



Seattle-King County CoC Board Regular Meeting

Theory of Change

If we create a homelessness response system that centers the voices of people with lived experience of homelessness, then we will be able to focus on responding to needs and eliminating inequities, in order to end homelessness.

Context

The Seattle King County Continuum of Care Board (referred to as the Advisory Committee in the Interlocal Agreement) serves as our region’s CoC Board and carries out mandatory functions required by HUD regulations. The CoC Board plays an important role in ensuring that King County receives federal funding. Under HUD regulations, the full CoC membership has authority over the continuum’s work and the CoC Board.

Date/Time

August 2nd, 2023; 2:00-4:00pm

Location

Hybrid: KCRHA + [Zoom](#)

Agenda - Final

Time	Intent	Weight	Topic	Presenter
2:00pm	Convening	N/A	Welcome & Roll Call	Marvin Futrell
2:05pm	Grounding	N/A	Land Acknowledgement	TBA
2:10pm	Meeting Intentions	N/A	Agenda Review	Marvin Futrell
2:12pm	Vote Decisional	High Influence Low Impact	Minutes Review	Marvin Futrell
	Vote Decisional	High Influence Medium Impact	Board Member Sabbatical	Marvin Futrell
2:15pm	Open Forum	N/A	Public Comment	Marvin Futrell
2:25pm	Informational	Low Influence Low Impact	System Performance Committee (SPC) Overview + Update	Tamara Bauman Janelle Rothfolk
2:40pm	Feedback	High Influence Medium Impact	CoC Coordinator Memo on CoC Priorities & Next Steps Overview + Feedback	Kelsey Beckmeyer Jenn Ozawa
2:50pm	Vote Decisional	High Influence High Impact	Nominations + Vote CoC Board Co-Chair	Peter Lynn
3:15pm	Vote Decisional	High Influence High Impact	Notice of Funding Opportunity (NOFO) Process Review + Vote <ul style="list-style-type: none"> • Process Flow & Timeline • Local Application Process • Rating & Ranking Process • Reallocation Policies & Procedures 	Kelsey Beckmeyer Jenn Ozawa Ruby Romero
4:00pm	Closing	N/A	Adjourn + Next Steps	Marvin Futrell

Next Regular Meeting

September 6th, 2023; 2:00-4:00pm

King County Regional Homelessness Authority - CoC Board Meeting Minutes

Date: May 3rd, 2023

Time: 2:00 pm - 4:00 pm

Welcome and Settling In - Role Call

First Name	Last Name	Present	Absent
Tamara	Bauman	x	
Leeze	Castro	x	
Shanee	Colston	x	
Brianna	Franco	x	
Marvin	Futrell	x	
Kristi	Hamilton	x	
Kristina	Sawyckyj	x	
Karen	Taylor		x
Sherry	Tillman	x	

(6)Members Present - Quorum is met

Land Acknowledgement - Kristi Hamilton

Public Comment - No public comment

Approval of Meeting Minutes for April 5th & April 20th, 2023

Minutes are both approved

Planning for Annual CoC Convening

CoC Member convening is scheduled for this Friday. Please let Eli know if you would like to attend in person as there are limited seats available. Agenda for convening has been posted online. Will include an overview of the CoC. Will vote on charter today and CoC members will also vote on the new board members we are nominating today. Currently have 21 organizations and 9 individuals.

LEC Appointment Seats IB & GC Confirmation

We had a total of 22 applicants for CoC board seats. People were vetted through a phone screening process after an application process. Then given to a selection committee and the final candidates will be reviewed today. The board feels that this was done in the most equitable way possible. The board brought in Erin Bryant-Thomas, KCRHA's Director of Equity & Justice to review questions and process. Currently the charter says we are only able to have 6 provider seats. Unfortunately, we had to turn away great applicants that applied under the title of "provider" as we couldn't go over the 6 seats. They will be posted to the KCRHA website with a bio and a picture once they are nominated. We ask that every seat is filled by people with lived experience.

