expended may be required to provide an explanation on why funds were recaptured.

##### *HMIS Participation*

HMIS participation is required to meet HUD renewal project threshold requirements. Non-HMIS providers must use a comparable database that meets the needs of the local HMIS to meet this threshold. Monitoring results along with data quality reports will be examined to determine if agency participation in HMIS is adequate. Projects with a data error rate of 10% or more will be placed on a data quality corrective action plan to correct existing errors and prevent future occurrences. The corrective action plan will consist of a series of required data quality workshops for users within the project. Projects that do not meet threshold requirements or have the highest rates of data errors may be reallocated to higher performing projects or new projects.

# MD BOS COC PROJECT RATING AND RANKING POLICY

MD-514 will use the following process to rank all project applications in the FY2024 Continuum of Care Program Competition to accomplish the following objectives:

- To prioritize those activities that are most successful in ending homelessness
- To maximize funding available to end homelessness in the CoC
- To maximize the CoC overall application score and ensure the highest possibility of project funding
- To provide an incentive to all funded providers to monitor and improve their performance, including efficiency with funds, to ensure continued funding with CoC resources
- Effectively meet HUD policies and priorities

Renewal Projects are scored utilizing objective criteria, including: project quality, past performance, cost effectiveness and contributions made to improve overall system performance. Domestic Violence providers will be evaluated utilizing data generated from a comparable database and are held to the same performance standards as non-domestic violence focused projects. MD-514 will monitor HUD required and local performance and compliance standards throughout the year and incorporate findings into the scoring process.

Once all renewal project scorecards are complete, the Performance Review Committee will preliminarily rank all renewal projects by project type, then by score according to rank order stated below. The ranking priority order is subject to any unforeseen requirements as stated in the annual CoC Competition NOFO.

*Tie Breaker* - Rank order for renewal projects that receive equal scores and are of the same project component type will be determined based on the most recent year grant recapture rate, the project with the lower recapture rate will be ranked above the project with the higher recapture rate.

Projects that are renewing for the first time, and subsequently have not completed a full project year and have not submitted an APR to HUD, will not have a Renewal Project Scorecard. These projects will be reviewed for current progress and compliance, will be required to respond to any RFP requirements and will be automatically renewed and given ranking priority over new project applications.

SSO-Coordinated Entry renewal projects will also not receive a Renewal Project Scorecard but will be subject to responding to the RFP and reviewed for compliance; if selected for funding, the project will be ranked over new project applications.

New projects are not subject to a renewal project scorecard and will be required to complete a narrative response that will be scored by the Performance Review Committee. New projects will be ranked in score order, below renewing projects.

New projects may be assessed on the following: project design, how the project addresses local priorities and needs, how the project aligns with local strategies and HUD's priority to end homelessness, budget appropriateness and accuracy, project match, CoC participation, community collaboration, organizational capacity, use of Housing First and implementation timeline.

There is no guarantee that new project applications will be included in the NOFA submission; exclusion factors may include: a project application scores poorly, the project applicant fails to meet threshold eligibility or limited availability of project funds.



## PROJECT RANK ORDER

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Projects will be ranked based on component type, in order of highest to lowest score.

1. Renewal permanent supportive housing projects, ranked in order of highest to lowest score
2. Renewal rapid rehousing projects, ranked in order of highest to lowest score
3. Renewal Joint TH-RRH, ranked in order of highest to lowest score
4. First time renewals that do not have one full year of performance, ranked in order of highest to lowest score
5. Renewal SSO-CE projects that are not dedicated to the full BoS CoC geography
6. New projects based on committee score of RFP responses
7. New DV Bonus projects based on committee score of RFP responses

As HMIS and Coordinated Entry are HUD mandated activities, these projects may be placed in Tier 1 to secure the funding needed for these activities. *Note:* only HMIS and SSO-Coordinated Entry projects that serve the full Balance of State CoC will be prioritized in Tier 1.

