

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 2023 CoC Program Competition Notice of Funding Opportunity (NOFO) for specific application and program requirements.
2. The FY 2023 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 2023 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) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1A-1. CoC Name and Number: TN-501 - Memphis/Shelby County CoC

1A-2. Collaborative Applicant Name: Community Alliance for the Homeless

1A-3. CoC Designation: CA

1A-4. HMIS Lead: Community Alliance for the Homeless

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) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
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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, 2022 to April 30, 2023:	
1.	select yes or no in the chart below if the entity listed participates in CoC meetings, voted—including selecting CoC Board members, and participated in your CoC's coordinated entry system; or	
2.	select Nonexistent if the organization does not exist in your CoC's geographic area:	

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

16.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes	Yes	Yes
17.	Organizations led by and serving LGBTQ+ persons	Yes	Yes	Yes
18.	Organizations led by and serving people with disabilities	Yes	Yes	Yes
19.	Other homeless subpopulation advocates	Yes	Yes	Yes
20.	Public Housing Authorities	Yes	Yes	Yes
21.	School Administrators/Homeless Liaisons	Yes	Yes	Yes
22.	Street Outreach Team(s)	Yes	Yes	Yes
23.	Substance Abuse Advocates	Yes	Yes	Yes
24.	Substance Abuse Service Organizations	Yes	Yes	Yes
25.	Agencies Serving Survivors of Human Trafficking	Yes	Yes	No
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	No	No	No
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.	Healthcare for the Homeless	Yes	Yes	Yes
35.				

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 the geographic area to address equity (e.g., Black, Latino, Indigenous, LGBTQ+, and persons with disabilities).

(limit 2,500 characters)

1. The CoC has a transparent process for inviting new members to join the Homeless Consortium (TN-501 CoC), which includes a dedicated page on the Lead Agency website, a bi-weekly newsletter that invites new members to join regularly, and regular posts on social media platforms such as Facebook, LinkedIn, and Instagram. The dedicated page on the CoC Lead Agency website explains the mission and purpose of the Consortium, the benefits of joining, and that membership is open to both agencies and individuals. New members can sign up through a direct link on the website. Lead Agency staff invite new members throughout the year at in-person community outreach events.

2. The CoC ensures effective communication with individuals with disabilities by providing information in accessible formats including a website regularly tested and assessed for accessibility standards, PDFs, word documents, easy to read emails, and additional materials as requested. In 2023, the CoC Lead Agency added a language translation button on the website to increase accessibility for people who speak languages other than English.

3. In an effort to expand representation, the CoC conducted direct outreach to invite several organizations serving culturally specific communities experiencing homelessness to join the Homeless Consortium. New Consortium member organizations include The Black Clergy Collaborative, a policy and advocacy group dedicated to advancing equality and social justice for black and brown people; Restore Corps, an organization focused on eradicating human trafficking; Lisieux Community, which provides support and education for women who have survived trauma, addiction, prostitution, and life on the streets; and St. John's Community Services, focused on advancing inclusive communities. At our CoC's annual Symposium on Ending Homelessness, new agencies were invited to join the consortium: Casa Luz, which provides DV support in the Spanish-speaking community, and Love Doesn't Hurt, which provides DV support in the LGBTQ+ community. Additionally, landlords and property owners have also joined the Consortium as new members to lead initiatives by providing flexible affordable low-barrier housing options for the most vulnerable populations.

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 knowledge of or an interest in preventing or ending homelessness through committees, workgroups, and direct outreach to agencies serving specific subpopulations experiencing homelessness. The CoC Governing Council is composed of a diverse group of stakeholders, including city/county officials, healthcare partners, culturally specific organizations, and persons with lived experience. Throughout the year, the CoC Lead Agency engages with focus groups and holds office hours to provide opportunities for deeper discussion on issues of homelessness.

2: The CoC sends out a monthly newsletter that updates over 1,300 organizations and CoC program staff on information regarding homelessness in the CoC. The newsletter is visible on the Lead Agency website and provides a section for individuals to ask questions and provide feedback. The CoC communicates updates during monthly CoC Planning meetings and quarterly CoC-wide meetings. The CoC regularly attends other public community meetings and events to solicit information and educate organizations in the community on our CoC and the Coordinated Entry System. The CoC lead agency holds an annual Symposium on Ending Homeless to communicate information to stakeholders in a public forum.

3. The CoC ensures effective communication with individuals with disabilities by providing information in accessible formats such as PDFs, word documents, recorded sessions, easy to read emails, and enlarged or additional materials. Opinions may be expressed in writing via email or verbally over the phone, and all Lead Agency contacts are listed publicly on the website.

4. The CoC takes into consideration information gathered from public meetings and through a feedback link in our newsletter to address improvements or new approaches to prevent and end homelessness. Policies and procedures are discussed, voted upon, and posted on the website to match based on this input gathered from stakeholders. Community input was instrumental to the revamping of the CoC's "901 Home, Together Strategic Plan to End Homelessness" in 2023. Comments were received from advocates and partners in the community, then it was presented for feedback at the annual full CoC Consortium meeting. At the 2023 Symposium on Ending Homelessness, surveys were distributed to 300 members to gather feedback on improvements and new approaches related to 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.	
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(limit 2,500 characters)

1. All public announcements of the CoC Competition included a statement that the CoC will consider project applications from organizations that have not previously received CoC program funding. The CoC Lead agency website included user guides and resources to help all programs apply for project funding. The CoC Lead Agency hosted two informational workshops in March of 2023, as well as a virtual information session for new project applicants to outline the competition process and posted a recording of this session on its website. The CoC Lead Agency also posted in person or virtual office hours for technical assistance to new applicants.
2. Public notification of the CoC Competition included detailed instructions for renewal and new projects to submit project applications to the CoC lead agency through e-snaps prior to the Rank and Review process. The CoC Lead agency hosted virtual and in-person office hours to assist new and renewal agencies in navigating e-snaps to submit their project application. Instructional and informational sessions were recorded and posted on the website for new and renewal applicants.
3. The CoC informed the public of its guidelines for determining which projects it would submit to HUD for funding by publishing a brief overview of the selection process on the CoC Lead agency website. This overview included an explanation of the Rank & Review Committee, the R&R process, threshold requirements, and new project scoring tools. The CoC Lead Agency also reviewed the selection process in the New Project Info Session. All bylaws and policies related to the ranking of new project applications are publicly available on the Lead Agency website throughout the year.
4. The CoC ensured effective communication with individuals with disabilities by providing information in accessible formats such as PDFs, word documents, recorded sessions, easy to read emails, and additional materials. Project applicants were also notified to contact CoC staff for any additional accessible formats that may be needed outside of PDFs and emails.

1C. Coordination and Engagement

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

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

	Entities or Organizations Your CoC Coordinates with for Planning or Operations of Projects	Coordinates with the Planning or Operations of Projects?
1.	Funding Collaboratives	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.		
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1C-2.	CoC Consultation with ESG Program Recipients.	
	NOFO Section V.B.1.b.	

	Describe in the field below how your CoC:
1.	consulted with ESG Program recipients in planning and allocating ESG Program funds;
2.	participated in evaluating and reporting performance of ESG Program recipients and subrecipients;
3.	provided Point-in-Time (PIT) count and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions within its geographic area; and
4.	provided information to Consolidated Plan Jurisdictions to address homelessness within your CoC's geographic area so it could be addressed in the Consolidated Plan update.

(limit 2,500 characters)

1: The CoC consults with the ESG Program Recipient (City of Memphis) regularly in planning and allocating funds by providing a gaps analysis, HIC & PIT information, and other data for planning purposes. The CoC's Rank and Review Committee is responsible for the review, scoring, allocating and ranking of the applications for the City of Memphis (Recipient) annual ESG and ESGCV funds.

2: The CoC participates in the evaluation of ESG Program recipients and subrecipients using data from HMIS. ESG subrecipients are required to enter data into HMIS, and the HMIS Lead runs ESG Subrecipient reports to review for errors, issues with data, and timeliness of data entry. If issues are identified, the HMIS Lead notifies the program project manager/director and end users. In addition, subrecipients run monthly reports. Once the data quality is satisfactory, the HMIS and CoC Lead assists subrecipients with ESG-CAPER reporting and provides technical assistance if needed for agencies to enter reports into SAGE.

3: PIT and HIC data, including HDX reports and deeper analysis conducted by the CoC, are shared annually with Consolidated Plan jurisdictions (City of Memphis and Shelby County) and results are discussed in-depth regularly throughout the year at multiple CoC committee and board meetings. The data is also publicly accessible on the CoC Lead Agency's website.

4: The CoC provides all narratives related to homelessness for the Consolidated Plan Jurisdictions (City of Memphis and Shelby County), which include extensive information from PIT and HIC, SPM, and other annualized data. The CoC also conducts and provides a needs assessment, gaps analysis, and racial disparities report to help identify which populations are in need of more services and helps address racial inequalities in consolidated plan updates.

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

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

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

1.	Youth Education Provider	Yes
2.	State Education Agency (SEA)	No
3.	Local Education Agency (LEA)	Yes
4.	School Districts	Yes

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

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

(limit 2,500 characters)

The CoC has a formal partnership with Memphis-Shelby County Schools (MSCS), which is a youth education provider, school district, and has McKinney-Vento LEA on staff. The CoC Board (Governing Council) has a designated seat for a representative from MSCS on the CoC Board (Governing Council). This formal partnership with MSCS also includes data sharing agreements to better understand unaccompanied youth and youth in families experiencing homelessness in the school system. The CoC connects McKinney-Vento LEAs to CoC agencies to educate providers on how to best assist families with school-age children experiencing homelessness including school enrollment without a permanent address. MSCS liaisons help coordinate with families on what their needs are, and help provide transportation, enrollment assistance, and supplies. The CoC also provides training to MSCS liaison staff on how CE works and how best to connect families and students to CoC housing resources.

1C-4b.	Informing Individuals and Families 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 become homeless of their eligibility for educational services.

(limit 2,500 characters)

The CoC has a formal policy approved by the CoC Board that states all agencies must inform individuals and families who become homeless of their eligibility for educational services, and agencies must have their own policies and programs for linking clients with educational services. The CoC's policy requires CoC and ESG-funded programs to connect persons experiencing homelessness, including adults, youth, and school-aged children, with educational programs, resources, and assistance as needed. The CoC encourages agencies to work with homeless liaisons and education providers to identify and refer individuals and families at risk or currently experiencing homelessness. The CoC Board has a member of Memphis Shelby County Schools to help inform educational policies and provide input for CoC policies and procedures. Also, Memphis Shelby County Schools currently serves youth experiencing homelessness as a sub-recipient of our CoC YHDP grant. This agency also collaborates with the school district and assists families with school-age children in getting their children enrolled in school, and educates families on their children being able to be enrolled even without a permanent address. Families with children can enter CE through a "No Wrong Door Approach" with any CoC service provider. Individual agencies within the CoC have trained staff on educational services for those who become homeless and aid the families in connecting to any services available to them.

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	Yes
2.	Child Care and Development Fund	No	Yes
3.	Early Childhood Providers	No	Yes
4.	Early Head Start	No	Yes
5.	Federal Home Visiting Program—(including Maternal, Infant and Early Childhood Home and Visiting or MIECHV)	No	Yes
6.	Head Start	No	Yes
7.	Healthy Start	No	No
8.	Public Pre-K	No	Yes

9.	Tribal Home Visiting Program	No	No
	Other (limit 150 characters)		
10.			

1C-5.	Addressing Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors—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	No
2.	state sexual assault coalitions	Yes
3.	other organizations that help this population	Yes

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

Describe in the field below how your CoC regularly collaborates with organizations indicated 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 regularly collaborates with with local victim service providers to collect input and update CoC-wide policies to best serve the needs of survivors of domestic violence (DV), dating violence, sexual assault, stalking, and human trafficking. Two victim service providers, Love Doesn't Hurt and the Family Safety Center, serve on the CoC Board where they provide routine updates on the needs of the community, and input on CoC policies and programs. In 2023, a Housing for Victims of Violence work group was created to provide input on the development of a DV specific coordinated entry process that worked directly with the HMIS comparable database. Members of this work group included victim service providers (Love Doesn't Hurt, Hope House, Agape, YWCA, Shelby County Crime Victims & Rape Crisis Center (CVRCC), Restore Corps, Family Safety Center, CasaLuz, etc.) and persons with lived experience of DV. The input provided by this group resulted in the expansion of the existing coordinated entry system process to include DV specific assessments, referral policies, and system mapping. The results of the work group will be presented to the CoC Board in fall of 2023 and then DV system developments will be shared with the greater CoC consortium on how to engage survivors and the DV coordinated entry system process.

2. The CoC ensures that all housing and services provided in the CoC are trauma-informed and serve the needs of survivors through robust training for all housing and service providers. The CoC requires all CES staff working with survivors to be trained in topics including the complex dynamics of domestic violence, confidentiality, and safety planning. Trainings are at least annually provided for program staff on Housing First and Trauma-Informed Care to ensure that these best practices are being implemented into every aspect of the homeless response system. Most recently, the CoC partnered with Shelby County Crime Victims & Rape Crisis Center to provide a community wide training on trauma informed care with a focus on serving survivors. This training instructed service providers on the impact of trauma, how to provide trauma-informed care, safety planning, and best practices for serving survivors of violence. As of September 2023, the CoC Lead Agency has joined the Tennessee Coalition to End Domestic and Sexual Violence to better understand and meet the needs of survivors.

1C-5b.	Coordinated Annual Training on Best Practices to Address the Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.	
	NOFO Section V.B.1.e.	
	Describe in the field below how your CoC coordinates to provide training for:	
	1. project staff that addresses best practices (e.g., trauma-informed, victim-centered) on safety and planning protocols in serving survivors of domestic violence and indicate the frequency of the training in your response (e.g., monthly, semi-annually); and	
	2. Coordinated Entry staff that addresses best practices (e.g., trauma informed care) on safety and planning protocols in serving survivors of domestic violence and indicate the frequency of the training in your response (e.g., monthly, semi-annually).	

(limit 2,500 characters)

1. Trauma informed care is offered at least annually and is included in a comprehensive training schedule for the CoC. This year, Community Alliance for the homeless hosted multiple trauma-informed care trainings, which focused on the importance of victim-centered care and advised project staff on best practices for victim safety and planning protocols. 75 Community members and service providers (both project and Coordinated Entry staff) attended training sessions and received instruction on how to implement these lessons into their daily work with clients. In addition, YHDP staff were offered a Trauma Informed Care for Serving Survivors of Violence training provided in partnership with the local Crime Victim Rape Crisis Center (CVRCC). This training included safety planning, assessment training, and best practices when serving survivors. 19 youth case managers, navigators and Youth Action Board Members were in attendance.

2. The CoC requires all CES staff working with survivors to be trained in topics that include the complex dynamics of domestic violence, confidentiality, and safety planning. The CoC hosts routine annual trainings for CES and outreach staff throughout the year to ensure that providers remain up to date on best practices for serving survivors of violence in the homeless response system. These trainings are available on the CoC Lead Agency website to allow new staff to access at all times. This year's training topics include Harm Reduction, Housing First, Trauma Informed Care, Serving Victims of Violence, and VAWA.

1

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

(limit 2,500 characters)

1. Safety planning from a data perspective are detailed in the Comparable Database (CDB) Policies and Procedures, which are publicly available on the CAFTH website. These policies limit access to the database, including allowing a single system administrator from the Lead Agency's HMIS team to have access to the entire database and a single Coordinated Entry facilitator from the CoC team to have access to the Coordinated Entry data alone. No other employees at Community Alliance for the Homeless (Lead Agency) have access to the CDB. In addition, no agency employee at any organization using the CDB has access to both HMIS and the CDB. Further safety planning measures such as incorrect password lockouts, password resets, and auto-suspension due to inactivity are more stringent than dedicated HMIS policies. Expulsion from the database due to policy infractions is swifter and more severe than standard HMIS practices. Technical security specifications of the database meet and exceed HUD standards for a CDB. Additionally, all staff using the coordinated entry system are trained annually on addressing the needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors. These trainings include trauma informed care, safety planning and assessment usage.

2. The Comparable Database (CDB) policies and procedures provide confidentiality protections via the siloing of agency data, vigorous release of information (ROI) language, a de-identification process for especially vulnerable clients, unique IDs for every client, access and edit logs, and policies for data deletion. The single CDB system administrator is the only person at the HMIS Lead Agency with access to the entire database and does not access client level data without express project agency permission. In these cases the CDB system administrator logs the date, time, purpose, and actions of each instance. The Domestic Violence (DV) Coordinated Entry System (CES) process includes the logging of each enrollment into DV CES as information is shared from the CDB system administrator to the Special Populations Coordinated Entry Coordinator to the DV CES meetings with victims services providers and back again. A further ROI is required for client data to be shared with the DV CES. Additionally, all Victims Service Providers who attend the DV CES meeting are required to sign a confidentiality agreement.

1C-5d.	Used De-identified Aggregate Data to Address the Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.	
	NOFO Section V.B.1.e.	
	Describe in the field below:	
1.	the de-identified aggregate data source(s) your CoC used for data on survivors of domestic violence, dating violence, sexual assault, and stalking; and	
2.	how your CoC uses the de-identified aggregate data described in element 1 of this question to evaluate how to best meet the specialized needs related to domestic violence and homelessness.	

(limit 2,500 characters)

1. Since 2022, the HMIS/CoC Lead Agency has configured a comparable database that is required for all ESG- and CoC-funded DV housing and serving providers. The comparable database is also open for non-funded DV housing and serving providers to utilize. Information in the comparable database is only accessible by the DV agency, not by the HMIS Lead Agency or other agencies. Our HMIS Lead Agency has confirmed the comparable database meets HUD's Comparable Database Checklist, will collect the data elements required in the 2023 HMIS Data Standards, and can successfully run APRs and CAPERs.

2. Currently, de-identified aggregate data is collected from DV providers to inform our CoC planning processes and system changes and help us better understand DV survivors' needs within our community. CoC- and ESG-funded DV housing and service providers submit de-identified aggregated system performance measures data for each project through APR and CAPER reports. The CoC Lead Agency has been very active within the DV provider community by attending meetings, collaborating on needs and data, and participating in the local DV Council. The CoC also participates in and helps facilitate a collaborative to coordinate with local victim service providers to ensure safe housing options for victims of violence. This collaborative includes data sharing, resource sharing, and training to better serve the needs of survivors of violence and trauma in Memphis/Shelby County.

 nbsp;nbsp;

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

Describe in the field below how your CoC communicates to all individuals and families seeking or receiving CoC Program assistance:

1.	whether your CoC has policies and procedures that include an emergency transfer plan;
2.	the process for individuals and families to request an emergency transfer; and
3.	the process your CoC uses to respond to individuals' and families' emergency transfer requests.

(limit 2,500 characters)

1. Yes, this policy was reviewed and approved in March 2023.
2. A participant is eligible for an emergency transfer when any member of the household is a victim of domestic violence, dating violence, sexual assault, human trafficking, or stalking, and reasonably believes that there is a threat of imminent harm from further violence if the participant remains within the same unit. If the participant is a victim of sexual assault, the participant may also be eligible to transfer if the sexual assault occurred on the premises within the 90-calendar day period preceding a request for an emergency transfer. To request an emergency transfer, the participant shall notify their housing provider's management and submit a written request for a transfer to that provider. The provider must provide reasonable accommodations to this policy for individuals with disabilities. The participant may use the HUD model form 5383 to request an emergency transfer. The housing provider may request documentation of the domestic or sexual violence, which can include 1) HUD model form 5382 stating the individual is a victim 2. Signed documentation from a victim service provider, an attorney, a medical professional, or a mental health professional from whom the participant has sought assistance relating to domestic violence, dating violence, sexual assault, or stalking, or the effects of abuse; or 3. A police report or court record.
3. The CoC's Governance Charter specifically outlines Emergency Transfer Plan Policies and Procedures to all individuals and families seeking or receiving CoC Program assistance. The policy states that all CoC and ESG programs as well as programs participating in Coordinated Entry will adhere to the policy when a request for emergency transfer is made. Upon receiving the participant's emergency transfer request, the housing provider will assess the possibility of an internal emergency transfer by determining the availability and safety of an alternative unit within that provider's inventory. If an internal emergency transfer is feasible (there is a safe unit available), the provider will act within 24-48 hours to move the participant who is a victim of domestic violence, dating violence, sexual assault, human trafficking, or stalking to another unit. Internal emergency transfer requests within this plan must receive the same priority that other types of emergency transfer requests, such as those related to emergency maintenance issues, receive.

1C-5f.	Access to Housing 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:	
1.	ensures that survivors of domestic violence, dating violence, sexual assault, or stalking have safe access to all of the housing and services available within the CoC's geographic area; and	
2.	proactively identifies systemic barriers within your homeless response system that create barriers to safely house and provide services to survivors of domestic violence, dating violence, sexual assault, or stalking.	

(limit 2,500 characters)

1. The CoC ensures that survivors have access to all of the housing and services available within the CoC via the Coordinated Entry System established by the Lead CE Agency. All programs participating in Coordinated Entry follow the procedures outlined in the CoC's Emergency Transfer Plan when assisting a survivor in obtaining housing. Upon receiving a participant's emergency transfer request, the housing provider will assess the possibility of an internal emergency transfer by determining the availability and safety of an alternative unit within that provider's inventory. If an internal emergency transfer is feasible (there is a safe unit available), the provider will act within 24-48 hours to move the participant who is a victim of domestic violence, dating violence, sexual assault, human trafficking, or stalking to another unit. If a unit is available and safe, the transferred participant must agree to abide by the terms and conditions that govern occupancy in the unit to which the participant has been transferred. The provider may be unable to transfer a participant to a particular unit if the participant has not or cannot establish eligibility for that unit. If a participant reasonably believes a proposed transfer would not be safe, the participant may request a transfer to a different unit. If a provider receives a request and there is no unit available, they must confer with CE Lead Agency about available openings. Through the referral process, the housing provider will adhere to confidentiality policies and transfer the requestor as quickly and safely as possible. Housing providers will utilize supportive services offered by community partners to offer additional supports to survivors seeking transfer.

2. The CoC proactively identifies systemic barriers within the homeless response system by meeting regularly with victim service providers in a domestic violence focus group. This workgroup identifies housing barriers to all victims of violence, educates providers on relevant local and federal policies for domestic violence, and allows victims service providers to address important topics together rather than in a silo. CES staff also routinely meets with individual victim service providers to address barriers, discuss best practices for vulnerability assessment protocols, and troubleshoot any questions the agency may have about the comparable database.

1C-5g.	Ensuring Survivors With a Range of Lived Expertise Participate in Developing CoC-Wide Policy and Programs.	
	NOFO Section V.B.1.e.	
	Describe in the field below how your CoC:	
1.	ensured survivors with a range of lived expertise are involved in the development of your CoC-wide policy and programs; and	
2.	accounted for the unique and complex needs of survivors.	

(limit 2,500 characters)

1. CAFTH includes members with lived experience in their Governing Council and has submitted a proposal for a formal Lived Experience Committee that is awaiting approval. Additionally, Love Doesn't Hurt has sought out resources to participate in a focus group to give insight about the effectiveness, accessibility, and cultural responsiveness of their project. Door of Hope has partnered with Love Doesn't Hurt on their project application to seek out survivors who have a lived experience of DV to assist in the policy-making, development, and evaluation of their new Joint TH-RRH project.

2. CAFTH has accounted for the unique and complex needs of survivors by providing transportation to our members of Governing Council with lived experience. In our Lived Experience Committee proposal, we have also tried to account for these unique needs by including a budget to compensate members for their time as well as continuing to provide transportation. Council meetings allow for all individuals to introduce themselves with their name and pronoun preferences. CAFTH has also undergone the process of incorporating a Language Access Plan to allow individuals with limited English proficiency to participate more effectively in community discussions. In regard to disclosing survivor status, CAFTH uses a release of information form for all participants in the comparable database. This form can be easily adapted for other CAFTH endeavors, and an individual's survivor status will never be shared without their express written permission.

1C-6.	Addressing the Needs of Lesbian, Gay, Bisexual, Transgender and Queer+—Anti-Discrimination Policy and Training.	
	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 annually updates its CoC-wide anti-discrimination policies through CoC Governing Council policy review sessions. The Council is comprised of a diversity of stakeholders including LGBTQ+ providers, who disseminate information about the CoC's anti-discrimination policies to their respective organizations and action committees. The CoC holds annual Focus Group Sessions, including an Equity Focus Group where stakeholder feedback is collected and used to inform annual CoC policy review.
2. The CoC Lead Agency publicly posts requirements for CoC providers to follow anti-discrimination policies via the Lead Agency website. These policies outline the requirements to comply with applicable civil rights laws concerning fair housing, non-discrimination, and equal opportunity. The final rule (24 CFR 578.93) is provided to offer direction on the use of grant funds and is reviewed on an annual basis. The Lead Agency assists providers in developing project level anti-discrimination policies for LGBTQ+ individuals and families through the annual Monitoring and Review process, where the Lead Agency reviews agency policies and offers guidance to ensure that clients accessing services are free from discrimination.
3. Compliance with our CoC's anti-discrimination policies is required of all agencies that operate under the umbrella of the CoC, including the CoC and Homeless Management Information System (HMIS) Lead Agencies, the Memphis Shelby County Homeless Consortium (MSCHC) Governing Council, and agencies that receive CoC funding for program operation. Compliance is evaluated and incorporated into the annual Monitoring process ahead of the annual CoC NOFO. This process includes an interview and site visit, where anti-discrimination policies are reviewed and discussed.
4. Non-compliance is addressed via the annual Monitoring process ahead of the annual CoC NOFO. This process includes an interview and site visit, where anti-discrimination policies are reviewed and discussed. Any agency in noncompliance is asked to amend policy documents and resubmit to the CoC Lead Agency to amend scoring and reflect compliance with CoC policies. Agencies and programs that do not include compliant anti-discrimination policies in their agency-level documents will be reviewed during the annual rank and review process. The Rank and Review Committee will evaluate and address noncompliance of new and renewal projects. Noncompliance may lead to reallocation of funds.

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 and Housing Choice Voucher Program During FY 2022 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?
Memphis Housing Authority		Yes-Both	Yes
Millington Housing Authority	0%	No	No

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. Our CoC has worked closely with the largest PHA, Memphis Housing Authority (MHA), to successfully create a limited homeless admission preference. MHA's current Administrative Plan states that "In response to local needs, MHA may set-aside up to forty Housing Choice Vouchers annually when funding permits, to be used by homeless families who are referred by an approved local service provider." Additionally, the Plan states that "MHA may give preference in admission to families who are certified as homeless and referred to MHA by a designated local service provider." The CoC continues to work with MHA to expand this limited preference into a general preference by designating a seat for MHA on the CoC Board, partnering on applications for vouchers, and assisting MHA in administering these vouchers. The CoC and MHA have successfully partnered to apply for and receive Mainstream vouchers (258 total awards), FUP/FYI vouchers (97 total awards), and EHV's (190 total awards). These FUP, FYI, Mainstream, and EHV's prioritize serving the most vulnerable individuals and families who are currently homeless or exiting PSH or RRH programs.

2. The CoC does not currently work with the Millington Housing Authority, a small city of 10,000 people, but the CoC has worked with them in the past to discuss establishing a homeless preference. The Millington Housing Authority only offers one Public Housing community with 90 units and a preference for people living or working in that City.

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	No
4.	Local low-income housing programs	Yes
	Other (limit 150 characters)	
5.		

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

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

1.	Emergency Housing Vouchers (EHV)	Yes
2.	Family Unification Program (FUP)	Yes
3.	Housing Choice Voucher (HCV)	No
4.	HUD-Veterans Affairs Supportive Housing (HUD-VASH)	No
5.	Mainstream Vouchers	Yes
6.	Non-Elderly Disabled (NED) Vouchers	No
7.	Public Housing	No
8.	Other Units from PHAs:	
		No

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

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

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

	Did your CoC coordinate with any PHA to apply for or implement funding provided for Housing Choice Vouchers dedicated to homelessness, including vouchers provided through the American Rescue Plan?	Yes
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1C-7e.1.	List of PHAs with Active MOUs to Administer the Emergency Housing Voucher (EHV) Program.	
	Not Scored—For Information Only	

	Does your CoC have an active Memorandum of Understanding (MOU) with any PHA to administer the EHV Program?	Yes
	If you select yes to question 1C-7e.1., you must use the list feature below to enter the name of every PHA your CoC has an active MOU with to administer the Emergency Housing Voucher Program.	

PHA
Memphis Housing A...

1C-7e.1. List of PHAs with MOUs

Name of PHA: Memphis Housing Authority

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) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1D-1.	Discharge Planning Coordination.	
	NOFO Section V.B.1.h.	

Select yes or no in the chart below to indicate whether your CoC actively coordinates with the systems of care 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. Foster Care	Yes
2. Health Care	Yes
3. Mental Health Care	No
4. Correctional Facilities	No

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 2023 CoC Program Competition.	24
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 2023 CoC Program Competition that have adopted the Housing First approach.	24
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 2023 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; and
3.	how your CoC regularly evaluates projects outside of your local CoC competition to ensure the projects are using a Housing First approach.

(limit 2,500 characters)

1. Our CoC has a formal policy approved by the CoC Board that states that all CoC and ESG-funded projects must commit to using a Housing First (HF) approach, and adherence to this policy is ensured in several ways. Within our CES, our community operates a By-Name List (BNL) which prioritizes individuals based on vulnerability and need. Our CoC Lead Agency evaluates the CES process to ensure compliance with community standards and HF principles. Our CoC Lead Agency hosts weekly Outreach meetings to foster case conferencing opportunities and community oversight to ensure projects are not requiring preconditions, service participations, or any other violations of HF principles. In the event of a referral rejection, the CoC Lead Agency investigates the claims to ensure that the denial is valid and not in violation of HF.

2. In CES, routine case conferencing regarding clients not currently or already housed are used to ensure Housing First principles are being applied to their housing status. No programs require or insist on any participation to remain in their housing program. ALL COC housing providers practice Housing First with no prerequisite requirements for program enrollment. Housing providers practice minimalist intake procedures with no program preconditions to ensure housing first practices. Factors evaluated include lease agreements, agency policies and procedures, and non-discrimination and rejection policies. Performance indicators include a review of eviction data for each agency and documented reasons for evictions.

3. Our annual CoC monitoring process evaluates each project's commitment to using a Housing First approach through a policy review and self-assessment of the agency's understanding of Housing First criteria. The monitoring process includes a review of policies and lease/occupancy/rental agreements to ensure the documents do not contain any service participation requirements or preconditions. Projects who terminate participants are also required to submit termination forms to the CoC Lead Agency for investigation to ensure valid termination and compliance with HF principles. As of July 2023, the CoC Lead Agency has begun implementing a Housing First assessment as part of its quarterly monitoring criteria.

1D-3.	Street Outreach—Scope.	
	NOFO Section V.B.1.j.	