Applications for CoC Board

9 Nominees are presented - Motion is confirmed to nominate the nominees for the CoC Board to be voted on in the upcoming CoC Convening¹

Antoinette Lambert - 5 yes, 2 abstain
Dorsal Plants - 5 yes, 2 abstain
Galena White - 5 yes, 2 abstain
Kenyatta Carrollhillman - 5 yes, 2 abstain
Martha Sassorossi - 5 yes, 2 abstain
Patricia Barnes-Sam - 5 yes, 2 abstain
Thomas Whitaker - Raven Crawfoot- 5 yes, 2 abstain²
Zsa Zsa Floyd - 5 yes, 2 abstain
Ruby Romero - 5 yes, 2 abstain

Governing Board Seat Votes:

Roosevelt McQuarters - 5 yes, 1 abstain
Felicia Salcedo - 5 yes, 1 no

Alternates:

Lamont Green - 3 yes, 1 no, 3 abstain
Karen Taylor - 6 yes

Implementation Board Votes: Board approves to move forward with 6 approvals

Okesha Brendan – 6 yes
Zsa Zsa Floyd – 6 yes

Alternates:

Marvin Futrell – 6 yes
Shanee Colston – 6 yes

CoC Rules & Responsibilities

What is a Continuum of Care (CoC) -

- **HUD**
 - Funding
 - Guidelines & requirements
 - **CoC Board**
 - Direction & guidance
 - Oversight of committees
 - Approve NOFO application
 - **Lead Agency/Applicant**
 - Complete NOFO application

¹ Minutes cannot fully capture this portion of the meeting. The recording of the meeting can be viewed on the CoC Board's [webpage](#). Content Note: Shortly after the hour mark, this recording contains emotionally intense discussion of sexual violence and inappropriate behavior. Watch with care.

² Nomination was withdrawn after 5/3/23 meeting.

- Provide staff & Capacity
- **Lead HMIS Agency**
 - Administration, management, & operation
 - Reporting & end-user training
 - **CoC Members**
 - Organization & individuals invested in ending homelessness
 - Vote on charter & board members

CoC Requirements-

- Coordinated Entry (CE)
- Homeless Management Information System (HMIS)
- Point In Time (PIT) & Housing Inventory Count (HIC)
- Notice of Funding Opportunity (NOFO)

Governance -

Code of Federal Regulations

- 24 CFR Part 578
- Set up CoC program
- Regulations & requirements for CoCs
 - **Interlocal Agreement**
 - Between Seattle & King County
 - Sets up KCRHA & Boards
 - Power, roles, & responsibilities
 - **CoC Charter**

Governance Cont.

- **CoC Board/Advisory Committee**
 - 2 Roles: CoC Board & Advisory Committee
 - Advises GC & IB
 - Confirms LE Representation Seats
 - NOFO
 - **Oversees CoC working committee**
 - **KCRHA Governing Committee (GC)**
 - Traditional board of directors
 - Oversee strategy & management
 - **KCRHA Implementation Board (IB)**
 - Direction & oversight to KCRHA
 - Create 5-year plan
 - Metrics & evaluation

Seattle-King County CoC Gov.

- **CoC Board**
 - Oversight of Boards
 - Guidelines & requirements
 - **Coordinated Entry Policy Advisory Committee**
 - Advise on policy for Coordinated Entry
 - **System Performance Committee**
 - Review system performance
 - HMIS oversight

- Metrics & evaluation
- **Youth Action Board**
 - Guide plan to prevent & end youth homelessness
 - Review & approve policy rec.
- **Client Advisory Committee**
 - To be formed
 - Review & approve policy rec.
- **NOFO Work Group**
 - Ranking & rating for NOFO
- **Cross-Cutting Policy Workgroup**
 - To be developed
 - Forum for providers

System Performance Committee Update

- 2 new members approved: Margaret Woley from We are Inn and Emil Floresca from YMCA. We are now full of applications for SPC members. (yay!). That brings us to a total of 13 members, with 10 active members who attend each month and participate in discussions and regularly vote on decisions.
- Also in April, three new agencies were approved to participate in the HMIS and are in process of setting up their accounts:
 - City of Seattle Waste Mitigation - Proves pump out services to RV residents parked in Seattle.
 - City of Kirkland - They will be providing street outreach services and CE enrollments
 - WeCare - Integrated services for behavioral and housing support and case management.
- The Federal Reports Housing Inventory Count (HIC) and the Point in Time Count (PIT) (reminder: Sheltered Data only we did NOT do an unsheltered count this year) were successfully submitted on time to HUD last week. KCRHA communications department is working on an announcement on the data from this report later in May.
- SPC members asked KCRHA to review Release of Information (ROI) Compliance was reviewed for clients being Sheltered in Hotels by LEC, compliance check completed, and all ROI's were either collected, or clients de-identified in the HMIS.

