



North Carolina Balance of State Continuum of Care

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www.ncceh.org/BoS

NC Balance of State CoC Steering Committee Minutes

August 2, 2022

Regional Leads Present: Derek Lancour, Kristen Martin, Arwen March, Pamela Hinton, Kristen McAlhane, Natasha Elliott, Marie Watson, Denise Riggins, James Stroud, LaTasha McNair, Kit Claude, Tujuanda Sanders, Brian Fike

At-Large Members Present: Ellen Blackman, Angela Harper King, Lisa Phillips, Brooks Ann McKinney, Jeff Rawlings, Rachelle Dugan, Isaac Sturgill

SC Members Absent: Emily Locklear, Torie Keeton, Cassie Rowe, Tiffany Askew

Interested Parties Present: Monica Frizzell, Emily Lowery, Teraya Paige, Kendra Martin, Kisha Darden, Karisa McDaniel, Melissa McKeown, Bonnie Harper, Brenda Forbes, Kelly Deal, Tonya Parker, Leila McMichael, Victoria Gray, Casey McCall, Christine Craft, Stacy Gibson, Erin Gaskin, Judith Alvarado, Lori Watts, Amy Modlin, Jana Elliot, Kerry Bashaw, Laurenn Singleton, Teresa Robinson, Kim Hemphill, Tonya Freeman, Teena Willis, Leanne Greer, Curtisha Young, Josh Walker, Chris Berg, Susan Pridgen, Peggy Hendrix, Lynne James, Michele Welsh, Savannah Dick, Shantisha Williams, Angela Battle

NCCEH Staff Present: Brian Alexander, Andrea Carey, Adrianna Coffee, Adriana Diaz, Ryan Fehrman, Nicole Purdy, Debra Susie, Ashley VonHatten

Approval of Consent Agenda

- The consent agenda was sent out for review prior to the meeting and is posted at: <https://www.ncceh.org/bos/steeringcommittee/>
- The consent agenda was voted on at the beginning of the meeting. Without changes or objection, the consent agenda was approved by common consent.

FY2022 CoC Annual Competition Update

HUD released the FY22 CoC NOFO on August 1.

- The final CoC application is due to HUD on September 30
- Awaiting final Estimated Annual Renewal Demand (ARD) reports
 - CoC Bonus
 - DV Bonus
- Ranking must be tiered

- Tier 1: 95% of ARD
- Tier 2: ARD – Tier 1 + CoC Bonus + DV Bonus
- The NOFO has been posted on the website at: <https://www.ncceh.org/files/12441/>.

The timeline for this year’s competition is tight, with less than 2 months to submit the CoC application.

The Intent to Apply form is mandatory for all agencies applying for new FY22 CoC funds. The form has been posted to the NCCEH website at: <https://app.smartsheet.com/b/form/2cf2061052884>.

- Any agency wanting to apply for a new CoC project in the FY22 competition is required to submit a form.
- The form asks for preliminary information about proposed project(s).
- NCCEH staff will review and follow-up with the agency with questions and hold calls when requested.
- The deadline to submit the form is August 10 by 6 PM.

CoC staff presented the following timeline for the FY22 Annual CoC Competition:

Task	Date
FY22 CoC NOFO Release	08/01
Instructions released and posted to the website	08/01
Intent to apply deadline	08/10 at 6 PM
1 st submission deadline	08/12 at 6 PM
Project Review Committee orientation webinar	08/18 at 10 AM
2 nd submission deadline	08/19 at 6 PM
Application Scoring	08/22-08/30
Project Review Committee selection meeting	09/02 at 10 AM
Special Steering Committee meeting to approve ranked list	09/06 at 10:30 AM
Notify applicants	09/06
Appeals due	09/08 at 12 PM
Project Review Committee appeals meeting (tentative)	09/09 at 10 AM
Regular Steering Committee meeting (appeals)	09/13 at 10:30 AM
Post FY22 CoC Application	09/23
Submit FY22 CoC Application	09/27
FY22 CoC Application Deadline	09/30 at 8 PM

FY2022 Special CoC NOFO Competition Update

HUD released a Special CoC NOFO to address unsheltered and rural homelessness on June 22.

