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: UT-500 - Salt Lake City & County CoC

1A-2. Collaborative Applicant Name: Salt Lake County Government

1A-3. CoC Designation: CA

1A-4. HMIS Lead: State of Utah, Department of Workforce Services

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:

- 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;
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   - Frequently Asked Questions

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	No
4.	Disability Service Organizations	Yes	Yes	No
5.	EMS/Crisis Response Team(s)	Yes	No	No
6.	Homeless or Formerly Homeless Persons	Yes	Yes	Yes
7.	Hospital(s)	Yes	Yes	No
8.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	Nonexistent	No	No
9.	Law Enforcement	Yes	Yes	No
10.	Lesbian, Gay, Bisexual, Transgender (LGBTQ+) Advocates	Yes	Yes	Yes
11.	LGBTQ+ Service Organizations	Yes	No	No
12.	Local Government Staff/Officials	Yes	Yes	Yes
13.	Local Jail(s)	Yes	Yes	No
14.	Mental Health Service Organizations	Yes	Yes	No
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	No
19.	Other homeless subpopulation advocates	Yes	Yes	Yes
20.	Public Housing Authorities	Yes	Yes	Yes
21.	School Administrators/Homeless Liaisons	Yes	Yes	No
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	Yes	Yes
30.	State Sexual Assault Coalition	No	No	No
31.	Youth Advocates	Yes	Yes	Yes
32.	Youth Homeless Organizations	Yes	Yes	Yes
33.	Youth Service Providers	Yes	Yes	Yes
	Other: (limit 50 characters)			
34.	Resource Centers/Emergency Shelter Providers	Yes	Yes	Yes
35.				

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)

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. New members are encouraged to join the CoC at all times, and join as individuals. On average, 15- 20 new members join each month. An invitation and membership sign-up form is posted on the homepage of the CoC website. An invitation to join is included in the bi-weekly newsletter and on social media. Accommodations to address potential barriers to become a member are provided. Steering Committee and membership prioritizes outreach and invitation to potential members, including those with lived expertise. Support agency staff reach out to and meet with potential members regularly. Lived Experts are compensated for their participation with the CoC.
2. Effective communication is ensured through available accommodations, which include receiving materials electronically, joining meetings by phone, or attending meetings at a host site to ensure digital access. Closed captioning is available during meetings. The CoC utilizes SLCo Accessibility Checker software to ensure accessible content. Accommodations are offered upon request including translation, assistance completing the membership form, and receiving materials in an electronic or printed format.
3. The CoC conducts outreach to organizations serving culturally specific communities. During regular CoC meetings, discussions regarding who is missing from our table, and identifying steps to reach out and extend invitations are made. Resources within SLCo, including Youth Services, the Offices of New Americans,and Housing & Community Development, all help to provide connections, training, and outreach to new organizations and communities, in culturally appropriate ways. They help disseminate information to partners and organizations, including Pacific Islander Knowledge and Action Resource, Asian Association of Utah, The Disability Law Center, the Utah Pride Center, and more.

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. The CoC solicits and considers opinions from a broad array of organizations and individuals with a knowledge of homelessness. Six Core Function Groups and numerous task groups function to encourage a wide range of issues, expertise, and perspectives in conversations and strategies. Potential members are encouraged to attend meetings and are invited to subscribe to the bi-weekly newsletter. Meetings begin with a statement on inclusion, equitable participation, and respect for all perspectives as a strategic priority aimed at continually broadening the scope of solicited and considered opinion, expertise, and perspectives provided by organizations and individuals. On-going outreach to new members, including those with lived experience, is done by support agency staff, the steering committee, and members.
2. The CoC communicates information on membership, core function, and task group meetings via the e-newsletter, on the website and social media. Meeting agendas are posted in advance and emailed. Meeting notes, minutes, recordings and items for review are posted on the website and emailed. Meetings are held either virtually or hybrid, are recorded, and posted publicly. Information is communicated during public meetings, on our website, via social media, a bi-weekly newsletter, and other means.
3. The CoC uses Webex to host its online and hybrid meetings. Webex includes features like closed captioning and annotation functions. We also use electronic accessibility screeners on all emails and written communications. These features help ensure effective communication and access for persons with disabilities.
4. The CoC actively seeks comments and input on all CoC activities and issues. Input is encouraged during all task group and core function meetings and is collected via surveys and other electronic means. The last item on regular meeting agendas includes an open roundtable opportunity for attendees to share comments and updates. In virtual meetings, chat functions and Q/A are utilized. Input is gathered through surveys, and discussed and presented in meetings with members and the steering committee. This information gathered in public meetings and other forums helps to inform recommendations of new approaches for steering committee members to incorporate in strategies, policies, and activities that are aimed to prevent and end homelessness.

	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. The CoC notified the public that the local competition was open, and encouraged proposals from entities that have not previously received CoC program funding. Examples of notices include: Public posting of RFP on CoC website and an announcement of RFP in bi-weekly CoC e-newsletter to CoC membership email list of approximately 820, which includes organizations that have not previously received CoC program funding. Our newsletter is publicly available on our website to non-subscribers.

2. The CoC publishes information about the funding opportunity and instructions on how to apply. Our process is for applicants to complete and submit a PDF form via Smartsheets and submit attachments related to financials and housing eligibility policies. Applicants are also required to submit an eSNAPS application for review. The CoC hosted training for potential applicants, geared towards first time applicants. The slides and a recording of the training were posted on the CoC website for those unable to attend.

3. The CoC publishes scoring materials used for new and renewal applications when the notices to apply are posted. The Ranking Committee reviews and scores all applications that have met the submission requirements and uses the approved scoring matrix to assign a score to each project. Projects are then ranked in order of score & the ranking is reflected in the Project Priority Listing. The ranking committee considers HUD and local priorities as it makes Tiering decisions. Applications were ranked in order of score received with new applications placed after renewals.

4. Prior to posting documents to the CoC Website, an accessibility checker available through Adobe is used to identify any readability issues related to contrast, structure, and fonts to assist those who utilize screen readers, etc. The CoC website includes information on requesting accommodations for individuals with disabilities or language interpretation services as well as TTY resources for those who are deaf or hard of hearing. Training videos posted have closed captioning and transcripts available for review.

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:

- Notice of Funding Opportunity (NOFO) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
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    - FY 2024 CoC Application Navigational Guide;
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   - Frequently Asked Questions

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	Yes
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)	Yes
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?	No
2.	Conducted optional training for all CoC- and ESG-funded service providers to ensure family members are not separated?	No
3.	Worked with CoC and ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients?	No
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?	No
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)

Our CoC collaborates with youth education providers through various ways, including through our Employment and Education Core Function Group. A task group is housed within that Core Function Group that focuses on K-12 children who are experiencing homelessness. This task group is led by a McKinney-Vento liaison (MVL). Education providers, including several additional MVLs, are members of the CoC and also participate in the Core Function Group and task group. The MVLs annually share data with the CoC to inform efforts to address childhood homelessness. MVLs work to eliminate barriers to education and mitigate the effects that homelessness has on education by helping with enrollment, transportation to the school of origin for the student, clothing, school supplies, free meals, fee waivers, and after school help. MVLs help provide educational stability and ensure that children experiencing homelessness have access to education. The CoC's Employment and Education Core Function Group provides a place for MVLs and other education supporters and providers to connect and collaborate with the rest of the community. Our CoC collaborates with the State Education Agency through the Utah Homeless Network on issues related to homelessness in our region, and throughout the state. Formal partnerships exist between youth education providers, McKinney-Vento LEA, school districts, and more. Members of the CoC work with partners such as United Way to further the efforts of community schools, preparing children for kindergarten, and increasing high school graduation rates.
Our CoC is a Round 7 YHDP Community. As we completed our Coordinated Community Plan we strengthened relationships with State and Local Education Agencies. As we implement our CCP, we will work with LEAs to target youth accessing support through teen centers to ensure that they are connected with appropriate educational opportunities.
Utah Community Action (UCA), an active member of the CoC, connects families who may be experiencing homelessness with other services: HEAT, Weatherization, Adult Education, Head Start and Early Head Start, and Nutrition, including food pantries.

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 has an Educational Assurance Policy, developed and approved with service providers, including Utah Community Action (UCA), The Road Home, and liaisons. CoC engages liaisons, plans meetings, and encourages providers to adopt related policies. Providers educate staff on the rights of students experiencing homelessness, maintain relationships with schools, encourage parental involvement, and refer to after school programs. McKinney-Vento liaisons help with waivers, provide transportation, and work to ensure that McKinney-Vento protections are communicated to families. Individuals and families are informed on eligibility and services through a variety of ways. For example, public notices of the educational rights of students experiencing homelessness are placed in locations that may be frequented by parents and unaccompanied youth including schools, libraries, shelters, motels, food pantries, and other high traffic areas. The CoC also developed and published a flier informing families of what to do to seek resources should they find themselves in crisis and provided the direct contact information of the liaison in each school district in the CoC. The CoC directly works with Utah Community Action in making sure that homelessness is not a barrier to education. UCA functions as a coordinated intake entity in our CoC and is able to access and connect clients with services that are easily accessible at a number of locations along with direct staff contact with families to ensure necessary knowledge of resources available. UCA also helps with other concerns such as nutrition, health, extreme weather, and even adult education. We recognize the importance of not just education, but the lived experiences of the youth, and work to ensure that homelessness does not prevent a strong education. The CoC website includes a comprehensive community resource guide that is updated regularly and includes in depth information on educational and other resources. The list includes food pantry sites, day center information, crisis nursery and day care centers, adult education/GED and ESL resources, and more. All of this information is free to access and additional services and information can be accessed at any resource center and via 211.
As a Round 7 YHDP Community we have plans to strengthen partnerships with local teen centers to ensure that students and their families are supported in their educational goals and connected with additional support.

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	No	No
2.	Child Care and Development Fund	No	No
3.	Early Childhood Providers	No	No
4.	Early Head Start	No	No
5.	Federal Home Visiting Program–(including Maternal, Infant and Early Childhood Home and Visiting or MIECHV)	No	No
6.	Head Start	No	No

7.	Healthy Start	No	No
8.	Public Pre-K	No	No
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	No
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 coordinates regularly with providers who serve survivors of domestic violence (DV), dating violence, sexual assault, and stalking. With the expertise of the HMIS team, the CoC collects de-identified aggregate data from providers who use comparable databases, and combines the aggregate data with HMIS data to help assess and understand the special needs related to DV. This data has been used to help create a more accurate PIT count and understand the performance of diversion and emergency shelter efforts. Aggregate DV data is also being used to analyze racial disparities in access to service and outcomes in our community. The CEO of YWCA Utah and the Executive Director of the Utah Domestic Violence Coalition are on the Steering Committee of the CoC, including one as the Co-Chair. That person represents our community on our statewide Utah Homeless Network as well. Several representatives from providers that serve survivors are members of the CoC and actively participate in Core Function meetings, including the Client Focused, and Crisis Response Core Function Groups. Our Outreach Task Group provides a space for outreach service providers to connect and discuss specific needs of survivors. DV providers have actively participated in the Coordinated Entry Task Group and helped update the Salt Lake County Coordinated Entry Standards and policies, including the emergency transfer policy. We also have DV provider representation on our ranking committee for CoC funding. By both relying on the use of de-identified data from comparable data bases and the expertise of partners such as Utah Domestic Violence Coalition, South Valley Services, and YWCA, the CoC is able to assess the special needs related to domestic violence, dating violence, sexual assault, and stalking and update our CoC policies accordingly.

2. Through the collaborative relationships described above with DV service providers such as Utah Domestic Violence Coalition, South Valley Services, and YWCA, our CoC provides guidance and technical assistance to all housing and services within our CoC's geographic area on trauma-informed advocacy and meeting the needs of survivors. We have 2 training sessions on what it means to be trauma informed posted to our website and regularly share information about other training sessions and conferences offered by our DV service provider partners in our newsletter.

	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. The CoC coordinates with providers & advocates to connect staff with training on topics including fair housing, trauma informed care, & resources including SNAPS in Focus, Ensuring Access for Survivors of Domestic Violence. The CoC participates in and promotes the Annual Domestic Violence Conference hosted by the Utah Domestic Violence Coalition & the annual Utah Homeless Summit. The CoC ensures that members are aware of the latest web-based domestic violence (DV) training from national partners such as National Network to End Domestic Violence, National Alliance for Safe Housing, & Domestic Violence & Housing Technical Assistance Consortium & includes information in the CoC e-newsletter. Trainings are shared via the newsletter at least semi-annually. The UDVC director serves as the co-chair of the CoC Steering Committee and helps to ensure a trauma-informed & victim-centered lens is used during all CoC activities, meetings, and planning. Staff on outreach teams, in shelters, and with CoC's Coordinated Intake team are all trained on the Lethality Assessment, completed by anyone seeking services who discloses that they are fleeing domestic violence, to determine their level of immediate safety risk. The CoC has an Emergency Transfer Plan in place within our Policies and Procedures, & participating housing providers are required to follow established protocols. Included are documents for housing providers to initiate emergency transfers, confidentiality expectations, & pathways to additional safety resources for those fleeing domestic violence, sexual assault, & stalking.
2. While CoC domestic violence and trafficking service providers do not currently utilize HMIS, Coordinated Entry pathways are established to connect survivors to housing programs. Service providers who operate housing programs specifically for survivors, have the ability to connect to housing programs via CoC's Coordinated Entry System (CES), & operate under strong confidentiality protocols. Housing referrals are made based on the level of need, without jeopardizing confidentiality & by maximizing client choice. CoC safety and planning protocols include updating policies in consultation with DV providers who are active participants in CES meetings, CES Task Group, & are very involved in the revising of the CES Standards. Best practices are guiding principles in planning & revising all protocols.

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.			

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	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 has an Emergency Transfer (ET) Plan in place within our Policies and Procedures, & all participating housing providers (HPs) are required to follow established protocols. Included with this policy are template documents for HPs to utilize to initiate emergency transfers, confidentiality expectations, and pathways to additional safety resources for those fleeing domestic violence, sexual assault, and stalking.
2. In order to request an ET, individuals and families notify their HP and submit a written request for a transfer. HP will provide reasonable accommodations to this policy for individuals with disabilities.
The tenant's written request for an ET should include either:
1. A statement expressing that the tenant reasonably believes that there is a threat of imminent harm from further violence if the tenant were to remain in the same dwelling unit assisted under HP's program; OR 3 Form HUD-5381 (06/2017)
2. A statement that the tenant was a sexual assault victim and that the sexual assault occurred on the premises during the 90-calendar day period preceding the tenant's request for an emergency transfer. HP will keep confidential any information that the tenant submits in requesting an ET, and information about the ET, unless the tenant gives HP written permission to release the information on a time limited basis, or disclosure of the information is required by law or required for use in an eviction proceeding or hearing regarding termination of assistance from the covered program.
3. In accordance with the Violence Against Women Act (VAWA), policy allows tenants who are victims of domestic violence, dating violence, sexual assault, or stalking to request an ET from the tenant's current unit to another unit. The ability to request an ET is available regardless of sex, gender identity, or sexual orientation. Once an ET is received, the HP will act as quickly as possible to move the tenant victim to another safe unit. If the HP cannot identify a safe unit, then they will assist the tenant in identifying other HPs who may have safe and available units to which the tenant could move. HP will also assist tenants in contacting local organizations offering assistance to victims of domestic violence for additional services or the development of a safety plan. The HP who received the request will keep all information regarding the ET confidential.

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)

1. The CoC utilizes a No Wrong Door approach for Coordinated Entry, so clients are assessed for CE eligibility by many different service providers throughout the community. All of these providers have protocols in place for identifying clients who are fleeing domestic violence, and connecting them to needed services as appropriate. Specifically, many programs use the Lethality Assessment Protocol, which determines the imminent risk of lethal harm to households fleeing domestic violence. Partnerships are in place between these providers and the Utah Domestic Violence Coalition to rapidly connect eligible households to domestic violence support services.
2. In coordination with HMIS team and domestic violence service providers, the Coordinated Entry System has set up an alternative pathway for domestic violence providers to equitably refer their clients for housing prioritization and referral. A secure, web-based portal is provided for DV providers to submit their clients anonymously, under a pseudonym or code name of their choosing, for housing prioritization and referral. This way, information that is typically gathered via the HMIS system from homeless service providers, can be submitted in a de-identified and confidential format from DV providers, and still be comparable to information submitted by other providers via the standard HMIS process.

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)

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 reviews policies on an annual basis, including its CoC-wide antidiscrimination policy, and makes updates, as needed. In 2022, we implemented an anti-discrimination policy that includes LGBTQIA+ and gender identity protections. When reviews and updates are made, input from members is sought via conversation in CoC meetings, or submitted via email, and incorporated. Policies are posted publicly on our website and reviewed in Core Function Group meetings with CoC member organizations and stakeholders, including LGBTQIA+ advocates and organizations that serve those populations. All policies are reviewed and approved by the CoC steering committee which includes voting members of protected groups and those with lived experience of homelessness.
2. Our CoC anti-discrimination policy includes a requirement for service providers who receive CoC and ESG funds to include anti-discrimination 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. The CoC helps providers to develop these project level anti-discrimination policies by leading by example with our own policy and by connecting providers with resources through training and conferences, such as the annual Utah Homeless Summit. National resources are shared via the newsletter and targeted emails.
3. The CoC's anti-discrimination policy has recently been updated and has, therefore, not yet been evaluated for compliance. Our CoC will evaluate compliance with the new anti-discrimination policies through monitoring and public input at Core Function Group and Steering Committee meetings. The CoC collaborative applicant is responsible for reviewing and ensuring compliance with the system-wide policies and providing technical assistance where needed.
4. The CoC collaborative applicant staff offer technical assistance and training for any non-compliance issues found with agencies that receive CoC funding. The Steering Committee makes recommendations to address non-compliance with policies. Official statements have been made by the CoC on issues such as fair housing and other anti-discrimination policies.

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?
Housing Authority of Salt Lake City	25%	Yes-HCV	Yes
Housing Authority of the County of Salt Lake dba Housing Connect	10%	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)

1. The CoC works closely with the two largest PHAs within our geographic area to maintain the homeless admission preference that they have adopted. The two largest PHAs are actively involved in the CoC, and one has representation on the Steering Committee. We meet regularly with the PHAs to discuss issues and to identify strategies to address homelessness in our CoC. Both PHAs have in place a homeless admission preference. The collaboration with the CoC helped inform the Housing Authority of Salt Lake City (HASLC) to adopt their preference. HASLC included all Non-Elderly Disabled vouchers and set a preference for their Project Based Vouchers to align with coordinated entry and target high shelter bed utilizers. PHA-Funded units that serve households experiencing homelessness are now included in the CoC's Coordinated Entry System. This includes all Housing Choice Voucher project based units that serve homeless and chronically homeless households. Vacant PSH Section 8 and CoC-funded units from one PHA are brought to Coordinated Entry to be filled through the community prioritization process. Including these additional PHA funded units has further aligned the utilization of our community's Permanent Supportive Housing resources for those in greatest need. This process is formalized in the PHA's CoC funding agreements. CoC staff conduct annual monitoring of our PHA partner that receives CoC funding. The third PHA has elected to not fill units via the community prioritization process, as they do not receive CoC funding. However, they work closely with the provider team that runs our prioritization processes to maintain wait lists and fill units quickly for their Section 8-funded projects. The prioritization team works as a liaison for the community to maintain one clear application pathway into these programs, which allows units to be filled quickly by households in greatest need.
2. N/A

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)	No
3.	Housing Choice Voucher (HCV)	Yes
4.	HUD-Veterans Affairs Supportive Housing (HUD-VASH)	No
5.	Mainstream Vouchers	Yes
6.	Non-Elderly Disabled (NED) Vouchers	Yes
7.	Public Housing	No
8.	Other Units from PHAs:	
	FYI, YHDP	Yes

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.	HCV Stability Voucher, 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

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.	12
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.	12
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)

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)

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:

	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
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.l.	

	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.	HIC	643	420

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 CoC systematically provides updated information on mainstream resources available for program participants through partnerships like the Utah Department of Workforce Services (DWS), Fourth Street Clinic & others. We distribute information on resources through our bi-weekly newsletter & through our 6 core function group meetings & numerous task groups. Program staff receive training opportunities & access to conferences, such as Utah NAHRO, Utah Housing Coalition, the Annual Homelessness Summit, & NAEH. DWS staff train at resource centers & project based PSH sites on resources available for program participants. DWS links clients with non-employment benefits, including TANF, SNAP, GA, & Medicaid. All CoC-funded projects refer to DWS services. Homeless youth providers refer to WIOA, allowing youth to continue their education, seek employment, & gain skills. Providers serving Veterans refer to VA employment programs & supportive employment (e.g., IPS). Homeless individuals eligible for Social Security disability income are linked with SOAR. Most providers transport clients to mainstream benefit appointments & provide on-site case management for access to food stamps, Medicare/Medicaid, & Social Security. Providers use single application forms for multiple mainstream programs & provide annual follow up. DWS deploys eligibility workers to each homeless resource center. Utah Health Policy Project and Take Care Utah work to assist with health insurance enrollment.
The CoC works with member service provider staff to collaborate with healthcare organizations, including substance use treatment & mental health treatment, and assist participants with receiving healthcare services in many ways including referrals, direct transport, enrollment assistance, and more. DWS's designated case managers work closely with specialized substance use programs & providers.
2. The CoC coordinates with the State of Utah Department of Health to offer SOAR certification, and require CoC funded providers to have at least one staff member trained. Six of the 12 housing projects we are submitting for funding have had staff trained via SOAR in the last year.

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)

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. The CoC shared information related to public health measures and homelessness from the CDC, Healthcare for the Homeless, the SLCo Health Department, and other sources via our website, bi-weekly newsletters, social media, and Core Function Group meetings. Public Health agencies have representation on the Health and Wellness Core Function Group and provide regular updates and training. The SLCo Health Department hosts regular town halls with providers to ensure information is shared, and provides Community Health Workers, street medical outreach teams, and information to individuals and organizations throughout the community. Community Health Educators have visited facilities and worked with staff to help provide information, as well as identify resources to prevent and mitigate the spread of infectious disease. In addition, this year, our CoC has built a strong relationship with the DHHS Housing Insecure Population Epidemiologist and have partnered on additional efforts to collect and analyze relevant public health data. This includes housing status at time of death to inform interventions to address causes of death among those experiencing homelessness. The Epidemiologist works with HMIS to develop data sharing agreements to better understand health conditions and health related conditions affecting those experiencing homelessness.
2. The CoC has effectively equipped providers to prevent and limit infectious disease outbreaks among program participants by facilitating communication between public health agencies and homeless service providers, street outreach providers, and shelter and housing providers. This occurs through frequent calls with the CoC, the SLCo Health Department, and health care providers. These calls have taken place for the past four years in an effort to mitigate the spread of infectious diseases. These calls are used to identify and follow up on any infectious disease concerns. In addition to these infectious disease coordination calls, all HRC providers meet regularly with local health care providers to coordinate healthcare services in the HRC through onsite clinics and interventions. Our CoC communicates with other CoCs monthly through the Utah Homeless Network, which amplifies the collaboration regarding public health. These conversations help to inform long term solutions that increase positive health outcomes for individuals, and also prevent and limit infectious disease outbreaks on an ongoing basis.