	Describe in the field below:
1.	your CoC's street outreach efforts, including the methods it uses to ensure all persons experiencing unsheltered homelessness are identified and engaged;
2.	whether your CoC's Street Outreach covers 100 percent of the CoC's geographic area;
3.	how often your CoC conducts street outreach; and

4. how your CoC tailored its street outreach to persons experiencing homelessness who are least likely to request assistance.

(limit 2,500 characters)

1. 1: The CoC's outreach efforts include staff from a variety of agencies and strong cross-system collaboration. The outreach strategy is focused on ensuring all persons experiencing unsheltered homelessness are identified and engaged. Our CoC also worked with our ESG recipient to ensure a portion of ESG-CV funds were utilized to further expand outreach services to reach persons least likely to reach out for assistance.

2. The CoC conducts street outreach to 100% of the CoC's geographic area. The street outreach is done by the PATH program at Case Management Inc, Catholic Charities of West Tennessee (CCWTN) and Hospitality HUB throughout Memphis/Shelby County. PATH and VA outreach workers canvas outside of city limits in the rural sections of the county.

3. The CoC conducts outreach daily at varying hours, based on direction from hotline calls, canvassing trends and community referrals. Outreach workers attend weekly outreach committee meetings to plan, strategize, and case-conference. The CES administrator continues these conversations through emails and phone calls in between the meetings to update the BNL and ensure unsheltered individuals are served equitably.

4. The CoC's outreach is designed to reach persons who are not as likely to request assistance or seek services in the traditional ways. Outreach teams routinely engage with encampments and utilize engagement techniques like passing out basic necessities to build trust and rapport over time. The CoC works with local churches, drop-in centers, local hospitals, local law enforcement, children/family service providers, Veterans Service officers, and state employees to connect with populations that may not come directly to CoC agencies for services. The CoC provides training on trauma-informed care, Critical Time Intervention and other engagement strategies for all CoC agency employees including outreach.

1D-4. Strategies to Prevent Criminalization of Homelessness.

NOFO Section V.B.1.k.

Select yes or no in the chart below to indicate strategies your CoC implemented to ensure homelessness is not criminalized and to reverse existing criminalization policies in your CoC's geographic area:

	Your CoC's Strategies	Ensure Homelessness is not Criminalized	Reverse Existing Criminalization Policies
1.	Engaged/educated local policymakers	Yes	Yes
2.	Engaged/educated law enforcement	Yes	No
3.	Engaged/educated local business leaders	Yes	No
4.	Implemented community wide plans	No	No
5.	Other:(limit 500 characters)		

Posted information and statements on CoC Lead Agency website about the negative impacts of the criminalization of homelessness; Participated in statewide anti-criminalization efforts as a CoC.	Yes	Yes
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1D-5.	Rapid Rehousing–RRH Beds as Reported in the Housing Inventory Count (HIC) or Longitudinal Data from HMIS.	
	NOFO Section V.B.1.i.	

		HIC Longitudinal HMIS Data	2022	2023
	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	865	600

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)	
	SOAR Training for Providers	Yes

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.	systemically provides up-to-date information on mainstream resources available for program participants (e.g., Food Stamps, SSI, SSDI, TANF, substance abuse programs) within your CoC's geographic area;
2.	works with project staff to collaborate with healthcare organizations, including substance abuse treatment and mental health treatment, to assist program participants with receiving healthcare services; and
3.	works with projects to promote SSI/SSDI Outreach, Access, and Recovery (SOAR) certification of program staff.

(limit 2,500 characters)

1. To keep program staff up-to-date on mainstream resources, information and availability of resources are disseminated through quarterly Consortium and monthly committee meetings, a monthly newsletter, and ongoing training and peer learning sessions. Through these resources, the CoC provides updated information on mainstream resources including TANF, WIC, CHIP, and Medicare. The CoC coordinates with agencies who assist with mainstream benefit applications including a SOAR regional coordinator housed at a CoC Mental Health provider to receive and share updates with agency staff. The CoC also regularly invites representatives from enrollment programs like SNAP to attend committee meetings and share information about referral services to CoC projects.

2. We have multiple Healthcare for the Homeless (HCFH) providers that help clients get connected to medical, dental, and vision services and apply for ACA and Medicare applications. The CoC partners with Christ Community/Baptist Operation Outreach, an HCFH provider, which operates a walk-in clinic and a mobile van for the uninsured, providing on-site services at emergency shelter, RRH, and PSH sites. Additional health care resources have been added to the virtual and printable Get Help Guide on the CoC website, and the CoC, LM and TIRCC are partnering to translate documents into other languages. The CoC also partners with the Shelby County Health Department's new Healthcare for the Homeless Division to develop system-wide plans for access to healthcare and provisions for congregate shelters during epidemiologic emergencies. Finally, the CoC has added a Healthcare Committee to facilitate new healthcare collaborations.

3. Two recent CoC presentations included information on the TennCare CHOICES program and effectively using benefits and another on SOAR training. Six CoC agencies have a DHS representative onsite to assist clients in obtaining and utilizing benefits, including the CES family entry point agency. Other agencies host DHS throughout the year to aid in getting participants signed up for benefits. A United Way initiative, Driving the Dream (DTD), is available to all CoC agencies and on-site at two CoC agencies. DTD utilizes a central database to make/receive mainstream benefits referrals to all DTD partners which include transportation, substance abuse, TANF, SSI, healthcare, mental health, veterans assistance, and job training.

1D-7.	Increasing Capacity for Non-Congregate Sheltering.	
	NOFO Section V.B.1.n.	

Describe in the field below how your CoC is increasing its capacity to provide non-congregate sheltering.

(limit 2,500 characters)

In partnership with health care and housing service providers, the CoC has experienced firsthand how non-congregate (NC) shelter has prevented the spread of infectious diseases in persons experiencing homelessness who already experience drastically higher rates of poor health, illness, and death. NC shelter can include an individual living space, a bed, a private bathroom with a sink, shower, and toilet for singles and families, amenities, privacy, safety, security, and has been shown to increase overall health and mental wellbeing when compared to a congregate setting. The CoC continues to advocate for and take action to increase and expand the NC shelter capacity in Memphis and Shelby County. The CoC Lead Agency worked closely with the City of Memphis HCD on the HOME-ARP Action Plan, in which 10 percent or over \$1.35 million will be allocated towards the Acquisition and Development of Non-Congregate Shelters. In 2022/2023, the CoC Lead Agency received multiple grants to provide access to non-congregate shelter for vulnerable populations. From November 2022-July 2023, 478 unduplicated individuals were provided 4194 nights in local hotels.

ID-8.	Partnerships with Public Health Agencies—Collaborating to Respond to and Prevent Spread of Infectious Diseases.	
	NOFO Section V.B.1.o.	
	Describe in the field below how your CoC effectively collaborates with state and local public health agencies to:	
1.	develop CoC-wide policies and procedures to respond to infectious disease outbreaks; and	
2.	prevent infectious disease outbreaks among people experiencing homelessness.	

(limit 2,500 characters)

1. Since June 2020, the CoC Lead Agency has helped develop strong coordinated communication procedures within our local systems of care, participating as a leading member on the City of Memphis HCD COVID-19 ESF-6 Homeless Subgroup and the City of Memphis and Shelby County Joint COVID Task Force. These partnerships allowed our community to communicate federal, county, and local policies, education, mandates, orders, and more in an organized way that effectively put trust and dependability first. Policies and procedures grounded in trust and dependability demonstrated to be most effective especially when engaging persons experiencing homelessness or those with severe trauma and mistrust of systems due to previous exploitation. In recent months these communications have included meetings between the Lead Agency, the Office of Emergency Management, and City/County government to develop plan for a response to future disease outbreaks.

2. Since January 2022, the CoC Lead Agency has coordinated 18 vaccination events, with over 10 homeless service or healthcare provider agencies, vaccinating more than 529 persons experiencing homeless, front line staff, and other vulnerable populations. As vaccine incentives, the CoC Lead Agency has provided \$13,600 in Kroger and Visa gift cards, 1,353 personal care bags, PPE, and distributed over 442 all-day bus passes to individuals and families experiencing homelessness. The CoC estimates at least 60%, if not more, persons experiencing homelessness in our community have been fully vaccinated or received at least one dose of a COVID-19 vaccine through these efforts. As of summer 2023, vaccination plans are underway with the CoC and the Shelby County Health Department's division of Healthcare for the Homeless. Disease prevention efforts are being put in place for fall and winter of 2023, as well as a healthcare needs assessment for the people experiencing homelessness.

ID-8a.	Collaboration With Public Health Agencies on Infectious Diseases.	
	NOFO Section V.B.1.o.	
	Describe in the field below how your CoC:	
	1.	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 Lead Agency effectively equipped providers to prevent or limit infectious disease outbreaks among program participants by building, maintaining, and communicating resources, providing updated guidance on federal, state and local public health measures as well as specific guidance for persons experiencing homeless and housing or homeless service providers, that are easily accessible on the CoC Lead Agency website, regularly sharing information at virtual CoC committee meetings open to the public and linked on the CoC Lead Agency website calendar, on CoC mailing lists, and through virtual and in-person CoC education outreach sessions conducted in coordination with health care experts and health care service providers. In February 2023, the CoC Lead Agency has expanded its reach with the starting of the healthcare committee. This committee which not only focuses on public health measures for those experiencing homelessness but creating strategies to remove barriers surrounding access for those who need it.

2. Information on preventing or limiting infectious disease outbreaks among program participants has been shared at more than 18 in-person CoC Lead Agency vaccination, testing, and outreach events in partnership with the Shelby County Health Department, Memphis Fire Department, City of Memphis Office of Emergency Management (OEM), and 8 other homeless service providers, street outreach providers, and health agencies. Since January 2022, thanks to many community partners, the CoC Lead Agency has delivered over 1,353 personal care bags (backpacks and drawstrings containing PPE, hygiene kits, survival items, snacks and other materials) to street outreach providers and persons experiencing homelessness, and over 100 home warming baskets (laundry baskets with household supplies, cleaning items, PPE and more) to newly rehoused individuals through Coordinated Entry. The CoC Lead Agency acts as the point of contact for OEM, providing emergency shelter availability updates and notifying 500-1,000+ CoC mailing list subscribers when Emergency Cooling or Warming Centers are launched as well as including messaging about preventing or limiting infectious disease in these often emergency congregate shelter settings.

1D-9.	Centralized or Coordinated Entry System—Assessment Process.	
	NOFO Section V.B.1.p.	
	Describe in the field below how your CoC's coordinated entry system:	
1.	covers 100 percent of your CoC's geographic area;	
2.	uses a standardized assessment process; and	
3.	is updated regularly using feedback received from participating projects and households that participated in coordinated entry.	

(limit 2,500 characters)

1. Our CES covers the entire geographic area through virtual and physical points of entry for persons experiencing homelessness. Access points are available from a 24-hour hotline, an online outreach request tool, in hospitals, mental health providers, housing and outreach providers, and community meal sites. The CoC utilizes a strong outreach team to reach people who are least likely to apply for assistance. Seven days a week outreach workers visit highly frequented/identified areas where individuals experiencing homelessness are located to engage with them and enter them into the CES. Additionally, a major hospital and a mental health agency providing crisis services are active in CES and regularly engage and refer individuals who heavily utilize these systems but may be less likely to apply for homeless assistance.

2. The assessment process prioritizes people most in need of assistance and ensures they receive assistance in a timely manner through vulnerability assessments and an efficient By-Name List (BNL). Everyone entering CES is assessed for vulnerability and prioritized for housing placement via the VISPDAT, our common assessment tool, and placed onto a BNL according to vulnerability. CES participants are discussed at routine population specific CES meetings to ensure they are being served with additional services, supports, outreach and the most sustainable permanent housing solution.

3. In addition to routine CES meetings, housing referrals are also facilitated outside of weekly meetings through the CE administrator who ensures a timely and warm handoff between outreach and the housing providers. Updates for CES are made on a secure online platform that allows outreach to communicate with the CE administrator and housing providers, as well as within the HMIS system where all client data is stored.

1D-9a.	Program Participant-Centered Approach to Centralized or Coordinated Entry.	
	NOFO Section V.B.1.p.	
	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 preferences; and	
4.	takes steps to reduce burdens on people using coordinated entry.	

(limit 2,500 characters)

1. CoC outreach and substance abuse treatment providers mobilize daily to service encampments and engage with persons experiencing unsheltered homelessness. With or without participation these teams remain present and available to assist when needed. CoC outreach also works with local law enforcement and other civil entities to best assist with real-time need for those who identify as homeless. Additional connections have been made within the outreach community to the CJ system, mental health providers, libraries and other public access points who witness those experiencing homelessness. The Lead Agency's website contains a sighting tool where citizens can report the need for homeless assistance and outreach.

2. Outreach workers and providers working with clients are expected to attend all By-Name List meetings and provide timely and accurate updates on clients, including changes in need, status of documentation, and any additional relevant information. The outreach worker will also identify any non-self-reported factors that may impact the client's prioritization. Any issues identified will not affect placement and will be solely used to assess the client's need. The outreach worker or local partner will begin the process of linking the client to community services while housing referral is pending.

3. When outreach teams make contact clients are assessed for all housing and basic needs, then the data collected is entered into HMIS. Once needs are assessed, the most vulnerable are prioritized. Vulnerability encompasses: VI score, age, race, gender, medical needs, mental health needs, and special populations (DV, IPV, youth, veterans, families, more).

4. Providers with clients active in coordinated entry are encouraged to provide additional supportive services and housing resources for clients, to ensure that CES is a one-stop-shop for any housing needs, as the community's resources are limited. They conduct an initial brief assessment that eliminates the need to complete a VI upon meeting an individual, as the VI is known to be long and intrusive. The initial assessment covers basic needs and allows the worker to inquire if further services are desired.

1D-9b.	Informing Program Participant about Rights and Remedies through Centralized or Coordinated Entry-Reporting Violations.	
	NOFO Section V.B.1.p.	

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

(limit 2,500 characters)

1. The CoC outreach workers are housing first focused with a understanding that Housing First does not stop at housing placement. Outreach workers who are engaging those experiencing homelessness are routinely offering internal agency supports, connection to a COC partner agency for supportive services and enrollment into CES to be prioritized for permanent housing; even when the support is accepted or denied. CAFTHs website has a directory of CoC service providers, housing providers and local agencies.

2. Upon entry into CES, CoC outreach workers review CES components and the participants right within the CES. Upon CES participants are match-made into a CoC housing provider, at the housing intake the CES participant is informed of their rights within the housing project and the programs grievance procedures.

3. Our CoCs bylaws clearly outline the policies and procedures related to fair housing choice, including the means by which clients report conditions or actions impeding fair housing choice. As outlined in our Nondiscrimination Policy's Fair Housing Section, our Coordinated Entry System provides access to housing providers who affirmatively market their housing and supportive services to eligible persons regardless of race, ethnicity, color, national origin, language, ancestry, religion, sex, familial status, age, gender identity, gender expression, LGBTQ+ (lesbian, gay, bisexual, transgender, queer/questioning, etc.) status, marital status, domestic or sexual violence victim status, or sensory, mental, or physical disability, who are least likely to apply in the absence of special outreach, and maintain records of those marketing activities. When a recipient encounters a condition or action that impedes fair housing choice, the lead agency provides the participant and/or case manager with information on rights and remedies available under applicable federal, State and local fair housing and civil rights laws.

1D-10.	Advancing Racial Equity in Homelessness—Conducting Assessment.	
	NOFO Section V.B.1.q.	

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.	08/10/2023

1D-10a.	Process for Analyzing Racial Disparities—Identified Racial Disparities in Provision or Outcomes of Homeless Assistance.	
	NOFO Section V.B.1.q.	

	Describe in the field below:
1.	your CoC's process for analyzing whether any racial disparities are present in the provision or outcomes of homeless assistance; and
2.	what racial disparities your CoC identified in the provision or outcomes of homeless assistance.

(limit 2,500 characters)

1. HUD recommends utilizing their racial disparities tool to better understand the ways structural and institutional racism cause disproportionate detriment across our community, particularly when it comes to homelessness and housing security. The tool is focused on comparing the demography of the annual Point-in-Time count alongside the size of the overall population, as tracked by the American Community Survey (Census Bureau). Our CoC utilizes this tool to assess how racial disparity is presenting in our community data annually, in order to plan for the future. During the Point in Time Count as well as CoC project monitoring throughout the year, racial and demographic data are collected and analyzed.

2. Using the HUD CoC Racial Equity Analysis tool we can see that Black, African American, or African individuals account for 54% of the total Memphis and Shelby County population, and 74% of the population experiencing homelessness. By contrast, white individuals account for 39% of the total Memphis population, but represent only 23% of the population experiencing homelessness. In an equitable world, the total population would be equal (or close) to the population experiencing homelessness. Applying the HUD CoC Racial Equity Analysis tool, to positive housing outcomes in Memphis and Shelby County, Black, African-American, or African individuals accounted for 94% of total clients enrolled in Coordinated Entry in 2021, and 96% of clients exiting the system to positive destinations. Likewise, white clients accounted for 5% of total clients served through Coordinated Entry and 3% of clients exiting to positive destinations. In other words, service to clients within the system displayed more equitable care.

1D-10b.	Implemented Strategies that Address Racial Disparities.	
	NOFO Section V.B.1.q.	

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

1.	The CoC's board and decisionmaking bodies are representative of the population served in the CoC.	Yes
2.	The CoC has identified steps it will take to help the CoC board and decisionmaking bodies better reflect the population served in the CoC.	Yes
3.	The CoC is expanding outreach in geographic areas with higher concentrations of underrepresented groups.	Yes
4.	The CoC has communication, such as flyers, websites, or other materials, inclusive of underrepresented groups.	Yes
5.	The CoC is training staff working in the homeless services sector to better understand racism and the intersection of racism and homelessness.	Yes
6.	The CoC is establishing professional development opportunities to identify and invest in emerging leaders of different races and ethnicities in the homelessness sector.	No
7.	The CoC has staff, committees, or other resources charged with analyzing and addressing racial disparities related to homelessness.	Yes
8.	The CoC is 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.	The CoC reviewed coordinated entry processes to understand their impact on people of different races and ethnicities experiencing homelessness.	Yes
10.	The CoC is collecting data to better understand the pattern of program use for people of different races and ethnicities in its homeless services system.	Yes

11.	The CoC is conducting additional research to understand the scope and needs of different races or ethnicities experiencing homelessness.	Yes
	Other:(limit 500 characters)	
12.	The CoC is analyzing assessment data and focusing on systemic inequalities that cause Black/African American individuals to be disproportionately represented in our local system.	Yes

1D-10c.	Implemented Strategies that Address Known Disparities.	
	NOFO Section V.B.1.q.	

Describe in the field below the steps your CoC is taking to address the disparities identified in the provision or outcomes of homeless assistance.

(limit 2,500 characters)

The CoC has led numerous community initiatives to improve racial equity in the local homeless system, including educating organizations and staff on the intersection of racism and homelessness. In the last three years, the CoC has examined community data to ensure COVID-19 response efforts, including vaccination efforts and non-congregate shelter, have been equitable and addressed racial disparities. Recognizing racial disparities in the criminal justice system and identifying criminal justice system involvement as a risk factor for becoming homelessness in our local system, the CoC continued to build upon established cross-system efforts to assess the cycle of criminal justice involvement and homelessness in the community. The CoC worked with service providers and representatives from the adult and juvenile justice systems to collect input and explore cross-system strategies to prevent returns to homelessness upon release from the criminal justice system. The CoC also collaborated with Memphis Area Legal Services to host a Fair Housing Workshop to educate administrators, frontline staff, and other community partners on housing discrimination and fair housing practices. The CoC maintained the Landlord Outreach committee to recruit and train flexible landlords and connect them with programs to increase housing opportunities for clients. Through this committee, the CoC works to recruit a network of fair, background friendly landlords willing to rent to clients in the homeless services system. Lastly, the CoC has collaborated with H.O.P.E., a local homelessness advocacy organization made up of people who are currently or have formerly experienced homelessness, to expand representation of persons with lived experience, particularly those from races over-represented in the local homelessness population, in local planning efforts, service design, and decision-making.

1D-10d.	Tracked Progress on Preventing or Eliminating Disparities.	
	NOFO Section V.B.1.q.	

Describe in the field below:

1.	the measures your CoC has in place to track progress on preventing or eliminating disparities in the provision or outcomes of homeless assistance; and
2.	the tools your CoC uses.

(limit 2,500 characters)

1. The CoC regularly collects and analyzes data to determine and address any disparities. Each year, the CoC utilizes the HUD Equity Dashboard to perform an in-depth analysis on our systems data. Additionally, we publish our findings in our Lead Agency's Gaps Analysis and Needs Assessment annually, and use the data to evaluate current approaches and partnerships throughout the CoC, informing our planning for the future. Additionally, with the recent award of YHDP funds, projects will be evaluated quarterly through the continuous quality improvement (CQI) process. This CQI process was developed in collaboration with youth experiencing homelessness, youth serving agencies and institutions, ICF Technical Assistance providers, and the CoC Lead Agency.

2. This data is collected annually in our Point in Time Count, where detailed demographic data is collected from sheltered and unsheltered individuals identified during the count. Data is also collected through our CoC's Coordinated Entry System via our CoC's updated HMIS database, which allows the Lead Agency to access real-time data as needed for analysis. The Continuous Quality Improvement evaluation tool was developed to show youth specific data imported from the dedicated HMIS, RHY surveys and consumer reports to show any disparities in services or equity quarter to quarter.

1D-11.	Involving Individuals with Lived Experience of Homelessness in Service Delivery and Decisionmaking—CoC's Outreach Efforts.	
	NOFO Section V.B.1.r.	
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 decision making processes.		

(limit 2,500 characters)

The CoC recruits persons with lived experience of homelessness to participate in leadership roles and decision making processes by conducting outreach at CoC events, committees, and workgroups. The CoC requires all CoC-funded agencies to have an individual with lived experience on their board. The CoC Board (Governing Council) also includes a permanent seat for an individual with current or previous lived experience of homelessness and a permanent seat for a representative from Homeless Organizing for Power and Equality (H.O.P.E). H.O.P.E is a local homeless advocacy organization made up of people who are currently or have formerly experienced homelessness. The CoC collaborates with H.O.P.E and attends monthly meetings to invite members to join the CoC and participate in CoC leadership positions. The FY23 CoC NOFO Rank and Review Committee included a representative from H.O.P.E. and elected an individual with lived experience of homelessness to serve as the Committee Chair.

The CoC recruits youth and young adults with lived experience to join the Youth Action Board through social media and targeted outreach to youth service providers. The CoC works with the Youth Action Board to expand youth representation in CoC leadership roles and decision making processes. The CoC Board includes a permanent seat for the Youth Action Board Chair.

1D-11a.	Active CoC Participation of Individuals with Lived Experience of Homelessness.	
	NOFO Section V.B.1.r.	

You must upload the Letter Signed by Working Group 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.	Included in the decisionmaking processes related to addressing homelessness.	75	50
2.	Participate on CoC committees, subcommittees, or workgroups.	10	5
3.	Included in the development or revision of your CoC's local competition rating factors.	5	5
4.	Included in the development or revision of your CoC's coordinated entry process.	5	5

1D-11b.	Professional Development and Employment Opportunities for Individuals with Lived Experience of Homelessness.	
	NOFO Section V.B.1.r.	

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

(limit 2,500 characters)

The CoC provides professional development and employment opportunities for youth and young adults with lived experience of homelessness through the Youth Action Board (YAB). YAB members are compensated \$20 per hour for meeting attendance. The YAB provides youth with lived experience the opportunity to participate in CoC decision making processes and serve in leadership roles. YAB members serve on the CoC Youth Committee, the CoC Board (Governing Council), and the rank & review committee. The CoC strives to connect YAB members to professional development opportunities by inviting them to attend relevant training, webinars, and conferences.

The CoC Board (Governing Council) includes a permanent seat for an individual with current or previous lived experience of homelessness, the Youth Action Board Chair, and a representative from Homeless Organizing for Power and Equality (H.O.P.E). H.O.P.E is a local homeless advocacy organization made up of people who are currently or have formerly experienced homelessness. The CoC regularly collaborates with H.O.P.E to expand the representation of individuals with lived experience in system planning and decision making.

The CoC recruits individuals with lived experience to serve on the rank and review committee. The CoC also provides scholarships to individuals with lived experience interested in attending the NAEH conference and other professional development opportunities. The CoC is working to formalize a committee for individuals with lived experience of homelessness to participate in system level planning and decision making. The CoC is committed to compensating committee members for their involvement and offering training and professional development opportunities.

The CoC provider Hospitality Hub offers employment opportunities for individuals who have formerly or are currently experiencing homelessness through their Work Local program which partners with the City of Memphis Public to provide temporary employment through a city-wide blight abatement program.

1D-11c.	Routinely Gathering Feedback and Addressing Challenges of Individuals with Lived Experience of Homelessness.	
	NOFO Section V.B.1.r.	
	Describe in the field below:	
1.	how your CoC routinely gathers feedback from people experiencing homelessness;	
2.	how your CoC routinely gathers feedback from people who have received assistance through the CoC or ESG Programs; and	
3.	the steps your CoC has taken to address challenges raised by people with lived experience of homelessness.	

(limit 2,500 characters)

The CoC requires all renewal projects to collect consumer surveys. This input is gathered from individuals currently experiencing homelessness and people who have received assistance through the CoC or ESG programs. This year the CoC collected consumer surveys ahead of the FY23 NOFO process to assess project-level and client-level satisfaction with housing and services. The results were incorporated into the annual Gaps Analysis to inform system planning efforts and funding priorities.

Last year, the CoC established a forum at the first annual Symposium on Ending Homelessness for advocates with lived experiences of homelessness to share their input and experiences with service providers in the community. At this forum, people with lived experience of homelessness had the opportunity to lead a discussion on gaps in our local homeless response system. At the most recent Symposium, both presenters and attendees included persons with lived experience of homelessness. The CoC hosted several community focus groups throughout the year to collect input and feedback from people with current or previous experiences of homelessness.

The data collected from consumer surveys and focus groups were incorporated into the annual gaps analysis to inform strategic planning efforts and funding priorities. The forum discussions from the first annual symposium highlighted the barriers that prevent people with lived experience from serving in leadership positions and participating in CoC decision making processes. The CoC is now working to formalize a committee for individuals with lived experience of homelessness to participate in system level planning and decision making. The CoC is working to establish compensation policies for committee members and transportation assistance to reduce barriers to participation for people with lived experience. The forum discussion also informed system planning efforts around the criminal justice system.

1D-12.	Increasing Affordable Housing Supply.	
	NOFO Section V.B.1.t.	
	Describe in the field below at least 2 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. The CoC participates in interagency policy workgroups that engage with local zoning and land use decision making processes to promote affordable housing development. This includes BLDG Memphis' Healthy and Affordable Housing Working Group, and the More for Memphis Community Development Policy Work Group. These groups work to reform zoning and land use policies, increase resources for acquisition, development, and maintenance of affordable units in order to address the appraisal gap in affordable housing. The CoC's internal advocacy plan also includes guidelines for educating the public on initiatives around increasing affordable housing, and communicating with public officials to promote these initiatives.

2. The CoC collaborated with the City of Memphis HCD on their HOME-ARP Action Plan, and 40 percent or over \$5.4 million will be allocated towards the development of Affordable Rental Housing. HCD estimates that these funds may be used to construct 60 new affordable rental housing units, as well as acquire and rehabilitate 100 units for occupancy by individuals and families from qualifying populations. As the NAEH State Coordinator for Tennessee for the past two years, the CoC has brought together leaders, CoCs, homeless and housing service providers, and persons with lived experience from across the state to lead conversations with elected U.S. Senators and Representatives aimed at reducing regulatory barriers to housing development and advocating for persons experiencing homelessness.

In 2022, the CoC supported BLDG Memphis' petition to reinvest in the Memphis Affordable Housing Trust Fund (MAHTF) to help the severe affordable housing shortage in Memphis, while also supporting other community goals. In 2023, the CoC supported The Greater Memphis Housing Justice Project (GMHJP), a multi-year campaign designed to conduct research, raise awareness, and explore policy and structural changes to address the rental housing crisis in Memphis. In March 2023, representative from the CoC traveled to the state capitol in Nashville to take part in Tennessee Solidarity Network's first Day on the Hill for Housing and Homelessness to meeting with senators and representatives to discuss housing issues, including barriers to affordable housing development.

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) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1E-1.	Web Posting of Your CoC's Local Competition Deadline–Advance Public Notice.	
	NOFO Section V.B.2.a. and 2.g.	
	You must upload the Web Posting of Local Competition Deadline attachment to the 4B. Attachments Screen.	

1.	Enter your CoC's local competition submission deadline date for New Project applicants to submit their project applications to your CoC—meaning the date your CoC published the deadline.	07/14/2023
2.	Enter the date your CoC published the deadline for Renewal Project applicants to submit their project applications to your CoC's local competition—meaning the date your CoC published the deadline.	07/14/2023

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)?	105
2.	How many renewal projects did your CoC submit?	17
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.	considerations your CoC gave to projects that provide housing and services to the hardest to serve populations that could result in lower performance levels but are projects your CoC needs in its geographic area.

(limit 2,500 characters)

1. Each project was assessed and scored based on system performance measures and objective criteria including retention or exits to permanent housing, increasing income, cost effectiveness, and occupancy. All R&R members were trained on homelessness in TN-501, which included a discussion of system performance measures and community gaps. During the project R&R process, the R&R committee reviewed projects based on scores, the subpopulation served, the impact if a project were to be reallocated, and the overall cost based on the number of households that were proposed to be served.

2. During the Rank and Review process, the CoC analyzed CES and HDX data for the length of time it took to connect people to permanent housing. The CoC Lead Agency website features multiple dashboards that display updated CES data in real-time, which allows for our system's performance to be evaluated efficiently. The CE dashboard lists the number of single individuals who have been added to the community's By-Name List each month (Enrollments), the number of individuals exited from the By-Name List (Exits), a break down of exit destinations, and the average number of days it takes to find permanent housing solutions.

3. The CoC takes the severity of needs and vulnerabilities of project participants into consideration when reviewing and ranking projects by having a robust R&R process that looks beyond just the project's performance evaluation score to include strategic resource reallocation and community need. Projects are encouraged to submit comments for the R&R committee to provide context, especially for programs that serve specific subpopulations. This year, the Rank and Review Committee prioritized some projects higher than their performance evaluation score alone, based on their ability to serve highly vulnerable subpopulations.

4. The CoC requires all projects to accept all new clients from the CES, which ensures that these projects provide housing and services to the most vulnerable and hardest to serve individuals and families. Prioritization policies include: length of time homeless, vulnerability assessment scores, severity of need, crisis utilization, vulnerability due to illness or death, prioritized subpopulations, and continued risk of homelessness. This year's R and R evaluated a variety of factors for projects serving populations with severe needs to determine if other project components (supportive services) were utilized.

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 the 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 to which their project has 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.	

