

## 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:** FL-501 - Tampa/Hillsborough County CoC

**1A-2. Collaborative Applicant Name:** Tampa Hillsborough Homeless Initiative

**1A-3. CoC Designation:** CA

**1A-4. HMIS Lead:** Tampa Hillsborough Homeless Initiative

## 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;
- 24 CFR part 578;
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- Frequently Asked Questions

<b>1B-1.</b>	<b>Inclusive Structure and Participation–Participation in Coordinated Entry.</b>	
	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)	No	No	No
6.	Homeless or Formerly Homeless Persons	Yes	Yes	Yes
7.	Hospital(s)	Yes	Yes	No
8.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	No	No	No
9.	Law Enforcement	Yes	Yes	Yes
10.	Lesbian, Gay, Bisexual, Transgender (LGBTQ+) Advocates	Yes	Yes	Yes
11.	LGBTQ+ Service Organizations	Yes	Yes	Yes
12.	Local Government Staff/Officials	Yes	Yes	Yes
13.	Local Jail(s)	Yes	Yes	Yes
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	No
22.	Street Outreach Team(s)	Yes	Yes	Yes
23.	Substance Abuse Advocates	Yes	Yes	Yes
24.	Substance Abuse Service Organizations	Yes	Yes	Yes
25.	Agencies Serving Survivors of Human Trafficking	Yes	Yes	Yes
26.	Victim Service Providers	Yes	Yes	Yes
27.	Domestic Violence Advocates	Yes	Yes	Yes
28.	Other Victim Service Organizations	Yes	Yes	Yes
29.	State Domestic Violence Coalition	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.				
35.				

By selecting "other" you must identify what "other" is.

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) Invitations to join/ participate in the CoC are announced monthly at CoC Meetings, on CoC/THHI's website, and distributed through the CoC's monthly email newsletters to over 3,500 people. In addition, an auto-message inviting new individuals/organizations to join the CoC in addressing homelessness, with a link to the membership application, appears at the bottom of that newsletter. Lastly, THHI's Board of Directors, executive staff, and executive committee are tasked with recruiting non-traditional partners (those that may not regularly interact with persons experiencing homelessness) to the CoC.

2) To ensure effective communication with individuals with disabilities, including the availability of accessible electronic formats, the CoC's communications/announcements are shared via email, online, by phone, and in-person and provide options for comments to be submitted. Additionally, all CoC meeting material is saved in audio and PDF formats. Lastly, The CoC's website is built on a platform that complies with standard accessible electronic formats and includes website accessibility tools by accessiBe. Additionally, all documents are posted in a PDF format that aligns with the most accessible adaptive equipment.

3) The CoC's Executive Planning Committee and THHI Board of Directors recruit and invite organizations serving culturally specific communities experiencing homelessness in the geographic area to address equity (e.g., Black, Latino, Indigenous, LGBTQ+, and persons with disabilities) for an introduction and invites them to join the CoC.

<b>1B-3.</b>	<b>CoC's Strategy to Solicit/Consider Opinions on Preventing and Ending Homelessness.</b>	
	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 local, state, and federal government agencies, private and nonprofits, service providers, and individuals with experience of homelessness through public, monthly CoC general meetings, Board meetings, and participation in 12 CoC committees and Byname List workgroups. The CoC also facilitated community learning sessions and released surveys to solicit additional opinions. The CoC Chairperson is also on the Board or a member of several local organizations, including the Chamber of Commerce (Women of Influence), CareerSource, and Mayor Affordable Housing Taskforce, where members are educated and share their opinions about the issue. THH's Board of Directors, executive staff, and the executive the committee is tasked with recruiting non-traditional partners (those that may not regularly interact with persons experiencing homelessness) to the CoC.

2) Important information such as models of care, best practices, system performance reports, and new local, state, and federal rules are shared and discussed via various presentations and community announcements at the monthly CoC general, committee, and public meetings. Anyone with interest and opinions about the various topics are solicited during the mentioned meetings.

3) The CoC takes into consideration any information gathered during closed or public meetings or forums to implement improvements in the CoC's 560 IN 560 strategic plan to make homelessness rare by preventing persons from becoming homeless, brief by making every episode short-lived and nonrecurring by ensuring that those who are housed can maintain their housing and not re-enter homelessness. To ensure that communications are shared effectively with individuals with disabilities, the CoC shares communications/announcements via email, online, and in-person, and provides options for comments to be submitted online, via email, by phone, on social media, and in person. All CoC material is saved in audio and PDF formats.

1B-4.	Public Notification for Proposals from Organizations Not Previously Awarded CoC Program Funding.	
	NOFO Section V.B.1.a.(4)	
	Describe in the field below how your CoC notified the public:	
1.	that your CoC will consider project applications from organizations that have not previously received CoC Program funding;	
2.	about how project applicants must submit their project applications—the process;	
3.	about how your CoC would determine which project applications it would submit to HUD for funding; and	
4.	ensured effective communication and access for persons with disabilities, including the availability of accessible electronic formats.	

(limit 2,500 characters)

- 1) Public notification for proposals from organizations not previously funded is achieved via the CoC's Universal Request for Proposal (RFP) process that streamlines the process for access to various funding sources available through the CoC/Collaborative Applicant, including HUD CoC Program funds. The RFP seeks proposals for all project types/ideas and all identified potential funding opportunities, including CoC funding. All the information needed to submit proposals is included in the RFP, and all are invited and encouraged to apply. After the release of the RFP, THHI hosts a pre-proposal workshop that emphasizes all are welcome to apply and provides a mini-training on proposal elements. The RFP is released within the first 3 months of the year via posting to the CoC's website and social media and emails sent to the CoC mailing list of over 2,500 individuals, announcements at monthly CoC meetings, and community events. Any agency making a funding inquiry to the CoC during the year is advised of the RFP process, sign up for our email list, and monitor the website.
- 2) New proposals are reviewed for threshold requirements and scored by the CoC Ranking and Review Committee using the RFP's published scoring criteria, including point values. Following the proposals' scoring, THHI's Board Application Review Committee selects projects to receive funding based on the proposal scores, project/activity type, and grant amounts available to align resources strategically. Through this process, the project(s) are identified and awarded the opportunity to apply for the new project(s) in HUD's CoC Program Competition NOFO.
- 3) In 2022, the Universal RFP was released on Monday, April 11, 2022. The Universal RFP is overseen by THHI with input from the CoC's Ranking and Review Committee, THHI's Board Application Review Committee, and THHI's Board of Directors.
- 4) The CoC's website is built on a platform that complies with standard accessible electronic formats. All documents are posted in a PDF format that aligns with the most accessible adaptive software accessible.

## 1C. Coordination and Engagement

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

- Notice of Funding Opportunity (NOFO) 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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  - FY 2023 CoC Application Navigational Guide;
  - Section 3 Resources;
  - PHA Crosswalk; and
  - Frequently Asked Questions

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

	Entities or Organizations Your CoC Coordinates with for Planning or Operations of Projects	Coordinates with the Planning or Operations of Projects?
1.	Funding Collaboratives	Yes
2.	Head Start Program	No
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	No
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)	No
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)	No
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)	Nonexistent
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) THHI, as the CoC and HMIS Lead Agency, consults and works closely with the City of Tampa and Hillsborough County in planning and allocating local ESG/ESG-CV funding. In addition, THHI administers the City's ESG and County's ESG & ESG-CV funds to sub-recipients and the County's CDBG funds. Executive and elected members of both local governments to sit on THHI's Board of Directors allows for more significant interaction and unique collaborations beyond the ESG Program. For instance, the County requires new affordable housing developments to set aside 10% of the units for persons emerging from homelessness. THHI, as the gatekeeper of those set-aside units make them available (through Coordinated Entry) to housing service providers. Lastly, the City and the County ESG Programs staff collaborates with THHI on community-wide initiatives that remove barriers for households and organizations as part of the 560 In 560 Strategic Plan on Homelessness. They include initiatives such as Operation: REVEILLE, the Point-In-Time Count, Speed Leasing, Second Chance Job Fair, and the Hillsborough County Criminal Expungement Clinic. It has also included community-wide grantsmanship workshops and collective technical assistance to individual organizations.

2) Since THHI is the HMIS Lead Agency and pass-through entity for administering ESG/ESG-CV funding for both local governments; it shares in the responsibility of evaluating and reporting the performance of the ESG Program recipients and sub-recipients.

3) As part of THHI's role in assisting the local governments in the development of their Action Plans, CAPERs, and Consolidated Plans for the past 10 years, it ensures that Point-in-Time (PIT) count and Housing Inventory Count (HIC) data is included and provided.

4) Lastly, since the City, County, and THHI regularly work together to strategize how to make homelessness rare, brief. Nonrecurring for our community, information is constantly being provided to the Consolidated Plan Jurisdictions to be addressed 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.	Yes
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.	No
5.	Sought assistance from HUD by submitting questions or requesting technical assistance to resolve noncompliance by service providers.	No

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

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

1.	Youth Education Provider	Yes
2.	State Education Agency (SEA)	Yes
3.	Local Education Agency (LEA)	Yes
4.	School Districts	Yes

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

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

**(limit 2,500 characters)**

Our CoC has the following formal partnerships:

1-3) The Assistant Superintendent, Academic Support & Federal Programs for Hillsborough County Public Schools (HCPS) (the LEA), Tracye Brown, currently sits on the Board of the THHI, the Lead Agency for the CoC, which allows more collaboration and integration of efforts to ensure educational stability for at-risk and literally homeless students.

4) The CoC also has a formal partnership with The Early Learning Coalition of Hillsborough County, which administers early childhood education funding on behalf of the (SEA), Florida Department of Education, and the Division of Early Learning to advance access, affordability, and quality of early childhood care and education for at-risk and literally homeless students in Hillsborough County. Participating agencies must be active CoC members to be eligible to make client referrals for the financial resource.

5) HCPS is also a member of the CoC and participates in the CoC Unaccompanied Youth Committee; THHI/CoC also collaborates with HCPS by:

- Giving HCPS access to the HMIS database to follow services provided by CoC and check if CoC agencies are already serving new school referrals.
- Formalizing policies & procedures that homeless service providers are required to follow.
- Partnering with HCPS on outreach/engagement and housing strategies for unaccompanied youth through the Hot Spot Mobile Outreach initiative.
- Providing time at CoC meetings for the HELP Team staff to make regular presentations to the CoC members to ensure they know about the educational services their homeless participants/youth are eligible for.
- Training school social workers to participate in the PIT Count by completing PIT Count Surveys with students experiencing housing instability. Data captured for students who report being literally homeless is included in the PIT submission to HUD. In addition, all data captured, including students who report being homeless or at risk of homelessness, is provided to the local Youth Advisory Board for local planning.

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)**

As part of our CoC's Coordinated Entry and Service and Delivery policies and procedures, the CoC works in coordination with the HELP Students in Transition Program of Hillsborough County Public Schools (an Active CoC member) to ensure individuals and families experiencing homelessness are aware of their eligibility for education services to ensure educational stability for students.

The CoC also provides time for the HELP Team staff to make regular presentations to the CoC members to ensure they know about the educational services their homeless participants/youth are eligible for, including support for school enrollment, transportation, uniforms, and educational services comparable to those provided to other students, according to the student's need, participation in activities, and available fee waivers. The HELP Team is dedicated to meeting the educational needs of students who meet eligibility under the McKinney Vento Homeless Education Assistance Act.

The HELP Students in Transition Program is a part of School Social Work Services and consists of social workers, guidance counselors, tutors, and a data processor. The HELP Team in collaboration with schools to further their understanding of and meet McKinney-Vento Homeless Education Assistance Act guidelines.

Also, as active members of the CoC, Hillsborough County Social Services Department regularly informs the CoC, community partners, and those experiencing homelessness about the educational services they offer through a partnership with schools, colleges, and businesses to provide adult education and job training that prepares workers for the careers of the future. Each year, they help hundreds of low-to-moderate income residents achieve their educational goals through their career training and college preparatory services.

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	No
5.	Federal Home Visiting Program–(including Maternal, Infant and Early Childhood Home and Visiting or MIECHV)	No	No
6.	Head Start	No	No
7.	Healthy Start	No	No
8.	Public Pre-K	No	No
9.	Tribal Home Visiting Program	No	No
	Other (limit 150 characters)		
10.			



1C-5.	Addressing Needs of 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	No
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) In October 2020, the CoC implemented Coordinated Entry (C.E.) 3.0, an update to the 'no wrong door' policy, to enable those experiencing homelessness or fleeing/attempting to flee domestic violence with no other support to be assessed and referred to the best housing intervention available at Dedicated Access Points (DAPs). The CoC recently implemented C.E. 4.0 to streamline the process further. Coordinated Entry training is available twice a month to all HMIS-trained case managers and all case managers with access to CE must attend a CE System and VI-SPDAT refresher training annually to continue using the project.

2) The CE assessments do not evaluate for vulnerability related to domestic violence, so case managers receive training on trauma-informed care to determine whether a person is actively fleeing DV and appropriately refer clients to the local DV service provider. Agencies are provided with all the necessary contact information for The Spring of Tampa Bay, the CoC's sole DV shelter and service provider, with whom there is a partnership, and encouraged to schedule additional Domestic Violence training at their respective agencies.

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) The Tampa/Hillsborough County CoC regularly collaborates with and currently provides RRH funds to The Spring, which offers training to CoC members to address safety and best practices on safety and planning protocols in serving survivors of domestic violence. All data collection conforms to the applicable requirements of the VAWA, CoC Programs, and HMIS Data Standards; the Spring utilizes an HMIS-comparable database to keep data secure and confidential and serves as a place where DV survivors can obtain immediate access to emergency services such as an emergency shelter.

2) In February 2022, the CoC implemented Coordinated Entry (CE) 4.0 to streamline the process further by creating Dedicated Access Points throughout the community to ensure that those experiencing unsheltered homelessness can access the system. Coordinated Entry training is available twice a month for all HMIS-trained case managers, and monthly roundtable discussions about coordinated entry. All case managers with access to CE must attend a CE System and VI-SPDAT refresher training annually to continue using the project. The CE assessments do not evaluate for vulnerability related to domestic violence, so case managers are trained to determine whether a person is actively fleeing DV and appropriately refer clients to the local DV service provider. Agencies are provided with all the necessary contact information for The Spring of Tampa Bay, the CoC's sole DV shelter and service provider, with whom there is a partnership. They are encouraged to schedule additional Domestic Violence training at their respective agencies.

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) The Tampa/Hillsborough County CoC regularly collaborates with and currently provides RRH funds to The Spring, which offers training to CoC members to address safety and best practices on safety and planning protocols in serving survivors of domestic violence. All data collection conforms to the applicable requirements of the VAWA, CoC Programs, and HMIS Data Standards; the Spring utilizes an HMIS comparable database to keep data secure and confidential and serves as a place where DV survivors can obtain immediate access to emergency services such as an emergency shelter.

2) In February 2023, the CoC implemented Coordinated Entry (CE) 4.0 to streamline the process further by creating Dedicated Access Points throughout the community to ensure that those experiencing unsheltered homelessness can access the system. Coordinated Entry training is available twice a month for all HMIS-trained case managers, and monthly roundtable discussions about coordinated entry. All case managers with access to CE must attend a CE System and VI-SPDAT refresher training annually to continue using the project. The CE assessments do not evaluate for vulnerability related to domestic violence, so case managers are trained to determine whether a person is actively fleeing DV and appropriately refer clients to the local DV service provider. Agencies are provided with all the necessary contact information for The Spring of Tampa Bay, the CoC's sole DV shelter and service provider, with whom there is a partnership. They are encouraged to schedule additional Domestic Violence training at their respective agencies.

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)**

Since the inception of the Coordinated Entry Project in December 2017, the CoC has been collecting and de-identified aggregate data source(s) on survivors information for all persons enrolled in the project in accordance with data element 4.11 of the latest HMIS data Standards to determine and understand how many people in our community have a history of domestic violence. The enrollment process includes questions gauging the survivor’s current and history of abuse, and characteristics (including age, race, gender, ethnicity, household makeup, disability status, income and employment status, and history of homelessness); while the assessment tool, inquiries about the client’s risks, more specifically, related to domestic violence, dating violence, sexual assault, and stalking. Data collected in CE project allows our CoC to assess the special needs in our community related to DV.

&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) In addressing the safety needs of those experiencing/experienced DV, the CoC continues to function under The Spring of Tampa Bay (The Spring) protocols, which includes its' emergency transfer plan that prioritizes safety and incorporate trauma-informed, victim-centered services; while working on developing its own. Coordinated entry protocols dictate that before putting a survivor's information into HMIS, case managers need to: determine the accessibility of HMIS by an abuser or someone close to them and encourage survivors to develop safety plans with trained advocates, which may include seeking emergency shelter at The Spring or other domestic violence centers. The Spring does not have access to the CoC's HMIS to directly enroll clients in CE; instead, they have a partnership with Catholic Charities. Catholic Charities staff enroll persons residing at the Spring in CE to ensure access is streamlined according to Nation Network to End Domestic Violence's Coordinated Entry: Confidentiality Requirements in Practice Recommendation. This partnership is unique due to DV providers being prohibited from entering directly into HMIS.
- 2) Through collaborations with The Spring, Catholic Charities, and more recently, Dawning Family Services, the Tampa/Hillsborough CoC, continues to offer and increase its selection of housing options and services for those experiencing domestic violence. The Spring has a 24-hour crisis hotline, prevention services, emergency shelter, outreach, legal assistance, and Rapid Rehousing assistance via their relationship with Catholic Charities and Dawning Family Services. DV survivors are placed at the top of the Priority List and all By-Name-List (Veterans, Chronically Homeless, Families, Youth and Unsheltered) where case conferencing occurs, thereby maximizing their client choice.
- 3) The above protocols and partnerships established in the CoC ensure the confidentiality of those fleeing/attempting to flee domestic violence.

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) Through collaborations with The Spring, Catholic Charities, and Dawning Family Services, the Tampa/Hillsborough CoC continues to ensure 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 by offering and increasing its selection of housing options and services for those experiencing domestic violence. The Spring has a 24-hour crisis hotline, prevention services, emergency shelter, outreach, legal assistance, and Rapid Rehousing assistance via their relationship with Catholic Charities and Dawning Family Services. DV survivors are placed at the top of the Priority List and all By-Name-List (Veterans, Chronically Homeless, Families, Youth, and Unsheltered) where case conferencing occurs, thereby maximizing their client choice.

2) The CoC continues to coordinate with The Spring of Tampa Bay (The Spring) and other providers of survivors of domestic violence, dating violence, sexual assault, or stalking to proactively identify systemic barriers within our CoC's homeless response system that create barriers to safe housing. A few ways this is accomplished is due to The Spring not having access to the CoC's HMIS to directly enroll clients in CE; instead, a partnership was established with Catholic Charities. Also, DV survivors are placed at the top of the Priority List, and all By-Name-List (Veterans, Chronically Homeless, Families, Youth, and Unsheltered) where case conferencing occurs, thereby maximizing their client choice.

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) Our CoC ensured survivors with a range of lived expertise are involved in the development of your CoC-wide policy and programs by recruiting survivors to be a part of our leadership structure. The current chair of our CoC's Consumer Advisory Committee is a survivor, and this individual was able to use her experience both as a survivor and victim service provider (VSP) staff to rank CoC applications as part of this NOFO. Additionally, their status as a committee chair gives this individual a voting membership to the CoC Executive Planning Committee, allowing this individual to use their experience and expertise to directly affect the structure, processes, priorities, and goals of the CoC.

2) Our CoC relies on the expertise of The Spring of Tampa Bay, our CoC's largest VSP, to account for the unique and complex needs of survivors. As the subject matter experts, our CoC relies on them for things like trainings and other areas where their expertise is much needed, such as allowing them to take charge in any grant writing opportunities that would impact survivors. Our CoC remains committed to making sure that those who can best address the unique and complex needs of survivors are always addressed; our CoC continues to award funds to The Spring roughly to ensure that we have a robust response to the needs of survivors.

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 updated its CoC-wide anti-discrimination policy, which included stakeholder feedback. 2) The CoC also provides guidance and training to service providers annually during the June CoC meeting on how to develop project-level anti-discrimination policies that are consistent with the CoC-wide anti-discrimination policy ensuring that LGBTQ+ individuals and families receive supportive services, shelter, and housing free from discrimination. 3) Our CoC evaluates compliance with your CoC’s anti-discrimination policies....MORE. 4) Our CoC’s process for addressing noncompliance with our CoC’s antidiscrimination policies includes

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?
FL003 - Tampa Housing Authority	31%	Yes-Both	Yes
FL034 - Plant City 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) The President/CEO of the Tampa Housing Authority (THA), Jerome Ryans, is on the Board of Directors of THHI, the CoC Lead Agency. This relationship has been instrumental in achieving the goals of our strategic plan, for example, being able to partner Housing Choice Vouchers to two (2) CoC Program Permanent Supportive Housing Projects and recently partnering on the distribution of the Emergency Housing Vouchers. In addition to these direct partnerships, THA has had a homeless admission preference for over ten (10) years.

To date, THHI continues to reach out to the Plant City Housing Authority to foster coordination and collaboration in that area of the county. In addition, THHI has worked with several county officials and agencies in developing the 560 in 560 Strategic Plan on Homelessness and in which one of the initiatives, Hot Spot Mobile Outreach, is geared toward increasing coordination, collaboration, and services in Plant City in partnership with the Plant City PHA and other community partners in that area.

THHI eagerly worked to get the Plant City PHA to adopt a homeless admission preference, for which they did. However, it has been unsuccessful in getting them to offer any new admissions into Public Housing and HCV projects and actively participate in the CoC. With Plant City being in a rural area of Hillsborough County and the majority of the services in the central corridor of the CoC geographical area, THHI has made a concerted effort to increase outreach efforts in Plant City to ensure that those experiencing homelessness can gain access to Coordinated Entry and other basic needs. Through these efforts, we hope that shortening the connection to the care system would encourage the Plant City PHA to engage with the CoC actively.

<b>1C-7b.</b>	<b>Moving On Strategy with Affordable Housing Providers.</b>	
	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	No
2.	PHA	Yes
3.	Low Income Housing Tax Credit (LIHTC) developments	Yes
4.	Local low-income housing programs	Yes
	Other (limit 150 characters)	
5.		

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

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



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

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.	FYI, FUP, EHV, and Stability 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.

<b>PHA</b>
FL003 - Tampa Hou...

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

**Name of PHA:** FL003 - Tampa 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	Yes
4. Correctional Facilities	Yes

1D-2.	Housing First—Lowering Barriers to Entry.	
	NOFO Section V.B.1.i.	

1.	Enter the total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe Haven, and Transitional Housing projects your CoC is applying for in FY 2023 CoC Program Competition.	16
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.	16
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)**

Our CoC regularly evaluates projects to ensure that those have committed to using a Housing First approach in a few different ways. 1) The annual Universal RFP process requires all new projects to complete a Housing First/Low Barrier questionnaire to earn points. The annual CoC Renewal Project Performance Scoring utilizes this same Housing First/Low Barrier questionnaire, along with other scoring elements such as the percentage of adults with no income at entry. 2) THHI completes initial training with all newly funded projects on the Housing First approach, how it applies to their funded project, and the funding regulations. 3) Ongoing TA and project performance reviews for projects are provided. 4) THHI also hosts monthly RRH roundtables with the RRH providers to address ongoing challenges, and Housing First is often a topic of discussion. 5) In 2021, THHI meet with each RRH provider and PSH provider to review all their eligibility criteria and capacity to understand all project processes and to review the use of the Housing First approach.

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) Our CoC's approach to street outreach includes funding outreach teams that actively provide housing services in non-office settings where unhoused families are experiencing homelessness and partnering with other community partners to address the needs of these families. Outreach teams are trained in motivational interviewing, mental health first aid, trauma-informed care, and other competencies to ensure they can engage these families and help them out of homelessness in a way that prioritizes client choice and participation. To ensure that everyone can be engaged, our CoC has done the following: a) made reading materials with easy-to-read fonts, background colors, and jargon free so that they are accessible to people with limited english proficiency or otherwise have difficulty reading; b) developed toll-free phone numbers that families can call to access care if they have difficulty with reading, are in need of translation services, or otherwise can't access our printed materials, ensure that, through the Florida Department of Children and Families, providers are trained to assist people who are deaf or hard of hearing.

2) Our CoC's street outreach efforts cover 100% of our CoC's geographic area. 89% of our CoC's geographic area is accessible to our street outreach workers, while 11% is inaccessible to them because 2.29 percent consists of large bodies of water (lakes, rivers, etc.) and 8.71% percent is located in land preservations that are undeveloped and inaccessible.

3) Outreach teams conduct routine outreach activities daily Monday through Friday. On top of these daily activities, Our CoC hosts monthly outreach events in community target areas (CTAs), based on HMIS data and community referrals. Large outreach events, which brings together service providers and unhoused families using a "veteran stand-down" approach, are held quarterly.

4) Our SO targets those least likely to seek assistance by taking the assistance to them. as part of our 560 in 560 Plan to Address Homelessness, our CoC launched the Hot Spot Mobile Outreach Initiative, which purchased a mobile office that can be deployed anywhere so that any and everyone can access services. Outreach teams are then trained to effectively engage clients to develop a housing plan and execute it with the outreach staff's assistance.

<b>1D-4.</b>	<b>Strategies to Prevent Criminalization of Homelessness.</b>	
	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	Yes
3.	Engaged/educated local business leaders	Yes	Yes
4.	Implemented community wide plans	Yes	Yes
5.	Other:(limit 500 characters)		

1D-5.	Rapid Rehousing–RRH Beds as Reported in the Housing Inventory Count (HIC) or Longitudinal Data from HMIS.	
	NOFO Section V.B.1.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.	Longitudinal HMIS Data	1,416	1,439

1D-6.	Mainstream Benefits–CoC Annual Training of Project Staff.	
	NOFO Section V.B.1.m.	

Indicate in the chart below whether your CoC trains program staff annually on the following mainstream benefits available for program participants within your CoC's geographic area:

	Mainstream Benefits	CoC Provides Annual Training?
1.	Food Stamps	Yes
2.	SSI–Supplemental Security Income	Yes
3.	SSDI–Social Security Disability Insurance	Yes
4.	TANF–Temporary Assistance for Needy Families	Yes
5.	Substance Use Disorder Programs	Yes
6.	Employment Assistance Programs	Yes
7.	Other (limit 150 characters)	

1D-6a.	Information and Training on Mainstream Benefits and Other Assistance.	
	NOFO Section V.B.1.m	

	Describe in the field below how your CoC:
1.	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) Each monthly CoC meeting has presentations by mainstream/other resources agencies including Florida DCF (Food Stamps, SSI, TANF, Medicaid), Hillsborough County Health Care Services with certified SOAR specialists, Florida Dept. of Health (immunizations including Hepatitis and Flu), Federally Qualified Health Centers (Tampa Family Health Centers). The CoC membership includes several large providers of mental health/substance abuse programs in our CoC and also regularly presents information about their nondedicated homeless services. Agencies share updates and printed material during each CoC meeting's community announcements.

2) Mainstream resource information is disseminated at the monthly CoC meetings via the CoC online resource directory (thhi.org) and included in any CoC-produced and printed resource material. The CoC also maintains an extensive email list that can be used to disseminate information as well.

3) The CoC works with projects to ensure they have access to the knowledge & information about available mainstream benefits. The CoC has developed a relationship with Hillsborough County Health Care Services to increase the number of designated SOAR specialists available to the CoC to connect persons experiencing homelessness to mainstream benefits, including SSI and SSDI income/Medicare/Medicaid benefits. The CoC's Service Delivery Committee has a SOAR workgroup to develop a training curriculum for our CoC so the CoC can sustainably build & maintain a collection of SOAR specialists to serve persons experiencing homelessness. Additionally, the CoC ensures that all outreach and service events include healthcare organizations and other mainstream benefit providers. The CoC strives to ensure that projects understand available Medicaid and other benefits and utilize effective case management practices to help their clients use them.

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)**

Our CoC increased its capacity for congregate sheltering by using non-CoC dollars to increase the number of motel vouchers available in our community. Our CoC leveraged partnerships with local government agencies to use ESG, ESG-CV, and local general dollars to open voucher-based emergency shelter projects that allow people experiencing homelessness to shelter in a private motel room. Partnership with these private motels allows these rooms to function as a non-congregate shelter where people experiencing homelessness can receive the services they need without increasing the risk of infection.

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)**

Our CoC worked with state and local public health agencies to develop CoCwide policies to limit the spread of disease. One such policy was the implementation of hybrid work environments, where service providers across the CoC changed their policies to work from home as allowed by their individual duties and responsibilities. These changes included rescheduling in-person meetings, monitoring, and trainings as online events using available video conferencing software; coordinating the distribution and use of protective personal equipment (PPE) among both staff and clients served; implementing PPE use policies in CoC agency locations and while working in the field when encountering clients; and implemented infectious disease prevention protocols such as masking indoors, temperature checks, and symptom checks before conducting CoC-wide activities. Our CoC also used data made available from local and state public health agencies to discuss the pandemic's data trends so that the CoC can make informed decisions about their service delivery. To prevent infectious disease outbreak among people experiencing homelessness, our CoC coordinated the distribution of free PPE to both service providers and people experiencing homelessness. Our CoC also used ESG, ESG-CV, and local funding to fund emergency shelter motel vouchers to both allow for non-congregate sheltering and to inhibit the spread of COVID-19 among people experiencing unsheltered 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) Our CoC rapid rehousing programs, shelter providers, and outreach providers met monthly to discuss pandemic-specific responses from the CoC, including the Outreach Committee, Rapid Rehousing Workgroup, and the Hot Spot Mobile Outreach meetings. These meetings discussed the funding and resources available to address the pandemic-specific challenges that the CoC service providers faced. Local and state pandemic data was also shared and discussed with these same service providers so that they can make informed decisions about how they deliver services.

2) Our CoC also facilitated communication between local public health, emergency response, and service providers to ensure that outreach, shelter, and housing providers had the necessary equipment to safely deliver services throughout the pandemic. In partnership with these agencies, the CoC was able to collect, warehouse, and distribute PPE to service providers and persons experiencing homelessness alike. These equipment included, masks, medical gowns, gloves, and thermometers.



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) To ensure the coordinated entry system covers the entire CoC geographic area, our CoC practices a “no-wrong door” policy, making, non-discriminatory, access points readily available at any agency that has access to the Coordinated Entry (CE) project via Homeless Management Information System (HMIS). This allows any and every shelter project, outreach project, and drop-in center to function as an access point. Our CoC also launched new designated access points which allows people experiencing unsheltered homelessness call from anywhere in our CoC and get assess and prioritized for housing. Outreach workers also serve as access points into the CE system and have the flexibility to approach anyone anywhere in the CoC, further ensuring that 100 % of our CoC is covered by our CE process.

2) Our CoC's assessments are standardized so that all receive the same assessment regardless of that client's demographic information. These assessment tools include the VI-SPDAT, VI-FSPDAT, TAY-VI-SPDAT, as well as a locally-designed crisis assessment, housing assessment, and a strengths and barriers assessment. These tools are administered in the same away across our agencies as outlined by our CE policies and procedures, and are scored based on a standardized rubric, allowing for standardized scoring across the CoC.

3) Our CE is updated regularly based on feedback thanks to our standing coordinated entry committee. This committee meets monthly and regularly accepts direct feedback from housing providers, current clients, community partners, and other professionals who have engaged the system. We also use indirect feedback from clients and providers in the form of project performance data from HMIS when available. These data and feedback leads to a CE system that is constantly being updated, and our CoC is currently in the fourth reiteration of its CE system and was last updated in February of 2022.

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) Our CoC reaches people least likely to seek assistance by funding street outreach programs that can travel within the CoC, which have access to community referrals and data to make sure that our CE system covers 100 percent of our CoC. Our CoC also funds designated access points that allow anyone in the county to call in for CE assessments and access in situations where they are otherwise incapable of engaging the CE system.

2) Our CoC’s CE committee sets forth the policies by which people are prioritized by need. This committee prioritizes people based on the household type and screening scores; households who are 1) attempting to flee or actively fleeing domestic violence and 2) unsheltered have been deemed to be the most in need for housing. These households are further prioritized by their VI-SPDAT score, which screens for things like length of homelessness and acuity of medical, behavioral, and legal needs. Other household types besides those noted above are ranked based on their VI-SPDAT score.

3) Our CoC ensures that the most in need of assistance receive permanent housing in a timely manner while respecting client choice by 1) enforcing the housing-first philosophy across the CoC and 2) increasing the availability of affordable housing available. Firstly, our CoC monitors program enrollments to make sure that the most vulnerable are being pulled from the CE priority list and uses a housing first assessment to score programs when they apply for funding, both of which encourage programs to adhere to the housing first philosophy. Secondly, our CoC offers rental gap assistance, risk mitigation, acquisition investment, and other services through our Shared Housing and C.A.S.H programs to create and maintain relationships with landlords and housing developers, which in turn increases the number of units available for clients to move into as soon as possible.

4) Our CoC takes steps to reduce burdens on people using CE by making CE as accessible as possible. Firstly, every shelter, outreach project, and drop-in center in our CoC functions as an access point so that people experiencing homelessness have a plethora of choices when it comes to access; outreach projects are particularly mobile and can meet the needs of those who don’t engage in traditional services. Secondly, our CoC has designated access points where people can call and be assessed for CE over the phone, allowing even more flexibility and less barriers for those needing access.

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.
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**(limit 2,500 characters)**

1) When the CoC is notified of a housing opportunity it is communicated via email to all providers utilizing our UNITY system, including shelters (those with and without Rapid Exit funding), RRH as well as PSH providers who will then convey to their participants. Also, at our monthly CoC meetings, new housing developments and opportunities are relayed to attendees and included in the Newsletter.

2) Our CoC’s process for addressing issues within our CoC includes a grievance policy by which a client may approach us about any instance of concern. Our CoC also partners with our local governments’ fair housing departments, and our CoC markets the contact information for these departments so that clients may contact them should they ever have a need to. Since CE is a part of the UNITY system all participants are notified of their rights and responsibilities in our Notice of Uses and Disclosures and as part of the CE Referral process housing providers are required to communicate with all program participants their housing rights and remedies.

3) Our CoC has continued to rigorously engage city, county, and state governments on policies and barriers to housing development. \*Tampa’s Mayor appointed a senior level personnel to the Board of the CoC Lead Agency. The Housing Director serves as the CoC’s liaison to reform policies and reduce barriers to housing development. Hillsborough County provides office space for the CoC in the County Center building near the Affordable Housing Department. This proximity allows for scheduled and impromptu meetings with the Affordable Housing Director, elected officials, and key County staff. The Human Services Chief and the Affordable Housing Director serve as the CoC’s liaison to reform policies and reduce barriers. The County Administrator appointed a senior-level staff (Human Services Chief) to the Board of the CoC Lead Agency. The County provided \$8M to the CoC to implement the Strategic Plan to reduce barriers and increase affordable housing. Our CoC has leveraged set-aside units for people experiencing homelessness through new affordable housing developments (10% of total developments) using general revenue, tax credits, or federal funding. The goal was to develop 150 units solely to combat homelessness. To date, 162 units have been developed. The State of Florida’s DFS Office and all Florida CoCs meet routinely to develop state-wide strategies regarding funding, obstacles, and policies.

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.	06/13/2023

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. Our CoC's process for analyzing the presence of racial disparities in our CoC program-funded programs in the provision or outcomes of homeless assistance by a) analyzing the rate at which different races are served and b) analyzing whether race has a statistically significant correlation with positive housing outcomes. To conduct these analyzes, our CoC relies on data from our HMIS (APRs, LSA submissions through Stella M, and the HIC), Unsheltered PIT count data, and data from the United States Census Bureau.

2. Regarding racial disparities in service provision, people identifying as Black or African American are overly represented. These folks comprise 68% of all CoC-program-funded program participants, a disproportionate amount when compared the our general population (which is 18% Black or African American) and our unsheltered PIT data (which is 49% Black or African American). Regarding program outcomes, no racial disparities were identified at this time; our analysis shows that 85% of Black or African American individuals exited to a permanent housing situation from our CoC program-funded programs, and race had a high correlation with permanent housing exit destination (r=0.96).

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.
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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.	Yes
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.		

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)

As part of our Annual Homeless Point-In-Time County process, THHI, as the CoC Lead Agency, works with homeless service providers of the Tampa/Hillsborough County CoC to assess (utilizing HUD's CoC Analysis Tool on Race and Ethnicity) and address racial disparities among people with experiences of homelessness by:

- 1) comparing HMIS data to the local population and census data,
- 2) assessing whether programs and systems are providing connections to services and housing at equitable rates and achieving equitable outcomes for clients across races and ethnicities, and
- 3) based on the data, work with youth and adults with lived experience to assess whether any identified racial disparities are happening due to system processes or barriers within the Coordinated Entry system.

In Hillsborough County, the homeless population makes up 0.01% of the general population, but African Americans make up almost 50% of the homeless population. The 560 in 560 Strategic Plan on Homelessness was developed after sharing our findings with local leaders, partners, providers, and stakeholders in your community.

The 560 in 560 goal was to house 560 people in 560 days (which we've since exceeded by 296%) by addressing several disparities/barriers faced by African Americans attempting to obtain employment, housing, and access to mainstream benefits, such as:

- 1) Hillsborough County Expungement Clinic - The clinic offered county residents who had been charged with a crime the opportunity to have one criminal record sealed or expunged. The expungement of a charge improves residents' opportunities for housing, employment, and education.
- 2) Second Chance/ Re-Entry Job Fair - The job fair will focus on providing employment opportunities for people with criminal records who are experiencing homelessness or recently emerged from homelessness.
- 3) Rapid Exit from Shelters - Funding for Rapid Exit is provided directly to those agencies in an effort to expedite the process of securing permanent housing. In the past, emergency shelters and the domestic violence program would need to refer clients to outside housing providers, which often caused African Americans to have longer wait times or stricter expectations for document gathering and housing search.
- 4) Speed Leasing - Speed Leasing is a formalized matchmaking process which provides financial incentives to landlords who rent to residents that are experiencing housing barriers.

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)**

The Tampa/Hillsborough County CoC and homeless providers continue to work together to improve racial equity in the provision and outcomes of assistance beyond just those areas identified in the racial disparity assessment by:

- ensuring that staff at the project level are representative of the persons accessing homeless services in the CoC.
- Analyzing and identifying the cause(s) of racial disparities in our homeless system.
- developing and implementing innovative strategies, such as Expungement Clinics, Second Change Job Fairs, Hot Spot Mobile Outreach, and Speed Leasing initiatives to reduce disparities in our homeless system as part of the community's 560 in 560 Strategic Plan on Homelessness.
- Identifying additional housing providers, developers, and funding resources available to reduce disparities in our homeless system.

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)**

Our CoC uses various outlets to work and engage those with lived experience and have them in leadership roles and a part of the decision-making process to:

- 1) address homelessness;
- 2) determine how local policies may need to be revised and updated;
- 3) participate in CoC meetings and on committees as stakeholders;
- 4) provide input for decisions; and
- 5) provide input related to the local competition process.”

Our main method is through a few of our CoC Committees (for which we recruit for during CoC monthly meetings, on THHI's website, and during community events) such as:

1) CoC Consumer Advisory Committee (CAC)

- The Chair of the CAC serves on the CoC Board/Executive Planning Committee.
- The CAC works to identify and quantify the needs of the CoC population and make recommendations, as appropriate, to the Service Delivery Committee and CoC Lead Entity.
- Works to establish a recruitment and meeting strategy for building membership.
- In collaboration with the Outreach Committee, surveys and gathers feedback from individuals with lived experiences at quarterly outreach events.

2) Youth Action Board (YAB)

- The Chair of the YAB serves on the CoC Board/Executive Planning Committee.
- The YAB works to identify and quantify the needs of the unaccompanied youth population (16 to 24 y/o) and make recommendations, as appropriate, to the CoC Executive Planning Committee and the CoC Lead Entity.
- In collaboration with youth service providers and the Hillsborough County Education - Student in Transition program, the YAB works to establish a recruitment and meeting strategy for building membership.
- Several YAB members serve as student ambassadors to eradicate the stigma of homelessness among youth and help other students experiencing homelessness navigate the homeless coordinated entry system.

3) Outreach Committee

- The Chair of the Outreach Committee serves on the CoC Board/Executive Planning Committee.
- The Outreach Committee works to develop a comprehensive street outreach and engagement plan, including specific steps for identifying and meeting homeless individuals and families sleeping in places not meant for human habitation and providing referrals to the appropriate housing and services within the CoC's geographic area.
- The Outreach Committee has members and partners with lived experience that contributed to the development of the outreach plan.

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.	6	3
2.	Participate on CoC committees, subcommittees, or workgroups.	21	4
3.	Included in the development or revision of your CoC's local competition rating factors.	6	6
4.	Included in the development or revision of your CoC's coordinated entry process.	6	1

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 Tampa/Hillsborough County Continuum of Care (CoC) has embarked on a transformative journey to ensure professional development and employment opportunities are provided to individuals with experience of homelessness. To lead the charge on this effort, THHI has hired individuals with lived experience, as well as other partner organizations such as St. Vincent DePaul, Metropolitan Ministries, The Spring of Tampa Bay, Family Promise of Hillsborough, Dawning Family Services, Catholic Charities, and New Beginnings of Tampa to name a few. To create effective ways for individuals with lived experience to receive professional development and employment opportunities, the CoC has built partnerships with various stakeholders:

1. **Community Organizations:** The CoC has created collaborations with local shelters, food banks, and advocacy groups to identify potential candidates and provide support services.
2. **Educational Institutions:** The CoC partners with schools such as Hillsborough County Public Schools, colleges such as Hillsborough Community College, and vocational training centers such as Mers Goodwill’s Vocational Rehab Program to provide educational opportunities and skill-building programs. There are also a few nonprofit organizations the CoC partners with for skill-building programs, such as Feeding Tampa Bay’s FRESHforce Program, Metropolitan Ministries’ Culinary Arts Program and Adult Education Program, Abe Brown Ministries’ Ready 4 Work Program, and CareerSource Tampa Bay’s On-the-Job Training Program.
3. **Employers:** The CoC has established relationships with employers willing to offer job opportunities and participate in mentorship programs such as the 560 In 560 Strategic Plan’s Second Chance Job Fair, Metropolitan Ministries’ In The Box Catering, and the CoC’s MOU with CareerSource Tampa Bay for job placement.

The CoC recognized that no single approach fits all. For some, emergency bridge housing or rapid rehousing was necessary before employment, while others could progress directly into the workforce. This flexibility ensured that the unique needs of each individual were met.

The CoC established robust mechanisms to measure the impact of their efforts. Metrics such as the number of individuals housed and employed, length of time in stable housing, and recidivism rates were continuously monitored. This data-driven approach allowed for constant improvement and refinement of their programs.

1D-11c.	<b>Routinely Gathering Feedback and Addressing Challenges of Individuals with Lived Experience of Homelessness.</b> 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 Tampa/Hillsborough County Continuum of Care (CoC) prioritizes gathering feedback from people experiencing homelessness and those who have received assistance through its programs. This feedback-driven approach is essential for improving services and addressing the unique challenges faced by individuals with lived experience of homelessness.

**1. Feedback Collection Methods:**

- **\*\*Surveys and Interviews\*\***: Regular surveys and one-on-one interviews are conducted by the CoC partner agencies, especially those funded by THHI, partner agencies funded by the Emergency Food and Shelter Program, and the CoC Consumer Advisory and Service Delivery Committee with individuals experiencing homelessness to understand their needs, concerns, and experiences.
- **\*\*Focus Groups\*\***: The Consumer Advisory Committee partners with CoC emergency shelter partners to gather feedback from their roundtable focus group which allows for in-depth discussions, enabling participants to share their perspectives and suggestions openly to those with lived experience.

**2. Inclusive Decision-Making:**

- The CoC involves individuals with lived experience on the CoC Board/Executive Planning Committee, the Consumer Advisory Committee, and the Youth Action Board to be a part of the decision-making processes, ensuring their voices are heard in program development and policy decisions.

**3. Action Steps Taken:**

- Regular feedback reviews have led to system and program improvements, such as establishing Dedicated Access Points to ensure access to services, extending shelter hours, increasing access to hygiene facilities, and tailoring support services.
- Enhancing case management and mental health services have been introduced based on feedback highlighting these needs.
- Collaborative efforts with local organizations have addressed transportation challenges, ensuring better access to services.

**4. Advocacy and Policy Changes:**

- The CoC uses feedback to advocate for policy changes at the local, state, and federal levels, aiming to improve housing affordability and support services.
- Collaboration with government agencies and advocacy groups such as the City of Tampa and Hillsborough County governments, the Florida Department of Children and Families, Florida Coalition for the Homeless, and Florida Rise amplifies the impact of these efforts.

Other efforts have included - Engagement and Outreach, Feedback Analysis, Advocacy and Policy Changes, and more.

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)**

In the past 12 months, our CoC has continued to rigorously engage city, county and state governments on policies and barriers to housing development.

\*Tampa’s Mayor appointed a senior level personnel to the Board of the CoC Lead Agency. The Housing Director serves as the CoC’s liaison to reform policies and reduce barriers to housing development. THHI’s CEO met with the Mayor, was a panelist on the Mayor’s Homeless Summit and presented to the City Council.

\*Hillsborough County provides office space for the CoC. The office is located near the Affordable Housing Department. This proximity allows for scheduled and impromptu meetings with the Affordable Housing Director, elected officials and key County staff. The Human Services Chief and the Affordable Housing Director serve as the CoC’s liaison to reform policies and reduce barriers. The County Administrator appointed a senior level staff (Human Services Chief) to the Board of the CoC Lead Agency. The County provided \$8M to the CoC to implement the Strategic Plan to reduce barriers and increase affordable housing through the following initiatives: \*Community-wide Affordable Supportive Housing (CASH) Program – has four components: Developer Incentive (acquisition & rehab), Set Aside Units, Risk Mitigation and Rental Gap Incentive. Our CoC has leverage set-aside units for people experiencing homelessness through new affordable housing developments (10% of total developments) using general revenue, tax credits, or federal funding. THHI is the gatekeeper of the units. The goal is to develop 150 units solely to combat homelessness. To date, 144 units have been developed. \*Shared Housing Program – one solution for single people residing in shelters and encampments. An efficiency apartment may not be affordable with income from low-wage jobs or social security. The County provides funding to purchase and rehab singlefamily,

3 or 4-bedroom homes. Individuals live in the single-family homes and share expenses at a reduced cost. The goal is to develop 50 units (150 bedrooms) solely to combat homelessness. Six units have been developed. The current housing crisis and the pandemic created obstacles to scaling the program; however, our new HOUSE HILLBOROUGH CHALLENGE will remove these obstacles.

\*The State of Florida’s DFS Office and all Florida CoCs meet routinely to develop state-wide strategies regarding funding, obstacles and policies. This includes meeting with our state and federal

## 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.	<b>Web Posting of Your CoC’s Local Competition Deadline–Advance Public Notice.</b> 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.	
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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.	04/06/2023
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.	07/24/2023

1E-2.	<b>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.</b> 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:	
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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.	No
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)?	143
2.	How many renewal projects did your CoC submit?	12
3.	What renewal project type did most applicants use?	PH-PSH

1E-2b.	Addressing Severe Barriers in the Local Project Review and Ranking Process.	
	NOFO Section V.B.2.d.	

Describe in the field below:

1.	how your CoC analyzed data regarding each project that has successfully housed program participants in permanent housing;
2.	how your CoC analyzed data regarding how long it takes to house people in permanent housing;
3.	how your CoC considered the specific severity of needs and vulnerabilities experienced by program participants preventing rapid placement in permanent housing or the ability to maintain permanent housing when your CoC ranked and selected projects; and
4.	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) Our CoC utilized HMIS APR data, as the HUD standard reporting tool, to collect and analyze data regarding each project's housing placement rate based on the number of enrolled households and number placed in PH
- 2) Our CoC utilized HMIS APR data, as the HUD standard reporting tool, to collect and analyze data regarding each project's length of time from project entry to PH placement and awarding points for those that moved in 90 days or less with 30 days or less receiving the most points on this criterion
- 3) Our CoC scoring process provides points for projects that serve HHs with high need and barriers including no income at entry, 2+ disabilities; hard to place populations such as Chronic and UAY.
- 4) Our CoC prioritize PSH projects recognizing persons/household served through PSH have the highest service needs and barriers to obtaining and maintaining housing

1E-3.	<b>Advancing Racial Equity through Participation of Over-Represented Populations in the Local Competition Review and Ranking Process.</b>	
	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’s Ranking and Review committee is responsible for determining the scoring criteria with guidance from the CoC lead staff. This committee is made up of 80% female, 20% male and 20% African American. Recruiting more members for this committee is a focus to include increasing representation from BIPOC communities as well as from the LGBTQ+ community. One member of the committee does work for an organization that works with persons affected and/or infected with HIV/AIDS and at high risk.

2)The CoC’s Ranking and Review committee is responsible for reviewing and scoring all new project proposals and renewal project performance scoring funding the CoC Competition. This committee is made up of 80% female, 20% male and 20% African American. Recruiting more members for this committee is a focus to include increasing representation from BIPOC communities as well as from the LGBTQ+ community. One member of the committee does work for an organization that works with persons affected and/or infected with HIV/AIDS and at high risk.

3)As part of new project proposal scoring and CoC renewal project performance scoring, the applying agency/applicant submits a ‘racial equity’ narrative that explains how the agency reviews and evaluates / will review and evaluate for racial equity and utilizes information to move project towards full racial equity. This narrative is scored by the Ranking and Review committee as part of the overall scoring process.

1E-4.	<b>Reallocation–Reviewing Performance of Existing Projects.</b>	
	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)The CoC reallocation written process is part of the CoC’s Universal RFP process and continues to focus on voluntary reallocation by projects that repeatedly have unexpended funding recaptured by HUD and those, based on scoring criteria, repeatedly fall into Tier 2. The reallocation process has been in place since 2015 and discussed with the CoC’s ranking and review committee and executive planning committee without objections. The CoC lead agency uses the scoring and ranking process to identify projects that are not expending CoC funding and/or are repeatedly falling into Tier 2 due to low-performance scores. The CoC currently relies on the written process for voluntary reallocation coupled with guidance to projects that are repeatedly scoring low and/or not expending all HUD CoC funding.
- 2)We did not identify any low performing or less needed projects during our process CoC’s local competition this year;
- 3)Our CoC did not reallocate funding as there were no projects that voluntary choose to provide funding for reallocation.
- 4)Our CoC did not reallocate based on our CoC’s Reallocation Process of no project has repeatedly scored low.