- Unsheltered set-aside: \$14,843,764 – Full geographic coverage
- Rural set-aside: \$10,478,984 – 55 designated rural counties
- Grant terms: 3 years
- CoC funding that follows the CoC Interim Rule and can be renewed
- The final CoC application is due on October 20.

The primary purpose of this funding is to identify, serve, and permanently house the highest needs households, especially people experiencing unsheltered homelessness.

Overall CoC Goal:

The CoC Steering Committee, with the help of the Lived Expertise Advisory Council (LEAC) and Funding and Performance Subcommittee (FPS), will approve a plan to serve people experiencing homelessness with severe service needs.

Both set-asides require the CoC to produce a Plan for Serving HHs Experiencing Homelessness with Severe Service Needs.

- The plan must be approved through governance inclusive of people with lived expertise.
 - Lived Expertise Advisory Council (LEAC) – approved on 07/22
 - Funding and Performance Subcommittee (FPS) – approved on 07/28
 - Steering Committee – under consideration today, 8/02

The plan must be in place before we open the competition for applicants. All applicants must adhere to the concepts and practices outlined in the plan.

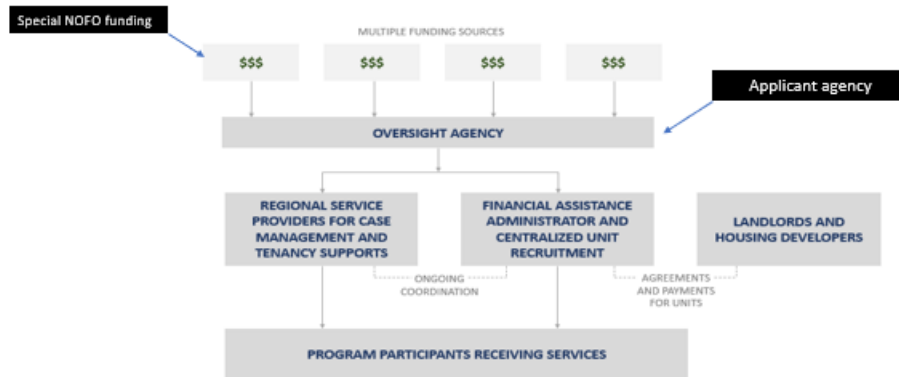
CoC staff presented the following outline of the Plan for Serving People Experiencing Homelessness with Severe Service Needs. The draft plan was sent to the Steering Committee prior to today's meeting.

Section	Progress	Responsible Party
Leveraging Housing Resources	Initial phases	CoC staff
Leveraging Healthcare Resources	Initial phases	CoC staff
CoCs current strategy to identify, shelter, and house individuals and families experiencing unsheltered homelessness. <ul style="list-style-type: none"> • Current street outreach strategy • Current strategy to provide immediate low-barrier shelter for people experiencing unsheltered homelessness • Current strategy to provide low-barrier permanent housing for people experiencing unsheltered homelessness 	Draft complete Draft complete Draft complete	CE Leads/UACs CE Leads/UACs CE Leads/UACs
Updating the CoCs strategy to identify, shelter, and house individuals experiencing unsheltered homelessness with data and performance	Draft complete	CoC/HMIS staff
* Identify and prioritize HHs experiencing or with histories of unsheltered homelessness.	Review phase	LEAC/FPS/ Steering Committee
Involving People with Lived Expertise in Decision-Making	Review phase	LEAC
Supporting underserved communities and supporting equitable community development	Draft complete	CoC/HMIS staff

The LEAC and FPS took several questions into consideration when developing the CoC plan:

- How do we ensure full coverage across our 79 counties?
- How do we provide a continuum of services for people experiencing homelessness with severe service needs, especially people living unsheltered?
- How do we build capacity for services like street outreach and landlord engagement?
- How do we not overload our current system and providers?
- How can we meet all of HUD’s requirements and still provide the best services?
- How do feasibly run another funding competition at the same time as the Emergency Solutions Grant competition (opened 07/19) and FY22 CoC annual competition (opened 08/01) and meet HUD’s requirements?