(limit 2,500 characters)

1. The CoC obtained input when determining the rating factors used to review project applications from all providers in the CoC including those led by persons of races over-represented in the local homelessness population. A meeting to gather additional input on proposed rating factors included participation from persons of different races. Input received at this meeting was taken into consideration and scoring tools were updated.
2. Members of the CoC Board not affiliated with agencies submitting project applications served as the committee responsible for the review, selection, and ranking process. The CoC Board includes persons of different races and ethnicities, particularly those over-represented in the local homeless population. This board utilized the scoring tools developed by the CoC, which reflected the input of persons overrepresented in the local homeless population. The CoC Board provided final review and approval of the rating factors for new and renewal project applications. The CoC annually reviews the composition of this board and provides oversight to ensure the rank & review committee selection reflects racial equity.
3. The CoC requires all projects to accept all new clients from the Coordinated Entry System, which ensures that all CoC projects provide housing and services to the most vulnerable and hardest to serve individuals and families. During the rank and review process, any projects that were identified as experiencing barriers to participation were noted by CoC Lead Agency staff. Future planning for these projects will include additional support from the Lead Agency on an ongoing basis.

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

(limit 2,500 characters)

1. Our CoC's reallocation process, which is reviewed and approved annually by the CoC Board, states that "Renewal projects scored in the bottom 25% of all renewal projects and/or ranked in the bottom 25% of all renewal projects will be asked by the Lead Agency to submit a performance improvement plan, as specified in Section 4.6: Performance Improvement Plans Policy. Failure to expend awarded CoC grant funds or make progress as determined by the Rank & Review (R&R) Committee may result in a recommendation for reallocation of the project's renewal funding the following year.

2. Yes, 3 projects were placed on Performance Improvement Plans (PIP) following the most recent CoC competition in 2023. 3 projects were determined by the R&R Committee to have made insufficient progress in system performance measures, HMIS timeliness of data entry, and/or sufficient spending of awarded grant funding.

3. No, our CoC did not reallocate funding from any projects during the 2023 local competition.

4. The Rank and Review Committee determined that all renewal projects were either performing well or had the demonstrated potential to improve in the upcoming year through a Performance Improvement Plan.

1E-4a.	Reallocation Between FY 2018 and FY 2023.	
	NOFO Section V.B.2.f.	

	Did your CoC cumulatively reallocate at least 20 percent of its ARD between FY 2018 and FY 2023?	Yes
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1E-5.	Projects Rejected/Reduced–Notification Outside of e-snaps.	
	NOFO Section V.B.2.g.	
	You must upload the Notification of Projects Rejected-Reduced attachment to the 4B. Attachments Screen.	

1.	Did your CoC reject any project application(s) submitted for funding during its local competition?	Yes
2.	Did your CoC reduce funding for any project application(s) submitted for funding during its local competition?	No
3.	Did your CoC inform applicants why your CoC rejected or reduced their project application(s) submitted for funding during its local competition?	Yes
4.	If you selected Yes for element 1 or element 2 of this question, enter the date your CoC notified applicants that their project applications were being rejected or reduced, in writing, outside of e-snaps. If you notified applicants on various dates, enter the latest date of any notification. For example, if you notified applicants on 06/26/2023, 06/27/2023, and 06/28/2023, then you must enter 06/28/2023.	09/12/2023

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 06/26/2023, 06/27/2023, and 06/28/2023, then you must enter 06/28/2023.	09/12/2023
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1E-5b.	Local Competition Selection Results for All Projects.	
	NOFO Section V.B.2.g.	
	You must upload the Local Competition Selection Results attachment to the 4B. Attachments Screen.	

	Does your attachment include: 1. Project Names; 2. Project Scores; 3. Project accepted or rejected status; 4. Project Rank–if accepted; 5. Requested Funding Amounts; and 6. Reallocated funds.	Yes
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1E-5c.	Web Posting of CoC-Approved Consolidated Application 2 Days Before CoC Program Competition Application Submission Deadline.	
	NOFO Section V.B.2.g. and 24 CFR 578.95.	
	You must upload the Web Posting–CoC-Approved Consolidated Application attachment to the 4B. Attachments Screen.	

	Enter the date your CoC posted the CoC-approved Consolidated Application on the CoC's website or partner's website—which included: 1. the CoC Application; and 2. Priority Listings for Reallocation forms and all New, Renewal, and Replacement Project Listings.	09/25/2023
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1E-5d.	Notification to Community Members and Key Stakeholders 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.	09/25/2023
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2A. Homeless Management Information System (HMIS) Implementation

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

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 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.	Clarity Human Services by Bitfocus
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2A-2.	HMIS Implementation Coverage Area.	
	Not Scored—For Information Only	

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

	Enter the date your CoC submitted its 2023 HIC data into HDX.	04/28/2023
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2A-4.	Comparable Database 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;	
2.	state whether DV housing and service providers in your CoC are using a HUD-compliant comparable database—compliant with the FY 2022 HMIS Data Standards; and	

3. state whether your CoC's HMIS is compliant with the FY 2022 HMIS Data Standards.

(limit 2,500 characters)

1. Since 2022, the HMIS/CoC Lead Agency has configured a comparable database that is required for all ESG- and CoC-funded DV housing and serving providers. The comparable database is also open for non-funded DV housing and serving providers to utilize. Information in the comparable database is only accessible by the DV agency, not by the HMIS Lead Agency or other agencies. Our HMIS Lead Agency has confirmed the comparable database meets HUD's Comparable Database Checklist, will collect the data elements required in the 2023 HMIS Data Standards, and can successfully run APRs and CAPERs.

2. All ESG and COC-funded DV housing service providers in the CoC are using a HUD-compliant comparable database compliant with the FY 2022 HMIS Data Standards.

3. Yes, our CoC is compliant with the 2022 HMIS Data Standards.

2A-5. Bed Coverage Rate—Using HIC, HMIS Data—CoC Merger Bonus Points.

NOFO Section V.B.3.c. and V.B.7.

Enter 2023 HIC and HMIS data in the chart below by project type:

Project Type	Total Year-Round Beds in 2023 HIC	Total Year-Round Beds in HIC Operated by Victim Service Providers	Total Year-Round Beds in HMIS	HMIS Year-Round Bed Coverage Rate
1. Emergency Shelter (ES) beds	941	101	1,344	160.00%
2. Safe Haven (SH) beds	0	0	0	
3. Transitional Housing (TH) beds	428	19	428	104.65%
4. Rapid Re-Housing (RRH) beds	600	57	600	110.50%
5. Permanent Supportive Housing (PSH) beds	1,474	0	1,474	100.00%
6. Other Permanent Housing (OPH) beds	17	0	17	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:

- 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
- how your CoC will implement the steps described to increase bed coverage to at least 85 percent.

(limit 2,500 characters)

None below 84.99 percent

2A-6.	Longitudinal System Analysis (LSA) Submission in HDX 2.0.	
	NOFO Section V.B.3.d.	
	You must upload your CoC's FY 2023 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 February 28, 2023, 8 p.m. EST?	Yes
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2B. Continuum of Care (CoC) Point-in-Time (PIT) Count

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

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 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 2023 PIT count.	01/25/2023
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2B-2.	PIT Count Data—HDX Submission Date.	
	NOFO Section V.B.4.a	

	Enter the date your CoC submitted its 2023 PIT count data in HDX.	04/28/2023
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2B-3.	PIT Count—Effectively Counting Youth in Your CoC's Most Recent Unsheltered PIT Count.	
	NOFO Section V.B.4.b.	

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

(limit 2,500 characters)

1. The CoC collaborated with the Memphis Youth Action Board and youth serving organizations to plan the 2023 Youth PIT Count. The CoC collected input and recommendations on the 2023 Youth PIT Count design from community stakeholders and youth providers through the CoC Youth Committee. The YAB reviewed the Youth PIT Count survey questions and shared feedback on how to best engage unaccompanied youth. Guided by input from the YAB, the CoC offered both a virtual call-in option and an in-person event for the 2023 Youth PIT Count.

2. The YAB provided feedback on where and how to engage with unsheltered youth during the PIT Count. In response to input from the YAB to provide options for youth without transportation, the CoC developed a Youth PIT Count Call line that offered youth the option to call or text to be engaged in the counting process. The YAB Chair operated the call line and guided youth through the process. The CoC also collaborated with the YAB to develop a social media strategy to alert youth experiencing homelessness how to get counted and connect to resources. The CoC collected feedback from the Youth Navigation team to select locations where homeless youth are most likely to be identified. Navigators ensured that youth who accessed the system were counted and connected to services. The CoC also partnered with stakeholders including local schools, colleges and universities, and providers that serve homeless youth to advertise the Youth PIT count. The CoC collaborated with OUTMemphis to host an in-person event at their Youth Emergency Center, so that identified youth could be connected to optional resources in an affirming space.

3. While youth providers offered input on the project design, the CoC primarily collaborated with the Memphis Youth Action Board to plan and facilitate the 2023 Youth PIT Count. The YAB Chair operated the Youth PIT Count call line and guided youth through the process of being counted. The YAB helped develop a social media strategy to alert youth experiencing homelessness how to get counted and connect to resources. The YAB recruited members and other youth with current or previous experiences of homelessness to serve as volunteers to help identify youth and advertise the count on social media and through their personal networks. YAB members and other youth volunteers helped staff the in-person event at the OUTMemphis Youth Emergency Center. Youth volunteers received training and were compensated for their time.

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 2022 and 2023, if applicable;	
	2. describe any changes your CoC made to your unsheltered PIT count implementation, including methodology or data quality changes between 2022 and 2023, if applicable; and	
	3. describe how the changes affected your CoC's PIT count results; or	
	4. state "Not Applicable" if there were no changes or if you did not conduct an unsheltered PIT count in 2023.	

(limit 2,500 characters)

1. Changes in PIT participation of programs serving subpopulations (e.g., veterans, youth), the impact of coordinated entry, and changes in capacity due to COVID-19 contributed to our 2023 PIT count implementation. Our community's Coordinated Entry system collaborates with key service providers, regardless of their federal funding, through the CoC competition. This ensures that clients can access programs and services in a timely and organized manner. Once initial engagement occurs, the process to access services and housing is initiated. All our clients must go through the coordinated entry system to strengthen our community's assistance. We have increased our emergency shelter capacity and added more beds, which have benefitted youth and special populations.
2. For the 2023 Point-in-Time Count, the TN-501 CoC utilized both a census- and sampling-count enumeration of all homeless people within the CoC's boundaries (Memphis and Shelby County). The census count was used to count the total unsheltered homeless population, and the random sampling approach will be used to generate the necessary demographic information required by HUD. The unsheltered portion of the Count, the CoC utilized a combination of complete coverage, known locations, and service-based counts. A survey tool was used to assess all persons experiencing unsheltered homelessness to gather basic data for the Count as required by HUD in Notice CPD-18-08, as well as accurately deduplicate individuals who may be surveyed multiple times.
3. Our overall PIT count results were similar to previous years; however, there was a notable shift in the unsheltered (decreased) vs. sheltered numbers (increased). This may be attributed to an increase in emergency shelter capacity, as well as a post-COVID return to sheltering in a congregate setting during the coldest months.

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) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

2C-1.	Reduction in 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 determined which risk factors to identify persons becoming homelessness for the first time by analyzing assessment data in HMIS for individuals and families seeking services to identify common trends and factors. Analysis of individuals assessment data found that 68% of individuals reported having been to jail, 38% reported chronic health concerns, and 34% reported mental health concerns. From this analysis, the CoC determined risk factors to identify persons becoming homeless for the first time, specifically focusing on prior incarceration, chronic health issues, and mental health concerns.

2. The CoC utilizes a coordinated network of prevention services to address the needs of individuals and families at risk of becoming homeless. The Coordinated Entry System (CES) has multiple connection points with a “no wrong door” approach for individuals, youth, and families. The CES family entry point has diversion and prevention strategies for families, which includes mediation services, food, and rental/mortgage assistance. The CoC partners with non-profits, hospitals, jails, and mental health services to help identify and assist individuals at risk of experiencing homelessness. During COVID, the CoC partnered with the Department of Corrections and Pre-Trial to develop a discharge program for individuals exiting criminal justice facilities in Shelby County without a safe and secure housing destination. Discussions are underway to reassess the risk of homelessness upon exiting the criminal justice system, and a survey has been distributed to the community to gather input.

3. The Lead Agency Community Alliance for the Homeless is responsible for overseeing the CoC’s strategy to reduce the number of individuals and families experiencing homelessness for the first time.

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 CoCs’ geographic area?	No

2C-2.	Length of Time Homeless—CoC’s Strategy to Reduce.	
	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. Our CoC utilizes a Coordinated Entry System to reduce the length of time individuals and persons in families remain homeless. The CES system fosters strong coordination among agencies and stakeholders. Families, youth, and individuals engaged through CE are given access to resources, shelter referrals, and assessments for housing services. The CoC utilizes a Moving On strategy with the Public Housing Authority for individuals who wish to move from Permanent Supportive Housing units into other subsidized housing, which opens additional units for individuals on the By Name List and decreases their length of time homeless. The CoC collaborates with the Public Housing Authority to develop a referral process to incorporate Emergency Housing Vouchers into the Coordinated Entry System.

2. The CoC's strong outreach team works with community partners to identify and engage homelessness individuals and families. The Coordinated Entry System prioritizes families and individuals who are chronically homeless and have the longest length of time homeless.

3. The Lead Agency Community Alliance for the Homeless is responsible for overseeing the CoC's strategy to reduce the length of time persons remain homeless.

2C-3.	Exits to Permanent Housing Destinations/Retention of Permanent Housing—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 strategy engages households upon entrance into shelter to increase the rate at which individuals and families exit to permanent housing (PH). Individuals in emergency shelters are put into CES through outreach workers, with our largest shelters having outreach on-site. Case managers also work with families upon entrance into shelter to develop a plan to self-resolve or enter into the CES for PSH or RRH programs. The CoC ensures rapid rehousing participants exit to permanent housing destinations by scoring projects on their performance as a part of the renewal application process and offering vouchers through the Housing Authority for individuals and families who are identified as needing longer-term support after their rapid rehousing assistance ends.

2. The CoC helps individuals and families residing in permanent housing projects retain their PH by providing intensive case management and offering necessary resources. PSH providers work with SOAR specialists to help clients gain disability income and utilize evidence-based interventions to help encourage participants to engage in mental health/substance abuse treatment if needed. Before a PSH program plans to terminate a client's assistance, they must notify the CoC/CE Lead Agency to case conference and discuss potential referrals or transfers to additional programs. The CoC also ensures that permanent housing programs retain participants or assist them in exiting to permanent housing by tracking and scoring their performance as a part of the renewal application process.

3. The Lead Agency Community Alliance for the Homeless is responsible for overseeing the CoC's strategy to reduce the length of time individuals and families remain homeless.

2C-4.	Returns to Homelessness—CoC's Strategy to Reduce Rate.	
	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 of additional returns 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 strategy to identify individuals and families who return to homelessness is to analyze HMIS data on those who return to homelessness and data collected on clients who have returned from providers. The Lead Agency reviews HMIS data regularly and works with agencies who have high returns. Future plans include a deeper analysis of our data and setting up dashboards to review progress on a quarterly basis.

2: Our CoC's strategy to reduce the rate of additional returns to homelessness focuses on providing timely and evidence-based interventions. When a client exhibits signs of future housing instability, case managers and agency staff implement interventions that are focused on keeping the person in housing. For those with severe mental health vulnerabilities at risk of housing instability, the CoC has a PSH provider who hosts the multidisciplinary Intensive Support Team and Mental Health services within its agency. For those facing termination from PSH, the CoC's Coordinated Entry policy requires the agency to submit a Termination of Program Client form that outlines the specifics of why the client is being terminated to determine their rehouse eligibility and/or prioritization.

3: The Lead Agency Community Alliance for the Homeless is responsible for the CoC's strategy to reduce the rate individuals and persons in families return 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. The CoC's strategy to increase access to employment income is through collaboration with employment agencies and implementing and strengthening supported employment programs. The CoC has worked to promote partnerships and access to employment opportunities with private employers and private employment organizations through job fairs and targeting outreach to flexible employers. The CoC Planning Committee informs members of resources that include workforce development organizations, adult education providers, and community centers to connect CoC agencies to job training and educational opportunities for clients. The CoC has pursued partnerships with the LWDA, American Job Center (AJC) to increase educational and job training resources for individuals and families experiencing homelessness.

2. To increase access to employment, multiple CoC agencies have partnerships with mainstream employment agencies that assist with employment and job readiness training, including HopeWorks, GFEC, United Way, and more. Multiple CoC agencies also employ clients in their programs to help increase client income and provide clients with experience and a space to learn employment skills. All CoC member agencies are encouraged to share resources among the Consortium to increase access to cash income for clients. The Outreach Committee recently expressed interest in reviving an Employment Committee for the Consortium to further formalize relationships with employment organizations.

3. The Lead Agency Community Alliance for the Homeless is responsible for overseeing the CoC's strategy to increase job and income growth from employment.

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 strategy for increasing access to non-employment cash income is to increase access to transportation and on-site events with benefit agencies to allow clients to access non-employment cash benefits. Multiple CoC agencies work to provide transportation for clients to agencies that assist with SSI/SSDI, VA disability compensation, and retirement income to ensure clients are able to access benefits or begin the process as soon as possible. CoC agencies also collaborate with DHS to have DHS workers come to agencies several times a year, with 6 CoC agencies having an onsite DHS representative to help sign clients up for benefits. One of the hospital networks the CoC partners with also has a SOAR/SSI specialist on staff to assist high utilizers in the hospital network access benefits. For Veteran clients, CoC veteran providers utilize the VA's Homeless Providers Assistance Program to determine benefits clients can access. The CoC also maintains an active benefits guide on the CoC Lead Agency website to inform providers of mainstream assistance programs and enrollment.

2. The Lead Agency Community Alliance for the Homeless is responsible for overseeing the CoC's strategy to increase non-employment cash income.

3A. Coordination with Housing and Healthcare

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

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

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

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

	Is your CoC applying for a new PH-PSH or PH-RRH project that uses healthcare resources to help individuals and families experiencing homelessness?	Yes
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3A-3.	Leveraging Housing/Healthcare Resources–List of Projects.	
	NOFO Sections V.B.6.a. and V.B.6.b.	
	If you selected yes to questions 3A-1. or 3A-2., use the list feature icon to enter information about each project application you intend for HUD to evaluate to determine if they meet the criteria.	

Project Name	Project Type	Rank Number	Leverage Type
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) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 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.s.	

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.s.	

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)

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) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 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 Serving 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
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3C-2.	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)

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) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

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

	Did your CoC submit one or more new project applications for DV Bonus Funding?	Yes
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4A-1a.	DV Bonus Project Types.	
	NOFO Section I.B.3.I.	

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 2023 Priority Listing.

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

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

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

1.	Applicant Name	Community Alliance for the Homeless
2.	Project Name	DV CES FY2023
3.	Project Ranking on Priority Listing	DV
4.	Unique Entity Identifier (UEI)	P38KLNACD1

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5.	Amount Requested	\$255,099
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4A-2a.	Addressing Coordinated Entry Inadequacies through the New SSO-CE DV Bonus Project.	
	NOFO Section I.B.3.I.(3)(c)	

Describe in the field below:

1.	the inadequacies of your CoC's current Coordinated Entry that limits its ability to better meet the needs of survivors of domestic violence, dating violence, sexual assault, or stalking; and
2.	how the proposed project addresses inadequacies identified in element 1 of this question.

(limit 2,500 characters)

1. The Memphis/Shelby county Coordinated Entry System (CES) has been inadequate as it relates to servicing domestic violence victims due to no designed access point for victims of violence to be entered into the CES safely, not having a Comparable Database to ensure their information is safely obtained and reported, our CoC has not had formal and/or informal relationships with the community victim service providers and no formal CES process for victims of violence and victim service providers. Despite having had a community partner be awarded DV Bonus funds, due to not having a comparable database and lack of relationships with community service providers, there has not previously been formal DV CES processes.

2. The Memphis/Shelby County CES has created formal and informal relationships with local victim's service providers through site visits and routine communications through a CoC Victims of Violence Workgroup to develop an equitable and safe DV CES, creating access points for victims to be entered into CES safely. Additionally, the CoC has launched a Comparable Database to be utilized by the victim's service providers for the purpose of safely gathering data and utilizing the database to equitably house those who are eligible for DV Bonus housing opportunities. Memphis/Shelby County CoC has two projects that have been awarded DV Bonus funds for TH/RRH housing development, further addressing inadequacies in the CES to provide survivors equitable and safe access to permanent housing.

4A-2b.	Involving Survivors in Policy and Program Development, Operations, and Evaluation in the New SSO-CE DV Bonus Project.	
	NOFO Section I.B.3.I.(3)(d)	

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

1.	with a range of lived expertise; and
2.	in policy and program development throughout the project's operation.

(limit 2,500 characters)

1. As engagement grows with victim service providers in Memphis/Shelby County, CAFTH will solicit the providers for clients who have experienced homelessness and a survivor of domestic violence, dating violence, sexual assault and/or stalking to participate in the development of policies, processes and evaluation of the DV CES. Additionally, CAFTH's governing council has lived experience representation, the governing council is an integral part of the approval of all CES development, policies, processes and the CES evaluation.

2. Local victim service providers are collaboratively working with CAFTH to begin planning for the DV CES, having created a DV workgroup. Focus groups comprised of survivors identified by victim service providers as having had experienced homelessness and DV, sexual assault, dating violence and/or stalking are scheduled to provide routine feedback as the DV workgroup comprises policies, assessment(s) and processes. Lastly, the DV workgroup will meet annually to make any updates/changes as it relates to DV CES Evaluation.

4A-3.	Assessing Need for New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects in Your CoC's Geographic Area.	
	NOFO Section I.B.3.I.(1)(c)	

1.	Enter the number of survivors that need housing or services:	4,299
2.	Enter the number of survivors your CoC is currently serving:	358
3.	Unmet Need:	3,941

4A-3a.	How Your CoC Calculated Local Need for New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
	NOFO Section I.B.3.I.(1)(c)	

	Describe in the field below:
1.	how your CoC calculated the number of DV survivors needing housing or services in question 4A-3 element 1 and element 2; and
2.	the data source (e.g., comparable databases, other administrative data, external data source, HMIS for non-DV projects); or
3.	if your CoC is unable to meet the needs of all survivors please explain in your response all barriers to meeting those needs.

(limit 2,500 characters)

1. The number of DV survivors needing housing or services was calculated from information requested and received from agencies in the CoC serving DV survivors. Data was requested from multiple sources for a one-year period (7/1/22 - 6/30/23) for the following agencies: The Shelby County Crime Victims and Rape Crisis Center, the YWCA, Restore Corps, Love Doesn't Hurt, Casa Luz, the Women's Advocacy Center, and the Family Safety Center. The final number of DV survivors that need housing or services (element 1) was calculated by using their reported data from the last fiscal year. The CVRCC provided 919 clients with housing and services, the YWCA provided 1,451 clients with housing and services, Restore Corps assisted 279 clients, Love Doesn't Hurt assisted 429 clients, Casa Luz assisted 648 clients, the Women's Advocacy Center served 54 clients, and the Family Safety Center served 519 clients, . The number in element 2 (number of survivors your CoC is currently serving) was calculated using information requested from and submitted by CoC agencies listed above and currently serving survivors of DV. These agencies in total are serving approximately 358 clients per month with housing and services.

2: The CoC utilized multiple external data sources and administrative data from partners (identified above) to calculate the number of DV survivors that need housing or services.

4A-3b.	Information About Unique Project Applicants and Their Experience in Housing Placement and Housing Retention for Applicants Requesting New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
	NOFO Section I.B.3.I.(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		
Door of Hope		

Project Applicants Applying for New PH-RRH and Joint TH and PH-RRH DV Bonus Projects

4A-3b.	Information About Unique Project Applicants and Their Experience in Housing Placement and Housing Retention for Applicants Requesting New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
	NOFO Section II.B.11.e.(1)(d)	

Enter information in the chart below on the project applicant applying for one or more New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects included on your CoC's FY 2023 Priority Listing for New Projects:

1.	Applicant Name	Door of Hope
2.	Project Name	Door of Hope DV FY2023
3.	Project Rank on the Priority Listing	D --
4.	Unique Entity Identifier (UEI)	P38KLNACDG1
5.	Amount Requested	\$431,618
6.	Rate of Housing Placement of DV Survivors-Percentage	0%
7.	Rate of Housing Retention of DV Survivors-Percentage	0%

4A-3b.1.	Applicant Experience in Housing Placement and Retention for Applicants Requesting New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
	NOFO Section I.B.3.I.(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 both rates;
2.	whether the rates accounts for exits to safe housing destinations; and
3.	the data source (e.g., comparable databases, other administrative data, external data source, HMIS for non-DV projects).

(limit 1,500 characters)

1. Door of Hope DV is a new program therefore we do not have any data to share. We will use the Comparable Database for program data.

2. Door of Hope DV is a new program therefore we do not have any data to share. We will use the Comparable Database for program data.

3. Door of Hope DV is a new program therefore we do not have any data to share. We will use the Comparable Database for program data.

4A-3c.	Applicant Experience in Providing Housing to DV Survivor for Applicants Requesting New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
	NOFO Section I.B.3.I.(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, etc.;
3.	determined which supportive services survivors needed;
4.	connected survivors to supportive services; and
5.	moved clients from assisted housing to housing they could sustain—address housing stability after the housing subsidy ends.

(limit 2,500 characters)

1. Door of Hope will follow the Violence Against Women Act and Housing First Principles to ensure that a survivor is moved out of homelessness into safe affordable housing. Door of Hope has dedicated landlords and property managers who are committed to the mission that Door of Hope has. These landlords have agreed to provide low barrier tenancy requirements in affordable safe locations (See MOU).

2. Transitional housing will be provided to survivors who are most critical and in need of housing to remove them from homelessness. We will seek the guidance of Memphis/Shelby County Coordinated Entry with prioritizing all DV referrals. It is our hope that a Coordinated Entry process is developed specifically for DV victims.

3. Door of Hope will use coordinated housing and placements assessment that are developed specifically for DV survivors. We will include the support of Case Management Inc. who has agreed to partner with us to handle the advocacy needs of all DV survivors served by Door of Hope. We understand that we are a new DV provider, but we are dedicated to seeking training and any resource that is needed to ensure that we house and support DV survivors in a way that reduces any additional harm and that protects them. Our goal is to ensure that all DV survivors are not offended again and that they have the resources and support that is needed to have a thriving future that includes permanent housing.

4.. Case Management Inc. will be our dedicated partner for connecting survivors to advocacy and counseling for DV victims. Door of Hope has had great success with providing supportive services to our permanent supportive housing population. We pride ourselves on our ability to assist our program participants with increasing their income and obtaining educational goals. The same tools that we use with our permanent supportive housing population will be used with our DV survivors. We will ensure that we prioritize the DV survivors safety and confidentiality at all times while providing support.

5. We will provide continued assessments of a survivor's needs throughout their program participation linking them with the needed supportive services that will ensure that they are able to maintain permanent housing even after the housing subsidy ends.

4A-3d.	Applicant Experience in Ensuring DV Survivor Safety for Applicants Requesting New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
	NOFO Section I.B.3.I.(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 information and locations confidential;
4.	training staff on safety and confidentiality policies and practices; and
5.	taking security measures for units (congregate or scattered site), that support survivors' physical safety and location confidentiality.

(limit 2,500 characters)

1. Door of Hope intake staff will ensure that all intakes and interviews are completed in a setting that is comfortable for the survivor, allowing the survivor to select a safe location that provides privacy and anonymity for any potential coercion.

2. Door of Hope will use survivor-centered approaches to ensure that a survivor is placed into safe housing. We will act as a agent of support, using motivation and trust as factors that assist us with guiding a survivor to safe housing.

3. Door of Hope will have a separate office space in the community that is not connected to their other CoC funded programs. The office location will be confidential, and efforts will be made to not publish our office address that serves DV survivors. These steps are critical in minimizing privacy risk and potential danger. We will ensure that a survivor's personal information is always secure and private. We will use the Comparable Database for documentation purposes if the survivor gives consent. The survivor will have full control over the information they allow us to have. We understand that maintaining a survivor's confidentiality and privacy is a crucial component of their safety.

4. Door of Hope offers regular training on confidentiality policies and practices to staff. We will incorporate trainings that are specific to providing support to DV survivors.

5. This program will place survivors in scattered site housing that meets their safety requirements. We will ensure that safety plans are in place. Each survivor will have access to a Ring camera that is connected to a secure WIFI connection.

4A-3d.1.	Applicant Experience in Evaluating Their Ability to Ensure DV Survivor Safety for Applicants Requesting New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
	NOFO Section I.B.3.I.(1)(d)	

Describe in the field below how the project has evaluated its ability to ensure the safety of DV survivors the project served in the project, including any areas identified for improvement during the course of the proposed project.

(limit 2,500 characters)

Door of Hope utilizes the Housing First and Harm Reduction models. These models have been proven effective in housing homeless individuals with severe disabling conditions and keeping them housed. These models remove barriers that are often associated with chronically homeless individuals from moving directly from streets to permanent housing. Participants will not be terminated from the program due to sobriety or treatment participation requirements. All participants will be referred from the Memphis/Shelby County CoC Coordinated Entry Master Vulnerability List. Door of Hope collaborates with Memphis/Shelby Co Coordinated Entry as needed and discuss participants needs, progress towards goals and any problems that could jeopardize participant's housing stability. Door of Hope will assign a case manager to collaboratively work with each participant to address needs, create a service plan and coordinate with support service agencies that are able to address needs identified.

4A-3e.	Applicant Experience in Trauma-Informed, Victim-Centered Approaches for Applicants Requesting New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
	NOFO Section I.B.3.I.(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.	prioritizing placement and stabilization in permanent housing consistent with the program participants' wishes and stated needs;
2.	establishing and maintaining an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures program participant staff interactions are based on equality and minimize power differentials;
3.	providing program participants access to information on trauma, e.g., training staff on providing program participants with information on the effects of trauma;
4.	emphasizing program participants' strengths, e.g., strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans worked towards survivor-defined goals and aspirations;
5.	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;
6.	providing a variety of opportunities for connection for program participants, e.g., groups, mentorships, peer-to-peer, spiritual needs; and
7.	offering support for survivor parenting, e.g., trauma-informed parenting classes, childcare, connections to legal services.