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)

	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. Salt Lake County's outreach teams work to ensure that services are available to those unsheltered individuals and households who are least likely to apply for services. Outreach teams are assigned geographic areas so that all areas of the CoC are covered. Known as a "mobile" access point into CE, outreach teams are trained to conduct screenings and housing needs assessments (SPDAT) for those who are unsheltered. Since many unsheltered and chronically homeless people will initially decline assistance, mobile outreach teams will engage with these individuals over an extended period
in an effort to get them connected with services. Trust building promotes acceptance of help and is sought through providing basic needs items, consistent frequency of visits, motivational interviewing techniques, trauma informed approaches, discussion of options, and offers of transportation.
2. Our CoC's housing prioritization structure prioritizes the most vulnerable for housing. Housing prioritization occurs during weekly community CE meetings, where clients are identified from the By Name List (BNL) to be prioritized for housing programs and case conference specific need of each client, as necessary. It also serves as a platform to keep service providers informed of new housing program availability, CE process updates, and a venue for general questions to be answered.
3. The housing prioritization meetings are structured this way so case managers in the community can provide a direct connection between their clients that are most vulnerable and in need of housing assistance to available housing options. When prioritizing clients for housing programs, case managers take client choice and supportive service needs into consideration. Once a person is prioritized for housing they are expected to submit initial eligibility paperwork for said program within 2 weeks, to keep housing placements moving in a timely manner. If a person is unable to get eligibility paperwork submitted within the 2 week deadline, another person is identified for the housing placement, but the first person can still be prioritized for housing options in the future.
4. Significant steps have been taken to reduce the administrative burden of CE participation on front line staff. While previous versions of the CE process required case managers to submit clients' names on a weekly basis for housing prioritization consideration, they are now only required to complete a HMIS enrollment, SPDAT assessme

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. Information about our CE system is available on the CoC's website and updates are sent out in the bi-weekly newsletter. Information about homeless services and a homeless services phone line is distributed to all members of the community via flyers and business cards, which are available at homeless resource centers, jails, hospitals, and other service providers. As updates are being made to the CE system and system access is expanded, information is disseminated to all CE-participating providers, CE task group, general CoC membership, and homelessness-adjacent service providers via email, information sessions, flyers, etc. 211 is kept apprised of the latest system access information and is easily able to connect individuals who reach out to them for assistance. If individuals are seeking shelter, they are automatically routed by phone to our system's coordinated shelter intake phone line.
2. CE-participating housing programs provide applicants with information about fair housing regulations and rights at time of application. Information about legal advocacy groups such as the Disability Law Center and People's Legal Aid is also provided in a community resource guide that is published on the CoC website and distributed widely through service providers.
3. All providers participating in the CES process must comply with the equal access and nondiscrimination provisions of federal civil rights laws. The referral process is informed by Fair Housing laws and regulations, and ensures that participants are not guided towards any particular housing facility or neighborhood because of race, color, national origin, religion, sex, disability, or the presence of children. If conditions or actions that impede fair housing choice are identified, Salt Lake City, Salt Lake County, and the State of Utah staff that oversee the Consolidated Plan are informed of the issue in a monthly funders coordination meeting. The Coordinated Entry Program Manager and CoC Programs and Grants Manager will inform and advise on steps for corrective action.

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.	09/16/2022

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
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 HMIS lead pulled data on the racial and ethnic identities of all people recorded as accessing services between July 1st, 2021 and June 30th, 2022. The demographics of those accessing services was then compared to the latest population estimates for Salt Lake County available from the U.S. Census bureau in order to identify groups that were over or underrepresented compared to the general population. Data was also pulled on the identities of those exiting CoC projects to different types of housing destinations, which were compared to the demographics of those accessing services to understand disparities in outcomes. The CoC also utilized data from the HUD CoC analysis tool to understand how racial data from the PIT correlates with poverty data and STELLA Performance Modules to begin to better understand disparities in our homeless response.
2. The HMIS analysis revealed that racial and ethnic minorities make up a disproportionately high percentage of those receiving services in the CoC. Individuals identifying as Black, African American or African, American Indian, Alaskan Native, or Indigenous, Native Hawaiian or Pacific Islander, multi-racial, and Hispanic or Latin(o)(a)(x) were all significantly over represented in those accessing homeless services. Those identifying as Black, African American or African were the most over represented, making up 3.7 times more of the population accessing services than they do the general population. Data from the HUD CoC Analysis Tool suggests that these disparities cannot be explained purely by poverty rates as the rates for individuals who identify as Black, African American, or African and American Indian, Alaska Native, or Indigenous accessing services exceeds the rates of those experiencing poverty. The analysis also found that individuals identifying as Asian or Asian American, Black, African American, or African, Multi-racial, and Native Hawaiian or Pacific Islander make up a higher percentage of those exiting to permanent situations than we would expect based on the racial demographics of those accessing services, while those identifying as Native Hawaiian or Pacific Islander and Multi-Racial make up a disproportionately high percentage of those indicated as exiting to a temporary destination. Individuals identifying as American Indian, Alaska Native, or Indigenous and Asian or Asian American make up a disproportionately high percentage of those indicated as exiting to an institutional destination.

1D-9b.	Implemented Strategies to Prevent or Eliminate Racial Disparities.	
	NOFO Section V.B.1.p	

	Select yes or no in the chart below to indicate the strategies your CoC is using to prevent or eliminate racial disparities.	

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 participated in a Coordinated Entry (CE) racial equity workshop, which provided guidance for analyzing local racial equity data, and re-evaluating CE processes accordingly. The CoC's CE Task Group reevaluated our housing prioritization criteria, through an involved process which included providers from a variety of CE-participating agencies, and a new housing prioritization structure was created with the intent of addressing a variety of equity disparities. DEI content has also been incorporated into SPDAT trainings, to help staff administer the tool equitably. We have also increased our efforts around including persons with lived experience at decision making tables within the CoC, as a known best practice to improve system equity. When determining how our community would use the Emergency Housing Vouchers we were awarded, we continued to keep racial equity at the forefront of the decision making process. We prioritized populations exiting incarceration knowing that people of color are disproportionately represented among that group. In addition, many providers in our CoC have initiated internal efforts to improve racial equity and representation. Efforts include creation of racial equity-focused staff committees, adjusting policies and procedures to be more equitable, and providing education for staff around implicit bias, white privilege, and systemic racism. We have also created a Coordinated Entry Committee which meets monthly to address gaps and needed improvements in our CE system. This committee is intentionally composed of people who work in front line positions in the system, have lived experience, and belong to groups disproportionately impacted by homelessness, including BIPOC and LGBTQIA+ individuals. In the coming year, our CoC (along with the entire state of Utah) is planning to transition to a HAST tool for housing prioritization, which will incorporate data from a variety of community services to inform housing prioritization decisions. Data is showing that HAST tools prioritize housing placements more equitably, both by race and other vulnerabilities, and we look forward to using this tool as a part of making our system as equitable as possible.

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. Our CE system has undergone significant changes recently in the way we prioritize for housing, all with the goal of making the process more equitable. We are now using more data-based methods, and are implementing additional tracking to allow for better monitoring of equity among referrals, housing application processes, and successful housing placements. The majority of these changes have been implemented in the last few months, and we intend to now regularly evaluate CE data for disparities, and to work with the CE Committee to continually improve our system to address those disparities.
2. We have increased our efforts around including and compensating persons with lived experience at decision making tables within the CoC, as a known best practice to improve system equity. In addition, the CoC conducted a study to determine if the demographics of the Steering Committee reflected those of the population experiencing homelessness in our community. Significant disparities were found. In an effort to combat these disparities, CoC members were encouraged to consider diversity in their nominations to the Steering Committee in the general election. This led to a significant increase in representation and diversity on the Steering Committee and brought proportions much closer to being in line with those of the population we serve. Additionally, using the HMIS data and STELLA Performance Modules, the CoC has begun to track individuals entering and exiting CoC based homeless services and conduct an analysis based on racial equity and diversity factors. This additional equity analysis is being used to guide efforts to restructure Coordinated Entry prioritization criteria and helped to advise the transition from the VI-SPDAT to the full SPDAT with the intention of the implementation of a more equitable vulnerability index in the coming years.

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 CoC includes the Client Focus Core Function Group (CFG) whose stated purpose is to establish meaningful opportunities for those experiencing homelessness to provide feedback and input in system planning and design. To better continue to serve our community and update best practices, persons experiencing homelessness and individuals who are formerly homeless are invited to all of the CoC meetings to provide input and feedback through email invitations, website posts, and word of mouth invitation through outreach teams; a practice that we have found to be most effective in recruitment. CFGs are encouraged to invite Lived Experts to present and participate in meetings and each CFG has one designated lived expert member to help welcome other lived experts and uplift their voices. A task group of lived experts is housed under the Client Focused CFG. This task group's purpose is to advise CoC policy, strategy, and funding from a lived experience lens. The members of this task group were intentionally invited to participate as a representative cohort of our homeless population. DEI factors in the group reflect the population we serve. Youth, Veterans, chronically homeless, substance use, medically vulnerable, families, formerly incarcerated, mental health, education, BIPOC and LGBTQ are all represented. Many members of the task group serve on other lived expert boards hosted by service providers. This task group provides a safe space for feedback from those boards to be heard at the highest level of the CoC. All members of the task group are currently or formerly homeless. A representative from the lived expert task group hosts an in-person meeting option for other lived experts to attend without the worry of digital access issues, and provide better access to CoC meetings. The CoC offers compensation in the form of cash for all lived experts that participate in CoC functions. The CoC has a written policy to ensure that the lived experience voice is being heard at all levels of the CoC. Additionally, the State of Utah is hosting a conference on homelessness. The CoC lived expert task group will be presenting in this conference in a session about research standards for participation with lived experts. This document was drafted this year in a series of meetings and workgroups with a group of researchers from the University of Utah.

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.	8	4
2.	Participate on CoC committees, subcommittees, or workgroups.	37	12
3.	Included in the development or revision of your CoC's local competition rating factors.	8	4
4.	Included in the development or revision of your CoC's coordinated entry process.	5	1

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)

Our CoC has established a core function group (CFGs) focused on professional development, employment, and educational opportunities for individuals with lived experience of homelessness. This group includes members from Utah Community Action (UCA) and Catholic Community Services of Utah (CCS), both of which offer culinary arts programs for those with lived experience. Representatives from the Department of Workforce Services (DWS) are present at our three 24-hour adult Homeless Resource Centers, the Weigand Day Shelter, and family and youth resource centers, helping connect individuals to employment opportunities, including agencies specializing in hiring those with lived experience.

Advantage Services, Inc. employs over 300 individuals annually who are currently or formerly homeless. This nonprofit social enterprise takes on contracts with local government and private companies to address issues in high-density homeless areas. Their services include garbage collection, custodial work, biohazard waste cleaning, camp abatements, power washing, portable bathroom management, and managing storage facilities for the unsheltered. Advantage Services actively reduces employment barriers by collaborating with community partners to provide medical and psychological services, expungement support, and housing assistance. They also offer onsite showers, laundry, and storage for employees, as well as job coaching and development to help them transition to full-time, benefitted employment. The CEO of Advantage Services is a member of our CoC Steering Committee and co-Chairs our Employment/Education CFG, sharing best practices in CFG meetings and other forums to encourage wider implementation by employers. Additionally, our CoC invites those with lived experience to participate in training sessions and webinars and promotes professional networking opportunities. We also support their attendance at local and national conferences by providing administrative and financial assistance.

Our Lived Expert task group, in collaboration with the University of Utah, has developed a best practices guide for engaging lived experts in research. This group will present their findings at the University of Utah School of Social Work, the Utah Homeless Conference, and the National Lived Experience Leadership Conference.

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)

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. Our CoC actively engages with members representing local city, county, and state governments. We have representation on our steering committee from city, county and the Utah State government. We have identified priorities around housing, and created a needs assessment which has informed all levels of government and funders as to the types and amounts of housing needed in Salt Lake County, and how to reform zoning and land use policy to facilitate filling these needs. The CoC works with local city councils to inform policy and funding decisions. We have supported efforts in South Salt Lake City to create a non congregate shelter option for families. This program will provide a safe and stable location while families are supported with connections to permanent housing. Our CoC has utilized facilities for winter response efforts as non-congregate shelter options and will support the process to transition the properties to new deeply affordable housing, through advocating for funding and required zoning changes to allow the adaptive reuse.
2. Our CoC works with both public and private housing developers to help inform the need for units and brainstorm various ways to minimize regulatory barriers. Each legislative session, the CoC publishes one pagers on policy and funding priorities. Those documents are distributed to elected leaders at all levels of government. In addition, the CoC has published documents including an annual report on homelessness, and strategic plan, all prioritizing the development of housing units. Policy recommendations are discussed in CoC meetings, including the Housing Core Function Group, and the steering committee, in which representatives of City, County, and State government participate. The legislature allotted funding $50 million to be made available for affordable and deeply affordable housing development throughout the state. Salt Lake County's Human Services, Homelessness, and Criminal Justice Action Plan identified the need to build 1,000 affordable and supportive housing units in five years. This will be accomplished by coordination throughout Salt Lake County Government to ensure effective utilization of all funding resources for this purpose.

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.	09/05/2024
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.	09/05/2024

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

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)?	100
2.	How many renewal projects did your CoC submit?	12
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. Renewal applicants provide data from the Annual Performance Report (APR) and a System Performance Measures report that drills down to the program level. Projects are evaluated on leavers from the program that exit to shelter, streets, or unknown and returns to homelessness. For PSH projects, the Ranking Committee reviews and scores the percentage of participants who remain in PSH or exited to permanent housing, and for RRH programs exits to permanent housing are evaluated and scored.

2. Applicants respond to questions about how quickly the program moves participants into housing including the goal for the program, but also the current time from prioritization to voucher and from voucher to housing placement. This is provided via narrative, but also from APR data for Rapid Re-housing projects.

3. All PSH projects funded by the CoC are either Dedicated or DedicatedPlus and serve chronically homeless individuals. With placements coming from our coordinated entry system. Clients in these programs have similar barriers and vulnerabilities. All PSH projects are scored using the same matrix that assigns points related to serving a number of disabled individuals and no income at entry.

4. Projects which targeted participants with the highest severity of needs and vulnerabilities received a higher score and were given higher priority in the rank and review process. The Ranking Committee considered the percentage of adults with zero income at entry, which was scored the same across all projects. For the percentage of clients who enter with a disability, points possible varied by project type. Projects that require a disability for project entry were expected to have greater than 85% entries that were disabled (taking into account non-disabled family members), while RRH and TH projects received full points if more than 50% of the entries were disabled persons.

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. The Ranking Committee determined the rating factors used to review project applications and approved a question for all applicants regarding racial equity efforts. The committee included representatives from ESG jurisdictions, youth and DV serving organizations, behavioral health services, and housing finance. Members were not selected by race, but rather the organizations they worked for or the subpopulation they served. Our racially diverse Lived Experience Task Group reviewed and approved the scoring tool prior to approval by the ranking committee.

2. The Ranking Committee completed the review, selection and ranking process. Although members of the ranking committee were of varied races, ranking committee members were not selected based on race, but rather the organizations they worked for or the subpopulation they served.

3. As part of our local application process, all project applicants were required to respond to the following question: "How does this project help address racial equity and racial disparities affecting individuals and families experiencing homelessness? Compare your program's demographics with system demographics and discuss outreach or other efforts to improve equity." Applicants responded that for the most part, those being served in their CoC funded programs have demographics that mirror system demographics. Applicants acknowledged that more could be done to expand outreach efforts and services to underserved populations. They also noted that since all referrals to housing programs come through Coordinated Entry, prioritizing with equity in mind would continue to ensure that those being served reflect system demographics and have equitable chances of long term housing stabilization.

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)

* (limit 2,500 characters)
1. Our renewal evaluation process was outlined in a notice to all recipients of CoC Funding. The Ranking Committee reviewed the performance of all CoC renewal projects. Following HUD's release of the CoC NOFO, our CoC released the local Application Process for NEW projects, stating the amounts available for Bonus Funding, DV Bonus Funding and the amount available from reallocation. The CoC did not set a reallocation threshold & noted "The maximum available for reallocation ($10,347,478) represents the Continuum's ARD...this is funding available for renewal and new projects created through reallocation." In addition to the data, the ranking committee committed to funding high performing projects that improve system performance.
2./3. No projects were reallocated in whole or in part during this year's competition.
4. The Ranking Committee determined that even the lowest ranked renewal project should be prioritized for continued funding and no reallocation occurred.

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

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?	No
2.	Did your CoC reduce funding for any project application(s) submitted for funding during its local competition?	No
3.	Did your CoC inform applicants why your CoC rejected or reduced their project application(s) submitted for funding during its local competition?	
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.	

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.	10/14/2024

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

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

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

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.	Eccovia ClientTrack

2A-2.	HMIS Implementation Coverage Area.	
	Not Scored–For Information Only	

	Select from dropdown menu your CoC's HMIS coverage area.	Statewide

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

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)

In the last year, the CoC's HMIS lead has created a staff position dedicated to supporting victim service providers in obtaining and utilizing HMIS-comparable databases compliant with HUD standards. This staff member meets with victim service providers at least monthly to understand their data needs, support them with vendor contracting, and provide technical assistance. While some of the victim service providers in the CoC are not currently compliant with the 2024 HMIS data standards, the Utah Office of Homeless Services recently released funding to help VSPs make the upgrades needed to become compliant and our HMIS lead is supporting VSPs in ensuring they become compliant as soon as possible.

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	1,216	218	1,374	95.82%
2. Safe Haven (SH) beds	0	0	0	0.00%
3. Transitional Housing (TH) beds	194	156	341	97.43%
4. Rapid Re-Housing (RRH) beds	409	11	418	99.52%
5. Permanent Supportive Housing (PSH) beds	2,353	0	2,337	99.32%
6. Other Permanent Housing (OPH) beds	135	0	135	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)

N/A

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?	Yes

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

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

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. In the 2024 PIT count, our CoC engaged stakeholders that serve homeless youth in our planning. Volunteers of America, operator of our local resource center for homeless youth; Salt Lake County, operator of our local crisis center for youth; Milestone Program Coordinator (transitional housing for youth); and the McKinney Vento liaisons all participated on the planning committee. In addition, we engaged our local Youth Action Board, which includes six youth with lived expertise (YLE), in our PIT planning process. This group of YLEs also filmed a training video to educate our PIT volunteers on youth experiences of homelessness and inform best practices for the count and outreach.

2. All of the above-mentioned stakeholders and lived experts helped us identify locations where youth are most likely to be identified and worked together to organize a group to specifically focus on counting youth during the PIT count. These locations included the Youth Resource Center, the Youth Crisis Center, and other locations commonly frequented by youth.
3. The organizations mentioned above, in partnership with YLEs, formed a special Youth PIT counting crew to conduct the youth PIT count. They identified and went to locations commonly used by unsheltered youth and conducted the sheltered count at all youth facilities. Volunteers in the general count were provided with a phone number to call should they encounter a youth while conducting the count. A specialized outreach team then responded and offered services and support. The number of counted homeless youth, both in families and unaccompanied, were reported to key stakeholders and the general public. Our CoC structure includes a task group focused specifically on youth experiencing homelessness. Since the PIT count, we have formalized in our CoC policy that the president of YAB will serve as a standing member of the CoC steering committee.

	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. Our CoC did not make any changes to our sheltered PIT count implementation between 2023 and 2024.
2. Our CoC did not make any changes to our unsheltered PIT count methodology, but we made progress in our data quality between 2023 and 2024. For the second year we had a large amount of volunteers which enabled us to more effectively and thoroughly cover the geographic area of our CoC. This increased coverage gives us more confidence in our data quality and showed a marked increase in the number of unsheltered people counted. We utilized training for our volunteers on diversity, equity, and inclusion, frostbite, lived expertise, youth homelessness, and trauma informed care. These videos helped to increase DEI and trauma informed practices during the count. We also included a training on vehicular homelessness for our volunteers and made a special effort to identify vehicular camping sites and include those individuals in the count. In addition, for the 3rd year in a row, we piloted an effort to have Lived Experience Guides lead groups of volunteers in areas where identifying unsheltered campers is more difficult.
3. Our emergency shelter system has experienced an increased demand for services, particularly for family shelter services, as an increasing number of asylum seekers have arrived from outside of the United States. Due to fixed shelter inventory we are unsure how much it impacted our sheltered count but it likely impacted our number of those experiencing homelessness for the first time.
4. All of these changes to our methodology lead to our highest ever number of volunteers and our highest ever rate of geographical coverage in our CoC. This data provided our community with an especially robust view of homelessness in our CoC.

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. The CoC determines risk factors based upon data & research including income less than 50% FPL, mental health, substance use, chronic health problems, education, & history of incarceration. Risk factors are evaluated through data collection & analysis with the HMIS team. PHAs work to identify risk factors for potential eviction.

2. Our strategy includes comparing annual numbers to understand trends, strengthening our prevention & diversion programs, & sharing risk factor data with partner systems, such as state employment, mainstream resources, eviction data, food pantries, housing authorities, & others who can target resources to those at risk of homelessness. We are also working more closely with the jail and other systems to ensure connections are made with resources as individuals are discharged. Local programs include:

* JRRP - Jail Release and Reentry Program stations system navigators in the jail right before the release door and connects those being released with resources including housing and treatment
* Prioritizing rehouses/housing stability
* YWCA Utah provides DV survivors with flexible financial assistance to help avoid homelessness by obtaining or maintaining housing, & other support services
 * VA Supportive Services for Veteran Families helps people stay housed
* Service providers reduce/eliminate barriers to services with supportive employment services
* Landlord Tenant Mediation to prevent evictions & ensure tenants understand their rights
* Expanded access to detox beds & inpatient substance abuse treatment which provide immediate diversion from shelter

3. While our steering committee is responsible for overseeing the CoC's strategy to reduce the number of individuals & families experiencing homelessness for the first time, our Crisis Response & Client Focus core function groups recommend strategies. These groups are led by a lived expert who is the co-founder of the 1999 Collective Director; COO, The Road Home; Executive Director, YWCA Utah; and Director, The INN Between. CoC member organizations provide data, which is tracked in HMIS, & reports are pulled to show progress on SPMs.

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?	Yes

(limit 2,500 characters)

Our emergency shelter system has experienced an increased demand for services, particularly for family shelter services, as an increasing number of asylum seekers have arrived from outside of the United States. This created a challenge for our shelter services funded through TANF, as the asylees were not eligible for some services. Partnerships with the CoC, the Salt Lake County Office of New Americans, multiple homeless service providers, and the Venezuelan Alliance of Utah have identified short-term resources to alleviate pressure on the shelter system and help new Americans find stable housing or shelter.

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;
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. The CoC uses a Housing First approach to connect individuals and families experiencing homelessness to permanent housing. The CoC aims to increase Rapid Re-Housing (RRH) programs each year targeting at-risk populations (youth, mental illness, substance use disorders, etc.) and offering case management and housing navigation resources. This includes mental health support and employment programs, many of which pay first month's rent, credit repair, child care, etc. for vulnerable populations, such as Domestic Violence (DV) survivors. Our CoC focuses on reducing barriers to get housing, including employment, job training, expungement, and getting IDs and birth certificates. Our Coordinated Entry System works to streamline the pathways into housing, including directly from the street, with a goal of getting individuals housed as quickly as possible. In order to house people more quickly, we need more housing. Our CoC advocates continuously at all levels of government and public and private development for more deeply affordable and permanent supportive housing (PSH) in our CoC. 2. The CoC identifies and houses households with the longest lengths of time homeless by analyzing data and through coordinated entry activities. The CoC service providers coordinate in weekly triage meetings using by-name lists pulled from HMIS. Priority ranking is based on those with the longest lengths of time homeless and high SPDAT scores. We've seen a recent sharp increase in chronic homelessness. To help address this, more PSH units are coming online, as well as deeply affordable housing. To address the need for housing for those who are older, a new deeply affordable housing project came online this year for those experiencing homelessness and are over age 55. Another housing project targeting the medically vulnerable will be online within the next year. There are also increased efforts to reduce the time between voucher issue and unit rental.
3. While the Steering Committee is responsible for overseeing the CoC's strategy to reduce the length of time households remain homeless, they look to lived expertise and Core Function Groups, including Housing (chaired by Director of Policy and Strategic Initiatives of Housing Connect and Vice President of Program Operations of VOA) and Crisis Response (chaired by ED of The INN Between and the CEO of YWCA Utah) and Coordinated Entry, to recommend strategies. In addition, our COC regularly collaborates with the Utah Homeless Network

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. Our CoC trains, ranks, & monitors Housing First practices. Emphasis is placed on resource coordination through Coordinated Entry & providers' use of Progressive Engagement. Housing navigator staff connect clients with housing & strengthen relations with existing landlords, as well as work to build relationships with new landlords. Housing plans are encouraged upon entry to the homeless resource centers, supported by increased availability of housing case management services, & supportive services. This includes having treatment providers onsite to conduct assessments for substance use disorder & mental health treatment. The CoC looks to leverage other resources, including AmeriCorps members, who help to connect individuals with housing units. Our CoC has a massive shortage of affordable & deeply affordable housing units. We have advocated at the legislature to increase state funding for deeply affordable housing development, project based voucher funding, & other housing initiatives to increase the housing stock in our CoC. In addition, our CoC is currently focusing on increasing our exit data quality to more accurately reflect the successful exit rate.