The CoC Planning Grant is non-competitive and is not a ranked project in this competition.

## PROJECT RANKING ADJUSTMENT

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The Performance Review Committee may adjust individual projects up or down in the ranking order to fulfill HUD priorities, prevent potential losses of funding and maximize the overall CoC application score. Other considerations to ranking adjustment include:

### RENEWAL PROJECT SCORE THRESHOLD

All scored renewing projects are subject to an eligibility threshold. Projects that score in the lowest 20% of all renewal projects may be moved to a lower ranking status and may be subject to reallocation. For example, the Performance Review Committee may rank a new project above a renewing project that scores in the bottom 10%.

### GEOGRAPHY

HUD has determined that geographic diversity is an appropriate consideration in selecting homeless assistance projects in the CoC competition. Likewise, MD-514 recognizes that geography is an appropriate consideration for the competition and seeks to ensure that funding remains equitable across the jurisdictions. Projects may be ranked higher to ensure CoC funded programs are accessible to people experiencing homelessness throughout the entire MD-514 geography.

### VULNERABLE AND HIGH-NEEDS POPULATIONS

MD-514 recognizes that high quality projects serving vulnerable and high-needs populations, such as chronic homelessness, domestic violence and substance abuse; are a critical component to ending homelessness. To ensure the needs and vulnerabilities of these program participants are addressed, the Performance Review Committee may rank the projects higher to ensure the programs are prioritized to receive CoC funding. These programs must meet a need in the community, show positive housing related outcomes and provide choice to participants seeking the services offered.

New projects applying for the Domestic Violence Bonus funds will be ranked in Tier 2 to ensure that existing high performing renewal projects that serve high-needs populations will remain prioritized in the competition. If there are no other Domestic Violence renewal projects in Tier 1, Domestic Violence Bonus projects may be considered for Tier 1.

**VOLUNTARY REALLOCATION**

Projects that choose to voluntarily reallocate at least 50% of their current grant amount in order to apply for a new reallocation-based project may be granted additional consideration in the ranking order. Projects that elect to fully reallocate their grant in order to change project component types, a Transition Grant, will be included in this scenario.

**FUNDING LEVERAGE**

In alignment with the HUD CoC NOFO priorities, PSH and RRH project applications that demonstrate a commitment to leverage housing and/or health care system resources may be considered for a higher placement in the ranking order.

## APPENDIX

## APPENDIX A: 2024 ELIGIBLE RENEWAL PROJECTS

LHC	Applicant Name	Project Name	Project Type
AC	Allegany County Human Resources Development Commission, Inc.	HRDC Leasing Supportive Housing Project	PSH
AC	Allegany County Human Resources Development Commission, Inc.	Rapid Rehousing	RRH
AC	Maryland Department of Health, Behavioral Health Administration	BHA PSH Allegany County	PSH
AC	YMCA of Cumberland	Y Gilchrist Housing	PSH
BoS	Maryland Department of Housing & Community Development	MD-514 HMIS	HMIS
BoS	Maryland Department of Housing & Community Development	CoC DV Bonus	SSO-CE
CC	Cecil County, Maryland	Rapid Re-housing	RRH
CC	Maryland Department of Health, Behavioral Health Administration	BHA PSH Cecil County 7 Unit	PSH
CC	Maryland Department of Health, Behavioral Health Administration	BHA PSH Cecil County 5 Unit	PSH
FC	City of Frederick	Housing 1st SRO - Individual Project	PSH
FC	City of Frederick	Housing 1st SRO - Individual Project	PSH
FC	Friends for Neighborhood Progress, Inc.	FFNP Housing First Renewal	PSH
FC	Maryland Department of Health, Behavioral Health Administration	BHA PSH Frederick County	PSH
FC	Student Homelessness Initiative Partnership of Frederick County	RRH - COC - SHIP	Joint TH-RRH
GC	Garrett County Community Action Committee, Inc.	SHP DIS	PSH
GC	Garrett County Community Action Committee, Inc.	RRH	RRH
HC	Associated Catholic Charities, Inc.	AH PH-PSH Consolidated	PSH
HC	Harford Community Action Agency Inc.,	HCAA Centralized Intake Supportive Services	SSO-CE
HC	Harford Family House, Inc.	HFH Prologue	PSH
HC	Harford Family House, Inc.	HFH PSH I	PSH
HC	Maryland Department of Health, Behavioral Health Administration	BHA PSH Harford County	PSH
HC	The Sexual Assault/Spousal Abuse Resource Center	RRH	RRH
SM	LifeStyles of Maryland Foundation, Inc.	Fortitude Renewal Project Application	PSH
SM	LifeStyles of Maryland Foundation, Inc.	LifeStyles' DV Joint TH-RRH	Joint TH-RRH
SM	LifeStyles of Maryland Foundation, Inc.	Fuller House Joint TH-RRH	Joint TH-RRH