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

	<b>Did your CoC cumulatively reallocate at least 20 percent of its ARD between FY 2018 and FY 2023?</b>	No
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<b>1E-5.</b>	<b>Projects Rejected/Reduced–Notification Outside of e-snaps.</b>	
	NOFO Section V.B.2.g.	
	You must upload the Notification of Projects Rejected-Reduced attachment to the 4B. Attachments Screen.	

<b>1.</b>	<b>Did your CoC reject any project application(s) submitted for funding during its local competition?</b>	No
<b>2.</b>	<b>Did your CoC reduce funding for any project application(s) submitted for funding during its local competition?</b>	No
<b>3.</b>	<b>Did your CoC inform applicants why your CoC rejected or reduced their project application(s) submitted for funding during its local competition?</b>	No
<b>4.</b>	<b>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.</b>	

<b>1E-5a.</b>	<b>Projects Accepted–Notification Outside of e-snaps.</b>	
	NOFO Section V.B.2.g.	
	You must upload the Notification of Projects Accepted attachment to the 4B. Attachments Screen.	

	<p>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.</p>	<p>09/13/2023</p>
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<p>1E-5b.</p>	<p>Local Competition Selection Results for All Projects.</p> <p>NOFO Section V.B.2.g.</p> <p>You must upload the Local Competition Selection Results attachment to the 4B. Attachments Screen.</p>	
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	<p>Does your attachment include:</p> <ol style="list-style-type: none"> <li>1. Project Names;</li> <li>2. Project Scores;</li> <li>3. Project accepted or rejected status;</li> <li>4. Project Rank—if accepted;</li> <li>5. Requested Funding Amounts; and</li> <li>6. Reallocated funds.</li> </ol>	<p>Yes</p>
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<p>1E-5c.</p>	<p>Web Posting of CoC-Approved Consolidated Application 2 Days Before CoC Program Competition Application Submission Deadline.</p> <p>NOFO Section V.B.2.g. and 24 CFR 578.95.</p> <p>You must upload the Web Posting—CoC-Approved Consolidated Application attachment to the 4B. Attachments Screen.</p>	
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	<p>Enter the date your CoC posted the CoC-approved Consolidated Application on the CoC’s website or partner’s website—which included:</p> <ol style="list-style-type: none"> <li>1. the CoC Application; and</li> <li>2. Priority Listings for Reallocation forms and all New, Renewal, and Replacement Project Listings.</li> </ol>	<p>09/26/2023</p>
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<p>1E-5d.</p>	<p>Notification to Community Members and Key Stakeholders that the CoC-Approved Consolidated Application is Posted on Website.</p> <p>NOFO Section V.B.2.g.</p> <p>You must upload the Notification of CoC-Approved Consolidated Application attachment to the 4B. Attachments Screen.</p>	
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	<p>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.</p>	<p>09/26/2023</p>
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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.	Bitfocus, Inc.
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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. Our CoC makes sure that DV providers use an HMIS comparable databases by requiring APR and CAPER submissions as part of their regular billing processes, allowing us to monitor on a monthly basis whether their system can generate the reports required of an HMIS compatible system.
2. DV housing and service providers use the HUD compliant comparable database named Osnium Client and Case Management Software by Osnium Software, Inc. This system's compliance is evidenced by our VSPs capacity to submit de-identified data to the CoC Lead and to submit APRs and CAPERs into SAGE.
3. Our HMIS is compliant with the FY 2023 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	981	128	841	98.59%
2. Safe Haven (SH) beds	0	0	0	
3. Transitional Housing (TH) beds	75	0	64	85.33%
4. Rapid Re-Housing (RRH) beds	666	58	608	100.00%
5. Permanent Supportive Housing (PSH) beds	1,425	0	1,421	99.72%
6. Other Permanent Housing (OPH) beds	105	0	22	20.95%

2A-5a. Partial Credit for Bed Coverage Rates at or Below 84.99 for Any Project Type in Question 2A-5.  
 NOFO Section V.B.3.c.

For each project type with a bed coverage rate that is at or below 84.99 percent in question 2A-5, describe:

1. steps your CoC will take over the next 12 months to increase the bed coverage rate to at least 85 percent for that project type; and
2. how your CoC will implement the steps described to increase bed coverage to at least 85 percent.

(limit 2,500 characters)

1) As the HMIS lead, THHI will allocate staffing resources to enter OPH beds into HMIS on behalf of OPH projects that are unable to enter HMIS data themselves.

2) THHI will work with OPH providers to ensure that proper data-sharing protocols are in place so that this data can be in our HMIS. HMIS entry for agencies/programs that are not required to enter data into HMIS remains a challenge, but these steps will get the data we need into HMIS will limiting the burden on OPH programs.

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

<b>2B-1.</b>	<b>PIT Count Date.</b>	
	NOFO Section V.B.4.a	

	Enter the date your CoC conducted its 2023 PIT count.	02/23/2023
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<b>2B-2.</b>	<b>PIT Count Data–HDX Submission Date.</b>	
	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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<b>2B-3.</b>	<b>PIT Count–Effectively Counting Youth in Your CoC’s Most Recent Unsheltered PIT Count.</b>	
	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 Youth Action Board members led the planning of the 2023 Point-In-Time Youth Count Event held in the Tampa/Hillsborough County CoC on Sunday, February 26, 2023. At the beginning of the planning, YAB members were provided thorough description of the Youth Count Event purpose and past event successes/challenges were given. YAB members then provided guidance and direction in planning an event they believed youth experiencing homelessness and housing instability would attend. This included the selection of the location, date, time, and activities they wanted. The CoC’s Unaccompanied Youth Committee (UYC) members, representing youth serving organizations like the the Ybor Youth Clinic, Healthy Start Coalition of Hillsborough County, Hillsborough County Public Schools McKinney Vento staff, and Success 4 Kids, served in a support role to the YAB in the event planning.

2)We worked with the YAB to select a time and location, and we are happy to report that the YAB made an impact immediately. They implement a PIT youth count event on the Sunday following the night of the PIT, as allowable by the PIT count methodology, based on their experience that more working unaccompanied youth would be free to attend. Having knowledge of an area where there were many motels with UAY and parenting youth residing, they selected a park in that area and to have the event on a Sunday afternoon when more UAY/parenting youth would be more able to attend then on a weekday afternoon. They wanted the Youth Count event to be a fun, welcoming event with “field day” activities as their lived experience with homelessness often robbed them of enjoying field day when they were younger. Additionally, they wanted to have food, clothing, and linkages to resource information. The UAYC leadership assisted in the coordinating of these activities and services to be part of the event. YAB members approved the flyers and worked to distribute the flyers in the surrounding neighborhoods.

3)On the day of the PIT youth count event, the YAB was present to run the event and help count the people that showed up, thus allowing for youth with current and past experiences of homelessness to participate as counters.

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) For the Sheltered PIT count, we experienced an improvement in data quality due largely in part to our new HMIS system (Clarity Human Services by Bitfocus, inc.). This new software allowed for more advanced reporting and deduplication than in previous years, which made it easier to deal with things like dual-enrollments or missing data, which in turn ensured that our submitted data could be of the highest quality.

2) For the unsheltered PIT count, we continued using the sampling methodology as outlined in the "How to Use Sampling within a CoC to Conduct an Unsheltered Point-in-Time (PIT) Count" document. New this year was a partnership with the Hillsborough County's Park and Recreation Department, which allowed us to count on campsites, heavily wooded areas, and other areas typically inaccessible to counters.

3) Our CoC saw an increase in our unsheltered PIT count when compared to our 2022 numbers, though we are confident that changes noted above led to a more accurate PIT count.

## 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

<b>2C-1.</b>	<b>Reduction in the Number of First Time Homeless–Risk Factors Your CoC Uses.</b>	
	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 uses custom data collected during the Point in Time Count and data collected through our Coordinated Entry Designated Access Points (CE) data to identify those becoming homeless for the first time and the risk factors involved in creating and prolonging their homelessness. In particular, custom data elements from our Prevention and Diversion Assessment (collected under HMIS Data Element 4.19) ask information on the causes of homelessness, as well as what resources the client has at their disposal to avoid entering the homelessness response system. SPM #5 has decreased over the past 8 years, from 4008 to 3109, and is expected to continue downward.

2) Our CoC's strategy to address households at risk of homelessness includes a) prevention/diversion procedures as part of coordinated entry (CE) and and b) funding homelessness prevention projects within our CoC Regarding our prevention and diversion efforts, our CE process includes a "Prevention and Diversion Assessment" as part of its process to ensure only households that have no other choice enter our homelessness response system. Regarding our funded prevention projects, our CoC uses ESG, state funds, and local funds to operate 8 prevention programs. These programs served a total of 1,963 within the past year, 1,270 of which remained housed after being exited from the prevention program in HMIS.

3) Tampa Hillsborough Homeless Initiative is responsible for overseeing the CoC's strategy to reduce the number of persons 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:
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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:
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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 is implementing several strategies to reduce the length of time homeless (LOTH). We are using ESG and CDBG funding to sustain street outreach and coordinated entry designated access points (DAPs) to ensure that people experiencing homeless are identified and engaged with housing services as soon as possible. We have also paired ES projects with rapid exit RRH funding as part of our 560 in 560 Strategic Plan to reduce the LOT homeless in our CoC. These funds increases the ES providers' ability to quickly move persons to PH and keep their LOTH as low as possible. Lastly, our CoC has 8 HMIS-participating prevention projects, which keep people out of the homeless response system all together.

2) CoC uses the CE Priority List and BNL to identify and house persons with the longest LOTH, which is distributed weekly and uses a length of time enrolled calculation and the "Approximate date homelessness started" date field collected under HMIS data element 3.917A and uses these calculation, along with other coordinated entry system assessments to prioritize referrals from the CE system to housing providers. Additionally, BNL workgroups review the Top 10% of each BNL at least monthly to implement the most appropriate housing plan for people with the longest LOH. THHI's Housing Access Team notifies the BNL workgroups of units available via the CASH program to ensure the most vulnerable people have priority access to affordable permanent housing.

3) THHI's CEO, COO, Contracts, and HMIS teams is responsible for overseeing strategy.

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's strategy to ensure that households in emergency shelter, transitional housing, and rapid rehousing exit to permanent destination revolves around, increasing the housing availability in our CoC, increasing access to income.

THHI, as the CoC Lead, uses CDBG and local county dollars to develop housing in partnership with Hillsborough County Affordable Housing Services. Most recently, 36 newly refurbished units came online in the spring of 2023 to serve veterans exiting homelessness with VASH Vouchers and non veterans with a permanent housing voucher. More units have been added to our community's housing portfolio through the CASH (Community-wide Affordable Supportive Housing) Program, which helps fund the development and refurbishing of new units in exchange for those units to be set aside for households exiting homelessness. We also increase housing in our community by working with our local public housing authority to ensure that housing vouchers, particularly EHV, to either house households experiencing homelessness or to prevent a previously unhoused households.

Our CoC also works to ensure exits to permanent housing by ensuring clients have the income to exit to permanent housing as needed. Our CoC partners with Hillsborough County Health Care Services to place SSI/SSDI Outreach, Access, and Recovery (SOAR) specialists at out shelters to help clients begin receiving income as soon as possible. This program has been extremely successful, with a successful application turn-around time of just under 100 days. Several ES and SSO programs in our CoC also offer vocational services like interview training and resume writing, to help households obtain earned income, which in turn helps them to exit to permanent situations.

2) As noted above, THHI, as the CoC Lead, uses CDBG and local county dollars to develop housing. including the 36 units noted above. The development of these units provides another housing plan for households with PH vouchers to get and maintain housing.

Our CoC also works to ensure exits to permanent housing by ensuring clients have the income to maintain their housing upon exit, connecting clients with SOAR specialist to make sure they have all the benefits and income for which they qualify.

3) THHI's CEO, COO, Contracts, and HMIS teams is responsible for overseeing the strategy to increase housing placement and retention.

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) Our CoC's strategies to identify households returning to homelessness has invested in a new HMIS system, which is better able to report on returns to homelessness at program and system recidivism. These reports are readily available and are processed at least quarterly to identify households that have reappeared in our HMIS. These data are reviewed by our HMIS team and inform our coordinated entry process, allowing us to quickly identify households returning to homelessness and making sure they do not have to go back to the beginning of our CE system to regain housing.

2) Our CoC 's strategy to reduce the rate of additional returns to homelessness by funding the development of additional permanent housing units and funding prevention projects. Our CoC's use of CDBG and other funding sources to develop housing ensures that our RRH and PSH projects have units available to discharge their clients to, which in turn prevents these projects from having to discharge clients back into homelessness. Our CoC also has 8 HMIS participating prevention programs participating in HMIS which, using services such as rent and utility payment assistance, can keep people from returning to homelessness. These policies have been effective in our community. Since 10/01/2022, only 6% of successful exits to housing have returned to homelessness.

3) THHI's CEO, COO, Contracts, and HMIS teams is responsible for overseeing the strategy to increase housing placement and retention.

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) Many of our service providers, including Metropolitan Ministries, Cove Behavioral Health, and Abe Brown Ministries, have employment, training, and vocational rehabilitation as part of their array of services. These agencies offer services such as interview training, and resume-writing to help clients find employment.

2) The CoC has developed a 560 in 560 plan that focuses on non-traditional methods of helping people emerging from homelessness and removing barriers to housing, employment, and education. Initiatives specifically addressing employment barriers include the 2nd Chance/Re-Entry Job Fairs, which features employers with current job openings willing to hire residents that are unemployed/under employed due to their criminal record.

Additionally, the CoC Chairperson sits on the CareerSource Employment One-Stop Advisory Committee where strategies/processes are formulated and tracked to ensure that individuals experiencing homeless has equal access to employment opportunities and training.

3) The Tampa Hillsborough Homeless Initiative is responsible for overseeing the strategy to increase jobs and employment income.

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 has developed a partnership with Hillsborough County Health Care Services to increase the number of designated SOAR specialists available to the CoC, so that they may connect persons experiencing homelessness to mainstream benefits, including SSI and SSDI income benefits. In order to assist CoC-funded projects with implementing this strategy, the CoC's Service Delivery Committee works with SOAR professionals to develop a training curriculum for our CoC so that the CoC can develop and maintain a collection of SOAR specialist to serve persons experiencing homelessness.

2) The CoC's strategy to increase access to non-employment cash income is through the local SOAR initiative. First, 7 dedicated SOAR specialists are at key locations across the CoC, including high-volume emergency shelters and homeless drop-in centers. These case managers assist their clients in obtaining social security benefits and make referrals to the dedicated SOAR team, as appropriate. The local behavioral health funder incorporates successful SOAR applications in their contracted performance outcomes to reinforce it as a priority, and our community is averaging about 90 days between application submissions and approvals.

2) The Tampa Hillsborough Homeless Initiative is responsible for overseeing the 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

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

	Is your CoC applying for a new PH-PSH or PH-RRH project that uses housing subsidies or subsidized housing units which are not funded through the CoC or ESG Programs to help individuals and families experiencing homelessness?	No
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<b>3A-2.</b>	<b>New PH-PSH/PH-RRH Project–Leveraging Healthcare Resources.</b>	
	NOFO Section V.B.6.b.	
	You must upload the Healthcare Formal Agreements attachment to the 4B. Attachments Screen.	

	Is your CoC applying for a new PH-PSH or PH-RRH project that uses healthcare resources to help individuals and families experiencing homelessness?	No
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<b>3A-3.</b>	<b>Leveraging Housing/Healthcare Resources–List of Projects.</b>	
	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

<b>3B-1.</b>	<b>Rehabilitation/New Construction Costs–New Projects.</b>	
	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
--	----

<b>3B-2.</b>	<b>Rehabilitation/New Construction Costs–New Projects.</b>	
	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)**

N/A

### 3C. Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes

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

- Notice of Funding Opportunity (NOFO) 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)

N/A

## 4A. DV Bonus Project Applicants for New DV Bonus Funding

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

- Notice of Funding Opportunity (NOFO) 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
--	-----

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

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

4A-3.	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:	10,969
2.	Enter the number of survivors your CoC is currently serving:	1,542
3.	Unmet Need:	9,427



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)**

The CoC calculated the number of DV survivors needing housing or services by compiling data from its HMIS system and combining it with data from The Spring of Tampa Bay’s participant data collection software system, Osnum WS. 2) The HMIS data looked at those entering the system (ES and SO) that self reported fleeing DV. The HMIS data also looked at those enrolled in PH programs that reported fleeing DV and were housed through CoC / ES PH Projects. Using Osnum WS, The Spring was able to collect data from 7/1/2022-6/3/2023 pertaining to domestic violence survivors’ requests for housing or services. In this period, The Spring received 10,969 calls from survivors of DV seeking shelter, housing or supportive services. There were 2,750 from survivors (HHs) needing emergency shelter. There were 1,005 requests from survivors (HHs) who specified their primary need was housing. These numbers were measured against the number of individuals who were provided with a service to meet that need. In FY2021/2022 The Spring served 1,542 new survivors (unduplicated number) in residential and non-residential programs, including outreach programs in Tampa and Plant City, InVEST (partnership with law enforcement focusing on high risk DV cases), emergency shelter, RRH, and Peace Village supportive housing. 2,728 services were provided to survivors (HHs) in shelter and outreach who were assisted with some sort of housing support such as rental assistance, referrals for housing services within and outside of the agency such as RRH, housing services, or financial assistance through ASO for rent, deposits, emergency housing vouchers and emergency hotel stays. 3) The CoC is currently unable to meet the needs of all domestic violence survivors seeking services due to the high number of victimizations. According to the FDLE, there were 7,083 DV offenses in Hillsborough County in 2020, including 16 murders, 1 manslaughter, 68 rapes and 25 stalking cases. Furthermore, housing costs in Hillsborough County are a barrier to survivors seeking safe, stable housing. Many landlords reject survivors’ applications due to background screening concerns in credit checks, criminal background checks, prior evictions, and rental arrears.

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
Tampa Hillsboroug...

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

<b>4A-3b.</b>	<b>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.</b>	
	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	Tampa Hillsborough Homeless Initiative
2.	Project Name	The Spring of Tampa Bay - DV Bonus
3.	Project Rank on the Priority Listing	13
4.	Unique Entity Identifier (UEI)	TKRGQYJ7AQB8
5.	Amount Requested	\$1,060,457
6.	Rate of Housing Placement of DV Survivors—Percentage	100%
7.	Rate of Housing Retention of DV Survivors—Percentage	95%

<b>4A-3b.1.</b>	<b>Applicant Experience in Housing Placement and Retention for Applicants Requesting New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.</b>	
	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) For the rate of housing placement: 100% of DV survivors entering the RRH program were placed into housing. 93% were placed w/in 60 days. For the rate of housing retention: 100% of survivors placed into homes through RRH stayed housed throughout the duration of the program. The Osnium system has an HMIS compatible report which is pulled & info provided for the program COC Project Performance report. This report measures these specific targets “% of project exits will be to a positive housing destination”; % of persons served will move into permanent housing within 60 days of project entry”; and “% of project exits are to locations other than literally homeless situations”. These are calculated by pulling info directly from the HMIS comparable report in Osnium. These numbers are reported monthly & used for this calculation. 2) For those survivors who exited the program, 95% exited to a safe housing destination. 3) The Spring pulled data from Osnium, for its most recently completed fiscal year. Osnium has an HMIS compatible form which is completed for each Household at intake and exit. The Spring ensures this HMIS comparable database is consistent with HUD’s requirements by requesting information directly from DCF’s Office on Domestic Violence assigned Osnium database specialist & directly from Osnium in the form of formal agreements and assurances. The Spring ensures the integrity of the reports by pulling report information and analyzing 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)

The Spring ensures DV survivors experiencing homelessness are quickly moved into safe affordable housing by creating practices that are survivor centered and ensures minimal to no barriers exist through the process. Our RRH program provides training to all new DV advocates on the RRH process focusing on DV as priority. All DV trained advocates can help search for housing, and help survivors apply for housing in their preferred housing area. We discuss preferences based on safety plans and needs such as location, and access to employment and child care. Once the unit has been found, inspected & landlord agreements have been signed, the RRH advocates submit payment requests to the accounting department and within 24 hours or less, our leadership (CEO or CPO) sign the checks for a quick move in. 2. We prioritize survivors by being an active member in the local CE committee, which addresses Hillsborough Co. processes to prioritize DV survivors in homelessness. The CE Committee developed a HUD aligned CE process for Homeless Households living in Hillsborough Co., prioritizing DV survivors. All providers are invited to take part in this committee & partners set up a priority list and referrals process. The Spring prioritizes survivors living in the Shelter, survivors calling the hotline who are living in areas not meant for human habitation & those referred by providers through CE. 3. We identify supportive services needed by the survivors through 1:1 meetings w/ survivors develop self-identified goals and objectives and refer them to support services such as free employability resources, legal resources, therapy, transportation, food, medical, education, child-care, parenting and support group services all provided by The Spring's multiple programs and community partners. 4. We connect survivors to supportive services within The Spring and beyond to other community partners through establishing formal collaborations and agreements. Our partners-such as Cove Behavioral health, HCSO, Clerk of Courts, Hillsborough Co. SAO, Tampa Family Health Centers, Mobile Med Units, MacDill Airforce Base, as well as local colleges, technical schools and Universities. Depending on the survivor's preference, the advocates will provide a referral to the survivor, call for/with and advocate for support services or may call on behalf of the client. 5. The Spring moves clients from assisted housing to housing they could sustain by having ongoing budgeting and case meetings.

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.The Spring takes steps to ensure privacy & confidentiality during the intake and interview process to minimize potential coercion of survivors by ensuring all advocates are trained and certified through DCF on confidentiality and privilege through FS 39.908 & DV Cert Standards. We ensure all meetings w/ survivors are in private and confidential spaces.The staff conduct meetings with survivors at the shelter and RRH confidential office locations. Staff also conduct these intakes and interviews at the outreach center where private and confidential offices are secured through protected entryways.2.The Spring makes determinations & placements into safe housing for survivors by ensuring all units pass inspections through HUD requirements. No landlord agreements and leases have been approved or signed prior to a diligent inspection.We ensure all units remain safe & compliant by advocating when concerns arise & ensuring landlords maintain the units appropriately.The Spring holds landlords accountable & developed partnerships w/ legal entities to assist in case legal measures have to be taken for survivor safety. 3.We keep survivor info and locations confidential as no information regarding the survivor and their family is released to third parties without the signed,written permission. 4. We train all new staff on all policies and practices prior to providing services upon hiring. All new advocates of The Spring are required to attend DCF's DV Core Competency course which teaches about the Confidentiality and Privilege Statue and safety planning procedures, trauma informed practices for survivors of DV and survivor centered advocacy. Thereafter, all new hires are required to review our policies and procedures which are in line with the requirements of DCF Child and Family Well being Domestic Violence Section Operating Procedures. Staff are required to review this annually.The staff receive Safety planning and risk assessment training routinely.5.We take security measures for units that support survivors' physical safety and location confidentiality as The Spring has advocates certified through the OAG in Address Confidentiality program. This program allows advocates to help survivors apply for confidentiality of their address through the OAG. This helps survivors maintain their address private and confidential from abusive partners & public records. The staff are trained on filings of Injunctions for protections w/ the option of confidential addresses.

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)

We have evaluated the ability to ensure the safety of DV survivors at The Spring and areas of needed improvement over the last 4 years through our Risk Management Committee, case by case reviews staff and supervisor reviews, survivor interviews and surveys and through survivor relocation using the VAWA protections. In the Risk Management Committee, RRH advocates, management, facilities, and leadership teams meet to discuss incident reports involving survivors throughout programs including the RRH program. Over the last 4 years, there have been reports by survivors of their abusers finding them in their new housing. Having incident reporting procedures ensures staff can document details of the occurrences so that these cases may be discussed to identify areas of change, improvement or growth in program policies and practices. These reviews occur as needed in informal processes, and bi-weekly in more formal processes. The informal processes are a way for advocates to seek immediate supports and assistance by highly trained and experienced leadership and allows quick access to resources, decisions, and interventions. The formal case review process allows an assessment of each case, service plan, safety plan, interventions and resources by a group of team members to ensure best practices are upheld, safety planning is maintained & best services are provided. In such reviews, discussions such as the need to relocate a survivor to another unit due to things such as unsafe housing conditions, abuser finding the survivor/threatening further harm, and stronger social supports & services needed for the successful stability of the family. In some instances having advocates plan w/ survivors & reviewing these cases has allowed for the use of VAWA housing protections to safely and successfully relocate a survivor to a safer location. The Spring has used written & virtual satisfaction and suggestions surveys for many years. We implemented many improvements to programs using these survivors centered surveys. Over the last year, The Spring has gone beyond written and virtual surveys and has conducted multiple participant face to face personal interviews with survivors receiving services. These interviews were conducted by an interviewer not in direct services to maintain privacy and anonymity. Over the last 6 months The Spring conducted of 40 interviews with survivors who provided constructive feedback regarding services.

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	
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7.	offering support for survivor parenting, e.g., trauma-informed parenting classes, childcare, connections to legal services.
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(limit 5,000 characters)



1. The Spring prioritizes placement and stabilization in PH consistent w/ the program participants' wishes and stated needs as advocates work with survivors by informing them of options and resources while survivors make the decisions on the goals and objectives they would like help with. The Spring staff are trained on trauma centered practices and practice empathy, patience, empowerment focused advocacy and ensure the survivors are the leaders in their decisions. Staff are aware of trauma responses that may occur while providing services and do not place blame or judgment while providing services. Advocates address the need's unique to the survivor and the survivors beliefs, what they feel is best for themselves and their families.

2. The Spring established an environment of mutual respect and agency many years ago using evidence-based practices deemed effective such as survivor defined advocacy education through the Missouri's Coalition Against Domestic and Sexual Violence Project, "How the Earth Didn't Fly into the Sun". These teachings are valuable and still used today as they emphasize the requirement of advocates enforcing an environment of respect towards all survivors equitably. The Spring does not use punitive interventions and ensures program participants staff interactions are based on equality and minimize power differentials. Advocates are aware of power differentials and intentionally remind survivors they are not here to tell them what to do or how to do it, but to offer support, information, resources, and guidance.

3. The Spring Therapists provide groups to survivors on Trauma where they provide educational materials to each. All survivors receive a welcome packet filled w/ educational resources providing program participants access to information on trauma and the effects of trauma. In addition to the required training for staff on Trauma, they are required to take 16 hours additional annual training on direct services to survivors to include, "Traumatic Brain Injury and DV Strangulation", "Navigating the Criminal Justice System with Survivors", "Trauma Informed, Survivor-Focused, Empowerment Based Services".

4. All advocates are trained to identify participants' strengths. It is included in the template used to create case plans and is an expected area to be discussed by the assigned advocate during weekly case review. When survivors first arrive for services, they find it difficult to identify their own strengths due to the verbal, physical, and emotional abuse they experienced. Part of the role of an advocate is to help the survivor remember and identify their strengths as this can help them heal and give them the confidence to move forward work on their goals.

5. Cultural responsiveness, nondiscrimination and inclusivity are topics covered in training required for all staff. Additionally, over the past year we recognized areas where we can improve, particularly in the areas of diversity, equity, and inclusion. Many of the people The Spring serves, particularly in residential programs, are disproportionately survivors of color living in poverty. To address these areas, the agency hosted a four-part antiracism workshop for all staff facilitated by local experts. Additionally, during the agency's strategic planning process, DEI was identified as a priority and a committee was formed with employees and board members. The group meets regularly to identify goals and strategies to improve in these areas for participants and staff. The Spring was involved in a Survivor Listening Project conducted in 2022 by the University of South Florida's Harrell Center to hear from survivors who identify as African American or Black to learn about their experiences with law enforcement and their experiences with service providers.

6. The Spring facilitates support groups in English and in Spanish. The agency provide classes for survivors required to attend classes as part of a case plan they have through a dependency court case. The Spring's Economic Empowerment Advocate assists survivors on their financial goals including resume writing, job applications, budgeting, credit

information, and financial literacy classes. Volunteers offer groups on various topics such as self-esteem, meditation, yoga, and financial literacy. 7. The Spring has four advocates who are trained to facilitate Circle of Security parenting classes. This is particularly helpful for survivors required to attend a parenting classes as part their case plan related to their dependency case. This is not to suggest survivors with a dependency case need parenting classes, but it helps survivors complete their case plan tasks at no cost. The Spring has an onsite daycare and Hillsborough County school at our emergency shelter location. Advocates also work closely with partner agencies such as School Readiness or local funders to assist with childcare for the families we serve.

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)

During FY 22-23, The Spring staff provided the following supportive services to DV survivors:

1. Emergency shelter- 128 beds for survivors fleeing DV. The Spring has the Peace Village supportive housing program in partnership with Catholic Charities with 12 apartments to serve families fleeing DV. The Rapid Rehousing program assists with identifying landlords and apartments that meet the requirements of the survivors we serve. We link with community partners to assist survivors w/housing. The Spring has a 24-hour hotline for survivors of DV. We offer safety planning, screening for shelter, information and referral, and support for concerned family members and friends.
2. Legal assistance–The Spring assisted DV survivors to pursue child custody by making legal services available through its Internal Spring Legal services through Injunction for Protection assistance & partner Bay Area Legal Services. The Spring provided transportation through Uber, Gas cards, Free Bus passes and provided a support group for others experiencing similar challenges through our various support. These groups are gender specific and are offered in English and Spanish.
3. Credit Building Support–The Spring uses case management to quickly assess whether survivors need credit repair services, and credit building services provided through our Economic Empowerment Advocate and our partner, Fifth 3rd Bank, specializes in assisting survivors to restore their credit, to obtain affordable housing for survivors whose credit has been damaged.
4. Housing Search and Counseling–The spring employs three advocates to identify local landlords and apartments. Using the housing advocates ensures survivors are housed quickly. Last fiscal year we were able to house 72 households w/in 7 days due to having these dedicated advocates.
5. Crisis DV Services–We employ 18 advocates that staff a 24/7 DV crisis hotline and provide trauma-informed support, including safety planning, emergency shelter, and assistance in navigating restraining order processes. There are advocates working directly in shelter who are available to assist in crisis intervention 24/7. Our outreach program provides crisis intervention to hundreds of survivors through out Hillsborough Co.
6. Long-term housing stability planning–we work w/ participants to develop long-term housing plans during 1:1 sessions at a minimum of twice a month to ensure their service plan goals pertaining to housing continue to be supported.
7. Education Services–The Spring partners with (UACDC) University Area Community Center to enroll survivors into their GED classes.
8. Therapy- we Employ 2 therapists to provide survivors access to free in person or virtual services who are licensed in therapeutic approaches such as Cognitive Behavioral Therapy and EMDR (Eye Movement Desensitization and Reprocessing Therapy).
9. Outreach Services- our Outreach Center has 4 DV advocates, 2 hotline advocates, 1 injunction specialist, and 2 Invest Advocates who are there to provide resources and support to survivors in the community. The Outreach through partnership with Children’s Board of Hillsborough Co and ASO provide direct funding to survivors for anything surrounding Family Safety from DV. Such things as eviction prevention funds, emergency utility funds, transportation funds, vehicle repairs, etc.
10. Court Accompaniment- The Spring’s DV and Child Welfare program provide court accompaniment to DV survivors in the child welfare system as well as accompaniment to Child Welfare case staffings. Each advocate is co-located in the Child protective Investigations office and in local Child Welfare Case Management Offices.
11. Children’s services and child Care- – Our ES has an onsite childcare center and K-5 public elementary exclusively for children living in shelter. The Kids Team offers additional out-of-school time and case management for youth. As a Camp HOPE America affiliate, we provide a year-round, evidence-based camping and mentoring

program to youth in the community who have experienced DV in their households. 13. Furniture- our Thrift Store receives furniture that is set aside specifically to survivors and a “Move out” program where survivors can choose furniture provided free of cost by The Spring. 12. Food- The Spring provides survivors with food as needed through food boxes, grocery gift cards, and resources for food banks in the community. The shelter program has a full commercial kitchen and provides three meals a day, 7 days a week to survivors living in our shelter.

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. The Spring DV Bonus Project will prioritize placement & stabilization in permanent housing consistent with the program participants' wishes and stated needs by ensuring all staff in the DV bonus project are certified through DV certification by DCF Core Competency Institute prior to providing services to ensure advocates have clear expectations on advocacy. This certification educates advocates on the approach needed to address survivor needs. Each advocate in the DV Bonus project will be trained specifically on case management using the SMART goals initiative to ensure the goals are Specific, Measurable, Attainable, Relate to the identified need of the survivor and Timely. Each service plan created with the Survivor will be based on the survivors needs as described by the survivor using these SMART goals.
2. The Spring DV bonus Project will establish and maintain an environment of agency and mutual respect. The Spring bonus project will not use punitive interventions, and will ensure program participant staff interactions are based on equality and minimize power differentials. The program will establish "Rights and Responsibilities" policy to ensure the survivors rights such as the requirement of survivors to be treated with Dignity and Respect are upheld. The Spring will ensure that all DV bonus program practices and policies are empowerment based and survivor focused and will ensure no punitive policies and practices can be used.
3. The Spring will provide all participants of the DV Bonus project with information on Trauma by including trauma education and resources into the information given to survivors entering this program. The staff will provide participants with information to the free therapy program where survivors can discuss their trauma experiences and receive further information on trauma and trauma responses.
4. Each staff member of the DV bonus project will receive strength based intervention training to ensure they are prepared to emphasize program participants' strengths. Each advocate of this program will require at minimum monthly, CARE (Connect Assess Reflect Encourage) meetings with their supervisor to discuss ways they are using strength based practices in services to survivors.
5. Each advocate of The Spring DV Bonus project will be required to receive cultural competence training to include Diversity Equity and Inclusion, The Springs Strategic Initiatives on DEI and culturally inclusive resources for survivors, accessible services and trainings such as, "DV and strangulation", "Trauma Informed, Survivor-Focused, Empowerment Based Advocacy".
6. The Spring DV Bonus staff will provide 100% of survivors in the program with referrals to the outreach program supportive services where they can join Psycho-Educational and Peer to peer support groups, events, and take advantage of all survivor supportive resources and financial supports.
7. The Spring DV Bonus project will offer support for survivor parenting by referring 100% of the parents in the project to the free Circle of Security Parenting class offered by The Spring, and will refer survivors to the outreach program support groups where parenting peer to peer supports will be discussed. The Spring DV bonus project will pay for 2 new certification trainings for advocates to train and offer free Circle of Security classes to survivors. This to ensure there is enough staffing to provide this supportive resource to parents.

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)**

The Spring has a well-established Quality Improvement (QI) Committee comprised of various direct service staff, managers, and directors whose primary focus is to review the quality of services using survivor feedback. Every program within The Spring offers survivors with an opportunity to provide feedback on their experiences while receiving services. The Survivors can provide this feedback via a formal process through physical or virtual/electronic options. Surveys can be completed while actively participating in the program, upon exiting from the program or both. These can be completed anonymously based on preference. The surveys engage survivors and inquire the survivors' perceptions on staff and their interactions with staff while receiving services, safety or concerns with this, facilities, case management and goal setting, access to resources such as housing, their treatment by staff while engaged in services, children's services, & allows for any suggestions or changes to policy and practices. Clients have the option to complete an experience survey regarding the referrals process and case mgt w/in our housing services. The Spring's QI committee established a comprehensive plan to engage survivors further by conducting participant one on one interviews to allow for a more personable and open communication regarding their lived experience. These interviews are conducted by non-direct service staff to ensure anonymity of services and information remains un-biased. The information found through the QI Process will be used to further the goals of the program with the primary focus being the implementation of the program while addressing the needs, feedback and suggestions provided. The policies developed will consider all to ensure the program is empowerment based, trauma informed, & survivor focused. 2. The DV Bonus Project will involve survivors w/ a range of lived experience in policy and program development by hiring or inquiring and interviewing of current staff with lived experience in DV, dating violence, sexual assault, and/or stalking and homelessness. We will engage these individuals in establishing best practices for this program. Also we ensure new surveys and questions are established to help w/ developing policies that are in line with the needs recommended by these survivors and individuals with this lived experience. We will interview survivors and those w/ a range of lived experience not employed by us, during & after receiving services.

## 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	THA Admin Plan Up...	09/26/2023
1C-7. PHA Moving On Preference	No	THA Mainstream Vo...	09/26/2023
1D-11a. Letter Signed by Working Group	Yes	1D-11a. Lived Exp...	09/26/2023
1D-2a. Housing First Evaluation	Yes	Housing First Eva...	09/25/2023
1E-1. Web Posting of Local Competition Deadline	Yes	Web Posting of L...	09/25/2023
1E-2. Local Competition Scoring Tool	Yes	Local Competitio...	09/25/2023
1E-2a. Scored Forms for One Project	Yes	Scored Forms for ...	09/25/2023
1E-5. Notification of Projects Rejected-Reduced	Yes	Notification of ...	09/25/2023
1E-5a. Notification of Projects Accepted	Yes	Notification of P...	09/25/2023
1E-5b. Local Competition Selection Results	Yes	Local Competition...	09/25/2023
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 Homeless Da...	08/25/2023
3A-1a. Housing Leveraging Commitments	No	Housing Leveragin...	09/26/2023
3A-2a. Healthcare Formal Agreements	No	Healthcare Formal...	09/26/2023
3C-2. Project List for Other Federal Statutes	No		
Other	No		



## Attachment Details

**Document Description:** THA Admin Plan Updated Homeless Preferences  
March 2023

## Attachment Details

**Document Description:** THA Mainstream Vouchers\_Move On Preference  
2019

## Attachment Details

**Document Description:** 1D-11a. Lived Experience Support Letter Signed  
by Consumer

## 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 Homeless Data Exchange (HDX)  
Competition Report

## **Attachment Details**

**Document Description:** Housing Leveraging Commitment

## **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	08/03/2023
1B. Inclusive Structure	09/18/2023
1C. Coordination and Engagement	09/25/2023
1D. Coordination and Engagement Cont'd	09/26/2023
1E. Project Review/Ranking	09/26/2023
2A. HMIS Implementation	09/25/2023
2B. Point-in-Time (PIT) Count	09/26/2023
2C. System Performance	09/25/2023
3A. Coordination with Housing and Healthcare	09/25/2023
3B. Rehabilitation/New Construction Costs	09/25/2023
3C. Serving Homeless Under Other Federal Statutes	09/25/2023

<b>4A. DV Bonus Project Applicants</b>	09/26/2023
<b>4B. Attachments Screen</b>	Please Complete
<b>Submission Summary</b>	No Input Required

## Chapter 4

### ESTABLISHING PREFERENCES AND MAINTAINING THE WAITING LIST

[24 CFR Part 5, Subpart D; 982.54(d)(1); 982.204, 982.205, 982.206]

#### **INTRODUCTION**

It is the THA's objective to ensure that families are placed in the proper order on the waiting list and selected from the waiting list for admissions in accordance with the policies in this Administrative Plan.

This chapter explains the three (3) Ranking Preferences and the three (3) local preferences which the THA has adopted to meet local housing needs, defines the eligibility criteria for the preferences and explains the THA's system of applying them.

By maintaining an accurate waiting list, the THA will be able to perform the activities which ensure that an adequate pool of qualified applicants will be available so that program funds are used in a timely manner.

#### **A. WAITING LIST** [24 CFR 982.204]

The THA uses a single waiting list for admission to its Section 8 tenant-based assistance program.

THA will merge all RAD and Project Based waitlists, excluding the HCV waitlist, and while merging all 39,000 applicants the main waitlist will also be purged in CY 2020. The merging of waitlists will provide one source for all properties to maintain occupancy; families that are currently subsidized (occupying THA properties) will be removed from all lists; families will remain on the list until a unit is selected; if the family is determined ineligible they will be removed from the list; the earliest application date will be used for placement on the waitlist list.

Families will be given 30 days after the final purge is complete to request to be added back to the list if they did not meet the purging deadline. Families received notices via email, text, mail and phone call to update their waitlist.

If a family denies all properties, they will be removed from the main waitlist.

#### **RESOLUTION 2019-4140 APPROVED October 16<sup>th</sup> 2019**

Except for Special Admissions, applicants will be selected from the THA waiting list in accordance with policies and preferences and income targeting requirements defined in this Administrative Plan.

The THA will maintain information that permits proper selection from the waiting list.

The waiting list contains the following information for each applicant listed:

Applicant Name

Family Unit Size (number of bedrooms family qualifies for under PHA subsidy standards)

Date and time of application

Qualification for any local preference

Racial or ethnic designation of the head of household

Annual (gross) family income

Number of persons in family



Singles preferences status

Targeted program qualifications

*[Resolution 3283]*

**B. SPECIAL ADMISSIONS** [24 CFR 982.54(d)(e), 982.203]

If HUD awards a THA program funding that is targeted for specifically named families, the THA will admit these families under a Special Admission procedure.

Special admissions families will be admitted outside of the regular waiting list process. They do not have to qualify for any preferences, nor are they required to be on the program waiting list. The THA maintains separate records of these admissions.

The following are examples of types of program funding that may be designated by HUD for families living in a specified unit:

A family displaced because of demolition or disposition of a public or Indian housing project;

A family residing in a multifamily rental housing project when HUD sells, forecloses or demolishes the project;

For housing covered by the Low Income Housing Preservation and Resident Homeownership Act of 1990;

A family residing in a project covered by a project-based Section 8 HAP contract at or near the end of the HAP contract term;

A non-purchasing family residing in a 5(h), HOPE 1 or HOPE 2 project; and

A family residing at a public housing site scheduled for comprehensive modernization or rehabilitation

A family residing at a public housing site with an EBL child [ **Resolution 3293 adopted 10/23/02**]

A family participating under the HOPWA and Shelter + Care funding will be absorbed under the Housing Choice Voucher Program in the event that funding is reduced or eliminated. [ **Resolution 3311 adopted 3/26/03**]

Any returning military personnel who left for active duty as a current Housing Choice Voucher Program participant for a period beyond 180 days. [ **Resolution 3432 Adopted 9/23/05**]

**C. WAITING LIST PREFERENCES** [24 CFR 982.207]

An applicant will not be granted any preference if any member of the family has been evicted from housing assisted under a 1937 Housing Act program during the past three years because of drug-related criminal activity.

The PHA will grant an exception to such a family if:

The responsible member has successfully completed a rehabilitation program.

The evicted person clearly did not participate in or know about the drug-related activity.

The evicted person no longer participates in any drug related criminal activity.

If an applicant makes a false statement in order to qualify for a preference, the THA will deny admission to the program for the family.

**D. LOCAL PREFERENCES [24 CFR 5.410]**

The THA will offer public notice when changing its preference system and the notice will be publicized using the same guidelines as those for opening and closing the waiting list. Per the grant, THA will also accept referrals from qualified agencies.

The THA uses the following Local Preference system:

1. Section 811 Mainstream Preferences
  - a. transitioning out of institutional or other separated settings;
  - b. at serious risk of institutionalization;
  - c. homeless; or
  - d. at risk of becoming homeless
2. Involuntary Displacement – Natural Disaster
3. Involuntary Displacement- Government Action
4. Chronic homelessness
5. Homelessness
6. Disabled/Elderly
7. Working Preference

Preferences defined:

1. Section 811 Preferences (15 points)

**Institutional or other segregated settings** include, but are not limited to: (1) congregate settings populated exclusively or primarily with individuals with disabilities; (2) congregate settings characterized by regimentation in daily activities, lack of privacy or autonomy, policies limiting visitors, or limits on individuals' ability to engage freely in community activities and to manage their own activities of daily living; or (3) settings that provide for daytime activities primarily with other individuals with disabilities.

**At serious risk of institutionalization:** Includes an individual with a disability who as a result of a public entity's failure to provide community services or its cut to such services will likely cause a decline in health, safety, or welfare that would lead to the individual's eventual

placement in an institution. This includes individuals experiencing lack of access to supportive services for independent living, long waiting lists for or lack of access to housing combined with community based services, individuals currently living under poor housing conditions or homeless with barriers to geographic mobility, and/or currently living alone but requiring supportive services for independent living. A person cannot be considered at serious risk of institutionalization unless the person has a disability. An individual may be designated as at serious risk of institutionalization either by a health and human services agency, by a community-based organization, or by self-identification.

**Homeless means:**

- (1) An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:
  - An individual or family with a primary nighttime residence that is 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;
  - An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, State, or local government programs for low-income individuals); or
  - An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution;
- (2) An individual or family who will imminently lose their primary nighttime residence, provided that:
  - The primary nighttime residence will be lost within 14 days of the date of application for homeless assistance;
  - No subsequent residence has been identified; and
  - The individual or family lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, needed to obtain other permanent housing;
- (3) Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who:
  - Are defined as homeless under section 387 of the Runaway and Homeless Youth Act (42 U.S.C. 5732a), section 637 of the Head Start Act (42 U.S.C. 9832), section 41403 of the Violence Against Women Act of 1994 (42 U.S.C. 14043e-2), section 330(h) of the Public Health Service Act (42 U.S.C. 254b(h)), section 3 of the Food and Nutrition Act of 2008 (7 U.S.C. 2012), section 17(b) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)), or section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);
  - Have not had a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the

- o date of application for homeless assistance;
- o Have experienced persistent instability as measured by two moves or more during the 60- day period immediately preceding the date of applying for homeless assistance; and
- o Can be expected to continue in such status for an extended period of time because of chronic disabilities; chronic physical health or mental health conditions; substance addiction; histories of domestic violence or childhood abuse (including neglect); the presence of a child or youth with a disability; or two or more barriers to employment, which include the lack of a high school degree or General Education Development (GED), illiteracy, low English proficiency, a history of incarceration or detention for criminal activity, and a history of unstable employment; or

(4) Any individual or family who:

- Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence;
- Has no other residence; and lacks the resources or support networks, e.g., family, friends, and faith-based or other social networks, to obtain other permanent housing.

**At risk of becoming homeless: An individual or family who**

Does not have sufficient resources or support networks, e.g., family, friends, faith-based or other social networks, immediately available to prevent them from moving to an emergency shelter or another place described in paragraph (1) of the "Homeless" definition in this section; and

Meets one of the following conditions:

- (A) Has moved because of economic reasons two or more times during the 60 days immediately preceding the application for homelessness prevention assistance;
  - Is living in the home of another because of economic hardship;
- (B) Has been notified in writing that their right to occupy their current housing or living situation will be terminated within 21 days of the date of application for assistance;
- (C) Lives in a hotel or motel and the cost of the hotel or motel stay is not paid by charitable organizations or by federal, State, or local government programs for low-income individuals;
- (D) Lives in a single-room occupancy or efficiency apartment unit in which there reside more than two persons, or lives in a larger housing unit in which there reside more than 1.5 people per room, as defined by the U.S. Census Bureau;
- (E) Is exiting a publicly funded institution, or system of care (such as a health-care facility, a mental health facility, foster care or other youth facility, or correction program or institution); or
- (F) Otherwise lives in housing that has characteristics associated with instability and an

increased risk of homelessness.

Families referred who meet the criteria preferences will jump to the top of the list and pulled from the list. Families will be pulled from the regular waitlist who have been on the list as well as processing referrals. This will ensure that families that meet the required criteria will be met. Referrals will be accepted from agencies affiliated with the COC and placed on waitlist.

The waitlist will be opened and published when necessary to ensure these particular vouchers will be awarded to eligible households that are referred from agencies that are affiliated with homeless verification and the COC. The vouchers will be capped at 132 in total and will only be filled through attrition with eligible households that are referred by agencies that provide services to the homeless. The vouchers will also serve as a moving up preference to move individuals out of PSH that no longer need case management services as discussed in PIH 2013-15 but must meet all eligibility requirements.

### **Resolution 2018-4105 Approved November 28<sup>th</sup>, 2018**

#### **2. Involuntary displacement by natural disaster will receive 30 points:**

At the discretion of the agency, waitlists that are not at capacity will be opened for those applicants who have been displaced due to a natural disaster. An application must be made within 30 days of the natural disaster occurrence or to be considered for this preference. At the discretion of the agency, applications may be accepted up to 90 days after the natural disaster.

**(Resolution 2017-4077)**

#### **3. Involuntary displacement 20 points:**

An applicant is, or will be, involuntarily displaced if the applicant has vacated or will vacate his/her housing unit as a result of being displaced by government action - Activity carried out by an agency of the United States or by any State or local governmental body a public improvement or development program.

**(Resolution 2015-3936)**

#### **4. Chronically homeless will receive a preference point of 10 points:**

Chronically homeless families are defined as “either (1) an unaccompanied homeless individual or family with a disabling condition and is considered disabled and who has been continuously homeless for a year or more, OR (2) an individual or family with a disabling condition and considered disabled and who has had at least four episodes of homelessness in the past three years. Homelessness is defined as a person sleeping in a place not meant for human habitation (e.g. living on the streets, for example) OR living in a homeless emergency shelter. A qualifying agency must be able to verify the instances of homelessness. Qualifying agency is one that works directly with the homeless and disabled population on a daily basis and one which that provides some type of supportive service to the family. If the instances of homelessness cannot be verified, the family will not qualify for this preference.

Families who meet this definition must also be receiving supportive services from a qualified agency. A qualified agency is one that provides supportive services to this specific population daily and on a continuous basis. The family meets both of the requirements the family will receive the preference points. Families must maintain case management services while participating on the program unless discharged by the partnering agency as completed.

This preference will receive higher weight than any other local preference. There will be an allotment of 60 vouchers total (24 CFR 982.207(a)(3) • HUD authorizes PHAs to limit the number of applicants that may qualify for any local preference.) Once those vouchers are filled, the only time another slot will be available will be through attrition. Slot must be filled by replacing with a chronically homeless individual and or family through a referral process from a qualified agency. Once the cap is met, and enough individuals are on the waitlist that meet the preference, THA may close the waitlist without notice.