2. CoC strategy utilizes various ERA programs, a landlord/tenant mediation program, and connections to HEAT and other resources to retain housing. Other strategies include:
-Housing retention classes
.-Peer mentorship and support.
-CoC monitoring to support program evaluation & process improvement, goal progress, documentation, & CES participation.
-Funding for repairs or deposits.
-Training on barrier reduction & rental assistance.-Continual increase in the number of PSH units & using Low Income Tax Credits to develop new PSH
.-Prioritize those at risk of losing their housing & use progressive engagement & Move On strategies to help clients exit programs without jeopardizing stability.
-The Health/Wellness Core Function Group works to develop strategies that address primary & behavioral healthcare issues that impede a person obtaining/retaining permanent housing.

3. While the CoC Steering Committee is responsible for overseeing the CoC's strategy to help individuals exit to & retain permanent housing, they look to the Core Function Groups including Housing (led by Director of Policy and Strategic Initiatives, Housing Connect; and Vice President of Program Operations, VOA) and Coordinated Entry to recommend strategies.

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. The CoC identifies persons who return to homelessness through a variety of methods, including data management, interviews with individuals and families at intake, increased case management, utilizing "progressive engagement" to help understand individuals & families' housing plans, and PHA monitoring exits from housing to homelessness. We are also working closely to understand those who may leave a public institution, including jail or hospital, who may be returning to homelessness.

2. Strategies to reduce rates of returns to homelessness include:
-Jail Release and Reentry Program stationed inside the jail, right before the release door, to connect every person leaving jail to resources needed for stability
-Rapid Re-Housing (RRH) efforts & beds using diverse funding sources including TANF, CoC & ESG dollars for both household and landlords
-Case management services which extend beyond the time of exit
-Support of prevention programs, including those provided by Utah Community Action
-Increased PSH projects & the use of SPDAT assessment
-Diversion-Focusing on connecting individuals to supportive services & resources, including mainstream benefits
-Job training and connections with potential employers. Our CoC works closely with programs that support employers who hire those experiencing homelessness
-Utilizing federal resources such as emergency rental assistance
-Coordinated Entry prioritization of households who need to be rehoused
-Landlord outreach and education, as well as mediation and incentives
-Rental assistance, which was available through CARES funding and administered by Utah Community Action

3. While the CoC steering committee is responsible for overseeing the CoC's strategy to reduce the rate individuals and persons in families return to homelessness, they look to the Housing, Crisis Response and Client Focus Core Function Groups to recommend strategies. Groups are led by the Co-founder of the 1999 Collective (lived expert); Chief Operating Officer, The Road Home:, ED, The INN Between; ED, YWCA Utah; Director of Policy and Strategic Initiatives, Housing Connect; and Vice President of Program Operations, VOA. Agencies provide data, which is tracked in HMIS, and reports are pulled to show progress on SPM which include returns to homelessness.

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. DWS has employment counselors on-site at the Homeless Resource Centers (HRCs) and host job fairs, in person and virtually. Upon intake, clients are connected with employment counselors. Member agencies work closely with employers and job training programs. In addition, the VA works to connect veterans with veteran employment providers. The Milestone program for Youth assists youth with preparing for and connecting to employment. Employers and service providers are developing vocational training sites like The Green Team Farm Project, which focuses on agriculture and urban gardening, and Saute, a culinary arts training program. Catholic Community Services recently launched a culinary training program for homeless adults and has successfully graduated 6 classes of students with 100% job placement in full time employment. The CoC Employment and Education Core Function Group recruits employers to participate in the CoC and shares best practices for reducing barriers to employment in an effort to advocate for hiring those experiencing homelessness.

2. The Department of Workforce Services (DWS) and other partners, including the VA, work extensively to connect individuals with employment, enroll in temporary assistance benefits, and education to increase cash income. DWS Employment Counselors help connect individuals to other DWS training programs in order to increase education and opportunities for employment. The CoC works with the VA to connect with the Utah veteran-specific tax credit as well in addition to the Work Opportunity Tax Credit. Our CoC includes many on the job training programs that all help place clients in full or part-time employment upon graduation. To support this effort, the CoC combined our Employment and Education Core Function Groups to support the link between these two important issue areas.

3. While the Steering Committee is responsible for overseeing the CoC's strategy to increase jobs and income from employment, the CoC looks to the Employment and Education Core Function Group to establish strategies, which is co-led by the Metro Employment Center Manager, Utah Department of Workforce Services and the CEO, Advantage Services (a company focused on hiring people experiencing homelessness). Agencies provide employment data, which is tracked in HMIS, and reports are pulled to measure progress on System Performance Measures as well as other data points.

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 coordinates with the Department of Workforce Services (DWS) to link clients with non-employment benefits, including TANF, SNAP, general financial assistance (GA), and Medicaid. Recently, the Utah legislature, with input from our CoC membership, expanded Targeted Adult Medicaid benefits to include case management and housing as billable activities. That expansion has slowly begun to roll out. All CoC funded projects and member agencies refer clients to DWS services offered at resource centers as well as other program sites, including permanent supporting housing. Homeless Youth providers refer to WIOA, which allows youth to continue their education, seek employment, and gain skills. Providers serving Veterans also refer to VA employment programs and supportive employment (e.g., IPS). Homeless individuals who are eligible for social security disability income are linked with SOAR. Information on benefits, including public transportation vouchers and others, are shared through our newsletter. The CoC works with service providers and stakeholders to promote access to, and effective utilization of, mainstream programs by homeless individuals and families. Not only do most of the providers transport clients to mainstream benefit appointments, most also provide on-site case management for access to food stamps, Medicare/Medicaid, and Social Security. They also provide single application forms for multiple mainstream programs and provide annual followup. DWS has stationed eligibility workers at each homeless resource center.
2. While the Steering Committee is responsible for overseeing the CoC's strategy to increase non-employment cash income, the CoC looks to Core Function Groups, including Employment and Education, to recommend strategies. The group is led by the Metro Employment Center Manager, Utah Department of Workforce Services and the CEO of Advantage Services (a company focused on eliminating barriers to employment). Agencies provide employment and income data, which is tracked in HMIS, and reports are pulled to show progress on System Performance Measures which include 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?	No

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?	No

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
This list contains no items			

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	No
2.	PH-RRH or Joint TH and PH-RRH Component	Yes

You must click "Save" after selecting Yes for element 1 SSO Coordinated Entry to view questions 4A-2, 4A-2a. and 4A-2b.

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:	542
2.	Enter the number of survivors your CoC is currently serving:	385
3.	Unmet Need:	157

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)

YWCA Utah calculated the number of DV survivors in need of housing based on those who came to our organization in need of safety. Last year, we provided emergency shelter, services and housing in our transitional housing apartments to 542 people. Utilizing other housing funds, our organization was able to house 70 Heads of Household offsite and housed 155 people in KRH apartments which left 334 people without access to housing funds and resources. This is how we calculated the number of DV survivors needing housing.

This data was pulled from our ETO (HMIS comparable database) which tracks those entering shelter, seeking services at FJC and those who were housed through our current housing program. To determine the number of survivors our CoC is currently serving we reference the number of year-round VSP beds on the Housing Inventory Count. There are 218 in ES, 156 in TH, and 11 in RRH. This is likely an undercount as it is a point in time number and other non-dedicated VSP resources are serving DV survivors.

We know that housing every Head of Household seeking our services will not be possible due to high number of need, lack of housing resources and the national housing crisis our country is experiencing.

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

	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.	

Applicant Name

YWCA Utah

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	YWCA Utah
2.	Rate of Housing Placement of DV Survivors–Percentage	
3.	Rate of Housing Retention of DV Survivors–Percentage	

You must enter a response for elements 1 through 3 in question 4A-3b.

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)

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)

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 confidentially 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)

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)

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)

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)

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)

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)

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)

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.

(limit 2,500 characters)

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	UT_500 PHA Homele...	10/27/2024
1C-7. PHA Moving On Preference	No	UT-500 PHA Moving...	10/27/2024
1D-10a. Lived Experience Support Letter	Yes		
1D-2a. Housing First Evaluation	Yes	UT-500 Housing Fi...	10/27/2024
1E-2. Local Competition Scoring Tool	Yes	UT-500 Local Comp...	10/27/2024
1E-2a. Scored Forms for One Project	Yes	UT-500 Scored For...	10/27/2024
1E-5. Notification of Projects Rejected-Reduced	Yes	UT-500 Notificati...	10/27/2024
1E-5a. Notification of Projects Accepted	Yes	UT-500 Notificati...	10/27/2024
1E-5b. Local Competition Selection Results	Yes	UT-500 Local Comp...	10/27/2024
1E-5c. Web Posting–CoC-Approved Consolidated Application	Yes		
1E-5d. Notification of CoC-Approved Consolidated Application	Yes		

2A-6. HUD's Homeless Data Exchange (HDX) Competition Report	Yes	UT-500_2024 Compe...	10/27/2024
3A-1a. Housing Leveraging Commitments	No		
3A-2a. Healthcare Formal Agreements	No		
3C-2. Project List for Other Federal Statutes	No		
Other	No		

Attachment Details

Document Description: UT_500 PHA Homeless Preference

Attachment Details

Document Description: UT-500 PHA Moving On Preference

Attachment Details

Document Description:

Attachment Details

Document Description: UT-500 Housing First Evaluation

Attachment Details

Document Description: UT-500 Local Competition Scoring Tool

Attachment Details

Document Description: UT-500 Scored Forms for One Project

Attachment Details

Document Description: UT-500 Notification of Projects Rejected-Reduced

Attachment Details

Document Description: UT-500 Notification of Projects Accepted

Attachment Details

Document Description: UT-500 Local Competition Selection Results

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description: UT-500_2024 Competition Report

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Submission Summary

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

Page	Last Updated
1A. CoC Identification	10/21/2024
1B. Inclusive Structure	Please Complete
1C. Coordination and Engagement	Please Complete
1D. Coordination and Engagement Cont'd	Please Complete
1E. Project Review/Ranking	Please Complete
2A. HMIS Implementation	10/27/2024
2B. Point-in-Time (PIT) Count	10/27/2024
2C. System Performance	10/27/2024
3A. Coordination with Housing and Healthcare	10/27/2024
3B. Rehabilitation/New Construction Costs	10/27/2024
3C. Serving Homeless Under Other Federal Statutes	10/27/2024

4A. DV Bonus Project Applicants	Please Complete
4B. Attachments Screen	Please Complete
Submission Summary	No Input Required

Notes:

4A. DV Bonus Project Applicants list contains 1 incomplete item.

PHA Homeless Preference
1C-7 UT-500 Documentation

17-VI.C. ORGANIZATION OF THE WAITING LIST [24 CFR 983.251(c)]

The PHA may establish a separate waiting list for PBV units or it may use the same waiting list for both tenant-based and PBV assistance. The PHA may also merge the PBV waiting list with a waiting list for other assisted housing programs offered by the PHA. If the PHA chooses to offer a separate waiting list for PBV assistance, the PHA must offer to place applicants who are listed on the tenant-based waiting list on the waiting list for PBV assistance.

If a PHA decides to establish a separate PBV waiting list, the PHA may use a single waiting list for the PHA's whole PBV program, or it may establish separate waiting lists for PBV units in particular projects or buildings or for sets of such units.

> PHA Policy
>
> The PHA uses multiple waiting lists to administer the PBV program. The PHA will use a separate waiting list for each PBV project or for a group of designated units. Please see Exhibit 17-1 for information on current projects that the PHA has attached PBV assistance.

17-VI.D. SELECTION FROM THE WAITING LIST [24 CFR 983.251(c)]

Applicants who will occupy units with PBV assistance must be selected from the PHA's waiting list. The PHA may establish selection criteria or preferences for occupancy of particular PBV units. The PHA may place families referred by the PBV owner on its PBV waiting list.

Income Targeting [24 CFR 983.251(c)(6)]

At least 75 percent of the families admitted to the PHA's tenant-based and project-based voucher programs during the PHA fiscal year from the waiting list must be extremely-low income families. The income targeting requirement applies to the total of admissions to both programs.

Units with Accessibility Features [24 CFR 983.251(c)(7)]

When selecting families to occupy PBV units that have special accessibility features for persons with disabilities, the PHA must first refer families who require such features to the owner.

Preferences [24 CFR 983.251(d), FR Notice 11/24/08]

The PHA may use the same selection preferences that are used for the tenant-based voucher program, establish selection criteria or preferences for the PBV program as a whole, or for occupancy of particular PBV developments or units. The PHA must provide an absolute selection preference for eligible in-place families as described in Section 17-VI.B. above.

Although the PHA is prohibited from granting preferences to persons with a specific disability, the PHA may give preference to disabled families who need services offered at a particular project or site if the preference is limited to families (including individuals):

- With disabilities that significantly interfere with their ability to obtain and maintain themselves in housing;

- Who, without appropriate supportive services, will not be able to obtain or maintain themselves in housing; and;

- For whom such services cannot be provided in a non-segregated setting.

In advertising such a project, the owner may advertise the project as offering services for a particular type of disability; however, the project must be open to all otherwise eligible disabled persons who may benefit from services provided in the project. In these projects, disabled residents may not be required to accept the particular services offered as a condition of occupancy.

If the PHA has projects with "excepted units" for elderly families or supportive services, the PHA must give preference to such families when referring families to these units [24 CFR 983.261(b); FR Notice 1/18/17].

> PHA Policy
>
> The PHA will establish a set of preferences for each PBV waiting list to reflect the target population of each PBV project or group of designated units. The PHA will provide a selection preference when required by the regulation (e.g., eligible in-place families, qualifying families for "excepted units," mobility impaired persons for accessible units).
>
> The following additional preferences have been established:
>
> - Elderly (62 and older)
> - Disabled
> - Chronically Homeless
>   To qualify, families must have a referral by a private or public facility providing shelter (e.g., social service agency including the Road Home, Sacred Circle, Volunteers of America, Valley Mental Health, or the Veterans Administration) with written certification of eligibility, or otherwise demonstrate eligibility.
> - For up to 7 units at Wendell Apartments, 14 units at Palmer Court and 19 units at Sunrise Metro, households with Vulnerability Index Service Prioritization Data Assessment Tool scores of 8 or higher who resided in a shelter at least 90% occupied on December 31, 2020.
> - For 66 project-based voucher units at the Aster (255 S State Street), a limited preference will be granted to families who were already living in the units when the Housing Assistance Payment (HAP) contract was signed between the Housing

Regular HCV Funding

Regular HCV funding may be used to assist any eligible family on the waiting list. Families are selected from the waiting list according to the policies provided in Section 4-III.C.

4-III.C. SELECTION METHOD

PHAs must describe the method for selecting applicant families from the waiting list, including the system of admission preferences that the PHA will use [24 CFR 982.202(d)].

Local Preferences [24 CFR 982.207; HCV p. 4-16]

PHAs are permitted to establish local preferences, and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the PHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with the PHA plan and the consolidated plan, and must be based on local housing needs and priorities that can be documented by generally accepted data sources.

> PHA Policy
> *Disaster or Funding Preference*
> Housing Connect's Board of Commissioners may invoke a preference for families displaced or at imminent risk of being displaced by a gubernatorial- or presidentially-declared disaster under terms and for a duration chosen by the Board when such preference is invoked, or to any family that has been terminated from its HCV program due to insufficient program funding.
>
> *Move-up Initiative*
> Housing Connect will offer up to five HCV in each calendar year to families in the Permanent Supportive Housing Program, who are moving on from supportive services.
>
> *Homeless Preference*
> Housing Connect will provide a preference for 25 homeless individuals and families referred through the Coordinated Entry System. If a referral is not provided within 2 weeks' time, Housing Connect may offer the preference from its HCV waiting list.
>
> *FUP Youth Preference*
> Persons whose FUP youth assistance is expiring and will have a lack of adequate housing as a result of their termination from the program, or other similar category. Youth must be on the HCV waiting list to qualify for this preference.
>
> *VAWA Preference*
> Housing Connect will offer a preference to families who are seeking to transfer from the Housing Choice Voucher Program, Project Based Voucher Program, or any other covered housing program operated by Housing Connect for displacement by:
> -Domestic Violence, dating violence, sexual assault or stalking under VAWA- to verify qualification for this preference, Housing Connect will follow documentation requirements as outlined in 16-IX.D.

PHA Moving On Preference
1C-7 UT-500 Documentation

Family Right to Move [24 CFR 983.261]

The family may terminate the lease at any time after the first year of occupancy. The family must give advance written notice to the owner in accordance with the lease and provide a copy of such notice to the PHA. If the family wishes to move with continued tenant-based assistance, the family must contact the PHA to request the rental assistance prior to providing notice to terminate the lease.

If the family terminates the lease in accordance with these requirements, the PHA is required to offer the family the opportunity for continued tenant-based assistance, in the form of a voucher or other comparable tenant-based rental assistance. If voucher or other comparable tenant-based assistance is not immediately available upon termination of the family's lease in the PBV unit, the PHA must give the family priority to receive the next available opportunity for continued tenant-based assistance.

If the family terminates the assisted lease before the end of the first year, the family relinquishes the opportunity for continued tenant-based assistance.

Emergency Transfers under VAWA [Notice PIH 2017-08]

Except where special consideration is needed for the project-based voucher program, the PHA will follow VAWA policies as outlined in Chapter 16 Part IX of this administrative plan, including using the Emergency Transfer Plan as the basis for PBV transfers under VAWA (Exhibit 16-4).

HUD requires that the PHA include policies that address when a victim has been living in a unit for less than a year or when a victim seeks to move sooner than a tenant-based voucher is available.

> PHA Policy
>
> When the victim of domestic violence, dating violence, sexual assault, or stalking has lived in the unit for less than one year, the PHA will provide several options for continued assistance.
>
> The PHA will first try to transfer the participant to another PBV unit in the same development or transfer to a different development where the PHA has PBV units. The PHA will expedite the administrative processes in this case in an effort to conduct the transfer as quickly as possible
>
> If no units are available for an internal transfer, or if there is reasonable cause to believe that such a transfer would put the victim in jeopardy, the participant may receive continued assistance through an external transfer to either tenant-based rental assistance (HCV) or assistance in the PHA's public housing program. Such a decision will be made by the PHA based on the availability of tenant-based vouchers and/or vacancies in public housing units. Such families must be selected from the waiting list for the applicable program. The PHA has adopted a waiting list preference for victims of domestic violence, dating violence, sexual assault, and stalking in both its HCV and public housing programs in order to expedite this process. See Section 4-III.C. of this administrative plan.

Regular HCV Funding

Regular HCV funding may be used to assist any eligible family on the waiting list. Families are selected from the waiting list according to the policies provided in Section 4-III.C.

4-III.C. SELECTION METHOD

PHAs must describe the method for selecting applicant families from the waiting list, including the system of admission preferences that the PHA will use [24 CFR 982.202(d)].

Local Preferences [24 CFR 982.207; HCV p. 4-16]

PHAs are permitted to establish local preferences, and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the PHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with the PHA plan and the consolidated plan, and must be based on local housing needs and priorities that can be documented by generally accepted data sources.

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> Housing Connect's Board of Commissioners may invoke a preference for families displaced or at imminent risk of being displaced by a gubernatorial- or presidentially-declared disaster under terms and for a duration chosen by the Board when such preference is invoked, or to any family that has been terminated from its HCV program due to insufficient program funding.
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> -Domestic Violence, dating violence, sexual assault or stalking under VAWA- to verify qualification for this preference, Housing Connect will follow documentation requirements as outlined in 16-IX.D.

Housing First Evaluation
1D-2a UT-500 Documentation

2/5/2018

Janice Kimball, Executive Director
Housing Authority of the County of Salt Lake
3595 South Main Street
Salt Lake City, UT 84115

Re: Continuum of Care (CoC) Program On-Site Monitoring
        <u>Project Names</u>: COCR, SP, SP3, SPBB, SPG, SPK, SPR, COCB

Dear Ms. Kimball,

Background: Salt Lake County is the Collaborative Applicant for the Salt Lake County Continuum of Care (CoC). As directed by the U.S. Department of Housing and Urban Development (HUD) in the CoC Regulations and with authority granted in the local CoC Governance Charter, our office conducted monitoring visits of all CoC-funded projects.

Scope: The monitoring visit scope was centered on HUD's Housing First Standards Assessment Tool as well a general review of grantee policy alignment with federal CoC regulations. This visit will:

- Help grantees measure their program alignment with HUD guidance and regulations
- Inform Salt Lake County about needs for future grantee training
- Position our CoC to accurately answer Housing First questions in the upcoming funding competition

Report: Enclosed is the monitoring report. The format of this report is organized to display the HUD Housing First standard that was being assessed, the alignment of verbal feedback provided by your agency representatives during the on-site monitoring visit as well as your agency's written documentation (policies & procedures) and Salt Lake County's observations and recommendations.

Response: Salt Lake County is requesting a response from your agency. Response should include:

- Agency Response Letter – Within 45 days, please send a letter responding to the recommendations which we have identified. We also encourage you to note any training or technical guidance areas that would helpful for Salt Lake County to provide.
- Updated copies of policies and procedures – Within 45 days, please send updated copies of polies and procedures implementing recommendations as well as follow-up action steps.

Thank you for your partnership. Please don't hesitate to contact me with any questions.

Sincerely,

Annie Dayton, *Management Analyst*

CC: Brad Clemens, Danielle Castillo, Krysta Niemczyk, Zach Bale, Valerie Walton, Tarra McFadden

Ben McAdams
Salt Lake County Mayor

Mayor's Initiatives & Special Projects

Shaleane Gee
Division Director

Housing Authority of the County of Salt Lake Visit Intro:

For the Housing Authority of the County of Salt Lake Lake (HACSL), the on-site monitoring visit was conducted on November 2, 2017. The visit was conducted by Annie Dayton and observed by Tarra McFadden of Salt Lake County and attended by the following HACSL staff: Brad Clemens (Supportive Housing Manager) and Danielle Castillo (Supportive Housing Assistant Manager). The visit covered the following HACSL projects:

- **Kelly Benson (SPK)**
- **Grace Mary (SPG)**
- **Bud Bailey (SPBB)**
- **CoC Renewal (COCR)**
- **SP**
- **SP3**
- **SPR**
- **COCB**

Access & Input

To assess whether Access & Input are aligned with Housing First Principles, six access standards were taken into consideration as well as two participant input standards. The table below highlights how well these standards have been implemented based on verbal feedback during the on-site visit and prior independent review of written program policies.

HUD Housing First Access Standards	Meets HUD Guidance	Partially Meets HUD Guidance	Does Not Meet HUD Guidance	Notes	Next Steps
1. Projects are low-barrier 2. Projects do not deny assistance for unnecessary reasons.			☑	Admission to projects should NOT be contingent on pre-requisites such as **abstinence of substances**, minimum income requirements, health or mental health history, medication adherence, age, **criminal justice history**, financial history, completion of treatment, participation in services, "housing readiness", history or occurrence of victimization, survivor of sexual assault or an affiliated person of such a survivor or other unnecessary conditions unless required by law or funding source. **HACSL does not meet HUD guidance with these Access Standards.** Based on verbal feedback, applicants are subject to background check and those who are on the lifetime sex offender registry cannot be served. In the document **II, Applying for Admission** under **F. Denial of Assistance,** it states, *"Behaviors that may constitute a denial are and not limited to:* • *Any household member has ever been convicted of drug-related criminal activity for the production or manufacturing of methamphetamine.* • *Any household member is subject to a lifetime registration requirement under a state sex offender registration program."* In the SHELTER PLUS CARE CERTIFICATION FORM under PROGRAM INTEGRITY INFORMATION, question 7, 8 & 9 asks questions about drug use.	RECOMMENDATION: Remove program eligibility requirement excluding clients on the lifetime sex offender registry and those convicted of drug-related criminal activity for the production or manufacturing of methamphetamine from receiving CoC funded rental assistance in HACSL programs. Remove section **F. Denial of Assistance** in **Applying for Admission** document. Remove question 7, 8, & 9 in SHELTER PLUS CARE CERIFICATION FORM under PROGRAM INTEGRITY INFORMATION.