SM	LifeStyles of Maryland Foundation, Inc.	Southern Crossing TH-RRH	Joint TH-RRH
SM	Maryland Department of Health, Behavioral Health Administration	BHA PSH Southern MD	PSH
SM	Three Oaks Homeless Shelter, Inc	Nicholson - Permanent Housing Project	PSH
SM	Three Oaks Homeless Shelter, Inc	Marek PWD#9 Consolidated Grant	PSH
SM	Three Oaks Homeless Shelter, Inc	Horne - Permanent Housing Project	PSH
SM	Three Oaks Homeless Shelter, Inc	Haina PWD#13 Consolidated Grant	PSH
SM	Three Oaks Homeless Shelter, Inc	Owens Rapid Rehousing Consolidated Grant	RRH
SM	Three Oaks Homeless Shelter, Inc	Waring Rapid Re-Housing Consolidated Project	RRH
SM	Three Oaks Homeless Shelter, Inc	Aldridge PWD#16 Consolidated Grant	PSH
WC	Maryland Department of Health, Behavioral Health Administration	BHA PSH Washington County	PSH
WC	Potomac Community Services	WC PSH Individuals	PSH
WC	Potomac Community Services	WC PSH Families	PSH

## APPENDIX B: SAMPLE RENEWAL SCORECARD

A full version of the Renewal Scorecard is posted on the MD BoS CoC Website's Funding Opportunities page.

Total Project Score					
Total Project Score = Project Performance Percentage + HMIS Data Quality Percentage + Grant Management & Financials Percentage + Equity Percentage	Scoring Category	Total Points Achieved	Total Points Available	Category Weight	Percentage Achieved
	Project Performance			80%	
	HMIS Data Quality			10%	
	Grant Management & Financials			10%	
	CoC Project Effectiveness	Not Scored			
	Scorecard Results				