Project Based Waitlist for the chronically homeless will be treated on a referral basis from the owner and or manager of any chronically homeless project. Families who only meet the definition of chronically homeless will be placed on this specific waitlist and any other project based programs specific to the chronically homeless.

## **5. Homelessness will receive a preference point of 5**

People who are living in a place not meant for human habitation, in emergency shelter, in transitional housing, or are exiting an institution where they temporarily resided. People will be considered homeless if they are exiting an institution where they resided for up to 90 days and were in shelter or a place not meant for human habitation immediately prior to entering that institution.

Families with children or unaccompanied youth (18 years old or emancipated) who are unstably housed and likely to continue in that state. Families with children or unaccompanied youth (18 years old or emancipated) who have not had a lease or ownership interest in a housing unit in the last 60 or more days, have had two or more moves in the last 60 days, and who are likely to continue to be unstably housed because of disability or multiple barriers to employment.

People who are fleeing or attempting to flee domestic violence, have no other residence, and lack the resources or support networks to obtain other permanent housing. Incidence of domestic violence must be verifiable either through police reports, social service organization, or some other source that THA deems as reliable. The PHA will require evidence that the family has been displaced as a result of fleeing violence in the home. Families are also eligible for this preference if there is proof that the family is currently living in a situation where they are being subjected to or victimized by violence in the home.

The following criteria are used to establish a family's eligibility for this preference:

Actual or threatened physical violence directed against the applicant or the applicant's family by a spouse or other household member who lives in the unit with the family.

The actual or threatened violence must have occurred within the past sixty (60) days or be of a continuing nature.

To qualify for this preference, the abuser must still reside in the unit from which the victim was displaced. The applicant must certify that the abuser will not reside with the applicant unless the THA gives prior written approval.

The THA will approve the return of the abuser to the household under the following conditions:

The THA verifies that the abuser has received therapy or counseling that appears to minimize the likelihood of recurrence of violent behavior.

A counselor, therapist or other appropriate professional recommends in writing that the individual be allowed to reside with the family.

If the abuser returns to the family without approval of the THA, the THA will deny or terminate assistance for breach of the certification.

Homeless will also be defined as any person or family who:

(A) will imminently lose their housing, including housing they own, rent, or live in without paying rent, are sharing with others, and rooms in hotels or motels not paid for by Federal, State, or local government programs for low-income individuals or by charitable organizations, as evidenced by—

- (i) a court order resulting from an eviction action that notifies the individual or family that they must leave within 14 days;
- (ii) the individual or family having a primary nighttime residence that is a room in a hotel or motel and where they lack the resources necessary to reside there for more than 14 days; or
- (iii) credible evidence indicating that the owner or renter of the housing will not allow the individual or family to stay for more than 14 days; or
- (iv) is living in the home of another due to economic hardship that must be verified.

(B) has no subsequent residence identified; and

(C) lacks the resources or support networks needed to obtain other permanent Housing

**Resolution 2022-4240 approved September 21<sup>st</sup> 2022**

## **6. Disabled or Elderly will receive a preference point of 5**

This preference is extended to persons or families where the head of household, spouse or co-head is elderly or disabled. Proof of preference will be required at time of selection. [HUD regulations prohibit admission preferences for specific types of disabilities.]

## **7. Working Preference of 5 points**

Families with at least one adult whose head, spouse, or co-head are employed for at least 20 (**Resolution 2015-3936**) hours per week or who are active participants at least 30-40 hours a week in accredited post- secondary educational program or local training programs designed to prepare the individual for the job market. Employment, schooling, and job training must be verifiable. Verifiable indicates that THA will be able to determine without a doubt that the



information, verification, and documentation provided is valid such as bank statements, third party verification, IRS forms, pay stubs, certifiable training schedules. Self-certification and a notarized statement may not be verifiable and may not be accepted as proof of employment or training. When selected from the waitlist, to qualify for this preference, he or she must be working and or going to school the required hours. If the family does not meet this preference or any preference, he or she will go back to the waitlist. This preference is automatically extended to elderly families or families whose head or spouse is receiving income based on their inability to work.

All preferences must meet the definitions outlined in the plan and MUST be verifiable by a source deemed reliable by the THA. Families could qualify for all preferences. All preferences will be of equal weight except for the chronically homeless which will receive a preference of 10 points and will be capped at 5 vouchers per month.

These preferences will be applied to all current and future waitlists. All applicants who are on the lists will be given the option to change their preference when the preferences are approved by the board and after public comment. All changes in preferences will either be done electronically and or in writing. Electronically refers to the family updating his or her application online as allowed and instructed by the agency.

### **Treatment of Single Applicants**

Singles Preference (This is HUD's former singles preference from 5.405)

Applicants who are elderly, disabled, or homeless families of no more than two person families will be given a selection priority over all "Other Single" applicants regardless of preference status. "Other Single" denotes a one-person household in which the individual member is not elderly or disabled. Such applicants will be placed on the waiting list in accordance with any other preferences to which they are entitled, but they cannot be selected for assistance before any one or two person elderly, disabled or homeless family regardless of preferences.

## **RESOLUTION 2013-3818 Approved 02/20/2013**

### **E. INCOME TARGETING**

In accordance with the Quality Housing and Work Responsibility Act of 1998, each fiscal year the THA will reserve a minimum of seventy-five percent of its Section 8 new admissions for families whose income does not exceed 30 percent of the area median income. HUD refers to these families as "extremely low-income families." The THA will admit families who qualify under the Extremely Low Income limit to meet the income targeting requirement, regardless of preference.

The THA's income targeting requirement does not apply to low income families continuously assisted as provided for under the 1937 Housing Act.

The THA is also exempted from this requirement where the THA is providing assistance to low income or moderate income families entitled to preservation assistance under the tenant-based program as a result of a mortgage prepayment or opt-out.

### **Jurisdictions Served By More Than One Housing Authority**

HUD will treat multiple Housing Authorities serving one jurisdiction as a single Housing Authority for income targeting purposes. The THA will cooperate with other Housing Authorities serving the same jurisdiction to assure that aggregate admissions comply with the 75% targeted income requirement for the jurisdiction.

HUD will determine which Housing Authority's fiscal year will be used for income targeting purposes, if the Housing Authorities do not have a single fiscal year.

The THA shall have the discretion, at least annually, to exercise the "fungibility" provision of the QHWRA. This provision allows the HA to admit less than the minimum 40% of its extremely low-income families in a fiscal year to its public housing program to the extent that the Housing Authority's admission of extremely low income families in the tenant-based assistance program exceeds 75% of all admissions during the fiscal year. If **exercising this** option the THA will follow the fungibility threshold limitations as set forth in QHWRA legislation.

The discretion by the THA to exercise the fungibility provision is also reflected in the Tampa Housing Authority admission and Continued Occupancy Policy.

**F. INITIAL DETERMINATION OF RANKING AND LOCAL PREFERENCE QUALIFICATION**[24 CFR 982.207]

At the time of application, an applicant's entitlement to a Ranking and/or Local Preference may be made on the following basis.

An applicant's certification that they qualify for a preference will be accepted without verification at the initial application. When the family is selected from the waiting list for the final determination of eligibility, the preference will be verified.

If the preference verification indicates that an applicant does not qualify for the preference, the applicant will be returned to the waiting list without the Local Preference and given an opportunity for a meeting.

If, at the time the family applied, the preference claim was the only reason for placement of the family on the list and the family cannot verify their eligibility for the preference as of the date of application, the family will be removed from the list.

**G. EXCEPTIONS FOR SPECIAL ADMISSIONS** [24 CFR 982.203, 982.54(d)(3)]

If HUD awards a THA program funding that is targeted for specifically named families, the THA will admit these families under a Special Admission procedure.

Special admissions families will be admitted outside of the regular waiting list process. They do not have to qualify for any preferences, nor are they required to be on the program waiting list. The THA maintains separate records of these admissions.

The following are examples of types of program funding that may be designated by HUD as exceptions for special admissions:

A family displaced because of demolition or disposition of a public or Indian

housing project;

A family residing in a multifamily rental housing project when HUD sells, forecloses or demolishes the project;

For housing covered by the Low Income Housing Preservation and Resident Home-ownership Act of 1990;

A family residing in a project covered by a project-based Section 8 HAP contract at or near the end of the HAP contract term; and

A non-purchasing family residing in a 5(h), HOPE 1 or HOPE 2 project.

A family residing at a public housing site scheduled for comprehensive modernization or rehabilitation.

A family residing at a public housing site with an EBL child [ *Resolution 3293 adopted 10/23/02*]

A family participating under the HOPWA and Shelter + Care funding will be absorbed under the Housing Choice Voucher Program in the event that funding is reduced or eliminated. [Resolution 3311 adopted 3/26/03]

Any returning military personnel who left for active duty as a current Housing Choice Voucher Program participant for a period beyond 180 days. [Resolution 3432 Adopted 9/23/05]

#### **H. TARGETED FUNDING [24 CFR 982.203]**

When HUD awards special funding for certain family types, families who qualify are referred to the agency. When a specific type of funding becomes available, the waiting list may be searched for the first available family meeting the targeted funding criteria.

Applicants who are admitted under targeted funding which are not identified as a Special Admission **are identified by codes in the automated system.** The THA has the following "Targeted" Programs: **VASH / Family Unification Program (FUP) / Welfare to Work, and fair share vouchers designated for disabled families.**

The Family Unification funding is to assist families that have been certified through the local welfare agency that for the lack of adequate housing is a primary factor in the imminent placement of the family's child, or children and must be eligible for Section 8. The existing waitlist must be searched for eligible FUP families based on referrals from the local child welfare agency. If there are eligible families, they will be assisted based on their position on the waitlist. If the waitlist is closed and a referral from the local child welfare agency is received, the waitlist must be opened for those specific families only. Those families will then be eligible to participate in the Family Unification Program. (Resolution 2008-3551)

The "Targeted" programs' size will be dependent on the dollars received from HUD and the community needs. Turnover dollars can be used to expand the various programs as determined

by the Director of Assisted Housing. However, at no time will the minimum program size be reduced, while eligible families are available for participation.

## **I. PREFERENCE AND INCOME TARGETING ELIGIBILITY** [24 CFR 982.207]

### **Change in Circumstances**

Changes in an applicant's circumstances while on the waiting list may affect the family's entitlement to a preference. Applicants are required to notify the THA in writing when their circumstances change.

When an applicant claims an additional preference, she/he will be placed on the waiting list in the appropriate order determined by the newly-claimed preference.

The exception to this is, if at the time the family applied, the waiting list was only open to families who claimed that preference. In such case, the applicant must verify that they were eligible for the first preference before they are returned to the waiting list with the new preference.

If the family's verified annual income, at final eligibility determination, does not fall under the Extremely Low Income limit and the family was selected for income targeting purposes before family(s) with a higher preference, the family will be returned to the waiting list.

### **Other Housing Assistance** [24 CFR 982.205(b)]

Other housing assistance means a federal, State or local housing subsidy, as determined by HUD, including public housing.

The THA may not take any of the following actions because an applicant has applied for, received, or refused other housing: [24 CFR 982.205(b)]

- Refuse to list the applicant on the PHA waiting list for tenant-based assistance;
- Deny any admission preference for which the applicant is currently qualified;
- Change the applicant's place on the waiting list based on preference, date and time of application, or other factors affecting selection under the THA selection policy; or
- Remove the applicant from the waiting list.

However, the THA may remove the applicant from the waiting list for tenant-based assistance if the THA has offered the applicant assistance under the voucher program.

## **J. ORDER OF SELECTION** [24 CFR 982.207(e)]

The THA's method for selecting applicants from a preference category leaves a clear audit trail that can be used to verify that each applicant has been selected in accordance with the method specified in the administrative plan.

### **Local Preferences**

Local preferences will be used to select families from the waiting list. Those without preferences will remain on the list but will be selected last.

Those who are selected as a preference and have been found not to have a preference will go back to the waitlist as a non-preference using the original application date.

The THA has selected the following system to apply ranking and local preferences:

All local preferences shall carry equal weight. **(Resolution 2007-3520).**

### **Among Applicants with Equal Preference Status**

Among applicants with equal preference status applicants will be selected at random base on a lottery selection. **[Resolution No. 3296 adopted 11/20/2002]**

### **K. FINAL VERIFICATION OF PREFERENCES** [24 CFR 982.207]

Preference information on applications will be updated as applicants are selected from the waiting list. At that time, the THA will:

Mail a Preference Verification letter to the applicant's last known address, requesting verification of the family's preference claim and mail third party verifications as applicable, or;

Obtain necessary verifications of preference at the interview and by third party verification.

### **L. PREFERENCE DENIAL** [24 CFR 982.207]

If the THA denies a preference, the THA will notify the applicant in writing of the reasons why the preference was denied and offer the applicant an opportunity for an informal review with the Housing Manager. If the preference denial is upheld as a result of the meeting, or the applicant does not request a meeting, the applicant will be placed on the waiting list without benefit of the preference. Applicants may exercise other rights if they believe they have been discriminated against.

If the applicant falsifies documents or makes false statements in order to qualify for any preference, they will be removed from the Waiting List.

### **M. REMOVAL FROM WAITING LIST AND PURGING** [24 CFR 982.204(c)]

The Waiting List will be purged not more than one time each year by a mailing to all applicants for an electronic application update **(Resolution 2013-3851)** to ensure that the waiting list is current and accurate. The mailing will ask for confirmation of continued interest.

Any mailings to the applicant which require a response will state that failure to respond within ten (10) days or timeframe written in the notice will result in the applicant's name being dropped from the waiting list.

An extension of thirty (30) days to respond will be granted, if requested and needed as a reasonable accommodation for a person with a disability.

If an applicant fails to respond to a mailing from the THA, the applicant will be sent written notification and given ten (10) days to contact the THA. If they fail to respond within ten (10) days, they will be removed from the waiting list.

If the applicant did not respond to the PHA request for information or updates because of a family member's disability, the PHA will reinstate the applicant in the family's former position on the waiting list.

If a letter is returned by the Post Office without a forwarding address, the applicant will be removed without further notice, and the envelope and letter will be maintained in the file.

If a letter is returned with a forwarding address, it will be re-mailed to the address indicated.

If an applicant is removed from the waiting list for failure to respond, they will not be entitled to reinstatement unless the Director of Assisted Housing or designee determines there were circumstances beyond the person's control. The following exceptions, if determined to exist, will be acceptable to warrant reinstatement: medical emergencies/jury duty reserves.

Applicants are required to contact the THA in writing every six (6) months to confirm their continued interest. The PHA will give written notification to all applicants who fail to respond at the required times. If they fail to respond to this notification, they will be removed from the waiting list.

The THA allows a grace period of one year after the date of notification of the purge (**Resolution 2013-3851**). Applicants who respond during this grace period will be reinstated back to the list close as possible to the original position on the pre-purged list.

#### **N. PROJECT-BASED ASSISTANCE [CFR 982.205]**

Waiting lists will be site specific for all project-based voucher assistance. All policies contained in this document that relate to admissions apply. All families on the tenant based waiting list will have the opportunity to be placed on a project-based waiting list.

THA will operate a tenant based and project based waitlist. Each applicant will have the opportunity to apply for all project based sites and tenant based vouchers when the waitlists are open. (**Resolution 2007-3539**) The project based waitlist applications will be placed on the lists by time and date of the application (**Resolution 2013-3852**) and not by lottery as is for the HCV tenant based waitlist when opened.

Referrals will be received for PB projects Villa Deville and MLK from the partnering supportive services agency or a qualifying agency that understands the complexity and definition of chronic homelessness. Families being placed on the waitlist for these specific PB projects must meet the definition of chronic homelessness. (**Resolution 2012-3798**)

**Palm Terrace (ALF)**

Applicants will be certified as eligible for Palm Terrace if they are 62 years or older and meet the criteria outlined in this policy.

Additional preference will be given to current Public Housing residents requiring services provided at the site.

The operator will maintain the waitlist, screen for additional eligibility requirements that are necessary for assisted living facilities, and then refer to THA for further eligibility determination.

Failure to meet the screening requirements will result in denial of admission. Any family on the tenant-based list or in Public Housing will not lose their current status. Others applying, that are not on a waitlist, will be denied and no other preferences will be offered.

**[ Resolution 3283 ]**





August 16, 2019

**RE: Housing Authority of the City of Tampa's Application for HUD's FY19 Mainstream Voucher Program (FR-6300-N-43)**

*President*  
**David Ide**

*Vice-President*  
**Guy King**  
M.E. Wilson

*Secretary*  
**Jim Shimberg**  
Tampa Bay Lightning

*Treasurer*  
**Mary Lynn Ulrey**  
DACCO

**Board Members**

**Tracye Brown**  
Hillsborough County  
Public Schools

**Joe Clark**  
Eckerd

**Mark Fernandez**  
Valley National Bank

**Emery Ivery**  
United Way Suncoast

**Thomas Mantz**  
Feeding Tampa Bay

**Sandy Murman**  
Hillsborough County  
Commission

**Mindy Murphy**  
The Spring of Tampa Bay

**Jerome Ryans**  
Tampa Housing Authority

**Thom Snelling**  
City of Tampa

Dear Sir/Madam,

The Tampa Hillsborough Homeless Initiative (THHI), as the lead agency for the Tampa/Hillsborough County Continuum of Care (FL-501), has a long history of partnership with the Housing Authority of the City of Tampa (THA). We believe THA's application for HUD's FY19 Mainstream Voucher Program (FR-6300-N-43) is an excellent opportunity to assist in our CoC and community efforts to make homelessness rare, brief and non-recurring.

THHI is committed to supporting THA's application and commits to the following partnership efforts if THA is awarded FY19 Mainstream Vouchers:

- 1) THHI is the recipient of federal, state and local funding that is 'sub awarded' to partner agencies, including HUD-CoC Program funding for both permanent supportive housing (PSH) and rapid rehousing (RRH) projects. THHI sub-grants out three (3) CoC-funded PSH projects and one (3) CoC-funded RRH project, as well as a half dozen ESG-funded RRH projects. THHI will direct, through contract, our sub-recipients to:
  - a. Review current PSH client case load to determine which of the clients that have been enrolled in the PSH project for greater than 2 years to determine if they still require intensive case management. Those that do not, and can maintain housing stability with the rental assistance support provided by a mainstream voucher, will be assisted to transfer to THA for this opportunity. This is in alignment with HUD's "Move On Preference" effort.
  - b. Assist in identifying and referring eligible households for mainstream vouchers who would otherwise have to wait for a 'program' opening. THHI will allow these projects to enroll households targeted for a "mainstream voucher" for the purposes of assisting with housing search and the mainstream voucher program applications.
- 2) THHI will, as the lead agency for the Tampa/Hillsborough County CoC, help educate CoC partner agencies that do not receive funding directly through THHI regarding the benefit of partnering with the mainstream voucher process, and strongly encourage these agencies to develop a formal partnership with THA.





*RE: Housing Authority of the City of Tampa's Application for HUD's FY2019 Mainstream Voucher Program (FR-6300-N-43), Page 2 of 2*

THHI recognizes the valuable contributions and innovative efforts that THA has made to our CoC's efforts to not only move homeless individuals and families into permanent housing, but also to improve system collaboration and processes. It is our pleasure to support this effort and to work in partnership with THA if they are awarded the mainstream vouchers.

If you have any questions about THHI's partnership commitment and support of THA's application; or require additional information, please do not hesitate to contact me at (813) 274-6998 or TriplettA@THHI.org.

Respectfully,

A handwritten signature in black ink, reading 'Antoinette D. Hayes-Triplett'. The signature is written in a cursive style and is located below the word 'Respectfully,'.

Antoinette D. Hayes-Triplett, M.A.  
Chief Executive Officer  
Tampa Hillsborough Homeless Initiative

September 25, 2023

**RE: Consumer Advisory Committee Support for the Tampa/Hillsborough County FY2023 Continuum of Care (CoC) Program Application (HUD CoC NOFO)**

Dear Sir or Madam,

The Tampa/Hillsborough County CoC's Consumer Advisory Committee has reviewed the CoC's FY2023 HUD CoC NOFO grant application. It is in support of the priorities outlined in the CoC's 560 in 560 (now called 560 and Beyond) Comprehensive Plan to Serve Individuals and Families Experiencing Homelessness, the CoC Application, and the Project Application(s) submitted as part of the application process for funding to increase and expanded permanent housing, supportive services, coordinated entry, and homeless management information system in the Tampa-Hillsborough County community to address unsheltered homelessness.

We certify that the Consumer Advisory Committee meets the following requirements outlined in Section V.B.1.r. of the FY2023 CoC NOFO as a working group comprised of at least three (3) persons with lived experience of homelessness that makes up the formal committee of the CoC with voting power on policy decisions of the CoC, particularly on policies that relate to preventing and ending homelessness. All CoC Consumer Advisory Committee members must be persons with first-hand knowledge of homelessness who can share their perspectives on how social, economic, and political situations affect homelessness. Provides insight, training, and voice from persons who have or are experiencing homelessness regarding the current homeless system through discussion, recommendation, and participation.

Printed Name: Melanie De Campos

Signature: 

Role on the Committee (Chair, Co-Chair, Secretary, or Member): Committee Chair



Tampa/Hillsborough County Continuum of Care (CoC)

Executive Planning Committee Meeting

In-Person Meeting – Children’s Board 1002 E Palm Ave, Tampa, FL 33605

Wednesday, September 20, 2023 - 10:00 – 11:30 AM

Agenda

Introductions: Antonio S. Byrd, Chief Operating Officer (THHI)

Minutes: Approval of August 2023 Meeting Minutes

FY 2023 HUD CoC Competition Update

Antonio Byrd, THHI

Medicaid or CHIP Coverage Renewal Reminder to Residents

Antonio Byrd, THHI

EPC At-Large Member Nomination and Vote

Antonio Byrd, THHI

“Working In the Homeless Services Sector” Survey - National Alliance to End Homelessness

<https://endhomelessness.org/workforce-survey>

Table with 3 columns: CoC Committee, Chair (\*= Interim), Meeting Information. Lists various committees and their chairs, along with meeting dates and times.

Community Announcements:

Next Meeting: Wednesday, October 18, 2023 Virtual Meeting

“THHI and the Tampa/Hillsborough County CoC allow for organizations to share marketing material and information at the monthly CoC meetings as a gesture to help attendees learn about other resources that may be available in the community to assist their clients. THHI and the Tampa/Hillsborough County CoC does not expressly endorse or validate the entity or information shared/handed out unless the organization is presenting as a part of the published agenda.”



*“THHI and the Tampa/Hillsborough County CoC allow for organizations to share marketing material and information at the monthly CoC meetings as a gesture to help attendees learn about other resources that may be available in the community to assist their clients. THHI and the Tampa/Hillsborough County CoC does not expressly endorse or validate the entity or information shared/handed out unless the organization is presenting as a part of the published agenda.”*

PO Box 1110 • Tampa, FL • 33601-1110

O: (813) 223-6115 • F: (813) 223-6178 • E: [info@THHI.org](mailto:info@THHI.org)

[www.THHI.org](http://www.THHI.org)

**Tampa/Hillsborough County Continuum of Care  
Housing First / Low Barrier Questionnaire**

23. Will/Does project require project participants to be “placed” in accordance with their sex assigned at birth and/or “perceived” gender; and/or require participant to “prove” their gender identity prior to receiving services (*applicable for facility/project - based emergency shelters, transitional housing, permanent housing; and scattered site permanent housing*)?

Yes       No       N/A

24. Will/Does the project exclude participants who do not have a form of identification (*applicable for emergency shelters*)?

Yes       No       N/A

**TOTAL SCORE:** 24

**Certification of Responses**

*I attest that the answers above are true and are provided by marking **Yes, No, or N/A** without any additional comment or clarification.*

**Authorized Applicant Signature:** 

**Authorized Applicant Name and Title:** Michael J. Raposa

**Date** 05/09/2023

## **Attachment 1E.1 - Web Posting of Local Competition Deadline**

**Page 2 - 29: CoC Local Competition - Renewal Project Scoring and all projects submission to the CoC**

**Pages 30 - 68: CoC Universal RFP - new projects and letters of intent to renew CoC Funded projects**

813-223-6115 | [info@thhi.org](mailto:info@thhi.org)[DONATE](#)[Home](#) [Homeless Resources](#) [THHI](#) [Strategic Plan](#) [Homelessness](#) [Continuum of Care](#) [UNITY \(HMIS\)](#) [News](#)

# HUD CONTINUUM OF CARE (CoC) PROGRAM COMPETITION

## ANNUAL HUD COC GRANT PROCESS AND APPLICATION:

THHI, as the lead agency and collaborative applicant for the Tampa/Hillsborough County CoC, is responsible for the coordination, completion, and submission of this annual grant in conjunction with all renewal and new project (if applicable) partners.

THHI's 2023 Universal Request For Proposals (RFP) – FY 2023 HUD Continuum of Care Program Competition NOFO – Addendum #1 – Tampa/Hillsborough County CoC's New/Renewal Application Process:

Today, Monday, July 24, 2023, the Tampa Hillsborough Homeless Initiative (THHI), as the lead agency and HUD Collaborative Applicant, is releasing the FY 2023 – HUD-CoC Program Competition Tampa/Hillsborough County CoC's New/Renewal Application Process.

Please carefully review the [FY2023- HUD-CoC Program Competition - New and Renewal Application Process Instructions](#) for all critical dates and requirements for all New and Renewal Projects for the FY 2023 HUD CoC Program Competition.

A RECOMMENDED TECHNICAL ASSISTANCE Workshop for all HUD-CoC Program Project Applicants (new and renewal) will be held on **Tuesday, August 1, 2023, at 1:00 PM via Zoom**. The Zoom information can be found in the [FY2023- HUD-CoC Program Competition - New and Renewal Application Process Instructions document](#).



Please note that direct grantees, as well as sub-recipients of CoC Program-Funded Renewal Programs, are required to attend this meeting.

#### FY 2023 HUD CoC Competition Documents:

(As referenced in the FY2023- HUD-CoC Program Competition - New and Renewal Application Process Instructions document.)

- [FY 2023 HUD CoC Competition – FL-501: Renewal Project Performance Scorecard Scoring Criteria](#)
- [FY 2023 HUD CoC Competition – THHI Staff Liaisons](#)
- [FY 2023 HUD CoC Competition – Application Submission Checklist](#)
- [FY 2023 HUD CoC Competition – Housing First/Low Barrier Questionnaire](#)
- [FY 2023 HUD CoC Competition – Instructions for Finding Project's eLOCCS Information Guide](#)
- [FY 2023 HUD CoC Competition – CoC Participation – CoC Active Members, Monthly Attendance, Committee Attendance, and Leadership Role - PENDING](#)
- [FY 2023 HUD CoC Competition - Diversity, Equity, and Inclusion Assessment - Instructions and Sample](#)

The following items will be provided by THHI directly to the Ranking and Review Committee members:

- [FY 2023 HUD CoC Competition – FL-501 Housing Inventory Chart \(HIC\) for Project Scoring](#)
- [FY 2023 HUD CoC Competition – “2023 NOFO - AVG VI-SPDATs Scores” Report - PENDING](#)
- [FY 2023 HUD CoC Competition - SAGE APR Submission Report](#)

**FY 2023 HUD CoC Competition: [Blank] CoC Consolidated Application** – The Collaborative Applicant must provide information about the CoC planning body, governance structure, overall performance, and the strategic planning process. The **Consolidated Application** is scored and will determine the order in which CoCs are funded.

#### FY 2023 – Notice of Inclusion/Exclusion to Project Applicants:

The FY 2023 HUD-CoC Program Competition NOFO states that all project applicants must be notified no later than 15 days before the FY 2023 application deadline (Thursday, September 28, 2023) of whether their project application(s) “will be accepted and ranked on the CoC Priority Listing, rejected or reduced.”

Will be posted later in the process.

#### FY 2023 HUD CoC Program Competition – CoC Consolidated Application Posting:

Will be posted later in the process.

The Consolidated Application consists of 3 parts (which *will be posted later in the process*), as required by HUD's FY 2023 CoC Program Competition NOFO process:

1. CoC Application with attachments - FY 2023 - HUD CoC Program Competition – FL-501 – CoC Application
2. Project Priority Listing





### 3. CoC Program Project Applications

\*\*\*\*\*

#### Previous Tampa/Hillsborough County CoC - HUD CoC Program Competitions:

- [The Tampa/Hillsborough County CoC FY 2021 HUD-CoC Program Competition – New/Renewal Application Process and Related Documents](#)
- [The Tampa/Hillsborough County CoC FY 2020 HUD-CoC Program - Non-competitive Funding Notice \[Auto Renewals Only\]](#)
- [The Tampa/Hillsborough County CoC FY 2019 HUD-CoC Program Competition – New/Renewal Application Process and Related Documents](#)
- [The Tampa/Hillsborough County CoC FY 2018 HUD-CoC Program Competition – New/Renewal Application Process and Related Documents](#)
- [The Tampa/Hillsborough County CoC FY 2017 HUD-CoC Program Competition – New/Renewal Application Process and Related Documents](#)
- [The Tampa/Hillsborough County CoC FY 2016 HUD-CoC Program Competition – New/Renewal Application Process and Related Documents](#)
- [The Tampa / Hillsborough County CoC FY 2015 HUD-CoC Program Competition Process began on September 18, 2015, when HUD released the NOFA for FY 2015 funds.](#)

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#### Contact

Tel: 813-223-6115

Email: [info@thhi.org](mailto:info@thhi.org)

#### Tampa Hillsborough Homeless Initiative

PO Box 1110

Tampa, FL 33601-1110

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#### Newsletter

[UNITY Private Policy](#)

[THHI Privacy Policy](#)

[THHI Careers](#)



## Weikel, Lesa

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**From:** Weikel, Lesa  
**Sent:** Monday, July 24, 2023 10:23 AM  
**To:** apereyra@actsfl.org; criviere@actsfl.org; hdavis@actsfl.org; pgilbert@actsfl.org; kfenske@actsfl.org; Dtorr@actsfl.org; mrogers@ccdosp.org; sagramonte@ccdosp.org; scain@ccdosp.org; tcasagni@dawningfs.org; copitz@dawningfs.org; rtyson@gracepointwellness.org; swelch@gracepointwellness.org; mlelii@gracepointwellness.org; cdonaldson@gracepointwellness.org; mmurphy@thespring.org; dvento@thespring.org; scostner@thespring.org; rcontreras@thespring.org; DTaylor@thespring.org; mDeCampos@thespring.org; michael@svdp.care; edi@svdpsp.org; nicholasb@svdpsp.org; dave@svdpsp.org; margaret.jones@thaf.com  
**Cc:** Hayes Triplett, Antoinette; Byrd, Antonio; Donovan, Erin; Santiago, Sergio; Dobin, Elizabet (Liz); Le, Hang (Lynda); Gonzalez, Joel; De Coteau, Taryn; Lane, Delnita; James, Cathy  
**Subject:** FY 2023 HUD-CoC Program Competition New/Renewal Application Process / Mandatory Workshop  
**Attachments:** FY2023- HUD-CoC Program Competition - New and Renewal Application Process Instructions - Final.pdf  
**Importance:** High

### FL-501 FY 2023 HUD-CoC Program Competition New/Renewal Application Process as Part of THHI's 2023 Universal RFP

HUD released the FY 202 HUD-CoC Program Competition NOFO on July 5, 2023.

As part of [THHI's 2023 Universal RFP process](#), THHI, as the lead agency and Collaborative Applicant, has released the following documents for the FL-501 Tampa/Hillsborough County CoC – FY 2023 HUD-CoC Program Competition and posted them to our website at <https://www.thhi.org/coc-competition>:

- FY 2023 HUD CoC Competition – FY 23 HUD-CoC Program Competition – New/Renewals Project Process (*attached*)
- FY 2023 HUD CoC Competition – FL-501: Renewal Project Performance Scorecard Instructions
- FY 2023 HUD CoC Competition – THHI Staff Liaisons
- FY 2023 HUD CoC Competition – Project Application Checklist
- FY 2023 HUD CoC Competition - Housing First/Low Barrier Questionnaire
- FY 2023 HUD CoC Competition - Instructions for Finding Project's eLOCCS Information Guide
- FY 2023 HUD CoC Competition - Diversity, Equity, and Inclusion (DEI) Assessment - Instructions and Sample
- FY 2023 HUD CoC Competition - HIC – FL-501 for Project Scoring
- FY 2023 HUD CoC Competition – SAGE APR Submission Report

The following items will be provided by THHI directly to the Ranking and Review Committee members, as well as posted to the webpage:

- FY 2023 HUD CoC Competition – “2023 NOFO - AVG VI-SPDATs Scores” Report

The following items will be provided and posted by August 1, 2023:

- 2023 HUD CoC Competition – CoC Participation – CoC Active Members, Monthly Attendance, Committee Attendance and Leadership role

**PLEASE NOTE:**

As stated in the "FY2023 - HUD-CoC Program Competition - New and Renewal Application Process Instructions (Addendum 1 to THHI's 2022 Universal RFP)," there is a **MANDATORY** - TA workshop for all RENEWAL and NEW PROJECTS via Zoom on Tuesday, August 1, 2023, at 1:00 PM.

Please direct all questions to your agencies THHI staff Liaison listed on the FY 2023 HUD CoC Competition – THHI Staff Liaisons document.

**Respectfully,**

**Lesla Weikel**

**Senior Contract Manager**

Tampa Hillsborough Homeless Initiative

PO Box 1110

Tampa, FL 33601-1110

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**P:** (813) 223-6115

**D:** (813) 274-6999

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**E:** [WeikelL@THHI.org](mailto:WeikelL@THHI.org)

**W:** [THHI.org](http://THHI.org)

**Facebook:** <https://www.facebook.com/THHIorg>

**Twitter:** <https://www.twitter.com/THHIorg>



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**TAMPA HILLSBOROUGH  
HOMELESS INITIATIVE**

**Tampa Hillsborough Homeless Initiative (THHI)  
Continuum of Care Lead Agency  
2023 Universal Request For Proposals (RFP)  
FY 2023 HUD Continuum of Care Program Competition – Addendum #1**

**Tampa/Hillsborough County CoC's New/Renewal Application Process  
Monday, July 24, 2023**

**TA Workshop:**

**HUD-CoC Program Project Applicants (new and renewal) will be held via ZOOM  
MANDATORY – TUESDAY, August 1, 2023 at 1:00 p.m.**

Join Zoom Meeting

<https://us02web.zoom.us/j/87482630236?pwd=ajFxd3VFQU5aZEhNRkpESEZwa0VwUT09>

Meeting ID: 874 8263 0236

Passcode: 070826

**New and Renewal Project Application Submission to CoC Deadline:**

**3:00 PM, Monday, August 28, 2023**

**Complete CoC Consolidated Application Submission Due to HUD –**

**Submitted by THHI:**

**8:00 PM, Thursday, September 28, 2023**

**Tampa Hillsborough Homeless Initiative**

**601 East Kennedy, 24th Floor**

**Tampa, Florida 33602**

[www.THHi.org](http://www.THHi.org)



**Tampa Hillsborough Homeless Initiative (THHI)  
Continuum of Care Lead Agency  
2023 Request For Proposals (RFP)  
FY 2023 HUD Continuum of Care Program Competition – Addendum #1**

**Tampa/Hillsborough County CoC’s New/Renewal Application Process  
Monday, July 24, 2023**

As indicated in the original THHI 2023 RFP Document (April 6, 2023), additional information, timeline and processes would be provided specific to the FY 2023 HUD-CoC Program Competition once the NOFO was released by HUD. HUD released the FY 2023 HUD-CoC Program Competition NOFO on July 5, 2023. All HUD documents related to the FY 2023 HUD-CoC Program Competition can be accessed on HUD’s FY 2023 Continuum of Care (CoC) Program Competition: Funding Availability webpage at:

<https://www.hudexchange.info/programs/e-snaps/fy-2023-coc-program-nofa-coc-program-competition/>

***This addendum is not intended to cover all items as specified in HUD’s NOFO, but rather to establish the Tampa/Hillsborough County Continuum of Care’s local process based on HUD’s NOFO requirements. Therefore, project applicants – both those that are direct grantees and those that are sub-recipients to THHI, MUST read the NOFO to fully understand all elements of the overall Application process, as well as those specific to project applications.***

**FUNDING AVAILABLE**

Funding of approximately \$3,134,000,000 is available through this FY 2023 HUD CoC Program NOFO.

Additional funds may become available for award under this NOFO. Use of these funds is subject to statutory constraints. All awards are subject to the funding restrictions contained in this NOFO. Funding includes approximately \$147,000,000, available for the competitive renewal and replacement of expiring Round 1 YHDP Grants and the non-competitive renewal and replacement of expiring grants YHDP grants initially funded in FY 2017 (Round 2) or later, and at least \$52,000,000 available for Domestic Violence, Dating Violence, Sexual Assault, and Stalking Bonus (DV Bonus) projects, described in sections I.B.3.I and I.B.2.b.(8) of this NOFO. HUD may add to the total amount with available funds that have been carried over or recaptured from previous fiscal years. All requirements in the FY 2023 application process, including requirements for the entire CoC Consolidated Application and the total amount of funds available, are included in this NOFO.

HUD requires Collaborative Applicants to rank all new reallocation, CoC Bonus, DV Bonus, CoC renewal, Round 1 YHDP Renewal and Round 1 YHDP replacement projects in two tiers

**Tier 1:** Tier 1 is equal to 93 percent of the CoC’s Annual Renewal Demand (ARD) as described in Section I.B.2.b.(1 )of this NOFO minus the Annual Renewal Amounts (ARAs) of YHDP renewal and YHDP replacement projects. *(NOTE: YHDP references/amounts do not apply to our CoC as we have not been awarded YHDP funding).*

**Tier 2:** Tier 2 is the difference between Tier 1 and the maximum amount of renewal, reallocation, and CoC Bonus funds that a CoC can apply for but does not include YHDP renewal or YHDP replacement projects, CoC planning projects, and if applicable, UFA Costs projects or projects selected with DV Bonus funds.

Estimated funding available for the Tampa/Hillsborough County Continuum of Care in HUD’s FY 2023 CoC Program Competition is as follows:

<b>Estimated Annual Renewal Demand (ARD)</b>	<b>THHI Will provide update once HUD publishes this information</b>
<b>Estimated CoC Bonus Project Funding Amount</b>	
<b>Estimated DV Bonus Project Funding Amount</b>	
<b>Estimated Planning Project Amount</b>	
<b>Total Available for the Tampa/Hillsborough County CoC in HUD’s FY 2023 CoC Program Competition</b>	

*PPRN as published by HUD for FL-501 is - THHI Will provide update once HUD publishes this information*

<b>Tiers</b>	
<b>Total Tier 1 = 93% of ARD</b>	<b>THHI Will provide update once HUD publishes this information</b>
<b>Total Tier 2 = 7% of ARD and CoC Bonus Amount (not including DV)</b>	

<b>Tier 1 + Tier 2 Total</b>	<b>THHI Will provide update once HUD publishes this information</b>
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*(Note: While the amount of DV Bonus funding available is not included in HUD’s Tier amounts, the project(s) are still expected to be ranked and can fall into either Tier 1 or 2. Please refer to the NOFO for additional information.)*

*All numbers above will be/are as published by HUD in their “FY 2023 CoC Program Competition Estimated ARD Report” (<https://www.hudexchange.info/programs/e-snaps/fy-2023-coc-program-nofa-coc-program-competition/>) which “provides the Preliminary Pro Rata Need (PPRN), Estimated ARD, Tier 1, CoC Bonus, Domestic Violence (DV) Bonus, and CoC Planning amounts for each CoC listed.*

**CRITICAL DATES AND DEADLINES**

<b>Timeline and Critical Dates</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>
HUD Released the FY 2023 CoC Program Competition NOFO	Wednesday	7/5/2023	N/A
THHI releases the Tampa/Hillsborough County CoC 2023 Universal RFP Addendum for the FY 2023 CoC Program Competition	Monday	7/24/2023	N/A
HUD FY 2023 CoC Program Competition Webinar	<i>TBA by HUD THHI will forward HUD Webinar email to all CoC project applicants</i>		
HUD Opens e-snaps Access	<i>TBA by HUD – expected by end of July 2023</i>		
THHI Completes all e-snaps set up for access to project applications for projects for which THHI is the grantee for project subrecipients to be able to access their project’s application	<i>TBA – within 7 business days after HUD Opens e-snap access  THHI will email all CoC project applicants when date is determined</i>		
<b>TA Workshop (via Zoom) for all CoC project Applicants (renewal and new projects)</b> <b>MANDATORY ATTENDANCE</b>	Tuesday	8/1/2023	1:00 PM
Deadline for all Project Applications (renewal and new) to be submitted to the CoC <i>(no later than 30 days before the application deadline)</i>	Monday	8/28/2023	3:00 PM
CoC Ranking and Review Committee Completes Renewal Project Application Scoring	Wednesday	8/30/2023	10:00 AM
CoC Consumer Advisory Committee Completes Renewal Project Application Scoring of Lived experience	Thursday	8/31/2023	10:00 AM
Labor Day Holiday	Monday	9/4/2023	N/A
THHI Application Review Board Completes CoC Priority Listing based on Application Scoring (Virtual)	Wednesday	9/6/2023	1:00 PM
CoC Project Priority Listing Presented to THHI Board of Directors	Monday	9/11/2023	4:00 PM
CoC Notification to Project Applicants - Written Notification to All Project Applicants whether their project application(s) will be accepted and ranked, rejected, or reduced on the CoC Priority <i>(no later than 15 days before the application deadline)</i>	Wednesday	9/13/2023	5:00 PM
Post Complete Application to THHI Website <i>(at least 2 days prior to submission)</i>	Tuesday	9/26/2023	8:00 PM

<b>HUD FY 2023 CoC NOFO Submission Deadline</b>	<b>Thursday</b>	<b>9/28/2023</b>	<b>8:00 PM</b>
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### **TECHNICAL ASSISTANCE**

The following technical assistance is available to assist in completing/submitting New and Renewal Project application for the FY 2023 HUD-CoC Program Competition:

- 1) MANDATORY - TA Workshop for all HUD-CoC Program Project Applicants (new and renewal)** will be held via ZOOM on **Tuesday, August 1, 2023 at 1:00 PM.**

*Please note that direct grantees as well as sub-recipients of CoC-Funded Renewal Programs are required to attend this meeting.*

Join Zoom Meeting

<https://us02web.zoom.us/j/87482630236?pwd=ajFxd3VFQU5aZEhNRkpESEZwa0VwUT09>

Meeting ID: 874 8263 0236

Passcode: 070826

- 2) THHI Staff Liaison**

All CoC-Renewal Applicants will have a THHI Staff Liaison assigned to them (see attached Staff Liaison List document) that will be able to assist in answering questions related to the renewal application submission and who will provide a review of your project's application (after project scoring).

All-CoC-Renewal Applicants will be required to add their THHI Staff Liaison as a registrant in the e-snaps system, at least during the CoC Program Competition period, to make the project application review process more efficient by cutting down on wait time between communications.

- 3) HUD FY 2023 NOFO Resources**

The HUD FY 2023 Continuum of Care (CoC) Program Competition: Funding Availability webpage includes the following NOFO resources:

- FY 2023 CoC Program NOFO
- FY 2023 CoC Program Finding of No Significant Impact (FONSI)
- CoC Program Collaborative Applicant Registration Notice
- CoC Program Unified Funding Agency (UFA) Registration Notice
- CoC Program High Performing Community (HPC) Registration Notice
- FY 2023 Continuums of Care Names and Numbers
- FY 2023 Geographic Codes
- FY 2023 Geo Codes and Preliminary Pro Rata Need Amounts
- FY 2023 CoC Program Competition Estimated ARD Report

All documents listed above are available on HUD's *e-snaps*: CoC Program Applications and Grants Management System - FY 2023 Continuum of Care (CoC) Program Competition: Funding Availability page which can be found at <https://www.hudexchange.info/programs/e-snaps/>



New and Renewal Project Applicants should read the FY 2023 CoC Program Competition NOFO in its entirety to gain a comprehensive understanding of all requirements and components. It is also necessary to read the CoC Program Interim Rule to ensure compliance with CoC Program requirements.

**The overall CoC score, which is a primary factor in both HUD's process of scoring Tier 2 and new CoC Bonus and DV Bonus projects, is based on a complex scoring formula. How the overall CoC Application score is determined is detailed in HUD's NOFO.**

**4) HUD FY 2023 e-snaps Specific Resources for the CoC Program Competition**

The electronic grants management system used by HUD's Office of Special Needs Assistance Programs (SNAPS) is known as *e-snaps*. HUD has posted the following guides related to completing the CoC Submission Requirements using e-snaps.

- Updating CoC and Project Applicant Information - Resources for updating Applicant Profiles, intended for organizations with funding, those that intend to apply for funding, and Collaborative Applicants.
- Registering the Continuum of Care (only for the CoC) - Resources for CoC Registration and CoC Review, specifically for the Collaborative Applicant.
- Submitting the CoC Consolidated Application - Resources for Collaborative Applicants to assist with the CoC Consolidated Application, which consists of the CoC Application and the CoC Priority Listing.
- Submitting Applications for Project Funding - Resources for project applicant organizations who intend to apply for project funding, including renewals, new projects, CoC Planning funds, and UFA funds.
- How To: Technical Guides - Resources for all *e-snaps* users to assist with *e-snaps* technical functions.
- Special Topics: Resources for specific application topics.

**Project applicants should consult the "Submitting Applications for Project Funding" resource page for more detailed resources for completing Project Applications, which can be found at:**

<https://www.hudexchange.info/programs/e-snaps/>

**5) CoC Program Resources (Overall Regulations, trainings and Resources)**

HUD has information and resource material available via their Continuum of Care Program webpage on the HUD Exchange that includes operation regulations, trainings and resources related to 24 CFR part 578 (CoC Program Regulations), including:

- [CoC Program Eligibility Requirements](#) - including eligible program types and costs;
- [CoC Program Laws, Regulations and Notices](#) - Including McKinney-Vento and CoC regulations;
- Other [CoC training materials](#); and
- [CoC FAQs](#)

These resources can be found at <https://www.hudexchange.info/programs/coc/> and all project applicants **are strongly encouraged** to review these informational and resource materials.

## HUD's HOMELESS POLICY AND PROGRAM PRIORITIES

HUD's FY 2023 CoC Program Competition Notice, Section I.4a outlines HUD's Homeless Policy and Program Priorities, including the following listed below.

This NOFO supports [HUD's Strategic Plan for Fiscal Years \(FY\) 2022-2026](#) to accomplish HUD's mission and vision. Each of the five goals in the [Strategic Plan](#) include what HUD hopes to accomplish, the strategies to accomplish those objectives, and the indicators of success.

HUD will pursue two overarching priorities focused on increasing equity and improving customer experience across all HUD programs. Five strategic goals and several objectives undergird the Plan; however, the follow goals are applicable to this NOFO:

### Applicable Goals and Objectives from HUD's Strategic Plan

1. Support Underserved Communities
2. Ensure Access to and Increase Production of Affordable Housing
3. Promote Homeownership
4. Advance Sustainable Communities

*You (CoC) are expected to align your application to the applicable strategic goals and objectives below. Use the information in this section to describe in your application the specific goals, objectives, and measures that your project is expected to help accomplish. If your project is selected for funding, you are also expected to establish a plan to track progress related to those goals, objectives, and measures. HUD will monitor compliance with the goals, objectives, and measures in your project.*

### Section 1.4.b HUD Homeless Policy Priorities \*New Priorities in the FY 2022 NOFO

- (1) Ending Homelessness for all persons
- (2) Use a Housing First approach
- (3) Reducing Unsheltered Homelessness
- (4) Improving System Performance
- (5) Partnering with Housing, Health and Service Agencies
- (6) Racial Equity
- (7) Improving Assistance to LGBTQ+ Individuals
- (8) Persons with Lived Experience
- (9) Increase on Affordable Housing Supply

**FY 2023 CoC Program Competition NOFO Requirements.** Per Section I.B.2.c. (1) - CoCs should consider the policy priorities established in this NOFO in conjunction with local priorities to determine the ranking of new and renewal project application requests.

Please refer to HUD's NOFO for more information on each of the listed Policy and Program Priorities.

## TAMPA/HILLSBOROUGH COUNTY CoC's PRIORITIES

As the Collaborative Applicant and CoC Lead Agency for the Tampa/Hillsborough County CoC, THHI is committed to making homelessness rare, brief and non-recurring. This requires THHI to continually assess the community needs, available resources, and balance competing priorities of the overall system to strategically align resources to the priorities and needs.

The CoC has enthusiastically adopted a series of evidence-based practices collectively known as Housing First. Business, government, healthcare, human services, and philanthropic leaders have coalesced around making homelessness rare, brief and non-recurring in Hillsborough County. To truly address homelessness, the community must simultaneously address the top causes of homelessness:

- lack of affordable housing
- poverty
- mental illness
- unemployment
- low wages
- substance abuse

The 560 In 560 plan, now 560 and Beyond addresses the issue of unsheltered homelessness and some of the top causes leading to homelessness. 560 and Beyond continues to assemble an array of resources that can rapidly house individuals and families from emergency shelters and move them towards self-sufficiency with minimal assistance. This process will simultaneously make emergency shelter and permanent housing available for those sleeping on the streets or places not meant for human habitation and that require more intensive assistance prior to becoming self-sufficient. The CoC will continue to strengthen its partnerships and programs with key players and develop new partnerships and programs with 560 and Beyond to achieve the common goal of making homelessness rare, brief, and non-recurring. The following initiatives and events remain as priorities to help achieve the goal:

1. Hillsborough County Expungement Clinics
2. Second Chance Job Fair
3. C.A.S.H. Program
4. Hot Spot Mobile Outreach
5. Rapid Exit from Shelters
6. Speed Leasing
7. Operation: REVEILLE
8. Housing is Healthcare
9. Shared Housing
10. The B.E.A.C.H. House Project

### The order of priorities established by the CoC is as follows:

1. Critical Systems (HMIS, Coordinated Entry)
2. Permanent Supportive Housing
3. Rapid Re-housing
4. Emergency Shelter (Community Housing Solutions Center/Bridge Housing concepts)
5. Street Outreach
6. CE - Dedicated Access
7. Homelessness Prevention (targeted)

In order to accomplish this, THHI must identify and select projects, based on a project's:

- impact on improving system performance and performance measurements,
- performance data of existing projects, project type, cost effectiveness, past monitoring/audits, and
- the community needs and vulnerabilities

Recognizing HUD's obvious emphasis on **Survivors of Domestic Violence (DV)**, THHI will also take into account the level in which a project considers the needs and vulnerabilities of those with a history of victimization such as domestic violence, sexual assault, criminal histories, and chronic homelessness and how they are prioritized for housing and services.