(limit 5,000 characters)

1. In effort to prioritize placement and stabilization in permanent housing consistent with the survivors wishes and stated needs; Door of Hope will ensure that we consider the effects of the survivors trauma when prioritizing housing placement. We will utilize a Decision Tree method using a conversational style of accessing the safety and housing needs of each survivor. We understand that a survivor-centered approach will also be essential to the housing safety and stability of the survivor.
2. Door of Hope will establish and maintain an environment of mutual respect between the agency and survivor to ensure that survivor and staff interactions are based on equality. We will ensure that all staff are trained on trauma-informed and victim centered approaches. We will use trauma informed practices that are sensitive to the needs of the survivor. This includes taking a look at how trauma affects the help seeking process as it relates to bias of race, sexual orientation, ability, victimization, historical trauma, and other forms of oppression.
3. Door of Hope will provide survivors with education on trauma. This will assist the survivor with understanding how trauma has affected their housing and other areas of their life, and allow them to avoid not being re-traumatized and move to a place of healing.. Door of Hope staff will have continued trainings on trauma informed and victim-centered approaches. Continued training on trauma informed practices will allow staff to be able to appropriately respond and support the survivors and other staff. Understanding trauma informed practices will allow will give staff the ability to understand the survivor's trauma challenges in effort to provide support that is needed . Understanding trauma will give staff and the survivor a better understanding of any challenges that may arise during the housing and service process.
4. We understand that the survivor is the expert when it comes to their service needs. We will maintain honest and open communication with the survivor and ensure that they are the driver of their services. We will use Motivational Interviewing techniques to encourage a survivor, while ensuring that we incorporate trauma informed approaches that sensitive to survivors needs.
5. Door of Hope will work from a culturally responsive stance as a means of being trauma informed when working with a survivor. We will make sure that services are accessible to everyone, by being aware of and addressing the cultural needs of all survivors served. We will build relationships with interpreters as we know that we may have survivors whose language origin is different from ours. We will also gain access to training that allows us to be more culturally competent in the areas of race and/or ethnicity, religion, age, ability, gender identity, and sexual orientation. We will also incorporate a tools that are culturally specific to the survivors' needs.
6. Because every survivor's needs are different and require a service delivery that is sensitive to the survivor's trauma, we will incorporate a variety of supportive service that can address the complex needs of the survivors. We will ensure that we connect survivors to service providers and activities that are individualized and promote safety and stability that are unique to their needs. Survivors will have access to peer-to-peer support, support groups/focus groups, wellness recovery activities and other services that are created specifically for their trauma needs (Spiritual support, yoga, art classes, cooking classes). We will collaborate and build relationships with service providers that

can promote safety and housing stabilized that trauma informed and unique to a survivors needs.

7.The trauma of domestic violence not only affects the survivor, but it also affects the survivor's children, and the parenting skills of the survivor. We will connect our survivors with children to the Child Advocacy Center. The Child Advocacy Center has programs designed to address the long-term effects of trauma on children. They will also be able to connect families to community resources that meet the needs of each family.

4A-3f.	Applicant Experience in Meeting Service Needs of DV Survivors for Applicants Requesting New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
	NOFO Section I.B.3.I.(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)

1. We will assess the safety needs of the survivor first. A survivor will not be able to focus on any housing related goal if they do not feel safe and protected. We will take every measure possible to provide safety and security for the survivors and their families. We will assist survivors develop safety plans.
2. We will create an individualized services plan for each survivor outlining the steps needed to quickly move them into permanent housing.
3. We will focus on the barriers that are preventing them from securing permanent housing (income, employment, childcare, credit, etc.,)
4. We will have access to transitional housing options that will allow us to place a survivor into low barrier housing quickly. We will ensure that the lease and utilities are in the organization's name so that survivors can move into permanent housing.
5. We will connect each survivor with Case Management Inc. and other DV support groups/ programs that can provide support.
6. We will continuously evaluate the needs of each survivor in effort to ensure that they feel respected, safe and equipped to maintain housing and increase self-determination.
7. We will connect families to the Child Advocacy Center so the long-term effects of trauma can be addressed with the children. Survivors will also be able to gain parenting and other needed skills to provide healthy parenting.
8. We have a skilled case management team that will be able assist a survivor secure maintain stream benefits (SOAR, TANF, SNAP and Childcare benefits). Our case management team will also be able to assist survivors develop plans that can assist them to maintain/sustain housing long-term. We will be able to use our resources to assist survivors with securing employment or educational goals that meet their safety needs.

4A-3g.	Plan for Trauma-Informed, Victim-Centered Practices for New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
	NOFO Section I.B.3.I.(1)(e)	

	Describe in the field below examples of how the new project(s) will:
1.	prioritize placement and stabilization in permanent housing consistent with the program participants' wishes and stated needs;
2.	establish and maintaining an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures program participant staff interactions are based on equality and minimize power differentials;
3.	provide program participants access to information on trauma, e.g., training staff on providing program participants with information on the effects of trauma;
4.	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;
5.	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;
6.	provide a variety of opportunities for connection for program participants, e.g., groups, mentorships, peer-to-peer, spiritual needs; and
7.	offer support for survivor parenting, e.g., trauma-informed parenting classes, childcare, connections to legal services.

(limit 5,000 characters)

1. Door of Hope will utilize assessment tools that are specific to a survivor's trauma. We will utilize the Decision Tree Assessment, Danger Assessment, VI-SPDAT, and other tools that have proven effective with moving survivors into permanent housing.

2. Door of Hope will establish and maintain an environment of mutual respect between the agency and survivor to ensure that the survivor and staff interactions are based on equality. We will ensure that all staff are trained in trauma-informed victim centered approaches. We will use trauma informed practices that are sensitive to the needs of the survivor. This includes looking at how trauma affects the help seeking process as it relates to bias of race, sexual orientation, ability, victimization, historical trauma, and other forms of oppression.

3. Door of Hope will provide survivors with education on trauma. This will assist the survivor with understanding how trauma has affected their housing and other areas of their life and allow them to avoid being re-traumatized and move to a place of healing. Door of Hope staff will have continued training on trauma informed and victim-centered approaches. Continued training on trauma informed practices will allow staff to be able to appropriately respond and support the survivors and other staff. Understanding trauma informed practices will give our staff the ability to understand the survivor's trauma challenges to provide support that is needed. Understanding trauma will give the staff and the survivor a better understanding of any challenges that may arise during the housing and service process.

4. We understand that the survivor is the expert when it comes to their service needs. We will maintain honest and open communication with the survivor and ensure that they are the driver of their services. We will use Motivational Interviewing techniques to encourage a survivor, while ensuring that we incorporate trauma informed approaches that are sensitive to survivors needs. We will connect each survivor with Case Management Inc so they can access advocacy services and individualized counseling if desired.

5. Door of Hope will work from a culturally responsive stance as a means of being trauma informed when working with a survivor. We will make sure that services are accessible to everyone, by being aware of and addressing the cultural needs of all survivors served. We will build relationships with interpreters as we know that we may have survivors whose language origin is different from ours. We will also gain access to training that allows us to be more culturally competent in the areas of race and/or ethnicity, religion, age, ability, gender identity, and sexual orientation. We will also incorporate tools that are culturally specific to the survivors' needs.

6. Because every survivor's needs are different and require a service delivery that is sensitive to the survivor's trauma, we will incorporate a variety supportive service that can address the complex needs of the survivors. We will ensure that we connect survivors to service providers and activities that are individualized and promote safety and stability that are unique to their needs. Survivors will have access to peer-to-peer support, support groups/focus groups, wellness recovery activities and other services that are created specifically for their trauma needs (Spiritual support, yoga, art classes, cooking classes). We will collaborate and build relationships with service providers that can promote safety and housing stabilized that trauma informed and unique to a

survivors needs.

7. We will connect families to the Child Advocacy Center so the long-term effects of trauma can be addressed with the children. Survivors will also be able to gain parenting and other needed skills to provide healthy parenting.

4A-3h.	Involving Survivors in Policy and Program Development, Operations, and Evaluation of New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
	NOFO Section I.B.3.I.(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)

1. We will recruit the expertise of survivors who have a lived experience of DV to assist us in the policy making, development and evaluation of our new Joint TH-PH- RRH project. We have been fortunate enough to gain the support of Love Does Not Hurt. This organization has experience operating a DV program and has graciously offered to be a community support to us. Door of Hope has had great success in permanent supportive housing, and we are sure that we can transfer the skills and tools that have assisted us with being a successful permanent supportive housing program to our new DV Joint TH- PH-RRH project.

2. We believe that the success of any DV program will be the program's ability to collaborate with the CoC, local/federal government, DV service provider, and DV advocacy program to develop and create processes that will assist our community to develop assessment tools and processes that can assist us with moving DV survivors into safe and affordable permanent housing as quickly as possible. We are dedicated to collaborating to ensure that our community, that has limited resources for DV survivors is supported in the most effective manner. We are dedicated to completing additional training and seeking support resources that are needed to effectively operate a DV program. We have researched effective ways that other communities have been successful at providing support to DV survivors, and we are eager to be a part of a collaborative effort that can develop policies and procedures that can generate long term successful outcomes for the DV population in Memphis/Shelby County.

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		
1C-7. PHA Moving On Preference	No		
1D-11a. Letter Signed by Working Group	Yes	Letter Signed by ...	09/21/2023
1D-2a. Housing First Evaluation	Yes	Housing First Eva...	09/21/2023
1E-1. Web Posting of Local Competition Deadline	Yes	Web Posting of Lo...	09/21/2023
1E-2. Local Competition Scoring Tool	Yes	Local Competition...	09/21/2023
1E-2a. Scored Forms for One Project	Yes	Scored Forms for ...	09/21/2023
1E-5. Notification of Projects Rejected-Reduced	Yes	Notification of P...	09/21/2023
1E-5a. Notification of Projects Accepted	Yes	Notification of P...	09/21/2023
1E-5b. Local Competition Selection Results	Yes	Local Competition...	09/21/2023
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	HUD's HDX Competi...	09/21/2023
3A-1a. Housing Leveraging Commitments	No	Housing Leveragin...	09/22/2023
3A-2a. Healthcare Formal Agreements	No	Healthcare Formal...	09/22/2023
3C-2. Project List for Other Federal Statutes	No		
Other	No		

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description: Letter Signed by Working Group

Attachment Details

Document Description: Housing First Evaluation

Attachment Details

Document Description: Web Posting of Local Competition Deadline

Attachment Details

Document Description: Local Competition Scoring Tool

Attachment Details

Document Description: Scored Forms for One Project

Attachment Details

Document Description: Notification of Projects Rejected-Reduced

Attachment Details

Document Description: Notification of Projects Accepted

Attachment Details

Document Description: Local Competition Selection Results

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description: HUD's HDX Competition Report

Attachment Details

Document Description: Housing Leveraging Commitments

Attachment Details

Document Description: Healthcare Formal Agreements

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	08/01/2023
1B. Inclusive Structure	09/20/2023
1C. Coordination and Engagement	09/21/2023
1D. Coordination and Engagement Cont'd	09/21/2023
1E. Project Review/Ranking	09/21/2023
2A. HMIS Implementation	09/21/2023
2B. Point-in-Time (PIT) Count	09/20/2023
2C. System Performance	09/20/2023
3A. Coordination with Housing and Healthcare	09/20/2023
3B. Rehabilitation/New Construction Costs	09/20/2023
3C. Serving Homeless Under Other Federal Statutes	09/20/2023

4A. DV Bonus Project Applicants	09/21/2023
4B. Attachments Screen	Please Complete
Submission Summary	No Input Required

**Letter Signed by
Working Group
1D-11a**

September 7, 2023

D. Chere Bradshaw, Executive Director
Community Alliance for the Homeless
2670 Union Avenue Extended, Suite 700
Memphis, TN 38112

Dear Ms. Bradshaw,

This letter is in support of Community Alliance for the Homeless' application for the FY2023 Continuum of Care NOFO. As the Chair of Homeless Organizing for Power and Equality (H.O.P.E.) in Memphis/Shelby County, I am writing to offer our group's acknowledgement that the CoC Lead Agency Community Alliance for the Homeless (CAFTH) and H.O.P.E. have a working relationship in a number of ways.

- 1) H.O.P.E. uses the CAFTH offices for regular meetings.
- 2) Members of our group (who have lived experience of homelessness) participate in the Memphis/Shelby County Homeless Consortium's Governing Council and are voting members. The Consortium is the governing body of the CoC TN-501.
- 3) Members of our group regularly sit on Rank and Review Committees for HUD grant applications.
- 4) Members of our group hosted a Lived Experience Panel at last year's CoC's annual Symposium on Ending Homelessness, and were financially compensated for our participation.

We agree that the policy priorities outlined in the FY2023 NOFO are part of our CoC-wide plan for ending homelessness. The CoC actively works to develop housing and healthcare resources, better street outreach, and access to low-barrier shelters for people with severe service needs. They are focusing more on these efforts and making progress in developing a system that is more equitable for everyone.

Please accept this letter of support for the TN-501 CoC's application for the FY2023 NOFO funding. It would bring much-needed additional funding into our community.

Sincerely,


Tamara Hendrix
H.O.P.E. Chairperson

Housing First Evaluation 1D-2a

FY 2023 Continuum of Care Monitoring Cover Sheet
Name of Agency: Promise Development Corporation
Project Name: Promise Leasing and Promise Leasing Expansion
Grant Numbers: TN0221L4J012108; TN0365L4J012100
Agency Staff for this Project: Brianna Fincy
CAFTH Reviewers: Julie Meiman and Tara Williams
Date of Review: May 22, 2023

Please Place a Checkmark Next to Each Item Submitted:

- ☐ Cover Sheet (provided)
- ☐ Intent to Renew Form (provided)
- ☐ Policy and Procedure Manual for CoC-funded program including at a minimum:
 - ☐ intake/screening procedures
 - ☐ Housing first policies
 - ☐ termination policy
 - ☐ grievance policy
 - ☐ privacy/confidentiality policy
 - ☐ non-discrimination policy aligned with current CoC Bylaws
 - ☐ housing quality standards
- ☐ Example of client lease or occupancy agreement (if applicable - for PSH only)
- ☐ Rent Calculation & Rent Reasonableness Methodology
- ☐ List of Board of Directors for agency
- ☐ Documentation of Homeless Participation for your Board of Directors (highlight on list of board members; letter from board chair on letterhead)
- ☐ Any Other Documentation of Homeless Participation in Programmatic Activities
- ☐ Agency Policy and Procedure Manual
- ☐ APR Report from most recent Sage Submission
- ☐ Current Financial Statements for agency (monthly)
- ☐ Current Independent Financial Audit (list of all grants in the audit)
- ☐ Documentation of Fiscal Controls and Accounting Processes
- ☐ Program Budget including Statement of Costs associated with program
- ☐ List of HUD Draws from ELOCCS
- ☐ Copy of Executed Contract for program
- ☐ Documentation of Grant Match Funds
- ☐ Statement verifying meeting agency representative's attendance at CoC Planning meetings (this will be cross-checked by CAFTH with meeting attendance sheets)
- ☐ Statement verifying training attendance (HMIS and any others; this will be cross-checked by CAFTH with meeting attendance sheets)
- ☐ Verification that LIVEGiveMidsouth profile is current (audit documents, 990, etc.)

FY 2023 Continuum of Care Monitoring Tool

This tool is included for your information only.

These forms will be completed by CAFTH staff prior to and during your in-person site visit.

Your agency will be provided with a copy of the tool once your monitoring is complete and results are scored.

How is the tool scored?

All questions address HUD requirements and contain the citation for the source of the requirement (statute, regulation, NOFO, or grant agreement).

- If the requirement is fully met, the CoC Lead Agency reviewer will select “Yes.”
- If the requirement is not met, the CoC Lead Agency reviewer will select “No.”
- If some areas of the requirement are addressed but not all, the reviewer will select “Needs Work” and provide a written basis for the conclusion.
- If a question is not applicable to a program, “N/A” will be selected, and full points will be awarded to ensure non-applicable questions do not detract from the program’s overall monitoring score.

SECTION I:

Overall Grant Management:

Has the program established and maintained standard operating procedures to ensure that CoC Program funds That align with HUD CoC Regulations? This includes but is not limited to: 1.) Homeless Status Documentation 2.) Income Documentation 3.) Program Participants Records 4.) Housing First Standards 5.) Services Provided 6.) Intake/Screening Procedures 7.) Termination Procedures 8.) Privacy/Confidentiality Policy [24 CFR 578.103(a)] [24 CFR 578.103(a)(3) and (4)] [24 CFR 578.103(b)] [24 CFR 578.91]	☒ Yes 2 points ☐ No 0 points ☐ Needs Work 1 point ☐ N/A 2 points
Describe Basis for Conclusion:	

<u>Lease or Occupancy/Rental Agreement:</u> <i>PSH Only:</i> Does the agency have a standard lease or occupancy agreement with all program participants residing in housing? AND does the lease meet Housing First standards? [24 CFR 578.77(a)]	☒ Yes 2 points ☐ No 0 points ☐ Needs Work 1 point ☐ N/A 2 points
Describe Basis for Conclusion:	

Supervision/Case Management:

Did the recipient provide residential supervision as necessary to facilitate the adequate provision of supportive services to the residents of the housing throughout the term of the commitment to operate supportive housing? [24 CFR 578.75(f)]	☒ Yes 2 points ☐ No 0 points ☐ Needs Work 1 point ☐ N/A 2 points
Describe Basis for Conclusion:	

Did the recipient or its subrecipients physically inspect each unit to assure that the unit met Housing Quality Standards (HQS) before any CoC Program funds were used to lease the unit or provide rental assistance for the unit? [24 CFR 578.75(b)(2); 24 CFR 578.103(a)(8) (or 24 CFR 578.103(a)(9) for funds awarded under the FY 2015 CoC Program Competition or later)]	☒ Yes 2 points ☐ No 0 points ☐ Needs Work 1 point ☐ N/A 2 points
Describe Basis for Conclusion: Inspections are conducted monthly using the uploaded template. These are reflected in case manager files. The case manager and housing coordinator both work together to be sure units are inspected on a regular basis.	

Homeless Participation:

Was there participation of not less than one homeless individual or formerly homeless individual on the board of directors or other equivalent policymaking entity of the recipient? [24 CFR 578.75(g)(1); 24 CFR 578.103(a)(12) (or 24 CFR 578.103(a)(13)]	☒ Yes 2 points ☐ No 0 points ☐ Needs Work 1 point ☐ N/A 2 points
Describe Basis for Conclusion:	

Did the recipient, to the maximum extent practicable, involve homeless individuals and families through employment; volunteer services; or otherwise in constructing, rehabilitating, maintaining, and operating the project, and in providing supportive services for the project? [24 CFR 578.75(g)(2); 24 CFR 578.103(a)(12) (or 24 CFR 578.103(a)(13) for funds awarded under the FY 2015 CoC Program Competition or later)]	☒ Yes 2 points ☐ No 0 points ☐ Needs Work 1 point ☐ N/A 2 points
Describe Basis for Conclusion:	

Termination of Assistance:

Does the recipient have a formal termination of assistance process that includes at least the following: a. the program participant's receipt of written program rules and the termination process before the participant began to receive assistance;	☒ Yes 2 points ☐ No 0 points
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[24 CFR 578.91(b)(1); 24 CFR 578.103(a)(7)(ii) (or 24 CFR 578.103(a)(8)(ii) for funds awarded under the FY 2015 CoC Program Competition or later)]	☐ Needs Work 1 point ☐ N/A 2 points
b. the program participant's receipt of written notice containing a clear statement of the reasons for termination; [24 CFR 578.91(b)(2); 24 CFR 578.103(a)(7)(ii) (or 24 CFR 578.103(a)(8)(ii) for funds awarded under the FY 2015 CoC Program Competition or later)]	☒ Yes 2 points ☐ No 0 points ☐ Needs Work 1 point ☐ N/A 2 points
c. a review of the decision, in which the program participant was given the opportunity to present written or oral objections before a person other than the person (or a subordinate of that person) who made or approved the termination decision; and [24 CFR 578.91(b)(3); 24 CFR 578.103(a)(7)(ii) (or 24 CFR 578.103(a)(8)(ii) for funds awarded under the FY 2015 CoC Program Competition or later)]	☒ Yes 2 points ☐ No 0 points ☐ Needs Work 1 point ☐ N/A 2 points
d. the program participant's receipt of prompt written notice of the final decision? [24 CFR 578.91(b)(4); 24 CFR 578.103(a)(7)(ii) (or 24 CFR 578.103(a)(8)(ii) for funds awarded under the FY 2015 CoC Program Competition or later)]	☒ Yes 2 points ☐ No 0 points ☐ Needs Work 1 point ☐ N/A 2 points
Describe Basis for Conclusion:	



SECTION II: HMIS

HMIS Numbers for Client Files Reviewed:

Promise Keeping Families Together(322)

1 19FF0B88D **2** BE82E233B **3** A2C433269

Promise Leasing(241)

1 BF102217 **2** 4E4975641 **3** 6FE326D61

Promise Leasing Expansion

1 712B3CF7B **2** 69FEFB1A2 **3** C99BE7D6D1

Documentation of Homeless at Intake

Does the recipient/subrecipient use HMIS or a comparable database to document program participants' homeless status?

- Rapid Rehousing - Literal homelessness
- Permanent Supportive Housing - Chronic Homelessness

[24 CFR 578.103(a)(3); 24 CFR 576.500(b)]

- ☒ Yes
2 points
- ☐ No
0 points
- ☐ Needs Work
1 point
- ☐ N/A
2 points

Describe Basis for Conclusion:

Promise Keeping Families Together(322) - HMIS in use

Promise Leasing(241) - HMIS in use

Promise Leasing Expansion - HMIS in use

<u>Documentation of Disability</u> Where a disability is required for entry into a project (e.g., Permanent Supportive Housing), does a review of program participant files confirm that there is acceptable evidence of the qualifying individual's disability? The requirements for documenting disability are: a. written verification of the disability from a professional licensed by the state to diagnose and treat the disability and his or her certification that the disability is expected to be long continuing or of indefinite duration and substantially impedes the individual's ability to live independently; b. written verification from the Social Security Administration; c. the receipt of a disability check (e.g., Social Security Disability Insurance check or Veteran Disability Compensation); d. intake staff-recorded observation of disability that, no later than 45 days of the application for assistance, is confirmed and accompanied by evidence in paragraph (c)(1), (2), (3), or (4) of this section; or e. other documentation approved by HUD. [24 CFR 578.37(a)(i); 24 CFR 578.103(a)]	☒ Yes 2 points ☐ No 0 points ☐ Needs Work 1 point ☐ N/A 2 points
Describe Basis for Conclusion: All Projects Yes, documentation of disabilities are in all the files.	

<u>Data Quality</u> 1.) Does the agency provide documentation of policies or procedures in place to check HMIS data quality at least monthly? 2.) Does the agency provide documentation indicating the procedures for when consumers revoke their previous consent?	☒ Yes 2 points ☐ No 0 points ☐ Needs Work 1 point ☐ N/A 2 points
Describe Basis for Conclusion: All Projects 1. Yes, Paper documentation and hmis assessment updates are reflected in the database. 2. All of the consumers are referred by CE and rarely revoke consent.	

Documentation of Ongoing Assessment of Services

- 1.) Does the selected file include the HMIS Release of Information/Consent to be Entered in System form?
- 2.) Does the file include the Proof of Homelessness documentation?
- 3.) Does the file include the Proof of Chronic Homelessness Status including the following?
 - a.) Agency letter
 - b.) HMIS summary
 - c.) Other: _____
- 4.) Does the file include the client's SSN card?
- 5.) Does the file include Proof of Disability?
- 6.) Does the file include Proof of Income?
- 7.) Does the file include Proof of Non-Cash Benefits?
- 8.) Does the file include Housing Quality Standards Inspection?

- ☒ Yes
2 points
- ☐ No
0 points
- ☐ Needs Work
1 point
- ☐ N/A
2 points

Describe Basis for Conclusion: All Projects**Promise Keeping Families Together(322)**

1. Yes, ROIs are in paper files and database/One is Missing in database
2. Yes, VOHs are in paper files and database
3. Yes, Agency letters and documentation in the database
4. Yes, documentation in the paper file and database
5. Yes, documentation in the paper file and database
6. Yes, documentation in the paper file and database
7. Yes, documentation in the paper file and database
8. Yes, HQS inspection are only Initial and documentation is in the file

Promise Leasing(241)

1. Yes, ROIs are in paper files and database/One is Missing in database
2. Yes, VOHs are in paper files and database
3. Yes, Agency letters and documentation in the database
4. Yes, documentation in the paper file and database
5. Yes, documentation in the paper file and database
6. Yes, documentation in the paper file and database
7. Yes, documentation in the paper file and database
8. Yes, HQS inspection are only Initial and documentation is in the file

Promise Leasing Expansion

1. Yes, ROIs are in paper files and database/One is Missing in database
2. Yes, VOHs are in paper files and database
3. Yes, Agency letters and documentation in the database
4. Yes, documentation in the paper file and database
5. Yes, documentation in the paper file and database
6. Yes, documentation in the paper file and database
7. Yes, documentation in the paper file and database
8. Yes, HQS inspection are only Initial and documentation is in the file

Supportive Services:

1. Did the recipient provide supportive services for residents of the project and homeless persons using the project – to the extent practicable, which may be designated by the recipient or participant? 2. Did the recipient or its subrecipients conduct an ongoing assessment of the supportive services needed by program participants, the availability of such services, and the coordination of services needed to ensure long-term housing stability and were appropriate adjustments made? [24 CFR 578.75(e)]	☒ Yes 2 points ☐ No 0 points ☐ Needs Work 1 point ☐ N/A 2 points
Describe Basis for Conclusion:All Projects 1. Yes, Case and Care management. 2. Yes, long term housing stability and services provided by the agency is reflected in the consumer hmis paper files and the database.	

Leasing and Rental Assistance Requirements:

Where an occupancy charge or rent was charged to a household, do records confirm that the recipient or its subrecipients retained the following documentation of annual income: 1. income evaluation form completed by the recipient;	☒ Yes 2 points ☐ No 0 points
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[24 CFR 578.103(a)(6)(i) (or 24 CFR 578.103(a)(7)(i) for funds awarded under the FY 2015 CoC Program Competition or later)]	☐ Needs Work 1 point ☐ N/A 2 points
2. Source documents for the assets held by the program participant and income received before the date of the evaluation (e.g., most recent wage statements, unemployment compensation statement, public benefits statements, bank statement); [24 CFR 578.103(a)(6)(ii) (or 24 CFR 578.103(a)(7)(ii) for funds awarded under the FY 2015 CoC Program Competition or later)]	☒ Yes 2 points ☐ No 0 points ☐ Needs Work 1 point ☐ N/A 2 points
3. If source documents were unavailable, a written statement by the relevant third party or the written certification by the recipient's intake staff of the oral verification by the relevant third party of the income the program participant received over the most recent 3-month period; or [24 CFR 578.103(a)(6)(iii) (or 24 CFR 578.103(a)(7)(iii) for funds awarded under the FY 2015 CoC Program Competition or later)]	☐ Yes 2 points ☐ No 0 points ☐ Needs Work 1 point ☒ N/A 2 points
4. If source documents and third-party verification were unavailable, the written certification by the program participant of the amount of income that the program participant was reasonably expected to receive over the 3-month period following the evaluation? [24 CFR 578.103(a)(6)(iv) (or 24 CFR 578.103(a)(7)(iv) for funds awarded under the FY 2015 CoC Program Competition or later)]	☐ Yes 2 points ☐ No 0 points ☐ Needs Work 1 point ☒ N/A 2 points
Describe Basis for Conclusion: All Projects	

Yes, income evaluation are located in the files.

1. Documentation are located in the clients files.
2. N/A
3. N/A

Participant Eligibility:

PARAGRAPH 1 – HOMELESS DEFINITION

For program participants who qualified because their primary nighttime residence was a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground, or because they were living in a supervised shelter designed to provide temporary living arrangements, does a review of program participant files include one of the following:

- a. a written referral by another housing or service provider;
- b. a printed record from HMIS or a comparable database used by a victim service or legal service provider;
- c. a written observation by an outreach worker of the conditions where the individual or family was living; or
- d. a written certification by the individual or head of household seeking assistance?

[24 CFR 578.103(a)(3); 24 CFR 576.500(b)(1)]

- ☒ Yes
2 points
- ☐ No
0 points
- ☐ Needs Work
1 point
- ☐ N/A
2 points

Describe Basis for Conclusion: All Projects

Yes, HMIS records and referrals from housing and service providers.

For program participants who qualified as homeless because they were exiting an institution where they resided for 90 days or less, and had resided in an emergency shelter or place not meant for human habitation immediately before entering that institution, does a review of program participant files confirm that they were in the institution 90 days or less as evidenced by: 1. discharge paperwork or written or oral referral from a social worker, case manager, or other appropriate official of the institution, stating the beginning and end dates of the time residing in the institution, or 2. a written record of the intake worker's due diligence in attempting to obtain the information above and a written certification by the individual seeking assistance that stated he or she is exiting (or has just exited) the institution where he or she resided for 90 days or less? NOTE: Intake workers must document the content of oral statements. Where the intake worker is unable to contact an appropriate official, the intake worker must document his/her due diligence in attempting to obtain a statement from the institution. [24 CFR 578.103(a)(3); 24 CFR 576.500(b)(2)]	☒ Yes 2 points ☐ No 0 points ☐ Needs Work 1 point ☐ N/A 2 points
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Describe Basis for Conclusion:All Projects

Yes, HMIS records and referrals from housing and service providers.

For program participants who qualified as homeless because they were exiting an institution where they resided for 90 days or less and had resided in an emergency shelter or place not meant for human habitation immediately before entering that institution, does a review of program participant files confirm that the program participant resided in a shelter or place not meant for human habitation immediately prior to entering the institution, as evidenced by: a. a written referral by another housing or service provider; b. a printed record from HMIS or a comparable database used by victim service providers or legal service providers; c. a written observation by an outreach worker of the conditions where the individual or family was living; or d. written certification by the individual or head of household seeking assistance? [24 CFR 578.103(a)(3); 24 CFR 576.500(b)(2)]	☒ Yes 2 points ☐ No 0 points ☐ Needs Work 1 point ☐ N/A 2 points
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Describe Basis for Conclusion: All Projects

Yes, HMIS records and referrals from housing and service providers.

PARAGRAPH 3 – HOMELESS DEFINITION

For youth and families who qualified under paragraph (3) of the homeless definition, does a review of the program participant files confirm that the unaccompanied youth or family with children and youth met the homeless definition of another federal statute as evidenced by a certification of homeless status signed by the local private nonprofit organization or state or local governmental entity responsible for administering assistance under that statute

[24 CFR 578.103(a)(3); 24 CFR 576.500(b)(4)(i)]

- ☒ Yes
2 points
- ☐ No
0 points
- ☐ Needs Work
1 point
- ☒ N/A
2 points

Describe Basis for Conclusion: All Projects

Yes, HMIS records and referrals from housing and service providers.

For youth and families who qualified under paragraph (3) of the homeless definition, does a review of program participant files confirm that the program participants did not have not a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the date of application for homeless assistance, as evidenced by the following:

1. written certification by the head of household seeking assistance, or
2. written observation by an outreach worker,
3. or referral by a housing or service provider?

[24 CFR 578.103(a)(3); 24 CFR 576.500(b)(4)(ii)]

- ☒ Yes
2 points
- ☐ No
0 points
- ☐ Needs Work
1 point
- ☐ N/A
2 points

Describe Basis for Conclusion: Yes, HMIS records and referrals from housing and service providers.