				In the HUD CoC Interim Rule, it clarifies when registered sex offenders can be excluded from housing in **24 CFR Part § 578.93** under <u>Fair Housing and Equal Opportunity</u>. It states, *"(4) If the housing has in residence at least one family with a child under the age of 18, the housing may exclude registered sex offenders and persons with a criminal record that included a violent crime from the project so long as the child resides in the housing."* However, because HACSL utilizes scattered-site housing in some of their CoC funded programs, clients on the lifetime sex offender registry may potentially find housing where there is no child under the age of 18 residing.	
3. Access regardless of sexual orientation, gender identity, or marital status	☑				
4. Admission process is expedited with speed and efficiency.	☑			This standard is somewhat dependent on if the application was complete when it was submitted by the referring supportive services case manager. The time can vary from submission of the complete application to approval of the voucher from 1-1 ½ weeks. Client then has 60 days to find housing and are eligible for two 30-day extensions if necessary.	
5. Intake processes are person-centered and flexible.	☑				
6. Exits to homelessness are avoided.	☑				

HUD Housing First Input Standards	Meets HUD Guidance	Partially Meets HUD Guidance	Does Not Meet HUD Guidance	Notes	Next Steps
1. Participant education is on-going.		☑		Most education is provided by referring case manager but no accountability measures are in place to provide oversight. The Supportive Housing Assistant Manager will work with clients once a year and communication between Supportive Housing Assistant Manager and referring case manager is on-going throughout the year. In Section **18. Support Services, Part C. Responsibilities of Service Providers**, there are written policies concerning on-going case management. In **Part B. Services Provided**, it states, *"HACSL must assure that adequate supportive services are available to participants in the program…HACSL must conduct an ongoing assessment of the housing assistance and supportive services required by participants, and make adjustments as appropriate."* However, there are no written policies in place outlining oversight of Service Provider Agencies.	RECOMMENDATION: Create written, formal policies outlining oversight and accountability of Service Provider Agency.
2. Projects create regular, formal opportunities for participants to offer input		☑		Project Based sites (Grace Mary, Bud Bailey, and Kelly Benson) provide voluntary opportunities for participants to offer input but scattered-site properties do not have opportunities to offer participant input. However, no written policies exist for this standard.	RECOMMENDATION: Develop written policies and procedures for projects to create regular, formal opportunities for participants to offer input such as quality assurance and evaluation processes, processes to formally communicate with landlord, the design of and participation in surveys and focus groups and/or planning social gatherings.

Leases

To assess whether Leases are aligned with Housing First Principles, seven lease and occupancy standards were taken into consideration. The table below highlights how well these standards have been implemented based on verbal feedback during the on-site monitoring visit and prior independent review of written program policies.

HUD Housing First Leases Standards	Meets HUD Guidance	Partially Meets HUD Guidance	Does Not Meet HUD Guidance	Notes	Next Steps
1. Housing is considered permanent	☑			In project-based sites owned by HACSL, leases are for 12 months and renewed annually. In scattered-site properties, initials leases are usually for 12 months (thought leases for less than 12 months can be accepted) and depending on the lease, may automatically renew month to month once the initial lease period is over.	
2. Participant choice is fundamental	☑			Decisions about a scattered-site property vs. project based property are usually made by the Community Triage Group (CTG) based on availability and need. Clients are assisted by housing locators who provide leads on housing for scattered-site properties where clients have more options about location and/or type of housing.	
3. Leases are the same for participants as for other tenants	☑			This standard is difficult to verify but it is assumed that private landlords in scattered-site properties are providing the same leases for the tenants receiving CoC funded rental assistance as any other tenants. For project based sites, leases are the same for all CoC, Section 8, and market rate tenants.	
4. Participants receive education about their lease or occupancy agreement terms	☑			Case managers should be reviewing leases with their clients but clients can also call Danielle to review their lease. Housing locators try to preemptively help clients choose locations that are right for the client (especially those that have been evicted before).	
5. Measures are used to prevent eviction	☑			Once a landlord knows that a case manager is involved, they are less likely to evict and wait until the case manager has had a chance to mediate. Clients are frequently referred to Utah Legal Services to make sure that their rights aren't being violated.	
6. Providing stable housing is a priority *(Providers engage in a continued effort to hold housing for participants, even if they leave their housing for short periods due to treatment, illness, or any other temporary stay outside of the unit.)*		☑		Based on verbal feedback, HACSL can continue to pay rent on a unit for up to 180 days if a client is in treatment or hospitalized or 90 days if they are incarcerated. According to **HUD Interim Rule 24 CFR Part § 578.51 – (i) Vacancies**. "*If a unit assisted under this section is vacated before the expiration of the lease, the assistance for the unit may continue for a maximum of 30 days from the end of the month in which the unit was vacated, unless occupied by another eligible person. No additional assistance will be paid until the unit is occupied by another eligible person. Brief periods of stays in institutions, not to exceed 90 days for each occurrence, are not considered vacancies.*"	RECOMMENDATION: Update termination policy or add vacancy policy reflecting HUD's CoC Interim Rule on Vacancies.

HUD Housing First Services Standards	Meets HUD Guidance	Partially Meets HUD Guidance	Does Not Meet HUD Guidance	Notes	Next Steps
7. Rent payment policies respond to tenants' needs (as applicable)	☑			HACSL does not offer payment programs for tenants. If a tenant were to fall behind on their payments, they would have to work with their landlord to set up a payment plan but could have assistance from their case manager. Clients could also be referred to Community Action Program (CAP) or the Road Home (TRH) for rental assistance.	

Services & Housing

To assess whether Services & Housing are aligned with Housing First Principles, seven services and four housing standards were taken into consideration. The table below highlights how well these standards have been implemented based on verbal feedback during the on-site monitoring visit and prior independent review of written program policies.

HUD Housing First Services Standards	Meets HUD Guidance	Partially Meets HUD Guidance	Does Not Meet HUD Guidance	Notes	Next Steps
1. Projects promote participant choice in services 2. Person Centered Planning is a guiding principle of the service planning process 3. Service support is as permanent as the housing 4. Services are continued despite change in housing status or placement 5. Participant engagement is core component of service delivery 6. Services are culturally appropriate with translation services available, as needed 7. Staff are trained in clinical and non-clinical strategies (including harm reduction, motivational interviewing, trauma-informed approaches, strength based)				Most of the case managers providing supportive services are from referring Service Provider Agencies such as the Road Home (TRH), Volunteers of America (VOA) or Valley Behavioral Health (VBH) which made assessing these services standards impractical. HACSL has 3 case managers for the COCB and COCR programs with a total capacity of 45 clients.	In Section **18. Support Services, Part C. Responsibilities of Service Providers**, there are written policies concerning on-going case management. In **Part B. Services Provided**, it states, *"HACSL must assure that adequate supportive services are available to participants in the program…HACSL must conduct an ongoing assessment of the housing assistance and supportive services required by participants, and make adjustments as appropriate."* However, there are no written policies in place outlining oversight of Service Provider Agencies.	RECOMMENDATION: Create written, formal policies outlining oversight and accountability of Service Provider Agency.

HUD Housing First Housing Standards	Meets HUD Guidance	Partially Meets HUD Guidance	Does Not Meet HUD Guidance	Notes	Next Steps
1. Housing is not dependent on participation in services		☑		In SHELTER PLUS CARE PROGRAM PARTICIPANT RESPONSIBILITIES document, item 19 states, "*I understand that if participating in the Family Self Sufficiency program and I fail to comply, without good cause, with the family's Family Self Sufficiency contract of participation, I may loose* [sic] *my housing assistance.*" HUD's Housing First Assessment Tool states under the Services and Housing Definition/ Evidence for Housing Standard 1, "*Participation in permanent and temporary housing settings, as well as crisis settings such as emergency shelter, is not contingent on participating in supportive services or demonstration of progress made on a service place. Services must be offered by staff, but are voluntary for participants.*"	<mark>RECOMMENDATION:</mark> Remove item 19 from SHELTER PLUS CARE PROGRAM PARTICIPANT RESPONSIBILITIES document.
2. Substance use is not a reason for termination		☑		Based on verbal feedback, HACSL meets HUD guidance on this standard with the exception of Bud Bailey because the tax credit umbrella requires eviction due to drug use. However, written policies contain documentation of substance use being a reason for termination: In SHELTER PLUS CARE PROGRAM PARTICIPANT RESPONSIBILITIES document, item 20 states, "*The members of your family can not engage in drug-related, criminal, or violent-criminal activity. This includes if there is a preponderance of evidence that indicates that a family member has engaged in such activity, regardless of whether the family member has been arrested or convicted.*" In ATTENTION SHELTER PLUS CARE APPLICANTS document, it states, "*The following actions by any resident or guest are grounds for termination of assistance: Drug-related criminal activity, on or off the premises.*" In IMPORTANT NOTICE FOR SHELTER PLUS CARE PARTICIPANTS document, it states, "*HUD regulations have been modified to allow, the housing authorities to terminate Housing Assistance Payments for those individuals who engage in or allow guests or visitors to engage in drug related criminal activities or violent criminal activities...Drug related criminal activity also includes the felonious use or possession of a controlled substance.*"	<mark>RECOMMENDATION:</mark> Remove language requiring termination of assistance for substance use from written policies.

				In **HUD's CoC Program Interim Rule 24 CFR Part § 578.91**, it states under <u>Termination of assistance</u>, *"The interim rule provides that a recipient may terminate assistance to a participant who violated program requirements or conditions of occupancy…Under the interim rule, HUD has determined that a participant's assistance should be terminated only in the most severe cases."*	
3. The rules and regulations of the project are centered on participant's rights	☑				
4. Participants have the option to transfer to another project	☑				

<u>Project Specific</u>

Two project-specific standards were taken into consideration to assess alignment with Housing First Principles. The table below highlights how well these standards have been implemented based on verbal feedback during the on-site monitoring visit and prior independent review of written program policies.

HUD Housing First Project Specific Standards	Meets HUD Guidance	Partially Meets HUD Guidance	Does Not Meet HUD Guidance	Notes	Next Steps
1. PSH is focused on ending homeless for those with the most severe barriers to maintaining housing	☑			At the time of the on-site monitoring visit, HACSL was only taking referrals from the weekly Community Triage Group (CTG) which prioritizes the most vulnerable through the VI-SPDAT.	
2. Property Management duties are separate and distinct from services/case management	☑				

==Lead Based Paint Notification==: Although not included in HUD's Housing First Assessment Tool, the NOTIFICATION FOR LEAD BASE PAINT document was included in the attachments emailed for review prior to the monitoring visit (in the SPC Certification Packet). It was noted, in reviewing the document, that the precautions recommended in the document may actually increase lead dust exposure in the unit (see highlighted text below).

==RECOMMENDATION:== Update the NOTIFICATION FOR LEAD BASE PAINT document to reflect current guidance on HUD's Lead Safe Housing Rule. For assistance in updating, we recommend contacting Randy Jepperson, the Housing Manager from Salt Lake County Lead Safe Housing Program (rjepperson@slco.org) or referring to the pamphlet developed by EPA, HUD, and the Consumer Product Safety Commission (CPSC), *Protect Your Family from Lead in Your Home*.

HOUSING AUTHORITY
of the County of Salt Lake

NOTIFICATION FOR LEAD BASE PAINT

Watch Out for Lead-based paint poisoning

If the property was constructed before 1978, there is a possibility it contains lead-based paint. Please read the following information concerning lead-based paint poisoning.

Sources of Lead Base Paint

The interiors of older homes and apartments often have layers of lead-based paint on the walls, ceilings, window sills, doors and door frames. Lead-base paint and primers may also have been used on outside porches, railings, garages, fire escapes and lamp posts. When the paint chips, flakes or peels off, there may be a real danger for babies and young children. Children may eat paint chips or chew on painted railings, window sills or other items when parents are not around. Children can also ingest lead even if they do not specifically eat paint chips. For example, when children play in an area where there are loose paint chips or dust particles containing lead, they may get these particles on their hands, put their hands into their mouths, and ingests a dangerous amount of lead.

Hazards of lead-base paint

Lead poisoning is dangerous especially to children under the age of seven (7). It can eventually cause mental retardation, blindness and even death.

Symptoms of lead-based paint poisoning

Has your child been especially cranky or irritable? Is he/ she eating normally? Does your child have stomachaches and vomiting? Does he/she complain about headaches? Is your child unwilling to play? These may be signs of lead poisonings. Many times though, there are no symptoms at all. Because there are no symptoms does not mean that you should not be concerned if you believe your child has been exposed to lead-base paint.

Advisability and Availability of blood Lead Level screening

If you suspect that your child has eaten chips of paint or someone told you this, you should take your child to the doctor or clinic for testing. If the test shows that your child has an elevated blood level, treatment is available. Contact your local doctor or local health department for help or more information. Lead screening and treatment are available. Lead screening and treatment are available through the Medicaid Program

for those who are eligible. If your child is identified as having an elevated blood level, you should immediately notify the Community Development or other agency to which you or your landlord is applying for rehabilitation assistance so the necessary steps can be taken to test your unit for lead-based paint hazards. If your unit does have lead-based paint, you may be eligible for assistance to abate that hazard.

Precautions to Take to Prevent Lead-Based Paint Poisoning

You can avoid lead-based paint poisoning by performing some preventive maintenance. Look at your walls, ceilings, doors, door frames and window sills. Are there places where the paint is peeling, flaking, chipping, or powdering? If so, there are some things you can immediately do to protect your child:
(a) Cover all furniture and appliances;
(b) ==Get a broom or stiff brush and remove all loose pieces of paint from walls, woodwork, window sills and ceilings.==
(c) ==Sweep up all pieces of paint and plaster and put them in a paper bag or wrap them in newspaper. Put these packages in the trash can. DO NOT BURN THEM.==
(d) Do not leave paint chips on the floor or in window wells. Damp mop floors and window sills in and around work area to remove dust and paint particles. Keeping these areas clear of paint chips, dust and dirt is easy and very important;
(e) Do not allow loose paint to remain within your children's reach since children may pick loose paint off the lower part of the walls.

Treatment

As a homeowner, you should take the necessary steps to keep your home in good shape. Water leaks from faulty plumbing, defective roofs and exterior holes or breaks may admit rain and dampness into the interior of your home. These conditions should be corrected immediately. ==Before repainting, all surfaces that are peeling, cracking, chipping or loose should be thoroughly==

==cleaned by scraping or brushing the loose paint from the surface. Repaint== with two (2) coats of non-leaded paint. Instead of scraping and repainting, the surface may be covered with other material such as wallboard, gypsum, or paneling. Beware that when lead-based paint is removed by scraping or sanding, a dust is created, which may be hazardous. The dust can enter the body either by breathing it or swallowing it. The use of heat or paint removers could create a vapor or fume which may cause poisoning if inhaled over a long period of time. Whenever possible, the removal of lead-based paint should take place when there are no children or pregnant women on the premises. Simply painting over defective lead-based paint surfaces does not eliminate the hazard. Remember that you as an adult play a major role in the prevention of lead poisoning. Your actions and awareness about the lead problem can make difference.

Treatment Responsibilities

You should immediately notify the management office or the agency through which you are purchasing your home. If the unit has flaking, chipping, powdering or peeling paint, water leaks from plumbing, or a defective roof, You should cooperate with that office's effort to repair the unit.

I have read the above notice "Watch Out for Lead Paint Poisoning"

Print Head of Household Name
_____

Signature of Head of Household
_____

Signature of other adult member
_____

Signature of other adult member
_____

Date
_____

Equal Housing Opportunity

3595 South Main Street, Salt Lake City, UT 84115 • Phone: 801-284-4400 • Fax: 801-284-4406 • TDD 801-284-4407   7/1/03

==Minimum Rent==: Though not directly related to the Housing First Assessment Tool Standards, it was noted in many on-site monitoring visits as eligibility was discussed that there is some inconsistency across the agencies in the Continuum in terms of minimum rent for clients with $0 income.

For the tenant's contribution toward rent, it is stated in the **Housing Authority of the County of Salt Lake Continuum of Care Administrative Plan** document under **13. Rent Calculations**,

"Participant rent shall be the highest of:
- *$50 minimum rent*
- *30 percent of monthly adjusted income*
- *10 percent of monthly gross income; or*
- *If receiving payments for welfare assistance from a public agency and a part of such payments, adjusted in accordance with actual housing costs, is specifically designated by such agency to meet housing costs, the portion of such payments which is so designated."*

However, the Federal Standard provided by HUD provides the following clarification for rent contributions in permanent supportive housing:

*In permanent supportive housing and transitional housing projects, the program participant's rent contribution **must be equal to the highest of:***
- *30% of the family's monthly adjusted income (adjustment factors include allowances and deductions for disabled household members, medical expenses, childcare expenses, etc.);*
- *10% of the family's monthly gross income; or*
- *Portion of welfare payments specifically designated by the public welfare agency to meet the family's housing costs.*

Thus, the rental assistance administrator must assess each program participant's income in order to calculate the program participant's rent contribution and to determine the amount the recipient must pay toward rent. If the participant is required to pay for utilities, then a utility allowance must be factored into the rent calculation determination.

Please recognize that these written standards should be CoC‑wide standards, not project‑specific standard.

Source: Page 18 https://www.hudexchange.info/resources/documents/CoC-Program-Rental-Assistance-Slides.pdf

This question concerning minimum rent for clients with zero income was submitted to the HUD Exchange and the response has been copied below (highlight added for emphasis).

From: aaq@hudexchange.info <aaq@hudexchange.info>
Sent: Tuesday, January 16, 2018 2:10 PM
To: Tarra McFadden
Subject: Question Response for CoC Question ID 111846 - HUD Exchange Ask A Question

Question Status: Answered

Thank you for submitting a question via the HUD Exchange. The response to your question is listed below.
Requestor Name: Tarra McFadden
Requestor Email: tmcfadden@slco.org
Question Related To: Continuum of Care Program
Question ID: 111846
Question Subject:
Minimum rent
Question Text:

Is there an allowable minimum rent that may be charged in CoC funded housing programs? Some grantees are charging a $25 or $50 rent even for those with $0 income. We believe they are incorrectly applying Section 8 rules to the CoC program.

Response:

Thank you for your inquiry.

No, it is not permissable to charge a minimum rent to CoC Program participants.

If rent or an occupancy charge is imposed as part of your project design, Section 578.77 of the CoC Program interim rule requires periodic income assessments and specifies a prescribed approach to calculating the program participant's contribution based on the results of the assessment.

The calculation of income for determining the amount of a program participant's rent or occupancy charge is the same regardless of the type of assistance that the recipient or subrecipient receives under the CoC Program. Section 578.77 of the CoC Program interim rule sets forth how income must be calculated. However, the amount that a program participant must pay is different depends on the type of assistance the recipient or subrecipient is providing.

Projects with CoC program *rental assistance* funds must charge participant's rent equal to the highest of:

(A) 30 percent family's monthly adjusted income;

(B) 10 percent of the family's monthly income; or

(C) The welfare rent (if applicable in your state; if unsure, check with the HUD Field Office).

Generally, when utilities are not included in the rent, a utility allowance should be subtracted from the tenant rent contribution or provided as a payment where the tenant rent contribution is zero.

If recipients of *leasing* choose to charge occupancy charges they must follow 578.77(b) which states that occupancy charges may not exceed the highest of the three values above.

It should be noted that 578.77(c)(1)(i) does not apply to those assisted with rapid re-housing. See 578.37(a)(1)(ii) for specific rent standards that may be for rapid rehousing.

Note: HUD has defined the total resident payment for "rent" to include both shelter and the costs for reasonable amounts of utilities. The amount that a PHA determines is necessary to cover the resident's reasonable utility costs is the utility allowance. The utility allowance can be used by CoC Program recipients.

On October 23, 2017, HUD published HUD Notice: CPD-17-11 "Determining a Program Participant's Rent Contribution, Occupancy Charge or Utility Reimbursement in the Continuum of Care (CoC) Program when the Program Participant is Responsible for the Utilities." This Notice will give you more detailed information on how utility allowances are treated.

Please note: the response provided in this email is specific to the question you submit and may not apply to similar questions. Therefore, please use discretion in providing the response to others, as the answer may not apply to their particular situations.

Please click on the [View Question] button below to perform the following actions:

- **View your question,** answer, and any applicable attachments
- **Ask a new, unrelated question** using the same requestor information
- **Reopen this question** if you need more assistance with the same question

View Question

This email account (aaq@hudexchange.info) does not have the ability to reply to emails. Please DO NOT REPLY to this email address, as all messages sent to this address will not be responded to. Please direct any inquiries regarding HUD Exchange or its Ask A Question system to info@hudexchange.info or ask another question using the "View Question" link located above. Please keep this email for your records.

RECOMMENDATION: Update policies to reflect the Federal Standard provided by HUD for minimum rent for clients with zero income in permanent supportive housing.

Local Scoring Guidelines: Renewal PH-RRH, and PH-PSH <u>with</u> an APR
FY2024/25 HUD CoC Competition

Threshold Requirements:
- Match at 25% for eligible activities (all budget line items, except leasing)
- As applicable, participate in the most recent PIT, HIC, and LSA
- Participates in HMIS
- Accepts referrals through Coordinated Entry
- Meet all requirements listed in the Supplemental or Annual NOFO (part of esnaps review)

Projects which meet all the threshold requirements will be scored according to the following guidelines:

WEIGHT	CATEGORY	EVALUATION CRITERIA
30%	**Project Effectiveness**	- Program Best Practices - Housing First - Consumer input - SLVCEH Strategic Plan - Ensure homelessness is rare, brief, and one-time - Target Population - Review of HUD monitoring results - Review of HUD inspection requirements - Housing Placement Process - Process/time from prioritization to voucher - Process/time from voucher to housing placement - Operating as an integrated network in evaluation criteria - Commitments from range of service providers; integration of education, health, etc. - Commitments to provide case management coverage - Utilize coordinated entry and identifying housing units to quickly move persons experiencing homelessness into stable housing - Address racial disparities to ensure equity
10%	**Budget/Application Quality**	- Drawdown rate - Expenditure History - Cost per positive outcome - Followed instructions - Submitted on time, with all required attachments - Responses provide sufficient detail and are appropriate for the type of project and target population
10%	**Data Quality**	Program level DQ review: accuracy and timeliness
50%	**Need & Performance**	How well does the program demonstrate it is needed locally? - Occupancy / Average Daily Unit Utilization - Hard to Serve Populations/Barriers to Housing - Percentage of entries with no income % Entries disabled How well does the program help the community improve system performance measures/achieve positive client outcomes? - Returns to Homelessness /negative exits - Exits to Permanent Housing - Increased income

2024/25 NOFA Scoring Tool　　　　　　　　　Renewals with an APR

Weight	Criteria Category	Renewal Evaluation Criteria	Source of Criteria	Point Range			Total
30%	Project Effectiveness	Program Best Practices	Agency Application	Score of 1-5; Multiplied by 2			10
		SLVCEH Homeless Policy Priorities		Score of 1-5; Multiplied by 2			10
		Review of HUD monitoring results		Score of 1-5			5
		Review of HUD inspection requirements		Score of 1-5			5
		Housing Placement Process: Process/time from prioritization to voucher		Score of 1-5			5
		Housing Placement Process: Process/time from voucher to housing placement		Score of 1-5			5
		Integrated Network: Partnerships		Score of 1-5			5
		Integrated Network: Case Management Coverage		Score of 1-5			5
		Coordinated Entry/Identifying Units		Score of 1-5			5
		Integrated Network: Utilizing Coordinated Entry/Identifying Units		Score of 1-5			5
10%	Budget/Application Quality	Quarterly Drawdowns	LOCCs Report verified by Field Office/Agency Application	Score of 1-5			5
		Expenditure History	Agency Application	within (+ or -) 5%	within (+ or -) 10%	>10%	5
		Followed instructions, Timely submission, with attachments	Agency Application	Score of 1-5			5
		Responses sufficient detail and appropriate	Agency Application	Score of 1-5			5
10%	Data Quality	HUD and local Data Quality Standards	Data Quality Report, Application Narrative	Score of 1-5; Multiplied by 4			20

2024/25 NOFA Scoring Tool Renewals with an APR

Weight	Criteria Category	Renewal Evaluation Criteria	Source of Criteria	Full Points	Half Points	0 Points	Total
30.0%	**Need and Performance (All Projects)**	Occupancy / Average Daily Unit Utilization	Unit Utilization Rate / 2018 Application Data	>90%	80-90%	<80%	**10**
		Percentage of entries with no income	APR Q16	>40%	19-40%	<19%	**10**
		Leavers who exit to shelter, streets or unknown	APR Q23a & 23b	<10%	10-15%	≥15%	**15**
		Returns to homelessness	HMIS Report: Measure 2a and 2b: Persons who Exit Homelessness to PH Return to Homelessness	<15%	15%-45%	>45%	**10**
		Percentage of adult stayers who increased earned income	APR Q19	>10%	5-10%	<5%	**3.75**
		Percentage of adult stayers who increased non-employment income	APR Q19	>20%	10-20%	<10%	**3.75**
		Percentage of adult leavers who increased earned income	APR Q19	>10%	5-10%	<5%	**3.75**
		Percentage of adult leavers who increased non-employment income	APR Q19	>20%	10-20%	<10%	**3.75**
20.0%	**Project Specific Need and Performance (PSH)**	% entries disabled	APR Q13a2	>85%	65-85%	<65%	**15**
		Percentage of participants who remain in PSH or exited to permanent housing	The % of stayers and leavers to permanent housing during the operating year	>80%	70-80%	<70%	**25**
20.0%	**Project Specific Need and Performance (RRH)**	% entries disabled	APR Q13a2	>40%	20-40%	<20%	**5**
		Percentage of participants who exited to permanent housing	The % of stayers and leavers to permanent housing during the operating year	>70%	60-70%	<60%	**10**
		On average, participants spend XX days from project entry to residential move-in	APR Q22c	<60	61-180	>180	**25**

Program Best Practices (All Housing Projects)

1. For the 2025-2026 operating year, will the project ensure that participants are NOT screened out based on the following items?Select all that apply.