## **REALLOCATION**

As stated in THHI's 2023 Universal RFP, the FY 2023 CoC Program Reallocation Policy is:

*Reallocation of HUD CoC funding provides CoC's with the opportunity to 1) reallocate excess funding and 2) to move funding from low performing projects to new projects with the intent that the new project(s) will be higher performing. Reallocation can be done either through voluntary reallocation or through forced reallocation based on a CoC's published reallocation process for low performing projects. HUD examines and considers a CoC's ratio of reallocation when scoring a CoC's Application, as it demonstrates to HUD that CoC's are consistently evaluating the effectiveness of the funding awarded to a CoC's projects and working to ensure that all HUD CoC funded projects are being used to effectively end homelessness.*

*For the FY 2023 HUD CoC Cycle, the CoC will focus on voluntary reallocation, as described below:*

- *Excess Funding Awards – HUD CoC funded projects, including those where the agency is a direct HUD recipient and/or a THHI Sub-recipient, should review their current renewal amount compared to their actual expenses over the past 2 funded years. If a project has not expended all funding awarded, that agency should consider the actual amount needed to fulfill their grant outcomes, including serving the same number of clients/households as well as units to determine what, if any amount, can be reallocated to a new CoC project.*
- *Low Performing Projects – CoC Projects that have consecutively been in Tier 2 based on ranking and scoring of their projects should consider voluntarily reallocating their funding in the FY 2023 funding competition. The funding decisions for projects in Tier 2 will always fall to HUD, based on the criteria they established in the NOFO and are always at risk of a decision by HUD to not renew. While HUD has not indicated they will consider a project's previous application project ranking when making their Tier 2 funding decisions, it is also not outside the realm of possibility for HUD to do so as they continue to focus their funding decisions on high performing projects.*

*Reallocated funding will be utilized for New Projects as allowable under HUD's FY 2023 NOFO, with any new project to be selected from new project proposals received as part of this RFP. An agency that voluntarily chooses to provide funding for reallocation may submit a new project proposal that will be considered for the reallocated funding but is not guaranteed to be selected.*

## **REALLOCATED FUNDING DETERMINATION**

The 2023 Universal RFP required ALL CoC renewal projects to submit a Letter of Intent to Renew to THHI by 3:00 P.M. on Friday, May 12, 2023, to include the amount of renewal funding they wanted to renew. THHI received the required Letter of Intent to Renew from all projects.

All eligible CoC renewal projects indicated their intent to renew all eligible funding amounts. Therefore no funding is available through reallocation.

## **ELIGIBLE PROJECTS for the Tampa/Hillsborough County CoC – NEW and RENEWAL**

### **New Projects:**

The FY 2023 NOFO allows for CoC's to apply for new funding and/or projects through reallocation, CoC Bonus and Domestic Violence (DV) Bonus. Additionally, HUD's NOFO allows for new projects to be completely new projects, or an expansion of a project currently funded through the CoC Program or expansion of a project not currently receiving CoC Program Funds. New projects can include an expansion of an existing CoC or non-CoC Program funded project.

New Projects Created Through Reallocation or CoC Bonus. New project applications may be created through the reallocation process or as CoC bonus projects:

- (a) PH-PSH projects.
- (b) PH-RRH projects.
- (c) Joint TH/PH-RRH component projects.
- (d) Dedicated HMIS project for the costs at 24 CFR 578.37(a)(4) that may only be carried out by the HMIS Lead, which is the recipient or subrecipient of an HMIS grant and is listed on the HMIS Lead form in the CoC Applicant Profile in *e-snaps*. Additionally, if the CoC has organizations within its geographic area that are victim service providers, the HMIS Lead, or subrecipient, may request HMIS funds for a comparable database. Victim service providers may also request HMIS funds in their project application budgets to enter data into a comparable database.
- (e) SSO CE project to develop or operate a centralized or coordinated assessment system.

New Projects for DV Bonus. New projects that want to be considered for the DV Bonus, may be:

- (a) PH-RRH projects dedicated to serving survivors of domestic violence, dating violence, sexual assault, or stalking that are defined as homeless (24 CFR 578.3);
- (b) Joint TH/PH-RRH component projects defined in section I.B.2.b.(18) of this NOFO dedicated to serving survivors of domestic violence, dating violence, sexual assault, or stalking who are defined as homeless (24 CFR 578.3); or
- (c) SSO-CE project to implement policies, procedures, and practices that equip the CoC's coordinated entry to better meet the needs of survivors of domestic violence, dating violence, sexual assault, or stalking.

For new projects created through DV Bonus, HUD must determine the CoC has demonstrated that projects are evaluated and ranked based on the degree to which they improve the CoC's system performance.

### **Tampa/Hillsborough County CoC Eligible New Project Selection Process**

THHI's 2023 Universal RFP is the primary solicitation process for determining eligible projects for HUD's CoC Program Competition. As part of the annual Universal RFP process, THHI requests and solicits project proposals for which:

- 1) Funding has already been secured by THHI to be awarded.

- 2) Funding is anticipated to be secured by THHI, including the CoC Program funds anticipated to be available for new and renewal projects through HUD's NOFO process.
- 3) Future funding availability is unknown to THHI; however, the project(s) must meet a gap to improve the overall system performance of the CoC. These proposals are referred to as pipeline projects.

The annual Universal RFP process is utilized to increase system coordination and effectiveness in order to strategically align community resources on an annual basis.

All proposals submitted during the Universal RFP process are scored and selected according to the written Universal RFP process. Based on this process, projects are selected for conditional award by THHI's Board of Directors. From the conditional awards, some projects are selected to be awarded funding that is already available. Other projects (or components) for which funding is not available become pipeline projects to be considered when and if other appropriate and applicable funding becomes available. For example: a proposed project may include the components of street outreach, emergency shelter and rapid rehousing. However, funding may only be available for the rapid rehousing component, and they may be awarded funding for only the rapid rehousing component.

When a funding source or opportunity becomes available for a new project for which THHI did not receive a proposal for during the most recent Universal RFP cycle, a project will be selected based on a project's:

- impact on improving system performance and performance measurements of the CoC,
- performance data of existing projects, project type, cost effectiveness, past monitoring/audits, and
- the community needs and vulnerabilities

Utilizing the process and philosophy stated above, THHI has identified and previously conditionally selected the following organizations to submit new project applications to apply for the available CoC Bonus and DV Bonus funding in our CoC's FY 2023 Continuum of Care Program Competition application:

- **CoC Bonus –**
  - **Tampa Hillsborough Homeless Initiative – St. Vincent dePaul Cares – PH - PSH**
- **DV Bonus - The Spring of Tampa Bay – PH – Rapid Rehousing - Expansion**

All new projects will be submitted with THHI as the grantee and the submitting agency as the sub-recipient. The sub-recipient will be responsible for ensuring 100 percent of the required match for the project's full grant award is met. The allowable admin funding will be split 50/50 between THHI and the sub-recipient agency.

### **Renewal Projects:**

THHI's Universal RFP process also included the opportunity for current CoC Program funded projects, both those that are direct HUD grantees and those that are THHI's CoC Program Funded sub-

recipients, to indicate their intention to renew by submitting a Letter of Intent to Renew. All projects currently receiving CoC Program Funds did submit a Letter of Intent to Renew during the process.

Based on the above, the CoC Renewal Projects listed below are eligible to submit applications for the Tampa/Hillsborough County CoC Scoring and Ranking Process for inclusion in the Tampa/Hillsborough County CoC's FY 2023 Consolidated CoC Application.

<b>Agency</b>	<b>Sub-Recipient (If applicable)</b>	<b>Project Name</b>	<b>Project Type</b>	<b>Amount of Renewal Funding (Based on FY22 Awards)</b>
Agency for Community Treatment Services	n/a	Hillsborough County Permanent Housing Program	PSH-Project Based	\$148,456
Agency for Community Treatment Services	n/a	Hillsborough H.E.A.R.T Project	PSH - Leasing	\$2,150,727
Catholic Charities Diocese of St. Petersburg, Inc.	n/a	Pathways Rapid Rehousing Program	RRH	\$1,208,277
Housing Authority of the City of Tampa	n/a	TRA Collaborative	PSH – Rental Assistance	\$419,172
Housing Authority of the City of Tampa	n/a	TRA Collaborative 2004	PSH – Rental Assistance	\$202,925
Tampa Hillsborough Homeless Initiative, Inc.	Agency for Community Treatment Services	More H.E.A.R.T.	PSH – Leasing	\$493,133
Tampa Hillsborough Homeless Initiative, Inc.	Catholic Charities Diocese of St. Petersburg, Inc.	Hillsborough Pathways for Youth	RRH	\$396,816
Tampa Hillsborough Homeless Initiative, Inc.	Dawning Family Services	A Path for Families	RRH	\$410,794
Tampa Hillsborough Homeless Initiative, Inc.	The Spring of Tampa Bay	The Spring of Tampa Bay - Rapid Rehousing	RRH	\$470,670

Tampa Hillsborough Homeless Initiative, Inc.	Gracepoint Wellness	HOME3-PHAME	PSH – Rental Assistance	\$1,484,253
Tampa Hillsborough Homeless Initiative, Inc.	n/a	Coordinated Entry	SSO - CE	\$78,160
Tampa Hillsborough Homeless Initiative, Inc.	n/a	UNITY Information Network	SSO - HMIS	\$238,843
				<b>\$7,702,226</b>

*PH – Permanent Housing; PSH – Permanent Supportive Housing; RRH – Rapid Rehousing; SSO – Supportive Services Only; CE- Coordinated Entry; HMIS – Homeless Management Information System*

**Consolidation Projects** – No Renewal Projects are seeking consolidation under this NOFO.

**ELIGIBLE PROJECT APPLICANTS**

All project applicants, including sub recipients, must ensure their agency meets applicant and program eligibility and threshold requirements as described in HUD’s NOFO, Section V.

**ELIGIBLE COSTS**

All projects must adhere to the eligible costs established under the CoC Interim Rule (24 CFR 578.37 through 578.63) to identify the costs eligible for funding. Projects requesting funding for ineligible costs or to serve an ineligible population based on project type will be rejected by HUD.

**INDIRECT COSTS**

Normal indirect cost rules under 2 CFR part 200 apply. Project applicants that intend to charge indirect costs to the award must clearly state in the project application(s) the rate and distribution base the recipient intends to use, and if applicable, the rate and distribution base to be used by any sub-recipient(s). THHI’s approved indirect rate is 10% of direct cost. New projects that intend to utilize the indirect rate will want to ensure this is included in the project budget.

**MATCH**

All eligible funding costs except leasing must be matched with *no less than 25 percent cash and/or in-kind resources* as described in 24 CFR 578.73. Leasing projects must be matched at 25 percent of the amount of funding minus leasing costs. The CoC Interim Rule clarifies that the match must be provided for the entire grant amount funded, inclusive of administration costs. Applicants must demonstrate how they will meet this match requirement as part of the Project Application.

***HUD strongly encourages project applicants to review the FAQs posted at [www.hudexchange.info/coc/faqs](http://www.hudexchange.info/coc/faqs) by searching for the keyword “match.”***

**\*\*\*\*IMPORTANT\*\*\*\***

Per HUD’s Application instructions, if your project application includes third-party in-kind match commitment on the “Sources of Match” screen (in e-snaps) you have a separate “7A Attachments” screen that should be used to attach the required Memorandum of Understanding (MOU) or



Memorandum of Agreement (MOA) between your organization and the organization providing the in-kind match. Documentation is required prior to issuance of the grant agreement if your renewal project is selected for conditional award.

The following match information will be required to be entered into the project application.

- Type of Commitment: Required. Select Cash or In-kind (non-cash) to indicate the type of contribution that describes this match commitment. If applications include third-party In-Kind match, project applicants should attach MOU(s) documentation that confirms the in-kind match commitment.
- Type of source: Required. Select “Private” or “Government” to indicate the source of the contribution. Funds from HUD-VASH (VA Supportive Housing program) and other federal programs are eligible sources of match so long as they do not prohibit their funds to be used as match for another federal program and are considered Government sources.
- Name the Source of the Commitment: Required. Enter the name of the organization providing the contribution. Be specific and include the office or grant program as applicable.
- Date of written commitment: Required. Enter the date of the written contribution.
- Value of written commitment: Required. Enter the total dollar value of the contribution

The match information entered in e-snaps should be based on the current commitments at the time of project application, covering the requested grant operating period (i.e., grant term), and **NOT based on projections**. HUD expects the amount(s) listed on this screen to be accurate, with a commitment letter(s) in place that includes at least the same amount(s) as those listed in this screen.

THHI will obtain the in-kind match commitment letters for all HUD-CoC funded PSH renewal projects from Hillsborough County Health Care Services for Hillsborough County Health Care Plan match. This match documentation will not be available until late September, and prior to the final application submissions.

Note that any attachment to a project application that requires a dated signature, (e.g. in kind match commitment letter) must have been signed between May1, 2023 and September 28, 2023, per the FY 2023 HUD CoC Program Competition NOFO.

#### **CONSOLIDATED PLAN CERTIFICATION**

THHI will obtain the HUD-2991 for all projects from both Hillsborough County and the City of Tampa to be included in the Consolidated Application.

#### **INSTRUCTIONS AND REQUIREMENTS FOR PROJECT APPLICATION SUBMISSIONS**

All new and renewal project applications will be completed directly in e-snaps by the agency that will be operating the project.

For projects that THHI is the grantee, THHI will complete the initial project applicant and applications steps necessary to access the full e-snaps applicable project application. THHI will complete this set-up process with in 7 business days of HUD opening esnaps.

## **NEW PROJECTS – APPLICATION SUBMISSION REQUIREMENTS TO THE COLLABORATIVE APPLICANT FOR SCORING AND RANKING**

For eligible new projects created through reallocation, CoC Bonus or DV Bonus, as identified and selected as previously stated in this addendum; and as stated in THHI's 2023 Universal RFP, THHI will be the grantee for the HUD-CoC Program new project and the agency to operate the project shall be the sub-recipient.

The project's sub-recipient is required to complete the new project application in e-snaps, in conjunction with THHI staff. THHI will complete all sections specific to THHI as the primary applicant. The selected sub-recipient will complete all project specific elements (narratives and budgets), as well as provide necessary documentation to demonstrate they meet HUD's eligibility requirements, including but not limited to:

- Documentation of non-profit status
- All required HUD certifications and forms
- Documentation of match commitment for 25 percent of the requested grant amount

The project direct or sub-recipient applicant shall provide the New Application submission package items, listed below, to THHI via the established One Drive Upload Process, by **3:00 PM on Monday, August 28, 2023. Failure to submit the required items by the established deadline will result in exclusion from the application**

1. Complete and submit the applicable 2023 New Project application (CoC Bonus, DV Bonus) in e-snaps for the project.
2. After submission, the applicant shall export a PDF copy of the submitted application and include a hard copy of the application, along with all attachments as required by HUD, in the submission packet uploaded to the established One Drive Folder to THHI.

Documents in the submission packet should be using a paper size of 8.5" x 11". For any pages in landscape format, the orientation should be the top of the page on the secured side of the package.

## **RENEWAL PROJECTS –APPLICATION SUBMISSION REQUIREMENTS TO THE COLLABORATIVE APPLICANT FOR SCORING AND RANKING**

All renewal projects must submit to THHI the documents listed in this section by the deadline indicated below to be included in the Scoring and Ranking process for the FY 2023 HUD CoC Program Competition. Where THHI is the grantee, the project's sub-recipient is responsible for completing these submission items.

If you want your renewal project applications considered for consolidation as outlined in Section II.B.6 of the NOFO, you will only submit the individual renewal project applications. The additional submission of a fully consolidated project application is eliminated. Submitting one project application for each individual project ensures that the individual projects are reviewed and potentially awarded funds should HUD not approve the requested consolidation project application. *(Per HUD e-snaps Renewal instructions)*

Renewal applications are to be completed in e-snaps for the Scoring and Ranking Process by the project grantee agency, unless THHI is the grantee. When THHI is the project's grantee, the responsibility of completing the renewal application process will fall to the sub-recipient agency.

The project direct or sub-recipient applicant shall provide the renewal application in e-snaps for the project. Provide a screen shot or PDF of only the submission summary, showing the renewal application was submitted in e-snaps by 3:00 PM, Monday, August 28, 2023. **You do NOT need to submit the full application submitted – only proof it was submitted to the CoC, via e-snaps, by the CoC submission deadline. Failure to submit the required items by the established deadline will result in a lower score as all items are related to a scoring element. No missing or corrected documents received after this date will be used for scoring and ranking.**

**Note: Any renewal project that was not in operation for the full 12 months of the timeframe being scored (10/1/2021 – 9/30/2022) is only required to complete and submit items listed in #2 of this section.**

1. Submit the following documents for the CoC Ranking and Review Committee to complete the project's Project Performance ScoreCard

Important Note: A Completed Project Performance Scorecard by the agency ***is not required this year*** – only the documents the Ranking and Review Committee needs to complete the Project Performance ScoreCard as listed below are required to be submitted for scoring:

- The HMIS Annual Performance Report (FY23) from printed from UNITY for Renewal Project with Report dates of **10/1/2021-9/30/2022**
- Housing First/Low Barrier Questionnaire – Completed and signed
- Inclusion of Persons with Lived Experience Narrative – not to exceed 2 pages (approximately 1000 words, single spaced) – Describe AND demonstrate how your organization incorporates the inclusion of input and experience of Persons with Lived Experience in your organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided. Narrative should include information beyond “our policy is.” The specific activities (or similar) listed below, will be scored .
  - Representation on the organization's Board of Director's or other decision-making board
  - Client / Consumer Advisory Board
  - Emphasis on hiring Person with Lived Experience
  - Use of Peer Mentors that provide feedback
  - Satisfaction surveys / comment cards

**NOTE: This Narrative will be scored by the Consumer Advisory Committee Members Only**

- Agency Racial Equity Narrative – not to exceed 1 page (approximately 500 words, single spaced) Describe on how agency reviews and evaluates / will review and evaluate for racial equity and utilizes information to move project towards full racial equity.
  - Improving Assistance to LGBTQ+ Individuals Narrative – not to exceed 1 page (approximately 500 words, single spaced) – Describe how your agency/project helps address the needs of LGBTQ+, transgender, gender non-conforming, and non-binary individuals and families including privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects.
  - A printout from the project’s eLOCCS account of the General, Budget and Vouchers tab for the most recently ended grant term. (See Instructions for Finding Project’s eLOCCS Information Guide).
  - Copies of the match documentation submitted to HUD for your most recently ended grant term (*most recent APR completed and submitted and SAGE; grant that ended in 2022*)
  - Completed DEI Assessment Form (*using the Google Form*)
2. Complete and submit the FY 2023 renewal application in e-snaps for the project. Provide a screen shot or PDF of only the submission summary, showing the renewal application was submitted in esnaps by 3:00 PM, Monday, August 28, 2023. **You do NOT need to submit the full application submitted – only proof it was submitted to the CoC, via esnaps, by the CoC submission deadline.**

**All documentation listed above should be submitted in a single PDF file and submitted via uploaded to the Agency’s One Drive link (provided by THHI) no later than 3:00 PM on Monday, August 28, 2023. Failure to submit the required documentation by the deadline may result in the project being placed in the lowest renewal spot.**

The renewal application submission packet should be a single PDF file that contains all required information. Documents in the submission packet should be using a paper size of 8.5” x 11”. For any pages in landscape format, the orientation should be the top of the page on the secured side of the package.

**Failure to submit the required items by the established deadline will result in lower score as all items are related to a scoring element (renewals) and/or exclusion from the application (first time renewal/critical system). No missing or corrected documents received after this date will be used for scoring and ranking.**

#### **HUD’S PROJECT REVIEW AND SELCTION PROCESS**

All applicants are expected to read the NOFO to understand how HUD will review and select projects.

#### **HELPFUL TIPS TO KEEP IN MIND WHEN COMPLETING THE RENEWAL APPLICATION**

Numbers entered must be consistent throughout the application (e.g. units, persons served, performance measures universe, HMIS and budgets)

Each project application must ensure that:

- a. Proposed participants will be eligible for the project component type;
- b. Proposed activities are eligible under the CoC Program interim rule;
- c. Project narrative is fully responsive to the question being asked and that it meets all of the criteria for that question included in the detailed instructions;
- d. Data provided in various parts of the project application are consistent; and
- e. All required attachments correspond to the attachments list in e-snaps, that they contain accurate and complete information, and that they contain a current date between May 1, 2023 and September 28, 2023.

THHI Staff Liaison's will focus their review of each renewal application on the above elements.

### **QUESTIONS FROM PROJECT APPLICANTS**

Questions may be submitted to the appropriate THHI staff liaison up until the grant deadline and will be answered in the order received; however, applicants cannot depend on being able to get a question answered immediately and failure to get an answer to a question is not an acceptable reason for missing the grant deadline. Questions and their responses will be shared among all renewal applicants via email at least weekly.

Questions related to the HMIS data and reports specific to the Renewal Project Performance ScoreCard should be directed to your THHI staff liaison as well. If necessary, your staff liaison will consult with our HMIS / UNTIY Staff. Please note that THHI staff cannot directly update or correct any data; or provide specific client record instructions for data corrections that would/could impact the data being used in the FY 2023 HUD CoC Program Competition Renewal Project Performance Scoring.

### **NOTICE OF INCLUSION / EXCLUSION**

THHI will formally notify all projects, in writing (via email) by **5:00 PM on Wednesday, September 13, 2023** of the project's inclusion in or exclusion from the FY 2023 CoC Consolidated Application.

### **CONSOLIDATED APPLICATION POSTING**

THHI will post to the THHI website ([www.THHI.org](http://www.THHI.org)), the FY 2023 HUD-CoC Consolidated Application to include the CoC Application, Project Priority Listings, and project applications (if required by HUD) on **Tuesday, September 26, 2023 by 8:00 PM.**

### **CONTINUUM OF CARE PROJECT SCORING AND RANKING**

HUD requires and evaluates a CoC's ability to have a "coordinated, inclusive, and outcome-oriented community process for the solicitation, objective review, ranking, and selection of project applications, and a process by which renewal projects are reviewed for performance and compliance with 24 CFR part 578" (Section VII.B.2) and made publicly available as part of this CoC's NOFO Local Process instruction packet.

With this in mind, in considering the severity of needs and vulnerabilities of the community and the availability of resources, the Tampa/Hillsborough County Continuum of Care (CoC) considered projects for inclusion into the CoC's Consolidated Application based on organizations submittal of an Letter of Intent to Renew (Renewals), a new applicable project during the 2023 Universal RFP, having had an approved pipeline project from previous RFPs, and/or would have a significant impact on the overall development and improvement of the CoC's performance as a coordinated system.

## Project Level Objective Scoring Criteria and Past Performance

### Renewal Projects

Renewals will continue to be scored and ranked according to performance data, utilizing a standard year based on HUD’s most recent System Performance Measurements data range, which for FY 2023 is **October 1, 2021 to September 30, 2022, and utilizing the CoC APR for most scoring elements.** This is to align project level data to its impact on System Performance Measurements.

The renewal scoring includes factors included on the Renewal Project Performance Scorecard and are related, but not limited, to:

- Length of Time Homeless (project entry to housing move in)
- Exits to Permanent Housing Destinations
- Increase in Earned and Total Income
- Residence Prior to Entry: Participants entering from the street, emergency shelter or safe haven
- Percent that Exit to another Homeless Situation
- Unit Utilization Rate
- HMIS Data Completeness
- Racial Equity
- Amount of awarded funds expended and timeliness of draw down
- Coordinated Entry Participation by grantee/sub-recipient of the project
- Timely Submission of APR via SAGE
- CoC Participation by grantee/sub-recipient of the project

The Renewal Project Performance ScoreCard has a total point available of 144.5 as indicted in the table below. Eight-nine percent (89%) are based on objective criteria and 44 percent (44%) directly related to system-wide performance measurement outcomes.

<b>Renewals</b>		
A.	System-wide and Project Level Performance	Maximum Points = 80
B.	Coordinated Entry Participation	Maximum Points = 3
C.	Racial Equity, Inclusion of Persons with Lived Experience, and Improving Assistance to LGBTQ+ Individuals	Maximum Points = 12
D.	Project Populations	Maximum Points = 10
E.	Data Quality	Maximum Points = 12.5
F.	Overall Grant Management	Maximum Points = 14
G.	CoC Participation	Maximum Points = 4
H.	Inclusion of Persons with Lived Experience	Maximum Points = 9
<b>Total Points Available</b>		<b>144.5</b>

The detail of each scoring category can be found in the accompanying attachment – FY 2023 HUD CoC Competition – Renewal Project Performance Scorecard Instructions.

Project applicants, including direct grantees and sub-recipients of THHI that do not submit the proper reports for scoring and/or utilize an incorrect date range for the reports, will receive a score of “0” for each outcome measurement that utilizes the data from the incorrectly submitted report.

Because the HMIS and Coordinated Entry renewal projects are critical to the overall functioning of the CoC, and currently there are no other renewal projects in either category, these projects will not be included in the scoring process.

**New Projects – CoC Bonus and DV Bonus**

New projects were selected for inclusion in the FY 2023 HUD CoC Program Application through the CoC’s 2023 Universal RFP process, which was completed in June 2023. During this process, all new project proposals were reviewed and scored with a New Project Scoring Criteria that included proposed project level performance outcomes, including those listed below, and past performance of the same or similar projects. The FY 2023 Universal RFP specifically included a FY 2023 HUD CoC Program Bonus and DV Bonus project (s) in the list of expected funding opportunity for which the proposals received would be considered for selection.

Our 2023 Universal RFP project proposal scoring criteria included:

- Proposed Exits to Permanent Housing Destinations
- Average Length of time from project enrollment to permanent housing placement
- Increase in Earned Income
- Increase in Total Income from Entry to Exit (or end of Grant Term)
- CoC Participation by grantee/sub-recipient of the project

While incorporating the System-wide Performance Measurements, the new project scoring criteria had a total of 98 points a project could receive for the following sections:

<b>New Projects</b>		
A.	System Wide and Project Level Performance	Maximum Points = 60
B	Organizational Capacity	Maximum Points = 11
C.	CoC Participation	Maximum Points = 4
D.	HMIS Participation	Maximum Points = 3
E.	Project Racial Equity, LGBTQ+ and Agency Diversity	Maximum Points = 9
F.	Inclusion of Persons with Lived Experience as scored by the CoC Consumer Advisory Committee	Maximum Points = 9
<b>Total Points Available</b>		<b>98</b>

**Scoring consideration for Victim Service Providers**

Recognizing the unique data collected by Victim Service Providers and the high need to ensure confidentiality for the safety of the households these agencies served, our CoC processes strive to ensure that Victim Service Providers are able to compete for funding opportunities on an equal footing with all other provider types.

Our Universal RFP process for all new projects were scored and selected through an application that required narratives and proposed project outcomes with no requirement of information that would

contain personal identifiable information and maintain confidentiality of all clients served by any agency applying for funding.

Renewal CoC projects operated by a Victim Service Provider are scored using a CoC APR generated from their required HMIS comparable database as the CoC APR contains no indefinable client specific data. Currently Victim Service Providers are not able to be scored related to direct Coordinated Entry participation as the current CoC process excludes the victim service provider from directly completing the CoC's HMIS based Coordinated Entry process and relies on partnerships with other agencies for connecting clients to the CoC's Coordinated Entry processes. Therefore, the 6 points available for renewal projects directly related to coordinated entry participation would become points related to the degree the victim service provider improves the safety for the population they serve.

The victim service provider will provide a narrative with supporting aggregate data from their HMIS Comparable database that demonstrates the degree to which the victim service provider has improved the safety of the population they serve for the same time period as all other project performance measurements **(10/1/2020-9/30/2022)**. The Scoring reviewers may award up to 6 points.

### **Conflict of Interest**

A conscious effort is made to avoid conflict, or the perception thereof, when assigning applications for review. No member of the CoC Ranking and Review Committee shall score their own agency's project applications, however they may score other project applications if no other conflict has been identified. All reviewers are asked to identify any conflict that may exist with any application they are assigned to review. THHI along with the members of the CoC Ranking and Review Committee understand and fully acknowledge that there is an inherent conflict of interest in having persons scoring other proposals that are competing for funding. However, we also understand and acknowledge that there is a need for scorers/reviewers to be highly knowledgeable about the overall CoC needs, best and next practices, regulations, etc. to be able to fully understand if a project application is a good model/proposal that meets a community need. THHI staff conducts a review of all scoring/reviewer data to monitor for signs of a scorer/reviewer that may be scoring in a manner that directly influences the outcome of the final results.

Please see the Critical Dates section of this addendum for the date the Ranking and Review Committee will meet to complete the scoring process.

### **PROJECT SCORING, RANKING AND PLACEMENT ON THE PROJECT PRIORITY LISTING**

HUD has continued to require CoC's to evaluate and rank project applications to demonstrate the CoC's priorities in their efforts to make homelessness rare, brief and non-recurring. This process will utilize a multi-step process that encompasses both scoring outcomes and identified community priorities.

#### **Project Scoring**

A project's Performance Score is the primary factor in determining placement in the project's Ranking on the FY 2023 HUD CoC Program Competition Project Priority Listing and therefore the project's Tier placement.

- New Projects (CoC and DV Bonus) were scored / selected during the Universal RFP process from which they were selected to be included in the FY 2023 HUD CoC Program Competition. New



projects applicants are required to complete the application submission to the CoC process no later than **3:00 PM on Monday, August 28, 2023.**

- Renewal project applicants will submit, for each of their renewal projects, the listed documents needed by the Scorers to complete a Renewal Project Performance ScoreCard for their project(s); and complete the application requirements outlined in these instructions. All application items must be received by the deadline of no later than **3:00 PM on Monday, August 28, 2023.**
- HMIS and Coordinated Entry renewal projects are critical to the overall functioning of the CoC, and currently there are no other renewal projects in either category, these projects will not be included in the scoring process. These project applicants are required to complete the application submission to the CoC process **3:00 PM on Monday, August 28, 2023.**

### **Ranking and Project Priority Listing (Tier) Placement Process**

All renewal project application documents will be used by the Ranking and Review Committee members to complete a Renewal Project Performance ScoreCard for each renewal project. Scoring will be completed by no less than 3 members of the CoC's Ranking and Review Committee members.

Following the completion of the Ranking and Review Scoring Review Process, THHI staff will present to the THHI Board Application Review Committee a recommended Priority Project Ranking that incorporates Performance Scorecard scores and in accordance with the Ranking and Tier Placement Process.

1. **Critical System Renewal Projects** - HMIS and Coordinated Entry - Recognizing that some CoC-funded projects are a basic requirement for overall CoC system processes and functioning, HMIS and Coordinated Entry dedicated projects will be ranked on the Project Priority Listing as numbers 1 and 2 respectively.
2. **Renewals Not Operational During Scoring Period** - Renewal projects that were not operational during the timeframe being scored (10/1/2021 – 9/30/2022), and therefore could not be scored, will be the last fully funded projects in Tier 1.
3. **Project Renewals** - All other renewal Projects will be ranked first by project type with Permanent Supportive Housing (PSH) projects first and Rapid Rehousing (RRH) projects second; then by the project's Total ScoreCard score, in order of highest to lowest.

In the event of a same type project ScoreCard total tie, the scores for each of the ScoreCard Sections will be used, starting with Project Performance section. The project with the highest project performance section score will be ranked above the one with the lower performance score. This process will be used for each section, until one project is determined to have a higher score.

4. **New Projects** - New projects, including CoC and DV Bonus will be placed at the bottom of the ranking, with the DV Bonus project first followed by the CoC Bonus Project. This is decision is based on the process HUD uses that if the DV Bonus project is selected, HUD will pull the project from the tiers and all projects move up for consideration.

The THHI Board Application Review Committee will meet (virtually) on Wednesday, September 6, 2023 at 1:00 PM to review the scoring results and recommended ranking based on the above. They will utilize the approved ranking directive (listed above) and HUD’s scoring criteria, priorities, guidelines, and regulations to develop a recommended Project Priority List for the Collaborative Application to ensure the application submitted for the Tampa/Hillsborough County CoC is as competitive as possible. The

THHI Review Board’s Project Priority List recommendation will be presented to the THHI Board of Directors on Monday, September 11, 2023 at 4:00 PM, during a special called Board meeting to be held virtually.

Note that the CoC Planning Project is not included in HUD’s tier process.

### **ADDENDUM DOCUMENTS**

The documents listed below are part of these instructions and can be access on THHI’s website at <https://www.thhi.org/coc-competition>.

- FY 2023 HUD CoC Competition – FL-501: Renewal Project Performance Scorecard Instructions
- FY 2023 HUD CoC Competition – THHI Staff Liaisons
- FY 2023 HUD CoC Competition – Project Application Checklist
- FY 2023 HUD CoC Competition - Housing First/Low Barrier Questionnaire
- FY 2023 HUD CoC Competition - Instructions for Finding Project’s eLOCCS Information Guide
- FY 2023 HUD CoC Competition - Diversity, Equity, and Inclusion (DEI) Assessment - Instructions and Sample
- FY 2023 HUD CoC Competition - HIC – FL-501 for Project Scoring
- FY 2023 HUD CoC Competition – SAGE APR Submission Report

The following items will be provided by THHI directly to the Ranking and Review Committee members, as well as posted to the webpage:

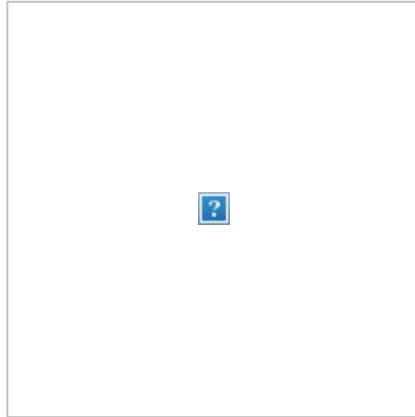
- FY 2023 HUD CoC Competition – “2023 NOFO - AVG VI-SPDATs Scores” Report

The following items will be provided and posted by August 1, 2023:

- 2023 HUD CoC Competition – CoC Participation – CoC Active Members, Monthly Attendance, Committee Attendance and Leadership role

## **Web posting of Universal RFP Process**

**From:** [Tampa Hillsborough Homeless Initiative](#)  
**To:** [Weikel, Lesa](#)  
**Subject:** THHI Releases 2023 Universal Request for Proposals (RFP)  
**Date:** Thursday, April 6, 2023 3:31:55 PM



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## ***THHI Releases 2023 Universal Request for Proposals***

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In anticipation of several funding opportunities that may become available over the next 12 months, for new, currently funded, expanded, renewal and continued interest projects, The Tampa Hillsborough Homeless Initiative (THHI) is issuing our 2023 Universal Request For Proposals (RFP).

All information and documents can be found on THHI's website at <https://thhi.org/2023rfp>.

Please see the RFP Instructions for the list of available and anticipated funding for new and renewal projects for which THHI is seeking proposals. The RFP also outlines the eligible project types for which proposals are being requested.

***Mandatory Pre-Proposal Workshop*** – The Mandatory Pre-Proposal Workshops that will be held on **Friday, April 14, 2023 at 10:00 AM, virtually only, VIA ZOOM (MUST Sign in via Chat no later than 10:15 AM)**. The Zoom info is contained in the RFP Instructions document.

***ALL*** agencies seeking funding for New, Currently Funded, Expanded, Renewal and/or continued interest projects **MUST** attend the Mandatory Pre-Proposal Workshop.

**\*\* SUBMISSION DEADLINE – 3:00 P.M., Friday, May 12, 2023 \*\***

The following documents needed for applicants to fulfill the requirements set forth in The THHI 2023 Universal RFP are posted to THHI's website at <https://thhi.org/2023rfp> and are listed below:

- THHI 2023 Universal RFP – Instructions
- THHI 2023 Universal RFP – Application\*
- THHI 2023 Universal RFP – Budget Summary Form\*
- THHI 2023 Universal RFP – Housing First-Low Barrier Questionnaire
- THHI 2023 Universal RFP – Threshold and Scoring Criteria
- THHI 2023 Universal RFP – Consumer Advisory Committee Scoring Criteria – Persons With Lived Experience
- THHI 2023 Universal RFP – Gender, Race and Ethnicity Analysis Form – Example Form\*
- THHI 2023 Universal RFP - Letter of Intent to Renew / Continued Interest Form\*

*\*Documents will be provided in excel format to all attending the Mandatory Pre-Proposal Workshop.*

The following documents will be provided following the Mandatory Pre-Proposal Workshop and no later than Monday, April 17, 2023. THHI may choose to provide information specific to the organizations that attend the Mandatory Pre-Proposal Workshop.

- THHI 2023 Universal RFP – CoC Monthly Meeting Attendance (April 2022 – March 2023) for Proposal Scoring
- THHI 2023 Universal RFP – CoC Committee Attendance for Scoring (April 2022 – March 2023) For Proposal Scoring
- THHI 2023 Universal RFP – HMIS Active Agencies For Proposal Scoring
- THHI 2023 Universal RFP – HMIS Agency DQ Reports for Proposal Scoring

**\*\* SUBMISSION DEADLINE – 3:00 P.M., Friday, May 12, 2023 \*\***

All New, Currently Funded, Expanded Project Proposals, Letters of Intent to Renew / Continued Interest Forms must be delivered as instructed in the RFP instructions by the submission deadline.

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**THHI is funded by:**

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U.S. Department of Housing and Urban Development (HUD)  
Florida Department of Children and Families - Office on Homelessness

Hillsborough County Board of County Commissioners  
City of Tampa  
St. Vincent de Paul CARES  
Children's Board of Hillsborough County  
USAA

813-223-6115 | [info@thhi.org](mailto:info@thhi.org) | [www.thhi.org](http://www.thhi.org)



Tampa Hillsborough Homeless Initiative | PO BOX 1110, Tampa, FL 33601

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**Date:** Thursday, April 6, 2023 3:31:59 PM

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Dear Lesa Weikel,

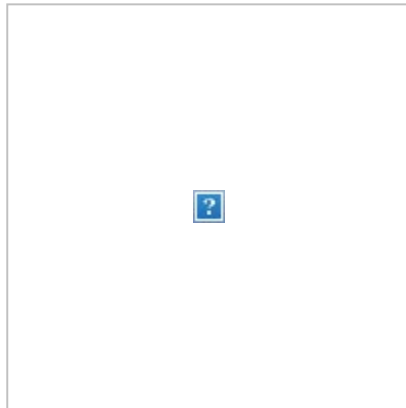
Your campaign '**THHI Releases 2023 Universal Request for Proposals (RFP)**' was sent on 4/6/2023 around 3:31 PM EDT.

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**Subject:** THHI Releases 2023 Universal Request for Proposals (RFP)

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***THHI Releases 2023 Universal Request for Proposals***

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In anticipation of several funding opportunities that may become available over the next 12 months, for new, currently funded, expanded, renewal and continued interest projects, The Tampa Hillsborough Homeless Initiative (THHI) is issuing our 2023 Universal Request For Proposals (RFP).

All information and documents can be found on THHI's website at <https://thhi.org/2023rfp>.

Please see the RFP Instructions for the list of available and anticipated funding for new and renewal projects for which THHI is seeking proposals. The RFP also outlines the eligible project types for which proposals are being requested.

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***ALL*** agencies seeking funding for New, Currently Funded, Expanded, Renewal and/or continued interest projects **MUST** attend the Mandatory Pre-Proposal Workshop.

**\*\* SUBMISSION DEADLINE – 3:00 P.M., Friday, May 12, 2023 \*\***

The following documents needed for applicants to fulfill the requirements set forth in The THHI 2023 Universal RFP are posted to THHI's website at <https://thhi.org/2023rfp> and are listed below:

- THHI 2023 Universal RFP – Instructions
- THHI 2023 Universal RFP – Application\*
- THHI 2023 Universal RFP – Budget Summary Form\*
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- THHI 2023 Universal RFP - Letter of Intent to Renew / Continued Interest Form\*

*\*Documents will be provided in excel format to all attending the Mandatory Pre-Proposal Workshop.*

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- THHI 2023 Universal RFP – CoC Committee Attendance for Scoring (April 2022 – March 2023) For Proposal Scoring
- THHI 2023 Universal RFP – HMIS Active Agencies For Proposal Scoring
- THHI 2023 Universal RFP – HMIS Agency DQ Reports for Proposal Scoring

**\*\* SUBMISSION DEADLINE – 3:00 P.M., Friday, May 12, 2023 \*\***



All New, Currently Funded, Expanded Project Proposals, Letters of Intent to Renew / Continued Interest Forms must be delivered as instructed in the RFP instructions by the submission deadline.

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**THHI is funded by:**

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U.S. Department of Housing and Urban Development (HUD)  
Florida Department of Children and Families - Office on Homelessness  
Hillsborough County Board of County Commissioners  
City of Tampa  
St. Vincent de Paul CARES  
Children's Board of Hillsborough County  
USAA

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## **2023 UNIVERSAL REQUEST FOR PROPOSALS TAMPA HILLSBOROUGH HOMELESS INITIATIVE**

Released: Thursday, April 6, 2023

Submission Due: 3:00 PM, FRIDAY, MAY 12, 2023

### **MANDATORY PRE-PROPOSAL WORKSHOP (Via ZOOM)**

FRIDAY, April 14, 2023 at 10:00 AM, virtually only, VIA ZOOM  
MUST Sign in via Chat no later than 10:15 AM

Project proposal types to include Permanent Supportive Housing (PSH), Rapid Rehousing (RRH), Joint Transitional Housing-Rapid Rehousing (TH-RRH), Emergency Shelter, Street Outreach, Prevention and Dedicated Access Points (DAPS) that could be selected for funding under HUD-CoC, ESG (HESG/FESG), Challenge, CDBG or similar funding sources.

#### **Join Zoom Meeting**

<https://us02web.zoom.us/j/83311233369?pwd=cjlXRytybVZNbWJFNWtTVmtXT0Y3Zz09>

Meeting ID: 833 1123 3369

Passcode: 401771

Tampa Hillsborough Homeless Initiative  
601 East Kennedy, 24th Floor  
Tampa, Florida 33602  
[www.THHI.org](http://www.THHI.org)

**Tampa Hillsborough Homeless Initiative (THHI)  
Continuum of Care Lead Agency  
2023 Universal Request For Proposals (RFP)**

In anticipation of several funding opportunities that may become available over the next 12 months, for new, currently funded and/or renewal projects, Tampa Hillsborough Homeless Initiative (THHI) is issuing a Request For Proposals (RFP) for the following anticipated and known funding opportunities through the U.S. Department of Housing and Urban Development (HUD), State of Florida (DCF), Hillsborough County, City of Tampa, and/or other funding sources, totaling an estimated **\$11,218,451**, as listed below in the New Funding and Renewal Funding tables.

With the majority of CARES Act (aka COVID) funding coming to an end in our community, it is necessary for THHI to review and assess the current funding needs of the community in our common goal to make homelessness rare, brief and non-recurring. Therefore, ALL projects currently funded through/administered by THHI, with the exception of those listed in the renewal section of this RFP and/or on the continued interest list, are required to submit a new proposal in response to this RFP for continued funding. Continued funding is not guaranteed and will be based on proposal scoring and community needs.

**NEW FUNDING AVAILABLE**

FY2023	HUD Continuum of Care Program (HUD CoC) - New Projects – Permanent Housing Bonus/DV Bonus <i>(IF HUD provides for and/or awards bonus funds for new project(s))</i>	<b>~ \$500,000</b>
FY2023	HUD Youth Homelessness Demonstration Program (YHDP) <i>(If awarded to CoC)</i>	<b>~ \$1,000,000</b>
FY2023/24	Florida Emergency Solutions Grant - (FESG) - <i>Rapid Rehousing</i>	<b>~ \$147,225</b>
FY2023/24	Florida Department of Children and Families (DCF) - Challenge Grant - <i>Rapid Rehousing</i>	<b>~ \$86,000</b>
FY2023/24	Florida Rapid Unsheltered Survivor Housing (RUSH) - <i>Street Outreach</i>	<b>~ \$124,000</b>
FY2023/24	Florida Emergency Solutions Grant CV3 (FESG CV3) - <i>Rapid Rehousing</i>	<b>~ \$294,000</b>
FY2023/24	Hillsborough Emergency Solutions Grant (HESG)	<b>~ \$600,000</b>
PY2023-2025	City of Tampa Emergency Solutions Grant (TESG) <i>(funding amount is annually)</i>	<b>~ \$265,500</b>
	<b><i>Estimated New Funding Total</i></b>	<b>~ \$3,016,225</b>

**RENEWAL FUNDING (only requires a letter of intent to renew from the agencies currently funded):**

FY2023	HUD Continuum of Care (CoC) Program – <i>Renewals Only</i>	~ \$7,702,226
FY2023	Community Development Block Grant Program (CDBG) – <i>Pilot Project Dedicated Access Points</i>	~ \$500,000
	<b><i>Estimated Renewal Funding Total</i></b>	<b>~ \$8,202,226</b>

NOTE: FY = Fiscal Year; PY = Program Year; Most Federal Program years operate on an October 1 – September 30 year; State of Florida operates on a July 1 – June 30 year.

**SEE SECTION II – Funding Opportunities Available/Anticipated – New/Renewals for Detailed Funding Descriptions.**

**\*\*\*If additional funding opportunities become available to THHI following the issuing of this RFP, THHI reserves the right to select an eligible project submitted in response to this RFP without issuing an additional RFP(s).**

**Therefore, THHI strongly encourages and will accept project proposals for all project types, including those for which the identified available new funding indicated above may not be include under this RFP.\*\*\***

THHI shall make funding available to finance projects that 1) utilize the Housing First philosophy, 2) emphasizes rapid exit from homelessness, 3) emphasizes stable, permanent housing as a primary strategy for ending homelessness, and 4) will move the Tampa-Hillsborough County community forward in making homelessness rare, brief and non-recurring.

**This RFP contains information and required forms for applicants to apply and compete for grant funds. Potential applicants are advised to read the materials carefully. The material in this RFP does not represent all the particular priorities, program components, or funding sources currently/potentially available through local, state, or federal funders and may change at the time they (funders) release RFPs/NOFAs for the various funding grants.**

**RFP Questions**

The Mandatory Pre-Proposal Workshop (*see Critical Dates in Section I: General Information*) provides the initial forum for questions related to this RFP. THHI will only accept questions following the Mandatory Pre-Proposal Workshop from agencies that attended the Mandatory Pre-Proposal Workshop on Friday, April 14, 2023. Questions from the agencies that attended the Mandatory Pre-Proposal Workshop must be submitted in writing (via email) to Lesa Weikel at [Weikell@THHI.org](mailto:Weikell@THHI.org) **AND** Erin Donovan at [DonovanE@THHI.org](mailto:DonovanE@THHI.org). Questions must be received no later than **5 p.m. on Tuesday, May 9, 2023**. THHI will compile all questions and answers and provide to the agencies that attended the Mandatory Pre-Proposal Workshop(s). Successful applications should address goals, objectives and priorities that have been established in consultation with the most recent Action and Consolidated Plans for the City of Tampa (<https://www.tampa.gov/housing-and-community-development/info/h-c-d-documents>), Hillsborough County (<https://www.hillsboroughcounty.org/en/residents/social-services/affordable-housing/projects-plans-and-reports-notices>), and the Tampa/Hillsborough County CoC’s Strategic Plan (560 in 560) and meet the guidelines provided in this Request for Proposals (RFP).

If your organization would like to submit a proposal for consideration, please complete the submission requirements listed in the following pages. **Both prospective and current grantees must respond to this RFP if seeking funding – new or renewal - from THHI.** Agencies seeking renewal funding for funding listed in the

Renewal Funding Available List will only be required to submit a Letter of Intent to Renew. Please see information in the appropriate funding opportunities section for more information.

The organization of this RFP is as follows:

SECTION I:	General Information
SECTION II:	Funding Opportunities Available/Anticipated– New/Renewals
SECTION III:	Important Information for Potential Sub-Recipients
SECTION IV:	Eligibility Criteria to Apply and Proposal Requirements
SECTION V:	Funding Priorities
SECTION VI:	Proposal Evaluation and Selection
SECTION VII:	Innovative and Effective Practices to Meet Identified Community Needs
SECTION VIII:	RFP Documents and Attachments

## SECTION I: General Information

### Strategic Use and Alignment of Resources

THHI is designated as the lead agency and HUD Collaborative Applicant for the Tampa/Hillsborough County Continuum of Care. THHI is responsible for ensuring that the resources, available to the community to assist those experiencing homelessness and those at-risk of homelessness, are strategically utilized to maximize impact, effectiveness and alignment. Therefore, THHI reserves the right to match funding opportunities available to the proposals received to ensure alignment of resources with community needs and appropriate target populations. All proposals received will be evaluated for their appropriateness for each funding opportunity that may be available. THHI reserves the right to award more than one (1) funding source to a selected proposal if necessary to maximize a project’s effectiveness and overall impact.

Recognizing that while different funding sources have different regulations, nearly all the available and anticipated funding sources will fall under the HUD CoC or ESG programs. THHI recommends that activities and expenses in the proposed projects meet either the HUD CoC or ESG programs eligible categories/criteria. In the event a proposal is selected for a funding source with other regulatory requirements, THHI will work with the applicant to help convert the project to the requirements of the specific funding source.