CoC staff propose using a centralized approach in our plan to ensure the widest coverage and to build capacity:



- Oversight Agency Roles
 - Under this concept, the Oversight Agency would:
 - Administer all grants funded under the Special NOFO
 - Reporting
 - Drawdowns from HUD’s reimbursement system
 - Project budget line items (such as rental assistance) to maximize households served
 - Make decisions from which grants to pull funding for contract agencies and participant households
 - Ensure match requirements met
 - Contract with a centralized agency to serve as the Financial Assistance Coordinator
 - Contract with Regional Service Providers
 - Provide oversight to contracted agencies to ensure compliance and adherence to best practices
- Financial Assistance Coordinator Roles
 - Under this concept, the Financial Assistance Coordinator would:
 - Contract with the Oversight Agency to find and pay for units
 - Engage landlords and property owners across all 79 counties and pool units ready for use as needed
 - Work closely with contracted Regional Service Providers to ensure prioritized households connect with units and landlords
 - Quickly and regularly pay for units to secure units and on the household’s behalf (ideally within 24 hours)
 - Deposits
 - Monthly rent
 - Utilities
 - Other eligible expenses
- Regional Service Providers Roles
 - Under this concept, the Regional Service Providers would:

- Contract with the Oversight Agency to perform services in a Regional Committee geographic area
- Provide street outreach and engagement of people experiencing unsheltered homelessness
- Connect people to emergency shelter, including non-congregate shelter
- Assess people living unsheltered for CE and provide case management until housed
- Work closely with the Financial Assistance Coordinator to assist households procure identified units
- Provide housing stabilization and tenancy support services once housed

The Steering Committee needs to approve the plan concept to move the special NOFO competition forward.

- The Lived Expertise Advisory Council (LEAC) and the Funding and Performance Subcommittee approved the concept and processes described in the document. They are recommending this concept plan to the Steering Committee for your approval today!
- The document is still in draft form. The Steering Committee is not approving the document, but the concept of the plan – no substantive changes will be made to the concept in the document. The document needs some additions that cannot be made until the housing and healthcare agreements are in place. Final copy edits will be made to ensure we meet the NOFO page limit requirements.

The CoC must approve a plan concept to release instructions and open the competition.

Denise Riggins motioned to approve the Plan for Serving People Experiencing Homelessness with Severe Service Needs. Jefferey Rawlings seconded the motion. The motion was passed unanimously.

CoC staff will hold an informational webinar on August 8 at 11 AM, which will cover:

- Introduction to the Special CoC NOFO
- Summary of the plan and CoC priorities
- Eligible projects and thresholds
- Competition timeline
- Register for the webinar at: <https://www.ncceh.org/events/1570/>

Steering Committee will need to meet multiple times in September to approve parts of the three simultaneous competitions. CoC staff reminded the Steering Committee to be aware of any conflicts of interest.

Steering Committee Meetings	Date
FY22 CoC Priority Listing Approval	9/06 – 10:30 AM – 12 PM
ESG Application State Approval – FY22 CoC NOFO Appeals	9/13 – 10:30 AM – 12:30 PM
Special NOFO Priority Listings Approval	9/20 – 10:30 AM – 12 PM
Special NOFO Appeals [tentative]	9/27 – 10:30 AM – 11:30 AM

CY23 ESG Competition Update

The CY23 ESG Competition is underway:

- RFP released on July 19
- NCCEH staff hosted a webinar for Regional Committee members on June 29 and a webinar for Project Applicants on July 20
- NCCEH webinars are recorded and available at www.ncceh.org/bos/esg.
- Project Applications are due to NCCEH by 6:00 PM on August 12.

