# Balance of State Continuum of Care

Conference Call

July 21, 2008

# Agenda

- Issues affecting everyone – via the Exhibit 1
  - HUD Webcast
  - HMIS
  - Participant Update
  - Scorecard
- Issues affecting project applicants – via the Exhibit 2
  - Rapid Re-Housing Opportunity
  - SF 424
  - Accessing the Exhibit 2 Form

# HUD Webcast

- This Thursday at 2:00 PM.  [www.hud.gov](www.hud.gov).  Down on the right side of the page there is a purple headline that says "Now Playing". You'll be able to link to the presentation from that button.

- Everyone should watch this – it's important!!

- If you are not able to watch it (or if it breaks up on you a lot), they will post it on line within about a week, and you can view it then.

- All Steering Committee members and applicants **must send Martha a signed form** attesting to the fact that you watched the broadcast. If a group watches it together, you can send me the sign in sheet, signed by the host.

# HMIS and You!

- There is a significant increase in HMIS reporting that is built into the Exhibit 1 for this year. Therefore, it involves every program in your community, whether or not those programs are applying for funds this year.

- The Housing Inventory Form has changed this year. We will be asked to specify that the beds identified in the Housing Inventory Form have been captured in the HMIS system (except for DV programs).

# More HMIS

- The Housing Inventory form will also require us to list bed occupancy on the night of the point in time count. HUD wants this done via the HMIS system.

- This is a new requirement. In the past, each community has only had to submit aggregate community totals to the BoS. Now we will also have to have specific program/agency/facility totals.

# More HMIS

- CHIN will send each agency/regional committee contact a report that shows how many folks were entered into your programs for the night of the point in time count.

- If that number is different from what you had submitted in the point in time count, CHIN will make available focused data entry technical assistance to help your agency enter missing records.

# Participants Update

- Nancy and Martha will be sending out last year's Regional Committee (CoC) Participant Form.

- Each region will need to update that form within 10 days and send that form back to Nancy and Martha. This will give Nancy and Martha adequate time to key in all of the regional committee's participants into the ESNAPS system.

# Rapid Re-Housing Opportunity

- This is a new opportunity and very few details have been made available.

- There will be a limited number of awards across the country. Unlike the Chronic Homeless Bonus, not every CoC will get a Rapid Re-housing Award.

# Rapid Re-Housing, con't

- Based on what I have seen so far, I do not believe that any program within the BoS CoC will be eligible. My reading of the program rules requires that the entire CoC use the same family intake form. That would mean that all 80 counties within the BoS are using the same intake form, not just the agencies within your region. This is not doable for the BoS CoC, at least not this year.
- We will continue to review materials as they become available, and will certainly let you know if our understanding of this requirement changes.

# Application Scorecard

- The Scorecard Committee has already developed an instrument that has been approved by the Steering Committee for use this year.

- Does the Steering Committee want the Scorecard Committee to make revisions (for Steering Committee approval) based on what we can learn about application scoring once all of the training modules are posted and the applications are available?

# SF 424

- http://esnaps.hudhre.info/training/

- Martha will also email the pdf document on how to enter data into the SF 424

- YOU ARE NOT YET ABLE TO COMPLETE THIS PROCESS.  We will let you know when HUD has this available. At this time you can review the instructions on how to complete the process.

# More SF 424

- From our preliminary reading, it appears that you must complete the entire SF 424, and all of the signed certifications, before being allowed to access an Exhibit 2 application form

- It appears that you will need to scan in all of your signed certification forms

- Nancy and Martha will explore how to get the Consolidated Plan certifications signed as quickly as possible

# More on SF 424

- You will be allowed to create passwords for several people to access your Exhibit 2 (application form) while you are working on it.

- **YOU MUST** CREATE A PASSWORD FOR MARTHA AND FOR NANCY

- DO NOT **SUBMIT** your exhibit 2 until Martha and/or Nancy have approved it for submission.

# Accessing the Exhibit 2 Form

- There is an additional training module on the ESNAPS training site that gives each applicant guidance on how to access the Exhibit 2 form.

- That module names that you can not access the form until you have completed the SF 424 for your agency.

- You should go ahead and review the training module so you are as prepared as possible when the forms begin to become available.

- Once we are able to access a pdf version of the form, we will share it with all known applicants, whether or not they have completed the SF 424 process.

# Next Conference Call

- Next week!

- Hopefully the forms will be accessible by that time.