CoC Charter Review

The vote to accept the edited charter will take place on Friday at the CoC Convening.

Next Steps & Adjourn



To: Seattle-King County Continuum of Care Board; Tamara Bauman, Leeze Castro, Marvin Futrell III, Kristi Hamilton, Kristina Sawyckj, Sherry Tillman, Patricia Barnes-Sam, Kenyatta Carroll-Hillman, Zsa Zsa Floyd, Antoinette Lambert, Dorsol Plants, Ruby Tuesday Romero, Martha Sassorossi, Galena White

From: Eli Griffin, CoC Coordinator

CC: Kelsey Beckmeyer, Peter Lynn

Subject: CoC Coordinator Recommendations

Date: August 2, 2023

Status: Informational [x]

Decisional []

Critical Incident Follow-Up []

I. Summary & Recommendation

Recommendations for next steps for the Seattle-King County Continuum of Care (CoC) after the CoC Member Convening on June 23, 2023 and the recent onboarding of new and returning CoC Board members based on the federal Department of Housing and Urban Development (HUD) CoC regulations and guidelines. The next steps include the following:

- Timeline through end of year
 - A suggested timeline of work for the remaining year will be drafted by KCRHA staff and HUD Technical Assistants from CSH. The timeline will be presented to the CoC Board for feedback.
- Suggested work group development
 - CoC Convening Workgroup
 - CoC Training Workgroup
 - CoC Board Member Selection Committee

II. Background

The Seattle-King County Continuum of Care and CoC Board are still in early formation, and next steps are needed to create a solid foundation. The CoC body was only recently developed, with members convening for the first time since the new CoC Board was developed. The CoC Member Convening was on June 23, 2023, at which, the CoC Charter and CoC Board seats were approved by CoC members. Eight new and six returning CoC Board members were approved. The suggested next steps focus on creating a workgroup structure that allows capacity for work with a focus on engaging CoC members. The workgroup topics are selected and prioritized due to their connection to regulation compliance. The workgroups will be able to include the values of the CoC and the Theory of Change to the work to ensure the CoC is continually improving how it serves and centers people with lived experience of homelessness and housing instability.

III. Next Steps and Recommendations

Several next steps are needed to create structure for the Continuum of Care and the CoC Board. These next steps would be best implemented in workgroups and subcommittees to ensure a wide range of CoC members can engage in the work and so that capacity for work is available. Per the CoC Charter, workgroups are required to have no more than 12



members and need a scope of work. In addition to ad-hoc workgroups, the regular CoC subcommittees and CoC Board are developing new communication and work relationships.

A suggested timeline of work for the remaining year will be drafted by KCRHA staff and HUD Technical Assistants from CSH. The timeline will be presented to the CoC Board for feedback.

1. Ad-Hoc Workgroups

- a. The CoC is required by HUD regulations to have two CoC member convenings a year. It is suggested that a workgroup be developed and would be composed of CoC Board members, interested CoC members, KCRHA staff including sub-regional team and others. The suggested date range for a CoC convening would be between mid-October to early-November to ensure there is capacity due to the Notice of Funding Opportunity application and before the holiday season.

CoC Member Convening planning would include 1) event planning, 2) development of messaging around CoC member roles, and 3) development of a CoC charter amendment process. All of these areas are connected to CoC members and, ultimately, the CoC Member Convening.

