

# North Carolina Balance of State Continuum of Care

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www.ncceh.org/BoS

## Balance of State Steering Committee Meeting

6.1.10

### Attendance

#### **Regional Leads Present:**

Bonnie Bettini [for Joel Rice], Kristi Case, Deborah Cole, Jim Curtin, Wanda Feldt, Melissa Ledbetter, Vanessa Neustrom, Jackie Sheffield, Tamara Veit [for Jane Motsinger], Paulette White, Talaika Williams [for Amy Modlin]

#### **Regional Leads Absent:**

Albert Barron, Chris Battle, Sharon Foust, Shakirah Francis, Ramona Gilbert, Beverly Hall, Laura Hartman, Michele Steele, Marie Watson, Teena Willis

#### **Interested Parties Present:**

Vickie Basinger, Ellery Blackstock, Tracy Campbell, Ricci Hellman, Nancy Holochwost, Nancy Hunter, Donna Landis, Donna McCormick, Laura McDuffee, Denise Neunaber, Regina Pierce, Nikki Ratliff, Don Rogers

#### **Approval of May Minutes**

- A motion to accept the minutes from May's meeting was made and approved [Curtin, Cole].

#### **2010 CoC Competition**

- Some parts of the Balance of State CoC application have been completed.
  - Grant Inventory Worksheets were reconciled and submitted to HUD
  - Point in Time Count and Housing Inventory data were submitted in the HDX
  - Notices of Intent to Apply and names of Scorecard Committee representatives have been received
  - Balance of State CoC registration was submitted in eSNAPS
- Remaining deadlines were reviewed:
  - Grantee pre-applications are due this Friday, June 4. Agencies that submit late pre-applications will lose points during the scoring process.
  - Feedback on pre-applications will be sent out during June and July
  - 2009 New Project funding is expected to be announced mid-June
  - The NOFA is expected to be released mid-summer. Esnaps will open no earlier than July 1<sup>st</sup>.
  - The CoC application is expected to be due before September 14

- Pre-Applications
  - Pre-application forms and instructions are posted on the NCCEH website at [www.ncceh.org/BoSgrantees/](http://www.ncceh.org/BoSgrantees/)
  - Feedback will be provided in the order applications are received
- Annual Progress Reports and Quarterly Progress Reports
  - APRs and QPRs are required from every grantee, regardless of whether or not they are applying for funding this year
  - QPRs are due by this Friday, June 4
  - APRs are now overdue. They were due May 14.

### **Regional Committee Project Approval**

- In the past, regional committee approval of project applications has been informal. A proposal was made to formalize the approval process to ensure that each region has the opportunity to look at all of its applications and to facilitate conversation at the local level.
  - BoS leads would create a form to list the project name and type, new or renewal status, and amount of funding requested for each region's projects. Regional committees would rank their projects on the form, which would then be signed by the regional lead and returned to NCCEH. The committee's approval of the ranked list would be recorded in the meeting minutes.
- The proposal was opened up for discussion.
  - Pitt: The committee currently asks grantees to give progress reports each month at regional committee meetings. Having the regional committee approve projects would take the burden off the individual regional lead to make the decision.
  - Piedmont: In years when there were multiple applications, the regional committee had a scorecard committee that reviewed and ranked the projects.
  - ARMM: The committee is planning to vote on which applications to submit.
  - Person-Chatham: It would be helpful to have a formal process instead of having just one person monitoring/approving the whole approval process, which can easily happen in small regions.
  - Suggestions were made to add a column to the form that lists the date of the regional committee meeting at which ranking was approved and also to require the minutes from that meeting with documentation of the vote.
- A motion to include the regional approval form in the 2010 CoC application process was made and approved [Cole ,Feldt].
- Any regional committee that does not regularly ask grantees to report on performance should do so before the regional approval of application.
- The approval form will be sent out to regional leads in the next couple of weeks. The due date will be set after the 2009 project funding has been announced and should give regional committees one month in which to hold a meeting.

**Other Upcoming Activities**

- Upcoming CHIN trainings, including ESG-intensive trainings, are posted on the CHIN website at [www.nchomeless.org](http://www.nchomeless.org).

**Regional Committee Updates**

- Pitt: A Documenting Disability training will be held in Greenville on Wednesday, June 23.
- Piedmont: Cooperative Christian Ministries recently opened a new transitional housing program for women and children.
- Five County: A new seasonal homeless shelter for men opened last year and will be open again this year from November to April.
- Randolph: The regional committee has been working on documenting veterans and determining need among homeless veterans to make all needed services available. It is also working on gaining nonprofit status and plans to have a housing specialist on staff. Regional agencies are being considered to determine which ones would be good candidates to apply for Shelter+Care funding in the 2011 competition.

**Next Meeting:** Tuesday, July 6 at 10:30.