Therefore, it is not necessary for the Proposer to indicate or match their proposed project to one of the funding sources or amounts listed above unless otherwise specified. Proposers may indicate, on the Application, a funding source(s) that they **DO NOT** want their project considered for. All proposals must fit one of the project types listed:

### Project Proposals Accepted Under this RFP

THHI encourages organizations to submit proposals for projects, even if the project does not ‘fit’ perfectly into the funding descriptions above. By submitting a proposal, the organization is informing THHI of projects it intends or desires to develop to help meet an unmet need in the community and collaboratively work to make homelessness rare, brief and non-recurring in Tampa-Hillsborough County.

- **New project** - a project that does not currently exist and if funded will increase overall capacity.
- **Currently Funded Project** (through THHI) – a project that has been operating through THHI funding and seeks to continue their project.
- **Expanded Project** - a project that is currently operational, and not currently funded through THHI, that will add additional overall capacity.

- **Renewal Project** – projects that are currently operating and listed as renewal projects in this RFP that require a Letter of Intent in response to this RFP.
- **Support Funding for A Current Project** – a project currently operating in the community that has experienced a funding gap due to a decrease in funding by another governmental or non-governmental funding source. *(Non-governmental funding is defined as funding received from entities that regularly provide funding to community efforts; it does not refer to funds from private/individual donations.)* Organizations must clearly demonstrate in their proposal the project’s current funding level, identify the gap and how the proposal funding is needed to maintain current service capacity. *NOTE: Not all of the funding sources included in this RFP can be used for this purpose.*

Funding requests that ‘supplant’ or seek to replace a project’s current funding source(s) will not be accepted.

If a project includes multiple, linked activity types (components), only one proposal needs to be completed which details the different activity types as part of the proposal. For example: a Community Housing Solutions Center Emergency Shelter with Coordinated Entry Access point is a single project with two eligible activities (components). The single project proposal should explain in detail both activity types and the project outcomes for the different activity types.

See Section VII of this RFP for additional information to consider related to project types.

### **Project Completion Timeframes**

For most project types, the Proposed Project should be able to be operational within 1 to 3 months following the award of funding. For acquisition, new construction and/or rehab projects, proposed projects may be ‘Shovel Ready’ or “Pipe Line” projects.

“Shovel Ready” projects are projects where planning and engineering is advanced enough that with sufficient funding, construction can begin within a very short time, including the ability to ensure occupancy of units within 12 months or less following an award of funding.

“Pipe Line” projects are those that have concrete plans in place, but the process to develop to occupancy is greater than 12 months, but less than 18 months. Project ideas that have not had preliminary budget, timeline and planning completed are not “Pipe Line” Projects.

### **Housing First Philosophy**

Projects must utilize a Housing First philosophy, which is an approach to make homelessness rare, brief and non-recurring, that centers on providing people experiencing homelessness with housing as quickly as possible – and then providing services as needed. This approach has the benefit of being consistent with what most people experiencing homelessness want and seek help to achieve. Housing First programs share critical elements:

- A focus on helping individuals and families access and sustain permanent housing as quickly as possible without unnecessary barriers or time limits;
- A variety of services delivered to promote housing stability and individual well-being on an as-needed basis; and
- A standard lease agreement to housing – as opposed to mandated therapy or services compliant

## **MANDATORY PRE-PROPOSAL WORKSHOP**

**THHI will host a Mandatory Pre-Proposal Workshop for Non-Profit Agencies** with project proposal types to include Permanent Supportive Housing (PSH), Rapid Rehousing (RRH), Joint Transitional Housing-Rapid Rehousing (TH-RRH), Emergency Shelter, Street Outreach, Prevention that could be selected for funding under HUD-CoC, ESG (HESG/FESG/TESG), Challenge, CDBG, YHDP, or similar funding sources.

This workshop will be held on **Friday, April 14, 2023, 10:00 AM** (virtually only) via Zoom Meeting:

### **Join Zoom Meeting**

**<https://us02web.zoom.us/j/83311233369?pwd=cjRXRvtybVZNbWJFNWtTVmtXT0Y3Zz09>**

**Meeting ID: 883 7141 3543**

**Passcode: 781743**

The purpose of the Pre-Proposal Workshop is to answer questions and provide clarifications of information in the 2023 Universal Request for Proposal.

Attendance at the appropriate Pre-Proposal Workshop(s) **is required** for those agencies / organizations submitting new project / new funding proposals under this RFP. **Your attendance shall be recorded by listing your Name, Agency and email in the Zoom Chat – within the first 15 minutes of the meeting.**

**ALL agencies seeking funding for New, Currently Funded, Expanded, Renewal and/or continued interest projects MUST attend the Mandatory Pre-Proposal Workshop.**

### **SUBMISSION TYPES – under this RFP, there are 4 types of submissions:**

- New Project Proposals (new projects / projects seeking new funding)
- Currently Funded (through THHI) Project Proposals
- Expanded Project Proposals
- Letters of Intent to Renew - for current renewable projects, listed on pages 11-12 - using the Letter of Intent to Renew Form included as an attachment to this RFP
- Letters of Continued Interest - for Previously Conditionally Selected Unfunded Project Proposals, listed on page 14 - using the Letter of Continued Interest Form included as an attachment to this RFP

See appropriate details in Section II of this RFP for the requirements of each submission type.

### **THE SUBMISSION DEADLINE – FOR ALL SUBMISSION TYPES**

**3:00 P.M. on FRIDAY, MAY 12, 2023**

All New Project, Currently Funded (through THHI), and Expanded Project Proposals **MUST be submitted via the One Drive Process** that will be emailed to all persons attending the Mandatory Pre-Proposal Workshop.

All Letters of Intent to Renew Forms and Letters of Continued Interest Forms **MUST be submitted electronically via email** sent to Antonio Byrd, COO, Tampa Hillsborough Homeless Initiative at **[ByrdA@THHI.org](mailto:ByrdA@THHI.org)**.

**WITHOUT EXCEPTION, NO PROPOSALS OR LETTERS OF INTENT TO RENEW FORMS / CONTINUE INTEREST FORMS WILL BE ACCEPTED BY THHI AFTER THE SUBMISSION DEADLINE STATED ABOVE.**

**Critical Dates and Timeline**

<b>Thursday, April 6, 2023</b>		THHI Issues 2023 Universal Request For Proposals (RFP)
<b>Friday, April 14, 2023</b>	<b>10:00 AM</b>	<b>Mandatory Pre-Proposal Workshop</b> for Non-Profit for project types of PSH, RRH, Joint-RRH-TH, Emergency Shelter, Street Outreach, Supportive Services Only (applicable funding sources – HUD-CoC, HESG, TESH, FESH, FESH CV3, RUSH) Projects ( <i>new, currently funded, expanded, renewals and continued interest NEED to attend</i> )
<b>Tuesday, May 9, 2023</b>	<b>5:00 PM</b>	<b>RFP Questions</b> - Final day to submit an RFP Questions to THHI ( <i>See page 3 of RFP Instructions; You are encouraged not to wait until this date to ask.</i> )
<b>Friday, May 12, 2023</b>	<b>3:00 PM</b>	<b>SUBMISSION DEADLINE FOR:</b>
		1) <u>New / Expanded / Currently Funded Project Proposals</u> submitted via the One Drive/Shared Folder process emailed to all attendees at the Mandatory Pre-Proposal Workshop
		2) <u>Letters of Intent to Renew (CoC Renewal Projects Only)</u> – Electronically via email as stated in this RFP
		3) <u>Letter of Continued Interest</u> (Previously Submitted Project Proposals) – Electronically via email as stated in this RFP
<b>Monday, May 15, 2023</b>	<b>9:00 AM</b>	<b>THHI Staff Threshold Review</b> to Ensure Adherence to the Eligibility Criteria and Fatal Flaw Review as posted in the THHI 2023 UNIVERSAL RFP
<b>Wednesday, May 17, 2023</b>	<b>10:00 AM</b>	<b>Consumer Advisory Committee</b> - Scoring Meeting to score each project proposal using the THHI 2023 Universal RFP Consumer Advisory Committee Scoring Criteria – Persons With Lived Experience
<b>Friday, May 19, 2023</b>	<b>10:00 AM</b>	<b>CoC Ranking and Review Committee Scoring</b> - Committee Members will meet ( <i>virtually</i> ) to score each project proposal using the THHI 2023 Universal RFP Threshold and Scoring Criteria
<b>Friday, June 2, 2023</b>	<b>1:00 PM</b>	<b>THHI Board Review Committee Meeting</b> ( <i>virtually</i> ) to Receive Project Recommendations from R&R Committee Applications and Determine Funding Recommendation for THHI Board of Directors.
		( <i>THHI Board Review Committee may request each applicant agency to make a presentation and/or be present to answer questions they may have about their submitted proposal</i> )



<b>Thursday, June 8, 2023</b>	<b>4:00 PM</b>	<b>THHI Board of Directors Meeting:</b> THHI Board Application Review Committee presents their final recommendations to the THHI Board of Directors; The THHI Board of Directors make the FINAL APPROVAL of projects for funding, including conditional awards as indicated in Section VI of this RFP.
<b>Thursday, June 22, 2023</b>	<b>5:00 PM</b>	<b>Notice of Selection, Conditional Selection or Non-Selection</b> to all project proposal applicants

*Please Note: A separate timeline and addendum will be released at a later date with regard to HUD’s CoC Program Competition following HUD’s release of the 2023 NOFO for CoC Renewal Projects.*

## **SECTION II: Funding Opportunities Available/Anticipated– New/Renewals**

As initially stated, in anticipation of several funding opportunities that may become available over the next 12 months, for new and renewal projects, Tampa Hillsborough Homeless Initiative (THHI) is issuing a Request For Proposals (RFP) for the following anticipated and known funding opportunities through the following Hillsborough County, State of Florida, U.S. Department of Housing and Urban Development (HUD) programs, City of Tampa, and/or other funding sources:

### **New Project Funding**

- **FY2023 HUD CoC Competition- New Project(s): ~ \$500,000**

At the time of this RFP, no information has been released regarding HUD’s FY2023 CoC Program Competition process or application. A CoC Bonus funding for new or expanded projects **MAY** be available and a Domestic Violence (DV) Bonus project **MAY** be available. If this funding is available, THHI will select an applicable project(s) from the proposals through this RFP process.

HUD CoC Program funding for a New Project through a CoC Bonus and/or DV Bonus (if available) or reallocation can be used for the following project types, in accordance with 24 CFR Part 578.

- Permanent Housing (PH)
  - Permanent Supportive Housing (PSH) – to include project-based and/or scattered site rental assistance/leasing projects with supportive services, that serves persons with disabilities and may be required to be dedicated Chronic.
  - Rapid Re-Housing (RRH)
- Joint Transitional Housing – Rapid Rehousing
- Coordinated Entry

In the event HUD’s FY2023 CoC Program Competition does allow for the submission of a new or expanded Project(s) through a Bonus category, the new project(s) will be selected from the proposals received through this RFP process.

- **FY2023 Youth Homelessness Demonstration Grant (YHDP-Round 7) ~ \$1,000,000**

As the Tampa/Hillsborough County’s Collaborative Applicant, THHI, in collaboration with the CoC’s Unaccompanied Youth Committee, Youth Advocacy Board and other key stakeholders, will apply in response to HUD’s FY2023 YHDP NOFO, when published, on behalf of the Continuum of Care. The

initial application is an application to selected as a YHDP community and receive support “in the development and implementation of a coordinated community approach to preventing and ending youth homelessness.” If selected, the YHDP grant involves two (2) steps. The first step is the development of a Coordinated Community Plan (CCP). Only after a CCP is completed and accepted by HUD, is funding made available to projects identified and included in the CCP.

The YHDP funding is awarded based on a formula HUD explains in the YHDP NOFO. The minimum award is \$1,000,000; the maximum is determined by HUD’s formula. The anticipated funding for projects to be available is October 2024, if YHDP is awarded to our CoC. **Project proposals received during this RFP cycle that are UAY focused and selected for conditional award will have first priority in being included in the CCP and YHPD project funding.**

The target population to be served by YHDP funding is unaccompanied youth (UAY), ages 16-24, including parenting youth, where no member of the household is over the age of 24. The YHDP funding may be used to serve UAY that are experiencing literal homelessness, fleeing domestic violence as well as those are experiencing housing instability (e.g. couch surfing).

It is important to note, the YHDP project funding is renewed as part of the HUD CoC Program Funding Competition, and at time of renewal, the only YHPD projects eligible for renewal must comply with the eligible projects/activities of the HUD CoC Program, under 24 CFR Part 578.

- **PY2023 Florida Emergency Solutions Grant (FESG) – Rapid Rehousing ~ \$147,225**  
THHI will make available, for new and currently funded rapid rehousing programs, the State of Florida Emergency Solutions Grant funding by provided by the Florida Department of Children & Families (Department) Office on Homelessness (Office), under the federally funded Emergency Solutions Grant (ESG) program, authorized by section 420.622(10) of the Florida Statutes and in 24 CFR 576. Funds under this grant source may be used to assistance individuals/families literally homeless in the Tampa-Hillsborough County geographical area. The grant term for this program will be July 1, 2023 through June 30, 2024. The FESG funds may be used for Rapid Rehousing based on the current DCF-THHI Funding Contract and in accordance with Rapid Rehousing eligible activities set forth in 24 CFR 576.101 through 24 CFR 576.107. The grant term for this funding is July 1, 2023 to June 30, 2024. Based on performance of selected project, this grant may be renewal for up to a total of 3 terms.
- **PY2023 Florida Challenge Grant (Chal) – Rapid Rehousing ~ \$86,000**  
THHI will make available, for new and currently funded rapid rehousing programs, the Florida Challenge Grant funding provided by the Florida Department of Children & Families (DCF). Florida Challenge Grant program funding for rapid rehousing for the term of July 1, 2023 to June 30, 2024. The Challenge Grant regulations are the same as those under HUD’s ESG Program. Funds under this grant source may be used to assistance individuals/families literally homeless in the Tampa-Hillsborough County geographical area. The grant term for this funding is July 1, 2023 to June 30, 2024. Based on performance of selected project, this grant may be renewal for up to a total of 3 terms.
- **PY2023 Florida Emergency Solutions Grant CV 3 (FESG CV3) – Rapid Rehousing ~ \$294,000**  
THHI will make available, for new and currently funded rapid rehousing programs, the State of Florida Emergency Solutions Grant CV3 funding provided by the Florida Department of Children & Families (DCF) under the federally funded Emergency Solutions Grant CV (ESG CV) program. The ESG CV3 funding is reallocated ESG CV received from HUD by the State. These funds are regulated by 24 CFR 576, expect where HUD’s CPD Notices 22-06 and 21-08 waiver or provide alternative requirements. The

grant term for this funding is July 1, 2023 to June 30, 2024. Funds under this grant source may be used to assist individuals/families literally homeless in the Tampa-Hillsborough County geographical area. This funding is non-renewable.

- **PY2023 Florida Rapid Unsheltered Survivor Housing (RUSH) - Street Outreach ~ \$124,000**

THHI will make available, for new and currently funded street outreach projects, the State of Florida Rapid Unsheltered Survivor Housing (RUSH) funding provided by the Florida Department of Children & Families (DCF) under the federally funded RUSH program. The grant term for this funding will be July 1, 2023 to June 30, 2024. This funding is non-renewable.

In October 2022, HUD announced the reallocation of Emergency Solutions Grant (ESG) funding to fund Rapid Unsheltered Survivor Housing (RUSH). RUSH funds aim to address housing and services needs of people experiencing homelessness whose needs are exacerbated by disasters, and people who are at risk of longer-term homelessness as a result of disasters in disaster-declared geographies. The State of Florida and City of Tampa were both declared disaster areas after the 2022 Tropical Storms/Hurricanes that impacted our area/state.

Household eligibility to be served with RUSH Funds are 1) be homeless or at risk of homelessness, and 2) have been residing in an area affected by a major disaster declared pursuant to the Stafford Act on or after December 20, 2019 (e.g., an area covered by DR-4673-FL, dated September 29, 2022); and 3) have needs that will not be served or fully met by the TSA Program (42 USC 5170b) and other existing Federal disaster relief programs (including both Federal and non-Federal cost share).

RUSH funding follows the ESG Program Regs: 24 CFR 576, with the following exceptions:

- ESG match requirement is waived;
- Availability of Waivers of CPD Grant Program and Con Plan Requirements to Facilitate Recovery from Hurricanes Fiona and Ian - [UPDATED Availability of Waivers of CPD Grant Program and Con Plan Requirements to Facilitate Recovery from Hurricanes Fiona and Ian - HUD Exchange](#)

- **PY2023 Hillsborough County Emergency Solutions Grant (HESG) ~ \$600,000**

THHI will make available, for new and currently funded rapid rehousing and/or emergency shelter (community housing solution centers) projects, Hillsborough County Emergency Solutions Grant funding provided by Hillsborough County. This funding is to serve homeless individuals/households that meet the County residency requirement of currently residing in and/or have a last permanent address in unincorporated Hillsborough County, Plant City and/or Temple Terrace. The initial grant term for this funding is October 1, 2023 to September 30, 2024. Priority will be given to organizations in rural and unincorporated areas of Hillsborough County. Based on performance of selected project, this grant may be renewed for up to a total of 3 terms.

- **PY2023-2025 City of Tampa Emergency Solutions Grant (TESG) ~ \$265,500**

THHI will make available, for new and currently funded rapid rehousing and/or emergency shelter (community housing solution centers) projects, City of Tampa Emergency Solutions Grant funding provided by The City of Tampa. This funding is to serve homeless individuals/households within the City of Tampa and limits housing placement (RRH) to units within the City of Tampa limits. Up to 10 percent of the funding may be used for case management costs. The initial grant term for this funding is October 1, 2023 to September 30, 2024. Based on performance of selected project, this grant may be renewed for up to a total of 3 terms.

## **Renewal Projects List**

The funding and applicable projects listed in this section are considered Renewal Projects for THHI’s 2023 Universal RFP Cycle and the funded agency **MUST submit a Letter of Intent to Renew Form in response to this RFP.**

If an eligible renewal project does not submit a letter to renew and/or informs THHI in writing that they will not be seeking renewal, THHI will utilize the project’s funding for a new project selected from the project proposals received during the Universal RFP cycle.

- **FY2023 Community Development Block Grant Program (CDBG) – Pilot Project - Dedicated Access Points ~ \$500,000**

<b>Agency</b>	<b>Amount of Renewal Funding</b>
Catholic Charities	\$154,700
Dawning Family Services	\$66,300
Metropolitan Ministries	\$132,600
St. Vincent de Paul Cares	\$88,400
	<b>\$500,000</b>

- **FY2023 HUD CoC Program – Renewal Projects ~ \$7,702,226**

As of this RFP, HUD has not opened the FY2023 CoC Program Competition; therefore, additional information and requirements specific to the HUD CoC Program Competition will be released as an addendum to this RFP to ensure compliance with any and all of HUD’s requirements contained in their (HUD) FY2023 CoC Program Competition NOFA.

**CoC Renewal Projects** - The following CoC projects are eligible for renewal based on the approved funding award amounts from HUD’s 2022 CoC Program Competitive Renewal process:

<b>Agency</b>	<b>Sub-Recipient (if applicable)</b>	<b>Project Name</b>	<b>Project Type</b>	<b>Amount of Renewal Funding (Based on FY22 Awards)</b>
Agency for Community Treatment Services	n/a	Hillsborough County Permanent Housing Program	PSH-Project Based	\$148,456
Agency for Community Treatment Services	n/a	Hillsborough H.E.A.R.T Project	PSH - Leasing	\$2,150,727
Catholic Charities Diocese of St. Petersburg, Inc.	n/a	Pathways Rapid Rehousing Program	RRH	\$1,208,277
Housing Authority of the City of Tampa	n/a	TRA Collaborative	PSH – Rental Assistance	\$419,172
Housing Authority of the City of Tampa	n/a	TRA Collaborative 2004	PSH – Rental Assistance	\$202,925

Tampa Hillsborough Homeless Initiative, Inc.	Agency for Community Treatment Services	More H.E.A.R.T.	PSH – Leasing	\$493,133
Tampa Hillsborough Homeless Initiative, Inc.	Catholic Charities Diocese of St. Petersburg, Inc.	Hillsborough Pathways for Youth	RRH	\$396,816
Tampa Hillsborough Homeless Initiative, Inc.	Dawning Family Services	A Path for Families	RRH	\$410,794
Tampa Hillsborough Homeless Initiative, Inc.	The Spring of Tampa Bay	The Spring of Tampa Bay - Rapid Rehousing	RRH	\$470,670
Tampa Hillsborough Homeless Initiative, Inc.	Gracepoint Wellness	HOME3-PHAME	PSH – Rental Assistance	\$1,484,253
Tampa Hillsborough Homeless Initiative, Inc.	n/a	Coordinated Entry	SSO - CE	\$78,160
Tampa Hillsborough Homeless Initiative, Inc.	n/a	UNITY Information Network	SSO - HMIS	\$238,843
				<b>\$7,702,226</b>

THHI will issue additional information, deadlines and the CoC Renewal Project Performance Score Card following HUD’s release of their FY 2023 CoC Program Competition NOFO. Agencies with renewal projects, both directly through HUD and as Sub-Recipients through THHI, are reminded that project performance will be reviewed using the timeframe of 10/1/2021 to 9/30/2022 to align the project performance review with the dates required for the Tampa/Hillsborough County CoC’s System Performance Measures that will be submitted to HUD and scored by HUD as part of the CoC Program Competition. THHI will utilize the HMIS CoC-APR report for the Renewal Project Performance Score Card.

**FY 2023 CoC Program Reallocation Policy:**

Reallocation of HUD CoC funding provides CoC’s with the opportunity to 1) reallocate excess funding and 2) to move funding from low performing projects to new projects with the intent that the new project(s) will be higher performing. Reallocation can be done either through voluntary reallocation or through forced reallocation based on a CoC’s published reallocation process for low performing projects. HUD examines and considers a CoC’s ratio of reallocation when scoring a CoC’s Application, as it demonstrates to HUD that CoC’s are consistently evaluating the effectiveness of the funding awarded to a CoC’s projects and working to ensure that all HUD CoC funded projects are being used to effectively end homelessness.

For the FY 2023 HUD CoC Cycle, the CoC will focus on voluntary reallocation, as described below:

- **Excess Funding Awards** – HUD CoC funded projects, including those where the agency is a direct HUD recipient and/or a THHI Sub-recipient, should review their current renewal amount compared to their actual expenses over the past 2 funded years. If a project has not expended all funding awarded, that agency should consider the actual amount needed to fulfill their grant

outcomes, including serving the same number of clients/households as well as units to determine what, if any amount, can be reallocated to a new CoC project.

- **Low Performing Projects** – CoC Projects that have consecutively been in Tier 2 based on ranking and scoring of their projects should consider voluntarily reallocating their funding in the FY 2023 funding competition. The funding decisions for projects in Tier 2 will always fall to HUD, based on the criteria they established in the NOFA and are always at risk of a decision by HUD to not renew. While HUD has not indicated they will consider a project’s previous application project ranking when making their Tier 2 funding decisions, it is also not outside the realm of possibility for HUD to do so as they continue to focus their funding decisions on high performing projects.

Reallocated funding will be utilized for New Projects as allowable under HUD’s FY 2023 NOFA, with any new project to be selected from new project proposals received as part of this RFP. An agency that voluntarily chooses to provide funding for reallocation may submit a new project proposal that will be considered for the reallocated funding but is not guaranteed to be selected.

Additional information about HUD CoC Program eligible activities and expenses, can be found on the HUD Exchange - <https://www.hudexchange.info/coc/coc-program-law-regulations-and-notices>, including the Continuum of Care (CoC) Program Interim Rule - <https://www.hudexchange.info/resource/2033/heard-coc-program-interim-rule>

### **Letter(s) of Intent to Renew**

Agencies that want to renew their current projects funded by THHI as indicated in the renewal lists in this RFP ***must*** submit the Letter of Intent to Renew Form included as an attachment to this RFP. For HUD-CoC funded projects, where THHI is the grantee, the current sub-recipient must submit a letter of intent to renew form as well. Agencies with multiple projects and/or funding sources may submit a single letter, clearly stating the funding source(s) and project(s) they intend to renew.

The Letter of Intent to Renew form must be completed and signed by an authorized representative for the agency.

The Letter of Intent to Renew Form information will include:

- Requests to renew their project(s), and
- States the amount of their renewal funding for HUD-CoC and / or CDBG (as applicable), and
- If the agency would be interested in expanding their renewal project(s).
- If a project to be renewed is a HUD-CoC project, the Letter of Intent to Renew must also clearly indicate:
  - if the renewal funding amount listed to be renewed if the full allowable amount,
  - if any of the project(s) funding is being voluntarily released for reallocation, and/or
  - if any projects will be consolidated in the FY2023 HUD CoC Program Competition.

Letter(s) of Intent to Renew must be submitted to THHI by: **3:00 P.M. on Friday, May 12, 2023**. Letters received after this date and time will not be accepted, and therefore the funding will not be renewed. The letters **MUST be submitted electronically via email to Antonio Byrd, COO, Tampa Hillsborough Homeless Initiative at [ByrdA@THHI.org](mailto:ByrdA@THHI.org)**.

**Previously Conditionally Selected, Unfunded Project Proposals**

Recognizing the time and resources required to complete and submit a competitive project proposal, the CoC desires to minimize the number of project proposal submissions directly related to projects that were conditionally awarded pipeline projects to provide a ‘shelf-life’ to proposals for consideration of funding opportunities that may be or become available in the future.

Projects that were conditionally awarded funding but did not receive funding due to the necessary funding not being available, may be allowed to submit a “Letter of Continued Interest” during the next two subsequent RFP cycles, so long as the Letter of Continued Interest *is for the initially proposed project without substantial changes*. Substantial changes would be a significant increase in amount requested, project type / structure, location of property, proposed project outcome decreased. **If the agency is seeking funding for a substantially different project, then a full proposal submission would be required.**

The following List of Conditionally Selected Projects may choose to submit a Letter of Continued Interest.

<b>Year of Initial Proposal</b>	<b>Agency Name</b>	<b>Project Name</b>	<b>Amount of Funding Initially Requested</b>	<b>Submitted Continued Interest Letter for 2022 RFP AND Eligible to submit Letter of Continued Interest for 2023 RFP</b>
2021	AIDS Service Association of Pinellas d/b/a EPIC	Homeless Street Outreach and Engagement	\$121,197.50	Yes
2021	Dawning Family Services	Emergency Shelter (Staff); Rapid Rehousing (rapid exit - expand)	\$1,265,715.46	Yes
2021	Just Initiative	Rapid Rehousing (rapid exit)	\$186,438.00	Yes
2021	Guided Path	Rapid Rehousing	\$150,271.15	No
2022	Created Women, Inc	Street Outreach - Created's Mobile Drop In Center	\$29,550.00	
2022	Gracepoint Wellness	Street Outreach - The Coffee Shop)	\$147,225.00	
2022	The Spring of Tampa Bay	Expanded - Rapid Rehousing	\$496,615.00	
2022	St. Vincent dePaul Cares	Street Outreach	\$147,225.00	
2022	St. Vincent dePaul Cares	Rapid Rehousing - Returning Home - Hillsborough	\$1,368,581.00	

2022	St. Vincent dePaul Cares	Emergency Shelter - Safer Emergency Housing Alternative	\$642,758.00	
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### Letter(s) of Continued Interest

Agencies that want to have their previously submitted projects, that were conditionally approved but not funded, considered for funding under this RFP, must submit a Letter of Continued Interest, as included as an attachment to this RFP, to notified THHI of the agency’s continued interest to seek funding for the previously submitted project proposal.

The Letter of Continued Interest Form must be completed and signed by an authorized representative for the agency and the form will include:

- The Proposed Project’s name and amount of requested funding;
- Brief project description; and
- States that the Continued Interest in funding is for the initially proposed project without substantial changes, such as: greater than 20% in additional funding, changes to project type/population to be served; numbers to be served less than 80% of the original proposal.

Letter(s) of Continued Interest Form must be submitted to THHI by: **3:00 P.M. on Friday, May 12, 2023.** Letters received after this date and time will not be accepted, and therefore the funding will not be renewed. The letters **MUST be submitted electronically via email to Antonio Byrd, COO, Tampa Hillsborough Homeless Initiative at ByrdA@THHI.org.**

## SECTION III: Important Information for Potential Sub-Recipients

For all funding opportunities, with the exception of HUD CoC Renewal Projects in which the agency is currently the direct recipient from HUD, THHI will be the “grantee” and the selected agency will be the ‘sub-recipient.’”

### Administrative Costs

The amount of funds available for administrative cost varies from source to source, with some funding sources providing no admin funding. Therefore, for the purposes of proposal submission, applicants may include up to 5 percent admin costs. However, if awarded funding, the project’s actual admin funding will be based on available and allowable admin funding as determined by the funding sources.

For funding opportunities that do not provide admin to the sub-recipient, admin costs are an allowable match expense, when documented and based on actual costs. A cost allocation plan will be required. Additionally, projects that do provide some funding to the sub-recipient for admin costs, if admin costs exceed the allowable funded amount, the additional costs can be used for match, if documented and based on actual costs.

### Cost Reimbursement / Financial Viability

All contracts will be on a cost reimbursement basis. Sub-recipients will be required to submit to THHI proper back up documentation for project eligible expenses as determined by the funding source regulations and requirements. Therefore, organizations need to demonstrate the financial viability to operate a federally-funded program strictly on a reimbursement basis. A financially viable organization is one that can:

- Operate for a minimum of 90 days pending reimbursement without financial hardship;



- Demonstrate an existing and consistent cash flow; and
- Have a separation of duties for personnel time allocations, etc

## **Match**

Match may be cash or in-kind for otherwise eligible project costs by the funding source. All match will be required to be documented in writing. While the required amount of match differs based on funding source, all funding sources require match. Match is defined as the provision of direct eligible costs to the project from a source other than the funding source. Match can be provided through an agency's other funded projects which may also provide services to the funded project's clients or through community partners that are providing additional, eligible services to a funded project's clients. Match may be by component if the funding source allows both components as eligible. For example, a rapid exit rapid rehousing project may utilize emergency shelter expenses as match as both components (RRH and shelter) are eligible ESG expenses.

In general, match for CoC funded projects is 25 percent of the full grant award; for ESG and projects operating under ESG guidelines, the match is 100 percent of the full grant award amount. FESG CV, CDBG and RUSH funding does not require match.

For additional resources on match types, please see:

<https://www.hudexchange.info/homelessness-assistance/coc-esg-virtual-binders/coc-match/coc-match-overview/>

## **Cost of Submitting Proposals**

The cost of preparing and submitting a proposal is the sole responsibility of the PROPOSER and shall not be chargeable in any manner to THHI. THHI will not reimburse any PROPOSER for any costs associated with the preparation and submission of a proposal, including but not limited to, expenses incurred in making an oral presentation, or participating in an interview.

## **Conflict of Interest**

THHI requires that the Proposers provide professional, objective, and impartial advice and at all times hold THHI's interests paramount, strictly avoiding conflicts with other assignments or their own corporate interests and act without any consideration for future work. The Proposers have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve in the best interest of THHI, or that may reasonably be perceived as having this effect. If, THHI, in its sole discretion, determines that a conflict of interest exists, such Proposer shall not be considered for a funding award. Failure to disclose said situations may lead to the disqualification of the Proposer or the termination of award.

## **State and Federal Administrative Requirements**

Agencies must comply with Federal administrative requirements. All agencies awarded funds through this RFP will be required to comply with a variety of requirements governing the use of State and Federal funds. These include but are not limited to **2 CFR 200 - UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS** [streamlines and consolidated previous Standards for Financial Management (OMB Circular A-110), Cost Principles and Allowable Costs (OMB Circular A-122), Federal Audit Standards (OMB Circular A-133), Conflict of Interest (OMB Circular A-110 and 24 CFR 576.79), and Procurement Principles (OMB Circular A-110).]

Additionally, agencies awarded funds through this RFP will be required to provide access to their financial records to a representative of THHI to evaluate their financial management systems. THHI staff will monitor each program to ensure compliance with the terms of the funding agreement between the THHI and the agency. This

will include monitoring records kept by the applicant to demonstrate the eligibility of clients, the services provided, and other required information.

## **Indirect Cost Rates**

*Indirect Cost Rate is NOT the same as admin costs under most funding sources.*

Some funding sources received by THHI allow for the use of an Indirect Cost Rate. Whenever an Indirect Cost Rate is allowable and the subrecipient elects to utilize an Indirect Cost Rate, THHI's approved Indirect Cost rate will be applied, which is *the federal de minimis rate of 10% of modified total direct costs (MTDC)*. MTDC means all direct salaries and wages, fringe benefits, materials and supplies, services, and travel.

Note that if your project budget calls for a direct reimbursement of items such as office rent, office utilities, office supplies, the use of the Indirect Cost Rate is not applicable based on your project's budget structure.

## **Liability Insurance Required for All Grants**

All agencies awarded funds as a Sub-Recipient will be required to obtain liability and worker's compensation coverage that will be further defined in the funding agreement if awarded. *THHI must be named as the additional insured.* The cost of the insurance may be included in the project budget.

## **Handicapped Accessibility**

All projects must be accessible to persons with disabilities. Programs, information, participation, communications, and services must be accessible to persons with disabilities. Agencies must comply with Section 504 of the Rehabilitation Act of 1974 and Americans with Disabilities Act (ADA).

## **Nondiscrimination**

All agencies must ensure nondiscrimination. This applies to employment, and contracting as well as to marketing, and selection of project participants. Discrimination is not allowed on grounds of race, color, national origin, religion, sex, age, or disability. Fair Housing laws prohibit discrimination based on the above and on familial status. Disability includes persons living with AIDS. The requirements in 24 CFR part 5, subpart A are applicable, including the nondiscrimination and equal opportunity requirements at 24 CFR 5.105(a). Section 3 of the Housing and Urban Development Act of 1968, 12 U.S.C. 1701u, and implementing regulations at 24 CFR part 135 apply, except that homeless individuals have priority over other Section 3 residents in accordance with § 576.405(c).

Additionally, all projects must comply with *HUD's Equal Access to Housing Final Rule* which requires that recipients and subrecipients of CPD funding, as well as owners, operators, and managers of shelters, and other buildings and facilities and providers of services funded in whole or in part by any CPD program to grant equal access to such facilities, and other buildings and facilities, benefits, accommodations and services to individuals in accordance with the individual's gender identity, and in a manner that affords equal access to the individual's family. Records demonstrating compliance with the nondiscrimination and equal opportunity requirements under § 576.407(a), including data concerning race, ethnicity, disability status, sex, and family characteristics of persons and households who are applicants for, or program participants in, any program or activity funded in whole or in part with the awarded funding source and the affirmative outreach requirements in § 576.407(b).

## **Formal Termination Policy**

Agencies awarded funds must develop a formal Termination Policy that clearly describes a process by which clients' services may be terminated if program requirements are violated. The process must recognize individual rights and allow termination in only the most severe cases. Termination process for rental assistance, leasing, and/or housing relocation and stabilization services must include: written notice to the program participant, with clear statement of reasons for termination; review of decision to terminate, with opportunity for the program

participant to present written or oral objections to agency; prompt written notice to the project participant of final decision.

## **Supportive Assistance**

Agencies awarded funds must assure that homeless individuals and families are given assistance in obtaining appropriate supportive services including permanent housing, mental health treatment, medical health treatment, counseling, case management, supervision, and other services essential for achieving independent living. Additionally, agencies must assure that the individuals and families are assisted in obtaining other Federal, State, local and private assistance, where available. This will include individually assisting clients to identify, apply for and obtain benefits under mainstream health and social services program for which they are eligible such as: TANF, Medicaid, SSI/SSDI, Food Stamps, Hillsborough County Health Care Plan and various Veterans Programs.

## **Confidentiality**

Agencies must comply with confidentiality requirements pertaining to the records and locations of programs providing family violence prevention or treatment services.

## **Participation in Continuum of Care (CoC)**

Any agency awarded funding through this RFP is **required** to 1) actively participate in the CoC including attendance at the monthly CoC meetings and on at least a CoC committee, 2) comply with UNITY (HMIS) Procedures, and 3) participate in the Coordinated Entry Process, as outlined below:

**Active CoC Participation (Agency is an “Active” member)** – as defined by the Tampa/Hillsborough County CoC Governance Charter, active CoC member includes attendance at 80 percent of the monthly CoC meetings and be a voting member of a CoC Committee. Beginning in 2018, attendance at both the monthly CoC meeting and CoC Committee became required at 80 percent of the last 12 meetings for active member status.

**UNITY Information Network (HMIS)** – Any project that is awarded funding through THHI will be required to participate in the UNITY Information Network, the Tampa/Hillsborough County CoC’s Homeless Management Information System (HMIS). “Participate” is defined as actively entering data in accordance with the HUD and UNITY Data Standards and designated UNITY workflow for project type; maintain a high level of data accuracy, timeliness of data entry and completeness. For data to be deemed complete, there cannot be more than the allowable rate of missing/client doesn’t know/client refused responses for the project type, as laid out in the Tampa/Hillsborough CoC Data Quality Plan. Domestic violence agencies are exempt from entering into HMIS but are required to have a comparable database to submit reports.

**Coordinated Entry** – Any project that is awarded funding through this RFP will be required to participate in the Tampa/Hillsborough County CoC’s Coordinated Entry process and follow the established processes in accordance with the project type.

## **Maximum/Minimum Funding Request Amounts**

There is not a minimum or maximum amount of funds an agency can request for a new, expanded or currently existing project (excluding CoC Renewal Projects). THHI reserves the right to award more or less than the amount of funds requested based on funding available.

CoC renewal projects may not request more than the renewal amounts listed in this RFP. CoC projects may request less than the amount listed if they are voluntarily providing funding for reallocation. Any funding that

may become available due to a renewal project's reduced request may be allocated/reallocated to a new project as stated in this RFP.

## Ineligible Costs

Funds awarded may not be used for entertainment, lobbying expenses, audits, or other ineligible expenses under applicable funding regulations.

## Resources

Nearly all funding available through this Universal RFP HUD Funding. THHI strongly encourages agencies and their grant writers to familiarize themselves with HUD's regulations for each funding type in order to gain understanding of the type of activities and costs are eligible.

The HUD Exchange (<https://www.hudexchange.info>) is THE 'go to' resource for accessing information on the following funding streams.

- HUD CoC Program - <https://www.hudexchange.info/programs/coc/>
- HUD ESG Program - <https://www.hudexchange.info/programs/esg/>
- HUD ESG CV Program - <https://www.hudexchange.info/programs/esg/esg-cv/#program-requirements>
- HUD YHDP Program - <https://www.hudexchange.info/programs/yhdp/>
- HUD RUSH Program - [FACT SHEET: HUD Deploys First Round of Funding through New Rapid Response Program to Address Homelessness in Areas Hit by Disasters | HUD.gov / U.S. Department of Housing and Urban Development \(HUD\)](#)

## SECTION IV: Eligibility Criteria to Apply and New Project Proposal Requirements

This section includes the eligibility criteria to Apply and the New, Currently Funded, and/or Expanded Project Proposal Requirements for **Non-Profit Agencies** seeking funding for PSH, RRH, TH-RRH, Emergency Shelter, Street Outreach, Homeless Prevention project types that would fall under 1 or more of the following – HUD-CoC Program, HUD ESG (HESG/FESG/TESG), YHDP, HUD ESG CV, HUD RUSH.

All public & private non-profit organizations that currently provide services as well as those that want to expand to provide services homeless individuals/households and those at-risk of becoming homeless are eligible to apply, if they meet the criteria below.

Private non-profit organizations must have:

- a 501(c)3 certification\*; and
- be registered and in good standing in the State of Florida based on up-to-date filing with the Secretary of State, Division of Corporations; and
- have no active exclusions indicated on the entity's SAM.Gov listing

*\*NOTE: Religious Organizations (e.g. churches) that are a registered non-profit organization in the State of Florida that do not have a 501 (c) 3 certification are still eligible to apply as the Federal government recognizes donation to religious organizations to be tax deductible. Any project by a religious organization selected for funding must ensure that participation in religious/faith teachings/services is not a requirement for services and funding would not be eligible for religious purposes.*

Organizations must be able to successfully register with SAM.gov, be able to obtain a **Federal Unique Entity Identifier** (effective April 4, 2022, the federal government stopped using the DUNS Number to uniquely identify entities. Now, entities doing business with the federal government, including those that would receive federal grant funds passed through THHI, use the Unique Entity ID created in SAM.gov) and **CAGE Code** prior to the execution of any funding agreement.

Any party on the Excluded Parties List System or show active exclusions on the entity's SAM.GOV listing will be considered **ineligible** for funding. THHI uses SAM.gov to verify if a party (agency) is on the excluded list/has active exclusions.

Active and participating CoC Member agencies and HMIS participating agencies will be given additional points in the scoring process.

**New, Currently Funded and/or Proposal Requirements and Order – Utilizing the New Project Proposal Outline, Proposals MUST contain the following sections, in the order listed below:**

**1. Completed and Signed Application – Non-Profit Agency**

**2. Housing First/Low Barrier Questionnaire** (all project types) – Completed and Signed

*NOTE: The Housing First/Low Barrier Questionnaire is to be answered based on the project in the proposal.*

**3. Project Description – not to exceed 3 pages (approximately 1,500 words single spaced)**

A. **Overview** - The narrative should provide an overview of the proposed project. It should

- provide sufficient information to understand the scope of the project, the clients to be served, the services to be provided and the cost of the proposed activities.
- detail how the project will follow a “Housing First” approach to maintain a low barriers process for accessing housing and services to quickly move clients into permanent housing.
- detail the project's plan to use and/or connect to SOAR (SSI/SSDI Outreach, Access, and Recovery) specialist.
- explain/describe how the project:
  - i. will improve the performance of the community's overall system, fills a gap/need within our system, and moves the community forward to make homelessness rare, brief and non-recurring
  - ii. is innovative, “outside the box” that will utilize demonstrative effective practices and/or ‘next practices’
- If the project is an expansion of a current project and/or is to be combined with other available funding sources or a component of an overall program (that are not included in this RFP), the description should detail any resources/funding/components that will be part of the overall project.

*NOTE: If the project description narrative states the project is it unique or different from other projects in the community, be sure to concisely describe what makes the project distinguishable from similar projects in the community.*

B. Client Demographics/Target Population/Sub-Population to be Served - The proposal should detail the demographics of the individuals/households to be served including target household types, sub-populations, and economic and other demographic information of the individuals/households to be served. To be considered a 'target', the project must serve at least 75 percent of the household type / sub-populations they indicate are the project's "target."

- Household Type: Households without Children, Households with Children\*\*
- Children Only Households\*\* (\*\*Children are defined as those under the age of 18)
- Target Populations (such as): Chronic, Veterans, Domestic Violence, Families with Children, Unaccompanied Youth / Parenting Youth, unsheltered
- Economic Demographics (based on AMI): Extremely-Low Income (<30%), Very-Low Income (31% to 50%), Low-Income (51%-80%)
- Other Demographics (such as): persons with mental illness, substance abuse, persons with disabilities

The proposal should also clearly identify and describe the characteristics and needs of the clients to be served by the project.

C. Project Performance Outcomes - The proposal should state the anticipated number of clients (adults, children, households) the project will serve on an annual basis along with concise, identified and measurable outcomes including the percentage of persons/households expected to achieve each outcome.

The outcomes should not refer to the services/activities to be provided by the applicant but instead the accomplishments of the clients as a result of provided services. For example:

75% will be referred to a community agency for employment services is an activity. 75% of those assisted will increase their earned income is a measurable outcome.

80% will receive a referral to a permanent housing program is an activity. 70% will exit to permanent housing is a measurable outcome.

The following Outcome Measurements, based on project type, are required to be included in the project proposal:

- Average and median length of stay for participants (ES/TH)
- Percent of participants/households that will exit to a permanent housing situation (ES/TH/RRH/PSH)
- Average Length of time from project enrollment to permanent housing placement (ES/TH/RRH/PSH)
- Percent of adult participants that have increased Earned Income from entry to exit, or entry to latest status (annual assessment) (ES/TH/RRH/PSH)

- Percent of adult participants that have Increased Total Income from entry to exit, or entry to latest status (annual assessment) (ES/TH/RRH/PSH)
- Percent of unsheltered persons served in street outreach projects who exit to emergency shelter, safe haven, transitional housing, or permanent housing destinations (SO)
- Percent of unsheltered persons encountered in street outreach projects that will become engaged (agree to housing plan) (SO)

*NOTE: Failure to include these required outcomes measurements will result in a lower score; projects that operate current projects are encouraged to include current outcomes references.*

**4. Budget Summary Form** – Use the Budget Summary Form included in this RFP

**5. Detailed Budget/Financial Plan Narrative - not to exceed 2 pages (approximately 1,000 words single spaced)** - The applicant should:

- Explain in detail how the amount of funding being requested and/or listed as match in each section of the Budget Summary Form was calculated. Examples:
  - i. if the project is requesting case management staff, then the narrative should state: 2 FTE Salary at \$30,000/year; 2 FTE benefits/fringe at 10% of salary
  - ii. Transportation – 50 31-day bus passes at \$36 / pass
- If additional “Other” items are needed to show all the project’s costs, please add lines to the Budget Summary Form as needed within a section.
- If funding is being requested for acquisitions or rehabilitation, be sure to explain the overall project’s budget and financing plan.
- Explain the agency’s process to ensure adequate cash flow to operate when receiving funding that is based on a cost reimbursement process.

**6. Match Narrative and Documentation of Commitment – not to exceed 1 page (approximately 500 words, single spaced) plus unlimited number of Match Commitment Letters – detailed**

description of the agency’s ability to provide in-kind and/or cash match to the proposed project through the agency’s internal resources and/or community resources. The description must include source of the match and what the match will provide towards the project. Letters from collaborating agencies or letters from other funding sources should clearly specify their role in the Proposed project or contribution (financial or in-kind) that they will make and the timeframe the match will be available. To be clear, these letters should apply directly to the project being submitted in this RFP or directly related to the project. If the agency will be utilizing match from another contract and/or through services provided by another agency or internal project, written documentation stating 1) the eligible services/expenses being used as match, 2) the amount that may be used for match, and 3) the time frame the match will be available to be used for the project, if funded must be included. Any letter(s) or documentation of match commitment included in the proposal do not count towards the page limit for match.

*NOTE: This narrative should clearly show how the match amount listed on the RFP application was determined and therefore the totals should match. This narrative should clearly indicate which match is committed and non-committed (anticipated). For the non-committed match, the narrative should explain the probability of the non-committed match being available.*

**7. Organizational Capacity and Experience Narrative - not to exceed 3 page (approximately 1500 words single spaced) - The applicant should:**

- demonstrate at least a two-year history of assessing the needs of and providing services to low-income individuals/households who are homeless, formerly homeless or at risk of becoming homeless; if less than two years of experience, applicant shall demonstrate partnership/collaboration with an agency with such experience
- describe experience of operating at least similar projects, including performance outcome data from similar programs operated by the organization that shows the effects of the services provided
- describe the federal, state, and/or local government grant experience and the current capacity of the organization and each person responsible for grant administration including program regulations and requirements, financial processing and billing, and data accuracy and reporting.
- indicate what, if any, capacity increases would be necessary if funding is awarded and the estimated time it would take to increase capacity
- describe the financial health of the organization

*NOTE: Do not assume that the reviewer/scorer is familiar with your organization's history or capacity. This section will be scored based on the content included in your Organizational Capacity and Experience Narrative.*

**8. Inclusion of Persons with Lived Experience Narrative – not to exceed 2 pages (approximately 1000 words, single spaced) – Describe AND demonstrate how your organization incorporates the inclusion of input and experience of Persons with Lived Experience in your organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided. Narrative should include information beyond “our policy is.” The specific activities (or similar) listed below, will be scored (see Consumer Advisory Committee Scoring Criteria).**

- Representation on the organization's Board of Director's or other decision-making board
- Client / Consumer Advisory Board
- Emphasis on hiring Person with Lived Experience
- Use of Peer Mentors that provide feedback
- Satisfaction surveys / comment cards

**9. Improving Assistance to LGBTQ+ Individuals Narrative – not to exceed 1 page (approximately 500 words, single spaced) – Describe how your agency/project helps address the needs of LGBTQ+, transgender, gender non-conforming, and non-binary individuals and families including privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects.**

**10. Agency Racial Equity Narrative – not to exceed 1 page (approximately 500 words, single spaced) Describe on how agency reviews and evaluates / will review and evaluate for racial equity and utilizes information to move project towards full racial equity.**

**11. Agency Compliance Narrative – not to exceed 1 page (approximately 500 words, single spaced) – describe your organization's compliance history to include:**

- past compliance findings or concern for other funding sources, to include identifying other funding sources,
- compliance findings/concerns from other monitoring agencies
- any Prior Audit Findings and Questioned Costs indicated in the agency's audited financial reports within the past 3 years or that are older but unresolved.
- status of any of the compliance findings/concerns reported, such as resolved, unresolved



*NOTE: The agency compliance narrative should be supported by the agencies most Recent Financial Audit that is being submitted as part of the proposal.*

- 12. Cost Allocation Plan – not to exceed 1 page (approximately 500 words, single spaced)** – Describe how your agency calculates costs shared between different projects within your organization, such as admin expenses, shared office space, etc. as applicable to the project being proposed. Remember, not all project funding will include admin expenses, however in most cases, admin expenses can be match for a project. *An indirect rate for admin cannot be used.*
- 13. Evidence of Organization’s Establishment Date** – Articles of Incorporation or other legal documents establishing the organization
- 14. Evidence of 501 (c) 3 Status** – IRS Determination or Affirmation Letter of organization’s 501(c)3 status (or explanation statement/documentation if faith-based entity)
- 15. Evidence of Good Standing with the State of Florida** – Print out of the organization’s most recent annual report filed with the Florida Department of State, Division of Corporations (<https://dos.myflorida.com/sunbiz/>). *NOTE: This is not the State Tax Exempt certificate.*
- 16. Organization’s Excluded Parties List System (EPLS) Status** - Provide a copy of the organization’s status from the System for Award Management (SAM): [www.SAM.gov](http://www.SAM.gov) (Search Record – Entity Registration Summary) that show agency has no active exclusions.
- 17. Most Recently Submitted Federal Form 990**
- 18. Most Recent Financial Audit including Supplementary Information and Other Reports and The Management Letter**
  - a) If the agency does not engage in a financial audit, please submit a question, as outlined in the RFP Questions section, and be received no later than **5 p.m. on Tuesday, May 9, 2023**, for information about other acceptable financial submission.
  - b) If the ending financial period date of the most recent financial audit is more than 365 days old, please additionally include internal unaudited financial information for the most recent year end. (Example – if the agency’s most recent audit is for the year ended December 31, 2021, they ***must*** submit that audit but also the internal unaudited financials (Statement of Financial Position and Statement of Activities) for the year ended December 31, 2022.
- 19. Completed Gender, Race and Ethnicity Analysis Form** -An example is provided as an attachment to the 2023 Universal RFP. The actual form will be emailed to the person attending the Mandatory Pre-Proposal workshop and completed using the electronic form provided.
- 20. Current List of Board of Directors**
- 21. Current Organizational Chart**
- 22. Current Organizational Budget**
- 23. Domestic Violence (DV) providers ONLY – Data Quality Report**

Provide a data quality report, for the period of 10/1/2021 – 9/30/2023, generated from your HMIS comparable database for all projects within the comparable databased, OR reason the agency cannot

provide a data quality report from the comparable data base (See Threshold and Scoring Criteria Attachment for more info)

### **Proposal Format – ALL APPLICATIONS/SUBMITTED PROPOSALS**

- One (1) original proposal package submitted as a PDF via the One Drive process. The submitted document should be a single PDF file that contains all required information. The PDF proposal package must include all required signed signature pages and attachments. All of the above must be received by the specified date and time indicated as the proposal submission due date in this RFP document to be considered for funding award.
- Each Project Proposal package PDF should be assembled in in the order listed in Section IV (Eligibility Criteria to Apply and Proposal Requirements) of this RFP using paper size of 8.5” x 11”. For any pages in landscape format, the orientation should be the top of the page on the secured side of the package. The package should clearly distinguish each section and/or include a table of contents. All required narratives should be typed, (see fatal flaw section), single spaced and does not exceed the stated maximum length.
- The RFP Application must be signed by an agency official designated to execute contracts. All Contact Information on the Application should be completed and legible.
- If the Proposal is handwritten it will be rejected.
- A cover letter is not requested nor required.
- Do not include these instructions with your submission.
- Requested narratives should be concise yet detailed. Don’t include information or attachments not related to the specific Project Proposal or that are not specifically requested in this RFP. Do not reference websites/webpages for reviewers to access additional information in support of your narrative.
- If your organization is submitting more than one Project Proposal, you must indicate on the RFP Application Form the priority number of the Project. For example: If your agency submits a RRH project and a PSH project, and the RRH project is your agency’s “first priority,” the RFP Application Form for the RRH Project Proposal should state “first priority” and the RFP Application Form for the PSH project should state “second priority.”