- b. A Board Member Selection Committee is required in order for the remaining 5 board seat to be filled. One board seat is nominated by the Youth Action Board, and the remaining 4 will go through an application and selection process. It is suggested the Committee work with HUD TAs to redevelop the selection process before it is implemented. The Committee would include CoC Board members, KCRHA staff from relevant areas, and CoC members, and possibly members from the Implementation Board and Advisory Committee.

The Selection Committee should work closely with the CoC Convening Workgroup to ensure that timelines are met as CoC members are required to approve any nominations made by the Selection Committee.

- c. Training is highly recommended to be offered for all CoC members and CoC funded projects based on the need of the CoC and trainings that have been recommended in the Notice of Funding Opportunity (NOFO). It is suggested that a workgroup be formed including CoC Board Members, KCRHA Capacity Team members, KCRHA Sub-Regional Team Members, and interested CoC Members.

- a. Training buckets can include:

1. CoC Governance
2. CoC Project Implementation
3. CoC Project Administration
 - a. Data & HMIS
4. Coordinated Entry

- b. Specific trainings required by previous NOFOs include:

1. LGBTQIA2S+ Equity + Equal Access

- a. addressing the needs of Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ+) individuals to place greater emphasis on CoCs implementing and training their providers on the CoC-wide anti-discrimination policies that ensure LGBTQ+



individuals and families receive supportive services, shelter, and housing free from discrimination.

- b. Annually conduct training to providers about how to effectively implement the [Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity Rule](#), and the [Equal Access in Accordance with an Individual's Gender Identity in Community Planning and Development Programs Rule](#)
2. DV Trauma Informed + Best Practices serving survivors.
 - a. Coordinate with victim service providers and operators of coordinated entry to address the unique needs for housing and services that prioritize safety that includes providing training for CoC recipients. This includes housing and services made available from the CoC Program, ESG Program, Department of Justice programs, and Department of Health and Human Services programs.
 1. Annual training is provided to CoC providers and operators of Coordinated Entry that addresses best practices in serving survivors of domestic violence, dating violence, sexual assault, and stalking.
 2. It is suggested to have this be a priority.
 3. Mainstream Resources
 - a. The CoC provides information and training to CoC Program funded projects to supplement CoC Program funds with resources from other public and private sources, including programs that assist program participants in applying for and receiving mainstream benefits or gaining employment.
 1. At least once a year, the CoC provides training to program staff and trains program staff regarding the following mainstream resources available for program participants within the geographic area: Food Stamps, SSI, TANF, Substance Abuse Programs, Employment Assistance Programs
 - b. Lived Experts Professional Development
 1. The CoC has included persons with lived experience of homelessness in the CoC's decision-making process, and the CoC encourages CoC members to provide professional development and employment opportunities to people experiencing homelessness.



2. It is suggested the CoC Board be offered a workshop on Community Development with a focus on Wellbeing. As Board Members are representatives of specific communities, as required by the CoC Charter, it is suggested that Board Members have the opportunity to build that skill. Additionally, Board Members have made it clear their desire to include the CoC community as whole in conversations, and have uplifted Wellbeing as foundational block for building a CoC and for CoC-funded projects.
 3. Professional development (e.g. internships, continuing education, skill-based training) and employment opportunities are provided to individuals with lived experience of homelessness either within the CoC or by CoC membership organizations
2. Regular CoC Workgroups + CoC Board
- The current structure of the CoC Board and subcommittees and workgroups have been developed in the CoC Charter, but a regular communication cycle still needs to be established. Additionally, not all subcommittees have been stood-up at this time. Listed below is a suggested communication cycle and needed next steps.
- a. CoC Board/Advisory Committee
 - a. Community Agreements
 1. The CoC Board has been in the process to create Community Agreements that outline how Board Members will communicate with each other and community members, and the steps that will be taken if these are not followed. This is creating a foundation for healthy work relationships and ultimately creating a health CoC.
 2. Board and Committee Communications
 - a. Governing Committee and Implementation Board
 - i. The CoC Board/Advisory Committee has not been able to fulfill its role as the Advisory Committee. Once all CoC/Advisory Committee members are onboarded, it is suggested that the CoC Board provide quarterly reports to the Governing Committee and Implementation Board. These reports will include guidance and advice from the CoC Board in its advisory capacity, and will also include updates on the CoC Board, subcommittee, and other related CoC work, as well as current advice and guidance from the CoC. The CoC Board and Governing Committee and Implementation Board on an annual basis at minimum to provide guidance from all parties alongside strategic planning.
 - b. Onboarding
 1. All new Board Members are currently in a 3-month onboarding process. Returning Board Members are also attending to both build