The project application instructions are available on the NCEEH website at www.ncceh.org/bos/esg.

The instructions have important information including timeline, materials needed, and Smartsheet link to submit completed application materials.

Regional Prioritization Meeting

- Regional Leads and/or Alternates should schedule a special Regional Committee meeting the week of August 15-19.
- Regional Prioritization Form will be sent out by NCCEH staff on 8/15.
- Input from Regional Committees is vital to making sure the CoC funds the best projects!
- CE leads and Webmasters will need to participate and provide verification of attendance at Regional Committee and case conferencing meetings. Benchmark of 75% of meetings annually.

Conflict of Interest Policy

- Persons attending Steering Committee or Regional Committee meeting representing an agency applying for CY23 ESG Annual Allocation Funding may not:
 - Participate in conversations about applicants
 - Facilitate Regional Committee meetings to recommend agencies for funding
 - Ask questions about the funding proposal for your agency
 - Make a motion related to approving or recommending an agency for funding
 - Vote on the Regional Prioritization Form or proposed slate of applicants (Steering Committee meeting only)

CoC staff shared the following ESG Competition Timeline:

Activity	Due Date
Project Apps due to NCCEH	August 12 at 6 PM
Project Apps Review	August 15-23
Project Review Committee Selection Meeting	August 24
Appeals Due	September 16

Steering Committee appeals conversation (tentative)	September 20
Project and Regional Applications Due to NC DHHS	October 3

Upcoming Meetings and Reminders

The Steering Committee was directed to review the following meetings and reminders for August 2022.

- **Special NOFO Informational Webinar, Monday, August 8, 2022, 11 A.M. – 12:30 P.M.**
 - Register here: <https://www.ncceh.org/events/1570/>
- **HMIS Training: Identifying and Fixing Common Sub-Assessment and Household Errors, Wednesday, August 3, 2022, 10:00 – 11:30 A.M.**
 - Recording: <https://youtu.be/oYyaUE4lzsc>
- **HMIS Office Hours: BusinessObjects Reporting, Wednesday, August 17, 2022, 3:00 – 4:00 P.M.**
 - Presentation: <https://zoom.us/j/5799039481?pwd=UFkwNCtldUszeG94Y2prS0ttRkVmdz09>
Meeting ID: 579 903 9481 Passcode: qYqVY5
- **HMIS Training: BusinessObjects Reporting, Wednesday, August 24, 2022, 10:00 – 11:00 A.M**
 - Register here: <https://www.ncceh.org/events/1557/>
- **Racial Equity Subcommittee Meeting, Wednesday, August 17, 2022, 11:30 A.M. – 12:30 P.M.**
 - Presentation: <https://global.gotomeeting.com/join/791696621>
Audio: (646) 749-3112 Access Code: 791-696-621
- **Coordinated Entry Council Meeting, Monday, August 15, 2022, 10:00 – 11:30 A.M.**
 - Presentation: <https://www.gotomeet.me/NCEndHomelessness>
Audio: (646) 749-3112 Access Code: 975-793-733
- **Funding and Performance Subcommittee Meeting, Thursday, August 25, 2022, 11:00 A.M. – 12:00 P.M.**
 - Presentation: <https://www.uberconference.com/brianncceh>
Dial: (401) 283-4752 Pin: 13939

Next Steering Committee Meeting(s):

- Tuesday, September 6, 2022, at 10:30 A.M. – **FY22 CoC NOFO Prioritization Listing Approval**
- Tuesday, September 13, 2022, at 10:30 A.M. – **Regular Steering Committee Meeting**
- Tuesday, September 20, 2022, at 10:00 A.M. – **Special CoC NOFO Ranking Approval**
- Tuesday, September 27, 2022, at 10:30 A.M. – **[Tentative] Special CoC NOFO Appeals Meeting**