For youth and families who qualified under paragraph (3) of the homeless definition in 24 CFR 578.103, does a review of program participant files indicate that each program participant's records contain a written self-certification that the program participant moved two or more times during the 60-day period immediately before the program participant applied for homeless assistance AND one or more of the following documentation, as applicable, to support the self-certification:

1. recorded statements or records obtained from each owner or renter of housing; provider of shelter or housing; or social worker, case worker; or other appropriate official of a hospital or institution in which the individual or family resided;
2. a written record of the intake worker's due diligence in attempting to obtain the above records;
3. where a move was due to the individual or family fleeing domestic violence, dating violence, sexual assault, or stalking, written self-certification that they were fleeing that situation and they resided at that address?

[24 CFR 578.103(a)(3); 24 CFR 576.500(b)(4)(iii)]

- ☒ Yes
2 points
- ☐ No
0 points
- ☐ Needs Work
1 point
- ☐ N/A
2 points

Describe Basis for Conclusion:All Projects

Yes, HMIS records and referrals from housing and service providers.

For youth families who qualified under paragraph (3) of the homeless definition, does a review of program participant files confirm that the program participants' persistent instability was likely to continue for an extended period of time because of: chronic disabilities; chronic physical health or mental health conditions; substance addiction; histories of domestic violence or dating violence or childhood abuse; the presence of a child or youth with a disability; two or more barriers to employment (including lack of high school degree or GED; illiteracy; low English proficiency; a history of incarceration; or detention for criminal activity; and/or a history of unstable employment as evidenced by: a. for chronic disabilities, chronic physical health or mental health conditions, and substance addiction – a written diagnosis from a professional who is licensed by the state to diagnose or treat those conditions; or b. for barriers to employment – employment records, literacy or English proficiency tests, department of corrections records; or c. any other reasonable documentation of any of the conditions in the criteria? [24 CFR 578.103(a)(3); 24 CFR 576.500(b)(4)(iv)]	☒ Yes 2 points ☐ No 0 points ☐ Needs Work 1 point ☐ N/A 2 points
Describe Basis for Conclusion: All Projects Yes, HMIS records and referrals from housing and service providers.	

SECTION III:

FINANCIAL AND INTERNAL CONTROLS

Does the recipient timely submit the required annual performance (APR) report to HUD? [24 CFR 578.103(e) and 2 CFR 200.328(b)(1)]	☒ Yes 2 points ☐ No 0 points ☐ Needs Work 1 point
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	☐ N/A 2 points
Describe Basis for Conclusion:	

Do records document that the recipient drew down funds at least once per quarter of the program year (after eligible activities commenced)? [24 CFR 578.85(c)(3); 24 CFR 578.103(a)]	☒ Yes 2 points ☐ No 0 points ☐ Needs Work 1 point ☐ N/A 2 points
Describe Basis for Conclusion:	

Did the recipient establish fiscal controls and accounting procedures to assure the proper disbursement of, and accounting for, grant funds to ensure that all financial transactions were conducted, and records maintained, in accordance with generally accepted accounting principles? [24 CFR 578.23(c)(5); CoC grant agreement; 24 CFR 578.99(e) (pre-2015 version); 24 CFR 578.103(a)(17); 24 CFR 578.99(e); 24 CFR 84.21(b)(3); 24 CFR 85.20(a), (b)(3)]	☒ Yes 2 points ☐ No 0 points ☐ Needs Work 1 point ☐ N/A 2 points
Describe Basis for Conclusion:	

Were grant funds expended for the payment of project administration costs related to the planning and execution of CoC activities, including costs for staff and overhead directly related to carrying out overall program management, coordination, monitoring, and evaluation; providing training on CoC program requirements and attending HUD-sponsored CoC trainings; and carrying out environmental reviews? [24 CFR 578.59(a)]	☒ Yes 2 points ☐ No 0 points ☐ Needs Work 1 point ☐ N/A 2 points
Describe Basis for Conclusion:	

Do the fiscal records provide evidence that the recipient(s) has effective control over, and accountability for, all grant funds, property and other assets, and that these assets are adequately safeguarded? [24 CFR 578.99(e) (2015 and future competition versions) and 2 CFR 200.302(b)(4); 24 CFR 578.103(a); 24 CFR 578.99(e) (pre-2015 version) and 24 CFR 84.21(b)(3), 24 CFR 85.20(a), (b)]	☒ Yes 2 points ☐ No 0 points ☐ Needs Work 1 point ☐ N/A 2 points
Describe Basis for Conclusion:	

Does a review of the sample transaction records indicate that grant expenditures were eligible costs under regulations? [24 CFR 578.37]	☒ Yes 2 points ☐ No 0 points ☐ Needs Work 1 point ☐ N/A
--	--

	2 points
Describe Basis for Conclusion:	

Does a review of the sample transaction records indicate that grant expenditures are supported by adequate source documentation (invoices, contracts, or purchase orders)? [24 CFR 578.99(e) (pre-2015 competition version); 24 CFR 84.21(b)(7); 24 CFR 85.20(a), (b)(6)]	☒ Yes 2 points ☐ No 0 points ☐ Needs Work 1 point ☐ N/A 2 points
Describe Basis for Conclusion:	

SCORING:

Section One Score (out of 20)	20
Section Two Score (out of 32)	32
Section Three Score (out of 14)	14
TOTAL Monitoring Score (out of 66)	66

SECTION IV: INTERVIEW

Reviewers will spend time gathering your thoughts on success and challenges you saw during the year with your grant. You will also be asked for your feedback concerning Continuum of Care processes which will help guide system improvements made throughout the following year.

Interview Questions and Notes:

What successes have you seen this past year with this grant?

The Expansion is going well, and hopefully we will continue to do so in the future. Our clients are growing, and we've been able to connect them with a number of resources in the community. Our case managers are growing and learning as well about the resources available to them.

We have three SOAR certified and we have three more coming in who are SOAR certified.

We are working on a new space where we can teach life skills, offer education, and bring resources to clients about managing their money.

What have been the challenges?

The clients often come into the program with substance use disorders; this impacts their finances and their financial choices. This is why we want to offer more resources and bring people here to talk with our clients.

Our team is trained in motivational interviewing, but it is always a challenge to help clients to become more self-motivated.

What is working well for you with the CoC planning process?

We like being able to communicate and we like having an open line. The whole HMIS team is very helpful – Kiarra, Emmett, Kirsten, etc. Having this healthy relationship helps us be in compliance with HUD and other regs.

What is not working well or that you would like more clarity on?

None that we can think of,

What pieces of training are you or your team in need of?

We appreciate the training offered by CAFTH. We use a lot of them in practice.

What resources are you or your team in need of?

We would benefit from training working with LGBTQ.

We have a client who only communicates with sign language. We cannot always rely on family members (especially children) to help translate. CAFTH will look for a resource to help the agency and the family.

In general, they would like a training or resource that reminds case managers of all the resources available in the community.

They would also like a CoC orientation for newer employees. For the financial managers, Julie suggested they look at the Monitoring Tool which links to the federal code.

Web Posting of Local Competition Deadline 1E-1

The 2023 NOFO is open! See the local timeline of due dates & events below:

2023 TIMELINE FOR MEMPHIS/SHELBY COUNTY:

Done	Date	Task to be Completed
x	7/5/2023	CoC NOFO released by HUD.
	7/20/2023	New Project Information Session on Thursday, July 20 at 10:00 am via Zoom (Recording Slides) [to be posted after session]

2023 TIMELINE FOR MEMPHIS/SHELBY COUNTY:

Done	Date	Task to be Completed
x	7/5/2023	CoC NOFO released by HUD.
	7/20/2023	New Project Information Session on Thursday, July 20 at 10:00 am via Zoom (Recording Slides) [to be posted after session]
	7/20/2023	Youth Homelessness Demonstration Project (YHDP) Renewal Information Session on Thursday, July 20 at 11:00 am via Zoom (Recording Slides) [to be posted after session]
	7/20/2023	Renewal Project Information Session on Thursday, July 20 at 1:00 pm via Zoom (Recording Slides) [to be posted after session]
	7/27/2023	E-snaps Information Session for both New and Renewal Projects on Thursday, July 27 at 9 am via Zoom
	7/28/2023	APRs for Renewal Projects for period 7/1/2022 - 6/30/2023 pulled from HMIS by CAFTH.
	8/4/2023	Consumer Surveys for Renewal Projects due to CAFTH via email or hand-delivery to CAFTH office on 2670 Union Avenue, Suite 700, Memphis, TN 38112. (Consumer Satisfaction Survey) [to be posted soon]

ChromeFileEditViewHistoryBookmarksProfilesTabWindowHelp

ca|2019ca|Sy|CA|Fa|Co|CD|ES|MS|20|Bu|Fa|Co|Nc|Ne|A1x20CcCc+

cafth.org/2023-coc-nofo/

Ask A Question ~...Homeless Consort...

CAFTH MemphisCustomize50NewEdit PageCachingPopup Maker0

Site Status: LiveHowdy, Andrea Wilkins

	8/15/2023	E-snaps Office Hours for new, renewal, and YHDP projects on Tuesday, August 15 from 9 am to 3:30 pm.
	8/23/2023	Scorecards for Renewal Projects sent to agencies for review.
	8/25/2023	All New, Renewal, and YHDP Project Applications are due in e-snaps, by 2:59:59pm CST! Rank and Review Narratives and any supplemental items due via email to julie@cafth.org
	9/7/2023	YHDP Review Committee meets.
	9/8/2023	Rank and Review Committee meets for New, Renewal, and DV Bonus applications.
	9/12/2023	Projects notified of ranking or rejection.
	9/19/2023	Deadline for Appeal of Rejection. All Projects making an Appeal of Rejection must submit their appeal via email to julie@cafth.org by Tuesday, September 19, 2023 at 9:59:59am. Please see page 3 of Section 4.2 of the CoC Policies and Procedures for Rank and Review for additional details.
	9/23/2023	Public posting of Consolidated Application Draft and Prioritization List.
	9/25/2023	Deadline for public comments and submission to HUD.

***Timelines and dates subject to change*

2023 NOFO Resources

(the last picture captures a view of the web posting, the url, and the system-generated timestamp once we logged out of Wordpress)

ChromeFileEditViewHistoryBookmarksProfilesTabWindowHelp

ca|2020ca|Sy|CA|Fa|Co|CD|ES|MS|20|Bu|Fa|Co|Nc|Ne|A1x20CcCc+

cafth.org/2023-coc-nofo/

Ask A Question ~...Homeless Consort...

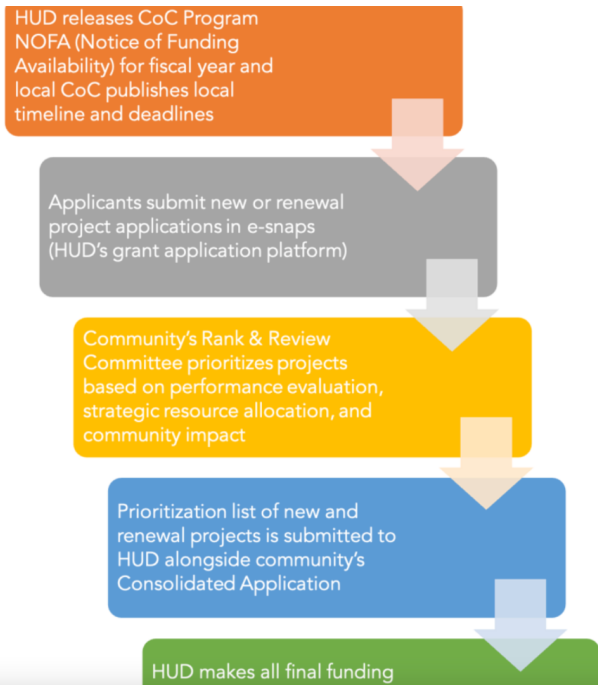
2023 TIMELINE FOR MEMPHIS/SHELBY COUNTY:

Done	Date	Task to be Completed
x	7/5/2023	CoC NOFO released by HUD.
	7/20/2023	New Project Information Session on Thursday, July 20 at 10:00 am via Zoom Registration link: https://us02web.zoom.us/join/9tWpcQuvqTwrg9Hrbazl-hmHj8dlpDnJBvdY (Recording Slides) [to be posted after session]
	7/20/2023	Youth Homelessness Demonstration Project (YHDP) Renewal Information Session on Thursday, July 20 at 11:00 am via Zoom. Registration link: https://us02web.zoom.us/join/tZtceuoTijHdc0bopDWye5DGouBjknJ9gZ (Recording Slides) [to be posted after session]
	7/20/2023	Renewal Project Information Session on Thursday, July 20 at 2:00 pm via Zoom Registration link: https://us02web.zoom.us/join/tZcvdeyhpzopG9NuvMaUb5ky9sYY0TAVJJJDn (Recording Slides) [to be posted after session]
	7/27/2023	E-snaps Information Session for both New and Renewal Projects on Thursday, July 27 at 9 am via Zoom
	7/28/2023	APRs for Renewal Projects for period 7/1/2022 – 6/30/2023 pulled from HMIS by CAFTH.
	8/4/2023	Consumer Surveys for Renewal Projects due to CAFTH via email or hand-delivery to CAFTH office on 2670 Union Avenue, Suite 700, Memphis, TN 38112. (Consumer Satisfaction Survey) [to be posted soon]
	8/15/2023	E-snaps Office Hours for new, renewal, and YHDP projects on Tuesday, August 15 from 9 am to 3:30 pm.

What is a Notice of Funding Opportunity (NOFO)?

The Notice of Funding Opportunity –also called “the NOFO” – is a funding opportunity provided annually by the United States Department of Housing and Urban Development (HUD) for Continuum of Care regions across the United States. The NOFO is a process for awarding funds to non-profit providers, states, and local governments to quickly re-house homeless individuals, families, persons fleeing domestic violence, and youth.

[NOFO Process FAQs](#)



**Local Competition
Scoring Tool
1E-2**

FY 2023 Memphis/Shelby County CoC Project Renewal Scoring Tool - PSH

Agency: _____ Project: _____

Threshold Requirements for Renewal Projects	
<i>Must be "yes" for all for project application to be considered</i>	
Threshold	Met: Yes/No
Application submitted in e-snaps by deadline (August 25, 2023 at 3:00 pm)	
Project participates in the CoC's Coordinated Entry (CE) process and HMIS	
Project follows a Housing First approach to meet local CoC policies	
Project application shows required 25% match	
Applicant is a <i>current active and paid</i> member of the Memphis/Shelby County Homeless Consortium (current members listed at https://www.cafth.org/consortium-members/)	
Applicant has Active SAM registration with current information.	
Applicant has Valid UEI number in application.	
Applicant has no Outstanding Delinquent Federal Debts	
Applicant has current Live Give Midsouth Profile (via Community Foundation platform)	
Applicant proposes to serve eligible population per 2023 NOFO Notice Section B.2.b. and 24 CFR	
Applicant has no Debarments and/or Suspensions - In accordance with 2 CFR 2424, no award of federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the Federal Government.	
Applicant has Accounting System - HUD will not award or disburse funds to applicants that do not have a financial management system that meets federal standards as described at 2 CFR 200.302. HUD may arrange for a survey of financial management systems for applicants selected for award who have not previously received federal financial assistance or where HUD Program officials have reason to question whether a financial management system meets federal standards, or for applicants considered high risk based on past performance or financial management findings.	
Disclosed any violations of Federal criminal law - Applicants must disclose in a timely manner, in writing to HUD, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338, Remedies for noncompliance, including suspension or debarment. This mandatory disclosure requirement also applies to subrecipients of HUD funds who must disclose to the pass-through entity from which it receives HUD funds.	
Demonstrated they are Eligible Project Applicants - Eligible project applicants for the CoC Program Competition are, under 24 CFR 578.15, nonprofit organizations, States, local governments, and instrumentalities of State and local governments. Public housing agencies, as such term is defined in 24 CFR 5.100, are eligible without limitation or exclusion. Neither for-profit entities nor Indian tribes are eligible to apply for grants or to be subrecipients of grant funds.	

Agency: _____

Project: _____

FY 2023 Memphis/Shelby County CoC Project Renewal Scoring Tool - PSH

I. Performance and Outcomes – 60 points			
Measure	Scoring Scale	Project Performance	Points Awarded
1. Permanent Housing Outcomes and Retention <i>PSH average = 99%</i>	15 points – >98% retained housing or exited to permanent housing destinations 12 points – 95 - 97% 7 points – 90 - 94% 0 points – <90%		
2. Maintained or Gained Income <i>PSH average = 47%</i>	15 points – >47% had income 12 points – 40 – 46% 7 points – 30 – 39% 0 points – <30%		
3. Occupancy <i>PSH average = 90%</i>	15 points – >90% 12 points – 85-89% 7 points – 75-84% 0 points – <74%		
4. Cost per unit <i>PSH average = \$11,619</i>	15 points – at or below PSH community average 12 points – 1-25% above average 7 points – 26-50% above average 0 points – >51% above average		
II. Grant Management – 45 points			
Measure	Scoring Scale	Project Performance	Points Awarded
5. Monitoring Results	10 points – 66 points received 9 points – 64-65 points received 8 points – 62-63 points received 7 points – 60-61 points received		
6. Prior Year Grant Amount Spent	10 points – 100% spent 7 points – 95 – 99.9% spent 5 points – 90 – 94.9% spent 0 points – <90% spent		
7. Client Satisfaction	5 points – Client satisfaction rate avg. 4-5 pts 0 points – Client satisfaction rate avg 0-3 pts		
8. Timeliness of HMIS Data	5 points – Data captured in 0-3 days 3 points – Data captured in 4-10 0 points – Data captured in 11+ days		
9. Involvement of People with Lived Experience	5 points – Person with Lived Experience serves on agency board or in decision-making capacity 0 points – No person with LE involved		
10. Agency participation in Coordinated Entry	10 points – 100% of clients referred through Coordinated Entry 0 points – Less than 100% of clients referred through Coordinated Entry		
Total Points Awarded (out of 105):			
Bonus points for attending training (5 points):			
<i>Awarded if agency attended 2 or more training sessions at CAFTH (excluding mandatory HMIS training)</i>			
Final Score:			

FY 2023 Memphis/Shelby County CoC Project Renewal Scoring Tool - PSH

Data Sources and Calculations - PSH

1. Permanent Housing Outcomes and Retention

Data Source: APR for period 7/1/22 – 6/30/23

$$= \frac{Q8a \text{ households served who moved into housing} - Q23c \text{ negative (temporary) exits}}{Q8a \text{ households served who moved into housing}}$$

2. Maintained or Gained Income

Data Source: APR for period 7/1/22 – 6/30/23

$$= \frac{Q18 \text{ one or more source of income (stayers+ leavers)}}{Q18 \text{ total adults (stayers+leavers)}}$$

3. Occupancy

Data Source: APR for period 7/1/22 – 6/30/23

$$= \frac{Q8b \text{ Averaged PIT Count of Households on the Last Wednesday}}{\text{number of units proposed in most recent project application}}$$

4. Cost per unit / household served

Data Source: APR for period 7/1/22 – 6/30/23

$$= \frac{\text{total project grant amount on most recent GIW}}{Q8b \text{ Averaged PIT Count of Households on the Last Wednesday}}$$

5. Virtual Monitoring Results

Data Source: FY2023 Monitoring Scorecard Report

6. Prior Year Grant Amount Spent

Data Source: Sage APR for latest complete grant term

7. Client Satisfaction

Data Source: submitted by agency

8. Timeliness of HMIS Data

Data Source: SAGE APR for latest complete grant term

9. Involvement of People with Lived Experience

Data Source: FY2023 Monitoring scorecard

10. Agency Participation in Coordinated Entry

Data Source: HMIS Data for period 7/1/22 – 6/30/23

FY 2023 Memphis/Shelby County CoC Project Renewal Scoring Tool – RRH

Agency: _____ Project: _____

Threshold Requirements for Renewal Projects <i>Must be “yes” for all for project application to be considered</i>	
Threshold	Met: Yes/No
Application submitted in e-snaps by deadline (August 25, 2023 at 3:00 pm)	
Project participates in the CoC’s Coordinated Entry (CE) process and HMIS	
Project follows a Housing First approach to meet local CoC policies	
Project application shows required 25% match	
Applicant is a <i>current active and paid</i> member of the Memphis/Shelby County Homeless Consortium (current members listed at https://www.cafth.org/consortium-members/)	
Applicant has Active SAM registration with current information.	
Applicant has Valid UEI number in application.	
Applicant has no Outstanding Delinquent Federal Debts	
Applicant has current Live Give Midsouth Profile (via Community Foundation platform)	
Applicant proposes to serve eligible population per 2023 NOFO Notice Section B.2.b. and 24 CFR	
Applicant has no Debarments and/or Suspensions - In accordance with 2 CFR 2424, no award of federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the Federal Government.	
Applicant has Accounting System - HUD will not award or disburse funds to applicants that do not have a financial management system that meets federal standards as described at 2 CFR 200.302. HUD may arrange for a survey of financial management systems for applicants selected for award who have not previously received federal financial assistance or where HUD Program officials have reason to question whether a financial management system meets federal standards, or for applicants considered high risk based on past performance or financial management findings.	
Disclosed any violations of Federal criminal law - Applicants must disclose in a timely manner, in writing to HUD, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338, Remedies for noncompliance, including suspension or debarment. This mandatory disclosure requirement also applies to subrecipients of HUD funds who must disclose to the pass-through entity from which it receives HUD funds.	
Demonstrated they are Eligible Project Applicants - Eligible project applicants for the CoC Program Competition are, under 24 CFR 578.15, nonprofit organizations, States, local governments, and instrumentalities of State and local governments. Public housing agencies, as such term is defined in 24 CFR 5.100, are eligible without limitation or exclusion. Neither for-profit entities nor Indian tribes are eligible to apply for grants or to be subrecipients of grant funds.	

Agency: _____

Project: _____

FY 2023 Memphis/Shelby County CoC Project Renewal Scoring Tool – RRH

I. Performance and Outcomes – 60 points			
Measure	Scoring Scale	Project Performance	Points Awarded
1. Permanent Housing Outcomes <i>RRH average = 81%</i>	15 points – >81% exited to permanent housing destinations 12 points – 77 - 81% 7 points – 71 - 76% 0 points – <71%		
2. Maintained or Gained Income <i>RRH average = 27%</i>	15 points – >27% of leavers had income 12 points – 22 – 26% 7 points – 17 – 21% 0 points – <17%		
3. Households Served who moved into housing <i>RRH average = 77%</i>	15 points – >77% of proposed in application 12 points – 71-76% 7 points – 65-70% 0 points – <65%		
4. Cost per household served <i>RRH average = \$12,117</i>	15 points – at or below RRH community average 12 points – 1-25% above average 7 points – 25-50% above average 0 points – >50% above average		
II. Grant Management – 45 points			
Measure	Scoring Scale	Project Performance	Points Awarded
5. Monitoring Results	10 points – 66 points received 9 points – 64-65 points received 8 points – 62-63 points received 7 points – 60-61 points received		
6. Prior Year Grant Amount Spent	10 points – 100% spent 7 points – 95 – 99.9% spent 5 points – 90 – 94.9% spent 0 points – <90% spent		
7. Client Satisfaction	5 points – Client satisfaction rate avg. 4-5 pts 0 points – Client satisfaction rate avg 0-3 pts		
8. Timeliness of HMIS Data	5 points – Data captured in 0-3 days 3 points – Data captured in 4-10 0 points – Data captured in 11+ days		
9. Involvement of People with Lived Experience	5 points – Person with Lived Experience serves on agency board or in decision-making capacity 0 points – No person with LE involved		
10. Agency participation in Coordinated Entry	10 points – 100% of clients referred through Coordinated Entry 0 points – Less than 100% of clients referred through Coordinated Entry		
Total Points Awarded (out of 105):			
Bonus points for attending training (5 points):			
<i>Awarded if agency attended 2 or more training sessions at CAFTH (excluding mandatory HMIS training)</i>			
Final Score:			

FY 2023 Memphis/Shelby County CoC Project Renewal Scoring Tool – RRH

Data Sources and Calculations - RRH

1. Permanent Housing Outcomes

Data Source: APR for period 7/1/22 – 6/30/23

$$= \frac{Q8a \text{ households served who moved into housing} - Q23c \text{ negative (temporary) exits}}{Q8a \text{ households served who moved into housing}}$$

2. Maintained or Gained Income

Data Source: APR for period 7/1/22 – 6/30/23

$$= \frac{Q18 \text{ one or more source of income (stayers+ leavers)}}{Q18 \text{ total adults (stayers+leavers)}}$$

3. Households Served who moved into housing

Data Source: APR for period 7/1/22 – 6/30/23

$$= \frac{Q8a \text{ households served who moved into housing}}{\text{number of households proposed to serve in most recent project application}}$$

4. Cost per household served

Data Source: APR for period 7/1/22 – 6/30/23

$$= \frac{\text{total project grant amount on most recent GIW}}{Q8a \text{ households served who moved into housing}}$$

5. Virtual Monitoring Results

Data Source: FY2023 Monitoring Scorecard Report

6. Prior Year Grant Amount Spent

Data Source: Sage APR for latest complete grant term

7. Client Satisfaction

Data Source: submitted by agency

8. Timeliness of HMIS Data

Data Source: SAGE APR for latest complete grant term

9. Involvement of People with Lived Experience

Data Source: FY2023 Monitoring scorecard

10. Agency Participation in Coordinated Entry

Data Source: HMIS Data for period 7/1/22 – 6/30/23

FY 2023 Memphis/Shelby County CoC New Project Scoring Tool

Agency: _____ Project: _____

Threshold Requirements for New Projects	
<i>Must be "yes" for all for project application to be considered</i>	
Threshold	Yes/No
Application submitted in e-snaps by deadline (August 25, 2023 at 3:00 pm)	
Project must agree to participate in the CoC's Coordinated Entry (CE) process and HMIS <i>(new project application Screen 3B #4 must select "yes")</i>	
Project must follow a Housing First approach to meet local CoC policies <i>(new project application Screen 3B #5d must populate "yes")</i>	
Project application must show required 25% match <i>(new project application Screen 6I)</i>	
Applicant must be a <i>current active and paid</i> member of the Memphis/Shelby County Homeless Consortium (current members listed at https://www.cafth.org/consortium-members/)	
Applicant has Active SAM registration with current information.	
Applicant has Valid UEI number in application.	
Applicant has no Outstanding Delinquent Federal Debts	
Applicant has current Live Give Midsouth Profile (via Community Foundation platform)	
Applicant proposes to serve eligible population per 2023 NOFO Notice Section B.2.b. and 24 CFR	
Applicant has no Debarments and/or Suspensions - In accordance with 2 CFR 2424, no award of federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the Federal Government.	
Applicant has Accounting System - HUD will not award or disburse funds to applicants that do not have a financial management system that meets federal standards as described at 2 CFR 200.302. HUD may arrange for a survey of financial management systems for applicants selected for award who have not previously received federal financial assistance or where HUD Program officials have reason to question whether a financial management system meets federal standards, or for applicants considered high risk based on past performance or financial management findings.	
Disclosed any violations of Federal criminal law - Applicants must disclose in a timely manner, in writing to HUD, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338, Remedies for noncompliance, including suspension or debarment. This mandatory disclosure requirement also applies to subrecipients of HUD funds who must disclose to the pass-through entity from which it receives HUD funds.	
Demonstrated they are Eligible Project Applicants - Eligible project applicants for the CoC Program Competition are, under 24 CFR 578.15, nonprofit organizations, States, local governments, and instrumentalities of State and local governments. Public housing agencies, as such term is defined in 24 CFR 5.100, are eligible without limitation or exclusion. Neither for-profit entities nor Indian tribes are eligible to apply for grants or to be subrecipients of grant funds.	

I. Agency Experience – 50 points		
Rating Factor	Scoring Scale	Points Awarded
1. Applicant’s description of their experience in effectively utilizing federal funds (2B #1)	• 15 points – Very complete description • 12 points – Mostly complete description • 9 points – Somewhat complete description • 0 points – No experience or Incomplete narrative	
2. Applicant’s description of their experience in performing the activities proposed in the application (2B #1)	• 15 points – Very complete description • 12 points – Mostly complete description • 9 points – Somewhat complete description • 0 points – No experience or Incomplete narrative	
3. Applicant’s description of their experience in leveraging Federal, State, local and private sector funds (2B #2)	• 10 points – Very complete description • 7 points – Mostly complete description • 5 points – Somewhat complete description • 0 points – No experience or Incomplete narrative	
4. Applicant’s description of their financial management structure for organization (2B #3)	• 10 points – Very complete description • 7 points – Mostly complete description • 5 points – Somewhat complete description • 0 points – No experience or Incomplete narrative	
II. Proposed Project – 50 points		
Rating Factor	Scoring Scale	Points Awarded
5. Project Scope (3B #1)	The type of housing proposed, including the number and configuration of units, will fit the needs of the program participants (e.g., two or more bedrooms for families). Scored by Rank & Review Committee – 10 points max	
6. Supportive Services (4A #3-6)	The type of supportive services that will be offered to program participants will ensure successful retention in or help to obtain permanent housing, including all supportive services regardless of funding source. Scored by Rank & Review Committee – 10 points max	
7. Mainstream Benefits (4A #2)	The proposed project has a specific plan for ensuring program participants will be individually assisted to obtain the benefits of mainstream health, social, and employment programs for which they are eligible to apply meets the needs of program participants (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education). Scored by Rank & Review Committee – 10 points max	
4. Housing Retention (4A #1)	Program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing). Scored by Rank & Review Committee – 10 points max	

9. Cost per unit/household <i>Project average:</i> PSH = \$11,619 RRH/Joint = \$12,117	• 10 points – at or below project type community average • 7 points – 1-25% above average • 5 points – 26-50% above average • 0 points – >51% above average	
Total Points Awarded (out of 100):		

FY 2023 Memphis/Shelby County CoC DV Bonus Scoring Tool

Agency: _____ Project: _____

Note: Scores from this scoring tool will only be used to compare DV Bonus project applications to other submitted DV Bonus project applications.

I. Agency Experience – 60 points		
Rating Factor	Scoring Scale	Points Awarded
1. Applicant's rate of housing placement and retention of DV survivors <i>DV Bonus Supplemental Questions #1a-1d</i>	Scored by Rank & Review Committee – 10 points max	
2. Applicant's experience providing housing to DV survivors <i>DV Bonus Supplemental Questions #2a-2d</i>	Scored by Rank & Review Committee – 10 points max	
3. Applicant's experience ensuring DV survivor safety <i>DV Bonus Supplemental Questions #3a-3f</i>	Scored by Rank & Review Committee – 10 points max	
4. Applicant's experience evaluating ability to ensure DV survivor safety <i>DV Bonus Supplemental Questions #4a</i>	Scored by Rank & Review Committee – 10 points max	
5. Applicant's experience in using trauma-informed, victim-centered approaches <i>DV Bonus Supplemental Questions #5a-5g</i>	Scored by Rank & Review Committee – 10 points max	
6. Applicant's experience meeting service needs of DV survivors <i>DV Bonus Supplemental Questions #6a-6b</i>	Scored by Rank & Review Committee – 10 points max	
II. Proposed Project – 40 points		
Rating Factor	Scoring Scale	Points Awarded
7. New project implementation of trauma-informed, victim-centered approaches <i>DV Bonus Supplemental Questions #7a-7g</i>	Scored by Rank & Review Committee – 40 points max	
Total Points Awarded (out of 100):		

III. Will the proposed project use the HMIS comparable database with domestic violence / victim service providers to collect required data elements for reporting deidentified information to the CoC?