☐   Not screened out for: Having too little or little income
 	
    ☐   Not screened out for: Active or history of substance abuse
 	
    ☐   Not screened out for: Having a criminal record with exceptions for state mandated restrictions
 	
    ☐   Not screened out for: History of domestic violence
 	
    ☐   None of the above (screen out for all of the above)

2. For the 2025-2026 operating year, does the project ensure that participants are NOT terminated from the program for the following reasons? Select all that apply.

☐   Not terminated for: Failure to participate in supportive services
 	
    ☐   Not terminated for: Failure to make progress on a service plan
 	
    ☐   Not terminated for: Loss of income or failure to improve income
 	
    ☐   Not terminated for: Being a victim of domestic violence
 	
    ☐   None of the above (Terminate for all of the above)

3. For the 2025-2026 operating year, how will the program involve those with lived experience in the programming and implementation of the project. Will the program comply with the CoC regulation requirement to have a homeless or formerly homeless person participate on the agency's Board?

4. Please describe how the project focuses on making episodes of homelessness rare, brief, and one-time. **Agency clearly defines and gives clear examples of how the project funding supports making episodes of homelessness rare, brief and one-time. (1500 characters)**	

5. Describe any best practices or promising practices for the population used in the program. Please cite source. (1500 characters)

SLVCEH Homeless Policy Priorities (All Housing Projects)

6. Please fill in the following information about your program. *Prioritized beds = # of beds available through turnover that will be prioritized for CH persons*

Although this question is looking forward to the 2025-2026 operating year, it may helpful to reference the Housing Inventory Chart (included in Reference Documents) and your prior E-snaps application

	Number of total beds
	Number of beds dedicated for CH
	Number of beds prioritized* for CH (PSH Projects only)
	Number of beds dedicated for Families
	Number of beds dedicated for Unaccompanied Youth ages 16 -24

7. What is the target population for the program?
The target population represents approximately 75 percent of the clients served by the program.

Permanent Supportive Housing for CH

Permanent Supportive Housing for persons with a disability

Rapid Rehousing for Singles or Families

Rapid Rehousing for Youth or DV

Transitional Housing for Youth or DV

None of the above

Monitoring Results (All Housing Projects)

8. During the most recent monitoring visit from HUD, HMIS or the SLC CoC, were any concerns or findings noted? If so, please list and include what action steps you have/will take to address the concerns or recommendations.
Reference monitoring report from HUD and your agency response if applicable. (2000 Characters)

HUD inspection requirements (All Housing Projects)

9. Describe your agency's process for being compliant with the HUD Inspection Requirements.
Housing must meet HQS standards, inspected before initial occupancy at least annually during the grant period(2000 Characters)

Housing Placement Process (All Housing Projects)

10. For the 2025-2026 operating year, will the project quickly move participants into housing?
Yes, program goal is that length of time between referral and housing placement is 0 - 30 days
Yes, program goal is that length of time between referral and housing placement will be between 30 - 60 days
Yes, program goal is that length of time between referral and housing placement will be 60 - 90 days
No, program does not have a goal that length of time between referral and placement is less than 90 days.

11. For the most recent operating year, what is the current process/time from prioritization to voucher.   *(Cite relevant data utilized to arrive at your response) (750 characters)*

12. For the most recent operating year, what is the current process/time from voucher to housing placement.   *(Cite relevant data utilized to arrive at your response) (750 characters)*

Integrated Network: Partnerships (All Housing Projects)

13. How does the funding request integrate with the collective efforts to serve the homeless population within the community?   *The agency provides a clear description of how the project integrates with collective efforts in the community, including how the agency participates in Salt Lake Valley Coalition to End Homelessness committees, best practices, policies & procedures (2000 characters)*

14. Demonstrate the partnerships in place for service delivery for the proposed application (2025-2026 operating year). Indicate any shared outcomes that will be used to evaluate the partnership. *(2000 characters)*

Integrated Network: Case Management Coverage

15. Demonstrate how your agency will ensure adequate case management coverage for the proposed application (2025-2026 operating year). Maximum characters: 2000.

Coordinated Entry/Identifying Units

16. Describe how this program will utilize coordinated entry, develop housing units, and provide housing subsidies to persons experiencing homelessness: Maximum characters: 2000.

- The Road Home (TRH)
- Volunteers of America (VOA)
- Valley Behavioral Health (VBH)
- Wasatch Homeless Health Care (Fourth Street Clinic)
- First Step House (FSH)
- Salt Lake County Behavioral Health
- South Valley Services (SVS)

Section 3: Applying for Admission

Tenant Eligibility

HOUSING FIRST

For Housing Connect's CoC grants, Housing Connect uses the Housing First approach. Housing First is a homeless assistance approach that prioritizes providing permanent housing to people experiencing homelessness swiftly and with few to no treatment preconditions, behavioral contingencies, or other barriers. Therefore, access to the CoC program is not contingent on sobriety, minimum income requirements, lack of a criminal record, completion of treatment, participation in services, or other unnecessary conditions.

The staff at Housing Connect do not consider poor credit or financial history, poor or lack of rental history, minor criminal convictions, or behaviors that are interpreted as indicating a lack of "housing readiness" when evaluating eligibility.

It is at the Supportive Housing Coordinator's discretion to evaluate evidence provided by the applicant and make determinations about eligibility. As the CoC program serves some of the most vulnerable members of the community, the Supportive Housing Coordinator may accept other forms of identification or evidence not explicitly listed below to help house a chronically homeless individual or family.

ELIGIBILITY CRITERIA

Housing Connect is responsible for ensuring that every individual and family admitted to the Continuum of Care program meets all program eligibility requirements. The following section details the eligibility

requirements. The required documentation and evidence to prove eligibility is listed under *Verification of Eligibility and Recordkeeping*.

To be eligible for the Housing Connect CoC Programs, applicants must meet the following conditions:

A. Chronically Homeless

All of Housing Connect's CoC grants require that applicants be chronically homeless [5] (definition flowchart here). Chronically homeless is defined as an individual who:

1. **Is a "homeless individual with a disability"** [6] which is defined as both being homeless and having a disability that meets the disability requirements below..

    The applicant must meet the HUD definition by having a disability that:

    - is expected to be long-continuing or of indefinite duration;
    - substantially impedes the individual's ability to live independently;
    - could be improved by the provision of more suitable housing conditions; and
    - is a physical, mental, or emotional impairment, including an impairment caused by alcohol or drug abuse, post traumatic stress disorder, or brain injury;
    - is a developmental disability; [7] or
    - is the disease of acquired immunodeficiency syndrome or any condition arising from the etiologic agency for acquired immunodeficiency syndrome.

2. **Lives in a place not meant for human habitation, a safe haven, or in an emergency shelter.**

3. **Has been homeless for at least a total of 12 months continuously or on at least four separate occasions in the last three years.** According to regulation, [8] this is defined by the individual having been homeless and living like this continuously for at least 12 months or on at least 4 separate occasions in the last 3 years, as long as the combined occasions equal at least 12 months and each break in homelessness separating the occasions included at least 7 consecutive nights of not living in a place not meant for human habitation, a safe haven, or in an emergency shelter. Stays in institutional care facilities for fewer than 90 days will not constitute as a break in homelessness, but rather such stays are included in the 12-month total, as long as the individual was living or

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[5] 24 C.F.R. § 578.3.
[6] 42 U.S.C. § 11360.
[7] As defined in 42 U.S.C. § 15002.
[8] 24 C.F.R. § 578.3.

residing in a place not meant for human habitation, a safe haven, or an emergency shelter immediately before entering the institutional care facility.

Other circumstances:
- An individual who meets all criteria for paragraph (1), (2), and (3) but is currently residing in an institutional care facility such as a jail, substance abuse or mental health treatment facility, hospital, or other similar facility, for fewer than 90 days, meets the criteria for chronically homeless.
- A family with an adult head of household (HOH) (or if there is no adult in the family, a minor HOH) who meets all of the criteria in paragraph (1), (2), and (3), including a family whose composition has fluctuated while the HOH has been homeless, meets the criteria for chronically homeless.

B. Low-Income

The applicant must qualify as low-income. Low-income means an annual income not in excess of 80% of the area median income (AMI), as [determined by HUD](#).[9]

C. Households

Households that are eligible for the CoC program can consist of one single person, a family, and can include a live-in aid.

Families: Family includes but is not limited to, regardless of actual or perceived sexual orientation, gender identity, or marital status, a group of persons residing together. Any group of people that present together for assistance and identify themselves as a family, regardless of age or relationship, or other factors, are considered to be a family and must be served together as such. There can be no discrimination against a group of people presenting as a family based on the composition of the family (e.g., adults and children or just adults), the age of any member's family, the disability status of the family, marital status, actual or perceived sexual orientation, or gender identity.[10]

Households With Live-in Aid:[11] Live-in aide means a person who resides with one or more elderly persons, near-elderly persons, or persons with disabilities, and who:
- Is determined to be essential to the case and the well-being of the persons;

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[9] [42 U.S.C. § 1437a.](#)
[10] [FAQ ID 1529.](#)
[11] [24 C.F.R. § 5.403.](#)

- Is not obligated for the support of the persons; and
- Would not be living in the unit except to provide the necessary supportive services.

C. Legal Identity

Housing assistance is available only to individuals who are U.S. citizens, U.S. nationals, or non-citizens that have eligible immigration status. The CoC program is governed by the Personal Responsibility and Work Opportunity Reconciliation Act of 1997 (PRWORA) which requires Housing Connect to verify proof of citizenship and immigration status.[12]

A United States citizen or national is:[13]
- A person (other than the child of a foreign diplomat) born in one of the several States or in the District of Columbia, Puerto Rico, Guam, the U.S. Virgin Islands, or the Northern Mariana Islands who has not renounced or otherwise lost their citizenship;
- A person born outside of the United States to at least one U.S. citizen parent (sometimes referred to as a "derivative citizen"); or
- A naturalized U.S. citizen. As a general matter, a United States non-citizen national is a person born in an outlying possession of the United States (American Samoa or Swain's Island) on or after the date the U.S. acquired the possession, or a person whose parents are U.S. non-citizen nationals (subject to certain residency requirements).

The following non-citizens that are eligible include:[14]
- **Legal permanent residents** (LPRs) are permitted to live in the United States permanently (also referred to as green card holders).
- **Parolees** are aliens granted permission to enter or remain temporarily in the United States for urgent humanitarian reasons or significant public benefit. Immigration parole is granted on a case-by-case basis. They must be approved for parole for a year or more.
- **Refugees and asylees** are persons fleeing their countries because of persecution, or a well-founded fear of persecution, on account of race, religion, nationality, membership in a particular social group, or political opinion.

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[12] AAQ - 174170 - 03.25.21.
[13] U.S. Immigration and Naturalization Service Interim Guidance on Verification of Citizenship, Qualified Alien Status and Eligibility under Title IV of PRWORA, issued November 17, 1997.
[14] Noncitizen Eligibility for Federal Housing Programs, July 23, 2020.

- Certain aliens present in the United States are granted **withholding of removal** based on persecution on account of race, religion, nationality, membership in a particular social group, or political opinion.
- **Cuban-Haitian Entrants** are individuals granted parole status or any other special status subsequently established under the immigration laws for nationals of Cuba or Haiti, regardless of the status of the individual at the time assistance or services are provided; and any other national of Cuba or Haiti who is not subject to a final, non-appealable and legally enforceable removal order and is either in removal proceedings under the Immigration and Nationality Act or has an application for asylum pending with USCIS.
- **Iraqi and Afghan special immigrants** are certain Iraqi and Afghan nationals, who worked as translators or interpreters, or who were employed by, or on behalf of, the U.S. government in Iraq or Afghanistan, who have received special immigrant visas to become U.S. lawful permanent residents.
- **Abused or "battered" spouses and children** (e.g., Violence Against Women Act (VAWA) Self Petitioners) are persons who have been battered or subjected to extreme cruelty in the United States by a spouse or a parent, or by a member of the spouse or parent's family residing in the same household as the alien and the spouse or parent consented to, or acquiesced in, such battery or cruelty.
- **Victims of Trafficking** and their families who have received a T nonimmigrant visa can live in the United States for up to four years.
- **Mixed-status families** are families that contain individuals who are eligible and individuals who are ineligible for housing programs based on their varying immigration statuses.
- Ineligible aliens receiving benefits on August 22, 1996 may continue receiving benefits.

Non-qualified aliens include:
- **Nonimmigrants** are admitted to stay in the United States on a temporary basis and for a specific purpose (e.g., tourists; students; diplomats; temporary workers, including H-2A agricultural guest workers).
- **Deferred Action for Childhood Arrivals (DACA)** recipients are unauthorized childhood arrivals who have been granted renewable two-year protection from removal.
- **Temporary Protected Status (TPS)** holders have been granted temporary relief from removal due to armed conflict, natural disaster, or other extraordinary circumstances in their home countries that prevent their safe return.
- **Asylum applicants** who have not yet been granted asylum.

- **Freely Associated States (FAS) migrants** are citizens of the Marshall Islands, Micronesia, or Palau.
- **Undocumented immigrants** are restricted from the program.

While the groups listed above are ineligible for Housing Connect's CoC program, under PRWORA nonprofit charitable organizations are not required to verify their clients' eligibility status. As a Public Housing Authority (PHA), Housing Connect is not a nonprofit charitable organization, but they may refer an applicant to another nonprofit charitable organization in the area.

Referral and Application Process

REFERRAL AND ELIGIBILITY PACKET

Service provider agencies in the area may refer potential residents through the Salt Lake County Coordinated Entry System managed by the Salt Lake Valley Coalition to End Homelessness. Prioritization for housing referrals will be conducted through Coordinated Entry. The Coordinated Entry facilitators organize a matching and referral process using a case conferencing approach. The prioritization process is detailed in the Salt Lake County Coordinated Entry Standards (approved 09/23/19).

Coordinated Entry will also determine which organization will provide the supportive services necessary to assist a potential recipient through the application and housing processes, as well as provide supportive services throughout their stay in the CoC program.

After a referral is made through Coordinated Entry, the Supportive Housing Coordinator will email the applicant and Case Manager the referral and eligibility packet. The referral packet includes the following documents:

- ❏ Supportive Housing Referral Form
- ❏ Homeless Eligibility Verification Form (with appropriate backup documentation including agency referral letter)
- ❏ Disability Certification
- ❏ Certification Form (asset information, zero income form, employment verification, documentation of benefits)
- ❏ Authorization to Release Information
- ❏ UHMIS Informed Consent Release Form
- ❏ CoC Program Participant Responsibilities
- ❏ Lead-Based Poisoning Form

❏ Copies of Original Personal Documents (social security numbers for all family members, valid picture I.D. for all family members 18+)

The resident and Case Manager will have 14 days to complete and return all the documents (either by email or can be dropped off at office) along with the verification of eligibility documents listed under *Verification of Eligibility*.

All CoC applicants who enter the CoC program will be encouraged to apply on the HCV and Public Housing waiting lists as available, as appropriate. This transition to another subsidized housing program may allow additional spots to open up for CoC applicants when residents transition to HCV and Public Housing programs.

When a Continuum of Care resident is offered an HCV or Public Housing Voucher, a determination will be made as to whether or not the resident is prepared to move to a voucher without case management. This decision will be made through a collaborative process involving the Case Manager and Housing Connect staff, but will ultimately be decided by the resident.

VERIFICATION OF ELIGIBILITY AND REQUIRED RECORDKEEPING[15]

Housing Connect must maintain sufficient records to ensure that HUD eligibility requirements are being met. Acceptable evidence of each eligibility criteria are as follows:

A. Chronically Homeless Status[16]

Acceptable evidence to establish and verify chronically homeless status includes, in order of priority:

        A. Third-party documentation

        B. Intake worker observations

        C. Self-certification from the person seeking assistance (limited)

Records contained in an HMIS or comparable database used by victim service or legal service providers are acceptable evidence of third-party documentation and intake worker observations, if the HMIS retains an auditable history of all entries, including the person who entered the data, the date of entry, and the change made; and if the HMIS prevents overrides or changes of the dates on which entries are made.

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[15] 24 C.F.R. § 578.103.
[16] 24 C.F.R. § 578.103.

Acceptable evidence to establish and verify chronically homeless status for an individual or HOH includes: evidence that the individual is a "homeless individual with a disability," lives in a place not meant for human habitation, and has experienced long episodes of periodic homelessness.

1. **Evidence that applicant is a "homeless individual with a disability"[17]**

Evidence must be gathered to show the applicant has evidence of a disability.[18] Evidence must also be gathered to prove homeless status, which is done in *2. Living in a place not meant for human habitation.* Documentation of evidence relied upon to verify disability is required and the Housing Connect must keep these records for 5 years after the end of the grant term.

Acceptable evidence of a disability includes:

1. Written verification of the disability from a professional licensed by the state to diagnose and treat the disability and their certification that the disability is expected to be long-continuing or of indefinite duration and substantially impedes the individual's ability to live independently (see *CoC Disability Certification Form*);

2. Written verification from the Social Security Administration;

3. The receipt of a disability check (e.g., Social Security Disability Insurance check or Veteran Disability Compensation);

4. Intake staff-recorded observation of disability that, no later than 45 days from the application for assistance, is confirmed and accompanied by evidence listed in 1, 2, 3, or 5; or

5. Other documentation approved by HUD.

2. **Evidence that applicant is living in a place not meant for human habitation**

Evidence must be gathered to show the applicant lives in a place not meant for human habitation, a safe haven, or an emergency shelter. This includes:

- An HMIS record or record from a comparable database;

- A written observation by an outreach worker of the conditions where the individual was living;

- A written referral by another housing or service provider; or

- Where evidence above cannot be obtained, a certification by the individual seeking assistance, which must be accompanied by the intake worker's documentation of the living situation of the individual or family seeking assistance and the steps taken to obtain evidence above.

3. **Evidence of long periods of episodic homelessness**

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[17] [42 U.S.C. § 11360.](#)
[18] [24 C.F.R. § 578.103](#)

Evidence must be gathered to show that the individual or HOH has been homeless for at least 12 months or on at least 4 separate occasions in the last 3 years, as long as the combined occasions equal at least 12 months and each break in homelessness separating the occasions included at least 7 consecutive nights. This is completed using the *Verification of Homelessness Form* and supplying the required documentation. This documentation must include a combination of the evidence listed above proving they were living in a place not meant for human habitation for the required amount of time. Each break in homelessness of at least 7 consecutive nights not living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter between separate occasions must be documented as well. Residents may document breaks in homelessness by self-reporting or by using the above listed evidence.

When using third-party documentation of a single encounter with a homeless service provider, a single day within 1 month is sufficient to consider an individual as homeless and living or residing in a place not meant for human habitation, a safe haven, or an emergency shelter for the entire calendar month (e.g., an encounter on May 5, 2015, counts for May 1—May 31, 2015), unless there is evidence that there have been at least 7 consecutive nights not living or residing in a place not meant for human habitation, a safe haven, or an emergency shelter during that month (e.g., evidence in HMIS of a stay in transitional housing).

Note on stays in institutional care facilities: Stays in institutional care facilities for fewer than 90 days will not constitute as a break in homelessness, but rather such stays are included in the 12-month total, as long as the individual was living or residing in a place not meant for human habitation, a safe haven, or an emergency shelter immediately before entering the institutional care facility. Eligibility must be determined after the individual is discharged from the institution at intake into the permanent housing project.[19] Evidence of stays in institutional care facilities fewer than 90 days included in the total of at least 12 months of living or residing in a place not meant for human habitation, a safe haven, or an emergency shelter must include the evidence below:

1. Discharge paperwork or a written or oral referral from a social worker, Case Manager, or other appropriate official of the institutional care facility stating the beginning and end dates of the time residing in the institutional care facility. All oral statements must be recorded by the intake worker; or
2. If the above evidence cannot be obtained, the following can be used, a written record of the intake worker's due diligence in attempting to obtain the evidence and a certification by the

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[19] [AAQ - 92939 - 02.27.17.](#)

individual seeking assistance that states that they are exiting or have just exited an institutional care facility where they resided for fewer than 90 days.

3. If the individual is exiting an institution and directly entering the CoC program, evidence must be provided to show, as set forth in *1. Evidence that individual is a "homeless individual with a disability"* and *2. Evidence for long periods of episodic homesslessness,* that the individual met the criteria for the definition for "Chronically homeless," immediately prior to entry into the institutional care facility.

Note on self-certification: For at least 75% of the chronically homeless individuals and families served by Housing Connect in the CoC program during an operating year, no more than 3 months of living or residing in a place not meant for human habitation, a safe haven, or an emergency shelter may be documented using self-certification for each assisted chronically homeless individual or family. This limitation does not apply to documentation of breaks in homelessness between separate occasions, which may be documented entirely based on a self-report by the individual seeking assistance.

Types of third party documentation includes:
- For persons living on the streets: signed statement from outreach worker, other organization, or resident attesting to applicant's homeless status; an intake worker may also accept as third-party documentation the oral or written observation of someone in the community, including but not limited to, a shopkeeper, a building owner, or other homeless individual (regardless of relationship with the household) that has physically observed where the individual or HOH is or has been residing[20]
- For persons living in emergency shelters: signed statement from shelter provider attesting that applicant is residing there
- For persons exiting transitional housing: signed statement from transitional housing provider attesting that applicant is residing there and was homeless upon entry
- For persons leaving an institution following short-term stay (90 days or less): signed statement from institution verifying residence of less than 90 days and attesting that applicant was homeless at time of entry

B. Low-Income[21]

The applicant must qualify as low-income. Low-income means an annual income not in excess of 80% of the area median income (AMI), as [determined by HUD](#). As a condition of participation in the program,

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[20] [FAQ ID 2759](#) & [AAQ - 77090 - 06.01.16.](#)
[21] [24 C.F.R. § 578.77.](#)

each resident must agree to supply the information or documentation necessary to verify the resident's income. Annual income includes net income from a business or profession, net income from property, amounts received from social security or other benefits, or welfare assistance payments. Annual income does not include income from children under 18, foster care payments, inheritances, amounts received by family for reimbursement of the cost of medical expenses, and income of a live-in aide.[22] After income is calculated, the adjusted income must be calculated using deductions for dependents, elderly or disabled family members, unreimbursed medical expenses and attendant care (not exceeding 3% of annual income), and child care expenses.[23]

Residents must also notify Housing Connect any time their income or circumstances change that may result in changes to the resident's rental payment. Housing Connect does not need to verify income annually if the resident's income consists of 90% fixed income. In this case, a review only needs to be conducted every three years as long as the sources of such income have not changed.[24]

Housing Connect is required to keep the following documentation of annual income:
- Income evaluation form; and
- Source documents (e.g., most recent wage statement, unemployment compensation statement, public benefits statement, bank statement);
- If the source documents are unobtainable, a written statement by the relevant third party (e.g., employer, government benefits administrator) or the written certification by Housing Connect's intake staff of the oral verification by the relevant third party of the income the program resident received over the most recent period; or
- If the source documents and third-party verification is unobtainable, the written certification by the program resident of the amount of income that the program resident is reasonably expected to receive over the 3-month period following the evaluation.