- relationships between members, offer mentorship, and receive a reminder on CoC foundations.
- c. Offboarding
 - 1. Returning CoC Board members terms will end in July 2024. An offboarding process should be developed by April 2024 to ensure the institutional knowledge of Board Members is not lost, work continues without a major disruption, and to learn how to improve the CoC Board Member experience.
 - b. Coordinated Entry (CE) Board
 - a. Board Member Applications
 - 1. At this time, the process to bring on new board members has been halted, but with Coordinated Entry's recent updates launched, it is possible for this process to begin shortly.
 - 2. Once approved, CE Board Members will need to go through a similar onboarding process to the CoC Board.
 - b. Strategic Planning
 - 1. Conversations between the CE Board and CoC Board are needed to identify the top priorities for boards, and next steps. This conversation will likely be guided by KCRHA staff to ensure this fits within the needs of the 5-Year Plan.
 - c. Quarterly Updates.
 - 1. It is suggested that the CE Board will provide quarterly updates to the CoC Board to ensure there is communication between bodies.
 - c. System Performance Committee (SPC)
 - a. Strategic Planning
 - 1. Conversations between the SPC and CoC Board are needed to identify the top priorities for boards, and next steps. This conversation will likely be guided by KCRHA staff to ensure these fit within the needs of the 5-Year Plan. The SPC has been meeting regularly
 - b. Monthly Updates.
 - 1. The SPC is already providing monthly updates to the CoC Board. If this is effective, this cadence will remain.
 - d. Youth Action Board (YAB)
 - a. Feedback Process
 - 1. The YAB is required to provide recommendations, as stated in the CoC Charter, and feedback on policies to the CoC Board. This process will be developed by the YAB and CoC Board, guided by appropriate KCRHA staff.
 - b. Strategic Planning
 - 1. Conversations between the YAB and CoC Board are needed to identify the top priorities for boards, and next steps. This conversation will likely be guided by KCRHA staff to ensure this fits within the needs of the 5-Year Plan.
 - c. Monthly Updates.
 - 1. It is suggested that the YAB and CoC Board provide monthly updates at each other's meetings to ensure communication between the groups.



IV. Have you incorporated people with lived experience in the generation of your recommendations?

These recommendations are made based on values of the CoC Board and previous meetings of the Board. Most of the Board Members are people with lived experience and have reflected upon their experience during these conversations. As there are new members on the Board, this memo is intended to provide a format to receive their feedback.

Additionally, the creation of workgroups will allow for members of the CoC, especially people with lived experience, engage in the work of the CoC on a deeper level. Not only will lived experts have the opportunity to provide feedback, but actively engage on a variety of topics. The System Performance Committee is an excellent example of this.

V. What are racial justice and equity implications of your recommendations?

The workgroups will create an opportunity for People of Color and organizations led by people of color to engage with the CoC and CoC work. As workgroups are formed, equity and accessibility must be a part of the formation. As the structure is formalized more, the CoC Board and KCRHA staff must be sure that tokenization does not occur and that engagement opportunities are authentic. The topics of trainings suggested need to include racial justice and equity as a part of the trainings. For example, mainstream resources often have barriers for historically oppressed and marginalized groups, especially for Black, Indigenous, and other People of Color.

VI. Next Steps

KCRHA Staff and HUD TAs will work to include board recommendations into a workgroup structure and timeline.