Performance Criteria	Purpose & Source of Measurement	Formula Information		Result	Points 10	Points 5	Points 0	Score
Project Performance 75%								
Achieving project outcomes provides a benchmark for how well projects help to end homelessness. Assessing & monitoring project outcomes is necessary to understand a project's rate of success and contribution to CoC-wide performance goals.								
SYSTEM PERFORMANCE OUTCOMES								
Quarterly occupancy utilization rate	Household utilization rates demonstrate that the CoC is fully utilizing its inventory. APR Q8b & Application	January Total April Total July Total October Total Adjusted Total Proposed number of households served Total Households served	Q1, Q8b Q2, Q8b Q3, Q8b Q4, Q8b Adjusted Proposed Total HH, Q26a	Quarterly Occupancy Utilization Rate (July 1 2023 - June 30, 2024)	>=90%	70% - 89%	<=69%	Points
Percentage of participants who remained in PSH or exited to permanent housing	Successful housing outcomes are one of the most important measures of project success. APR Q23c	Total Number of Persons Served Total Exiting to Positive Destinations Total Exits Total Deceased Unsuccessful Exits	Total Served, Q5a Positive Exits, Q23 Total Exits, Q23 Total Deceased, Q23 Unsuccessful Exits	Percentage of participants who remained in PSH or exited to permanent housing	PSH: >=96% RRH: >=91% TH: >=76%	PSH: 90-95% RRH: 80-90% TH: 65-75%	PSH: <=89% RRH: <=78% TH: <=64%	Points
Average number of days to move in at project entry	The Housing Move in Date is collected to measure how long it takes for a client to physically move into housing from the time of project enrollment and gives a clear picture of whether the client is homeless or housed. APR Q22c	Time to Move in		PSH & RRH: 24 Days or Less	PSH & RRH: 25-35 Days	PSH & RRH: 36 Days or More		Points
Percentage of adult stayers at annual assessment who increased employment income	Improving household access to financial resources is crucial to reducing vulnerability to homelessness. Increase in income is measured in the NOFA & System Performance Measures APR Q19a1	Percentage of adults at exit or annual assessment who gained or increased employment income Q19a1		PSH: >=16% RRH: >=8% TH: >=70%	PSH: 10-15% RRH: 2-7% TH: 65-69%	PSH: <=9% RRH: <=1% TH: <=64%		Points
Percentage of adult leavers at exit who	Improving household access to financial resources is crucial to reducing vulnerability to homelessness. Increase in income is measured in	Percentage of adults at exit or		PSH: >=19% RRH: 13-18% TH: >=12%	PSH: 13-18% RRH: 13-18% TH: >=12%	PSH: <=12% RRH: <=12% TH: <=12%		Points

Increased employment income	the NOFA & System Performance Measures APR Q19a2	annual assessment who gained or increased employment income Q19a2	RRH: >=8% TH: >=9%	RRH: 2-7% TH: 3-8%	PSH: <=1% TH: <=2%	
Percentage of adult stayers at annual assessment who increased non-employment cash income	Improving a household's access to financial resources is crucial to reducing vulnerability to homelessness. Increase in income is measured through the NOFA & System Performance Measures. APR Q19a1	Percentage of adults at exit or annual assessment who gained or increased non-employment cash income Q19a1	PSH: >=63% RRH & TH: >=8%	PSH: 57-62% RRH & TH: 2-7%	PSH: <=56% RRH & TH: <=1%	Points
Percentage of adult leavers at exit who increased non-employment cash income	Improving a household's access to financial resources is crucial to reducing vulnerability to homelessness. Increase in income is measured through the NOFA & System Performance Measures. APR Q19a2	Percentage of adults at exit or annual assessment who gained or increased non-employment cash income Q19a2	PSH: >=43% RRH: >=8% TH: >=10%	PSH: 37-42% RRH: 2-7% TH: 4-9%	PSH: <=36% RRH: <=1% TH: <=3%	Points
Percentage of all stayers at annual assessment with at least one source of health insurance		Number of clients served Q5a / clients with 1+ source of health insurance at annual assessment Q21	PSH: >=53% RRH & TH: >=8%	PSH: 47-52% RRH & TH: 2-7%	PSH: <=46% RRH & TH: <=1%	Points
Percentage of all leavers with at least one source of health insurance at exit		Number of leavers Q5a / clients with 1+ source of health insurance at exit assessment Q21	PSH: >=96% RRH: >=84% TH: >=76%	PSH: 90-95% RRH: 78-83% TH: 70-75%	PSH: <=89% RRH: <=77% TH: <=69%	Points
Percentage of adult stayers at annual assessment with at least one non-cash benefit			PSH: >=49% RRH & TH: >=8%	PSH: 43-48% RRH & TH: 2-7%	PSH: <=42% RRH & TH: <=1%	Points

