

**2022 CONTINUUM OF CARE GRANTEE CERTIFICATION**

**BACKGROUND**

The North Carolina Coalition to End Homelessness (NCCEH) serves as the Collaborative Applicant for the NC Balance of State Continuum of Care (NC BoS CoC), and as such, is charged by the U.S. Department of Housing and Urban Development (HUD) to operate and administer CoC activities and to monitor grantee performance ([24 CFR Part 578](https://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=2&cad=rja&uact=8&ved=0CCYQFjABahUKEwj39pfZj9vGAhXCOj4KHabiAiE&url=https%3A%2F%2Fwww.hudexchange.info%2Fresources%2Fdocuments%2FCoCProgramInterimRule_FormattedVersion.pdf&ei=oEOlVfemF8L1-AGmxYuIAg&usg=AFQjCNEmbVVIKiYLZygRAet6r8-M5B0r0Q&bvm=bv.97653015,d.cWw)). To further NC BoS CoC goals and to clarify expectations, this document defines grant recipient responsibilities and is to be signed annually by an authorized representative of the grant recipient agency.

NC BoS CoC grant recipients have a grant agreement with HUD. The grant recipient must adhere to all requirements and obligations outlined by HUD. In the event that grant recipient responsibilities change, revisions will be made to this certification and require a new signature.

Before applying for renewal or new CoC funding, it is imperative that all project applicants read the CoC Program Interim Rule ([24 CFR Part 578](https://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=2&cad=rja&uact=8&ved=0CCYQFjABahUKEwj39pfZj9vGAhXCOj4KHabiAiE&url=https%3A%2F%2Fwww.hudexchange.info%2Fresources%2Fdocuments%2FCoCProgramInterimRule_FormattedVersion.pdf&ei=oEOlVfemF8L1-AGmxYuIAg&usg=AFQjCNEmbVVIKiYLZygRAet6r8-M5B0r0Q&bvm=bv.97653015,d.cWw)) as it provides the requirements for implementation and administration of the CoC Program.

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| --- | --- |
| Agency: |  |
| Contact Person: |  |
| Regional Committee(s) covered by grant activities: |  |

I have read and understand the expectations set forth in this certification.

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Signature Date

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Printed Name Title

**HMIS/Comparable Database Participation and Coverage**

CoC grant recipients must collect the following information on the persons served and services provided during the grant period and enter this information into the Homeless Management Information System at NCCEH (HMIS@NCCEH). Victims service providers are prohibited from participation in HMIS but must demonstrate that they have a database comparable to an HMIS and are able to provide statistical information from that database upon request that does not compromise client privacy.

**Universal Data Elements Program Specific Data Elements**

Name Prior Living Situation

Social Security Number Income & Sources of Income

Date of Birth Non-Cash Benefits

Race Health Insurance

Ethnicity Physical Disability

Gender Developmental Disability

Veteran Status Chronic Health Condition

Disabling Condition HIV/AIDS

Living Situation Mental Health Problem

Project Entry Date Substance Abuse

Project Exit Date Domestic Violence History

Destination at Project Exit Current Living Situation

Personal ID Date of Engagement

Household ID Coordinated Entry Assessment

Relationship to the Head of Household Coordinated entry Event

Client Location Housing Move-In Date

General Health

Well-being

Moving On Assistance ProvidedNC County of Service

**Oversight Agency Parameters**

* The Oversight Agency and its subrecipients will work closely with CoC staff and governance committees to develop the centralized system, evaluate progress and outcomes, and update policies and procedures to meet emerging and best practices.
* The Oversight Agency will provide direct training and/or work with CoC staff to ensure agency and subrecipient staff understand and implement key best practices: Housing First, Harm Reduction, and Trauma-Informed Care.
* The Oversight Agency will provide regular oversight to all subrecipients, monitoring activities, HMIS data, and outcomes.

**Project Parameters**

* All projects will follow the NC Balance of State CoC [written standards](http://www.ncceh.org/bos/) for the project type.
* All permanent supportive housing project beds will serve people experiencing homelessness with severe service needs as outlines in the NC Balance of State CoC plan.
* Permanent supportive housing projects will adopt the [Key Elements of Permanent Supportive Housing as defined by the Substance Abuse and Mental Health Services Administration (SAMHSA)[[1]](#footnote-1).](https://www.ncceh.org/media/files/files/3f79fb85/samhsa-key-elements-of-psh.pdf)
* Rapid re-housing projects will adopt the [USICH RRH [[2]](#footnote-2)Performance Benchmarks and Program Standards.](https://www.usich.gov/tools-for-action/rapid-re-housing-performance-benchmarks-and-program-standards)
* All projects funded through the Special CoC NOFO will use three key best practices: Housing First, Harm Reduction, and Trauma-Informed Care.

**Grant Performance & Reports**

* All grant recipients will notify NCCEH staff prior to requesting a grant extension from HUD.
* All grant recipients will receive approval from the NC Balance of State CoC prior to requesting a significant change from HUD, including grant transfers and budget changes of more than 10%, as outlined in the NC BoS CoC [Significant Change Policy](http://www.ncceh.org/bos/cocgrantees/).
* All grant recipients will meet [Data Quality Benchmarks](https://www.ncceh.org/hmis/data-quality-benchmarks/) for their project type.
* All grant recipients will report grant spending to NC Balance of State CoC staff twice a year by submitting their project spending report screen shot from eLOCCS.
* All grant recipients will participate in the NC Balance of State CoC’s Performance Improvement Process (PIP) and ongoing project technical assistance and evaluation activities provided by NCCEH staff.
* All grant recipients will submit Point-in-Time Count and Housing Inventory Count data by deadlines established by NCCEH.
* All grant recipients will submit APRs to HUD on or before report deadline.
* Grant recipients will participate in all required trainings conducted by NCCEH staff and other technical assistance organizations.

**Regional Committee Activities**

* All grant recipients and subrecipients will participate in at least 75% of Steering Committee and/or Regional Committee meetings in a 12-month period.
* All grant recipients will present updates on grant activities/outcomes to the Steering Committee at least every 6-months.
* All grant recipients will participate in the local coordinated entry process as designed by the Continuum of Care, including only accepting referrals through the local regional prioritization by-name list.

1. US Department of Health and Human Services, Substance Abuse and Mental Health Services Administration Center for Mental Health Services. (2010) Permanent Supportive Housing: Building Your Program (Evidence- Based Practices KIT). Retrieved from <https://www.ncceh.org/media/files/files/3f79fb85/samhsa-key-elements-of-psh.pdf> [↑](#footnote-ref-1)
2. USICH Rapid Re-Housing Performance Benchmarks and Program Standards (2016). Retrieved from <https://www.usich.gov/tools-for-action/rapid-re-housing-performance-benchmarks-and-program-standards>. [↑](#footnote-ref-2)