FY2023 CoC NOFO Local Application Process Overview

Seattle-King County Continuum
of Care (CoC) Board

Wednesday, August 2, 2023



KCRHA
King County Regional Homelessness Authority

FY2023 CONTINUUM OF CARE (CoC) NOFO

Today's Objective:

Provide a better understanding of FY2023 NOFO and changes from last year

Overview and vote of the local process and timeline

Questions & Answers



FY2023 CONTINUUM OF CARE (CoC) NOFO

Overview

- DUE DATE: **September 28, 2023 at 5pm PST**
- CoC Planning Increase:
 - HUD established a new maximum amount for CoC Planning grant applications
- FY2016 Youth Homelessness Demonstration Renewal/Replacement:
 - Does not apply to Seattle-KC CoC
- New Eligible CoC Activities:
 - VAWA Costs Budget Line Item was added
- Change in Federal Relay Service's Text Phone (TTY):
 - Now using Federal Communications Commission (FCC)
- Amendment to "Homeless" Criteria
 - To include an individual or family who is experiencing trauma or lack of safety related to fleeing or attempting to flee DV, stalking, sexual assault, or other form of violence



FY2023 CONTINUUM OF CARE (CoC) NOFO

- **Racial Equity Emphasis:**
 - Revised rating and scoring related to evaluation of racial disparities and whether CoCs and homeless providers have identified barriers that lead to racial disparities, have taken steps to eliminate barriers to improve racial equity, and have implemented measures to evaluate the efficacy of the steps taken.
- **Emphasis on Support for LGBTQ+ people**
 - Revised rating factors for addressing the needs of LGBTQ+ individuals to place greater emphasis on implementing and training on anti-discrimination policies that ensure LGBTQ+ individuals and families receive supportive services, shelter, and housing free from discrimination.
- **Tiering is Required**
- **Program Components**
 - Permanent Housing (Permanent Supportive Housing & Rapid Rehousing)
 - Transitional Housing
 - Support Services Only
 - HMIS



FY2023 CONTINUUM OF CARE (CoC) NOFO

HUD/CoC Program Priorities

- Ending homelessness for all persons
- Use a Housing First approach
- Reducing Unsheltered Homelessness
- Improving System Performance:
 - **This FY 2023 CoC NOFO significantly increases the points available for system performance rating factors**
- Partnering with Housing, Health, and Service Agencies
 - **This FY 2023 CoC NOFO significantly increases the points available for healthcare related partnerships**
 - work closely with public and private healthcare organizations and assist program participants to receive primary care, receive housing-related services, and obtain medical insurance to address healthcare needs.
 - partner closely with PHAs and state and local housing organizations to utilize coordinated entry, develop housing units, and provide housing subsidies to people experiencing homelessness.
 - partner with local workforce development centers to improve employment opportunities
 - work with tribal organizations to ensure that tribal members can access CoC-funded assistance when a CoC's geographic area borders a tribal area.
- Racial equity: HUD is emphasizing system and program changes to address racial equity within CoCs.
- Improving Assistance to LGBTQ+ Individuals
- Persons with lived experience as experts in our work.
- Increasing Affordable Housing Supply



FY2023 CONTINUUM OF CARE (CoC) NOFO

Seattle-King County CoC Renewal Details

- FY2023 this is a total of \$56 Million in renewable projects
- There are a total of 63 projects
- From a total of 21 subrecipients and 7 direct recipients

Seattle-King County CoC Reallocation Details

- Youthcare, Downtown Emergency Services (DESC), and King County will not be renewing one or more of their awards, and RHA recommends using the re-allocation policy to re-allocate up to TBD in funds

Seattle-King County CoC DV Bonus Fund Details

- \$52 million is available nationwide
- Current amount we can apply for is TBD, and will include a local competitive funding process
- Eligible new projects include Permanent Supportive Housing, Rapid Rehousing, and Joint Component Projects (TH-RRH)



FY2023 CONTINUUM OF CARE (CoC) NOFO

Reallocation Policy Overview

Reallocation is a tool that may be implemented to achieve one or more of the following objectives:

1. To meet the housing needs as identified in the King County Regional Homelessness Authority's Five-Year Plan;
2. To make homelessness in Seattle-King County rare, brief, and one-time;
3. To enhance CoC system performance by providing high quality, effective housing solutions;
4. To align funded programming to be consistent with the Seattle-King County CoC's Values and Priorities, the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH), and current HUD funding priorities;
5. To contribute to the HUD competitive consolidated application process; and
6. To strengthen collaboration and service coordination within the Seattle-King County CoC and homelessness response system.