Yes No

(If no, subtract 5 points)

**Scored Forms for
One Project
1E-2a**

FY 2023 Memphis/Shelby County CoC Project Renewal Scoring Tool - PSH

Agency: **Behavioral Health Initiatives**

Project: **Phoenix Project**

Threshold Requirements for Renewal Projects <i>Must be "yes" for all for project application to be considered</i>	
Threshold	Met: Yes/No
Application submitted in e-snaps by deadline (August 25, 2023 at 3:00 pm)	Yes
Project participates in the CoC's Coordinated Entry (CE) process and HMIS	Yes
Project follows a Housing First approach to meet local CoC policies	Yes
Project application shows required 25% match	Yes
Applicant is a <i>current active and paid</i> member of the Memphis/Shelby County Homeless Consortium (current members listed at https://www.cafth.org/consortium-members/)	Yes
Applicant has Active SAM registration with current information.	Yes
Applicant has Valid UEI number in application.	Yes
Applicant has no Outstanding Delinquent Federal Debts	Yes
Applicant has current Live Give Midsouth Profile (via Community Foundation platform)	Pending
Applicant proposes to serve eligible population per 2023 NOFO Notice Section B.2.b. and 24 CFR	Yes
Applicant has no Debarments and/or Suspensions - In accordance with 2 CFR 2424, no award of federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the Federal Government.	Yes
Applicant has Accounting System - HUD will not award or disburse funds to applicants that do not have a financial management system that meets federal standards as described at 2 CFR 200.302. HUD may arrange for a survey of financial management systems for applicants selected for award who have not previously received federal financial assistance or where HUD Program officials have reason to question whether a financial management system meets federal standards, or for applicants considered high risk based on past performance or financial management findings.	Yes
Disclosed any violations of Federal criminal law - Applicants must disclose in a timely manner, in writing to HUD, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338, Remedies for noncompliance, including suspension or debarment. This mandatory disclosure requirement also applies to subrecipients of HUD funds who must disclose to the pass-through entity from which it receives HUD funds.	Yes
Demonstrated they are Eligible Project Applicants - Eligible project applicants for the CoC Program Competition are, under 24 CFR 578.15, nonprofit organizations, States, local governments, and instrumentalities of State and local governments. Public housing agencies, as such term is defined in 24 CFR 5.100, are eligible without limitation or exclusion. Neither for-profit entities nor Indian tribes are eligible to apply for grants or to be subrecipients of grant funds.	Yes

FY 2023 Memphis/Shelby County CoC Project Renewal Scoring Tool - PSH

I. Performance and Outcomes – 60 points			
Measure	Scoring Scale	Project Performance	Points Awarded
1. Permanent Housing Outcomes and Retention <i>PSH average = 99%</i>	15 points – >98% retained housing or exited to permanent housing destinations 12 points – 95 - 97% 7 points – 90 - 94% 0 points – <90%	10/10= 1.0 or %100	15
2. Maintained or Gained Income <i>PSH average = 47%</i>	15 points – >47% had income 12 points – 40 – 46% 7 points – 30 – 39% 0 points – <30%	4/10= 0.4 or %40	12
3. Occupancy <i>PSH average = 90%</i>	15 points – >90% 12 points – 85-89% 7 points – 75-84% 0 points – <74%	9.3/10= .93 or 93%	15
4. Cost per unit <i>PSH average = \$11,619</i>	15 points – at or below PSH community average 12 points – 1-25% above average 7 points – 26-50% above average 0 points – >51% above average	\$100,452/9.3= \$10,801	15
II. Grant Management – 45 points			
Measure	Scoring Scale	Project Performance	Points Awarded
5. Monitoring Results	10 points – 66 points received 9 points – 64-65 points received 8 points – 62-63 points received 7 points – 60-61 points received	66	10
6. Prior Year Grant Amount Spent	10 points – 100% spent 7 points – 95 – 99.9% spent 5 points – 90 – 94.9% spent 0 points – <90% spent	\$100,452 / \$100,452 = 100%	10
7. Client Satisfaction	5 points – Client satisfaction rate avg. 4-5 pts 0 points – Client satisfaction rate avg 0-3 pts	Avg 4	5
8. Timeliness of HMIS Data	5 points – Data captured in 0-3 days 3 points – Data captured in 4-10 0 points – Data captured in 11+ days	Data captured 0-3 days	5
9. Involvement of People with Lived Experience	5 points – Person with Lived Experience serves on agency board or in decision-making capacity 0 points – No person with LE involved	Yes	5
10. Agency participation in Coordinated Entry	10 points – 100% of clients referred through Coordinated Entry 0 points – Less than 100% of clients referred through Coordinated Entry	100%	10
Total Points Awarded (out of 105):			102
Bonus points for attending training (5 points): <i>Awarded if agency attended 2 or more training sessions at CAFTH (excluding mandatory HMIS training)</i>			5
Final Score (110 possible):			107

FY 2023 Memphis/Shelby County CoC Project Renewal Scoring Tool - PSH

Data Sources and Calculations - PSH

1. Permanent Housing Outcomes and Retention

Data Source: APR for period 7/1/22 – 6/30/23

$$= \frac{Q8a \text{ households served who moved into housing} - Q23c \text{ negative (temporary) exits}}{Q8a \text{ households served who moved into housing}}$$

2. Maintained or Gained Income

Data Source: APR for period 7/1/22 – 6/30/23

$$= \frac{Q18 \text{ one or more source of income (stayers+ leavers)}}{Q18 \text{ total adults (stayers+leavers)}}$$

3. Occupancy

Data Source: APR for period 7/1/22 – 6/30/23

$$= \frac{Q8b \text{ Averaged PIT Count of Households on the Last Wednesday}}{\text{number of units proposed in most recent project application}}$$

4. Cost per unit / household served

Data Source: APR for period 7/1/22 – 6/30/23

$$= \frac{\text{total project grant amount on most recent GIW}}{Q8b \text{ Averaged PIT Count of Households on the Last Wednesday}}$$

5. Virtual Monitoring Results

Data Source: FY2023 Monitoring Scorecard Report

6. Prior Year Grant Amount Spent

Data Source: Sage APR for latest complete grant term

7. Client Satisfaction

Data Source: submitted by agency

8. Timeliness of HMIS Data

Data Source: SAGE APR for latest complete grant term

9. Involvement of People with Lived Experience

Data Source: FY2023 Monitoring scorecard

10. Agency Participation in Coordinated Entry

Data Source: HMIS Data for period 7/1/22 – 6/30/23

**Notification of Projects
Rejected-Reduced
1E-5**



Julie Meiman <julie@cafth.org>

CoC NOFO Rank and Review Notice

1 message

Julie Meiman <julie@cafth.org>

Tue, Sep 12, 2023 at 3:06 PM

To: Yoshi Matthews <ydmattthews01@gmail.com>

Cc: Cheré Bradshaw <chere@cafth.org>, Errin Woods <Errin@cafth.org>

Dear Yoshi,

After careful review and strategic consideration by the Rank and Review Committee, I regret to inform you that the new FTP application for the FY2023 CoC NOFO was not accepted for inclusion in the prioritization list being submitted to HUD for the FY2023 CoC Program Competition.

Please find attached your official notification letter regarding the FY2023 NOFO Competition. Also please find attached your summary Information Form from the Rank and Review Process. As always, reach out if you have any questions.

Julie Meiman, LMSW (she/her)**Continuum of Care Planning Director**

2670 Union Avenue Extended, Suite 700

Memphis, TN 38112

Office: (901) 527-1302 Ext 303



2 attachments

FTP FY2023 NOFO Letter.pdf
293K **FY23 NOFO New Project Information Form_ Project Q (agency copy).pdf**
129K

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Rev. Dr. Dorothy Wells



In Partnership with the City of
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September 12, 2023

FTP Non-Profit
Yoshi Matthews, Executive Director
1443 Beaver Trail Drive
Cordova, TN 38016

RE: FY 2023 Continuum of Care Program Competition Application

Dear Ms. Matthews,

After careful review and strategic consideration by the Rank and Review Committee, I regret to inform you that the new application for the Free the People project was not accepted for inclusion in the prioritization list being submitted to HUD for the FY 2023 CoC Program Competition.

We received more applications for new project funding than the maximum amount HUD has allowed us to include under our Bonus category, so only the highest-ranking new projects as determined by the Rank and Review Committee were eligible to be included in this year's prioritization list. Please see the Rank & Review Information Form for further details related to your application.

We value the services that Free the People brings to our community, and we wish you the best as you continue your work in serving the underserved.

Sincerely,

D. Cheré Bradshaw, LMSW
Executive Director

cc: Julie Meiman, CoC Planning Director



Julie Meiman <julie@cafth.org>

CoC NOFO Rank and Review Notice

1 message

Julie Meiman <julie@cafth.org>

Tue, Sep 12, 2023 at 3:11 PM

To: Sherry McClure <sherrymc63@me.com>, Rubbie King <rnking@outlook.com>

Cc: Cheré Bradshaw <chere@cafth.org>, Errin Woods <Errin@cafth.org>

Dear Sherry and Rubbie,

After careful review and strategic consideration by the Rank and Review Committee, I regret to inform you that the new Merge Memphis application for the FY2023 CoC NOFO was not accepted for inclusion in the prioritization list being submitted to HUD for the FY2023 CoC Program Competition.

Please find attached your official notification letter regarding the FY2023 NOFO Competition. Also please find attached your summary notes from the Rank and Review Process. As always, reach out if you have any questions.

Julie Meiman, LMSW (she/her)**Continuum of Care Planning Director**

2670 Union Avenue Extended, Suite 700

Memphis, TN 38112

Office: (901) 527-1302 Ext 303



2 attachments

FY23 NOFO New Project Information Form_ Project R (agency copy).pdf
86K **Merge FY2023 NOFO Letter.pdf**
291K



2670 Union Ave. Extended
Suite 700
Memphis, TN 38112
P: (901) 527-1302

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In Partnership with the City of
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September 12, 2023

Merge Memphis
Sherry McClure, Executive Director
1755 Eldridge Avenue
Memphis, TN 38018

RE: FY 2023 Continuum of Care Program Competition Application

Dear Ms. McClure,

After careful review and strategic consideration by the Rank and Review Committee, I regret to inform you that the new application for the Merge Memphis PSH 2023 project was not accepted for inclusion in the prioritization list being submitted to HUD for the FY 2023 CoC Program Competition.

We received more applications for new project funding than the maximum amount HUD has allowed us to include under our Bonus category, so only the highest-ranking new projects as determined by the Rank and Review Committee were eligible to be included in this year's prioritization list.

We value the services that Merge Memphis brings to our community, and we wish you the best as you continue your work in serving the underserved.

Sincerely,

A handwritten signature in blue ink that reads "D. Cheré Bradshaw".

D. Cheré Bradshaw, LMSW
Executive Director

cc: Julie Meiman, CoC Planning Director



Julie Meiman <julie@cafth.org>

CoC NOFO Rank and Review Notice

1 message

Julie Meiman <julie@cafth.org>

Tue, Sep 12, 2023 at 3:18 PM

To: Scott Harding <info@opbetterdays.org>

Cc: Cheré Bradshaw <chere@cafth.org>, Errin Woods <Errin@cafth.org>

Dear Scott,

After careful review and strategic consideration by the Rank and Review Committee, I regret to inform you that the new Operation Better Days application for the FY2023 CoC NOFO was not accepted for inclusion in the prioritization list being submitted to HUD for the FY2023 CoC Program Competition.

Please find attached your official notification letter regarding the FY2023 NOFO Competition. Also please find attached your summary notes from the Rank and Review Process. As always, reach out if you have any questions.

Julie Meiman, LMSW (she/her)**Continuum of Care Planning Director**

2670 Union Avenue Extended, Suite 700

Memphis, TN 38112

Office: (901) 527-1302 Ext 303



2 attachments

OperationBetterDays FY2023 NOFO Letter.pdf
292K **FY23 NOFO Notes_ Project S (agency copy).pdf**
65K



2670 Union Ave. Extended
Suite 700
Memphis, TN 38112
P: (901) 527-1302

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In Partnership with the City of
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September 12, 2023

Operation Better Days
Scott Harding, Executive Director
1025 Oakhaven Road
Memphis, TN 38119

RE: FY 2023 Continuum of Care Program Competition Application

Dear Mr. Harding,

After careful review and strategic consideration by the Rank and Review Committee, I regret to inform you that the new application for the Operation Better Days project was not accepted for inclusion in the prioritization list being submitted to HUD for the FY 2023 CoC Program Competition.

We received more applications for new project funding than the maximum amount HUD has allowed us to include under our Bonus category, so only the highest-ranking new projects as determined by the Rank and Review Committee were eligible to be included in this year's prioritization list.

We value the services that Operation Better Days brings to our community, and we wish you the best as you continue your work in serving the underserved.

Sincerely,

A handwritten signature in blue ink that reads "D. Cheré Bradshaw".

D. Cheré Bradshaw, LMSW
Executive Director

cc: Julie Meiman, CoC Planning Director



Julie Meiman <julie@cafh.org>

CoC NOFO Rank and Review Notice Letter

1 message

Julie Meiman <julie@cafh.org>

Tue, Sep 12, 2023 at 3:21 PM

To: info@restorationtimefys.com

Cc: Cheré Bradshaw <chere@cafh.org>, Errin Woods <Errin@cafh.org>

Dear Johnnie,

After careful review and strategic consideration by the Rank and Review Committee, I regret to inform you that the new Restoration Time application for the FY2023 CoC NOFO was not accepted for inclusion in the prioritization list being submitted to HUD for the FY2023 CoC Program Competition.

Please find attached your official notification letter regarding the FY2023 NOFO Competition. Also please find attached your summary Information Form from the Rank and Review Process. As always, reach out if you have any questions.

Julie Meiman, LMSW (she/her)**Continuum of Care Planning Director**

2670 Union Avenue Extended, Suite 700

Memphis, TN 38112

Office: (901) 527-1302 Ext 303



2 attachments

Restoration Time FY2023 NOFO Letter.pdf
294K **FY23 NOFO New Project Information Form_ Project U (agency copy).pdf**
133K

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Rev. Dr. Dorothy Wells



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September 12, 2023

Restoration Time Family and Youth Services
Johnnie Hatten, CEO
5279 Oak Meadow Avenue
Memphis, TN 38134

RE: FY 2023 Continuum of Care Program Competition Application

Dear Ms. Hatten,

After careful review and strategic consideration by the Rank and Review Committee, I regret to inform you that the new application for the Restoration Time project was not accepted for inclusion in the prioritization list being submitted to HUD for the FY 2023 CoC Program Competition.

We received more applications for new project funding than the maximum amount HUD has allowed us to include under our Bonus category, so only the highest-ranking new projects as determined by the Rank and Review Committee were eligible to be included in this year's prioritization list. Please see the Rank & Review Information Form for further details related to your application.

We value the services that Restoration Time brings to our community, and we wish you the best as you continue your work in serving the underserved.

Sincerely,

D. Cheré Bradshaw, LMSW
Executive Director

cc: Julie Meiman, CoC Planning Director

**Notification of Projects
Accepted
1E-5a**



Julie Meiman <julie@cafth.org>

NOFO Award Letter

Julie Meiman <julie@cafth.org>

Tue, Sep 12, 2023 at 1:27 PM

To: Elizabeth Fletcher <efletcher@alliance-hs.org>, Darren Bell <dbell@alliance-hs.org>, Laurie Powell <lpowell@alliance-hs.org>

Cc: Cheré Bradshaw <chere@cafth.org>, Errin Woods <Errin@cafth.org>

Dear Laurie, Liz, and Darren,

I am pleased to inform you that Alliance Healthcare Services' renewal applications were accepted for including in the prioritization list being submitted to HUD for the FY2023 CoC Program Competition.

Please find attached your official notification letter, and as always, reach out if you have any questions. Congratulations!

Julie Meiman, LMSW (she/her)**Continuum of Care Planning Director**

2670 Union Avenue Extended, Suite 700

Memphis, TN 38112

Office: (901) 527-1302 Ext 303

**AHS FY2023 NOFO Letter.docx**

2477K

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In Partnership with the City of
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September 12, 2023

Alliance Healthcare Services
Ms. Laurie Powell, Executive Director
2150 Whitney Avenue
Memphis, TN 38127

RE: FY 2023 Continuum of Care Program Competition Application

Dear Ms. Powell,

I am delighted to inform you that after careful review and strategic consideration by the Rank and Review Committee, the applications for Alliance Healthcare Services' STAY and North Hill Woods FY2023 projects will be accepted and included on the priority listing for the FY2023 CoC Program Competition. The project applications will be included on the Priority Listing as follows:

- STAY: \$767,688 / Tier 1 / Score 91 / Rank #11 out of 17
- North Hill: \$260,588 / Tier 1 / Score 105 / Rank #4 out of 17

Both projects will be submitted to HUD for funding consideration. Please be reminded that acceptance and submission of the application are not a guarantee of award. HUD makes the final decision on which projects are actually funded.

The FY2023 CoC Program Competition is administered under the FY2023 CoC Program Competition NOFO and 24CFR part 578. Again, we congratulate Alliance Healthcare Services on being accepted, and we appreciate all that you do for the community!

Sincerely,

D. Cheré Bradshaw, LMSW
Executive Director

cc: Julie Meiman, CoC Planning Director



Julie Meiman <julie@cafth.org>

NOFO Award Notice

1 message

Julie Meiman <julie@cafth.org>

Tue, Sep 12, 2023 at 1:30 PM

To: Jewel Weatherspoon <weatherspoon@alphaomegaveterans.org>, Vandí Walker <vandi@alphaomegaveterans.org>, Cordell Walker <cordell.walker@alphaomegaveterans.org>

Cc: Cheré Bradshaw <chere@cafth.org>, Errin Woods <Errin@cafth.org>

Dear Cordell, Jewel, and Vandí,

I am pleased to inform you that Alpha Omega's renewal applications were accepted for inclusion in the prioritization list being submitted to HUD for the FY2023 CoC Program Competition.

Please find attached your official notification letter, and as always, reach out if you have any questions. Congratulations!

Julie Meiman, LMSW (she/her)

Continuum of Care Planning Director

2670 Union Avenue Extended, Suite 700

Memphis, TN 38112

Office: (901) 527-1302 Ext 303



AOVS FY2023 NOFO Letter.docx

1339K

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Rev. Dr. Dorothy Wells



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September 12, 2023

Alpha Omega Veterans Services
Mr. Cordell Walker, Executive Director
1183 Madison Avenue
Memphis, TN 38104

RE: FY 2023 Continuum of Care Program Competition Application

Dear Mr. Walker,

I am delighted to inform you that after careful review and strategic consideration by the Rank and Review Committee, the applications for Alpha Omega Veterans Services Court and Depot FY2023 projects will be accepted and included on the priority listing for the FY2023 CoC Program Competition. The project applications will be included as follows:

- Court: \$190,412 / Tier 1 / Score 102 / Rank #6 out of 17
- Depot: \$290,445 / Tier 1 / Score 87 / Rank #13 out of 17

Both will be submitted to HUD for funding consideration. Please be reminded that acceptance and submission of the application are not a guarantee of award. HUD makes the final decision on which projects are actually funded.

The FY2023 CoC Program Competition is administered under the FY2023 CoC Program Competition NOFO and 24CFR part 578. Again, we congratulate Alpha Omega Veterans Services on being accepted, and we appreciate all that you do for the community!

Sincerely,

D. Cheré Bradshaw, LMSW
Executive Director

cc: Julie Meiman, CoC Planning Director



Julie Meiman <julie@cafth.org>

CoC NOFO Award Notice

1 message

Julie Meiman <julie@cafth.org>

Tue, Sep 12, 2023 at 1:33 PM

To: Lawrence Wilson <lawrence.e.wilson@gmail.com>, Stephenie Robb <stephenie.robb@bhitn.org>

Dear Stephenie and Lawrence,

I am pleased to inform you that BHI's renewal application was accepted for inclusion in the prioritization list being submitted to HUD for the FY2023 CoC Program Competition.

Please find attached your official notification letter, and as always, reach out if you have any questions. Congratulations!

Julie Meiman, LMSW (she/her)

Continuum of Care Planning Director

2670 Union Avenue Extended, Suite 700

Memphis, TN 38112

Office: (901) 527-1302 Ext 303

**BHI FY2023 NOFO Letter.docx**

2476K

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September 12, 2023

Behavioral Health Initiatives
Ms. Stephenie Robb, Executive Director
15 Executive Drive
Jackson, TN 38305

RE: FY 2023 Continuum of Care Program Competition Application

Dear Ms. Robb,

I am delighted to inform you that after careful review and strategic consideration by the Rank and Review Committee, the application for BHI's Phoenix Project FY2023 will be accepted and included on the priority listing for the FY2023 CoC Program Competition. The project application will be included in category Tier 1 at \$100,452, with a score of 107 and a rank of #2 out of 17 projects.

This project will be submitted to HUD for funding consideration. Please be reminded that acceptance and submission of the application are not a guarantee of award. HUD makes the final decision on which projects are actually funded.

The FY2023 CoC Program Competition is administered under the FY2023 CoC Program Competition NOFO and 24CFR part 578. Again, we congratulate Behavioral Health Initiatives on being accepted, and we appreciate all that you do for the community!

Sincerely,

D. Cheré Bradshaw, LMSW
Executive Director

cc: Julie Meiman, CoC Planning Director



Julie Meiman <julie@cafth.org>

CoC NOFO Award Notice

1 message

Julie Meiman <julie@cafth.org>

Tue, Sep 12, 2023 at 1:36 PM

To: "Johnson, Toni" <toni.johnson@acc.cdom.org>, "kelley.henderson@acc.cdom.org" <kelley.henderson@acc.cdom.org>

Cc: Cheré Bradshaw <chere@cafth.org>, Errin Woods <Errin@cafth.org>

Dear Kelley and Toni,

I am pleased to inform you that Catholic Charities' renewal application was accepted for inclusion in the prioritization list being submitted to HUD for the FY2023 CoC Program Competition.

Please find attached your official notification letter, and as always, reach out if you have any questions. Congratulations!

Julie Meiman, LMSW (she/her)

Continuum of Care Planning Director

2670 Union Avenue Extended, Suite 700

Memphis, TN 38112

Office: (901) 527-1302 Ext 303

**CCWTN FY2023 NOFO Letter.docx**

2476K

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In Partnership with the City of
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September 12, 2023

Catholic Charities of West Tennessee
Mr. S. Kelley Henderson, Executive Director
1325 Jefferson
Memphis, TN 38104

RE: FY 2023 Continuum of Care Program Competition Application

Dear Mr. Henderson,

I am delighted to inform you that after careful review and strategic consideration by the Rank and Review Committee, the application for Genesis Homeless Services FY23 project will be accepted and included on the priority listing for the FY2023 CoC Program Competition. The project application will be included in category Tier 1 at \$712,933, with a score of 110 and a rank of #1 out of 17 projects.

This project application will be submitted to HUD for funding consideration. Please be reminded that acceptance and submission of the application are not a guarantee of award. HUD makes the final decision on which projects are actually funded.

The FY2023 CoC Program Competition is administered under the FY2023 CoC Program Competition NOFO and 24CFR part 578. Again, we congratulate Catholic Charities of West Tennessee on being accepted, and we appreciate all that you do for the community!

Sincerely,

D. Cheré Bradshaw, LMSW
Executive Director

cc: Julie Meiman, CoC Planning Director



Julie Meiman <julie@cafth.org>

CoC NOFO Award Letter

1 message

Julie Meiman <julie@cafth.org>

Tue, Sep 12, 2023 at 1:41 PM

To: Katherine Lewis <katherine.lewis@cmiofmemphis.org>

Cc: Cheré Bradshaw <chere@cafth.org>, Errin Woods <Errin@cafth.org>

Dear Katherine,

I am pleased to inform you that CMI's renewal applications were accepted for inclusion in the prioritization list being submitted to HUD for the FY2023 CoC Program Competition.

Please find attached your official notification letter, and as always, reach out if you have any questions. Congratulations!

Julie Meiman, LMSW (she/her)**Continuum of Care Planning Director**

2670 Union Avenue Extended, Suite 700

Memphis, TN 38112

Office: (901) 527-1302 Ext 303

**CMI FY2023 NOFO Letter.docx**

1339K

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Rev. Wesley Smith
Rev. Dr. Dorothy Wells



In Partnership with the City of
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September 12, 2023

Case Management Incorporated
Ms. E. Florence Hervery, CEO
3171 Directors Row
Memphis, TN 38131

RE: FY 2023 Continuum of Care Program Competition Application

Dear Ms. Hervery,

I am delighted to inform you that after careful review and strategic consideration by the Rank and Review Committee, the applications for CMI's Alice Avenue and Home Plus Care projects will be accepted and included on the priority listing for the FY2023 CoC Program Competition. The project applications will be included as follows:

- Alice Avenue: \$17,269 / Tier 1 / Score 94 / Rank #3 out of 17
- Home+ : \$505,182 / Score 63 / Tier 1 & 2 / Rank #17 out of 17*

**Because of its ranking, the Home Plus Care project straddles Tier 1 and Tier 2. Tier 1 is \$6,469, and Tier 2 is \$498,712. HUD will examine the project carefully to make a final determination.*

Both will be submitted to HUD for funding consideration. Please be reminded that acceptance and submission of the application are not a guarantee of award. HUD makes the final decision on which projects are actually funded.

The FY2023 CoC Program Competition is administered under the FY2023 CoC Program Competition NOFO and 24CFR part 578. Again, we congratulate Case Management Incorporated on being accepted, and we appreciate all that you do for the community!

Sincerely,

D. Cheré Bradshaw, LMSW
Executive Director



Julie Meiman <julie@cafth.org>

CoC NOFO Award Notice

1 message

Julie Meiman <julie@cafth.org>

Tue, Sep 12, 2023 at 1:47 PM

To: Porsha Goodman <porsha.goodman@doorofhopememphis.org>

Cc: Cheré Bradshaw <chere@cafth.org>, Errin Woods <Errin@cafth.org>

Dear Porsha,

I am pleased to inform you that Door of Hope's renewal and DV Bonus applications were accepted for inclusion in the prioritization list being submitted to HUD for the FY2023 CoC Program Competition.

Please find attached your official notification letter, and as always, reach out if you have any questions. Congratulations!

Julie Meiman, LMSW (she/her)**Continuum of Care Planning Director**

2670 Union Avenue Extended, Suite 700

Memphis, TN 38112

Office: (901) 527-1302 Ext 303



DOH FY2023 NOFO Letter.docx

1339K

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Dr. Sarah Petschonek
Rev. Wesley Smith
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In Partnership with the City of
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September 12, 2023

Door of Hope
Ms. Porsha Goodman, Executive Director
245 North Bellevue
Memphis, TN 38105

RE: FY 2023 Continuum of Care Program Competition Application

Dear Ms. Goodman,

I am delighted to inform you that after careful review and strategic consideration by the Rank and Review Committee, the applications for Door of Hope's Madison Place and 245 N. Bellevue FY2023 projects will be accepted and included on the priority listing for the FY2023 CoC Program Competition. Additionally, the new application for the Door of Hope DV FY2023 project has been accepted and included on the priority listing as a DV Bonus project being submitted to HUD for funding consideration. The project applications will be included as follows:

- Madison Place: \$114,628 / Tier 1 / Score 86 / Rank #10 out of 17
- 245 N. Bellevue: \$820,036 / Tier 1 / Score 84 / Rank #9 out of 17
- Door of Hope DV FY2023 \$431,618 / DV Bonus / Score 87/100 for new project scoring and 84/100 for DV Bonus scoring

Both will be submitted to HUD for funding consideration. Please be reminded that acceptance and submission of the application are not a guarantee of award. HUD makes the final decision on which projects are actually funded.

The FY2023 CoC Program Competition is administered under the FY2023 CoC Program Competition NOFO and 24CFR part 578. Again, we congratulate Door of Hope on being accepted, and we appreciate all that you do for the community!

Sincerely,

D. Cheré Bradshaw, LMSW
Executive Director

cc: Julie Meiman, CoC Planning Director



Julie Meiman <julie@cafth.org>

CoC NOFO Award Notice

1 message

Julie Meiman <julie@cafth.org>

Tue, Sep 12, 2023 at 1:49 PM

To: "Mia Cotton (She/Her)" <Mia.Cotton@friendsforall.org>, Kim Moss <kim.moss@friendsforall.org>, Diane Duke <Diane.Duke@friendsforall.org>

Cc: Cheré Bradshaw <chere@cafth.org>, Errin Woods <Errin@cafth.org>

Dear Diane, Mia, and Kim,

I am pleased to inform you that Friends for All's renewal applications were accepted for inclusion in the prioritization list being submitted to HUD for the FY2023 CoC Program Competition.

Please find attached your official notification letter, and as always, reach out if you have any questions. Congratulations!

Julie Meiman, LMSW (she/her)**Continuum of Care Planning Director**

2670 Union Avenue Extended, Suite 700

Memphis, TN 38112

Office: (901) 527-1302 Ext 303

**FFA FY2023 NOFO Letter.docx**

1339K

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Kevin Barton
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Dr. Elena Delavega
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Jamie "Griff" Griffin
Yvonne Madlock
Dr. Sarah Petschonek
Rev. Wesley Smith
Rev. Dr. Dorothy Wells



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September 12, 2023

Friends for All
Ms. Diane Duke, President & CEO
43 North Cleveland
Memphis, TN 38104

RE: FY 2023 Continuum of Care Program Competition Application

Dear Ms. Duke,

I am delighted to inform you that after careful review and strategic consideration by the Rank and Review Committee, the application for the Aloysius Scattered Site Renewal FY2023 project will be accepted and included on the priority listing for the FY2023 CoC Program Competition. The project application will be included as follows:

- Aloysius Scattered Site: \$807,156 / Tier 1 / Score 67 / Rank #14 out of 17

This project will be submitted to HUD for funding consideration. Please be reminded that acceptance and submission of the application are not a guarantee of award. HUD makes the final decision on which projects are actually funded.

The FY2023 CoC Program Competition is administered under the FY2023 CoC Program Competition NOFO and 24CFR part 578. Again, we congratulate Friends for Life on being accepted, and we appreciate all that you do for the community!