### **FATAL FLAWS – ALL APPLICATIONS/SUBMITTED PROPOSALS**

Proposals that commit the following will be considered as having a fatal flaw, and will not be given consideration for funding:

- Applicant agency did not attend the Mandatory Pre-Proposal Workshop
- Proposals received after the stated due date and time
- Proposals received from agency not eligible to apply
  - Non-profit agency is not a 501c3, and/or is not in good standing with the State of Florida, and/or is listed on the Excluded Parties List/has active exclusions
- The RFP Application is not signed by an agency official designated to execute contracts
- Proposals that are completely and/or mostly handwritten. *Proposals that include minimum hand-written items, such as when completing the Housing First/Low Barrier Questionnaire, will be accepted*

- Proposals that are **submitted in a manner that does not follow the order outlined in this RFP**, as listed in Section IV (Eligibility Criteria to Apply and Proposals Requirements) of this RFP for applicable project submission
- Proposals that **do not include all required documents** as stated in Section IV (Eligibility Criteria to Apply and Proposals Requirements) of this RFP for applicable project submission
- Proposals that **exceed stated page number maximums** in any section as indicated in this RFP
- Failure to complete the Housing First/Low Barrier Questionnaire

## SECTION V: Funding Priorities

### The Federal Strategic Plan to Prevent and End Homelessness

The submitted proposals will be evaluated based in part, on the extent the project is able to demonstrate alignment The Federal Plan *All In: The Federal Strategic Plan to Prevent and End Homelessness* (<https://www.usich.gov/all-in>) and HUD’s goals as articulated in HUD’s 2022-2026 Strategic Plan: <https://www.hud.gov/HUD-FY22-26-Strategic-Plan-Focus-Areas>

*All In* sets an ambitious goal to reduce homelessness 25% by 2025 and encourages state and local governments to use the plan as a blueprint for developing their own strategic plans and for setting their own ambitious goals for 2025.

The plan is built around six pillars: three foundations—equity, data and evidence, and collaboration—and three solutions—housing and supports, crisis response, and prevention. Within each pillar are strategies and actions that lay the groundwork for a future when no one experiences homelessness—not even for one night.

HUD strongly encourages CoC communities to strongly consider the policy priorities established in the mentioned strategies and system performance measures, in conjunction with local priorities to determine the ranking of all projects.

### HUD’s System Performance Measures

HUD has developed the following seven system-level performance measures to help communities gauge their progress in preventing and ending homelessness:

1. Length of time persons remain homeless
2. The extent to which persons who exit homelessness to permanent housing destinations return to homelessness
3. Number of homeless persons
4. Jobs and income growth for homeless persons in CoC Program-funded projects
5. Number of persons who become homeless for the first time
6. Homelessness prevention and housing placement of persons defined by Category 3 of HUD’s homeless definition in CoC Program-funded projects\*\*\*
7. Successful housing placement

\*\*\* *NOTE: System Performance Measure #6 applies only to CoC’s that HUD has recognized as a “High Performing Community (HPC).” At this time, HUD has not recognized any HPCs and therefore, Measure #6 is not applicable to the Tampa/Hillsborough County CoC.*

HUD strongly encourages CoC communities to strongly consider the impact on System Performance Measures in the evaluation, ranking and selection of all projects.

## Tampa/Hillsborough County Continuum of Care Strategic Plan – 560 in 560 (aka 560 and Beyond)

Through the efforts of the CoC, our community has made significant headway in the fight against homelessness. Based on the Hillsborough County 2014 Homeless Point-in-Time (PIT) Count, there were 1,091 people unsheltered, sleeping on the street or in places not meant for human habitation, in Hillsborough County. As of the February 2020 PIT Count, 612 people were unsheltered, a seven (7) year decrease of 44% in the number of people that are experiencing unsheltered homelessness. Our community has also experienced significant decreases in the other subpopulations since 2014:

- ✓ 25% decrease in overall homelessness
- ✓ 32% decrease in Veteran homelessness
- ✓ 35% decrease in chronic homelessness
- ✓ 66% decrease in unaccompanied youth homelessness (2015 data)
- ✓ 30% decrease in family homelessness

The CoC has enthusiastically adopted a series of evidence-based practices collectively known as Housing First. Business, government, healthcare, human services, and philanthropic leaders have coalesced around making homelessness rare, brief and non-recurring in Hillsborough County. To truly address homelessness, the community must simultaneously address the top causes of homelessness:

- lack of affordable housing
- poverty
- mental illness
- unemployment
- low wages
- substance abuse

The **560 In 560** addresses the issue of unsheltered homelessness and some of the top causes leading to homelessness. The goal of **560 In 560** is to provide housing opportunities to 560 people in 560 days, beginning June 2019 through December 2020. This aggressive and lofty goal focuses on reducing the percentage of unsheltered homelessness by 90% from the number reported in the 2014 PIT Count. **560 In 560** will assemble an array of resources that can rapidly house individuals and families from emergency shelters and move them towards self-sufficiency with minimal assistance. This process will simultaneously make emergency shelter and permanent housing available for those sleeping on the streets or places not meant for human habitation and that require more intensive assistance prior to becoming self-sufficient. The CoC will strengthen its partnerships and programs with key players and develop new partnerships and programs to reach the goal of **560 In 560**. The following initiatives and events will help achieve the goal:

1. Hillsborough County Expungement Clinics
2. Second Chance Job Fair
3. *C.A.S.H. Program*
4. ***Hot Spot Mobile Outreach\****
5. ***Rapid Exit from Shelters\****
6. Speed Leasing
7. Operation: REVEILLE
8. Housing is Healthcare
9. Shared Housing
10. The B.E.A.C.H. House Project

Therefore, proposals are being solicited to fund projects that have been identified as priorities within the Tampa/Hillsborough County Continuum of Care (CoC) as noted in the above list (***bold, italic\****)

The order of priorities established by the CoC is as follows:

1. Permanent Housing – Permanent Supportive and Rapid Rehousing
2. Street Outreach (Hot Spot Mobile Outreach)
3. Emergency Shelter (Community Housing Solutions Center/Bridge Housing concepts)
4. Coordinated Entry

## 5. Homelessness Prevention (targeted)

While the above funding priorities have been established for the 2023 Universal RFP, not all funding sources included can be used to fund all the project types listed in the funding priorities. For example, HUD-CoC funding cannot be used for emergency shelter, homelessness prevention or street outreach.

Proposed projects that clearly describe how the project will move the community forward to make homelessness rare, brief and non-recurring by achieving these goals and objectives set forth by HUD and the Tampa/Hillsborough County CoC will score higher and therefore be given higher consideration for funding.

## **SECTION VI: Proposal Evaluation and Selection**

All proposals submitted by the deadline will be competing in a multiple-phase process:

### Phase 1 – Threshold Requirements – Eligibility Criteria to Apply and Proposal Requirements

Proposals will be reviewed by THHI staff for adherence to the ***ELIGIBILITY CRITERIA to Apply and PROPOSAL REQUIREMENTS*** stated in this RFP, to include:

1. Applicant Eligibility - Applicant eligibility will be determined based on the eligibility to apply criteria, based on type of agency/funding, as described in Section IV, A and B of these instructions including the applicant is in good standing with the state of Florida and is not listed as an Excluded Party List.
2. Proposal Eligibility – Proposal eligibility will be determined based on the submitted proposal containing no fatal flaws as listed in this RFP.

If THHI determines these standards are not met in accordance with the listed Fatal Flaws indicated above, the project will be rejected, and the applicant agency notified by letter. THHI staff may consult with the Ranking and Review Committee in determine whether or not the standards were met. If the applicant and proposal are determined eligible, then the proposal will proceed to Phase 2 - Proposal Review, Scoring and Selection Process.

### Phase 2 – Proposal Review, Scoring and Selection Process

Proposals that meet threshold criteria will be forwarded to the CoC Ranking and Review Committee, the Consumer Advisory Committee, and the THHI Board Application Review Committee for review, scoring, and ranking.

- A. The CoC Ranking and Review Committee Members will meet (*in-person or virtually as agreed upon by the Ranking and Review Committee members*) to review and score each project proposal using the THHI 2023 RFP Threshold and Scoring Criteria, with each proposal reviewed and scored by at least 3 members of the Committee. THHI staff will provide needed back up documentation, such as the applicant’s agency’s attendance at the monthly CoC meetings over the past 12 months, CoC Committee participation, and HMIS participation that will be used in completing the scoring.

Members of the Ranking and Review Committee who have a vested interested in a submitted project proposal will reclude themselves from scoring the project for which they have a vested interest. A vested interest includes being an employee, volunteer and/or board member of an applicant agency

or other entity that is direct partner and/or would otherwise directly benefit of the proposed project.

- B. Consumer Advisory Committee Scoring – Inclusion of Persons With Lived Experience – The CoC Consumer Advisory Committee will complete a separate scoring of the Inclusion of Persons With Lived Experience narrative (#8 of the required proposal items) using the Consumer Advisory Committee Scoring Criteria – Persons With Lived Experience. Scores from this process will be added to the Total Ranking and Review Score to determine Final Total Score.
- C. The THHI Board Application Review Committee will be provided a summary of the proposals received and a summary of the Ranking and Review Committee scoring for each proposal. A copy of each proposal will be available to each THHI Board Application Review Committee member. The THHI Board Application Review Committee members will meet (*in person or virtually as determined by the THHI Application Review Committee members*) to review the project proposals information and Ranking and Review Committee documents. The THHI Board Application Review Committee will then determine a recommendation of funding to be presented to the THHI Board of Directors’ for approval.

The THHI Board Application Review Committee recommendation of funding will include 1) recommendations for funding for projects in which funding is already available, recommendations for conditional awards for projects which funding is not currently available and 3) recommendations for non-funding. Projects that are conditionally awarded will be consider for appropriate funding opportunities if such funding is received by THHI.

- D. The THHI Board of Directors of the will review the recommendation(s) for funding presented by the THHI Board Application Review Committee and will make final decision regarding which project(s) to award funding, including conditional awards.

#### Notice of Final Decision

Upon approval of the THHI Board of Directors, THHI staff will provide written notice to each project of the decision to award, conditionally award or not award the project funding within 10 business days following the Thursday, June 8, 2023 THHI Board of Directors’ meeting.

#### **Appeals Process**

All eligible applicants submitting a project may appeal a decision of non-selection for funding. Appeals must be written and received by THHI no later than the tenth (10<sup>th</sup>) business day following the date for Notice of Conditional Selection or Non-Selection indicated in this RFP timeline. Appeals (one original) must be submitted to Lesa Weikel via email at [WeikelL@THHI.org](mailto:WeikelL@THHI.org). It is incumbent upon agency submitting an appeal to verify that request has been received by deadline.

The notice of appeal must include a written statement specifying in detail each and every one of the grounds asserted for the appeal. The appeal must be signed by an individual authorized to represent the sponsor agency (i.e., Executive Director) and must include (highlight and cite) the specific sections of the application on which the appeal is based. The appealing agency must specify facts and evidence sufficient for THHI to determine the validity of the appeal. That is, the notice of appeal must have attached the specific areas of the application being appealed and must also clearly explain why the information provided is adequate enough to gain additional points.

## SECTION VII: Innovative and Effective Practices to Meet Identified Community Needs

Proposed projects that offer something ‘other than business as usual’ and include innovative and effective best or next practices, will receive higher scores and considerations than those projects that are simply the continuation or capacity expansion of a current program in the community. THHI is seeking ‘out of the box’ proposals. Projects may be proposed that incorporate different component types and include additional partners (with an established agreement for the proposed project) to provide a specific service as part of an overall project proposal. Projects that incorporate all or part of the effective practice examples described below will be scored higher in the scoring and selection process.

**Permanent Supportive Housing (PSH)** is affordable rental housing linked to supportive services designed to enable persons with disabilities, including chronically homeless, to become and remain stably housed. National studies show that PSH is a cost-effective solution to chronic homelessness and can successfully house and stabilize vulnerable persons living on the street who previously often were believed to be beyond help. These citizens frequently confront serious, persistent issues such as addiction or alcoholism, mental illness, HIV/AIDS, and other serious challenges to be able to maintain stable housing, and thus require a more substantial level of care in a supportive housing environment to return to housing stabilization. PSH is an evidence-based practice that has been proven to be the most successful intervention for chronically and long-term homeless persons. HUD has independently verified that more than 80% of tenants in permanent supportive housing remain stably housed for more than one year. Effective PSH projects:

- Ensure ongoing housing (financial) assistance and case management/supportive services (directly or through linkages) for homeless individuals or families in permanent supportive housing project.
- Are low barrier and housing first focused
- Focus on housing plans and not service plans
- Utilize the community-wide Coordinated Entry Process which prioritizes persons for PSH according to their vulnerability to dying on the streets and their chronic homelessness status

Permanent Supportive Housing projects typically fall into one of the following ‘structure’ types:

- *Tenant Based Rental Assistance* – clients are assisted in finding housing within the community/private rental market with the lease being established between the client and the landlord. The project provides rental/utility assistance based on the client’s income in a manner determined by the funding source and voluntary supportive services are encouraged and offered. Leases should be standard leases that an “unassisted” tenant would receive.
- *Site Based* – The housing property is owned and operated by the applicant for the purposes of providing PSH with supportive services typically on site. Tenants are charged a rent based on their household’s income with voluntary supportive services encouraged and offered. Site Based projects are not recovery or ‘transitional’ housing projects; rather they operate similar to permanent housing that is offered within the community/private rental market with a lease/occupancy agreement similar to those within the private rental market. Site Based projects are able to provide low barrier tenant criteria to be able to provide housing to persons with high rental barriers.
- *Leasing Project* – Similar to Tenant Based Rental Assistance, however the applicant established master leases with landlords in the community/private rental market and subleases to the participants. Leases/sub-leases should be standard leases that an “unassisted” tenant would receive. Leasing projects

can be a good match for a Shared Housing Project.

**Community Housing Solutions Center (CHSC) with Coordinated Entry Access Point** is a friendly, low-demand environment that provides access to services, housing resources, emergency bridge shelter, and serves as a designated access point for the CoC's Coordinated Entry. A CHSC welcomes and engages homeless persons, and develops relationships with them in the effort to engage them in steps towards permanent housing. Services are provided to both residents and non-residents of the CHSC, and should include access to physical and mental health screening/services, transportation, showers, laundry facilities, case management, supportive services to assist with applications for benefits (i.e. SOAR), and an array of other services with the goal of helping persons move from homelessness to permanent housing as quickly as possible. The bridge/emergency shelter beds would be for up to 90 days. Law enforcement and designated mobile teams would have direct access to referring participants to the CHSC.

**Emergency Shelter/Transitional Housing + Rapid Rehousing (Rapid Exit)** is a project model that pairs the provision of emergency shelter or transitional housing with rapid rehousing funding to create 'rapid exit' options for the persons/households residing in the emergency shelter or transitional housing there by reducing the time a person/household remains homeless. *(Note: Under some RRH funding sources, residents of transitional housing are not eligible for the RRH funded services.)*

Transitional Housing + Rapid Rehousing is a newer project type recognized by HUD as eligible for new project funding since the FY2017 CoC Program Competition.

**Hot Spot Mobile Outreach** - To address the issue of unsheltered homelessness within several "hotspots" that are experiencing high rates of homelessness throughout Hillsborough County, THHI will collaborate with housing service providers and the current outreach teams within the CoC to coordinate Hot Spot Mobile Outreach (HSMO). Mobile outreach teams in the past have provided basic services (bus passes, snacks, water, blankets, etc.). By contrast, HSMO will be housing-centered. Mobile command centers will be established and remain at the hot spot locations for up to 30 days. Hot Spot Mobile Outreach projects may also serve as an access point of the Coordinated Entry System, may include hotel vouchers (ES) and focus on efforts to move persons from unsheltered to sheltered situations while assisting in obtaining needed and critical documentation for housing program eligibility requirements.

**Targeted Bed Expansion** – An existing project that is able to expand their current capacity by adding additional beds to be dedicated to a specific target population, such as Unaccompanied Youth.

**Street Outreach and Engagement with Rapid Rehousing Component** - a street outreach project that includes short-term (3-6 months), rental assistance to move people directly into permanent housing. While this would require 2 project proposals to be submitted, due to being different project types, the linkage between the two can be clearly established in the program description.

**Project SOAR Specialists** – Inclusion of SOAR Specialist in a project proposal.

**Unaccompanied Youth (UAY) Focused Projects** – Projects that advance the development of the CoC's ability and capacity to effectively reach and provide housing-focused services to UAY and Parenting Youth households that is tailored to the needs of this population to include LGBT+ and pregnant youth. Such components/projects may include Street Outreach and dedicated UAY Coordinated entry Access point, low barrier emergency shelter/crisis housing shelter with rapid exit rapid rehousing, connections to mainstream and community resources necessary for housing stability.



## **SECTION VIII: RFP Documents and Attachments**

The issuance of THHI's 2023 Universal RFP includes the documents and attachments listed below.

- THHI 2023 Universal RFP – Instructions
- THHI 2023 Universal RFP – Application
- THHI 2023 Universal RFP – Budget Summary Form
- THHI 2023 Universal RFP – Housing First-Low Barrier Questionnaire
- THHI 2023 Universal RFP – Threshold and Scoring Criteria
- THHI 2023 Universal RFP – Consumer Advisory Committee Scoring Criteria – Persons With Lived Experience
- THHI 2023 Universal RFP – Gender, Race and Ethnicity Analysis Form – Example Form
- THHI 2023 Universal RFP - Letter of Intent to Renew / Continued Interest Form

The following documents will be provided following the Mandatory Pre-Proposal Workshop ***and*** no later than Monday, April 17, 2023. THHI may choose to provide information specific to the organizations that attend the Mandatory Pre-Proposal Workshop.

- THHI 2023 Universal RFP – CoC Monthly Meeting Attendance (April 2022 – March 2023) for Proposal Scoring
- THHI 2023 Universal RFP – CoC Committee Attendance for Scoring (April 2022 – March 2023) For Proposal Scoring
- THHI 2023 Universal RFP – HMIS Active Agencies For Proposal Scoring
- THHI 2023 Universal RFP – HMIS Agency DQ Reports for Proposal Scoring
- THHI 2023 Universal RFP –Gender, Race and Ethnicity (GRE) Analysis Form (for agency to complete)

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

Pages 2 - 18: CoC Renewal Project Performance Scoring Criteria

Pages 19 - 29: New Project Scoring Criteria - Universal RFP



**Tampa Hillsborough Homeless Initiative (THHI) Continuum of Care Lead Agency  
2023 Universal Request For Proposals (RFP)  
FY 2023 HUD-CoC Program Competition – Addendum #1**

**FL-501: Renewal Project Performance Scorecard Scoring Criteria  
Monday, July 24, 2023**

For the FY 2023 CoC Program Competition, 89% percent of the Renewal Application scoring is based on objective criteria; and 44% is based on the CoC's System Performance Measurements based on data from **October 1, 2021, to September 30, 2022**. As all projects in the CoC contribute data to the System Performance Measurements via their HMIS data entry for their individual projects, using the same date range aligns the evaluation of a project's performance to the data submitted to HUD and that HUD will be using to score the overall CoC Application. The overall score of the CoC Application is directly related to how much funding HUD awards to a CoC, including funding of Tier 2 and new projects.

All renewals projects, except for 1) critical system projects (HMIS and Coordinated Entry) and 2) projects that were not in operation for the full 12 months of the timeframe being scored (10/1/2021 – 9/30/2022), are required to participate and submit all necessary project performance scoring documents.

**Renewal Project Performance ScoreCard Overview**

The Renewal Project Performance ScoreCard is divided into eight (8) sections with a maximum number of points of 144.5, based on the following sections and maximum points per section as listed below:

- A. Project Performance – Maximum Points = 80 (55%; 44% of the 80 are based on SPMs)
- B. Coordinated Entry Participation – Maximum Points = 3 (2%)
- C. Racial Equity of Project, Improving Assistance to LGBTQ+ Individuals, and applicant's Diversity, Equity, and Inclusion – Maximum Points = 12 (8%)
- D. Project Populations– Maximum Points =10 (7%)
- E. Data Quality – Maximum Points = 12.5 (9%)
- F. Overall Grant Management– Maximum Points = 14 (10%)
- G. CoC Participation – Maximum Points = 4 (3%)
- H. Inclusion of Persons with Lived Experience – Maximum points = 9 (6%)

**What You Need to Complete the Renewal Project Performance ScoreCard**

The following items are required to be submitted, by the project applicant and/or subrecipient of

THHI grants, for the Ranking and Review Committee Members to complete a Project Performance ScoreCard for each CoC Renewal Project.

- 1) The HUD Annual Performance Report (FY23) printed (PDF) ***from UNITY*** with the date range of ***10/1/2021 to 9/30/2022*** (all references to the CoC APR refer HUD Annual Performance Report (FY23)).

**Note:** For projects (More HEART and HOME3-PHAME) that directly include Chronic Housing Choice Vouchers provided through Tampa Housing Authority - you will need to ensure you run the APR for both projects set up in HMIS. The following applies to these projects:

- a)** you will need to run your APR after selecting the two projects (hold down the “Ctrl” button when selecting the projects) needed to complete the ScoreCard;
  - b)** the CE Audit Report (run by THHI) will combine the direct project and the THA Voucher project; and
  - c)** occupancy for these projects will include both project beds as included on the HIC chart.
- 2) Housing First/Low Barrier Questionnaire (attachment to 2023 Universal RFP CoC Addendum) - Completed and Signed.
  - 3) Inclusion of Persons with Lived Experience Narrative – not to exceed 2 pages (approximately 1000 words, single spaced) – Describe AND demonstrate how your organization incorporates the inclusion of input and experience of Persons with Lived Experience in your organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided. Narrative should include information beyond “our policy is.” The specific activities (or similar) listed below, will be scored (see Consumer Advisory Committee Scoring Criteria).

- Representation on the organization’s Board of Director’s or other decision-making board
- Client / Consumer Advisory Board
- Emphasis on hiring Person with Lived Experience
- Use of Peer Mentors that provide feedback
- Satisfaction surveys / comment cards

**NOTE: This Narrative will be scored by the Consumer Advisory Committee Members Only**

- 4) Improving Assistance to LGBTQ+ Individuals Narrative – not to exceed 1 page (approximately 500 words, single spaced) – Describe how your agency/project helps address the needs of LGBTQ+, transgender, gender non-conforming, and non-binary

individuals and families including privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects.

- 5) Agency Racial Equity Narrative – not to exceed 1 page (approximately 500 words, single spaced) Describe on how agency reviews and evaluates / will review and evaluate for racial equity and utilizes information to move project towards full racial equity.
- 6) A printout from the project’s eLOCCS account of the General, Budget and Vouchers tab for the most recently ended grant term. *(See Instructions for Finding Project’s eLOCCS Information Guide)*. Most recently ended grant term is defined as the grant term in which APR and final eLOCCS draw timeframe has passed. All recently ended grant terms will have a grant end date in 2022.
- 7) Copies of the match documentation submitted to HUD for your most recently ended grant term. Please note this means your Final match documentation that should match what was submitted in Sage, not a commitment letter.
- 8) Diversity, Equity, and Inclusion (DEI) Assessment – in Submitted via Google Forms. Assessments submitted in the submission packet will not be able to be scored.

The Ranking and Review Committee will utilize additional documents, **provided by THHI**, and posted to THHI’S website on the FY 2023 CoC Program Competition webpage.

- 1) FL-501 Tampa/Hillsborough County 2023 Housing Inventory Chart (HIC) related to CoC Renewal Projects only
- 2) FY 2023 HUD CoC Competition – CoC Participation – July 1, 2022 – June 30, 2023
  - CoC Active Member List - “Active” Member of the Continuum of Care as defined in the Tampa /Hillsborough County CoC Governance Charter by attending at least 80% of CoC monthly meetings held in the past 12 months AND attending at least 80% of a CoC Committee meeting in the past 12 months (or THHI Board Member)
  - CoC Committee Attendance List - Applicant has at least 1 staff member attending 50% of at least 1 of the CoC Committees
  - CoC Leadership Role List - Applicant agency has a leadership role in the CoC as evidence by at least 1 of the agency’s paid staff serving as chair or Co-Chair of a CoC Committee; or on THHI’s Board of Directors
- 3) FY 2023 HUD CoC Competition – SAGE APR Submission Report – This report will be pulled from SAGE data, by THHI staff and will include the project’s most recently ended grant term that had an APR due before July 1, 2023.
- 4) “2023 NOFO - AVG VI-SPDATs Scores” Report- This report will allow you to see all entries

that between since November 28<sup>th</sup>, 2022 (the date our CoC switched to its new HMIS System), as well as the VI-SPDAT Score associated with these entries. This report, with the above date range, only pulls new entries in the time frame of the report range, and will provide an average VI-SPDAT score for all clients served. This report will also weigh the scores to take into account the different VI-SPDAT scores which client's may have been accessed with at entry.

**Victim Service Providers Specific Instructions for Renewal Projects**

Renewal project(s) submitted by a victim service provider are able to provide most data and information required for all other provider agencies renewal projects including:

- 1) An APR generated from the agency's HMIS-comparable database for the time frame of October 1, 2021 – September 30, 2022 indicated for all other renewal projects and utilize the APR data from that report to complete the Project Performance ScoreCard.
- 2) Housing First/Low Barrier Questionnaire (attachment to 2023 Universal RFP CoC Addendum) - Completed and Signed.
- 3) Inclusion of Persons with Lived Experience Narrative – not to exceed 2 pages (approximately 1000 words, single spaced) – Describe AND demonstrate how your organization incorporates the inclusion of input and experience of Persons with Lived Experience in your organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided. Narrative should include information beyond “our policy is.” The specific activities (or similar) listed below, will be scored (see Consumer Advisory Committee Scoring Criteria).
  - Representation on the organization's Board of Director's or other decision-making board
  - Client / Consumer Advisory Board
  - Emphasis on hiring Person with Lived Experience
  - Use of Peer Mentors that provide feedback
  - Satisfaction surveys / comment cards
- 4) Improving Assistance to LGBTQ+ Individuals Narrative – not to exceed 1 page (approximately 500 words, single spaced) – Describe how your agency/project helps address the needs of LGBTQ+, transgender, gender non-conforming, and non-binary individuals and families including privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects.
- 5) Agency Racial Equity Narrative – not to exceed 1 page (approximately 500 words, single spaced) Describe on how agency reviews and evaluates / will review and evaluate for racial equity and utilizes information to move project towards full racial equity.
- 6) A printout from the project's eLOCCS account of the General, Budget and Vouchers tab for

the most recently ended grant term. Copies of the match documentation submitted to HUD for your most recently ended grant term.

- 7) Copies of the match documentation submitted to HUD for your most recently ended grant term. Please note this means your Final match documentation that should match what was submitted in Sage, not a commitment letter.
- 8) Diversity, Equity, and Inclusion (DEI) Assessment – in Submitted via Google Forms. Assessments submitted in the submission packet will not be able to be scored.

Coordinated Entry - Victim Service Providers are not able to be scored related to direct Coordinated Entry participation as the current CoC process excludes the victim service provider from directly completing our HMIS based Coordinated Entry process and relies on partnerships with other agencies for connecting clients to the CoC's Coordinated Entry processes. Therefore, the 6 points available for renewal projects directly related to coordinated entry participation would become points related to the degree the victim service provider improves the safety for the population they serve.

The victim service provider will provide a narrative with supporting aggregate data from their HMIS Comparable database that demonstrates the degree to which the victim service provider has improved the safety of the population they serve for the same time period as all other project performance measurements (10/1/2021-9/30/2022). The Scoring reviewers may award up to 3 points.

### **Renewal Project Performance ScoreCard Detail and Scoring Ranges**

The scoring range for each measurement is indicated in these instructions (below) and will be used by the Ranking and Review Committee Members completing the Project Performance ScoreCard for each renewal project (as applicable).

In the sections below, the following is listed for each of the items contained on the Renewal Project Performance Scorecard:

- A. The Performance Measurement
- B. Rationale For Measurement
- C. Data Source and How Calculated for each measurement
- D. The Performance Point Scale for Scoring

## Renewal Project Performance ScoreCard Detail and Scoring (points) Ranges

A. Project Performance			
Performance Measurement	Rationale For Measurement	Data Source and How Calculated	Performance Point Scale
<b>Length of Time to Housing:</b> Average number of days between Project Enrollment Date and Housing Move- in Date	This is a standard HUD Measurement for Project Performance and System Performance	<u>Source:</u> CoC APR – 22c.  <u>Calc:</u> Enter “Average length of time to housing” from the “Total” column from Table 22c.	<b>&lt; 30 days = 3 pts</b> <b>31-60 days = 2 pt</b> <b>61-90 days = 1 pt</b> <b>91+ days = 0 pts</b>
<b>Housing Move In Percentage:</b> % of persons who were enrolled in PH project and moved into housing	This is a standard HUD Measurement for Project Performance and System Performance	<u>Source:</u> CoC APR – 22c.  <u>Calc:</u> Divide the Total (persons moved into housing) by the Total Persons for percentage of persons enrolled and moved into housing	<b>90% + = 10 pts</b> <b>80% -89% = 8 pts</b> <b>75% - 79% = 5 pts</b> <b>&lt; 75% = 0 pts</b>
<b>Positive Housing destination:</b> % of persons who exited to a positive housing destination.	This is a standard HUD Measurement for Project Performance and System Performance	<u>Source:</u> CoC APR - 23c:  <u>Calc:</u> Percentage auto-calculated by report; enter value from the “Total” column and the “Percentage” row in row in 23c	<b>90% + = 10 pts</b> <b>80% -89% = 8 pts</b> <b>75% - 79% = 5 pts</b> <b>&lt; 75% = 0 pts</b>
<b>Income Total:</b> % of adults who <u>increased</u> their <u>total income</u> (from all sources) as of the latest update for stayers.	This is a standard HUD Measurement for Project Performance and System Performance	<u>Source:</u> CoC APR - 19a1:  <u>Calc:</u> See percentage in Row “Number of Adults with Any Income (i.e., Total Income)” and Column “Performance Measure Percent of Persons who Accomplished this Measure”	<b>50% + = 3 pts</b> <b>40% - 49% = 2 pts</b> <b>30% - 39% = 1 pts</b> <b>&lt; 30% = 0 pts</b>
<b>Income Total:</b> % of adults <u>increased</u> their <u>total income</u> (from all sources) as of the exit date for leavers.	This is a standard HUD Measurement for Project Performance and System Performance	<u>Source:</u> CoC APR - 19a2:  <u>Calc:</u> See percentage in Row “Number of Adults with Any Income (i.e., Total Income)” and Column “Performance Measure Percent of Persons who Accomplished this Measure”	<b>50% + = 3 pts</b> <b>40% - 49% = 2 pts</b> <b>30% - 39% = 1 pts</b> <b>&lt; 30% = 0 pts</b>



<b>A. Project Performance - Continued</b>			
<b>Performance Measurement</b>	<b>Rationale For Measurement</b>	<b>Data Source and How Calculated</b>	<b>Performance Point Scale</b>
<b>Income - Earned:</b> % of adults who <i>increased</i> their <i>earned income</i> as of the latest update for stayers.	This is a standard HUD Measurement for Project Performance and System Performance	<u>Source:</u> CoC APR - 19a1:  <u>Calc:</u> See percentage in Row “Number of Adults with Earned Income (i.e., Employment Income)” and Column “Performance Measure: Percent of Persons who Accomplished this Measure”	<b>50% + = 3 pts</b> <b>40% - 49% = 2 pts</b> <b>30% - 39% = 1 pts</b> <b>&lt; 30% = 0 pts</b>
<b>Income - Earned:</b> % of adults who <i>increased</i> their <i>earned income</i> as of the exit date for leavers.	This is a standard HUD Measurement for Project Performance and System Performance	<u>Source:</u> CoC APR - 19a2:  <u>Calc:</u> See percentage in Row “Number of Adults with Earned Income (i.e., Employment Income)” and Column “Performance Measure: Percent of Persons who Accomplished this Measure”	<b>50% + = 3 pts</b> <b>40% - 49% = 2 pts</b> <b>30% - 39% = 1 pts</b> <b>&lt; 30% = 0 pts</b>
<b>Living Situation at Project Entry:</b> % of Participants admitted directly from homeless situations.	HUD emphasizes the Housing First philosophy and require both PSH and RRH to assist persons directly from homeless situations	<u>Source:</u> CoC APR – 15/5a:  <u>Calc:</u> From the “Homeless Situations” section in Q15, take the “Subtotal” and divide by the total of all adults and heads of households from Q5a (the “Number of youth under age 25”, the “Number of parenting youth under age 25 with children”, the “Number of adult heads of household”, and the “Number of child and unknown-age heads of household” from Q5a.	<b>50% + = 5 pts</b> <b>40% -49% = 3 pts</b> <b>30% - 39% = 2 pts</b> <b>&lt; 29% = 0 pts</b>
<b>Exits to Homelessness:</b> Less than 5% of program exits will be to another homeless destination	Homeless Assistance goal is to end a participant’s homelessness, so few participants should exit these programs to another homeless situation; aligns with HUD’s system performance measurement related to returns to homelessness	<u>Source:</u> CoC APR - 23c, 5a:  <u>Calc:</u> From the “Temporary Destinations” Section of Q23c, take the “Subtotal” from the “Total Column and divide it by the number of eligible exits from 23c (“Total” exits minus the “Total persons whose destinations excluded them from the calculation”)	<b>5% or less = 5 pts</b> <b>6% - 10% = 3 pts</b> <b>11% - 24% = 2 pts</b> <b>&gt; 25% = 0 pts</b>

<b>A. Project Performance - Continued</b>			
<b>Data Source and How Calculated</b>	<b>Data Source and How Calculated</b>	<b>Data Source and How Calculated</b>	<b>Data Source and How Calculated</b>
<b>Non-cash Benefits - Annual</b>	It is expected that projects help clients obtain and maintain benefits as a way of maintaining positive housing outcomes.	<u>Source:</u> Canned CoC APR – 20b, 5a:  <u>Calc:</u> See Number in Row “1 + Sources” and Column “Benefit a Latest Annual Assessment for Stayers” from 20b. Divide by Line 2 from Section 5a.	<b>85% + = 3 pts</b> <b>50% – 84% = 1 pt</b> <b>&lt;50% = 0 pts</b>
<b>Non-cash Benefits - Exit</b>	It is expected that projects help clients obtain/maintain benefits as a way of maintaining positive housing outcomes.	<u>Source:</u> Canned CoC APR – 20b, 5a:  <u>Calc:</u> See Number in Row “1 + Sources” and Column “Benefit a Exit for Leavers.” Divide by the “Total” from that same column.	<b>85% + = 3 pts</b> <b>50% – 84% = 1 pt</b> <b>&lt;50% = 0 pts</b>
<b>Utilization Rate:</b> On the night of the 2023 PIT Count	High utilization rate indicates a project is efficient and effective in ensuring open beds are filled quickly and timely.	<u>Source and Calc:</u> Locate program on the Official Submission of the FL-501 2023 Housing Inventory Chart List for CoC Projects (attachment) and enter the utilization rate indicated for the program	<b>90%+ = 5 pts</b> <b>80%-89% = 4 pts</b> <b>70%-79% = 3 pts</b> <b>60%-69% = 2 pts</b> <b>50%-59% = 1 pt</b> <b>&lt; 50% = 0 pts</b>
<b>Housing First/Low Barrier:</b> To What Extent is the project Housing First/Low Barrier?	HUD has expressly stated that programs need to follow a housing first/low barrier philosophy.	<u>Source and Calc:</u> Completed Housing First/Low Barrier Questionnaire – Verify the score on the Questionnaire is correct and enter the total score (max 24 points)	<b>Maximum of 24 pts.</b>

<b>B. Coordinated Entry</b>			
<b>Performance Measurement</b>	<b>Rationale For Measurement</b>	<b>Data Source and How Calculated</b>	<b>Performance Point Scale</b>
<b>Average VI-SPDAT Score</b>	HUD has stated that CoCs should be using an empirical process by which they rank people based on need. The VI-SPDAT is the tool our CoC has chosen for this task.	<p><u>Calc:</u> Average as indicated on the report, which is auto-calculated by Adding all VI-SPDAT Values, divided by total number of project entries with the report's timeframe.</p> <p><i>Please note: This score is weighted to account for the addition of the VI-FSPDAT and TAY-VI-SPDAT.</i></p>	<p><b><u>IF PSH Project</u></b></p> <p>&gt; 10.00 = 3 pts  9.00 - 9.99 = 2pts  8.00 - 8.99 = 1 pt  &lt; 7.99 = 0 pts</p> <p><b><u>IF RRH Project</u></b></p> <p>&gt; 8.00 = 3 pts  6.00 - 7.99 = 2pts  04.00 - 5.99 = 1 pt  &lt; 3.99 = 0 pts</p>
<b>C. Racial Equity and Improving Assistance to LGBTQ+ Individuals</b>			
<b>Performance Measurement</b>	<b>Rationale For Measurement</b>	<b>Data Source and How Calculated</b>	<b>Performance Point Scale</b>
<b>Client Racial Equity Analysis: Data Quality</b>	<p>HUD has stated an interest in addressing racial disparities within homeless response systems.</p> <p>Analysis of CoC Data has shown that Black people are disproportionately affected by homelessness.</p>	<p><u>Source:</u> CoC APR 6a:</p> <p><u>Calc:</u> Enter "% of Error Rate" from the "Race (3.4)" line in Table 6a.</p>	<p>0% = 2 pts  1%-9% = 1 pts  10% or more = 0 pts</p>
<b>Client Racial Equity Analysis</b>	<p>HUD has stated an interest in addressing racial disparities within homeless response systems.</p> <p>Analysis of CoC Data has shown that Black people are disproportionately affected by homelessness.</p>	<p><u>Source:</u> CoC APR 5a, 12a:</p> <p><u>Calc:</u> Divide "Total" of "Black or African American" from Q12a by Line 1 of Table 5a.</p>	<p>If 0 points awarded for "Client Racial Equity Analysis: Data Quality", then 0.</p> <p>Else:</p> <p>&gt;48% = 3 pts  43% - 47% = 2 pts  38% - 42% = 1 pt  41% or less = 0 pts</p>

<b>C. Racial Equity and Improving Assistance to LGBTQ+ Individuals - Continued</b>			
<b>Performance Measurement</b>	<b>Rationale For Measurement</b>	<b>Data Source and How Calculated</b>	<b>Performance Point Scale</b>
<b>Diversity, Equity, and Inclusion Assessment</b>	HUD has stated an interest in addressing racial disparities within homeless response systems.	<u>Source:</u> Diversity, Equity, and Inclusion Assessment  <u>Calc:</u> Responses will be scored directly on the Google form and provided to scores	<b>23 = 3 pts</b> <b>18-22 = 2 pts</b> <b>10-17 = 1 pts</b> <b>0-9 = 0 pts</b>
<b>Improving Assistance to LGBTQ+ Individuals.</b>	Improving Assistance to LGBTQ+ Individuals is one of HUD's priorities in the FY2023 CoC NOFO HUD states CoCs and projects should address the needs of LGBTQ+, transgender, gender non-conforming, and non-binary individuals and families including privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects.	<u>Source:</u> Agency Submitted Narrative  <u>Calc:</u> Using the Agency submitted narrative for this criterion, provide a score based on the parameters in the Performance Point Scale column	Detailed information of how project addresses the needs of LGBTQ+ households including privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects = <b>2 pts.</b>  Adequate information of how project addresses the needs of LGBTQ+ households including privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects = <b>1 pt.</b>  Minimum information or no information on how project addresses the needs of LGBTQ+ households including privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects = <b>0 pts</b>

<b>Racial Equity Narrative.</b>	Ensuring services are provided in a racially equity manner is a core policy of HUD	Source: Agency Submitted Narrative  Calc: Using the Agency submitted narrative for this criterion, provide a score based on the parameters in the Performance Point Scale column	Detailed information on how agency reviews and evaluates / will review and evaluate for racial equity and utilizes information to move project towards full racial equity = 2 pts.  Adequate information on how agency reviews and evaluates / will review and evaluate for racial equity and utilizes information to move project towards full racial equity = 1 pt.  Minimum information or no information on how agency reviews and evaluates / will review and evaluate for racial equity and utilizes information to move project towards full racial equity = 0 pts
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**D. Project Populations**

<b>Performance Measurement</b>	<b>Rationale For Measurement</b>	<b>Data Source and How Calculated</b>	<b>Performance Point Scale</b>
<b>% of Chronically Homeless Persons Served</b>	Ending Chronic homelessness is a federal and local goal	Source: CoC APR 5a:  Calc: Divide Line 11 by Line 1 of Section 5a.	<b>&gt; 50% = 1 pts</b> <b>26% - 49% = 0.5 pts</b> <b>&lt; 25% = 0 pts</b>
<b>% of Veterans Served</b>	Ending Veteran homelessness is a federal and local goal	Source: CoC APR 5a:  Calc: Divide Line 10 by Line 2 of Section 5a.	<b>&gt; 50% = 1 pts</b> <b>26% - 49% = 0.5 pts</b> <b>&lt; 25% = 0 pts</b>
<b>% Youth Under the Age of 25 Served (aka UAY)</b>	Effectively ending UAY homelessness is a federal and local goal	Source: CoC APR 5a:  Calc: Divide Line 12 by Line 2 of Section 5a.	<b>&gt; 50% = 1 pts</b> <b>26% - 49% = 0.5 pts</b> <b>&lt; 25% = 0 pts</b>
<b>% Parenting Youth Under the Age of 25 with Children Served</b>	Parenting youth is a sub-population of UAY as well as families with children	Source: CoC APR 5a:  Calc: Divide Line 13 by Line 2 of Section 5a.	<b>&gt; 50% = 1 pts</b> <b>26% - 49% = 0.5 pts</b> <b>&lt; 25% = 0 pts</b>

<b>% Persons Fleeing Domestic Violence</b>	Persons fleeing domestic violence are a population of concern in HUD and local goals	<u>Source:</u> CoC APR 14b, 5a:  <u>Calc:</u> Divide Total “Yes” in section 14b by Line 1 of Section 5a.	<b>&gt; 50% = 1 pts</b> <b>26% - 49% = 0.5 pts</b> <b>&lt; 25% = 0 pts</b>
<b>Participants are “hard to serve” as defined by no income at entry.</b>	Participants with no income at entry are considered harder to serve than those with income at program entry.	<u>Source:</u> CoC APR – 18:  <u>Calc:</u> Take “ <b>Adults with no Income</b> ” from the “ <b>Number of Adults at Start</b> ” Column and divide it by Line 2 of Section 5a.	<b>50% + = 2.5 pts</b> <b>&lt; 50% = 0 pts</b>
<b>Participants are “hard to serve” as defined by 2 or more physical/mental health conditions at entry.</b>	Participants with multiple physical/mental health conditions at entry are considered harder to serve than those with no or 1 condition at program entry.	<u>Source:</u> CoC APR - 13a2:  <u>Calc:</u> In the “Total Persons” column the number in “2 conditions” and “3+ Conditions.” Divide by “Total Persons” as listed in Section 13a2.	<b>50% + = 2.5 pts</b> <b>&lt; 50% = 0 pts</b>
<b>E. HMIS Data Quality</b>			
<b>Performance Measurement</b>	<b>Rationale For Measurement</b>	<b>Data Source and How Calculated</b>	<b>Performance Point Scale</b>
<b>Project’s Data Quality: Personal Identifiable Information (6a)</b>	HUD is utilizing HMIS data for community reporting (LSA, Sys. Performance Measures, CAPER, APR), a project’s Data Completeness, accuracy, and timeliness impacts community data.	<u>Source:</u> CoC-APR Report – 6a  <u>Calc:</u> Give 0.5 points for each error rate of less than 10% in 6a (excluding name, SSN and overall)	<b>Max points = 2.5</b>
<b>E. HMIS Data Quality - Continued</b>			
<b>Performance Measurement</b>	<b>Rationale For Measurement</b>	<b>Data Source and How Calculated</b>	<b>Performance Point Scale</b>
<b>Project’s Data Quality: Universal Data Elements (6b)</b>	Same as above.	<u>Source:</u> CoC-APR Report – 6b  <u>Calc:</u> Give 0.5 points for each error rate of less than 10% in 6b	<b>Max points = 2.5</b>

<b>Project's Data Quality: Income and Housing Data Quality (6c)</b>	Same as above.	<u>Source:</u> CoC-APR Report – 6c  <u>Calc:</u> Give 0.5 points for each rate error of less than 10% in 6c	<b>Max points = 2.5</b>
<b>Project's Data Quality: Chronic Homelessness (6d)</b>	Same as above.	<u>Source:</u> CoC-APR Report - 6d  <u>Calc:</u> Enter "% of records unable to calculate" from the "Total" Row from 6d.	<b>0% = 2 pts 1% - 3% = 1 pts 4% - 10% = 0.5 pts 11% or &gt; = 0 pts</b>
<b>Project's Data Quality: Timeliness (6e)</b>	CoC standards state data must be entered within 24 hours of being collected.	<u>Source:</u> CoC-APR Report – 6e  <u>Calc:</u> Enter all table values for Table 6e directly into Excel Scorecard. Scorecard will auto- calculate by adding all entries in the "0 days" row and dividing it by the total number of entries.	<b>&gt; 90% = 3 pts 70%-89% = 2 pts 50%-69% = 0.5 pt &lt; 49% = 0 pts</b>

<b>F. Overall Grant Management</b>			
<b>Performance Measurement</b>	<b>Rationale For Measurement</b>	<b>Data Source and How Calculated</b>	<b>Performance Point Scale</b>
<b>In the project's most recently ended grant year, what percentage of awarded funds were expended and drawn down from HUD?</b>	Project's not full using awarded funds leave resources unused; and not effectively using resources	<u>Source:</u> SAGE – THH provide report from SAGE data showing projects that submitted their last APR on time, late or very late.  <u>Calc:</u> Using the '% expended column" give points based on percentage of funding expended	<b>90% + =5 pts 85-89%=4 pts 80-84%=3 pts 75-79%=2 pts 70-74%=1 pt &lt; 70%=0 pts</b>
<b>Percent of CoC project funding expended by the agency's during their most recently ended grant year that was used for housing vs. supportive services.</b>	HUD looks to maximize HUD funds for housing and use of match from other sources to provide supportive services to maximize clients served	<u>Source:</u> Project eLOCCS Printout – Budget Tab  <u>Calc:</u> <i>For RRH, TBRA PSH projects</i> - divide the amount of rental assistance or leasing disbursed by the total	<b>80-100% = 5 pts 70-79% = 3 pts 60-69% = 1 pt below 60%=0 pts</b>

		amount disbursed  <b><i>For Project-based PSH –</i></b> divide the amount of operating disbursed by the total amount disbursed	
<b>Did the project draw down funds from eLOCCS at least quarterly during the most recently ended grant term?</b>	Timeliness of drawdowns is specifically stated in HUD FY 2021 CoC Program Comp. NOFA; defined as at least quarterly.	<u>Source:</u> Project eLOCCS Printout – Voucher Tab listing each time the project drew down funds.  <u>Calc:</u> Based on the project’s grant term, was a draw down completed at least once every quarter	<b>Yes = 1 pt No = 0 pts</b>
<b>Was the project’ APR submitted on time to HUD via SAGE for the project’s most recently ended grant term</b>	Timely submission or the APR is a requirement of HUD and on time submissions demonstrate overall quality grant management.	<u>Source:</u> SAGE – THH provide report from SAGE data showing projects that submitted their last APR on time, late or very late.  <u>Calc:</u> Based on the SAGE data, was the APR submitted on time.	<b>Yes = 1 pt No = 0 pts</b>
<b>Did the project have the match required per CoC regulations (at least 25% or 0.25:1)?</b>	Provision of Project Match is required by HUD and lack of required match is a compliance issue.	<u>Source:</u> Match Documentation Letters for most recently ended grant term  <u>Calc:</u> Percent of match documented to expended funds <i>NOTE: For leasing projects, required match 25% of the total amount of expended minus leasing funds expended</i>	<b>&gt; 25% = 2 pts 25% = 1 pt &lt; 25% = 0 pts</b>