Source documents may include:
- For government assistance: a printout or letter from government assistance program (e.g. GA, SSI, unemployment, etc.) less than 60 days old
- For earned income: two pay stubs or a letter from the employer specifying hourly wage and monthly earnings
- For zero income: a signed "affidavit of zero income"

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[22] 24 C.F.R. § 5.609.
[23] 24 C.F.R. § 5.611.
[24] 42 U.S.C. § 1437a.

C. Households

Family Member Verification

For a family to qualify, the adult HOH (or if there is no adult in the family, a minor HOH) must meet all the eligibility criteria for chronically homeless.

If there are additional adults in the household (over age 18), they must provide:

- Supportive Housing Certification Form (in *Referral and Eligibility Packet*)
- Release of Information
- Verification of Income
- Proof of Legal Identity

If there are children in the household (under 18), they must provide:

- Supportive Housing Certification Form (in *Referral and Eligibility Packet*)
- Proof of Legal Identity

Live-in Aide Verification

Housing Connect must approve a live-in aide if needed as a reasonable accommodation to make the program accessible to and usable by the family member with disabilities. Relatives may be approved as live-in aides if they meet all of the criteria defining a live-in aide. However, a relative who serves as a live-in aide is not considered a family member and would not be considered a remaining member of a tenant family.

A family's request for a live-in aide must be made in writing. Written verification will be required from a reliable, third party qualified professional, such as a doctor, nurse, therapist, etc. that the live-in aide is essential for the care and well-being of the elderly, near-elderly, or disabled family member. They must also explain why occasional, intermittent, multiple, or rotating caregivers would not be sufficient to meet the need.

In addition, the family and live-in aide will be required to submit a notarized certification stating that the live-in aide is (1) determined to be essential to the care and well-being of the persons, (2) not obligated for the support of the person(s) needing the care, and (3) would not be living in the unit except to provide the necessary supportive services.

For continued approval, the family may be required to submit a new, written request - subject to PHA verification - at each annual reexamination. If there is a change with a live-in aide, a new notarized certification will be required and each live-in aide will be subject to all Housing Connect eligibility criteria.

Housing Connect will consider a relative as a live-in aide if they are able to demonstrate they have a current residence other than that of the person receiving assistance, they will also be required to submit a notarized certification stating that as a Live-in Aide:

1. The person is capable of and essential to providing the required care.
2. The person has never been a member of the household while the family was receiving housing assistance, and the family member has not made regular contributions to the household's income while the family has been receiving housing assistance.
3. There is no reason for the person to live in the unit other than to provide care for the persons with disabilities.
4. The person intends to maintain separate finances and live independently from the assisted household except to provide the necessary care and will not be considered a remaining family member if the person with the disability leaves the unit or passes away.

Within 10 business days of receiving a request for a Live-in Aide, including all required documentation related to the request, Housing Connect will notify the family of its decision in writing.

D. Legal Identity

Housing Connect is required to verify legal identity for each household member. Legal identity will be verified for all applicants at the time of eligibility determination.

The applicant and all members of the applicant's household over the age of six must disclose the complete and accurate social security number (SSN) assigned to each household member, and the documentation necessary to verify each SSN.[25] This requirement does not apply to non-citizens who do not contend eligible immigration status.

Housing Connect policy requires that the CoC program verify the legal identity for adults. One of the following documents is required:

- Certificate of Birth or Naturalization Papers
- Church issued baptismal certificate

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[25] 24 C.F.R. § 5.216.

- U.S. Certificate of Release or Discharge from Active Duty (DD 214)
- Current, valid U.S. Passport
- Current, valid driver's license or photo identification issued by Department of Motor Vehicles
- Current employer identification card

To verify the legal identity for children, one of the following documents is required:
- Certificate of birth
- Adoption papers
- Custody agreement
- Health and Human Services ID
- Certified school records

If a document submitted by a household is illegible for any reason or otherwise questionable, more than one of these documents may be required.

Applicants and members of the household must submit a signed declaration of U.S. Citizenship or signed declaration of eligible immigration status. Those who elect not to declare their status are considered to be ineligible non-citizens. No declaration is required for live-in aides, foster children, or foster adults. Housing Connect is not required to verify a family member's ineligible status and is not required to report an individual's unlawful presence in the U.S. to the United States Citizenship and Immigration Services (USCIS). U.S. citizens, nationals, and eligible non-citizens must provide documentation. A list of documentation is available here and below.

U.S. citizens and nationals must show evidence which should include one of the following:[26]
- Primary Evidence:
  - Birth certificate showing proof of birth in one of the 50 states, DC, Puerto Rico (on or after 12/13/1994), Guam, the U.S. Virgin Islands (on or after 12/17/1917), American Samoa, or the Northern Mariana Islands (on or after 11/04/1986)
  - United States passport
  - Report of birth abroad of a U.S. citizen (FS-240)
  - Certificate of Birth (FS–545) or Certification of Report of Birth (DS– 1350)
  - Certificate of Naturalization (Form N–550 or N–570)
  - Certificate of Citizenship for citizens who derive citizenship through parent (Form N–560 or N–561)

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[26] U.S. Department of Justice/Immigration and Naturalization Service proposed rule, Federal Register (Volume 63, Number 149) at pages 41662-41686, August 4, 1998.

- United States Citizen Identification Card (Form I–197)
- Northern Marianas Card (Form I–873)
- Statement provided by a U.S. consular official certifying that the individual is a U.S. citizen
- American Indian Card (Form I–872 or prior versions)
- Secondary Evidence:
  - Letter of no record
  - Final adoption decree
  - Evidence of U.S. Civil Service employment before June 1, 1976
  - Early public or private documents are documents that were created and/or issued early in the applicant's life, preferably in the first five years, that should include full name, date of birth, and place of birth, for example: Baptism certificate, Hospital birth certificate (often shows baby's footprints), U.S. Census record, Early school records, Family Bible record, Doctor's records of post-natal care, Birth Affidavit (Form DS-10), or Census record
  - Any other document that establishes a U.S. place of birth or in some way indicates U.S. citizenship (e.g., a contemporaneous hospital record of birth in that hospital in one of the 50 States, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, Swain's Island or the Northern Mariana Islands (unless the person was born to foreign diplomats residing in such a jurisdiction)
  - Documentation of U.S. citizenship for collectively naturalized individuals (listed in Attachment 4 of the Department of Justice interim guidance)[27]
- Third Party Evidence: Housing Connect may accept a written declaration made under penalty of law from one or more third parties indicating a reasonable basis for personal knowledge that an applicant who cannot produce evidence of U.S. nationality or citizenship under this section is a U.S. national or citizen of the United States. Housing Connect may require the applicant to demonstrate why the documentary evidence above does not exist or cannot readily be obtained.

Housing Connect may also accept receipt of application (except Form N-600 or N-400) for evidence of U.S. citizenship or nationality as temporary evidence. Note that this list is not meant to be exhaustive

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[27] Department of Justice, Interim Guidance on Verification of Citizenship, Qualified Alien Status and Eligibility Under TItle IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, November 17, 1997.

and Housing Connect should accept any reasonable documentary evidence of U.S. citizenship or nationality.

Eligible non-citizens must provide the most recent evidence of alien registration, which may include one of the following:

- **Permanent residents:** Form I-551 (Alien Registration Receipt Card, commonly known as a green card) or unexpired temporary I-551 stamp in foreign passport or on Form I-94

- **Asylees:** Form I-94 that says "Section 208" or "Asylum," Form I–766 (Employment Authorization Document) annotated "A5," grant letter from the Asylum Office of INS, or order of an immigration judge granting asylum, or Form I-668B (Employment Authorization Card) marked " 274a. 12(a)(5)"

- **Refugees:** Form I-94 that says "Admitted as a Refugee Pursuant to Section 207," Form I-668B (Employment Authorization Card) marked 274a. 12(a)(3)," Form I–766 (Employment Authorization Document) annotated "A3," or Form I–571 (Refugee Travel Document)

- **Parolees:** Form I-94 (Arrival-Departure Record) with stamp showing admission for at least one year that says "Paroled Pursuant to Section 221 (d)(5) of the USCIS"

- **Non-Citizen Whose Deportation or Removal Was Withheld:** Form I-94 that says " "Section 243(h)" or "Deportation stayed by Attorney General, Form I–688B (Employment Authorization Card) annotated "274a.12(a)(10)," Form I–766 (Employment Authorization Document) annotated "A10," or order from an immigration judge showing deportation withheld under § 243(h) of the INA as in effect prior to April 1, 1997, or removal withheld under § 241(b)(3) of the INA

- **Cuban/Hatian Entrant:** Form I–551 (Alien Registration Receipt Card, commonly known as a "green card") with code CU6/CU7/CH6, Unexpired temporary I–551 stamp in foreign passport or on Form I–94 with code CU6/CU7, or Form I–94 with stamp showing parole as "Cuba/Haitian Entrant" under Section 212(d)(5) of the INA

- **Iraqi and Afghan special immigrants:** Iraqi passport with an immigrant visa stamp noting that the individual has been admitted under IV (Immigrant Visa) Category SQ1, SQ2, or SQ3 and DHS stamp or notation on passport or I-94 showing date of entry; or DHS Form I-551 ("green card") showing Iraqi nationality (or Iraqi passport), with an IV (immigrant visa) code of SQ6, SQ7, or SQ9; or Afghan passport with an immigrant visa stamp noting the individual has been admitted under IV (Immigrant Visa) Category SQ1, SQ2, SQ3, SI1, SI2, or SI3; or DHS Form I-551 ("green card") showing Afghan nationality (or Afghan passport), with an IV (immigrant visa) code of SQ6, SQ7, SQ9, SI6, SI17, or S19

- **Victims of trafficking:** Form I-914, for T-1 Nonimmigrant visa followed by written confirmation that application is "bona fide"
- **Victims of domestic violence:** An immigrant who, or whose child or parent, has been battered or subjected to extreme cruelty in the United State by a U.S. citizen or lawful permanent resident's spouse or parent can be considered a qualified alien. The immigrant can be considered a qualified alien when it is determined that there is substantial connection between the battery, abuse, or cruelty and the need for benefits. In lieu of or in addition to eligible non-citizen registration, they must provide an approved or pending prima facie petition under one of the following categories:
  - A **Form I-130** petition filed by their spouse, or in the case of a child, by the parent or in the case of an unmarried adult son or daughter of a lawful permanent resident (LPR), by the parent.
  - A **Form I-360** petition as a widow(er) of a United States citizen (USC) under 8 U.S.C. 1154(a)(1)(A)(ii).
  - An approved self-petition filed with the Immigration and Naturalization Service (INS) under the Violence Against Women Act (VAWA) on **Form I-360** OR an I-360 pending with the USCIS, and USCIS has issued a Notice of Prima Facie Determination. In addition, a child of a self-petitioner may also derive immigration status from the self-petition. USCIS should include the names of any qualifying children on the Notice of Approval or Notice of Prima Facie Determination. Review of these VAWA applications includes a determination that the applicant has been subject to battery or extreme cruelty.
  - An **application for VAWA** cancellation of removal or suspension of deportation has been granted OR is pending and the immigration court finds that the applicant has a prima facie case for this relief. Review of VAWA applications for cancellation/suspension includes a determination that the applicant has been subject to battery or extreme cruelty.
- **Receipt from the USCIS** stating an application for replacement document (for one of the above) has been made and you are entitled to a replacement copy. If an applicant, over the age of 14, has either not registered with USCIS or whose evidence has been lost, they may contact USCIS for the purpose of applying for new evidence and Housing Connect may accept, as temporary evidence of registration, an INS receipt indicating the request. If the applicant is under 14, Housing Connect may waive the evidence requirement.
- Other acceptable evidence. If other documents are determined by the USCIS to constitute acceptable evidence of eligible immigration status, they will be announced by notice published in the Federal Register.

- Note: Ineligible aliens receiving benefits on or before August 22, 1996 may continue receiving benefits.

Documents must be original and unexpired, and must appear to Housing Connect to be reasonably genuine and related to the applicant. If the household consists of more than one person, the applicant may execute the written declaration and present documentation on behalf of the other members of the household.

After receiving the appropriate documentation, the Supportive Housing Coordinator will verify an eligible non-citizen's status (unless eligible as a battered non-citizen) through the Systematic Alien Verification for Entitlements (SAVE) database. If the Coordinator is not able to determine status through SAVE, they will make a secondary verification inquiry.

A family is eligible for assistance as long as at least one member is a citizen, national, or eligible non-citizen. Families that include eligible and ineligible individuals are considered mixed families. Housing Connect must prorate the assistance provided to a mixed family. Housing Connect will first determine assistance as if all family members were eligible and then prorate the assistance based upon the percentage of family members that actually are eligible. For example, if the Housing Connect subsidy for a family is calculated at $500 and two of four family members are ineligible, the subsidy would be reduced to $250.

ENTERING FROM ANOTHER SUBSIDY PROJECT

A program resident in PSH that leaves their original housing unit either by choice, due to an eviction, or because another project is a better fit may continue to be served in PSH by the current housing provider or may be transferred to another provider's PSH project so long as they are still enrolled in—and have not been terminated from—the project.[28] In the event that Housing Connect receives a referral for an individual or family that is currently housed in a non-CoC PSH project (i.e. HCV-funded PSH projects), the household maintains their chronic status eligibility as long as they were never terminated from the original PSH project. Transfer documentation is also required for this kind of transfer.[29]

They may also maintain their eligibility for a different project regardless of where they stay for the interim period before the unit is available. While searching for a new unit, a household may stay with a friend or family, at a hotel or motel, or in a transitional housing bed without losing their eligibility.

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[28] HUD - Frontier - 10.31.17.
[29] AAQ - 135287 - 03.19.19.

However, Housing Connect should actively assist the resident in finding another unit and continue to provide other supportive services to the household.

Program residents that are receiving Rapid Re-Housing (RRH) Assistance through programs such as the Emergency Solutions Grants (ESG) Program, the Continuum of Care (CoC) Program, the Supportive Services for Veterans Families (SSVF) Program, or the Veterans Homelessness Prevention Demonstration Program (VHPD) maintain their chronically homeless status for the purpose of eligibility for other permanent housing programs dedicated to serving the chronically homeless, such as HUD-VASH and CoC-funded permanent supportive housing. Program residents maintain their chronically homeless status during the time period that they are receiving the rapid re-housing assistance.[30]

In general, a household coming from a RRH project would be allowed to enroll in a PSH project without losing their chronically homeless status as long as the household met the eligibility criteria for the PSH project at entry into the initial RRH project. If the household's chronically homeless status was not established at initial intake into the RRH project, then eligibility must be determined at intake and it should be noted that the time spent residing in a RRH unit would not count towards the length of time homeless. Rather, time spent in RRH would count as a break in homelessness if the stay was for at least seven nights.[31] See RRH to CoC flowchart here.

REVIEW OF ELIGIBILITY

Once all the documents have been submitted, the Supportive Housing Coordinator will review the packet for completeness and make a determination of eligibility based on the following factors.

Based on the review of the referral and eligibility packet, the Supporting Housing Coordinator will make one of the following determinations:

1. *File is complete and the applicant is eligible.* The Supportive Housing Coordinator will notify the referring Case Manager with a date and time for the orientation meeting (see below).
2. *File is incomplete.* If eligibility cannot be determined or there is missing information, the Supportive Housing Coordinator may notify the Case Manager that additional information is needed. If the requested information is not supplied within 14 days, the applicant may be determined ineligible.
3. *Applicant is ineligible.* The application will be denied and the reasons given in writing to the Case Manager.

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[30] FAQ ID 530.
[31] AAQ - 124972 - 10.23.18.

ORIENTATION

Once an applicant has been determined eligible for the CoC Program, the Supportive Housing Coordinator will contact the Case Manager with the date and time of the orientation meeting.

At the application meeting, a Supportive Housing Coordinator will:
- Review the CoC policies and program requirements, including resident obligations
- Review the CoC program goals
- Explain the process for securing a housing unit
- Review and have the applicant sign:
  - CoC Housing Voucher
- Hand out and review:
  - [Tenant/Landlord Packet](#)
  - [Landlord Packet](#)
  - Payment Standard/Fair Market Rate Sheet
  - Grievance and Informal Hearing information

Fair Housing and Reasonable Accommodation

OUTREACH

Housing Connect will make its best effort to ensure that eligible hard-to-reach homeless persons are served by the CoC Program. Focus should be directed toward eligible persons who have a nighttime residence that is an emergency shelter or a space that is not typically designed as a regular sleeping accommodation for humans (e.g. persons living in cars, streets, and parks). Ongoing outreach and engagement procedures have been established through partner agencies for the purpose of engaging with eligible persons so that they may be brought into the program.

Under Fair Housing regulations, Housing Connect must affirmatively market their housing and supportive services to eligible persons regardless of race, color, national origin, religion, sex, age, familial status, or disability who are least likely to apply in the absence of special outreach, and maintain records of those marketing activities.[32]

Housing Connect will work with partnering agencies to provide outreach to perspective residents and to those least likely to apply without regard to race, color, national origin, sex, religion, familial status, and disability. Housing Connect will solicit all referrals for Continuum of Care projects through Coordinated

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[32] [24 C.F.R. § 578.93.](#)

Entry where individuals and families are prioritized for assistance. Housing Connect staff will make presentations about the CoC Program at relevant venues (e.g. Continuum of Care meetings) and upon request.

FAIR HOUSING

Federal laws require that PHAs treat all applicants and residents equally, providing the same quality of service, regardless of family characteristics and background. Federal law prohibits discrimination in housing on the basis of race, color, religion, sex, national origin, age, familial status, and disability. In addition, HUD regulations provide for additional protections regarding sexual orientation, gender identity, and marital status. The State of Utah also provides protections for source of income. Housing Connect will comply fully with all federal, state, and local nondiscrimination laws, and with rules and regulations governing fair housing and equal opportunity in housing and employment. For Housing Connect's full Fair Housing and Equal Opportunity policy, see Chapter 2 of the HCV Administrative Plan.

Under the CoC program regulations, Housing Connect is allowed to exclusively service a particular homeless subpopulation in permanent housing if the housing addresses a need identified by the Continuum of Care and meets certain guidelines.[33] Housing Connect must also implement its programs in a manner that affirmatively furthers fair housing. Involuntary family separation is prohibited so the age and gender of a child under age 18 must not be used as a basis for denying any family's admission.

REASONABLE ACCOMMODATION

One type of disability discrimination prohibited by the Fair Housing Act is the refusal to make reasonable accommodation in rules, policies, practices, or services when such accommodation may be necessary to afford a person with a disability the equal opportunity to use and enjoy a program or dwelling under the program. The full policies and procedures for requesting a reasonable accommodation are listed in Chapter 2, Part 2 of the HCV Administrative Plan.

Reasons for a reasonable accommodation request include:
- Live-in aide is needed
- Additional search time for a unit, as long as reasonable for the purpose
- Higher payment standard or utility allowance
- Initial lease term is shorter than 12 months
- Other needs related to disability

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[33] 24 C.F.R. § 578.93.

VAWA PROTECTIONS

The Violence Against Women Act of 2005 (VAWA) In accordance with VAWA, a tenant receiving assistance through the CoC program may not be denied assistance, terminated from participation, or be evicted from their rental housing because they are or have been a victim of domestic violence, dating violence, sexual assault, or stalking.[34]

If a participant of the CoC program or an affiliated individual of the participant is or has been the victim of domestic violence, dating violence, sexual assault, or stalking by a member of their household or any guest, the participant may not be denied rental assistance or occupancy rights under the CoC program solely on the basis of criminal activity directly relating to that domestic violence, dating violence, sexual assault, or stalking. Affiliated individual refers to a participant's spouse, parent, brother, sister, or child, or a person to whom the participant stands in the place of a parent or guardian (for example, the affiliated individual is in the participant's care, custody, or control); or any individual, tenant, or lawful occupant living in the participant's household.

In reference to VAWA protections, the CoC programs follow the same standards, steps, and requirements as Housing Connect's HCV Administrative Plan. Please reference the plan for more information.

Section 4: Securing Housing Unit

Unit Eligibility

Rental assistance is paid to a third-party landlord who meets the basic requirements outlined by HUD. These guidelines are as follows: 1) inspecting housing units during the application process to ensure each unit meets HUD health and safety requirements and 2) ensuring that all participating landlords comply with CoC guidelines and procedures established by Housing Connect. Once a unit is located, all landlord documents must be turned in and an Housing Quality Standards (HQS) inspection must be completed before any rental assistance can begin.

FAMILY UNIT SIZE STANDARDS

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[34] 24 C.F.R. § 578.99.

Housing Connect may elect to transfer residents from one grant project to another if Housing Connect determines such transfer is necessary for grant management reasons, (e.g. to increase or decrease spending rates in a given grant.) Housing Connect will notify the resident and Case Manager in writing of the change in grant assignment. Such transfers do not involve a physical move by the resident. Housing Connect shall document the date of the transfer and the reason for the transfer in the resident's file.

TRANSFER OF VOUCHER

In the case where a HOH becomes deceased or incarcerated or institutionalized for longer than 90 days, the housing subsidy voucher may be transferred to another person in the household as long as that person meets the eligibility requirements for the housing program. Such transfers do not involve a physical move by the resident. If that individual does not meet the eligibility requirements prior to entering the program, the housing subsidy will be provided until the end of the lease (or until termination results for non-compliance to the program). In the event that the HOH is evicted due to having been found to have engaged in criminal activity directly relating to domestic violence, dating violence, sexual assault, or stalking, the other members of the household have the right to continued rental assistance until the expiration of the lease.[61]

In the case the HOH is incarcerated or institutionalized for less than 90 days, the HOH may remain on the program. If the HOH is incarcerated or institutionalized for more than 90 days and the household consists of no other members, the housing subsidy may be terminated. Housing Connect may continue to fund the unit after the initial 90 days with non-CoC grant funds if the HOH is institutionalized or incarcerated and Housing Connect wishes to continue serving the individual.[62]

Termination of Housing Assistance

TERMINATION BY PARTICIPANT

The resident may elect to leave the CoC Program at any time and may do so by informing their Case Manager, who will then inform Housing Connect and the landlord. Residents who are currently receiving rental assistance must provide their landlord with a 30-day notice (or longer according to their lease) prior to vacating a unit.

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[61] 24 C.F.R. § 578.75.
[62] AAQ - 124980 - 09.28.18.

If the tenant provides the required notice, Housing Connect will pay the rent up to the end of the 30-day period, unless the landlord rents the unit to another tenant during that period. If the resident vacates the unit without notice, the CoC Program will pay the rent for a maximum of 30 days following the day the resident left the unit.

TERMINATION BY PROGRAM

Housing Connect may terminate assistance to a resident who violates program requirements or conditions of occupancy.[63] Housing Connect must exercise judgment and examine all extenuating circumstances in determining when violations are serious enough to warrant termination, so that a resident's assistance is terminated only in the most severe cases. Housing Connect is not prohibited from resuming assistance to a resident whose assistance has been terminated.[64]

The Continuum of Care Program is designed to serve disabled people who are homeless and have had poor access to housing and support services. Housing Connect believes that in order to reach this disadvantaged and hard-to-reach homeless population, sensitivity, flexibility, and respect for the resident's past experiences is critical. Behavior that might be grounds for dismissal in more traditional programs may not be appropriate grounds for dismissal from Continuum of Care.

Whenever possible, Housing Connect will give residents written warning prior to termination so that they have an opportunity to take appropriate action to resolve the problems and thus continue their participation in the program.

Grounds for Termination

Assistance may be terminated if the resident violates program requirements or conditions of occupancy. Examples of program violations are:

1. Repeated complaints from the landlord due to violations of the lease agreement, such as disturbing the quiet enjoyment of the neighbors, allowing unauthorized persons to visit or live in the unit, property damage, repeated failure of HQS inspections, or non-payment of rent
2. Violent or hostile behavior that seriously threatens the health and safety of the community
3. Vacating the unit without notice for more than 30 consecutive days
4. Vacating the unit for more than 90 days while staying at an institution (e.g. hospital, jail, treatment facility)

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[63] 24 C.F.R. § 578.91.
[64] 24 C.F.R. § 578.91.

5. Failure to obtain a new housing voucher within 30 days of being evicted from a unit or of leaving a unit due to a lease non-renewal

Housing Connect will not terminate a resident's assistance simply because the landlord or service provider feels the resident is "difficult." The service provider may request that a resident be terminated due to lack of participation in services, but only if the service provider can demonstrate that the refusal to participate is the underlying cause of repeated and serious lease violations.