FY2023 CONTINUUM OF CARE (CoC) NOFO

Seattle-King County CoC Reallocation Criteria

- Project Capacity
- Financial Management
- Performance Outcomes
- Lack of Compliance w/ Review and Certification Standards
- Local Need
- Regional Need
- Loss of External Supporting Program Funds (25% Match)
- Alignment w/ Annual HUD NOFO Funding Priorities
- Voluntary Reallocation



FY2023 CONTINUUM OF CARE (CoC) NOFO

Seattle-King County CoC Reallocation Types

Funding for projects may be reallocated in the following ways:

- Funding (in whole or part) from one project into a new project by the same provider or subrecipient
- Funding (in whole or part) from one project into a new project by a different provider or subrecipient
- Funding (in whole or part) from one project into many new projects
- Funding (in whole or part) from multiple projects into one new project
- Funding (in whole or part) from multiple projects into several new projects

FY2023 CONTINUUM OF CARE (CoC) NOFO

Seattle-King County CoC Board Approval Process

- Annually during the CoC NOFO application process, the CoC Board shall convene a meeting to review recommendations for reallocation provided by the NOFO Planning Subcommittee and make a formal vote.
- During the meeting, the Subcommittee will provide a recommendation to the CoC Board and RHA staff will share information regarding the performance and financial status of the recommended project(s) considered for reallocation.
- The Board will use the information gathered to vote on reallocation decisions.
- **RHA recommends reallocating TBD for FY2023 NOFO due to voluntary reallocation requests by the current subrecipients**



FY2023 CONTINUUM OF CARE (CoC) NOFO

Local Timeline

<p>August 4, 2023</p>	<p>Advertise Local Process Notice of Available Funding (NOFA) <i>This includes any FY23 NOFO Bonus and reallocation funds</i></p>
<p>August 10, 2023</p>	<p>2023 Mandatory HUD CoC Program NOFO Workshop for Renewal <i>Thursday, August 10, 2023 from 10:00am to 11:30am</i></p>
	<p>2023 HUD CoC Program NOFO Information Session for Bonus Funds <i>Thursday, August 10, 2023 from 1:00pm to 2:30pm</i></p>
<p>August 11, 2023</p>	<p>2023 Phase II Application Office Call-in Hours via Google Meets <i>Friday, August 11, 2023 from 2:00pm to 3:00pm</i></p>
	<p>Training Workshop CoC Project Application--Direct Grantees Only: Accessing the 2023 NOFO Application in e-snaps and preparing your HUD application</p>
<p>August 28, 2023</p>	<p><u>DUE DATE:</u> Phase II Application: 2023 CoC Program Renewal & Bonus Grants <i>Monday, August 28, 2023 by 11:59pm via PDF Form</i></p>



FY2023 CONTINUUM OF CARE (CoC) NOFO

Local Timeline Continued

<p>August 24-31 2023</p>	<p><u>RHA staff will:</u></p> <ol style="list-style-type: none"> 1. Review HMIS Data and Phase II information; and 2. Prepare preliminary renewal rank order
<p>August 31, 2023</p>	<p><u>DUE DATE:</u> All CoC program applications complete and ready for submittal to e-snaps:</p> <ul style="list-style-type: none"> ★ Upload federal forms/current 501c.3 documents ★ Complete and submit PDF of e-snaps application (direct grantees only)
<p>August 30-September 11, 2023</p>	<p>2023 CoC Rating and Ranking Committee Committee reviews and rates all renewal, reallocation, and bonus applications</p>
<p>September 13, 2023</p>	<p>2022 CoC Program Community Meeting</p> <ul style="list-style-type: none"> ★ Presentation of final priority rank order ★ All projects notified of final CoC Application Project Listing results
<p>September 26, 2023</p>	<p>★ 2023 Seattle-King County NOFO Application is Posted Publicly</p>
<p>September 28, 2023</p>	<p>★ 2023 Seattle-King County NOFO Application Due to HUD</p>



FY2023 CONTINUUM OF CARE (CoC) NOFO

Estimated ARD	Tier 1	CoC Bonus	DV Bonus	CoC Planning
\$	\$	\$	\$	\$

- Tier 1 is equal to 95 percent of the CoC’s Annual Renewal Demand (ARD)
 - Does not include YHDP projects.
- 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.