<b>G. CoC Participation</b>			
<b>Performance Measurement</b>	<b>Rationale For Measurement</b>	<b>Data Source and How Calculated</b>	<b>Performance Point Scale</b>
<b>CoC Active Member</b> - Applicant is an “Active” Member of the Continuum of Care as defined in the Tampa /Hillsborough County CoC Governance Charter by attending at least 80% of CoC monthly meetings held in the past 12 months <u>AND</u> attending at least 80% of a CoC Committee meeting in the past 12 months (or THHI Board Member)	HUD expects that all CoC-funded projects actively participate within the CoC	<u>Source:</u> CoC Agency Attendance at Monthly CoC Meetings and Committee Meetings (July 1, 2022 – June 30, 2023)  <u>Calc:</u> Enter Yes if project applicant is listed “Active Member”	<b>Yes = 2 pt No = 0 pts</b>
<b>CoC Committee</b> - Applicant has at least 1 staff member attending 50% of at least 1 of the CoC Committees	HUD expects that all CoC-funded projects actively participate within the CoC	<u>Source:</u> CoC Agency Attendance at Monthly CoC Meetings and Committee Meetings (July 1, 2022 – June 30, 2023)  <u>Calc:</u> Enter Yes if project applicant is listed as having staff participating 50% on any of the CoC Committees	<b>Yes = 1 pt No = 0 pt.</b>
<b>CoC Leadership:</b> Applicant agency has a leadership role in the CoC as evidence by at least 1 of the agency’s paid staff serving as chair or Co-Chair of a CoC Committee; or on THHI’s Board of Directors	HUD expects that all CoC-funded projects actively participate within the CoC	<u>Source:</u> CoC Agency Attendance at Monthly CoC Meetings and Committee Meetings (July 1, 2022 – June 30, 2023)  <u>Calc:</u> Enter Yes if applicant is listed as having staff that chairs / co-chairs a CoC Committee / serves on THHI Board	<b>Applicant Staff Member Chairs or Co-Chairs a Committee = 1 pt  Applicant Staff member does NOT Chair or Co-Chair a committee = 0 pts</b>

H. Inclusion of Persons with Lived Experience (To be scored by CoC Consumer Advisory Committee)			
Performance Measurement	Rationale For Measurement	Data Source and How Calculated	Performance Point Scale
<p><b>Does the project application utilize any of the following for gathering input from persons with lived experience?</b></p> <ul style="list-style-type: none"> <li>○ Representation on the organizations Board of Director's or other decision-making board</li> <li>○ Client / Consumer Advisory Board</li> <li>○ Emphasis on hiring Persons with Lived Experience</li> <li>○ Use of Peer Mentors that provide feedback</li> <li>○ Satisfaction surveys / comment cards</li> </ul>	<p>Inclusion of persons with Lived Experience is a primary goal for HUD</p>	<p><u>Source:</u> Agency Submitted Narrative</p> <p><u>Calc:</u> Using the Agency submitted narrative for this criterion, provide a score based on the parameters in the Performance Point Scale column</p>	<p>Give 1 point for each of ways (listed in Scoring Description/Notes column) the agency describes/demonstrates utilizing for inclusion of Persons with Lived Experience in their structure, decision making and quality improvement efforts.</p> <p>(Max points = 5)</p>
<p><b>Describe how your organization incorporates the inclusion of input and experience of Persons with Lived Experience in your organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided</b></p>	<p>Inclusion of persons with Lived Experience is a primary goal for HUD</p>	<p><u>Source:</u> Agency Submitted Narrative</p> <p><u>Calc:</u> Using the Agency submitted narrative for this criterion, provide a score based on the parameters in the Performance Point Scale column</p>	<p>Detailed information <b>describing</b> the inclusion of Persons with Lived Experience in the organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided = 2 pts.</p> <p>Adequate information <b>describing</b> the inclusion of Persons with Lived Experience in the organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided = 1 pt.</p> <p>Minimum or no <b>description</b> of the inclusion of Persons with Lived Experience in the organizational structure, decision making, quality</p>

			improvement efforts and program design, related to homeless services provided = 0 pts
<b>Demonstrate how your organization incorporates the inclusion of input and experience of Persons with Lived Experience in your organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided</b>	Inclusion of persons with Lived Experience is a primary goal for HUD	<p><u>Source:</u> Agency Submitted Narrative</p> <p>Calc: Using the Agency submitted narrative for this criterion, provide a score based on the parameters in the Performance Point Scale column</p>	<p>Detailed information <b>demonstrating</b> the inclusion of Persons with Lived Experience in the organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided = 2 pts.</p> <p>Adequate information <b>demonstrating</b> the inclusion of Persons with Lived Experience in the organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided = 1 pt.</p> <p>Minimum or no information <b>demonstrating</b> the inclusion of Persons with Lived Experience in the organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided = 0 pts</p>

## New Project Scoring Criteria - Universal RFP

## THHI – 2023 UNIVERSAL RFP – THRESHOLD AND SCORING CRITERIA

Project Applicant: \_\_\_\_\_ Name of Project: \_\_\_\_\_

- Type of Project:  PH PSH – Scattered Site  PH PSH – Project Based  PH – RRH  
 Emergency Bridge Housing (CHSC)  Joint Emergency Bridge (ES) / TH + RRH  
 Services Only  Other: \_\_\_\_\_
- New Project  Currently Funded Project  Expanded Project  Existing – (GAP Funding)

<b>THRESHOLD REVIEW (Completed by THHI Staff)</b>			
<b>Any NO answer in the Threshold Review Section to a FATAL FLAW Item = ineligible to apply per FATAL FLAWS listed in the RFP</b>			
Scoring Factor	Description of Scoring Factor	Points Available	Yes/No
A. Applicant attended the Mandatory Pre-Proposal Workshop on Friday, April 14, 2023 at 10:00 AM	<b>Ineligible to Apply</b> - RFP clearly stated this workshop was mandatory	Yes = Continue to next factor No = Ineligible to apply	
B. Proposal was submitted to THHI by the Friday, May 12, 2023, 3:00 PM deadline	<b>Ineligible to Apply</b> - RFP clearly stated deadline and that no proposal submitted after the deadline would be considered	Yes = Continue to next factor No = Ineligible to apply	
C. Non-Profit Organization with 501(c) 3 status ( <i>submitted with IRS letter</i> )	<b>FATAL FLAW</b> - RFP clearly states this is an eligibility to apply criteria	Yes = Continue to next factor No = Ineligible to apply	
D. Organization is in good standing in the State of Florida, Division of Corporations	<b>FATAL FLAW</b> - RFP clearly states this is an eligibility to apply criteria	Yes = Continue to next factor No = Ineligible to apply	
E. Organization is NOT listed on the “Excluded Parties List” / has no active exclusions ( <i>sam.gov</i> )  ( <i>must demonstrate at a minimum entity has registered/started registration process with sam.gov at time of proposal application</i> )	<b>FATAL FLAW</b> - RFP clearly stated this is an eligibility to apply criteria	Not Listed as Excluded / No Active Exclusions = Continue to next factor Listed as Excluded /Has Active Exclusions = Ineligible to apply	
F. RFP Application Form is signed by the agency official designated to execute contracts	<b>FATAL FLAW</b> - RFP clearly stated application must be signed by this person	Yes = Continue to next factor No = Ineligible to apply	
G. Proposal is typed; not completely/mostly handwritten	<b>FATAL FLAW</b> - RFP clearly stated that proposals that are completely/mostly handwritten will have committed a fatal flaw	Yes = Continue to next factor No = Fatal Flaw	

H. Proposal submitted as a single PDF document submitted via the required One Drive process	<b>FATAL FLAW</b> - RFP clearly stated this failure to submit these items is a fatal flaw	Yes = Continue to next factor No = Fatal Flaw	
I. Proposal submitted follows the order listed on the Application Checklist (which matches the RFP instructions in section IV)	<b>FATAL FLAW</b> - RFP clearly stated this is a fatal flaw if not followed	Yes = Continue to next factor No = Fatal Flaw	
J. Proposal includes all required documents are stated in section IV of the RFP	<b>FATAL FLAW</b> - RFP clearly stated proposals that do not include all required documents will have committed a fatal flaw	Yes = Continue to next factor No = Fatal Flaw	
K. Proposal does not exceed page limits in any section in which a page limit was indicated	<b>FATAL FLAW</b> - RFP clearly stated that proposals that exceed the page limits will have committed a fatal flaw	Yes = Continue to next factor No = Fatal Flaw	
L. Proposal included a Completed and Signed Housing First/Low Barrier Questionnaire	<b>FATAL FLAW</b> – RFP clearly stated failure to include a completed Housing First/Low Barrier Questionnaire will have committed a fatal flaw	Yes = Continue to next factor No = Fatal Flaw	
<b>ELIGIBLE to APPLY</b> <i>(Circle by THHI staff and Signed by THHI Staff)</i>		<b>YES      NO</b>	

**Name of THHI Staff Member Completing Threshold Review:** \_\_\_\_\_

**Signature of THHI Staff Member Completing Threshold Review:** \_\_\_\_\_

**Date of Threshold Review** \_\_\_\_\_

**END of THRESHOLD REVIEW PORTION**

## PROJECT PROPOSAL SCORING

*Please enter your score for each scoring criteria based on the project proposal. While most scoring factors are related to specific questions, reviewer may consider all elements of the proposal to determine score for each item. Please use only whole and half points.*

Scoring Factor	Scoring Description/Notes	Points Available	Points Given
<b>1. Housing First/Low Barrier Questionnaire Score</b>	Housing First/Low Barrier access to needed services is a proven best practice. If form is altered/changed/has additional information added by the Applicant, the score = "0"	0-24 Points = Enter Score From Submitted Housing First/Low Barrier Questionnaire	
<b>2. Project proposal describes how the project will help improve the performance of the community's overall system, fills a gap/need within our system and <u>move the community forward</u> in achieving HUD and CoC priorities and goals to make homelessness rare, brief and non-recurring in our CoC.</b>	Using the Project Description and all application content, the project addresses the needs of one or more of the identified priorities, goals and/or overall system performance	<p>Clearly describes how the proposed project helps move the community forward to making homelessness rare, brief and non-recurring by achieving HUD and CoC priorities and goals.= 10 pts.</p> <p>Somewhat describes how the proposed project helps move the community forward to making homelessness rare, brief and non-recurring by achieving HUD and CoC priorities and goals = 5 pts.</p> <p>Does not or vaguely describes how the proposed project helps move the community forward to making homelessness rare, brief and non-recurring by achieving HUD and CoC priorities and goals = 0 pts.</p>	
<b>3. Proposed Project is <u>innovative</u>, "<u>outside the box</u>"</b>	Using the Project Description and all proposal content, the project is innovative, 'outside of the box,' and uses demonstrative effective practices and/or 'next practices'	<p>Clearly and in detail described an innovative project utilizing proven and effective practices = 5 pts.</p> <p>Touches on some innovative ideas and effective practices, but lacks detail = 2.5 pts.</p> <p>Not innovative and/or does not utilize proven effective practices = 0 pts.</p>	

<p><b>4. Project Description – Overview:</b> Describes the overall scope of the project including the clients to be served, which services will be provided and how they will be provided, and process for quickly assisting clients into permanent housing</p>		<p>Clearly and in detail describes the overall scope of the project including the clients to be served, which services will be provided and how they will be provided, and process for quickly assisting clients into permanent housing = 5 pts.</p> <p>Describes, but lacks important details, the overall scope of the project including the clients to be served, which services will be provided and how they will be provided, and process for quickly assisting clients into permanent housing = 3 pts.</p> <p>Vaguely or inadequately describes, the overall scope of the project including the clients to be served, which services will be provided and how they will be provided, and process for quickly assisting clients into permanent housing = 0 pts.</p>	
<p><b>5. Project Description – Client Demographics/Target Populations:</b> Describes the project’s proposed populations to be served, including identifying targets, and information demonstrating an understanding of the needs of the clients they propose to serve.</p>	<p>Target = serve at least 75 percent of the household type / sub-populations they indicate are the project’s “target</p>	<p>Clearly defines the target demographics of the individuals/households to be served with details that demonstrates an understanding of the needs of those they propose to serve = 3 pts</p> <p>Adequately defines the target demographic, but lacks some detail to demonstrate a full understanding of the needs of those they propose to serve = 1 pt.</p> <p>Vaguely defines the target demographic, does not demonstrate an understanding of the needs of those they propose to serve = 0 pts</p>	
<p><b>6. Project Description – Project Performance Outcomes:</b> Outcomes are the primary way for projects to demonstrate effectiveness and impact in effectible ending homelessness.</p>	<p>Outcomes based on client accomplishments; not on the number of services/activities provided; demonstrate a positive impact on overall system performance.</p> <ul style="list-style-type: none"> <li>• <i>Percent of participants/households that will exit to a permanent housing situation (80%)</i></li> <li>• <i>Average Length of time from project enrollment to permanent housing placement (60 days or less)</i></li> <li>• <i>Percent of adult participants that have increased Earned Income from entry to exit, or entry to end of grant term (10%)</i></li> <li>• <i>Percent of adult participants that have Increased Total Income from entry to exit, or entry to end of grant term (25%)</i></li> </ul>	<p>Outcomes are concise, identified and measurable outcomes that can positively impact overall system performance and are not based on number of activities/services = 5 pts</p> <p>Outcomes are adequate, but not concise, included some that are based on number of activities/services, and adequately shows positive impact on overall system performance = 3 pts</p> <p>Outcomes are all based on number of services/activities provided, outcomes are vague, and/or do not demonstrate a positive impact on overall system performance = 0 pts</p>	



<p><b>7. Budget</b></p>	<p>The Budget Summary and Detailed Narrative describes/explains the Project’s funding request including costs in appropriate eligible categories, quantity and description details are thorough, and project is feasible.</p>	<p>Budget Information is detailed, clear and complete; aligns with the project descriptions, presents a feasible project = 5 pts.</p> <p>Budget Information adequately provides necessary information for eligible costs, adequately aligns with the project descriptions, adequately presents a feasible project = 2.5 pts.</p> <p>Budget information includes ineligible costs, vague details, missing key information to support project description and/or does not present a feasible project = 0 pts.</p>	
<p><b>8. Match Commitment</b></p>	<p>All funding sources require some percentage of match, therefore applicant needs to have both an understanding of match and the ability to provide required match</p>	<p>Detailed, clear and complete indicating the applicant understands match and will be able to provide required project match = 3 pts.</p> <p>Demonstrates a basic understanding of match, however the applicant’s may have difficulty providing necessary match = 1.5 pts.</p> <p>Vague, missing key information and/or does not demonstrate an understanding of match and/or the ability to provide required project match = 0 pts.</p>	
<p><b>9. Organization’s Capacity and Experience:</b> History of addressing the needs of and providing services to low income households who are homeless, formerly homeless or at risk of becoming homeless.</p> <p><i>(Capacity may be demonstrated through the organization itself or through formal partnership with established provider)</i></p>	<p>Extensive or high history/experience is defined as 8+ years</p> <p>Some History/experience is defined as 4 to 7 years</p> <p>Minimum or No History/Experience is defined as less than 3 years</p>	<p>Extensive history in addressing the needs of and providing services to low income households who are homeless, formerly homeless or at risk of becoming homeless = 2 pts.</p> <p>Some history in addressing the needs of and providing services to low income households who are homeless, formerly homeless or at risk of becoming homeless = 1 pt.</p> <p>Minimum history in addressing the needs of and providing services to low income households who are homeless, formerly homeless or at risk of becoming homeless = 0.5 pts.</p>	

<p><b>10. Organization’s Capacity and Experience:</b> Experience of operating at least similar projects, including performance outcome data from similar programs operated by the organization that shows the effects of the services provided</p> <p><i>(Capacity may be demonstrated through the organization itself or through formal partnership with established provider)</i></p>	<p>Extensive or high history/experience is defined as 8+ years</p> <p>Some History/experience is defined as 4 to 7 years</p> <p>Minimum or No History/Experience is defined as less than 3 years</p>	<p>Extensive experience with operating similar projects, with documented data performance outcomes to substantiate high performance positive outcomes = 2 pts.</p> <p>Some experience with operating similar projects with documented data performance outcomes, however outcomes are below average = 1 pt.</p> <p>Minimum little experience in operating similar projects and/or does not have data documenting positive outcomes and/or data outcomes indicate poor performance = 0.5 pts.</p>	
<p><b>11. Organization’s Capacity and Experience:</b> Federal, state, and/or local government grant experience and capacity of the organization and each person responsible for grant administration including program regulations and requirements, financial processing and billing, and data accuracy and reporting.</p> <p><i>(Capacity may be demonstrated through the organization itself or through formal partnership with established provider)</i></p>	<p>Extensive or high history/experience is defined as 8+ years</p> <p>Some History/experience is defined as 4 to 7 years</p> <p>Minimum or No History/Experience is defined as less than 3 years</p>	<p>Extensive experience with government grants with high staff experience in project administration and compliance requirements = 2 pts.</p> <p>Some experience with government grants with some staff experience in project administration and compliance requirements = 1 pt.</p> <p>Minimum or no experience with government grants and staff has minimum/no experience in project administration and compliance requirements = 0 pts.</p>	
<p><b>12. Persons with Lived Experience</b></p>	<p><u>Describe</u> AND <u>demonstrate</u> how your organization incorporates the inclusion of input and experience of Persons with Lived Experience in your organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided. Narrative should include information beyond “our policy is.”</p>	<p>Detailed information of inclusion of person’s with Lived Experience in the organization’s structure, decision making and quality improvement efforts = 2 pts.</p> <p>Adequate information of inclusion of person’s with Lived Experience in the organization’s structure, decision making and quality improvement efforts = 1 pt.</p> <p>Minimum information or no inclusion of person’s with Lived Experience in the organization’s structure, decision making and quality improvement efforts = 0 pts</p>	

<p><b>13.Improving Assistance to LGBTQ+ Individuals Narrative</b></p>	<p>Describe how your agency/project helps address the needs of LGBTQ+, transgender, gender non-conforming, and non-binary individuals and families including privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects.</p>	<p>Detailed information of how project addresses the needs of LGBTQ+ households including privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects = 2 pts.</p> <p>Adequate information of how project addresses the needs of LGBTQ+ households including privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects = 1 pt.</p> <p>Minimum information or no information on how project addresses the needs of LGBTQ+ households including privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects = 0 pts</p>	
<p><b>14. Racial Equity Narrative</b></p>	<p>Describe on how agency reviews and evaluates / will review and evaluate for racial equity and utilizes information to move project towards full racial equity.</p>	<p>Detailed information on how agency reviews and evaluates / will review and evaluate for racial equity and utilizes information to move project towards full racial equity = 2 pts.</p> <p>Adequate information on how agency reviews and evaluates / will review and evaluate for racial equity and utilizes information to move project towards full racial equity = 1 pt.</p> <p>Minimum information or no information on how agency reviews and evaluates / will review and evaluate for racial equity and utilizes information to move project towards full racial equity = 0 pts</p>	
<p><b>15. Agency Compliance</b></p> <p><i>(THHI Finance Staff will review submitted Audit and provide data/info for this scoring criteria)</i></p>	<p>Using the provided Financial Audit including Supplementary Information and Other Reports and The Management Letter</p>	<p>No deficiencies = 2 pts.</p> <p>Technical/Corrected = 1.5 pts.</p> <p>1 unresolved finding = 1 pt.</p> <p>2+ unresolved findings = 0 pt.</p>	
<p><b>16. Cost Allocation Plan</b></p>	<p>Applicant will be asked to utilize cost allocation in relation to items such as building usage, admin expenses</p>	<p>Clearly indicates and details how the applicant will allocate costs between other projects within their organization that share costs = 2 pts.</p> <p>Indicates how the applicant will allocate costs between other projects within their organization that share costs, but lack sufficient detail = 1 pts.</p>	

		Does not clearly indicates how the applicant will allocate costs between other projects within their organization that share costs and/or indicates the use of an indirect rate = 0 pts	
<b>17. Financial Health and Capacity</b>	Utilizing the Budget Narrative, Organizational Capacity, Organization Budget, submitted IRS 990 and/or Audit material, to demonstrate adequate financial health, processes and/or cash flow to continue operations while reimbursement is processed	Applicant has strong financial health = 2 pts. Applicant has adequate financial health = 1 pts. Applicant does not have adequate financial health = 0 pts.	
<b>18. Overall proposal Presentation</b>	The overall presentation of the proposal – formatting, content, flow of narratives, adherence to RFP instructions – demonstrates attention to detail and quality	Presented in a detailed, concise organized manner that was easy to understand and review = 1 pt. Lacked attention to detail and overall organization of information making it difficult for the reviewer(s) to locate information needed to complete scoring = 0 pts.	
<b>19. Applicant is an “Active” Member of the Continuum of Care as defined in the Tampa/Hillsborough County CoC Governance Charter by attending at least 80% of CoC monthly meetings held in the past 12 months <u>AND</u> attending at least 80% of a CoC Committee meeting in the past 12 months (or THHI Board Member)</b>	THHI will provide a List of “Active members” based on attendance records at the CoC monthly meetings and CoC Committees for the past 12 months (April 2022 – March 2023)	Yes = 2 pt. No = 0 pt.	
<b>20. Applicant has at least 1 staff member <u>regularly participating</u> (at least <u>50% attendance</u>) on a CoC Committee</b>	THHI will provide CoC Committee Attendance tracking for the past 12 months (April 2022 – March 2023)	Yes = 1 pt. No = 0 pt.	
<b>21. Applicant agency has a leadership role in the CoC as evidence by at least 1 of the agency’s paid staff serving as chair, Co-Chair or secretary of a CoC Committee; or on THHI’s Board of Directors</b>	THHI will provide a list of all CoC Committee Chairs and Co-Chairs with their corresponding agency for the past 12 months (April 2022 – March 2023)	Applicant Staff Member Has a CoC Leadership Role = 1 pt. Applicant Staff member does NOT have a CoC Leadership Role = 0 pts.	

<p><b>22. Applicant's HMIS participation</b></p> <p><i>THHI staff will provide list of agency's actively entering data.</i></p>	<p>Applicant agency actively enters data into HMIS as defined as having entered data within the past 90 days (from date of RFP Release) and inclusive of any/all of applicant's projects using HMIS</p> <p><b><i>DV providers prohibited from entering into HMIS will receive maximum points</i></b></p>	<p>Applicant actively enters data in HMIS = 1 pts.</p> <p>Applicant is an HMIS partner agency but is not actively entering data = 0.5 pt.</p> <p>Applicant is a non-DV provider and is not a current HMIS partner = 0 pts.</p>	
<p><b>23. Applicant's Overall HMIS Data Completeness (Quality)</b></p> <p><i>THHI staff will provide Data Completeness Results, for non DV providers that enter into HMIS, to the scorers. The time frame for Reports will be 10/1/21 – 9/30/2022</i></p>	<p>All HMIS projects are required to maintain satisfactory completeness (quality). If the applicant has current HMIS projects, all current projects will be used to determine the Agency's overall data completeness (quality).</p> <p><b><i>DV providers</i></b> that receive HUD funding are required to have a comparable database into which data is entered shall submit a database generated Data Quality Report as part of their project proposal. The report must be from 10/1/2021 – 9/30/2022 and include all projects within the database.</p> <p>If unable to provide data quality report from a comparable database, provide a narrative explaining the reason for not being able to provide report.</p>	<p>Number of Categories (excluding 2a. Name, SSN and total score) with greater than 10% error rate:</p> <p>1-2 = 2 pts. 3-4 = 1 pt. 5+ = 0 pts.</p> <p>Applicant is a non-DV provider and does not have a currently operating project that are entering data into HMIS = 0 points</p> <p><b><i>DV Providers</i></b></p> <p>Applicant is a DV provider and provided a data quality report generated from their comparable data base – 2 pts.</p> <p>Applicant is a DV provider and provided a narrative with reason why they cannot generate a data quality report from their comparable database – 1 pts.</p> <p>Applicant is a DV provider and does not utilize a comparable data base – 0 pts.</p>	
<p><b>24. Employee Equity Analysis</b></p>	<p>HUD and other funders have stated that organization's staffing and services should be reflective of the demographics of the community and/or households being service as a partial solution to addressing equity disparities within homeless response systems.</p>	<p>Using the Applicant's Completed Gender, Race and Ethnicity Analysis Form:</p> <p>1 point for every racial/ethnic category within every agency department listed based on the population demographics calculated using the latest available U.S. Census data.</p> <p>18 = 3 pts. 12-17 = 2 pts. 6-11 = 1 pts. 0-5 = 0 pts.</p>	

**Project Applicant:** \_\_\_\_\_ **Name of Project:** \_\_\_\_\_

**Maximum Points Possible:** 89 **Total Points Awarded:** \_\_\_\_\_

**Reviewer's Overall Observations/Concerns:**

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**Reviewer's Name:** \_\_\_\_\_ **Reviewer's Signature:** \_\_\_\_\_ **Date Reviewed:** \_\_\_\_\_

# THHI – 2023 UNIVERSAL RFP – CONSUMER ADVISORY COMMITTEE SCORING CRITERIA

## Inclusion of Persons With Lived Experience

Project Applicant: \_\_\_\_\_ Name of Project: \_\_\_\_\_

**Inclusion of Persons with Lived Experience Narrative – *not to exceed 2 pages (approximately 1000 words, single spaced)* – Describe AND demonstrate** how your organization incorporates the inclusion of input and experience of Persons with Lived Experience in your organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided. Narrative should include information beyond “our policy is.” The specific activities (or similar) listed below, will be scored (see Consumer Advisory Committee Scoring Criteria).

- Representation on the organization’s Board of Director’s or other decision-making board
- Client / Consumer Advisory Board
- Emphasis on hiring Person with Lived Experience
- Use of Peer Mentors that provide feedback
- Satisfaction surveys / comment cards

<b>PROJECT PROPOSAL SCORING</b>			
<i>Please enter your score for each scoring criteria based on the project proposal. While most scoring factors are related to specific questions, reviewer may consider all elements of the proposal to determine score for each item. Please use only whole and half points.</i>			
Scoring Factor	Scoring Description/Notes	Points Available	Points Given
<b>1. Persons with Lived Experience</b>	<ul style="list-style-type: none"> <li>• Representation on the organizations Board of Director’s or other decision-making board</li> <li>• Client / Consumer Advisory Board</li> <li>• Emphasis on hiring Persons with Lived Experience</li> <li>• Use of Peer Mentors that provide feedback</li> <li>• Satisfaction surveys / comment cards</li> </ul>	<p>Give 1 point for each of ways (listed in Scoring Description/Notes column) the agency describes/demonstrates utilizing for inclusion of Persons with Lived Experience in their structure, decision making and quality improvement efforts.</p> <p style="text-align: center;">(Max points = 5)</p>	

**THHI – 2023 UNIVERSAL RFP – CONSUMER ADVISORY COMMITTEE SCORING CRITERIA**  
**Inclusion of Persons With Lived Experience**

Scoring Factor	Scoring Description/Notes	Points Available	Points Given
<p style="text-align: center;"><b>2. Persons with Lived Experience</b></p>	<p><b>Describe</b> how your organization incorporates the inclusion of input and experience of Persons with Lived Experience in your organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided</p>	<p>Detailed information <b>describing</b> the inclusion of Persons with Lived Experience in the organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided = 2 pts.</p> <p>Adequate information <b>describing</b> the inclusion of Persons with Lived Experience in the organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided = 1 pt.</p> <p>Minimum or no <b>description</b> of the inclusion of Persons with Lived Experience in the organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided = 0 pts</p>	
<p style="text-align: center;"><b>3. Persons with Lived Experience</b></p>	<p><b>Demonstrate</b> how your organization incorporates the inclusion of input and experience of Persons with Lived Experience in your organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided</p>	<p>Detailed information <b>demonstrating</b> the inclusion of Persons with Lived Experience in the organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided = 2 pts.</p> <p>Adequate information <b>demonstrating</b> the inclusion of Persons with Lived Experience in the organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided = 1 pt.</p> <p>Minimum or no information <b>demonstrating</b> the inclusion of Persons with Lived Experience in the organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided = 0 pts</p>	

Maximum Points Possible: 9

Total Points Awarded: \_\_\_\_\_

Reviewer's Name: \_\_\_\_\_ Reviewer's Signature: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_

Project / Applicant Name: \_\_\_\_\_



**THHI – 2023 UNIVERSAL RFP – CONSUMER ADVISORY COMMITTEE SCORING CRITERIA  
Inclusion of Persons With Lived Experience**

**Reviewer’s Overall Observations/Concerns:**

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

**Pages 2 - 10: FY2023 HUD CoC Program - Renewal Project Scoring Sheet and Lived Experience Scoring**

**Pages 10 - 23: FY2023 Universal RFP - NEW Project Scoring Sheet and Lived Experience Scoring**

Total Score	Timestamp	Email Address	Project Name:	Project Type:	Enter Start Date for Program Date Range:	Enter End Date for Program Date Range:	Last day of your most recently ended grant term.	Enter "Average length of time to housing" from the "Total" column in Section 22c.	Score: Enter "Average length of time to housing" from the "Total" column in Section 22c.	Divide the " For PSH & RRH – the total persons served who moved into housing" number by the "Total" persons in section 7a. Enter percentage as a number (i.e. "50%" should be entered as 50).	Score: Divide the " For PSH & RRH – the total persons served who moved into housing" number by the "Total" persons in section 7a.	Enter "Percentage" from the Total column in the last row of Q23c. Enter percentage as a number (i.e. "50%" should be entered as 50).
100.5	9/5/2023 13:51:37	sjones@ccd	TRA Collaborative	Permanent	10/1/2021	9/30/2022	9/30/2022	1	3	98	10	100
99.5	9/5/2023 15:02:47	marsha.kan	TRA Collaborative	Permanent	10/1/2021	9/30/2022	9/30/2022	1	3	98	10	100
87	9/5/2023 13:58:31	cdonaldson	TRA Collaborative	Rapid Reho	10/1/2021	9/30/2022	9/30/2022	1	3	50	0	100
<b>134</b>	<b>Total Available Points</b>								3		10	
103.5	<b>THHI Validation</b>		TRA Collaborative	Permanent	10/1/2021	9/30/2022	9/30/2022	1	3	98	10	100
	Miss points								0		0	







Enter "Total number of persons served" from 5a.☐	Calc: CH Served	Score: CH Served	Enter "Number of veterans" from 5a.☐	Enter "Number of adults (age 18 or over)" from 5a.☐	Cal. Veterans Served	Score: Veterans Served	Enter "Number of youth under age 25" from 5a.☐	Calc. Youth served	Score: Youth Served	Enter "Number of parenting youth under age 25 with children" from 5a.☐	CALC: PY	Score: PY	Enter Total "Yes" from 14b.☐	Enter "Number of adult heads of household" from Q5a.☐
51	0.51	1	1	42	0.02	0	1	0.02	0	0	0	0	1	37
51	0.51	1	1	42	0.02	0	1	0.02	0	0	0	0	13	37
51	0.51	1	1	42	0.02	0	1	0.02	0	0	0	0	1	37
		1				1			1			1		
51	0.51	1	1	42	0.02	0	1	0.02	0	0	0	0	1	37
		0				1			1			1		

Cal: DV	Score: DV	Enter "Number of child and unknown-age heads of household" from Q5a.	Enter "Number of Adults at Start" With no Income from Section 18.	Calc: No Income	Score: No Income	Enter "Total Persons" with "2 Conditions" from Q13a2.	Enter "Total Persons" with "3+ Conditions" from Q13a2.	Enter the total number of persons as counted in Q13a2.	Calc: multiple conditions	Score: multiple conditions	Section 6a: Give 0.5 points for each error of less than 10% in 6a (excluding name, SSN and overall score)	Section 6B: Give 0.5 points for each error of less than 10% in 6b	Section 6c: Give 0.5 points for each error of less than 10% in 6c.	Section 6D: Enter "% of records unable to calculate" from the "Total" Row from 6d.
0.03	0	0	18	0.49	0	4	9	51	0.25	0	2.5	2.5	0	0
0.35	0.5	0	18	0.49	0	4	9	51	0.25	0	2	2.5	2	0
0.03	0	0	18	0.49	0	4	9	51	0.25	0	2	2.5	2	0
	1				2.5					2.5	2	2.5	2	1.5
0.03	0	0	18	0.49	0	4	9	51	0.25	0	2	2.5	2	1.5
	1				2.5					2.5	0	0	0	0





Did the project upload their APR into SAGE on or before the submission deadline?	Did the project have the match required per CoC regulations (at least 25% or 0.25:1)?	CoC Active Member - Applicant is an "Active" Member of the CoC, as evidenced by attending at least 80% of CoC monthly meetings held in the past 12 months AND attending at least 80% of a CoC Committee meeting in the past 12 months (or THHI Board Member)	CoC Leadership Applicant agency has a leadership role in the CoC as evidence by at least 1 of the agency's paid staff serving as chair or Co- Chair of a CoC Committee ; or on THHI's Board of Directors?	CoC Committee - Applicant has at least 1 staff member attending 50% of at least 1 of the CoC Committees
1	1	2	1	1
1	0	2	1	1
1	1	2	1	1
1	2	2	1	1
1	1	2	1	1
0	1	0	0	0

Timestamp	Email Address	Agency Name	Agency Project	Total Score	Give 1 point for each of ways noted above regarding how the agency describes/demonstrates utilizing for inclusion of Persons with Lived Experience in their structure, decision making and quality improvement efforts.	Feedback for this question (if any):	Describe how your organization incorporates the inclusion of input and experience of Persons with Lived Experience in your organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided.	Feedback for this question (if any):	Demonstrate how your organization incorporates the inclusion of input and experience of Persons with Lived Experience in your organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided	Feedback for this question (if any):	
9/1/2023 16:52:24	rossde@hillsboroughcounty.org	THA	THA - People with Lived Experience	5	3		1		1		
9/4/2023 19:24:34	mdecampos@thespring.org	THA	THA - People with Lived Experience	7	3	1 point for satisfaction surveys, 1 point for emphasis on hiring Persons with Lived Experience, 1 point for Board representation (two points not awarded for lack of information regarding peer mentors and consumer advisory board)	2		2	Full points awarded for the use of measurable demonstrations that impact decision making, QI within the FSS program and results from satisfaction/feedback survey, employment opportunities, and Board participation.	
				12							
				Average Score	6						

**Project Scoring Sheet - New Project - 2023 Universal RFP**

**2023 Universal RFP - Project Proposal Scoring - Non Profit Agencies**

Project Applicant: St. Vincent dePaul CARES	Select Type of Project from List: PH - PSH - Scattered Site
Name of Project: Scatter-Site PSH	If Other, enter here: Select Project Status: New Project

**PROJECT PROPOSAL SCORING**

Scoring Factor	Scoring Description/Notes	Points Available <i>Maximum Points = 89</i>	Maria	Marsha	Stephanie
<b>1. Housing First/Low Barrier Questionnaire Score</b>	Housing First/Low Barrier access to needed services is a proven best practice. If form is altered/changed/has additional information added by the Applicant, the score = "0"	0-24 Points = Enter Score From Submitted Housing First/Low Barrier Questionnaire	<b>24</b>	<b>24</b>	<b>24</b>
<b>2. Project proposal describes how the project will help improve the performance of the community's overall system, fills a gap/need within our system and move the community forward in achieving HUD and CoC priorities and goals to make homelessness rare, brief and non-recurring in our CoC.</b>	Using the Project Description and all application content, the project addresses the needs of one or more of the identified priorities, goals and/or overall system performance	<p>Clearly describes how the proposed project helps move the community forward to making homelessness rare, brief and non-recurring by achieving HUD and CoC priorities and goals.= 10 pts.</p> <p>Somewhat describes how the proposed project helps move the community forward to making homelessness rare, brief and non-recurring by achieving HUD and CoC priorities and goals = 5 pts.</p> <p>Does not or vaguely describes how the proposed project helps move the community forward to making homelessness rare, brief and non-recurring by achieving HUD and CoC priorities and goals = 0 pts.</p>	<b>10</b>	<b>10</b>	<b>10</b>
<b>3. Proposed Project is <i>innovative</i>, "<u>outside the box</u>"</b>	Using the Project Description and all proposal content, the project is innovative, 'outside of the box,' and uses demonstrative effective practices and/or 'next practices'	<p>Clearly and in detail described an innovative project utilizing proven and effective practices = 5 pts.</p> <p>Touches on some innovative ideas and effective practices, but lacks detail = 2.5 pts.</p> <p>Not innovative and/or does not utilize proven effective practices = 0 pts.</p>	<b>5</b>	<b>5</b>	<b>5</b>

<p><b>4. Project Description – Overview:</b> Describes the overall scope of the project including the clients to be served, which services will be provided and how they will be provided, and process for quickly assisting clients into permanent housing</p>		<p>Clearly and in detail describes the overall scope of the project including the clients to be served, which services will be provided and how they will be provided, and process for quickly assisting clients into permanent housing = 5 pts.</p> <p>Describes, but lacks important details, the overall scope of the project including the clients to be served, which services will be provided and how they will be provided, and process for quickly assisting clients into permanent housing = 3 pts.</p> <p>Vaguely or inadequately describes, the overall scope of the project including the clients to be served, which services will be provided and how they will be provided, and process for quickly assisting clients into permanent housing = 0 pts.</p>	5	5	5
<p><b>5. Project Description – Client Demographics/Target Populations:</b> Describes the project’s proposed populations to be served, including identifying targets, and information demonstrating an understanding of the needs of the clients they propose to serve.</p>	<p>Target = serve at least 75 percent of the household type / sub-populations they indicate are the project’s “target”</p>	<p>Clearly defines the target demographics of the individuals/households to be served with details that demonstrates an understanding of the needs of those they propose to serve = 3 pts</p> <p>Adequately defines the target demographic, but lacks some detail to demonstrate a full understanding of the needs of those they propose to serve = 1 pt.</p> <p>Vaguely defines the target demographic, does not demonstrate an understanding of the needs of those they propose to serve = 0 pts</p>	3	3	3

<p><b>6. Project Description – Project Performance Outcomes:</b> Outcomes are the primary way for projects to demonstrate effectiveness and impact in effectible ending homelessness.</p>	<p>Outcomes based on client accomplishments; not on the number of services/activities provided; demonstrate a positive impact on overall system performance.</p> <ul style="list-style-type: none"> <li>· <i>Percent of participants/households that will exit to a permanent housing situation (80%)</i></li> <li>· <i>Average Length of time from project enrollment to permanent housing placement (60 days or less)</i></li> <li>· <i>Percent of adult participants that have increased Earned Income from entry to exit, or entry to end of grant term (10%)</i></li> <li>· <i>Percent of adult participants that have Increased Total Income from entry to exit, or entry to end of grant term (25%)</i></li> </ul>	<p>Outcomes are concise, identified and measurable outcomes that can positively impact overall system performance and are not based on number of activities/services = 5 pts</p> <p>Outcomes are adequate, but not concise, included some that are based on number of activities/services, and adequately shows positive impact on overall system performance = 3 pts</p> <p>Outcomes are all based on number of services/activities provided, outcomes are vague, and/or do not demonstrate a positive impact on overall system performance = 0 pts</p>	5	5	5
<p><b>7. Budget</b></p>	<p>The Budget Summary and Detailed Narrative describes/explains the Project’s funding request including costs in appropriate eligible categories, quantity and description details are thorough, and project is feasible.</p>	<p>Budget Information is detailed, clear and complete; aligns with the project descriptions, presents a feasible project = 5 pts.</p> <p>Budget Information adequately provides necessary information for eligible costs, adequately aligns with the project descriptions, adequately presents a feasible project = 2.5 pts.</p> <p>Budget information includes ineligible costs, vague details, missing key information to support project description and/or does not present a feasible project = 0 pts.</p>	5	5	5
<p><b>8. Match Commitment</b></p>	<p>All funding sources require some percentage of match, therefore applicant needs to have both an understanding of match and the ability to provide required match</p>	<p>Detailed, clear and complete indicating the applicant understands match and will be able to provide required project match = 3 pts.</p> <p>Demonstrates a basic understanding of match, however the applicant’s may have difficulty providing necessary match = 1.5 pts.</p> <p>Vague, missing key information and/or does not demonstrate an understanding of match and/or the ability to provide required project match = 0 pts.</p>	3	3	3

<p><b>9.Organization’s Capacity and Experience:</b> History of addressing the needs of and providing services to low income households who are homeless, formerly homeless or at risk of becoming homeless.</p>	<p>Extensive or high history/experience is defined as 8+ years</p> <p>Some History/experience is defined as 4 to 7 years</p> <p>Minimum or No History/Experience is defined as less than 3 years</p>	<p>Extensive history in addressing the needs of and providing services to low income households who are homeless, formerly homeless or at risk of becoming homeless = 2 pts.</p> <p>Some history in addressing the needs of and providing services to low income households who are homeless, formerly homeless or at risk of becoming homeless = 1 pt.</p> <p>Minimum history in addressing the needs of and providing services to low income households who are homeless, formerly homeless or at risk of becoming homeless = 0.5 pts.</p>	<p>2</p>	<p>2</p>	<p>2</p>
<p><b>10. Organization’s Capacity and Experience:</b> Experience of operating at least similar projects, including performance outcome data from similar programs operated by the organization that shows the effects of the services provided</p> <p><b>(Capacity may be demonstrated through the organization itself or through formal partnership with established provider)</b></p>	<p>Extensive or high history/experience is defined as 8+ years</p> <p>Some History/experience is defined as 4 to 7 years</p> <p>Minimum or No History/Experience is defined as less than 3 years</p>	<p>Extensive experience with operating similar projects, with documented data performance outcomes to substantiate high performance positive outcomes = 2 pts.</p> <p>Some experience with operating similar projects with documented data performance outcomes, however outcomes are below average = 1 pt.</p> <p>Minimum little experience in operating similar projects and/or does not have data documenting positive outcomes and/or data outcomes indicate poor performance = 0.5 pts.</p>	<p>2</p>	<p>2</p>	<p>2</p>



<p><b>11. Organization’s Capacity and Experience:</b> Federal, state, and/or local government grant experience and capacity of the organization and each person responsible for grant administration including program regulations and requirements, financial processing and billing, and data accuracy and reporting.</p> <p><b>(Capacity may be demonstrated through the organization itself or through formal partnership with established provider)</b></p>	<p>Extensive or high history/experience is defined as 8+ years</p> <p>Some History/experience is defined as 4 to 7 years</p> <p>Minimum or No History/Experience is defined as less than 3 years</p>	<p>Extensive experience with government grants with high staff experience in project administration and compliance requirements = 2 pts.</p> <p>Some experience with government grants with some staff experience in project administration and compliance requirements = 1 pt.</p> <p>Minimum or no experience with government grants and staff has minimum/no experience in project administration and compliance requirements = 0 pts.</p>	<p><b>2</b></p>	<p><b>2</b></p>	<p><b>2</b></p>
<p><b>12. Persons with Lived Experience</b></p>	<p>Describe AND demonstrate how your organization incorporates the inclusion of input and experience of Persons with Lived Experience in your organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided. Narrative should include information beyond “our policy is.”</p>	<p>Detailed information of inclusion of person’s with Lived Experience in the organization’s structure, decision making and quality improvement efforts = 2 pts.</p> <p>Adequate information of inclusion of person’s with Lived Experience in the organization’s structure, decision making and quality improvement efforts = 1 pt.</p> <p>Minimum information or no inclusion of person’s with Lived Experience in the organization’s structure, decision making and quality improvement efforts = 0 pts</p>	<p><b>2</b></p>	<p><b>2</b></p>	<p><b>2</b></p>

<p><b>13. Improving Assistance to LGBTQ+ Individuals Narrative</b></p>	<p>Describe how your agency/project helps address the needs of LGBTQ+, transgender, gender non-conforming, and non-binary individuals and families including privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects.</p>	<p>Detailed information of how project addresses the needs of LGBTQ+ households including privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects = 2 pts.</p> <p>Adequate information of how project addresses the needs of LGBTQ+ households including privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects = 1 pt.</p> <p>Minimum information or no information on how project addresses the needs of LGBTQ+ households including privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects = 0 pts</p>	<p>2</p>	<p>2</p>	<p>2</p>
<p><b>14. Racial Equity Narrative</b></p>	<p>Describe on how agency reviews and evaluates / will review and evaluate for racial equity and utilizes information to move project towards full racial equity.</p>	<p>Detailed information on how agency reviews and evaluates / will review and evaluate for racial equity and utilizes information to move project towards full racial equity = 2 pts.</p> <p>Adequate information on how agency reviews and evaluates / will review and evaluate for racial equity and utilizes information to move project towards full racial equity = 1 pt.</p> <p>Minimum information or no information on how agency reviews and evaluates / will review and evaluate for racial equity and utilizes information to move project towards full racial equity = 0 pts</p>	<p>2</p>	<p>2</p>	<p>2</p>
<p><b>15. Agency Compliance</b> <i>(THHI Finance Staff will review submitted Audit and provide data/info for this scoring criteria)</i></p>	<p>Using the provided Financial Audit including Supplementary Information and Other Reports and The Management Letter</p>	<p>No deficiencies = 2 pts.</p> <p>Technical/Corrected = 1.5 pts.</p> <p>1 unresolved finding = 1 pt.</p> <p>2+ unresolved findings = 0 pt.</p>	<p>2</p>	<p>2</p>	<p>2</p>

<p><b>16. Cost Allocation Plan</b></p>	<p>Applicant will be asked to utilize cost allocation in relation to items such as building usage, admin expenses</p>	<p>Clearly indicates and details how the applicant will allocate costs between other projects within their organization that share costs = 2 pts.</p> <p>Indicates how the applicant will allocate costs between other projects within their organization that share costs, but lack sufficient detail = 1 pts.</p> <p>Does not clearly indicates how the applicant will allocate costs between other projects within their organization that share costs and/or indicates the use of an indirect rate = 0 pts</p>	<p>2</p>	<p>2</p>	<p>2</p>
<p><b>17. Financial Health and Capacity</b></p>	<p>Utilizing the Budget Narrative, Organizational Capacity, Organization Budget, submitted IRS 990 and/or Audit material, to demonstrate adequate financial health, processes and/or cash flow to continue operations while reimbursement is processed</p>	<p>Applicant has strong financial health = 2 pts.</p> <p>Applicant has adequate financial health = 1 pts.</p> <p>Applicant does not have adequate financial health = 0 pts.</p>	<p>2</p>	<p>2</p>	<p>2</p>
<p><b>18. Overall proposal Presentation</b></p>	<p>The overall presentation of the proposal – formatting, content, flow of narratives, adherence to RFP instructions – demonstrates attention to detail and quality</p>	<p>Presented in a detailed, concise organized manner that was easy to understand and review = 1 pt.</p> <p>Lacked attention to detail and overall organization of information making it difficult for the reviewer(s) to locate information needed to complete scoring = 0 pts.</p>	<p>1</p>	<p>1</p>	<p>1</p>
<p><b>19. Applicant is an “Active” Member of the Continuum of Care as defined in the Tampa/Hillsborough County CoC Governance Charter by attending at least 80% of CoC monthly meetings held in the past 12 months <u>AND</u> attending at least 80% of a CoC Committee meeting in the past 12 months (or THHI Board Member)</b></p>	<p>THHI will provide a List of “Active members” based on attendance records at the CoC monthly meetings and CoC Committees for the past 12 months (April 2022 – March 2023)</p>	<p>Yes = 2 pt.</p> <p>No = 0 pt.</p>	<p>2</p>	<p>2</p>	<p>2</p>
<p><b>20. Applicant has at least 1 staff member <u>regularly participating (at least 50% attendance)</u> on a CoC Committee</b></p>	<p>THHI will provide CoC Committee Attendance tracking for the past 12 months (April 2022 – March 2023)</p>	<p>Yes = 1 pt.</p> <p>No = 0 pt.</p>	<p>1</p>	<p>1</p>	<p>1</p>

<p><b>21. Applicant agency has a leadership role in the CoC as evidence by at least 1 of the agency's paid staff serving as chair or co-chair of a CoC Committee; or on THHI's Board of Directors</b></p>	<p>THHI will provide a list of all CoC Committee Chairs and Co-Chairs with their corresponding agency for the past 12 months (April 2022 – March 2023)</p>	<p>Applicant Staff Member Chairs or Co-Chairs a Committee = 1 pt. Applicant Staff member does NOT Chair or Co-Chair a committee = 0 pts.</p>	<p><b>1</b></p>	<p><b>1</b></p>	<p><b>1</b></p>
<p><b>22. Applicant's HMIS participation</b></p> <p><i>THHI staff will provide list of agency's actively entering data .</i></p>	<p>Applicant agency actively enters data into HMIS as defined as having entered data within the past 90 days (From release of RFP inclusive of any/all of applicants projects using HMIS)</p> <p><b><i>DV providers prohibited from entering into HMIS will receive maximum points</i></b></p>	<p>Applicant actively enters data in HMIS = 1 pts. Applicant is an HMIS partner agency but is not actively entering data = 0.5 pt. Applicant is a non-DV provider and is not a current HMIS partner = 0 pts.</p>	<p><b>1</b></p>	<p><b>1</b></p>	<p><b>1</b></p>
<p><b>23. Applicant's Overall HMIS Data Completeness (Quality)</b></p> <p><i>THHI staff will provide Data Completeness Results to the scorers. The time frame for Reports will be 10/1/2021 – 9/30/2022</i></p>	<p>All HMIS projects are required to maintain satisfactory completeness (quality). If the applicant has current HMIS projects, all current projects will be used to determine the Agency's overall data completeness (quality).</p> <p><b><i>DV providers</i></b> that receive HUD funding are required to have a comparable database into which data is entered shall submit a database generated Data Quality Report as part of their project proposal. The report must be from 10/1/2021 – 9/30/2022 and include all projects within the database.</p> <p>If unable to provide data quality report from a comparable database, provide a narrative explaining the reason for not being able to provide report.</p>	<p>Number of Categories (excluding 2a. Name, SSN and total score) with greater than 10% error rate:</p> <p>1-2 = 2 pts. 3-4 = 1 pt. 5+ = 0 pts.</p> <p>Applicant is a non-DV provider and does not have a currently operating project that are entering data into HMIS = 0 points</p> <p><b><u>DV Providers</u></b></p> <p>Applicant is a DV provider and provided a data quality report generated from their comparable data base – 2 pts.</p> <p>Applicant is a DV provider and provided a narrative with reason why they cannot generate a data quality report from their comparable database – 1 pts.</p> <p>Applicant is a DV provider and does not utilize a comparable data base – 0 pts.</p>	<p><b>0</b></p>	<p><b>0</b></p>	<p><b>0</b></p>

<b>24. Employee Equity Analysis</b>	HUD and other funders have stated that organization's staffing and services should be reflective of the demographics of the community and/or households being service as a partial solution to addressing equity disparities within homeless response systems.	Using the Applicant's Completed Gender, Race and Ethnicity Analysis Form:  1 point for every racial/ethnic category within every agency department listed based on the population demographics calculated using the latest available U.S. Census data.  18 = 3 pts. 12-17 = 2 pts. 6-11 = 1 pts. 0-5 = 0 pts.	<b>1</b>	<b>1</b>	<b>1</b>
<b>25. Reviewer Notes</b>	N/A	N/A			
<b>TOTAL SCORE:</b> (max = 89)			<b>85</b>	<b>85</b>	<b>85</b>

By typing my name here, I certify my scores and total score:

<b>NAME</b>	Maria Jimenez	Marsha Kanady	Stephanie Carr
<b>DATE</b>	05/19/2023	5/19/2023	05/19/2023

**2023 Universal RFP - Consumer Advisory Comm. Scoring - Non Profit Agencies**

Project Applicant: SVDP	Select Type of Project from List: PH - PSH - Scattered Site If Other, enter here:
Name of Project: SVDP PSH Scattered Site	Select Project Status: New Project

**PROJECT PROPOSAL SCORING**

Scoring Factor	Scoring Description/Notes	Points Available <i>Maximum Points = 9</i>	Edwina	Melanie
<b>1. Persons with Lived Experience</b>	<ul style="list-style-type: none"> <li>• Representation on the organizations Board of Director's or other decision-making board</li> <li>• Client / Consumer Advisory Board</li> <li>• Emphasis on hiring Persons with Lived Experience</li> <li>• Use of Peer Mentors that provide feedback</li> <li>• Satisfaction surveys / comment cards</li> </ul>	<p>Give 1 point for each of ways (listed in Scoring Description/Notes column) the agency describes/demonstrates utilizing for inclusion of Persons with Lived Experience in their structure, decision making and quality improvement efforts.</p> <p align="center">(Max points = 5)</p>	<b>4</b>	<b>4</b>
<b>2. Persons with Lived Experience</b>	<p><b>Describe</b> how your organization incorporates the inclusion of input and experience of Persons with Lived Experience in your organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided</p>	<p>Detailed information <b>describing</b> the inclusion of Persons with Lived Experience in the organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided = 2 pts.</p> <p>Adequate information <b>describing</b> the inclusion of Persons with Lived Experience in the organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided = 1 pt.</p> <p>Minimum or no <b>description</b> of the inclusion of Persons with Lived Experience in the organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided = 0 pts</p>	<b>2</b>	<b>2</b>

<p><b>3. Persons with Lived Experience</b></p>	<p><b>Demonstrate</b> how your organization incorporates the inclusion of input and experience of Persons with Lived Experience in your organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided</p>	<p>Detailed information <b>describing</b> the inclusion of Persons with Lived Experience in the organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided = 2 pts.</p> <p>Adequate information <b>describing</b> the inclusion of Persons with Lived Experience in the organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided = 1 pt.</p> <p>Minimum or no <b>description</b> of the inclusion of Persons with Lived Experience in the organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided = 0 pts</p>	<p><b>2</b></p>	<p><b>2</b></p>
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25. Reviewer Notes	N/A	N/A	No evidence of living experience on the Board of Directors. Other than that a very well written synopsis.	No evidence of Consumer Advisory Board, but a point was provided for the Special Works Board as it includes high level decision making. Clear and detailed responses with examples for demonstration were provided for each section clearly outlining how the organization incorporates persons with lived experience within the organization structure, decision making, programs provided, QI, etc.
<b>TOTAL SCORE:</b> (max = 9)			<b>8</b>	<b>8</b>

By typing my name here, I certify my scores and total score:

<b>NAME</b> Edwina Reddick	Melanie De Campos
<b>DATE</b> 05/30/2023	5/31/23



## Attachment 1E-5 – Public Posting–Notification of Projects Rejected-Reduced

1) On Wednesday, September 13, 2023, the CoC posted the Notice to Project Applicants – Project Inclusion/ Exclusion List with Project Scores and Project Priority Listing Placement to THHI’s website (THHI.org) and sent via email to all project applicants.