Extremely serious program violations (including violent behavior, drug manufacturing, or other criminal behavior) will result in proceeding immediately to termination proceedings, if evidence is available. In all other cases, the violation would result in a conversation with the Case Manager and Supportive Housing Coordinator.

Roles and Responsibilities of Parties

There are four parties that have roles and responsibilities relating to a resident's participation in the CoC program and any decisions regarding termination of the resident's CoC assistance:

Housing Connect: As grantee for CoC funds, Housing Connect is ultimately responsible for determining whether a resident continues to receive CoC assistance and for termination of assistance in cases where it is warranted. Housing Connect will, in all cases, consult extensively with the other parties (i.e. the Case Manager) prior to terminating a resident from the program. In the event that agreement cannot be reached with all parties, Housing Connect's decision will prevail.

Landlord: The landlord should provide lease violations, and notices for the termination proceedings.

Service Provider: The service provider may provide feedback for the termination proceedings and assist the resident in the hearing process and housing search if necessary.

Resident: Throughout the termination process, the resident has a right to be treated respectfully and fairly, and to be afforded due process under the law.

Termination Process

Termination is a formal process that recognizes the rights of individuals receiving assistance to due process of law. The termination process is as follows:

Step 1: Informal Resolution
The Supportive Housing Coordinator and/or the Case Manager will meet informally with the resident to

address the problem. Both the Supportive Housing Coordinator and the Case Manager should document in the resident file these efforts to resolve the problem informally. In the case of serious criminal or violent acts, Housing Connect may proceed to the termination procedures in *Step 5.*

Step 2: Written Warning

If the behavior cannot be corrected informally, the Supportive Housing Coordinator will send the resident written notice specifying the reasons their participation in the program may be in jeopardy, and that if the issues are not resolved, the next step may be to terminate their housing assistance. Copies of the letter will be sent to the Case Manager. If the resident disagrees with the warning notice, they may request an informal conference with the Supportive Housing Coordinator to review the matter.

If the resident does not fulfill the terms of the written warning, the Supportive Housing Coordinator shall either proceed with a termination, or postpone the termination for up to 30 days if the resident has demonstrated a willingness to address the problems and has partially corrected the issue.

Step 3: Written Notice of Termination

If the matter proceeds to termination, the Supportive Housing Coordinator shall notify the resident in writing that they are being terminated from the program. The notice must contain a clear statement of the reason(s) for termination.[65]

The written notice of termination must also contain a statement that the resident has a right to an informal hearing for a review of the decision, in which the resident is given the opportunity to present written or oral objections and may be represented by a third party advocate. To request an Informal Hearing, the resident must do so in writing within 10 days of the date of the termination letter. A resident who fails to request an informal hearing waives this right, and the decision to terminate them from the program becomes final.

Once the resident receives a Notice of Termination, Housing Connect will send the landlord a 30-day Notice of Termination and will place a hold on the account effective the last day of the 30 day period. If the resident requests a hearing within the allotted time period, Housing Connect will remove the hold on the account and will pay for the unit for the month throughout the hearing process.

Step 4: Informal Hearing

Procedures for the informal hearing are described below and in the HCV Administrative Plan.

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[65] 24 C.F.R. § 578.91.

Step 5: Termination

Once the decision to terminate the resident from the program becomes final, the Supportive Housing Coordinator shall terminate the CoC assistance by issuing a 30-day Notice to Terminate to the resident and to the landlord, with a copy to the Case Manager. The Case Manager shall assist the landlord in obtaining the resident's voluntary agreement to move out of the unit. If the tenant has not moved out at the end of the 30-day notice period, the landlord may evict the tenant through the legal eviction process. Housing Connect will continue to pay rent during the thirty day notice period, unless another tenant moves into the unit prior to the end of the 30 days.

Returning to Program Following Termination

Applicants who have previously been terminated by the Continuum of Care Program may reapply for the program. An applicant's past history with the program will be taken into consideration in making an eligibility determination, but will not be the sole determining factor for acceptance. Applicants will be placed through Coordinated Entry.

Informal Hearing Process

Residents and applicants may request an informal hearing for a variety of reasons including appealing an eligibility decision, reasonable accommodation denial, or notice of termination.

If the participant requests an informal hearing, the hearing committee must schedule an informal hearing within 10 working days of receipt of the request. The informal hearing shall be a meeting between the participant, the Housing Specialist, and the Hearing Committee. Additional groups of people may also attend as deemed necessary by the participant including legal representation, family supports, relevant witnesses or character references, and/or the partner agency Case Manager. The program participant is given the opportunity to present written or oral objections.

The Hearing Committee shall issue prompt written notification of the decision to the participant within 10 business days, including a clear statement of the reason(s) for the decision. The finding of the Hearing Committee is final and may not be further appealed. Housing Connect will also be responsible to pay its portion of rent to the landlord for the month the hearing proceedings take place.

The CoC program follows the HCV Informal Hearing Procedures listed in the HCV Administrative Plan in Section 16-III. However, due to the nature of the CoC Program which serves some of the most vulnerable members of the community, the Supportive Program Coordinator has discretion to create added flexibility in the informal hearing process on a case by case basis.

Evictions

All CoC program residents have the same tenancy rights as any tenant in the State of Utah. If the landlord decides to evict a tenant in a CoC-subsidized unit, they must follow the legal requirements governing the eviction of tenants under Utah law, as well as any applicable local laws governing the landlord-tenant relationship.

A decision by the landlord to evict the resident from their unit does not necessarily mean that the resident will be terminated from the CoC program. Depending on the circumstances, Housing Connect may elect to continue CoC program participation and offer the resident alternative housing and/or services.

The landlord has the right to move forward with eviction if the tenant does not leave within the required time. In the event that Housing Connect elects not to terminate program participation and/or the resident refuses to leave the unit following termination of assistance, the landlord may terminate tenancy by undertaking an eviction procedure in accordance with state and local law. In the event that the resident is evicted but Housing Connect chooses not to terminate participation in CoC, Housing Connect may assist the resident in locating a new unit.

In addition, Housing Connect maintains a trauma-informed approach to serving the community.[66] If a resident is facing eviction, Housing Connect will seek to evaluate the conflict in a holistic way that takes into consideration the trauma experienced by the resident and how it may have impacted the lease violations. Housing Connect will continue to support clients by re-reviewing leasing violations and developing solutions with residents and landlords to preempt evictions and ensure residents remain housed. On occasions when an eviction cannot be prevented, communities may consider leveraging case conferencing to problem-solve quick solutions across providers.[67]

Vacancies

If a unit assisted with CoC funds is vacated before the expiration of the lease, the assistance for the unit may continue for a maximum of 30 days from the end of the month in which the unit was vacated, unless occupied by another eligible person. No additional assistance will be paid until the unit is occupied by another eligible person. Brief periods of stays in institutions, not to exceed 90 days for each occurrence, are not considered vacancies.[68] Housing Connect may pay for the unit for up to 90 days

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[66] Trauma-Informed Approach - AAQ144265.
[67] AAQ - 144265 - 02.11.20.
[68] 24 C.F.R. § 578.51.

while the program resident enters an institution, and then for an additional 30 days if the program resident does not re-enter the unit as a vacancy payment to the landlord.[69]

Section 7: Administration

Data Management

RETENTION AND ARCHIVAL OF RECORDS

Housing Connect must maintain complete and accurate accounts and other records for the program in accordance with HUD requirements, in a manner that permits a speedy and effective audit. All such records must be made available to HUD, the HUD Office of the Inspector General, or the Comptroller General of the United States upon request. Housing Connect is also required to provide reasonable access to records regarding CoC funds during the preceding five years to citizens, public agencies, and other interested parties, consistent with State and local laws regarding privacy and obligations of confidentiality and confidentiality requirements in this part.

All records pertaining to Continuum of Care funds must be retained for the greater of 5 years. Copies made by microfilming, photocopying, or similar methods may be substituted for the original records.[70]

APPLICANT FILES

Housing Connect's CoC Program Coordinator is responsible for setting up and maintaining a file for each CoC applicant. The file shall be created at the time Housing Connect receives a Referral Form from a participating support service agency and shall be updated throughout the application and eligibility verification process.

Each file shall contain:

- Supportive Housing Eligibility Checklist
- Forms listed in referral and application documents (Section 3)
- All documents relating to the eligibility determination (e.g. homeless/disability verification form, income verification, etc.)

Complete applicant files will be handled as follows:

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[69] AAQ - 131997 - 02.07.09.
[70] 24 CFR § 578.103.

Criteria Category	Renewal Evaluation Criteria	Reference Questions	HC COCR Reallocated	HC SP Renewal	HC SP3 New Chronic	HC SPBB Bud Bailey	HC SPGK Grace Mary Kelly Benson
Project Effectiveness	Program Best Practices	1-5	9.00	9.00	9.00	9.00	9.33
	SLVCEH Homeless Policy Priorities	6 & 7	9.67	9.33	9.67	9.33	9.67
	Review of monitoring results	8	3.50	3.50	3.67	3.67	3.67
	Review of HUD inspection requirements	9	4.67	4.50	4.50	4.50	4.50
	Housing Placement Process: Process/time from prioritization to voucher	10 & 11	4.00	4.17	4.00	4.17	4.17
	Housing Placement Process: Process/time from voucher to housing placement	10 & 12	3.33	3.50	3.50	5.00	5.00
	Integrated Network: Partnerships	13 & 14	4.67	4.67	4.50	4.50	4.50
	Integrated Network: Case Management Coverage	15	4.33	4.50	4.33	4.33	4.33
	Coordinated Entry/Identifying Units	16	4.50	4.50	4.50	4.50	4.50
	Addressing Racial Disparities	17	4.33	4.33	4.50	4.50	4.50
Budget/Application Quality	Quarterly Drawdowns	18	4.83	4.83	5.00	4.83	5.00
	Expenditure History	19 & 20	4.50	4.33	4.17	4.00	4.33
Data Quality	HUD and local Data Quality Standards (full points if data error is less than 10% and most records are entered within 10 days and have plans to improve	21-23	17.33	18.00	18.00	18.67	18.67
Budget/Application Quality	Followed instructions, Timely submission, with attachments	Overall Application	5.00	5.00	5.00	4.83	5.00
Budget/Application Quality	Responses sufficient detail and appropriate	Overall Application	4.83	4.83	4.83	4.83	4.83
Total Committee Score			**88.50**	**89.00**	**89.17**	**90.67**	**92.00**

Criteria Category	Renewal Evaluation Criteria	Reference Questions	HC COCR Reallocated	HC SP Renewal	HC SP3 New Chronic	HC SPBB Bud Bailey	HC SPGK Grace Mary Kelly Benson
Need and Performance	Occupancy / Average Daily Unit Utilization	Unit Utilization Rate / 2022 Application Data	10.00	10.00	10.00	10.00	10.00
	Percentage of entries with no income	APR Q16	10.00	10.00	10.00	10.00	10.00
	Leavers who exit to shelter, streets or unknown	APR Q23a & 23b	15.00	7.50	7.50	15.00	0.00
	Returns to homelessness	HMIS Report: Measure 2a and 2b	5.00	10.00	10.00	5.00	0.00
	Percentage of adult stayers who increased earned income	APR Q19	1.88	3.75	1.88	3.75	0.00
	Percentage of adult stayers who increased non-employment income	APR Q19	3.75	3.75	3.75	0.00	3.75
	Percentage of adult leavers who increased earned income	APR Q19	0.00	1.88	1.88	1.88	0.00
	Percentage of adult leavers who increased non-employment income	APR Q19	3.75	3.75	3.75	0.00	3.75
	% entries disabled	APR Q13a2	15.00	7.50	15.00	7.50	15.00
	Percentage of participants who remain in PSH or exited to permanent housing	The % of S&L to PH	25.00	25.00	25.00	25.00	25.00
Total Admin Score			89.38	83.13	88.75	78.13	67.50
Total Score			177.88	172.13	177.92	168.79	159.50
Points Possible			200.00	200.00	200.00	200.00	200.00
Final Score			88.94	86.06	88.96	84.40	79.75

Local Competition Scoring Tool
1E-2 UT-500 Documentation

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Local Scoring Guidelines: Renewal PH-RRH, and PH-PSH <u>with</u> an APR
FY2024/25 HUD CoC Competition

Threshold Requirements:
- Match at 25% for eligible activities (all budget line items, except leasing)
- As applicable, participate in the most recent PIT, HIC, and LSA
- Participates in HMIS
- Accepts referrals through Coordinated Entry
- Meet all requirements listed in the Supplemental or Annual NOFO (part of esnaps review)

Projects which meet all the threshold requirements will be scored according to the following guidelines:

WEIGHT	CATEGORY	EVALUATION CRITERIA
30%	**Project Effectiveness**	- Program Best Practices - Housing First - Consumer input - SLVCEH Strategic Plan - Ensure homelessness is rare, brief, and one-time - Target Population - Review of HUD monitoring results - Review of HUD inspection requirements - Housing Placement Process - Process/time from prioritization to voucher - Process/time from voucher to housing placement - Operating as an integrated network in evaluation criteria - Commitments from range of service providers; integration of education, health, etc. - Commitments to provide case management coverage - Utilize coordinated entry and identifying housing units to quickly move persons experiencing homelessness into stable housing - Address racial disparities to ensure equity
10%	**Budget/Application Quality**	- Drawdown rate - Expenditure History - Cost per positive outcome - Followed instructions - Submitted on time, with all required attachments - Responses provide sufficient detail and are appropriate for the type of project and target population
10%	**Data Quality**	Program level DQ review: accuracy and timeliness
50%	**Need & Performance**	How well does the program demonstrate it is needed locally? - Occupancy / Average Daily Unit Utilization - Hard to Serve Populations/Barriers to Housing - Percentage of entries with no income % Entries disabled How well does the program help the community improve system performance measures/achieve positive client outcomes? - Returns to Homelessness /negative exits - Exits to Permanent Housing - Increased income

				Objective Total Points	110	55%
				System Performance Total	100	50%

Weight	Criteria Category	Renewal Evaluation Criteria	Source of Criteria	Point Range			Total	Scoring Category
30%	Project Effectiveness	Program Best Practices	Agency Application	Score of 1-5; Multiplied by 2			10	
		SLVCEH Homeless Policy Priorities		Score of 1-5; Multiplied by 2			10	
		Review of HUD monitoring results		Score of 1-5			5	
		Review of HUD inspection requirements		Score of 1-5			5	
		Housing Placement Process: Process/time from prioritization to voucher		Score of 1-5			5	
		Housing Placement Process: Process/time from voucher to housing placement		Score of 1-5			5	
		Integrated Network: Partnerships		Score of 1-5			5	
		Integrated Network: Case Management Coverage		Score of 1-5			5	
		Coordinated Entry/Identifying Units		Score of 1-5			5	
		Integrated Network: Utilizing Coordinated Entry/Identifying Units		Score of 1-5			5	
10%	Budget/Application Quality	Quarterly Drawdowns	LOCCs Report verified by Field Office/Agency Application	Score of 1-5			5	Objective
		Expenditure History	Agency Application	within (+ or -) 5%	within (+ or -) 10%	>10%	5	Objective
		Followed instructions, Timely submission, with attachments	Agency Application	Score of 1-5			5	
		Responses sufficient detail and appropriate	Agency Application	Score of 1-5			5	
10%	Data Quality	HUD and local Data Quality Standards	Data Quality Report, Application Narrative	Score of 1-5; Multiplied by 4			20	

Weight	Criteria Category	Renewal Evaluation Criteria	Source of Criteria	Full Points	Half Points	0 Points	Total	Scoring Category
30.0%	Need and Performance (All Projects)	Occupancy / Average Daily Unit Utilization	Unit Utilization Rate / 2018 Application Data	>90%	80-90%	<80%	10	Objective, System Performance
		Percentage of entries with no income	APR Q16	>40%	19-40%	<19%	10	Objective, System Performance, Severe Barriers
		Leavers who exit to shelter, streets or unknown	APR Q23a & 23b	<10%	10-15%	≥15%	15	Objective, System Performance
		Returns to homelessness	HMIS Report: Measure 2a and 2b: Persons who Exit Homelessness to PH Return to Homelessness	<15%	15%-45%	>45%	10	Objective, System Performance
		Percentage of adult stayers who increased earned income	APR Q19	>10%	5-10%	<5%	3.75	Objective, System Performance
		Percentage of adult stayers who increased non-employment income	APR Q19	>20%	10-20%	<10%	3.75	Objective, System Performance
		Percentage of adult leavers who increased earned income	APR Q19	>10%	5-10%	<5%	3.75	Objective, System Performance
		Percentage of adult leavers who increased non-employment income	APR Q19	>20%	10-20%	<10%	3.75	Objective, System Performance
20.0%	Project Specific Need and Performance (PSH)	% entries disabled	APR Q13a2	>85%	65-85%	<65%	15	Objective, System Performance, Severe Barriers
		Percentage of participants who remain in PSH or exited to permanent housing	The % of stayers and leavers to permanent housing during the operating year	>80%	70-80%	<70%	25	Objective, System Performance
20.0%	Project Specific Need and Performance (RRH)	% entries disabled	APR Q13a2	>40%	20-40%	<20%	5	Objective, System Performance, Severe Barriers
		Percentage of participants who exited to permanent housing	The % of stayers and leavers to permanent housing during the operating year	>70%	60-70%	<60%	10	Objective, System Performance
		On average, participants spend XX days from project entry to residential move-in	APR Q22c	<60	61-180	>180	25	Objective, System Performance

Local Scoring Guidelines: Renewal PH-RRH, and PH-PSH <u>without</u> an APR
FY2024/25 HUD CoC Competition

Renewal Housing Projects without an APR

WEIGHT	CATEGORY	EVALUATION CRITERIA
30%	**Capacity/Application Quality**	• No/minor past audit or monitoring findings or concerns (fiscal or program) from HUD or independent auditors • Grant management system in place for complying with government grants • Involvement in the local homeless housing and services system or local low-income housing and services system. • Effective record of administering government funded housing programs for homeless persons or housing for low-income persons. • Followed instructions • Submitted on time, with all required attachments • Responses provide sufficient detail and are appropriate for the type of project and target population
70 %	**Need**	• Summary of activities carried out since funds awarded • Demonstrate need using data from Housing Inventory Chart and Point in Time Count. • Impact on community performance related to HUD system performance measures including promoting racial equity • Timeline for project implementation • Plan to fully expend HUD funds • Rapidly securing housing for clients • Assisting clients with employment/other income • Target population o (DV) Trauma-informed and client-centered policies • Utilization of Housing First

2024/25 NOFA Scoring Tool Renewals without an APR

Renewal Housing Projects without an APR

Weight	Criteria Category	Evaluation Criteria	Source of Criteria	Point Range	Total (200 points)
30%	Capacity	Audits/Monitoring Review	Local Application	Score of 1-5, Multiplied by 2	10
		Grant management system		Score of 1-5, Multiplied by 2	10
		Involvement in the local homeless system		Score of 1-5, Multiplied by 2	10
		Record of administering government funded housing programs		Score of 1-5, Multiplied by 2	10
		Followed instructions, Timely submission, with attachments		Score of 1-5, Multiplied by 2	10
		Responses sufficient detail and appropriate		Score of 1-5, Multiplied by 2	10
70%	Need	Summary of activities carried out	Local Application	Score of 1-5, Multiplied by 4	20
		Target population	Local and Esnaps	Score of 1-5, Multiplied by 4	20
		Utilization of Housing First		Score of 1-5, Multiplied by 6	30
		Demonstrate need using data	Local Application	Score of 1-5, Multiplied by 2	10
		Impact on community performance including promoting racial equity		Score of 1-5, Multiplied by 2	10
		Timeline for project implementation		Score of 1-5	5
		Plan to fully expend HUD funds		Score of 1-5	5
		Rapidly securing housing for clients		Score of 1-5, Multiplied by 4	20
		Assisting clients with employment/other income		Score of 1-5, Multiplied by 4	20

Local Scoring Guidelines: Renewal SSO-CE
FY2024/25 HUD CoC Competition

Renewal Coordinated Entry Project

WEIGHT	CATEGORY	EVALUATION CRITERIA
30%	**Capacity/Application Quality**	• No/minor past audit or monitoring findings or concerns (fiscal or program) from HUD or independent auditors • Grant management system in place for complying with government grants • Involvement in the local homeless housing and services system or local low-income housing and services system. • Effective record of administering government funded housing programs for homeless persons or housing for low-income persons. • Followed instructions • Submitted on time, with all required attachments • Responses provide sufficient detail and are appropriate for the type of project and target population

70 %	**Need**	• System Function
		    o Clients are prioritized/referred as appropriate
		• Inclusive coordination with stakeholders
		• System design that is accessible for all persons seeking information regarding homelessness assistance
		    o (DV) Trauma-informed and client-centered policies
		• Advertised program to reach homeless persons with the highest barriers
		• Standardized assessment process
		• Ensuring that program participants are directed to appropriate housing and services

2024/25 NOFA Scoring Tool   Renewal Coordinated Entry

Renewal Coordinated Entry **Project**

Weight	Criteria Category	Evaluation Criteria	Source of Criteria	Point Range	Total (200 points)
30%	Capacity	Audits/Monitoring Review	Local Application	Score of 1-5, Multiplied by 2	10
		Grant management system		Score of 1-5, Multiplied by 2	10
		Involvement in the local homeless system		Score of 1-5, Multiplied by 2	10
		Record of administering government funded housing programs		Score of 1-5, Multiplied by 2	10
		Followed instructions, Timely submission, with attachments		Score of 1-5, Multiplied by 2	10
		Responses sufficient detail and appropriate		Score of 1-5, Multiplied by 2	10
70%	Need	System Function-current implementation	Local Application	Score of 1-5, Multiplied by 8	40
		Inclusive plan for coordination w/ stakeholders	E-snaps & Local Application	Score of 1-5, Multiplied by 4	20
		System design that is accessible		Score of 1-5, Multiplied by 4	20
		Strategy for advertising		Score of 1-5, Multiplied by 4	20
		Standardized assessment process		Score of 1-5, Multiplied by 4	20
		Directed to appropriate housing and services		Score of 1-5, Multiplied by 4	20

Local Scoring Guidelines: New Projects
Annual NOFO

Threshold Requirements:
- Project will be administered by an eligible organization
- Match at 25% for eligible activities (all budget line items, except leasing)
- As applicable, participate in the most recent PIT, HIC, and LSA
- Agrees to participate in HMIS
- Agrees to have all referrals for proposed project routed through Coordinated Entry
- Meet all requirements listed in the Annual NOFO (part of esnaps review)

Projects which meet all of the above threshold requirements will be scored according to the following guidelines:

New Housing Projects
- Permanent Housing – Permanent Supportive Housing
- Permanent Housing – Rapid Re-housing
- Joint Transitional Housing and Permanent Housing – Rapid Re-housing

WEIGHT	CATEGORY	EVALUATION CRITERIA
20	**Organizational Experience and Capacity**	- No/minor past audit or monitoring findings or concerns (fiscal or program) from HUD or independent auditors - Grant management system in place for complying with government grants - Involvement in the local homeless housing and services system or local low-income housing and services system. (DV bonus- History of serving DV clients) - Effective record of administering government funded housing programs for homeless persons or housing for low-income persons.
20	**Unmet Need**	- Target population - Demonstrate need using data from Housing Inventory Chart and Point in Time Count - Impact on community performance related to HUD system performance measures - Address racial disparities to ensure equity
15	**Timeliness**	- Timeline for project implementation - Plan to fully expend HUD funds within grant operating period

Local Scoring Guidelines: New Projects
Annual NOFO

WEIGHT	CATEGORY	EVALUATION CRITERIA

35/(25 for DV)	**Supportive Services and Housing First**	• Utilization of Housing First
		   o Rapidly securing housing for clients and support housing retention
		   o No preconditions such as sobriety, service participation, or minimum income
		• Plan to assist clients with employment/other income
		• Plan to coordinate with other mainstream health, social services and employment programs
		• Leveraging healthcare resources
		• Utilizing lived expertise in planning programming and services

10 (DV Only)	**DV Experience, Plan and Outcomes (DV Projects Only)**	• (DV) Trauma-informed and client-centered policies
10	**Application/Budget Quality**	• Followed instructions • Submitted on time, with all required attachments • Responses provide sufficient detail and are appropriate for the type of project and target population • Is cost effective, meets matching requirements, leverages support from other partners