Sincerely,

D. Cheré Bradshaw, LMSW
Executive Director

cc: Julie Meiman, CoC Planning Director



Julie Meiman <julie@cafh.org>

CoC NOFO Rank and Review Letter

1 message

Julie Meiman <julie@cafh.org>

Tue, Sep 12, 2023 at 1:52 PM

To: Phillis Lewis <phillis.lewis@lovedoesnthurt901.com>

Cc: Cheré Bradshaw <chere@cafh.org>, Errin Woods <Errin@cafh.org>

Dear Phillis,

I am pleased to inform you that Love Doesn't Hurt's renewal application was accepted for inclusion in the prioritization list being submitted to HUD for the FY2023 CoC Program Competition.

Please find attached your official notification letter, and as always, reach out if you have any questions. Congratulations!

Julie Meiman, LMSW (she/her)**Continuum of Care Planning Director**

2670 Union Avenue Extended, Suite 700

Memphis, TN 38112

Office: (901) 527-1302 Ext 303



LDH FY2023 NOFO Letter.docx

2476K



2670 Union Ave. Extended
Suite 700
Memphis, TN 38112
P: (901) 527-1302

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In Partnership with the City of
Memphis/Shelby County

September 12, 2023

Love Doesn't Hurt
Phillis Lewis, CEO
P.O. Box 17613
Memphis, TN 38187

RE: FY 2023 Continuum of Care Program Competition Application

Dear Ms. Lewis,

I am delighted to inform you that after careful review and strategic consideration by the Rank and Review Committee, the application for Love Doesn't Hurt Emergency Services FY23 project will be accepted and included on the priority listing for the FY2023 CoC Program Competition. The project application will be included in category Tier 1 at \$193,328, with a score of 90 and a rank of #7 out of 17 projects.

This project application will be submitted to HUD for funding consideration. Please be reminded that acceptance and submission of the application are not a guarantee of award. HUD makes the final decision on which projects are actually funded.

The FY2023 CoC Program Competition is administered under the FY2023 CoC Program Competition NOFO and 24CFR part 578. Again, we congratulate Love Doesn't Hurt on being accepted, and we appreciate all that you do for the community!

Sincerely,

A handwritten signature in blue ink that reads "D. Cheré Bradshaw".

D. Cheré Bradshaw, LMSW
Executive Director

cc: Julie Meiman, CoC Planning Director



Julie Meiman <julie@cafth.org>

CoC NOFO Rank and Review Notice

1 message

Julie Meiman <julie@cafth.org>

Tue, Sep 12, 2023 at 1:55 PM

To: Sally Heinz <sheinz@mifa.org>, Mary Hamlett <mhamlett@mifa.org>

Cc: Cheré Bradshaw <chere@cafth.org>, Errin Woods <Errin@cafth.org>

Dear Sally and Mary,

I am pleased to inform you that MIFA's renewal application was accepted for inclusion in the prioritization list being submitted to HUD for the FY2023 CoC Program Competition.

Please find attached your official notification letter, and as always, reach out if you have any questions. Congratulations!

Julie Meiman, LMSW (she/her)**Continuum of Care Planning Director**

2670 Union Avenue Extended, Suite 700

Memphis, TN 38112

Office: (901) 527-1302 Ext 303

**MIFA FY2023 NOFO Letter.docx**

2476K



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Suite 700
Memphis, TN 38112
P: (901) 527-1302

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In Partnership with the City of
Memphis/Shelby County

September 12, 2023

Metropolitan Inter-Faith Association
Sara Jones Heinz, President & CEO
910 Vance
Memphis, TN 38126

RE: FY 2023 Continuum of Care Program Competition Application

Dear Ms. Heinz,

I am delighted to inform you that after careful review and strategic consideration by the Rank and Review Committee, the renewal application for the MIFA RRH FY2023 project will be accepted and included on the priority listing for the FY2023 CoC Program Competition. The project application will be included in category Tier 1 at \$551,591, with a score of 90 and a rank of #12 out of 17 projects.

This project will be submitted to HUD for funding consideration. Please be reminded that acceptance and submission of the application are not a guarantee of award. HUD makes the final decision on which projects are actually funded.

The FY2023 CoC Program Competition is administered under the FY2023 CoC Program Competition NOFO and 24CFR part 578. Again, we congratulate MIFA on being accepted, and we appreciate all that you do for the community!

Sincerely,

A handwritten signature in blue ink that reads "D. Cheré Bradshaw".

D. Cheré Bradshaw, LMSW
Executive Director

cc: Julie Meiman, CoC Planning Director



Julie Meiman <julie@cafth.org>

CoC NOFO Rank and Review Notice

1 message

Julie Meiman <julie@cafth.org>

Tue, Sep 12, 2023 at 1:57 PM

To: Brianna Finch <bfinch@pdevcorp.com>, Cornelius Sanders <csanders@pdevcorp.com>

Cc: Cheré Bradshaw <chere@cafth.org>, Errin Woods <Errin@cafth.org>

Dear Cornelius and Brianna,

I am pleased to inform you that Promise Development Corporation's renewal applications were accepted for inclusion in the prioritization list being submitted to HUD for the FY2023 CoC Program Competition.

Please find attached your official notification letter, and as always, reach out if you have any questions. Congratulations!

Julie Meiman, LMSW (she/her)

Continuum of Care Planning Director

2670 Union Avenue Extended, Suite 700

Memphis, TN 38112

Office: (901) 527-1302 Ext 303

**PDC FY2023 NOFO Letter.docx**

1339K

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Rev. Dr. Dorothy Wells



In Partnership with the City of
Memphis/Shelby County

September 12, 2023

Promise Development Corporation
Mr. Cornelius Sanders
379 Cossitt Place
Memphis, TN 38126

RE: FY 2023 Continuum of Care Program Competition Application

Dear Mr. Sanders,

I am delighted to inform you that after careful review and strategic consideration by the Rank and Review Committee, the applications for Promise Development Corporation's Promise Leasing and Promise Leasing Expansion FY2023 projects will be accepted and included on the priority listing for the FY2023 CoC Program Competition. The project applications will be included as follows:

- Promise Leasing: \$841,531 / Tier 1 / Score 102 / Rank #5 out of 17
- Promise Leasing Exp.: \$524,911 / Tier 1 / Score 82 / Rank #8 out of 17

Both projects will be submitted to HUD for funding consideration. Please be reminded that acceptance and submission of the application are not a guarantee of award. HUD makes the final decision on which projects are actually funded.

The FY2023 CoC Program Competition is administered under the FY2023 CoC Program Competition NOFO and 24CFR part 578. Again, we congratulate Promise Development Corporation on being accepted, and we appreciate all that you do for the community!

Sincerely,

D. Cheré Bradshaw, LMSW
Executive Director

cc: Julie Meiman, CoC Planning Director



Julie Meiman <julie@cafth.org>

CoC NOFO Rank and Review Notice Letters

1 message

Julie Meiman <julie@cafth.org>

Tue, Sep 12, 2023 at 3:31 PM

To: Molly Quinn <mquinn@outmemphis.org>

Cc: Cheré Bradshaw <chere@cafth.org>, Errin Woods <Errin@cafth.org>, Stephanie Reyes <stephanie@cafth.org>

Dear Molly,

I am pleased to inform you that OUTMemphis' new RRH and renewal YHDP applications were accepted for inclusion in the prioritization list being submitted to HUD for the FY2023 CoC Program Competition.

Please find attached your official notification letters, and as always, reach out if you have any questions. Congratulations!

Julie Meiman, LMSW (she/her)**Continuum of Care Planning Director**

2670 Union Avenue Extended, Suite 700

Memphis, TN 38112

Office: (901) 527-1302 Ext 303



2 attachments

**OUTMemphis FY2023 NOFO Letter.pdf**

322K

**OUTMemphis_YHDP_FY2023 NOFO Letter.pdf**

226K



2670 Union Ave. Extended
Suite 700
Memphis, TN 38112
P: (901) 527-1302

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In Partnership with the City of
Memphis/Shelby County

September 12, 2023

Ms. Molly Quinn
Executive Director
OUTMemphis
892 S. Cooper St.
Memphis, TN 38104

RE: FY 2023 Youth Homeless Demonstration Program Renewal
Application

Dear Ms. Quinn,

I am delighted to inform you that the application for OUTMemphis' YHDP Metamorphosis Project has been accepted and included on the priority listing for the FY2023 CoC Program Competition. The project application will be included in category Tier 1 at \$175,000. The final award amount may be slightly adjusted, but our staff will reach out to discuss any potential changes provided by HUD.

The project will be submitted to HUD for funding consideration. Please be reminded that acceptance and submission of the application are not a guarantee of award. HUD makes the final decision on which projects are actually funded.

The FY2023 CoC Program Competition includes all YHDP projects and is administered under the FY2023 CoC Program Competition NOFO and 24CFR part 578. Again, we congratulate OUTMemphis on being accepted, and we appreciate all that you do for the community!

Sincerely,

A handwritten signature in blue ink that reads "D. Cheré Bradshaw".

D. Cheré Bradshaw, LMSW
Executive Director

cc: Stephanie Reyes, CoC Youth & Special Populations Director



Julie Meiman <julie@cafth.org>

CoC NOFO Notification Letter

1 message

Julie Meiman <julie@cafth.org>

Tue, Sep 12, 2023 at 3:44 PM

To: "ldwarren@hopehousememphis.org" <ldwarren@hopehousememphis.org>

Cc: Stephanie Reyes <stephanie@cafth.org>, Cheré Bradshaw <chere@cafth.org>

Dear. Ms. Warren,

I am pleased to inform you that Hope House's replacement YHDP application was accepted for inclusion in the prioritization list being submitted to HUD for the FY2023 CoC Program Competition.

Please find attached your official notification letter, and as always, reach out if you have any questions. Congratulations!

Julie Meiman, LMSW (she/her)**Continuum of Care Planning Director**

2670 Union Avenue Extended, Suite 700

Memphis, TN 38112

Office: (901) 527-1302 Ext 303



Hope House_YHDP_FY2023 NOFO Letter.pdf

225K



2670 Union Ave. Extended
Suite 700
Memphis, TN 38112
P: (901) 527-1302

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In Partnership with the City of
Memphis/Shelby County

September 12, 2023

Mrs. Lenox Warren
Chief Executive Officer
Hope House Day Care Center Inc.
3628 Oakley Ave
Memphis, TN 38111

RE: FY 2023 Youth Homeless Demonstration Program Replacement
Application

Dear Mrs. Warren,

I am delighted to inform you that the application for Hope House's Housing Support for Young Parents Living with HIV has been accepted and included on the priority listing for the FY2023 CoC Program Competition. The project application will be included in category Tier 1 at \$232,318. The final award amount may be slightly adjusted, but our staff will reach out to discuss any potential changes provided by HUD.

The project will be submitted to HUD for funding consideration. Please be reminded that acceptance and submission of the application are not a guarantee of award. HUD makes the final decision on which projects are actually funded.

The FY2023 CoC Program Competition includes all YHDP projects and is administered under the FY2023 CoC Program Competition NOFO and 24CFR part 578. Again, we congratulate Hope House on being accepted, and we appreciate all that you do for the community!

Sincerely,

A handwritten signature in blue ink that reads "D. Cheré Bradshaw".

D. Cheré Bradshaw, LMSW
Executive Director

cc: Stephanie Reyes, CoC Youth & Special Populations Director



2670 Union Ave. Extended
Suite 700
Memphis, TN 38112
P: (901) 527-1302

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In Partnership with the City of
Memphis/Shelby County

September 12, 2023

Ms. Molly Quinn
Executive Director
OUTMemphis
892 S. Cooper St.
Memphis, TN 38104

RE: FY 2023 Youth Homeless Demonstration Program Renewal
Application

Dear Ms. Quinn,

I am delighted to inform you that the application for OUTMemphis' YHDP Metamorphosis Project has been accepted and included on the priority listing for the FY2023 CoC Program Competition. The project application will be included in category Tier 1 at \$175,000. The final award amount may be slightly adjusted, but our staff will reach out to discuss any potential changes provided by HUD.

The project will be submitted to HUD for funding consideration. Please be reminded that acceptance and submission of the application are not a guarantee of award. HUD makes the final decision on which projects are actually funded.

The FY2023 CoC Program Competition includes all YHDP projects and is administered under the FY2023 CoC Program Competition NOFO and 24CFR part 578. Again, we congratulate OUTMemphis on being accepted, and we appreciate all that you do for the community!

Sincerely,

A handwritten signature in blue ink that reads "D. Cheré Bradshaw".

D. Cheré Bradshaw, LMSW
Executive Director

cc: Stephanie Reyes, CoC Youth & Special Populations Director



Julie Meiman <julie@cafh.org>

CoC NOFO Notice Letter

1 message

Julie Meiman <julie@cafh.org>

Tue, Sep 12, 2023 at 3:40 PM

To: dwebb@sjcs.org

Cc: Cheré Bradshaw <chere@cafh.org>, Stephanie Reyes <stephanie@cafh.org>, Richard Bennett <rbennett@sjcs.org>

Dear Mr. Webb,

I am pleased to inform you that St. John's YHDP renewal application was accepted for inclusion in the prioritization list being submitted to HUD for the FY2023 CoC Program Competition.

Please find attached your official notification letter, and as always, reach out if you have any questions. Congratulations!

Julie Meiman, LMSW (she/her)**Continuum of Care Planning Director**

2670 Union Avenue Extended, Suite 700

Memphis, TN 38112

Office: (901) 527-1302 Ext 303

**SJCS_YHDP_FY2023 NOFO Letter.pdf**

225K



2670 Union Ave. Extended
Suite 700
Memphis, TN 38112
P: (901) 527-1302

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In Partnership with the City of
Memphis/Shelby County

September 12, 2023

Mr. Dwayne Webb
Program Director
St. John's Community Services- Tennessee
455 Hannings Lane
Martin, TN 38237

RE: FY 2023 Youth Homeless Demonstration Program Renewal
Application

Dear Mr. Webb,

I am delighted to inform you that the application for St. John's Community Services' SJCS Memphis YHDP PSH Services 2022 has been accepted and included on the priority listing for the FY2023 CoC Program Competition. The project application will be included in category Tier 1 at \$130,000. The final award amount may be slightly adjusted, but our staff will reach out to discuss any potential changes provided by HUD.

The project will be submitted to HUD for funding consideration. Please be reminded that acceptance and submission of the application are not a guarantee of award. HUD makes the final decision on which projects are actually funded.

The FY2023 CoC Program Competition includes all YHDP projects and is administered under the FY2023 CoC Program Competition NOFO and 24CFR part 578. Again, we congratulate St. John's Community Services on being accepted, and we appreciate all that you do for the community!

Sincerely,

A handwritten signature in blue ink that reads "D. Cheré Bradshaw".

D. Cheré Bradshaw, LMSW
Executive Director

cc: Stephanie Reyes, CoC Youth & Special Populations Director



2670 Union Ave. Extended
Suite 700
Memphis, TN 38112
P: (901) 527-1302

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In Partnership with the City of
Memphis/Shelby County

September 12, 2023

Ms. Nicole Gottier
Director Finance and Compliance
Methodist Le Bonheur Community Outreach
600 Jefferson Ave.
Memphis, TN 38105

RE: FY 2023 Youth Homeless Demonstration Program Renewal
Application

Dear Ms. Gottier,

I am delighted to inform you that the application for Methodist Le Bonheur Community Outreach's Memphis Host Homes Project has been accepted and included on the priority listing for the FY2023 CoC Program Competition. The project application will be included in category Tier 1 at \$80,000. The final award amount may be slightly adjusted, but our staff will reach out to discuss any potential changes provided by HUD.

The project will be submitted to HUD for funding consideration. Please be reminded that acceptance and submission of the application are not a guarantee of award. HUD makes the final decision on which projects are actually funded.

The FY2023 CoC Program Competition includes all YHDP projects and is administered under the FY2023 CoC Program Competition NOFO and 24CFR part 578. Again, we congratulate Methodist Le Bonheur Community Outreach on being accepted, and we appreciate all that you do for the community!

Sincerely,

A handwritten signature in blue ink that reads "D. Cheré Bradshaw".

D. Cheré Bradshaw, LMSW
Executive Director

cc: Stephanie Reyes, CoC Youth & Special Populations Director



Julie Meiman <julie@cafth.org>

CoC NOFO Notification Letter

1 message

Julie Meiman <julie@cafth.org>

Tue, Sep 12, 2023 at 3:46 PM

To: "nicole.gottier@lebonheur.org" <nicole.gottier@lebonheur.org>

Cc: Cheré Bradshaw <chere@cafth.org>, Stephanie Reyes <stephanie@cafth.org>, Cathy Marcinko <Cathy.Marcinko@mlh.org>

Dear Nicole,

I am pleased to inform you that Methodist Le Bonheur's YHDP renewal application was accepted for inclusion in the prioritization list being submitted to HUD for the FY2023 CoC Program Competition.

Please find attached your official notification letter, and as always, reach out if you have any questions. Congratulations!

Julie Meiman, LMSW (she/her)

Continuum of Care Planning Director

2670 Union Avenue Extended, Suite 700

Memphis, TN 38112

Office: (901) 527-1302 Ext 303



MLCO_YHDP_FY2023 NOFO Letter.pdf
225K

**Local Competition
Selection Results
1E-5b**

TN-501 Continuum of Care Project Listing

Agency	Project Name	Rank	Accepted / Rejected	Funding Request
Alliance Healthcare Services	North Hill Woods 2023 Renewal	4	A	\$260,588
Alliance Healthcare Services	STAY 2023 Renewal	11	A	\$767,688
Alpha Omega Veterans Services	FY2023 Court Street	6	A	\$190,412
Alpha Omega Veterans Services	FY2023 Combined Depot	13	A	\$290,445
Behavioral Healthcare Initiatives	Phoenix Project FY2023	2	A	\$100,452
Case Management Incorporated	Alice Avenue Project FY2023 Renewal	3	A	\$17,269
Case Management Incorporated	Home Plus Care FY2023	17	A	\$505,182
Catholic Charities of West Tennessee	Genesis Homeless Services FY23	1	A	\$712,933
Community Alliance for the Homeless	Memphis/Shelby County Coordinated Entry System FY2023	15	A	\$161,875
Community Alliance for the Homeless	TN-501 CoC Planning Grant FY2023	NR	A	\$446,272
Community Alliance for the Homeless	DV CES FY2023	DV2	A	\$255,099
Community Alliance for the Homeless	HMIS Consolidated Grant FY2023	16	A	\$264,446
Community Alliance for the Homeless	YHDP CES Renewal FY2023	NR	A	\$70,000
Community Alliance for the Homeless	YHDP HMIS Renewal FY2023	NR	A	\$60,000
Community Alliance for the Homeless	YHDP Navigation Renewal FY2023	NR	A	\$482,620
Community Alliance for the Homeless	YHDP RRH Replacement FY2023	NR	A	\$377,963

Community Alliance for the Homeless	YHDP TH Replacement FY2023	NR	A	\$193,075
Door of Hope	Door of Hope 245 N. Bellevue FY2023	9	A	\$820,036
Door of Hope	Door of Hope DV FY2023	DV1	A	\$431,618
Door of Hope	Door of Hope Madison Place FY2023	10	A	\$114,628
Friends for All	Aloysius Scattered Sites Renewal 2023	14	A	\$807,156
Hope House Day Care Center Inc	YHDP Replacement Application FY2023 Hope House	NR	A	\$232,317
Love Doesn't Hurt	Emergency Services FY23	7	A	\$193,328
Methodist LeBonheur Community Outreach	Memphis Host Homes Project Renewal	NR	A	\$80,000
Metropolitan Interfaith Association	MIFA RRH Program Renewal 2023	12	A	\$551,591
OUTMemphis	New Metamorphosis CoC FY2023	CoC Bonus	A	\$249,766
OUTMemphis	Metamorphosis YHDP Renewal Project Application FY2023	NR	A	\$174,653
Promise Development Corporation	Promise Leasing	5	A	\$841,531
Promise Development Corporation	Promise Leasing Expansion FY2023	8	A	\$524,911
St. John's Community Services	SJCS YHDP Renewal	NR	A	\$130,000
FTP Nonprofit	FTP Nonprofit	NR	R	\$594,230
Merge Memphis	Merge Memphis PSH	NR	R	\$181,175
Operation Better Days	OBD Housing FY23	NR	R	\$333,507
Restoration Time	Hatten Successful Project	NR	R	\$134,638

**HUD's Homeless Data
Exchange (HDX)
Competition Report
2A-6**

	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count	1022	739	1055	1292
Emergency Shelter Total	561	405	614	915
Safe Haven Total	0	0	0	0
Transitional Housing Total	360	132	212	212
Total Sheltered Count	921	537	826	1127
Total Unsheltered Count	101	202	229	165

	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count of Chronically Homeless Persons	21	6	30	135
Sheltered Count of Chronically Homeless Persons	11	6	30	135
Unsheltered Count of Chronically Homeless Persons	10	0	0	0

	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count of the Number of Homeless Households with Children	72	37	67	135
Sheltered Count of Homeless Households with Children	72	37	67	134
Unsheltered Count of Homeless Households with Children	0	0	0	1

	2011 DIT	2020 DIT	2021 DIT *	2022 DIT	2023 DIT
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Housing Leveraging Commitments 3A-1a



September 21, 2023

Molly Rose Quinn
Executive Director

Board of Directors

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Jeff Rhodin

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Vice Chair

Deja Foster

Secretary

Jamie Moore

Treasurer

Burton Bridges

Lucas Cameron-

Vaughn

Vance Gamble

Community Alliance for the Homeless
2670 Union Extended Avenue, Suite 700
Memphis, TN 38112

RE: Leveraging Housing Resources

Dear Ms. Meiman,

This letter is to detail OUTMemphis's role in leveraging housing resources as part of our application for the FY23 CoC NOFO. We are pleased to offer this letter of support to accompany our new rapid rehousing project application named "New Metamorphosis CoC FY2023," which proposes to serve 18 children and adults ages 18-24 in FY2023.

As part of our wrap-around program to end LGBTQ+ youth homelessness, our project serves youth and young adults with housing, case management, and supportive services. In addition to resources subsidized by CoC, YHDP, and ESG programs, 100% of OUTMemphis's youth housing participants have access to a in-house network of support funded by other resources. Since 2017, OUTMemphis's youth housing program has been funded in part by the Assisi Foundation of Memphis, which in FY24 contributed \$125,000; secondly, approximately \$146,834 of services for this project are furnished by individuals in our community.

These additional funding sources help to sustain intake services, referrals to housing options outside of our program, case management services, navigation to financial, medical, mental health, and/or legal services, food, hygiene supplies, transportation, utility assistance for program participants. These services are available to 100% of participants through their duration in the program.

OUTMemphis also owns and operates four non-CoC-funded transitional and emergency housing units and a drop-in center which all age-eligible participants have access to.

Sincerely,

Molly Quinn
Executive Director
OUTMemphis



September 21, 2023

Molly Rose Quinn
Executive Director

Board of Directors

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Jeff Rhodin

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Aimee Lewis

Vice Chair

Deja Foster

Secretary

Jamie Moore

Treasurer

Burton Bridges

Lucas Cameron-

Vaughn

Vance Gamble

Community Alliance for the Homeless
2670 Union Extended Avenue, Suite 700
Memphis, TN 38112

RE: Leveraging Healthcare Resources

Dear Ms. Meiman,

This letter is to detail OUTMemphis's role in leveraging healthcare resources as part of our application for the FY23 CoC NOFO. We are pleased to offer this letter of support to accompany our new rapid rehousing project application named "New Metamorphosis CoC FY2023," which proposes to serve 18 children and adults ages 18-24 in FY2023.

As part of our wrap-around program to end LGBTQ+ youth homelessness, our organization provides direct services and comprehensive referrals to meet the health needs of participants. In addition to those 100% of OUTMemphis's youth housing participants have access to HIV prevention, diagnosis, and social services through our organization's in-house sexual health program, which is funded by and conducted in partnership with the Shelby County Ryan White HIV/AIDS program and the Center for Disease Control's Ending the Epidemic Program. Through these services, participants living with or at-risk for HIV have access to free, confidential, rapid HIV and HCV testing, free navigation to no- or low-cost PrEP and PEP, navigation-to-care, food and nutrition program, and HIV prevention trainings. We have provided these federally funded programs for more than 10 years as a lead in our County. Our current contracts are enclosed.

Participants living with HIV are navigated from OUTMemphis's screening programs to one of a multitude of local partners for free HIV care, including but not limited to the Shelby County Ryan White Program, Planned Parenthood of Tennessee and North Mississippi, St. Jude Children's Research Hospital's HIV Prevention, Treatment and Community Outreach Program. Participants are able to access HIV treatment or PrEP at no cost through these programs based upon direct referrals from OUTMemphis.

OUTMemphis also furnishes free mental healthcare to all participants through group and individual therapy – furnished my partnerships with University of Tennessee – Health Sciences Center and the University of Memphis mental health graduate programming.

In addition to our notable programming around sexual health and mental health, Metamorphosis Project participants are also regularly navigating to free or low-cost healthcare through community partners such as CHOICES Center for Reproductive Health, the Church Health Center, Christ Community Health Center, University of Tennessee Dental, and a range of other community health providers.



September 21, 2023

As a trusted agency, OUTMemphis is able to regularly navigate participants to these range of local providers as part of our case management services available to 100% of participants. Through these partnerships, we are able to pursue positive health outcomes for our population in line with their housing needs.

Sincerely,

A handwritten signature in dark blue ink, appearing to read "Molly Quinn". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Molly Quinn
Executive Director
OUTMemphis

**GRANT
BETWEEN THE
UNITED WAY OF GREATER NASHVILLE
AND
OUTMemphis**

This Grant, by and between **United Way of Greater Nashville**, herein referred to as “UWGN”, and **OUTMemphis** hereinafter referred to as “Sub-recipient,” is for the provision of HIV/AIDS Prevention services in the Southwest Tennessee region as further defined in the Scope of Services.

The Sub-recipient is **OUTMemphis**. The Sub-recipient’s address is 892 S. Cooper St, Memphis, TN 38104. The Sub-recipient’s place of incorporation or organization is Tennessee.

NOW, THEREFORE, in consideration of the mutual promises herein contained, the parties have agreed and do hereby enter into this grant according to the provisions set out herein:

A. SCOPE OF SERVICES and DELIVERABLES:

A.1. The Sub-recipient shall provide HIV Prevention service and deliverables as required, described, and detailed herein and shall meet all service and delivery timelines as specified by this Grant Contract.

A.2. Service Definitions

- a. Acceleration of Men (AOM) - a group-level intervention that addresses behavioral and social determinants and other factors influencing the HIV/STI risk and protective behaviors of black MSM. The other factors include cultural, social, and religious norms, identity of black MSM and their degree of connectedness to the black and gay communities, HIV/STI interactions, sexual relationship dynamics, and the social influences of racism and homophobia.
- b. Anti-Retroviral Treatment and Access Services (ARTAS) - an individual-level, multi session, time limited intervention designed based on the Strength-based Case Management model which encourages the client to identify person strengths that will help the client to establish and retain linkage to care.
- c. Centers for Disease Control and Prevention (CDC) - a division of the U.S. Department of Health and Human Services
- d. Community Based Organization (CBO) - a public or private nonprofit (including a church or religious entity) that serves a significant segment of a community, and is engaged in meeting health and community needs

- e. Condom Distribution – cost effective intervention that provides resources needed to prevent the spread of HIV. Condoms are available, accessible, and acceptable within the community and condom distribution sites.
- f. ELISA Test - the HIV enzyme immunoassay test which tests for antibodies to the virus
- g. EvaluationWeb- an online data collection and reporting system specifically for HIV testing and prevention activities. EvaluationWeb adheres to the latest CDC requirements and utilizes the latest security and encryption technologies
- h. False positives - tests that give HIV preliminary reactive test results that are then proven false by the confirmatory test
- i. High Impact Prevention- evidenced base, scalable, cost-effective interventions with demonstrated potential to reduce new infections in specific populations for high impact
- j. HIV Testing – test devices or kits cleared by the U.S. Food and Drug Administration (FDA) that are determined to meet the criteria for waiver under Clinical Laboratory Improvement Amendments (CLIA) of 1988, 42 U.S.C. 263a PL100-578 (1988). They are simple, single-use, disposable devices, using minimal reagents, that can provide results in less than sixty (60) minutes and are designed for use with unprocessed specimens (whole blood or oral fluid specimens).
- k. HIV Education, Access, and Testing Training (HEAT) – a requires Tennessee based certification training for community-based organizations and health department staff performing HIV testing, counseling, and referral utilizing tests provided by the Tennessee Department of Health
- l. INSTI - the single-use, rapid, in vitro qualitative device for the detection of antibodies to HIV. The test is intended for use by trained personnel in point of care and laboratory settings to aid in the diagnosis of HIV infections
- m. Invalid tests - tests that did not work properly and shall have to be repeated
- n. Loving Her – Cisgender and Transgender women of color empowerment group intended to assist in boosting women through literacy, education, training, and awareness
- o. MSM - men who have sex with men
- p. Naloxone - medication used to rapidly reverse an opioid overdose
- q. NBS - National Electronic Disease Surveillance System Base System (NBS) – a database designed for the management surveillance, and reporting of communicable diseases.

- r. “OraQuick” Advanced Test Device means the single-use, qualitative immunoassay to detect antibodies to HIV-1/2 in oral fluid, finger stick whole blood, venipuncture whole blood and plasma specimens.
- s. OraQuick HCV Rapid Antibody Test - single use, rapid, qualitative device for the detection of antibodies to HCV. The test is intended for use by trained personnel in point of care and laboratory settings to aid in the diagnosis of HCV infections. Of note, this test is not approved for use in pregnant persons or individuals less than 15 years of age
- t. Patient Reporting Investigating Surveillance Manager (PRISM) - an application designed for the management, surveillance, and reporting of sexually transmitted diseases
- u. Personally Identifiable Information (PII) - any information about an individual maintained by an agency, including information that can be used to distinguish or trace an individual’s identity, such as name, social security number, date and place of birth, mother’s maiden name, or biometric records, and any other information that is linked or linkable to an individual, such as medical, educational, financial, and employment information
- v. Protected Health Information (PHI) - information, including demographic information, which relates to an individual’s past, present, or future physical or mental health or condition; the provision of health care to the individual; or the past, present, or future payment for the provision of health care to the individual, and that identifies the individual or for which there is a reasonable basis to believe can be used to identify the individual. Protected health information includes many common identifiers (e.g., name, address, birth date, Social Security Number) when they can be associated with the health information listed above
- w. Pre-Exposure Prophylaxis (PrEP) - the prevention or control of the spread of HIV for HIV negative patients through the use of a daily one-pill medication.
- x. PrEP Provider– a licensed/registered physician, physicians’ assistant, or nurse practitioner who supports the provision of professional, diagnostic, and therapeutic services related to the delivery of PrEP, consistent with the guidelines outlined in the Centers for Disease Control and Prevention (CDC) PrEP Clinical Practice Guidelines
- y. Rapid Testing – an easy-to-perform, point-of-care investigation for detecting HIV-1 and HIV-2 antibodies to HIV the result of which is provided at the same setting of the consultation. The test result is normally available within twenty (20) minutes.
- z. Research Electronic Data Capture (REDCap) - a secure web application for building and managing online surveys and databases.