This following evidence includes:

- Website Posting – 9/13/2023
- Email to All Project Applicants – sent 9/13/2023
- The FY23 Notice to Project Applicants - Project Inclusion/Exclusion List with Project Scores and Project Priority Listing Placement - This notice states:
  - a. The projects to be included and at what amounts
  - b. Each project’s score
  - c. No project was rejected or reduced by the CoC.

813-223-6115 | [info@thhi.org](mailto:info@thhi.org)[DONATE](#)

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# HUD CONTINUUM OF CARE (CoC) PROGRAM COMPETITION

## ANNUAL HUD COC GRANT PROCESS AND APPLICATION:

THHI, as the lead agency and collaborative applicant for the Tampa/Hillsborough County CoC, is responsible for the coordination, completion, and submission of this annual grant in conjunction with all renewal and new project (if applicable) partners.

THHI's 2023 Universal Request For Proposals (RFP) – FY 2023 HUD Continuum of Care Program Competition NOFO – Addendum #1 – Tampa/Hillsborough County CoC's New/Renewal Application Process:

Today, Monday, July 24, 2023, the Tampa Hillsborough Homeless Initiative (THHI), as the lead agency and HUD Collaborative Applicant, is releasing the FY 2023 – HUD-CoC Program Competition Tampa/Hillsborough County CoC's New/Renewal Application Process.

Please carefully review the **UPDATE** to the [FY2023 - HUD-CoC Program Competition - New and Renewal Application Process Instructions](#) below for all critical dates and requirements for all New and Renewal Projects for the FY 2023 HUD CoC Program Competition.

**UPDATE:** [FY2023 - HUD CoC Program - Instructions Update - Estimated Funding Available and Critical Dates](#)

A **RECOMMENDED TECHNICAL ASSISTANCE** Workshop for all HUD-CoC Program Project Applicants (new and renewal) will be held on **Tuesday, August 1, 2023, at 1:00 PM via Zoom**. The Zoom information can be found in the [FY2023- HUD-CoC Program Competition - New and Renewal Application Process Instructions document](#).

*Please note that direct grantees, as well as sub-recipients of CoC Program-Funded Renewal Programs, are required to attend this meeting.*

FY 2023 HUD CoC Competition Documents:

(As referenced in the FY2023- HUD-CoC Program Competition - New and Renewal Application Process Instructions document.)

- [FY 2023 HUD CoC Competition – FL-501: Renewal Project Performance Scorecard Scoring Criteria](#)
- [FY 2023 HUD CoC Competition – THHI Staff Liaisons](#)
- [FY 2023 HUD CoC Competition – Application Submission Checklist](#)
- [FY 2023 HUD CoC Competition – Housing First/Low Barrier Questionnaire](#)
- [FY 2023 HUD CoC Competition – Instructions for Finding Project's eLOCCS Information Guide](#)



- [FY 2023 HUD CoC Competition – CoC Participation – CoC Active Members, Monthly Attendance, Committee Attendance, and Leadership Role](#)
- [FY 2023 HUD CoC Competition - Diversity, Equity, and Inclusion Assessment - Instructions and Sample](#)

The following items will be provided by THHI directly to the Ranking and Review Committee members:

- [FY 2023 HUD CoC Competition – FL-501 Housing Inventory Chart \(HIC\) for Project Scoring](#)
- [FY 2023 HUD CoC Competition – “2023 NOFO - AVG VI-SPDATs Scores” Report](#)
- [FY 2023 HUD CoC Competition - SAGE APR Submission Report](#)

**FY 2023 HUD CoC Competition: [Blank] CoC Consolidated Application** – The Collaborative Applicant must provide information about the CoC planning body, governance structure, overall performance, and the strategic planning process. The [Consolidated Application](#) is scored and will determine the order in which CoCs are funded.

**FY 2023 – Notice of Inclusion/Exclusion to Project Applicants:**

The FY 2023 HUD-CoC Program Competition NOFO states that all project applicants must be notified no later than 15 days before the FY 2023 application deadline (Thursday, September 28, 2023) of whether their project application(s) “will be accepted and ranked on the CoC Priority Listing, rejected or reduced.”

The Tampa Hillsborough Homeless Initiative (THHI), as the lead agency and collaborative applicant for the Tampa/Hillsborough County CoC, hereby issues, on Wednesday, September 13, 2023, this [Notice to Project Applicants of Inclusion / Exclusion](#) for the FY 2023 HUD CoC Program Competition NOFO Application.

**FY 2023 HUD CoC Program Competition – CoC Consolidated Application Posting:**

Will be posted later in the process.

The Consolidated Application consists of 3 parts (which *will be posted later in the process*), as required by HUD's FY 2023 CoC Program Competition NOFO process:

1. CoC Application with attachments - FY 2023 - HUD CoC Program Competition – FL-501 – CoC Application
2. Project Priority Listing
3. CoC Program Project Applications

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**Previous Tampa/Hillsborough County CoC - HUD CoC Program Competitions:**

- [The Tampa/Hillsborough County CoC FY 2021 HUD-CoC Program Competition – New/Renewal Application Process and Related Documents](#)
- [The Tampa/Hillsborough County CoC FY 2020 HUD-CoC Program - Non-competitive Funding Notice \[Auto Renewals Only\]](#)
- [The Tampa/Hillsborough County CoC FY 2019 HUD-CoC Program Competition – New/Renewal Application Process and Related Documents](#)
- [The Tampa/Hillsborough County CoC FY 2018 HUD-CoC Program Competition – New/Renewal Application Process and Related Documents](#)
- [The Tampa/Hillsborough County CoC FY 2017 HUD-CoC Program Competition – New/Renewal Application Process and Related Documents](#)
- [The Tampa/Hillsborough County CoC FY 2016 HUD-CoC Program Competition – New/Renewal Application Process and Related Documents](#)



- [The Tampa / Hillsborough County CoC FY 2015 HUD-CoC Program Competition Process began on September 18, 2015, when HUD released the NOFA for FY 2015 funds](#)

## Contact

Tel: 813-223-6115

Email: [info@thhi.org](mailto:info@thhi.org)

## Tampa Hillsborough Homeless Initiative

PO Box 1110

Tampa, FL 33601-1110

[Newsletter](#)

[UNITY Private Policy](#)

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[THHI Careers](#)

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## Weikel, Lesa

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**From:** Weikel, Lesa  
**Sent:** Wednesday, September 13, 2023 4:46 PM  
**To:** Email; apereyra@actsfl.org; criviere@actsfl.org; hdavis@actsfl.org; pgilbert@actsfl.org; kfenske@actsfl.org; Dtorr@actsfl.org; mrogers@ccdosp.org; sacramonte@ccdosp.org; scain@ccdosp.org; Cklee@ccdosp.org; tcasagni@dawningfs.org; copitz@dawningfs.org; rtyson@gracepointwellness.org; swelch@gracepointwellness.org; mlelii@gracepointwellness.org; cdonaldson@gracepointwellness.org; mmurphy@thespring.org; dvento@thespring.org; scostner@thespring.org; rcontreras@thespring.org; DTaylor@thespring.org; mDeCampos@thespring.org; michael@svdp.care; edi@svdpsp.org; bridgetk@svdpsp.org; mariaoc@svdpsp.org; nicholasb@svdpsp.org; dave@svdpsp.org; margaret.jones@thafl.com  
**Cc:** Hayes Triplett, Antoinette; Byrd, Antonio; Santiago, Sergio; Donovan, Erin; Dobin, Elizabet (Liz); De Coteau, Taryn; Le, Hang (Lynda); Lane, Delnita; James, Cathy  
**Subject:** FY23 HUD CoC Notice to Applicants - Project Inclusion Exclusions with Project Scores  
**Attachments:** FL-501-FY23-HUD CoC Program Competition - Notice of Inclusion-Exclusion with Tiers-Final.pdf  
**Importance:** High

Thank you for completing and submitting a new and/or renewal project(s) for the FY23 HUD CoC Program Competition.

The FY23 HUD CoC Program Competition NOFO states that all project applicants must be notified, no later than 15 days (September 13, 2023) before the FY23 application deadline (*September 28, 2023*), of whether their project application(s) “will be accepted and ranked on the CoC Priority Listing, rejected or reduced.”

The Tampa Hillsborough Homeless Initiative (THHI), as the lead agency and collaborative applicant for the Tampa/Hillsborough County CoC, hereby issues, on September 13, 2023, the attached ***Notice to Project Applicants – FY23 Project Inclusion/Exclusion List with Project Scores and Project Priority Listing Placement with Tiers.***

This notice is also posted on THHI’s website at <https://www.thhi.org/coc-competition>.

***Respectfully,***

**Lesa Weikel**  
**Senior Contract Manager**  
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**Twitter:** <https://www.twitter.com/THHlorg>

**FL-501 - FY23 HUD CoC Program Competition - Notice to Project Applicants**  
**Project Inclusion / Exclusion List with Project Scores and Project Priority Listing Placement**

The Tampa Hillsborough Homeless Initiative (THHI), as the lead agency and collaborative applicant for the Tampa/Hillsborough County CoC, hereby issues, on September 13, 2023, the Notice to Project Applicants of Inclusion / Exclusion for the FY23 HUD CoC Program Competition NOFO Application.

**Inclusions (Accepted and Will Be Ranked):** The projects listed below will be included in the FL-501 FY23 HUD-CoC Program Competition Application at the amounts indicated in the "Amount Requested" column and represents all of the projects submitted to the CoC and all projects will be listed on the FY23 Application's Project Priority Listing in the order listed below based on the CoC's Project Ranking Determination process. Included are the Renewal Project Scorecard and Consumer Advisory Committee Scores for each of the scored Renewal Projects.

**Exclusions (Rejected):** No eligible project submitted to the CoC is being excluded from the FL-501 FY23 HUD-CoC Program Competition Application.

**Application Amounts - Requested vs. Included (Reduced or Increased):** The Amounts listed in "The Amount Requested" column match the amount the project requested and will be the amount included in the application.

**Project Ranking Determination**

**1 - Critical CoC System Components - Homeless Management Information System (HMIS) and Coordinated Entry (CE) Renewal Projects.**

**2 - Renewal Projects - Renewal Projects will be ranked by project type and Project Performance Score - PSH Projects will be first and ranked based on Project Performance Scores followed by RRH project ranked by Project Performance Scores. Non-scored renewal project placed in last full tier 1 funded position. The Spring renewal was not scored as they did not have a full year during the scored performance period.**

**3 - New Projects - New projects, including expansion projects, created through the CoC-Bonus or DV Bonus money will be placed at the bottom of the ranking.**

Agency / Project Name	New or Renewal	Project Type*	**Project Performance Score (Max = 134)	Consumer Advisory Score (Max = 9)	Total Project Score (Max = 143)	Amount Requested	Cumulative Total	Tier
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<b>Total Tier 1 + Tier 2</b>	<b>\$ 8,444,552</b>
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<b>Planning Grant (excluded from ranking)</b>	<b>\$ 530,233</b>
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## **Attachment 1E-5a – Public Posting–Notification of Projects Accepted**

**1) On Wednesday, September 13, 2023, the CoC posted the Notice to Project Applicants – Project Inclusion/ Exclusion List with Project Scores and Project Priority Listing Placement to THHI’s website (THHI.org) and sent via email to all project applicants.**

**This following evidence includes:**

- **Website Posting – 9/13/2023**
- **Email to All Project Applicants – sent 9/13/2023**
- **The FY23 Notice to Project Applicants - Project Inclusion/Exclusion List with Project Scores and Project Priority Listing Placement - This notice states:**
  - a. **The projects to be included and at what amounts**
  - b. **Each project’s score**
  - c. **No project was rejected or reduced by the CoC.**

813-223-6115 | [info@thhi.org](mailto:info@thhi.org)[DONATE](#)

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# HUD CONTINUUM OF CARE (CoC) PROGRAM COMPETITION

## ANNUAL HUD COC GRANT PROCESS AND APPLICATION:

THHI, as the lead agency and collaborative applicant for the Tampa/Hillsborough County CoC, is responsible for the coordination, completion, and submission of this annual grant in conjunction with all renewal and new project (if applicable) partners.

THHI's 2023 Universal Request For Proposals (RFP) – FY 2023 HUD Continuum of Care Program Competition NOFO – Addendum #1 – Tampa/Hillsborough County CoC's New/Renewal Application Process:

Today, Monday, July 24, 2023, the Tampa Hillsborough Homeless Initiative (THHI), as the lead agency and HUD Collaborative Applicant, is releasing the FY 2023 – HUD-CoC Program Competition Tampa/Hillsborough County CoC's New/Renewal Application Process.

Please carefully review the **UPDATE** to the [FY2023 - HUD-CoC Program Competition - New and Renewal Application Process Instructions](#) below for all critical dates and requirements for all New and Renewal Projects for the FY 2023 HUD CoC Program Competition.

**UPDATE:** [FY2023 - HUD CoC Program - Instructions Update - Estimated Funding Available and Critical Dates](#)

A **RECOMMENDED TECHNICAL ASSISTANCE** Workshop for all HUD-CoC Program Project Applicants (new and renewal) will be held on **Tuesday, August 1, 2023, at 1:00 PM via Zoom**. The Zoom information can be found in the [FY2023- HUD-CoC Program Competition - New and Renewal Application Process Instructions document](#).

*Please note that direct grantees, as well as sub-recipients of CoC Program-Funded Renewal Programs, are required to attend this meeting.*

FY 2023 HUD CoC Competition Documents:

(As referenced in the FY2023- HUD-CoC Program Competition - New and Renewal Application Process Instructions document.)

- [FY 2023 HUD CoC Competition – FL-501: Renewal Project Performance Scorecard Scoring Criteria](#)
- [FY 2023 HUD CoC Competition – THHI Staff Liaisons](#)
- [FY 2023 HUD CoC Competition – Application Submission Checklist](#)
- [FY 2023 HUD CoC Competition – Housing First/Low Barrier Questionnaire](#)
- [FY 2023 HUD CoC Competition – Instructions for Finding Project's eLOCCS Information Guide](#)





- [FY 2023 HUD CoC Competition – CoC Participation – CoC Active Members, Monthly Attendance, Committee Attendance, and Leadership Role](#)
- [FY 2023 HUD CoC Competition - Diversity, Equity, and Inclusion Assessment - Instructions and Sample](#)

The following items will be provided by THHI directly to the Ranking and Review Committee members:

- [FY 2023 HUD CoC Competition – FL-501 Housing Inventory Chart \(HIC\) for Project Scoring](#)
- [FY 2023 HUD CoC Competition – “2023 NOFO - AVG VI-SPDATs Scores” Report](#)
- [FY 2023 HUD CoC Competition - SAGE APR Submission Report](#)

**FY 2023 HUD CoC Competition: [Blank] CoC Consolidated Application** – The Collaborative Applicant must provide information about the CoC planning body, governance structure, overall performance, and the strategic planning process. The [Consolidated Application](#) is scored and will determine the order in which CoCs are funded.

**FY 2023 – Notice of Inclusion/Exclusion to Project Applicants:**

The FY 2023 HUD-CoC Program Competition NOFO states that all project applicants must be notified no later than 15 days before the FY 2023 application deadline (Thursday, September 28, 2023) of whether their project application(s) “will be accepted and ranked on the CoC Priority Listing, rejected or reduced.”

The Tampa Hillsborough Homeless Initiative (THHI), as the lead agency and collaborative applicant for the Tampa/Hillsborough County CoC, hereby issues, on Wednesday, September 13, 2023, this [Notice to Project Applicants of Inclusion / Exclusion](#) for the FY 2023 HUD CoC Program Competition NOFO Application.

**FY 2023 HUD CoC Program Competition – CoC Consolidated Application Posting:**

Will be posted later in the process.

The Consolidated Application consists of 3 parts (which *will be posted later in the process*), as required by HUD's FY 2023 CoC Program Competition NOFO process:

1. CoC Application with attachments - FY 2023 - HUD CoC Program Competition – FL-501 – CoC Application
2. Project Priority Listing
3. CoC Program Project Applications

\*\*\*\*\*

**Previous Tampa/Hillsborough County CoC - HUD CoC Program Competitions:**

- [The Tampa/Hillsborough County CoC FY 2021 HUD-CoC Program Competition – New/Renewal Application Process and Related Documents](#)
- [The Tampa/Hillsborough County CoC FY 2020 HUD-CoC Program - Non-competitive Funding Notice \[Auto Renewals Only\]](#)
- [The Tampa/Hillsborough County CoC FY 2019 HUD-CoC Program Competition – New/Renewal Application Process and Related Documents](#)
- [The Tampa/Hillsborough County CoC FY 2018 HUD-CoC Program Competition – New/Renewal Application Process and Related Documents](#)
- [The Tampa/Hillsborough County CoC FY 2017 HUD-CoC Program Competition – New/Renewal Application Process and Related Documents](#)
- [The Tampa/Hillsborough County CoC FY 2016 HUD-CoC Program Competition – New/Renewal Application Process and Related Documents](#)



- [The Tampa / Hillsborough County CoC FY 2015 HUD-CoC Program Competition Process began on September 18, 2015, when HUD released the NOFA for FY 2015 funds](#)

## Contact

Tel: 813-223-6115

Email: [info@thhi.org](mailto:info@thhi.org)

## Tampa Hillsborough Homeless Initiative

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[Newsletter](#)

[UNITY Private Policy](#)

[THHI Privacy Policy](#)

[THHI Careers](#)

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## Weikel, Lesa

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**From:** Weikel, Lesa  
**Sent:** Wednesday, September 13, 2023 4:46 PM  
**To:** Email; apereyra@actsfl.org; criviere@actsfl.org; hdavis@actsfl.org; pgilbert@actsfl.org; kfenske@actsfl.org; Dtorr@actsfl.org; mrogers@ccdosp.org; sacramonte@ccdosp.org; scain@ccdosp.org; Cklee@ccdosp.org; tcasagni@dawningfs.org; copitz@dawningfs.org; rtyson@gracepointwellness.org; swelch@gracepointwellness.org; mlelii@gracepointwellness.org; cdonaldson@gracepointwellness.org; mmurphy@thespring.org; dvento@thespring.org; scostner@thespring.org; rcontreras@thespring.org; DTaylor@thespring.org; mDeCampos@thespring.org; michael@svdp.care; edi@svdpsp.org; bridgetk@svdpsp.org; mariaoc@svdpsp.org; nicholasb@svdpsp.org; dave@svdpsp.org; margaret.jones@thafl.com  
**Cc:** Hayes Triplett, Antoinette; Byrd, Antonio; Santiago, Sergio; Donovan, Erin; Dobin, Elizabet (Liz); De Coteau, Taryn; Le, Hang (Lynda); Lane, Delnita; James, Cathy  
**Subject:** FY23 HUD CoC Notice to Applicants - Project Inclusion Exclusions with Project Scores  
**Attachments:** FL-501-FY23-HUD CoC Program Competition - Notice of Inclusion-Exclusion with Tiers-Final.pdf  
**Importance:** High

Thank you for completing and submitting a new and/or renewal project(s) for the FY23 HUD CoC Program Competition.

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This notice is also posted on THHI’s website at <https://www.thhi.org/coc-competition>.

***Respectfully,***

**Lesa Weikel**  
**Senior Contract Manager**  
Tampa Hillsborough Homeless Initiative  
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# 2023 HDX Competition Report

## PIT Count Data for FL-501 - Tampa/Hillsborough County CoC

### Total Population PIT Count Data

	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count	1452	1482	1513	2040
Emergency Shelter Total	619	713	866	846
Safe Haven Total	12	60	0	0
Transitional Housing Total	209	97	59	59
Total Sheltered Count	840	870	925	905
Total Unsheltered Count	612	612	588	1135

### Chronically Homeless PIT Counts

	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count of Chronically Homeless Persons	266	272	114	260
Sheltered Count of Chronically Homeless Persons	58	64	66	78
Unsheltered Count of Chronically Homeless Persons	208	208	48	182

# 2023 HDX Competition Report

## PIT Count Data for FL-501 - Tampa/Hillsborough County CoC

### Homeless Households with Children PIT Counts

	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count of the Number of Homeless Households with Children	119	128	151	179
Sheltered Count of Homeless Households with Children	118	127	149	132
Unsheltered Count of Homeless Households with Children	1	1	2	47

### Homeless Veteran PIT Counts

	2011 PIT	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count of the Number of Homeless Veterans	792	160	181	147	176
Sheltered Count of Homeless Veterans	97	113	134	123	116
Unsheltered Count of Homeless Veterans	695	47	47	24	60

\*For CoCs that did not conduct an unsheltered count in 2021, 2020 data were used.

# 2023 HDX Competition Report

## HIC Data for FL-501 - Tampa/Hillsborough County CoC

### HMIS Bed Coverage Rates

Project Type	Total Year-Round, Current Beds	Total Current, Year-Round, HMIS Beds	Total Year-Round, Current, Non-VSP Beds*	HMIS Bed Coverage Rate for Year-Round Beds	Total Year-Round, Current VSP Beds in an HMIS Comparable Database	Total Year-Round, Current, VSP Beds**	HMIS Comparable Bed Coverage Rate for VSP Beds	Total Current, Year-Round, HMIS Beds and VSP Beds in an HMIS Comparable Database	HMIS and Comparable Database Coverage Rate
ES Beds	960	841	853	98.59%	107	107	100.00%	948	98.75%
SH Beds	0	0	0	NA	0	0	NA	0	NA
TH Beds	75	64	75	85.33%	0	0	NA	64	85.33%
RRH Beds	666	608	608	100.00%	58	58	100.00%	666	100.00%
PSH Beds	1,425	1,421	1,425	99.72%	0	0	NA	1,421	99.72%
OPH Beds	105	22	105	20.95%	0	0	NA	22	20.95%
Total Beds	3,231	2,956	3,066	96.41%	165	165	100.00%	3,121	96.60%



2023 HDX Competition Report  
HIC Data for FL-501 - Tampa/Hillsborough County CoC

# 2023 HDX Competition Report

## HIC Data for FL-501 - Tampa/Hillsborough County CoC

**Notes**

\*For OPH Beds, this does NOT include any beds that are Current, Non-VSP, Non-HMIS, and EHV-funded.

\*\*For OPH Beds, this does NOT include any beds that are Current, VSP, Non-HMIS, and EHV-funded.

In the HIC, "Year-Round Beds" is the sum of "Beds HH w/o Children", "Beds HH w/ Children", and "Beds HH w/ only Children". This does not include Overflow ("O/V Beds") or Seasonal Beds ("Total Seasonal Beds").

In the HIC, Current beds are beds with an "Inventory Type" of "C" and not beds that are Under Development ("Inventory Type" of "U").

### PSH Beds Dedicated to Persons Experiencing Chronic Homelessness

Chronically Homeless Bed Counts	2020 HIC	2021 HIC	2022 HIC	2023 HIC
Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons identified on the HIC	293	277	308	306

### Rapid Rehousing (RRH) Units Dedicated to Persons in Household with Children

Households with Children	2020 HIC	2021 HIC	2022 HIC	2023 HIC
RRH units available to serve families on the HIC	179	208	250	135

### Rapid Rehousing Beds Dedicated to All Persons

All Household Types	2020 HIC	2021 HIC	2022 HIC	2023 HIC
RRH beds available to serve all populations on the HIC	760	879	1106	666

2023 HDX Competition Report  
HIC Data for FL-501 - Tampa/Hillsborough County CoC

# 2023 HDX Competition Report

## FY2022 - Performance Measurement Module (Sys PM)

### Summary Report for FL-501 - Tampa/Hillsborough County CoC

#### Measure 1: Length of Time Persons Remain Homeless

This measures the number of clients active in the report date range across ES, SH (Metric 1.1) and then ES, SH and TH (Metric 1.2) along with their average and median length of time homeless. This includes time homeless during the report date range as well as prior to the report start date, going back no further than October, 1, 2012.

**Metric 1.1:** Change in the average and median length of time persons are homeless in ES and SH projects.  
**Metric 1.2:** Change in the average and median length of time persons are homeless in ES, SH, and TH projects.

a. This measure is of the client's entry, exit, and bed night dates strictly as entered in the HMIS system.

	Universe (Persons)		Average LOT Homeless (bed nights)				Median LOT Homeless (bed nights)			
	Revised FY 2021	FY 2022	Submitted FY 2021	Revised FY 2021	FY 2022	Difference	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
1.1 Persons in ES and SH	3408	3513	75	74	85	11	50	48	56	8
1.2 Persons in ES, SH, and TH	3552	3604	97	85	87	2	62	51	58	7

b. This measure is based on data element 3.17.

This measure includes data from each client's Living Situation (Data Standards element 3.917) response as well as time spent in permanent housing projects between Project Start and Housing Move-In. This information is added to the client's entry date, effectively extending the client's entry date backward in time. This "adjusted entry date" is then used in the calculations just as if it were the client's actual entry date.

2023 HDX Competition Report  
**FY2022 - Performance Measurement Module (Sys PM)**

	Universe (Persons)		Average LOT Homeless (bed nights)				Median LOT Homeless (bed nights)			
	Revised FY 2021	FY 2022	Submitted FY 2021	Revised FY 2021	FY 2022	Difference	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
1.1 Persons in ES, SH, and PH (prior to "housing move in")	4209	4166	413	358	375	17	163	149	169	20
1.2 Persons in ES, SH, TH, and PH (prior to "housing move in")	4340	4253	416	367	383	16	178	157	172	15

# 2023 HDX Competition Report

## FY2022 - Performance Measurement Module (Sys PM)

### Measure 2: The Extent to which Persons who Exit Homelessness to Permanent Housing Destinations Return to Homelessness

This measures clients who exited SO, ES, TH, SH or PH to a permanent housing destination in the date range two years prior to the report date range. Of those clients, the measure reports on how many of them returned to homelessness as indicated in the HMIS for up to two years after their initial exit.

	Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior)		Returns to Homelessness in Less than 6 Months			Returns to Homelessness from 6 to 12 Months			Returns to Homelessness from 13 to 24 Months			Number of Returns in 2 Years	
	Revised FY 2021	FY 2022	Revised FY 2021	FY 2022	% of Returns	Revised FY 2021	FY 2022	% of Returns	Revised FY 2021	FY 2022	% of Returns	FY 2022	% of Returns
Exit was from SO	57	94	5	12	13%	8	3	3%	3	6	6%	21	22%
Exit was from ES	1232	984	119	71	7%	56	34	3%	84	72	7%	177	18%
Exit was from TH	183	136	12	12	9%	11	6	4%	4	13	10%	31	23%
Exit was from SH	0	0	0	0		0	0		0	0		0	
Exit was from PH	778	845	30	35	4%	24	21	2%	36	57	7%	113	13%
TOTAL Returns to Homelessness	2250	2059	166	130	6%	99	64	3%	127	148	7%	342	17%

### Measure 3: Number of Homeless Persons

#### Metric 3.1 – Change in PIT Counts

## 2023 HDX Competition Report

### FY2022 - Performance Measurement Module (Sys PM)

This measures the change in PIT counts of sheltered and unsheltered homeless person as reported on the PIT (not from HMIS).

	January 2021 PIT Count	January 2022 PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons		1513	
Emergency Shelter Total	713	866	153
Safe Haven Total	60	0	-60
Transitional Housing Total	97	59	-38
Total Sheltered Count	870	925	55
Unsheltered Count		588	

### Metric 3.2 – Change in Annual Counts

This measures the change in annual counts of sheltered homeless persons in HMIS.

	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
Universe: Unduplicated Total sheltered homeless persons	3876	3609	3656	47
Emergency Shelter Total	3687	3469	3565	96
Safe Haven Total	58	0	0	0
Transitional Housing Total	212	172	123	-49

# 2023 HDX Competition Report

## FY2022 - Performance Measurement Module (Sys PM)

### Measure 4: Employment and Income Growth for Homeless Persons in CoC Program-funded Projects

Metric 4.1 – Change in earned income for adult system stayers during the reporting period

	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
Universe: Number of adults (system stayers)	262	194	186	-8
Number of adults with increased earned income	8	7	7	0
Percentage of adults who increased earned income	3%	4%	4%	0%

Metric 4.2 – Change in non-employment cash income for adult system stayers during the reporting period

	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
Universe: Number of adults (system stayers)	262	194	186	-8
Number of adults with increased non-employment cash income	71	69	58	-11
Percentage of adults who increased non-employment cash income	27%	36%	31%	-5%

Metric 4.3 – Change in total income for adult system stayers during the reporting period

	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
Universe: Number of adults (system stayers)	262	194	186	-8
Number of adults with increased total income	74	75	64	-11
Percentage of adults who increased total income	28%	39%	34%	-5%



# 2023 HDX Competition Report

## FY2022 - Performance Measurement Module (Sys PM)

### Metric 4.4 – Change in earned income for adult system leavers

	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
Universe: Number of adults who exited (system leavers)	226	223	185	-38
Number of adults who exited with increased earned income	49	44	31	-13
Percentage of adults who increased earned income	22%	20%	17%	-3%

### Metric 4.5 – Change in non-employment cash income for adult system leavers

	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
Universe: Number of adults who exited (system leavers)	226	223	185	-38
Number of adults who exited with increased non-employment cash income	32	28	16	-12
Percentage of adults who increased non-employment cash income	14%	13%	9%	-4%

### Metric 4.6 – Change in total income for adult system leavers

	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
Universe: Number of adults who exited (system leavers)	226	223	185	-38
Number of adults who exited with increased total income	76	67	45	-22
Percentage of adults who increased total income	34%	30%	24%	-6%

# 2023 HDX Competition Report

## FY2022 - Performance Measurement Module (Sys PM)

### Measure 5: Number of persons who become homeless for the 1st time

Metric 5.1 – Change in the number of persons entering ES, SH, and TH projects with no prior enrollments in HMIS

	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.	3206	3104	3130	26
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	624	638	683	45
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time)	2582	2466	2447	-19

Metric 5.2 – Change in the number of persons entering ES, SH, TH, and PH projects with no prior enrollments in HMIS

	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	4253	4239	4098	-141
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	1124	1026	990	-36
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time.)	3129	3213	3108	-105

## 2023 HDX Competition Report

### FY2022 - Performance Measurement Module (Sys PM)

#### Measure 6: Homeless Prevention and Housing Placement of Persons defined by category 3 of HUD's Homeless Definition in CoC Program-funded Projects

This Measure is not applicable to CoCs in FY2022 (Oct 1, 2021 - Sept 30, 2022) reporting period.

#### Measure 7: Successful Placement from Street Outreach and Successful Placement in or Retention of Permanent Housing

Metric 7a.1 – Change in exits to permanent housing destinations

	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
Universe: Persons who exit Street Outreach	559	741	500	-241
Of persons above, those who exited to temporary & some institutional destinations	189	301	134	-167
Of the persons above, those who exited to permanent housing destinations	33	45	68	23
% Successful exits	40%	47%	40%	-7%

Metric 7b.1 – Change in exits to permanent housing destinations

## 2023 HDX Competition Report

### FY2022 - Performance Measurement Module (Sys PM)

	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing	3280	3074	3198	124
Of the persons above, those who exited to permanent housing destinations	1553	1493	1642	149
% Successful exits	47%	49%	51%	2%

#### Metric 7b.2 – Change in exit to or retention of permanent housing

	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
Universe: Persons in all PH projects except PH-RRH	1269	1340	1326	-14
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	1258	1295	1255	-40
% Successful exits/retention	99%	97%	95%	-2%

2023 HDX Competition Report  
**FY2022 - SysPM Data Quality**  
**FL-501 - Tampa/Hillsborough County CoC**

	All ES, SH			All TH			All PSH, OPH			All RRH			All Street Outreach		
	Submitted FY2020	Submitted FY2021	FY2022	Submitted FY2020	Submitted FY2021	FY2022	Submitted FY2020	Submitted FY2021	FY2022	Submitted FY2020	Submitted FY2021	FY2022	Submitted FY2020	Submitted FY2021	FY2022
1. Number of non-DV Beds on HIC	675	811	714	291	125	68	1606	1734	1765	735	835	1031			
2. Number of HMIS Beds	675	769	676	247	121	57	1571	1610	1632	735	835	1031			
3. HMIS Participation Rate from HIC ( % )	100.00	94.82	94.68	84.88	96.80	83.82	97.82	92.85	92.46	100.00	100.00	100.00			
4. Unduplicated Persons Served (HMIS)	3687	3469	3565	365	172	123	1798	1637	1735	1864	2437	2510	550	966	872
5. Total Leavers (HMIS)	2987	2865	2841	244	142	88	342	271	324	1024	1176	1391	478	752	508
6. Destination of Don't Know, Refused, or Missing (HMIS)	774	541	399	16	5	9	55	59	28	40	32	74	3	10	70
7. Destination Error Rate (%)	25.91	18.88	14.04	6.56	3.52	10.23	16.08	21.77	8.64	3.91	2.72	5.32	0.63	1.33	13.78

2023 HDX Competition Report  
**FY2022 - SysPM Data Quality**

# 2023 HDX Competition Report

## Submission and Count Dates for FL-501 - Tampa/Hillsborough County CoC

### Date of PIT Count

	Date	Received HUD Waiver
Date CoC Conducted 2023 PIT Count	2/23/2023	Yes

### Report Submission Date in HDX

	Submitted On	Met Deadline
2023 PIT Count Submittal Date	4/28/2023	Yes
2023 HIC Count Submittal Date	4/28/2023	Yes
2022 System PM Submittal Date	11/29/2022	Yes

## MEMORANDUM OF UNDERSTANDING

### AMENDMENT #1

**The Tampa Hillsborough Homeless Initiative (THHI) and the City of Tampa Housing Authority (THA) entered into an MOU on March 17, 2017 for Accessing Tampa Housing Authority's Housing Choice Vouchers through Chronic Preference by the HUD CoC Funded PHAME and More Heart Permanent Supportive Housing Projects**

**Amendment #1 provides for the following changes:**

- 1) Acknowledges the project name change related to the PHAME project as this project was merged into the HOME3 project during the FY 2018 CoC; and the project is now known, and has been known since September 1, 2019 as HOME3-PHAME. This project is still administered by THHI's selected subgrantee, Mental Health Care, Inc. dba as Gracepoint Wellness, under THHI as the HUD CoC Program grantee for this project; and
- 2) Allows for the change for these HCV vouchers to be used for households that meet HUD's definition of DedicatedPlus eligibility (*which includes chronically homeless persons*), at such time as this change is approved by THA's board and implemented into THA's administrative plan, and
- 3) Commits an additional 20 housing choice vouchers, for a maximum total of 60 under this MOU, as part of the Tampa Hillsborough Homeless Initiatives' FY2023 HUD CoC Program Competition New Project CoC Bonus Application for a permanent supportive housing project to be operated by the selected subgrantee, Society of St. Vincent de Paul South Pinellas, Inc. dba St. Vincent de Paul CARES (SVdP CARES), if awarded; and
- 4) Allows for THHI to update a selected subgrantee to this MOU for the More Heart, HOME3-PHAME and/or the SVDP Cares PSH projects via written notice (to include email notification) if at anytime THHI must select a new subgrantee for the project.

This MOU, inclusive of Amendment #1, shall be effective upon full execution, as indicated by the date signed by both entities, and shall remain in effect until such time as either party provides a written 30-day notice to the other party canceling such agreement. If this agreement is cancelled by either party, both parties agree to work jointly to ensure continuity of care for any affected households.

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This Amendment #1 to the Memorandum of Understanding is hereby agreed to by the Tampa Hillsborough Homeless Initiative, the HUD grantee (applicant) of these CoC-funded projects, and the City of Tampa Housing Authority, the designated provider of Housing Choice Vouchers in Tampa/Hillsborough County.

\_\_\_\_\_  
Antoinette D. Hayes Triplett, Chief Executive Officer  
Tampa Hillsborough Homeless Initiative, Inc.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
Jerome D. Ryans, President/CEO  
City of Tampa Housing Authority

\_\_\_\_\_  
DATE

## Memorandum of Agreement

### **Between the Tampa Hillsborough Homeless Initiative and Hillsborough County Health Care Services for the commitment and provision of in-kind match for U.S. Department of Housing and Urban Development CoC Funded Permanent Housing Programs through Hillsborough County Healthcare Plan**

It is understood that Tampa Hillsborough Homeless Initiative (THHI):

- is the Collaborative Applicant and the Lead Agency for the Tampa/Hillsborough County Continuum of Care (FL-501) (CoC).
- coordinates permanent housing opportunities through permanent supportive housing (PSH) and rapid rehousing (RRH) projects developed by the Tampa/Hillsborough County Continuum of Care (FL-501) as part of HUD's CoC Program funding.
- THHI and HUD CoC Program applicants, grantees and/or subgrantees arrange for case management and other community-based services to ensure access to the needed supports to obtain and retain housing placement; and, that care/case managers will be assisting with applications for disability income (including through SOAR), Medicaid and other community resources as appropriate, including mental health and substance abuse treatment.

It is understood that the Hillsborough County Health Care Services Department (HCS):

- offers the Hillsborough County Healthcare plan making health care services available to Hillsborough County residents with incomes at or below 175% of poverty level and below that lack other healthcare services.
- the Hillsborough County Health Care Plan offers affordable medical and dental care for those who can't afford traditional medical insurance. The plan provides primary and specialty care, outpatient treatment, and assistance with prescriptions.
- the Hillsborough County Health Care Plan is supported by sales tax revenues.

It is understood that:

- many persons being provided permanent housing assistance through HUD CoC Funded projects have little to no income and likely lack health care services.
- the value of healthcare services can be used as in kind match to support the HUD CoC Program funded permanent housing projects.

Based on the understandings above, and as verbally agreed upon since 2015, using the processes outlined in **Attachment A**, THHI and HCS formally entered into this written Memorandum of Agreement for the purposes of providing in-kind match for the HUD CoC program funded permanent housing projects in Tampa/Hillsborough County Continuum of Care (FL-501).

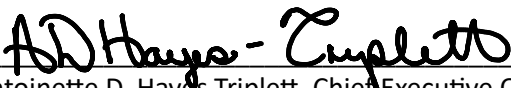
This MOU is effective at such time as fully executed by signatures below and is considered retroactively applicable beginning in 2015. This MOU shall remain in effect until such time as either party provides a written 30-day notice to the other party canceling such agreement. If this agreement is cancelled by either party, both parties agree to work jointly to ensure continuity of care for any affected households.

All notices directly related to this MOU shall be provided to the entities' contact designated below. Such notices shall be delivered either via U.S. Mail or email.

Antoinette D. Hayes-Triplett  
Chief Executive Officer  
Tampa Hillsborough Homeless Initiative  
PO Box 1110, Tampa, Florida, 33601-1110  
[TriplettA@THHI.org](mailto:TriplettA@THHI.org)

Gene E. Early, Jr.,  
Health Care Services Department Director  
Hillsborough County Health Care Services  
PO Box 1110, Tampa, Florida, 33601-1110  
[EarleyG@HillsboroughCounty.ORG](mailto:EarleyG@HillsboroughCounty.ORG)

This Memorandum of Understanding is hereby agreed to by the Tampa Hillsborough Homeless Initiative, the HUD grantee of these CoC-funded projects, and the Hillsborough County Healthcare Services Department.

  
\_\_\_\_\_  
Antoinette D. Hayes Triplett, Chief Executive Officer

26 September 2023  
DATE

  
\_\_\_\_\_  
Gene E. Early, Jr., Health Care Services Department Director

9/26/2023  
DATE

## Attachment A

### Hillsborough County Health Plan Match Commitment And Documentation Process For HUD-CoC Program Funded Projects

#### CoC Funded Permanent Housing Projects will:

- Review and discuss each household’s health care needs, as part of the project’s needs assessment.
- For households that lack healthcare resources/access, the project staff will assist household members with completing the application for Hillsborough County Healthcare Plan to include assistance with documentation required.
- CoC Funded permanent housing projects will request, through THHI, in-kind match documentation for both commitment’s issues and conditions and at the end of grant term.
- Whenever possible, these requests will be made at least 60 days in advance of date needed for submission.

#### THHI will:

- Coordinate with HCS on in-kind match requests needed from HCS to minimize the number of individual requests and to standardize the process.
- Request match commitment/match provided documentation for HUD CoC funded permanent housing projects as follows:
  - During the Annual HUD CoC Program Competition.
  - As needed to complete annual ‘issues and conditions’ as required by HUD.
  - As needed for documentation of match provided at the end of a CoC Funded project’s grant term.
- Whenever possible, these requests will be made at least 60 days in advance of date needed for submission.

#### HCS will:

- Assess and determine eligibility for Hillsborough County Health Care Plan for all HUD CoC Permanent Housing Clients that submit an application.
- Provide ‘match commitment’ letters during the annual HUD CoC Program Competition and ‘match provided’ letters as requested as the end of a HUD CoC funded permanent housing projects grant term, as outlined below.

### Process for HCHC In-Kind Match for CoC Funded Projects

#### A. HUD CoC Renewal Projects with Current Clients for Renewal Applications Match Commitment

- 1) THHI will provide, on behalf of the applicant agency (or responsible sub-recipient) a spreadsheet listing the following information for all adults currently enrolled in the project(s) to the designated contact person at HCHC.

Project Name	UNITY #	Last Name	First Name	DOB	SSN	Entry Date	Exit Date
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This list can be generated from HMIS using a variation of an Entry Exit report formatted to provide the above information to HCHC.

- 2) The list will represent clients enrolled in the project on a single selected day to demonstrate current enrollment for which match commitment is being requested.
- 3) This list will be provided in a secure manner to protect PII and PHI.
- 4) Hillsborough County Healthcare Plan staff will complete a cross reference check to determine which project clients are enrolled in the Hillsborough County Healthcare Plan and provide indication on the submitted spreadsheet, including the person’s length of enrollment in the Healthcare Plan.
- 5) Using a ‘cost per member per month’ (PMPM) rate, Hillsborough County Healthcare Plan staff will provide a single letter of match commitment with an attached spreadsheet indicating the amount of match for each project based on the number of mutually enrolled clients.

<b>Program</b>	<b># Households</b>	<b>Avg Months in Plan</b>	<b>Project # of adults on HCHCP</b>	<b>PMPM</b>	<b>Value of Health Care</b>
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- 6) Upon receipt of the match commitment letter and documentation by THHI from the Hillsborough County Healthcare Plan staff, THHI will provide an electronic copy of the documents to each project.

**B. HUD CoC New Project and Renewal Projects without Current Clients Match Commitment**

- 1) For New Projects, the PMPM rate in place at the time of the new project application shall be used for estimating the match committed for the project based on the number of adults proposed to be served by the new project during it’s first year in operation to determine match commitment.
- 2) For projects that are being renewed that have a start date after the submission of the next fiscal year HUD CoC Program Competition NOFO, the process for new applications in B.1 above shall be used.

*An example of when this might occur is: A new project in the FY23 application is submitted in September 2023, receives notices of award in late March 2024, but is not able to begin operation until November 2024. This project would be eligible to submit a renewal application in the FY24 application as a renewal project, even though the FY23 funding has not started.*

**C. HUD CoC Projects - Documentation of Match Provided**

- 3) THHI will provide, on behalf of the applicant agency (or responsible sub-recipient) a spreadsheet listing the following information for all adults currently enrolled in the project(s) to the designated contact person at HCHC.

<b>Project Name</b>	<b>UNITY #</b>	<b>Last Name</b>	<b>First Name</b>	<b>DOB</b>	<b>SSN</b>	<b>Entry Date</b>	<b>Exit Date</b>
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This list can be generated from HMIS using a variation of an Entry Exit report formatted to provide the above information to HCHC.

- 4) The list will represent all adult clients enrolled in the project for the full grant term to capture all clients enrolled during the grant term for which match documentation is being provided.
- 5) This list will be provided in a secure manner to protect PII and PHI.
- 6) Hillsborough County Healthcare Plan staff will complete a cross reference check to determine which project clients are enrolled in the Hillsborough County Healthcare Plan and provide indication on the submitted spreadsheet, including the person’s length of enrollment in the Healthcare Plan.
- 7) Using a ‘cost per member per month’ (PMPM) rate, Hillsborough County Healthcare Plan staff will provide a single letter of match provided with an attached spreadsheet indicating the amount of match for each project based on the number of mutually enrolled clients.

<b>Program</b>	<b># Households</b>	<b>Avg Months in Plan</b>	<b>Project # of adults on HCHCP</b>	<b>PMPM</b>	<b>Value of Health Care</b>
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- 8) Upon receipt of the match documentation letter and documentation by THHI from the Hillsborough County Healthcare Plan staff, THHI will provide an electronic copy of the documents to each the applicable project applicant/grantee/subgrantee.
- 9) A detailed spreadsheet showing client by client calculation may be needed for HUD monitoring purposes, which the project grantee/subgrantee may request.

HCS is not obligated to provide the requested information and can cease doing so at any time.