Percentage of adult leavers at exit with at least one <u>non-cash benefit</u>				PSH: >=74% RRH: >=54% TH: >=38%	PSH: 68-73% RRH: 49-53% TH: 32-37%	PSH: <=67% RRH: <=48% TH: <=31%	Points	
HIGH NEEDS POPULATION								
Percentage of <u>chronically homeless households</u> served	Indicates community success in ending chronic homelessness by measuring the number of chronically homeless participants served in the project. APR Q26a	Total Chronically Homeless Households served	CH HH, Q26a	Percentage of chronically homeless households served	PSH: >=75% RRH: >=15%	PSH: 50-74% RRH: 10-14%	PSH: <=49% RRH: <=9%	Points
Percentage adults with no cash income at entry					PSH: >=41% RRH: >=39% TH: >=51%	PSH: 35-40% RRH: 33-38% TH: 45-50%	PSH: <=34% RRH: <=32% TH: <=64%	Points
Percentage of clients with <u>more than one physical / mental health conditions</u> at entry					PSH: >=37% RRH: >=16% TH: >=24%	PSH: 32-37% RRH: 10-15% TH: 18-23%	PSH: <=31% RRH: <=9% TH: <=17%	Points
Percentage clients <u>fleeing Domestic Violence</u>					PSH: >=24% RRH: >=21% TH: >=21%	PSH: 18-23% RRH: 15-20% TH: 15-20%	PSH: <=17% RRH: <=14% TH: <=14%	Points
Percentage of households entering from a <u>place not meant for human habitation</u>					PSH: >=54% RRH: >=47%	PSH: 48-53% RRH: 41-46% TH: 28-33%	PSH: <=47% RRH: <=40% TH: <=17%	Points

HMIS Data Quality 10%						
HMIS participation and data quality are priorities for MD-514 & HUD. Accurate, complete & timely data is crucial to determine how projects are contributing to ending homelessness. High quality data is key to understanding what projects are doing and how the CoC & HUD can make informed decisions about the project.						
Personal Identifying Information Error Rate	To achieve accurate data collection and to satisfy HUD HMIS data requirements, projects must ensure that data entered into the local HMIS system is complete. APR Q 6a, b, c, d	Personal Identifying Information Error Rate Q6a	0% - 1%	2% - 5%	>=6%	Points
Universal Data Elements Error Rate		Universal Data Elements Error Rate Q6b	0% - 1%	2% - 5%	>=6%	Points
Income and Housing Data Quality		Income and Housing Data Quality Error Rate Q6c	0% - 1%	2% - 5%	>=6%	Points
Chronic Homelessness Data Elements		Chronic Homeless Data Elements Q6d	0% - 1%	2% - 5%	>=6%	Points
Domestic Violence Provider: Comparable Database	Victim Services Providers receiving CoC & ESG funds are required to collect client-level data but are prohibited from entering data into HMIS. VSPs must enter data into a comparable database that complies with all HMIS requirements.	Comparable DB Plan	Yes	N/A	No	Points

Grant Management & Financials 10%								
Projects must demonstrate understanding of compliance with federal & local regulations of project operations.								
Cost Efficiency	It is important to HUD that programs demonstrate cost efficiency - the annual cost to retain or move someone into permanent housing. Sage APR Data	FY21 Total CoC Budget Plus 25% Required Match	Total Grant + Match	Cost Efficiency				Points
		Number of participants who exited to or remained in permanent supportive housing during the reporting period	# Positive Exits & PSH Stayers		PSH ≤\$7,999	PSH = \$8,000 ≤1000	PSH ≤\$11,000	
					RRH ≤\$1,499	RRH ≤\$1,500 4,000	RRH ≤\$4,000	
					TH ≤\$9,999	TH ≤\$10,000 12,000	TH ≤\$12,000	
Percentage of total grant funds that were recaptured in the most recent grant closeout	It is important to HUD that programs show agency capacity to spend funds allocated in a timely manner and in full and allows for potential fund reallocation of unspent funds during the HUD CoC Competition. Sage APR Data	Total Grant Award	Total Grant Award	Percent age of funds recaptured	0-4%	5-9%	>=10%	Points
		Total Spent	Total Spent					
		Unspent Amount	Total Unspent					
		Last Year Recapture Rate = For Reference Only						
Project Effectiveness: Not Scored in 2024								
Projects must demonstrate compliance with HUD & CoC standards.								
Percentage of New Clients Enrolled from CE BNL	How many have CE Assessment				100%			Points
Fidelity to Housing First and/or Low Barrier Implementation								Points
CoC Project Monitoring Score								Points
CoC Participation								Points
Returns to homelessness	Reducing returns to homelessness is one of the most important measures of program success and is HUD System Performance Measure 2a.	Returns to Homelessness			<=5%	6%-15%	>=16%	Points