- aa. Social Determinants of Health – services tailored to assist priority populations with needs that address stigma and health equity such as housing, transportation, and food assistance, but also include an HIV prevention component.
- bb. Syringe Services Program (SSP) – a program that promotes scientifically proven ways of mitigating health risks associated with drug use and other high-risk behaviors through the disposal and exchange of used needles and hypodermic syringes.
- cc. Trans Women Informing Sisters on Topics of AIDS (TWISTA) – African American and Latino/Hispanic transgender women informing participants about skills and tools to prevent HIV acquisition
- dd. “Virologically suppressed” – means a confirmed HIV RNA level below the limit of assay detection (e.g., <49 copies/mL).

A.3. Service Goals

- a. The goal of these programs is to implement Ending the HIV Epidemic Pillars (Treat, Diagnose, Prevent) to reduce new HIV infections or support linkage to care for individuals living with or at risk for HIV in Tennessee, especially among priority populations.

A.4. Service Recipients – Individuals seeking services provided by the sub-recipient who are at risk for HIV or living with HIV.

A.5. Service Description – The sub-recipient shall use grant funds to implement and coordinate culturally competent activities related to the [Ending the Epidemic HIV](#) Pillars (Diagnose, Testing, Prevent).

Pillar activities funded from June 1, 2023-May 31, 2024

a. Rapid Testing	\$24,300
b. PrEP Navigation	\$47,100
c. HEAT	\$37,000
d. OUTLast	\$20,400

EHE Prevent Pillar: Social Determinants of Health Assistance

- (1) The grantee shall provide Rental Assistance to individuals living with HIV who are services tailored to assist priority populations with needs that address stigma and health equity such as housing, transportation, and food assistance, but also include an HIV prevention component.
- (2) The grantee shall enroll a minimum of 60 of individuals living with HIV clients as identified in the grantee’s application delineated in the intervention.
- (3) The grantee shall strive to have at least 60 clients complete the intervention.

- (4) The grantee shall provide clients with tailored health education messages and/or materials that address their risk-level and prevention needs including information about PrEP, PrEP navigation, condoms, and syringe service programs.

EHE Diagnose Pillar: HIV Testing, Counseling, and Referral

A.6. Service Goals. The goal of these programs is to increase the proportion of individuals living in Tennessee who know their HIV status, especially among priority populations.

A.7. Service Recipients. Through this initiative, service recipients are those persons receiving HIV testing at facilities that provide services for populations disproportionately affected by HIV.

A.8. Service Description. The Grantee shall use grant funds to implement and coordinate activities related to HIV testing as follows:

- a. The Grantee shall administer non-clinical HIV testing, counseling, and referral services.
 - (1) Non-non-clinical HIV testing shall be administered by the Grantee, as required by the grant. This shall include, at a minimum, the following deliverables:
 - (1) Testing. The Grantee shall provide 200 rapid HIV testing to at-risk individuals. UWGN will provide test kits. The Grantee shall identify a minimum of eight (8) new HIV diagnoses during the period of performance.
 - (2) The Grantee agrees to implement non-clinical testing services in accordance with statewide counseling, HIV rapid testing, and referral policies described in the “HIV/STD Prevention Program Manual” at the following link: <https://www.tn.gov/content/dam/tn/health/program-areas/std/TDH-Double-Rapid-HIV-Testing-Guidelines.pdf>.
- b. Counseling for non-clinical HIV testing shall be provided by testing agencies, as required by the grant. This shall include, at a minimum, the following deliverables:
 - (1) The testing agency will log demographics on each person being tested via the EvaluationWeb test form.
 - (2) The Grantee shall provide basic information about HIV infection and HIV testing to clients being tested, including:
 - i. Benefits of testing;
 - ii. Behaviors that transmit HIV;
 - iii. How HIV can be prevented

- iv. “Window period” during which HIV infection may not be detected
- v. Explain the testing technology to be used
- vi. Explain to the person being tested when and how HIV test results shall be provided, and
- vii. Procedure if person being tested has a preliminary positive test or tests positive.

(3) The Grantee shall provide clients being tested with tailored health education messages and/or materials that address their risk-level and prevention needs including information about PrEP, PrEP navigation, condoms, and syringe service programs.

(4) The Grantee shall provide clients being tested with referrals to services tailored to the needs expressed during counseling including employment, housing, transportation, drug/alcohol counseling, mental health services, etc.

(5) The Grantee shall ensure that all clients being tested who receive a reactive (i.e., positive) result shall be linked to HIV care services.

(6) The Grantee shall ensure that all clients being tested who receive a reactive (i.e., positive) result shall be counseled on the fact that the local health department shall be contacting them for linkage to care and voluntary partner notification services.

- c. Testing shall be monitored and reported on by the Grantee as required by the grant. This shall include, at a minimum, the following deliverables:

- (1) In accordance with the statewide HIV rapid testing quality assurance policy (<https://www.tn.gov/content/dam/tn/health/program-areas/std/TDH-Double-Rapid-HIV-Testing-Guidelines.pdf>), the Grantee shall maintain daily lab and control logs provided via email UWGN staff, to document test kit controls and storage temperatures in either the primary or the mobile testing site.
- (2) The Grantee shall report reactive (i.e., positive) results to the health department within seventy-two (72) hours of receiving the confirmatory positive (via the use of the rapid/rapid algorithm) result. The reactive results shall be submitted via NBS using the PH 1600 and the PH-1600 Supplement provided via email by UWGN staff. Failure to report reactive results within the set time period may result in suspension of funding.
- (3) The Grantee shall enter individual level testing information in EvaluationWeb within two (2) weeks of test date for all clients who test non-reactive (i.e. negative). Required individual level testing information is found on the EvaluationWeb Test form provided via email by the UWGN staff.

- (4) The Grantee shall submit aggregate monthly reports to RedCap (<https://redcap.link/ndu51n3h>) by the fifteenth (15th) day of the subsequent month.
- (5) The Grantee shall submit a false positive or invalid result within one (1) day of the test result to UWGN.
- (6) The Grantee shall participate in two site visit conducted by UWGN. The following shall be assessed during the site visit:
 - i. Staffing for testing program;
 - ii. Training of testing staff;
 - iii. Record keeping of clients tested;
 - iv. Storage and maintenance of testing supplies;
 - v. Testing reporting to the local health department; and
 - vi. Testing reporting to the HIV Testing Director.
- d. The Grantee shall provide the number of test kits in inventory by the fifteenth (15th) day of the subsequent month following the end of each quarter to the UWGN.
- e. The Grantee shall inform the State one (1) month in advance of all the test kits that shall expire within thirty (30) days.
- f. The Grantee shall ensure that all staff performing HIV testing and counseling shall obtain certification through Tennessee's HEAT testing and counseling training within three (3) months of employment and before any testing is performed. The training shall include applicable HIV test device trainings.
- g. The Grantee shall ensure that all staff are properly trained to conduct pre-test and post-test counseling, as well as trained on the operation of the OraQuick Advance, INSTI, and/or ChemBio Dual Path Platform (DPP) test devices per the manufacturer's recommendations.

EHE Diagnose Pillar: HIV Education, Access, and Testing Training “HEAT” (formally I Know Training)

A.9. Service Goals. The goal of these programs is to increase the knowledge of HIV testing, counseling, and referral of individuals employed by agencies contracted by and/or receiving test kits to perform HIV testing.

A.10. Service Recipients. Individuals employed by the health department or a community-based organization (CBO) to conduct HIV testing.

A.11. Service Description. The Grantee shall use grant funds to implement and coordinate activities related to the facilitation of HIV CTR training “HEAT” as follows:

a. Training facilitation and coordination

- (1) The Grantee will provide HIV CTR training:
 - i. At least 17 trainings to participants
 - ii. Including all of the required elements provided in the training manual provided at the time of the certification training
 - iii. Including a registration process
 - iv. Including an evaluation survey for participant to complete
- (2) The Grantee shall ensure that the trainings are advertised through the weekly HIV e-newsletter distributed by United Way of Metropolitan Nashville.
- (3) The Grantee shall ensure that a training binder is provided for each training participant.
- (4) The Grantee shall ensure that certificates of completion are given to each participant who completes CTR training including certificates for successful completion of each device training.
- (5) The Grantee shall ensure HEAT facilitator collaboration must be with a TDH funded certified HEAT instructor partner

b. Capacity building

- (1) The Grantee shall ensure that all staff facilitating HIV CTR training obtain training certification for Tennessee's HEAT HIV counseling, testing and referral training within three (3) months of contract execution and before any trainings are conducted. The training shall include successful operation of HIV testing device trainings:
 - a. OraQuick Advance,
 - b. INSTI, and
 - c. ChemBio Dual Path Platform (DPP)
- (2) The Grantee shall ensure training staff participate in training of the trainer sessions to ensure the staff is utilizing most recent training material including testing device trainings

c. Reporting

- (1) The Grantee shall ensure that the scheduled training dates are provided to the UWGN staff in advance.
- (2) The Grantee shall ensure training sign in sheets are submitted to the UWGN staff by the fifteenth (15th) day of the month that follows the end of the quarter.
- (3) The Grantee shall ensure participant information is submitted to the UWGN staff by the fifteenth (15th) day of the month that follows the end of the quarter.
- (4) The Grantee shall ensure the following participant level data is submitted for each training participant:
 - i. Date(s) of training

- ii. Location of training
- iii. Participant name
- iv. Participant agency name
- v. Testing device trainings completed by the participant
- vi. Email address

EHE Prevent Pillar: Implement and Coordinator Activities Related to PrEP

A.12. Service Goals. The goal of these programs is to provide the provision of medical and support services in accordance with HIV biomedical prevention standards consistent with the CDC HIV PrEP Clinical Practice Guidelines and increase the proportion of individuals living in Tennessee who know their HIV status, especially among priority populations.

A.13. Service Recipients. Individuals seeking services provided by the Grantee who are at risk for HIV.

A.14. Service Description. The Grantee shall use grant funds to implement and coordinate activities related to PrEP as follows:

a. PrEP Referral Services

- (1) The Grantee will provide education and referral for PrEP to clients that meet any of the following criteria:
 - i. All MSM and transgender female patients who have had sex without condoms (receptive or insertive) in the past 12 months;
 - ii. Any male patient with a history of syphilis or rectal gonorrhea or chlamydia;
 - iii. Any patient in an HIV-discordant relationship;
 - iv. Any patient with a history of injection drug use within the past 12 months; or
 - v. Any patient requesting PrEP.
- (2) The Grantee shall ensure that navigator completes the PrEP Navigation Certification program within the first 90 days of employment.
- (3) The Grantee shall employ at least 1 full-time navigators to support a range of patient-centered activities focused on improving health outcomes in support of the PrEP care continuum.
- (4) The Grantee shall ensure that the navigator identifies, counsels, and educates a minimum of 50 prescriptions regarding PrEP services.
- (5) The Grantee shall ensure the navigator refers all clients with an interest in starting PrEP to a PrEP provider.
- (6) For all clients referred to a PrEP provider, the navigator shall provide services in accordance with the CDC PrEP Clinical

Practice Guidelines located at:

<https://www.cdc.gov/hiv/pdf/risk/prep/cdc-hiv-prep-guidelines-2021.pdf>. These services should include, but are not limited to:

- a. Initial assessment of service needs;
- b. PrEP counseling to ensure readiness for PrEP for HIV Prevention;
- c. Timely and coordinated access to medically appropriate levels of health and support services including, but not limited to: benefits counseling, such as assistance in obtaining access to other public and private programs for which they may be eligible (e.g., Medicaid, Medicare Part D, pharmaceutical manufacturer patient's assistance programs, other identified patient assistance programs, supportive services, and eligible insurance plans);
- d. Other referral services as deemed necessary by the navigator or PrEP provider;
- e. Patient specific advocacy and utilization of services as identified above; and
- f. The Grantee shall ensure that the navigator has a minimum of three (3) contacts within the first month of each patient being prescribed PrEP; once within two (2) days after the first appointment, once after the second week of beginning the prescription, and once after one (1) month of being on the prescription
- g. The Grantee shall ensure that the navigator has a minimum of one (1) contact per three months with each patient prescribed PrEP.

b. REDCap data entry

- (1) All required patient-level data should be entered into a TDH-supplied REDCap PrEP database for each patient by the fifteenth (15th) day of the subsequent month.
- (2) The Grantee shall ensure the entry of patient-level data for all patients who are initially identified and counseled/educated regarding PrEP, referred to a PrEP provide, and prescribed PrEP.

c. The Grantee may administer rapid HIV testing, counseling and referral services for clients seeking PrEP, this shall include, at a minimum, the following deliverables:

- (1) The Grantee may administer rapid HIV testing, counseling, and referral services for clients seeking intervention or PrEP services. This shall include, at a minimum, the following deliverables:

- i. The Grantee agrees to implement rapid testing services in accordance with statewide counseling, HIV rapid testing, and referral policies described in the “Double Rapid HIV Testing Guidelines” at the following link: <https://www.tn.gov/content/dam/tn/health/program-areas/std/TDH-Double-Rapid-HIV-Testing-Guidelines.pdf>
- (2) Non-clinical HIV testing shall be administered by the Grantee, as required by the grant.
 - i. The Grantee agrees to provide non-clinical HIV testing services to a minimum of 200 clients seeking rapid HIV testing in the Shelby County area.

Monitoring and Reporting

- (1) The grantee shall enter all intervention data into the database provided by UWGN by the fifteenth (15th) of the month following each quarter.
- (2) The Grantee shall submit the quarterly report by the fifteenth (15th) of the month following each quarter. The report shall be submitted to the EHE manager.
- (3) The Grantee shall participate in two (2) annual site visits conducted by the EHE manager.

A.9. Service Reporting -The SUB-RECIPIENT must keep accessible service records throughout the grant cycle in accordance with the administrative reports required by the recipient.

- a. The SUB-RECIPIENT is required to complete the following reports:
 - **Quarterly Reports and Narratives** – due by the 15th day of the month for services rendered the previous month.
 - **REDCap** entries are due by the 15th of the month
 - **Testing Reports** are due the 10th of the month
- b. The SUB-RECIPIENT will have bi-quarterly monitoring visits by the staff of the UWGN during the grant cycle. The SUB-RECIPIENT is required to participate in a return site visit during the grant cycle, if the results of the first visit determine that a follow-up visit is necessary. The SUB-RECIPIENTS must make adequate arrangements to ensure staff availability to fully participate in this visit.
- c. The SUB-RECIPIENT must have the following:
 1. Proof of Incorporation as a legal entity
 2. Most recent financial audit
 3. Personnel policy manual

4. Formal job description of all positions funded by this grant and copies of appropriate licensure or accreditation.
5. Client grievance policy
6. Organization chart/list of board of directors
7. Mission/vision statements
8. Affirmative action statement
9. By-laws

Any updated copies of the above information must be submitted to the UWGN during the funded grant year.

- d. The SUB-RECIPIENT must spend down to 1 – 1.5% of grant award. The SUB-RECIPIENT is responsible for monitoring and ensuring that awarded funds will be spent in a timely manner. Based on monthly financial invoicing, the UWGN will determine whether sufficient progress is being made in utilizing funds. Should UWGN determine that progress towards expenditure indicates a failure to comply with this requirement, the grant recipient and Sub-recipient may modify contracted budget amounts. Sub-recipient is also subject to reasonable desk audits by UWGN to ensure that funds relating to this Grant Contract are properly spent and documented.

B. GRANT CONTRACT TERM

- B. 1. Grant Contract Term.** This grant shall be effective for a period commencing on June 1, 2023 and ending on May 31, 2024. UWGN shall have no obligation for services rendered by the Sub-recipient, which are not performed within the specified period.

C. PAYMENT TERMS AND CONDITIONS

- C. 1. Maximum Liability.** In no event shall the maximum liability of the grant recipient under this Grant exceed **\$ 128,800**. The Grant Budget shall constitute the maximum amount due the Sub-recipient for services and all the Sub-recipient's obligations hereunder. The Grant Budget line items include, but are not limited to, all applicable taxes, fees, overhead, and all other direct and indirect costs incurred or to be incurred by the Sub-recipient.

The Grantee is not entitled to be paid the maximum liability for any period under the Grant Contract or any extensions of the Contract for work not requested by the grant recipient. The maximum liability represents funds available for payment to the Grantee and does not guarantee payment of any such funds to the Grantee under this Grant Contract unless UWGN requests work, and the Grantee performs said work. In which case, the Grantee shall be paid in accordance with terms detailed in Section C. 1. UWGN is under no obligation to request work from the Grantee in any specific dollar amount or to request work at all from the Grantee during any payment of this Grant Contract.

- C. 2. Compensation Firm.** The maximum liability of the Lead Agency is not subject to escalation for any reason unless amended. The Grant Budget amounts are firm for the

duration of the Grant Contract and are not subject to escalation for any reason unless amended, except as provided in Section C.1.

- C. 3. **Payment Methodology.** The Sub-recipient shall be compensated for actual, reasonable, and necessary costs based upon the Grant Budget, not to exceed the maximum liability established in Section C.1. Upon progress toward the completion of the work, as described in Section A of this Grant Contract, the Sub-recipient shall submit invoices, in form and substance acceptable to the Lead Agency, with all of the necessary supporting documentation, prior to any reimbursement of allowable costs. Such invoices shall be submitted no more than monthly and indicate at a minimum the amount charged by budget line item for the period invoiced, the amount charged by line item to date, the total amount charged for the period invoiced, and the total amount charged under this Grant Contract to date. The LEAD AGENCY will not be responsible for payment of invoices submitted later than thirty (30) days following the end of the grant period. **Any unexpended grant funds shall be returned to the LEAD AGENCY no more than thirty (30) days following the end of the grant period.**
- C.4. **Travel Compensation.** Reimbursement to the SUB-RECIPIENT for travel, meals or lodging shall be subject to amounts and limitations specified in the “Government Comprehensive Travel Regulations,” as they are amended from time to time and subject to the Grant Budget.
- C. 5. **Budget Line Items.** Expenditures, reimbursements, and payments under this Grant Contract shall adhere to the Grant Budget. The Sub-recipient may request revisions of Grant Budget line items by letter, giving full details supporting such requests, provided that such revisions do not increase the total Grant Contract amount. Grant Budget line-item revisions may not be made without prior, written approval of UWGN in which terms of the approved revisions are explicitly set forth. Any increase in the total Grant Contract amount shall require a contract amendment.
- C. 7. **Indirect Cost.** The Sub-recipient will be reimbursed for indirect cost in accordance with the approved indirect cost rate to amounts and limitations specified in the Grant Budget. Once the Sub-recipient makes an election and treats a given cost as direct or indirect, it must apply that treatment consistently and may not change during the grant period. Any changes in the approved indirect cost rate must have prior approval of the grant recipient. If the indirect cost rate is provisional during the term of this agreement, once the rate becomes final, the Sub-recipient agrees to remit any overpayment of funds to the grant recipient, and subject to the availability of funds the Lead Agency agrees to remit any underpayment to the Sub-recipient.
- C. 8. **Payment of Invoice.** The payment of the invoice by UWGN shall not prejudice UWGN’s object to or question any invoice or matter in relation thereto. Such payment by UWGN shall neither be construed as acceptance of any part of the work or service provided nor as an approval of any of the costs invoiced therein.

The Sub-recipient shall submit invoices within thirty (30) days after the end of the calendar month in which the subject costs were incurred or services were rendered by the Sub-recipient. Supporting documentation for all expenditures must accompany the invoice.

- C. 9. **Unallowable Costs.** The Sub-recipient's invoice shall be subject to reduction for amounts included in any invoice or payment theretofore made which are determined by UWGN, on the basis of audits or monitoring conducted in accordance with the terms of this Grant Contract, not to constitute allowable costs.
- C.10 **Deductions.** UWGN reserves the right to deduct from amounts, which are or shall become due and payable to the Grantee, under this or any Grant Contract between the Lead Agency and the Grantee, any amounts which are or shall become due and payable to the Lead Agency by the Grantee.

D. STANDARD TERMS AND CONDITIONS

- D. 1. **Required Approvals.** UWGN is not bound by this Grant Contract until it is approved and signed by UWGN and Sub-recipient officials.
- D. 2. **Modifications and Amendment.** This Grant Contract may be modified only by a written amendment executed by UWGN and Sub-recipient.
- D. 3. **Termination for Convenience.** This Grant Contract may be terminated by either party by giving written notice to the other, at least thirty (30) days before the effective date of termination. Should either party exercise this provision, the Sub-recipient shall be entitled to reimbursement for authorized expenditures and satisfactory services completed as of the termination date, but in no event shall the UWGN be liable to the Sub-recipient for any service which has not been rendered. The final decision as to the amount for which UWGN is liable shall be determined by the Lead Agency.
- D.5. **Subcontracting.** The Sub-recipient shall not assign this Grant Contract or enter into a subcontract for any of the services performed under this Grant Contract without obtaining the prior written approval of the Lead Agency. If such subcontracts are approved by the Lead Agency, each shall contain, at a minimum, sections of this contract pertaining to "Conflicts of Interest," "Lobbying," "Nondiscrimination," "Public Notice," and "Records" (as identified by the section headings). Notwithstanding any use of approved subcontractors, the Sub-recipient shall be the prime contractor and shall be responsible for all work performed.
- D.6. **Termination for Cause.** If the Grantee fails to fulfill its obligations under this Grant Contract in a timely or proper manner, or if the Grantee violates any terms of this Grant Contract, the Lead Agency shall have the right to immediately terminate the Grant Contract and/or withhold payments in excess of fair compensation for completed services. Notwithstanding the above, the Grantee shall not be relieved of liability to the

Lead Agency for damages sustained by virtue of any breach of this Grant Contract by the Grantee.

D.7. Lobbying. The Sub-recipient certifies, to the best of its knowledge and belief, that:

- a. No federally appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this contract, grant, loan, or cooperative agreement, the Sub-recipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into and is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, *U.S. Code*.

D.8. Nondiscrimination The Sub-recipient hereby agrees and assures that no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Grant Contract or in the employment practices of the Sub-recipient on the grounds of handicap or disability, age, race, color, religion, sex, national origin, or any other classification protected by Federal, Tennessee State constitutional, or statutory law. The Sub-recipient shall, upon request, show proof of such nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.

D.9. Conflicts of Interest. The Grantee warrants that no part of the total Grant Amount shall be paid directly or indirectly to an employee or official of the State of Tennessee as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Grantee in connection with any work contemplated or performed relative to this Grant.

D.10. Public Notice. All notices, informational pamphlets, press releases, research reports, signs, and similar public notices prepared and released by the Sub-recipient shall include

the statement, “This project is funded under an agreement with United Way of Greater Nashville.” Any such notices by the Sub-recipient shall be approved by the grant recipient.

- D.11. Records.** The Sub-recipient shall maintain documentation for all charges under this Contract. The books, records, and documents of the Sub-recipient, insofar as they relate to work performed or money received under this Contract, shall be maintained for a period of three (3) full years from the date of the final payment and shall be subject to audit at any reasonable time and upon reasonable notice by UWGN, or duly appointed representatives.
- D. 12. Licensure.** The Sub-recipient and its employees shall be licensed pursuant to all applicable Federal, State and local laws, ordinances, rules and regulations and shall upon request provide proof of all licenses.
- D.13. Monitoring.** The Sub-recipient’s activities conducted and records maintained pursuant to this Grant Contract shall be subject to monitoring and Evaluation by the UWGN.
- D. 14. Annual Report and Audit.** The Sub-recipient shall prepare and submit, within nine (9) months after the close of the reporting period, a report of its activities funded under this Grant to the UWGN.
- D. 15. Procurement.** If other terms of this Grant Contract allow reimbursement for the costs of goods, materials, supplies, equipment and/or services, such procurement shall be made on a competitive basis, including the use of competitive bidding procedures, where practical. Further if such reimbursement is to be made with funds derived wholly or partially from federal sources the determination of cost shall be governed by and reimbursement shall be subject to the Sub-recipient’s compliance with applicable federal procurement requirements.

The Sub-recipient shall obtain prior approval from the Lead Agency before purchasing any equipment under this Grant Contract.

- D. 19. Force Majeure.** The obligations of the parties to this Grant Contract are subject to prevention by causes beyond the parties’ control that could not be avoided by the exercise of due care including but not limited to, acts of God, riots, wars, strikes, epidemics or any other similar cause.
- D. 20. Federal Compliance.** The Sub-recipient shall comply with all applicable federal laws and regulations in the performance of this Grant Contract.
- D. 22. Completeness.** This Grant Contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions of the parties’ agreement. This Grant Contract supersedes any and all prior

understandings, representations, negotiations, and agreements between the parties relating hereto, whether written or oral.

D. 23. Severability. If any terms and conditions of this Grant Contract are held to be invalid or unenforceable as a matter of law, the other terms and conditions hereof shall not be affected thereby and shall remain in full force and effect. To this end, the terms and conditions of this Grant Contract are declared severable.

D. 24. Headings. Section headings are for reference purposes only and shall not be construed as part of this Grant Contract.

E. SPECIAL TERMS AND CONDITIONS

E. 1. Conflicting Terms and Conditions. Should any of these special terms and conditions conflict with any other terms and conditions of this Grant Contract, these special terms and conditions shall control.

E. 2. Subject to Funds Availability. The Grant Contract is subject to the appropriation and availability of Federal funds. In the event that the funds are not appropriated or are otherwise unavailable, UWGN reserves the right to terminate the Grant Contract upon written notice to the Sub-recipient. Said termination shall not be deemed a breach of Contract by UWGN. Upon receipt of the written notice, the Sub-recipient shall cease all work associated with the Grant. Should such an event occur, the Sub-recipient shall be entitled to compensation for all satisfactory and authorized services completed as of termination date.

E. 4. Equipment Acquisition. This Grant Contract does not involve the acquisition and disposition of equipment acquired with funds provided under this Grant Contract.

E. 5. Confidentiality of Records. Strict standards of confidentiality of records and information shall be maintained in accordance with applicable state and federal law. All material and information, regardless of form, medium or method of communication, provided to the Sub-recipient by UWGN or acquired by the Sub-recipient that UWGN identifies in writing as confidential information shall be regarded as confidential information in accordance with the provisions of applicable state and federal law, state and federal rules and regulations, departmental policy, and ethical standards. Such confidential information shall not be disclosed, and all reasonable steps shall be taken by the Sub-recipient to safeguard the confidentiality of such material or information in conformance with applicable state and federal law, state and federal rules and regulations, departmental policy, and ethical standards.

The Sub-recipient's obligations under this section do not apply to information in the public domain; entering the public domain but not from breach by the Sub-recipient of this Grant; previously possessed by the Sub-recipient without written obligations to UWGN to protect it; acquired by the Sub-recipient without written restrictions against disclosure from a third party which, to the Sub-recipient's knowledge, is free to disclose

the information; independently developed by the Sub-recipient without disclosure. Nothing in this paragraph shall permit Sub-recipient to disclose any information that is confidential under federal or state law or regulations, regardless of whether it has been disclosed or made available to the Sub-recipient due to intentional or negligent actions or inactions of agents of UWGN.

It is expressly understood and agreed the obligations set forth in this section shall survive for a period of three years following the termination of this Grant.

E. 7. Debarment and Suspension. The Sub-recipient certifies, to the best of its knowledge and belief, that it and its principles:

- a. are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal or State department or agency;
- b. have not within a three (3) year period preceding this Grant been convicted of, or had a civil judgment rendered against them from commission of fraud, or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or Local) transaction or grant under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property;
- c. are not presently indicted or otherwise criminally or civilly charged by a government entity (Federal, State or Local) with commission of any of the offenses detailed in section b. of this certification; and
- d. have not within a three (3) year period preceding this Grant had one or more public transactions (Federal, State or Local) terminated for cause or default.

E. 8. HIPAA Compliance. The Sub-recipient shall comply with obligations under the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and its accompanying regulations.

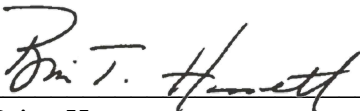
- a. Sub-recipient represents that is familiar with the requirements of HIPAA and its accompanying regulations, and will comply with all applicable HIPAA requirements in the course of this Grant Contract.
- b. Sub-recipient represents that it will cooperate with the Lead Agency in the course of performance of the Grant Contract so that both parties will be in compliance with HIPAA.
- c. The Sub-recipient will sign any documents, including but not limited to business associate agreements, as required by HIPAA and that are reasonably necessary to keep the Sub-recipient in compliance with HIPAA. This provision shall not apply

if information received by the Lead Agency under this Grant Contract is NOT “protected health information” as defined by HIPAA, or if HIPAA permits the Lead Agency to receive such information without entering into a business associate agreement or signing another such document.

- E.9 ***Disclosure of Violations.*** Consistent with 45 CFR 75.113, Sub-recipient must disclose in a timely manner, in writing to the Lead Agency all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Sub-recipient must disclose, in a timely manner in writing to the Lead Agency all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award.

IN WITNESS WHEREOF, the parties have by their duly authorized representative set their signatures.

United Way of Greater Nashville

BY:  6.28.23
Brian Hassett,
President & CEO Date

BY:  6/26/23
Molly Quinn
Executive Director
OUTMemphis Date



May 16, 2023

Molly Quinn, Executive Director
OUTMemphis
892 Cooper Street
Memphis, TN 38104

RE: 2023 Ryan White Part A and MAI Award Letter

Dear Ms. Quinn,

We are pleased to inform you that your organization has been selected to continue to provide the following services for the period of March 1, 2023 to February 29, 2024:

- Outreach Services

Attached you will find award amounts for the services your organization has been selected to provide. A fully executed contract for the services has been mailed to your office.

Thank you for your willingness to serve those living with HIV in the Memphis Transitional Grant Area (TGA). Shelby County Government looks forward to the successful and timely delivery of these very important services and your organization's efforts in reaching our goals.

Sincerely,

A handwritten signature in dark ink that reads 'Nataki Williams'. The signature is written in a cursive, flowing style.

Nataki Williams

Finance Manager, Ryan White Program

Attachment: FY 23 Award Amounts for OUTMemphis

FY 23 Award Amounts for OUTMemphis

Congratulations! Your organization has been awarded up to the following amounts to provide the following services:

Funded Category	PART A	MAI	Award Amount
Outreach Services	\$43,000.00	\$23,000.00	\$66,000.00
TOTAL	\$43,000.00	\$23,000.00	\$66,000.00

Your organization's total award for FY23 is \$66,000.00. These funds are available for eligible services to persons living with HIV/AIDS (PLWHA) for the period of March 1, 2023 through February 29, 2024.

If you have any questions, please contact Nataki Williams, Finance Manager, Ryan White Program at 901-222-9454 or Nataki.williams@shelbycountyttn.gov.