New Coordinated Assessment Project

WEIGHT	CATEGORY	EVALUATION CRITERIA
20	**Organizational Experience and Capacity**	• No/minor past audit or monitoring findings or concerns (fiscal or program) from HUD or independent auditors • Grant management system in place for complying with government grants • Involvement in the local homeless housing and services system or local low-income housing and services system. (DV bonus- History of serving DV clients) • Effective record of administering government funded housing programs for homeless persons or housing for low-income persons.
20	**Unmet Need**	• Target population • Demonstrate need using data from Housing Inventory Chart and Point in Time Count • Impact on community performance related to HUD system performance measures • Address racial disparities to ensure equity
15	**Timeliness**	• Timeline for project implementation • Plan to fully expend HUD funds within grant operating period
35/(25 for DV)	**Supportive Services**	• Inclusive plan for coordination with stakeholders • System design that is accessible for all persons seeking information regarding homelessness assistance ○ (DV) Trauma-informed and client-centered policies • Strategy for advertising the program to reach homeless persons with the highest barriers • Standardized assessment process • Ensuring that program participants are directed to appropriate housing and services
10 (DV Only)	**DV Experience, Plan and Outcomes (DV Projects Only)**	• (DV) Trauma-informed and client-centered policies
10	**Application/Budget Quality**	• Followed instructions • Submitted on time, with all required attachments • Responses provide sufficient detail and are appropriate for the type of project and target population • Is cost effective, meets matching requirements, leverages support from other partners

New HMIS Project

WEIGHT	CATEGORY	EVALUATION CRITERIA
Because only the HMIS Lead is eligible to apply for funds, capacity will be weighted at 15% rather than 20%		
15	**Organizational Experience and Capacity**	• No/minor past audit or monitoring findings or concerns (fiscal or program) from HUD or independent auditors • Grant management system in place for complying with government grants • Involvement in the local homeless housing and services system or local low-income housing and services system. • Effective record of administering government funded housing programs for homeless persons or housing for low-income persons.
25	**Unmet Need**	• Impact on community performance on HUD system performance measures • Timeline for project implementation • Plan to fully expend HUD funds • Demonstrate need using data related to current HMIS staffing and ability to meet current demands Detailed work plan for use of funds • Address racial disparities to ensure equity
15	**Timeliness**	• Timeline for project implementation • Plan to fully expend HUD funds within grant operating period
35/(25 for DV)	**System Design**	• How the HMIS funds will be expended in a way that is consistent with the CoC's funding strategy for the HMIS and furthers the CoC's HMIS implementation. • The HMIS collects all Universal Data Elements as set forth in the HMIS Data Standards. • The ability of the HMIS to un-duplicate client records. • The HMIS produces all HUD-required reports and provides data as needed for HUD reporting (e.g., APR, quarterly reports, data for CAPER/ESG reporting) and other reports required by other federal partners.
10 (DV Only)	**DV Experience, Plan and Outcomes (DV Projects Only)**	• (DV) Trauma-informed and client-centered policies
10	**Application/Budget Quality**	• Followed instructions • Submitted on time, with all required attachments • Responses provide sufficient detail and are appropriate for the type of project and target population • Is cost effective, meets matching requirements, leverages support from other partners

Scored Forms for One Project
1E-2a UT-500 Documentation

Criteria Category	Renewal Evaluation Criteria	Reference Questions	HC SP3 New Chronic
Project Effectiveness	Program Best Practices	1-5	9.00
	SLVCEH Homeless Policy Priorities	6 & 7	9.67
	Review of monitoring results	8	3.67
	Review of HUD inspection requirements	9	4.50
	Housing Placement Process: Process/time from prioritization to voucher	10 & 11	4.00
	Housing Placement Process: Process/time from voucher to housing placement	10 & 12	3.50
	Integrated Network: Partnerships	13 & 14	4.50
	Integrated Network: Case Management Coverage	15	4.33
	Coordinated Entry/Identifying Units	16	4.50
	Addressing Racial Disparities	17	4.50
Budget/Application Quality	Quarterly Drawdowns	18	5.00
	Expenditure History	19 & 20	4.17
Data Quality	HUD and local Data Quality Standards (full points if data error is less than 10% and most records are entered within 10 days and have plans to improve	21-23	18.00
Budget/Application Quality	Followed instructions, Timely submission, with attachments	Overall Application	5.00
Budget/Application Quality	Responses sufficient detail and appropriate	Overall Application	4.83
		Total Committee Score	**89.17**
Need and Performance	Occupancy / Average Daily Unit Utilization	Unit Utilization Rate / 2022 Application Data	10.00
	Percentage of entries with no income	APR Q16	10.00
	Leavers who exit to shelter, streets or unknown	APR Q23a & 23b	7.50
	Returns to homelessness	HMIS Report: Measure 2a and 2b	10.00
	Percentage of adult stayers who increased earned income	APR Q19	1.88
	Percentage of adult stayers who increased non-employment income	APR Q19	3.75
	Percentage of adult leavers who increased earned income	APR Q19	1.88
	Percentage of adult leavers who increased non-employment income	APR Q19	3.75
	% entries disabled	APR Q13a2	15.00
	Percentage of participants who remain in PSH or exited to permanent housing	The % of S&L to PH	25.00
		Total Admin Score	**88.75**
		Total Score	**177.92**
		Points Possible	**200.00**
		Final Score	**88.96**

Notification of Projects Rejected-Reduced
1E-5. UT-500 Documentation

Not Applicable for UT-500 2024-2025 Competition

Notification of Projects Accepted
1E-5a UT-500 Documentation

UT-500 CoC Competition Update

From Tarra McFadden <TMcFadden@saltlakecounty.gov>

Date Mon 10/14/2024 3:28 PM

To Tricia Davis <tadavis@utah.gov>; Joseph Jensen (josephmjensen@utah.gov) <josephmjensen@utah.gov>

🔗 1 attachments (2 MB)

FY2024 UT-500 Applicant Notice-DWS.pdf;

October 14, 2024

Dear HUD Continuum of Care Applicant,

Congratulations! Your project application(s) that were submitted for consideration in the FY2024-25 HUD CoC Competition for the Salt Lake City and County Continuum of Care have been selected to be included in the CoC's Priority Listing and will be submitted to HUD for review and award.

Five members served on this year's Ranking Committee representing various stakeholder groups. A list of committee members is included with this letter, although applicants should note that any communication regarding the Committee processes or outcomes should be directed to Salt Lake County per approved policies and procedures. Salt Lake County, in its role as CoC Collaborative Applicant, provides staffing support to the Ranking Committee.

The committee worked diligently to thoroughly review all projects, support the creation of new resources, and consider impacts to existing programs. After reviewing all submitted applications, the committee considered a number of ranking strategies as they related to overall funding. Discussion centered on how particular projects contribute to overall system performance, accountability for currently funded programs, and the options to bring new resources to the community.

The committee has completed their work for the FY2024-25 competition. Please find the following enclosed:

1. Summary Application Scores - Overview of all submitted applications, scores, and funding status.
2. FY2024 Competition Final Ranking Recommendations - Ranking Committee recommendations will be submitted to HUD. HUD is the ultimate funding authority and will make the final award decisions.
3. Application Review and Ranking Process - This provides an overview of the local review and ranking process. This information will also be posted to the Salt Lake Continuum of Care Competition site.

Salt Lake County may be reaching out to you and other grantees in the next week to fix minor technical edits prior to final grant submission. Please watch your email for further instructions.

Thank you for continued partnership,

Tarra McFadden
Program & Grants Manager
Phone: 385-468-7143
Email: tmcfadden@saltlakecounty.gov
Pronouns: She/Her/Hers

UT-500 CoC Competition Update

From Tarra McFadden <TMcFadden@saltlakecounty.gov>

Date Mon 10/14/2024 3:22 PM

To Janice Kimball <jjkimball@hacsl.org>; Krysta Niemczyk <krysta@housingconnect.org>; Sally Goodger <sallyg@housingconnect.org>

🔗 1 attachments (2 MB)

FY2024 UT-500 Applicant Notice-HC.pdf;

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Email: tmcfadden@saltlakecounty.gov
Pronouns: She/Her/Hers

UT-500 CoC Competition Update

From	Tarra McFadden <TMcFadden@saltlakecounty.gov>
Date	Mon 10/14/2024 3:18 PM
To	Michelle Flynn <mflynn@theroadhome.org>; grantsteam@theroadhome.org <grantsteam@theroadhome.org>; Baylee White <bwhite@theroadhome.org>

📎 3 attachments (5 MB)

FY2024 UT-500 Applicant Notice-The Road Home.pdf; FY2024 UT-500 Applicant Notice-The Road Home.pdf; FY2024 UT-500 Applicant Notice-The Road Home.pdf;

October 14, 2024

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Thank you for continued partnership,

![Salt Lake County Office of Homelessness and Criminal Justice Reform logo]

Tarra McFadden
Program & Grants Manager
Phone: 385-468-7143
Email: tmcfadden@saltlakecounty.gov
Pronouns: She/Her/Hers

UT-500 CoC Competition Update

From Tarra McFadden <TMcFadden@saltlakecounty.gov>

Date Mon 10/14/2024 3:27 PM

To Natalie Shewell <NShewell@saltlakecounty.gov>; Anndrea Wild <AWild@saltlakecounty.gov>; Katherine Fife <KFife@saltlakecounty.gov>

◻ 1 attachments (2 MB)

FY2024 UT-500 Applicant Notice-SLCo.pdf;

October 14, 2024

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UT-500 CoC Competition Update

From Tarra McFadden <TMcFadden@saltlakecounty.gov>

Date Mon 10/14/2024 3:20 PM

To Liz Owens <lowens@ywcautah.org>; Corinne Bird <cbird@ywcautah.org>; Kiki Chmielewski <kchmielewski@ywcautah.org>

🔗 2 attachments (3 MB)

FY2024 UT-500 Applicant Notice-YWCA.pdf; FY2024 UT-500 Applicant Notice-YWCA.pdf;

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October 14, 2024

Jennifer Wilson
Mayor

Erin Litvack
Deputy Mayor /
Chief Administrative Officer

Katherine Fife
Associate Deputy Mayor

Anndrea Wild
Director

Alexandra Allen
Associate Director

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Tarra McFadden
Program & Grants Manager

Summary Application Scores
(Scores are presented here in alphabetical order by Agency acronym)

Local Rank	Project Name	Total Committee Score	Total Admin Score	Points Possible	Final Score	Funding Requested	Funding Recommended	Tier Placement
1	SLCO Coordinated Entry Project	95.33	n/a	100.00	95.33	$266,800	$266,800	Tier 1
2	TRH RRH for Domestic Violence Survivors	182.83	n/a	200.00	91.42	$380,500	$380,500	Tier 1
3	TRH Scattered Site Properties	93.17	56.25	167.50	89.20	$20,563	$20,563	Tier 1
4	HC SP3 New Chronic	89.17	88.75	200.00	88.96	$1,521,208	$1,521,208	Tier 1
5	HC COCR Reallocated	88.50	89.38	200.00	88.94	$1,534,756	$1,534,756	Tier 1
6	DWS Salt Lake HMIS	-	-	-	-	$266,275	$266,275	Tier 1
7	TRH S+C II Consolidated	91.00	83.75	200.00	87.38	$2,838,220	$2,838,220	Tier 1
8	HC SP Renewal	89.00	83.13	200.00	86.06	$1,901,192	$1,901,192	Tier 1
9	HC SPBB Bud Bailey	90.67	78.13	200.00	84.40	$315,089	$315,089	Tier 1
10	TRH RRH for Families Consolidated	88.17	80.00	200.00	84.08	$658,041	$658,041	Partially in Tier 1 and Tier 2
11	HC SPGK Grace Mary Kelly Benson	92.00	67.50	200.00	79.75	$424,834	$424,834	Tier 2
12	TRH Magnolia Supportive Services	86.33	56.88	200.00	71.60	$220,000	$220,000	Tier 2
13	TRH Shelter Plus Care II Expansion	75.50	-	80.00	94.38	$854,704	$854,704	Tier 2
14	YWCA Utah RRH for DV Survivors	80.67	-	90.00	89.63	$708,021	$708,021	Tier 2

Local Rank	Project Name	Total Committee Score	Total Admin Score	Points Possible	Final Score	Project Type	Funding Requested	Funding Recommended	Tier Placement
1	SLCO Coordinated Entry Project	95.33	n/a	100.00	95.33	SSO-CE	$266,800	$266,800	Tier 1
2	TRH RRH for Domestic Violence Survivors	182.83	n/a	200.00	91.42	Renewal PH-RRH	$380,500	$380,500	Tier 1
3	TRH Scattered Site Properties	93.17	56.25	167.50	89.20	Renewal PH-PSH	$20,563	$20,563	Tier 1
4	HC SP3 New Chronic	89.17	88.75	200.00	88.96	Renewal PH-PSH	$1,521,208	$1,521,208	Tier 1
5	HC COCR Reallocated	88.50	89.38	200.00	88.94	Renewal PH-PSH	$1,534,756	$1,534,756	Tier 1
6	DWS Salt Lake HMIS	-	-	-	-	HMIS	$266,275	$266,275	Tier 1
7	TRH S+C II Consolidated	91.00	83.75	200.00	87.38	Renewal PH-PSH	$2,838,220	$2,838,220	Tier 1
8	HC SP Renewal	89.00	83.13	200.00	86.06	Renewal PH-PSH	$1,901,192	$1,901,192	Tier 1
9	HC SPBB Bud Bailey	90.67	78.13	200.00	84.40	Renewal PH-PSH	$315,089	$315,089	Tier 1
10	TRH RRH for Families Consolidated	88.17	80.00	200.00	84.08	Renewal PH-RRH	$658,041	$658,041	Partially in Tier 1 and Tier 2
11	HC SPGK Grace Mary Kelly Benson	92.00	67.50	200.00	79.75	Renewal PH-PSH	$424,834	$424,834	Tier 2
12	TRH Magnolia Supportive Services	86.33	56.88	200.00	71.60	Renewal PH-PSH	$220,000	$220,000	Tier 2
13	TRH Shelter Plus Care II Expansion	75.50	-	80.00	94.38	New PH-PSH	$854,704	$854,704	Tier 2
14	YWCA Utah RRH for DV Survivors	80.67	-	90.00	89.63	New PH-RRH	$708,021	$708,021	Tier 2

Application Rank and Review Process

Salt Lake City and County Continuum of Care

FY2024-25 CoC Competition

Table of Contents

Final Scoring Explanation

Renewal Application Scoring

- Portions of the application that the committee scored were worth 100 points.

- Portions of the application scored by SLCO using need and performance data from HMIS/Reports were worth 100 points.

  o For the Returns to Homelessness question agencies were directed to respond as "N/A" if there was no data on the Measure 2 report.

  o If the measure relied on data from exits, and the program had no leavers, agencies were directed to respond as "N/A"

  o Applications were not penalized but the total points possible for those applications were adjusted.

- Per the NOFO, If a project application straddles the Tier 1 and Tier 2 funding line, HUD will conditionally select the project up to the amount of funding that falls within Tier 2. HUD may fund the Tier 2 portion of the project. If HUD does not fund the Tier 2 portion of the project, HUD may award the project at the reduced amount, provided the project is still feasible with the reduced funding (e.g., is able to continue serving homeless program participants effectively).

First Time Renewals/Renewals without an APR

- Portions of the application that the committee scored were worth 200 points and due to the lack of performance data, they were scored completely by the committee.

HMIS Application Scoring

- The HMIS application was reviewed by the Ranking Committee and recommended for funding.

- They recommended that it be funded at the full amount and included in the Project Priority Listing in the middle of Tier 1.

New Application Scoring and First Time Renewals

- Portions of the application that the committee scored were worth 90 points for DV Bonus Projects and 80 points for non-DV Bonus Projects

  o The scoresheet originally indicated that applications were worth 100 points. Questions related to some of the scoring criteria were inadvertently left out of the application form. To account for this, without penalizing applicants, the points possible were adjusted accordingly.

- The following projects were recommended for funding:

  o TRH Shelter Plus Care II Expansion

  o YWCA Utah RRH for DV Survivors

Application Rank and Review Timeline

Ranking Committee - Approve Renewal Scoring Guidelines	4-Sep
Ranking Committee-New Scoring Guidelines approved	4-Sep
RFP for Renewal Applications released, Scoring Guidelines & Ranking Committee Procedures available as part of the application package and posted to CoC competition website	5-Sep
New scoring guidelines posted to CoC Competition Website	5-Sep
RFP for New Projects Released, Scoring Guidelines & Ranking Committee Procedures available as part of the application package and posted to CoC Competition Website	5-Sep
RFP for HMIS Application released	5-Sep
New Application Training held; materials posted to CoC Competition Website	12-Sep
Renewal Application Training held / materials posted to CoC Competition Website	12-Sep
Ranking Committee Meeting-Application Review Orientation	26-Sep
Ranking Committee Meeting-Final Ranking/Funding Decision	10-Oct
Applicants notified of Final Ranking/Funding Decision	11-Oct
Final Ranking/Funding Decision posted to CoC Competition Website	11-Oct

Rank and Review Policies and Procedures

Eligible proposals will be prioritized for inclusion in the CoC's coordinated application by the Ranking Committee acting as the rank and review group. Applications not scoring high enough will not be placed on the project funding request as part of the Consolidated Application (Formerly Exhibit 1).

Salt Lake County, as the designated Collaborative Applicant, recruits Ranking Committee members, prioritizing members who have served as members in the past or who have other relevant experience. The Ranking Committee will be composed of representatives from a cross-section of groups which might include: Faith-based and non-profit providers of homeless services and housing; city representatives; county employees; mental health; substance abuse; veteran's services; and consumers.

- Ranking Committee members must declare that they have no conflict of interest.
- Members must be appointed every year and their eligibility verified.
- Members must be able to dedicate time for application review and committee meetings.
- Ranking Committee members are given an orientation which includes:
  - Information regarding homeless activities, needs, services, definitions and other issues that are pertinent to the SLVCEH
  - A background of McKinney Vento and the local process
  - The role of the Ranking Committee
  - Review of the scoring tools, applications, and resources

Ranking Committee members receive eligible application proposals and scoring matrix.

Prior to the Ranking meeting, all Ranking Committee members review all applications over an appointed period. Members read projects, preliminarily score them, and note any questions/comments to follow-up with applicants.

If the SLVCEH support agency staff have any knowledge that could lead HUD to deny granting funds to a project, they will share that information with the Ranking Committee. SLVCEH support agency staff will discuss this information with applicants as part of technical assistance provided to assist project development.

The Ranking Committee meets to review and discuss each application together and to individually score them. SLVCEH support agency staff is present at the Committee meeting to record decisions of the Committee and any comments/ recommendations they have for applicants.

The Ranking Committee discusses the merits of each proposal, scores the applications, and turns in score sheets to staff.
- Overall raw scores are calculated by SLVCEH support agency staff.
- The Committee considers adjustments for such issues HUD incentives or requirements.
- The Committee considers proposal changes or project budget adjustments that may be required to meet community needs.
- The Committee determines the rank and funding levels of all projects considering all available information.
- During deliberation, SLVCEH support agency staff will provide technical assistance by responding to questions of the Committee members, correcting technical inaccuracies if they arise in conversation, and reminding the Committee members of their responsibilities if they step outside their purview.
- Scoring results are delivered to applicants with a reminder about the appellate process.
- Each applicant receives copies of their proposals with technical edits made by SLVCEH support agency staff. Applicants are asked to correct their applications and send them back to SLVCEH support agency staff before final submission to HUD.

- Applications which do not meet the threshold requirements will not be included in the Priority Listing as part of the Consolidated Application, and therefore will not be forwarded to HUD for consideration.
- If more applications are submitted than the SLVCEH has money to fund, the lowest-ranked applications will not be included in the Priority List as part of the Consolidated Application, and therefore will not be forwarded to HUD for consideration.

Penalties

Applicants may correct a curable deficiency with timely action. To be curable the deficiency must: not be an applicant eligibility requirement and be remedied within the time frame specified in the notice of deficiency.

If the corrections are remedied within the time frame specified, no loss of points will result.

If the Committee finds that an applicant has intentionally misrepresented information, the application may be rejected, or a penalty may be assessed.

Where there is a staff (SLCO or HUD) documented issue that impacts the ability of applicants to access electronic application systems (E-snaps, Smartsheets), the Committee reserves the right to adjust the penalty submission deadline accordingly.

Policy for Appeals of Rating/Ranking

Eligible Appeals:

- The application of any applicant agency which a) is unranked, or b) receives decreased funding may appeal.
- Applicants that have been found not to meet the threshold requirements are not eligible for an appeal.
- Appeals cannot be based upon the judgment of the Ranking Committee.
- Applicants may appeal if they can:
  - prove their score is not reflective of the application information provided; or
  - describe bias or unfairness in the process, which warrants the appeal.

All notices of appeal must be based on the information submitted by the application due date. No new or additional information will be considered. Omissions to the application cannot be appealed.

Per 24 CFR 578.35(b), project applicants that believe they were not allowed to participate in a fair and open process and that were rejected by the CoC may appeal the rejection directly to HUD by submitting as a Solo Application prior to the application deadline. Additional appeal information may be found in the Notice of Funding Opportunity (NOFO).

<u>Ranking Committee Members</u>

FY2024-25 HUD CoC competition for Salt Lake City and County Continuum of Care

Committee members documented conflicts of interest and recused themselves from scoring per policy.

Member	Stakeholder Group	Disclosed Conflict w/ Agency
Heather Royall, Salt Lake City	Salt Lake City ESG	None
Liz Marie Santiago Otero, UDVC	DV Survivor Advocate	None
Michael Campbell, UHC	Housing Finance Organization	None
Mina Koplin, Youth Services Section Manager	Youth Services	None
Pete Caldwell, Division of Substance Abuse and Mental Health	Behavioral Health Services	None
Meisha Jensen, V.A. Salt Lake City Healthcare System	Veterans Services	None

CODE BLUE ▾   DAILY BED AVAILABILITY   STATEWIDE ▾   BAL. OF STATE ▾   MOUNTAINLAND   SALT LAKE VALLEY ▾   GET HELP ▾

Updates will be provided via the SLVCEH newsletter, and also on this page.

2024 HUD Competition Application and Resources ⌄

Documents for Public Review ⌄

- FY2024 UT-500 Applicant Notice (Posted 10/14/2024)
- FY2024-25 Final Ranking Recommendation (Posted 10/14/2024)

Notices ⌄

New Projects ⌄

- FY2024-25 SLCo NEW Application Instructions and Notice (Posted 9/5/2024)
  - Deadline for New Projects September 24, 2024 at 5pm
- FY2024-25 HUD CoC Competition Scoring for NEW Projects (Posted 9/5/2024)
- FY2024-25 CoC New Application Form (Posted 9/5/2024)
- Smartsheets Submission form for NEW projects (Posted 9/5/2024)

Project Rank	Organization Name	Project Name	Final Score	Accepted or Rejected	Funding Requested	Funding Recommended	Reallocated Funds
1	Salt Lake County	SLCO Coordinated Entry Project	95.33	Accepted	$266,800	$266,800	-
2	The Road Home	TRH RRH for Domestic Violence Survivors	91.42	Accepted	$380,500	$380,500	-
3	The Road Home	TRH Scattered Site Properties	89.20	Accepted	$20,563	$20,563	-
4	Housing Connect	HC SP3 New Chronic	88.96	Accepted	$1,521,208	$1,521,208	-
5	Housing Connect	HC COCR Reallocated	88.94	Accepted	$1,534,756	$1,534,756	-
6	DWS	DWS Salt Lake HMIS	-	Accepted	$266,275	$266,275	-
7	The Road Home	TRH S+C II Consolidated	87.38	Accepted	$2,838,220	$2,838,220	-
8	Housing Connect	HC SP Renewal	86.06	Accepted	$1,901,192	$1,901,192	-
9	Housing Connect	HC SPBB Bud Bailey	84.40	Accepted	$315,089	$315,089	-
10	The Road Home	TRH RRH for Families Consolidated	84.08	Accepted	$658,041	$658,041	-
11	Housing Connect	HC SPGK Grace Mary Kelly Benson	79.75	Accepted	$424,834	$424,834	-
12	The Road Home	TRH Magnolia Supportive Services	71.60	Accepted	$220,000	$220,000	-
13	The Road Home	TRH Shelter Plus Care II Expansion	94.38	Accepted	$854,704	$854,704	-
14	YWCA, Utah	YWCA Utah RRH for DV Survivors	89.63	Accepted	$708,021	$708,021	-