## APPENDIX C: MD BALANCE OF STATE 2024 CoC COMPETITION TIMELINE

Version 1 of the competition timeline, current as of August 1, 2024. The timeline may be updated, any changes can be found on the MD BoS CoC Website's Funding Opportunities page.

#	Action/ <b>Deadline</b> / Event	Date
<b>July</b>		
1	CoC Board of Directors Approves Competition Policies & Tools	Thursday, July 18, 2024
2	HUD Issues FFY2024 CoC Program NOFO (Notice of Funding Opportunity)	Wednesday, July 31, 2024
<b>August</b>		
3	DHCD Issues FFY2024 BoS CoC Program Competition Timeline	Monday, August 5, 2024
4	<b>Renewal Project Data Clean Up Training Session</b>	<b>Monday, August 12, 2024</b>
5	DHCD Issues FFY2024 BoS CoC RFP & Project Application	Monday, August 12, 2024
6	<b>FFY2024 BoS CoC NOFO Competition Briefing Meeting</b>	<b>Tuesday, August 13, 2024</b>
7	<b>Renewal Project Evaluation &amp; Scoring Process Training</b>	<b>Wednesday, August 14, 2024</b>
8	<b>New Project Application Process Training</b>	<b>Friday, August 16, 2024</b>
9	CoC Renewal Project Score Cards issued to CoC Project Contacts	Friday, August 23, 2024
10	<b>FFY2024 BoS CoC RFP/e-SNAPS Technical Assistance Appointments</b>	<b>August 19 - 30, 2024</b>
<b>September</b>		
11	<b>Deadline for BoS CoC RFP &amp; Application questions</b>	<b>Wednesday, September 4, 2024</b>
12	<b>FFY2024 BoS CoC RFP &amp; eSNAPS Project Applications due</b>	<b>Friday, September 6, 2024</b>
13	<b>Deadline for Submission of Corrections or Comments on Renewal Project Score Cards</b>	<b>Friday, September 6, 2024</b>
14	<b>CoC Performance Review Committee Briefing: Public Meeting, Application Handoff</b>	<b>Week of September 9th 2024</b>
15	<b>CoC Performance Review Meeting: Closed Meeting, Final Rating &amp; Ranking</b>	<b>Week of September 23rd 2024</b>
16	BoS CoC Board to Review & Finalize Priority Listing; Post to MD BoS Website	Friday, September 27, 2024
17	Final Notification of Application Status to Applicants --"Included or Rejected"	Friday, September 27, 2024
<b>October</b>		
18	<b>CoC Project Budget Revisions Due in eSNAPS (if applicable)</b>	<b>Friday, October 25, 2024</b>
19	<b>DHCD &amp; CoC Applicants Review &amp; Finalize Project Applications in eSNAPS</b>	<b>Friday, October 25, 2024</b>
20	DHCD Posts CoC Application on BoS Website	Monday, October 28, 2024
21	<b>DHCD submits FFY2024 CoC Application in eSNAPS</b>	<b>Wednesday, October 30, 2024</b>
22	<b>FFY2024 CoC Program Competition Closes</b>	<b>Wednesday, October 30, 2024</b>
COC-24-Timeline		

Version Notes: This is the 1st version of the competition timeline; dates subject to change pending future HUD communications. All times are local.