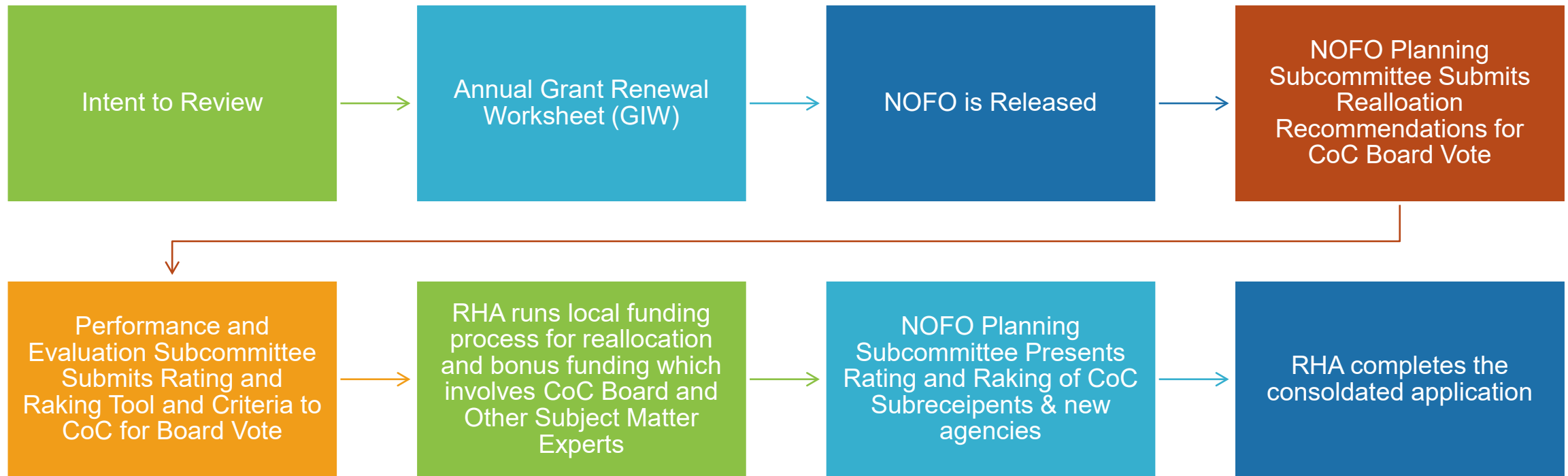


FY2023 CONTINUUM OF CARE (CoC) NOFO

Local Application - DUE August 28 by 11:59 pm PST

- **CoC Project Efficiency/Effectiveness/Recipient Performance Information**
 - Grant Spending
 - HUD Monitoring / Audit Confirmation (Attachment required, as applicable)
 - Recipient / Subrecipient Grant Information (Timely APR, LOCCS Draws)
- **HUD /CoC Priority Measure Information**
 - HUD / System / Program Component Priority
 - Project Match
 - Housing First
 - Mainstream Resources and SOAR Training
- **Project Narratives**
 - Housing First Narrative
 - Program Termination / Low Barrier Housing
 - Participant Participation / Feedback
 - Racial Equity Narrative / Question

FY2023 CONTINUUM OF CARE (CoC) NOFO



FY2023 CONTINUUM OF CARE (CoC) NOFO

- **What's Next?**
 - **CoC Board Members Votes Needed**
 - Reallocation Policy
 - FY2023 NOFO Consolidated NOFO Process
 - **Rating Committee Members Needed**
 - We will need about 10-15 raters to read and rate all renewal and new application for funding
 - People with lived experience can received \$33.00/hr for their time
 - 2-3 weeks in length to review all application on your own time
 - Will meet approx 1-2 times for half day to discuss ratings with the committee

Thank You

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coc.questions@kcrha.org
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KCRHA

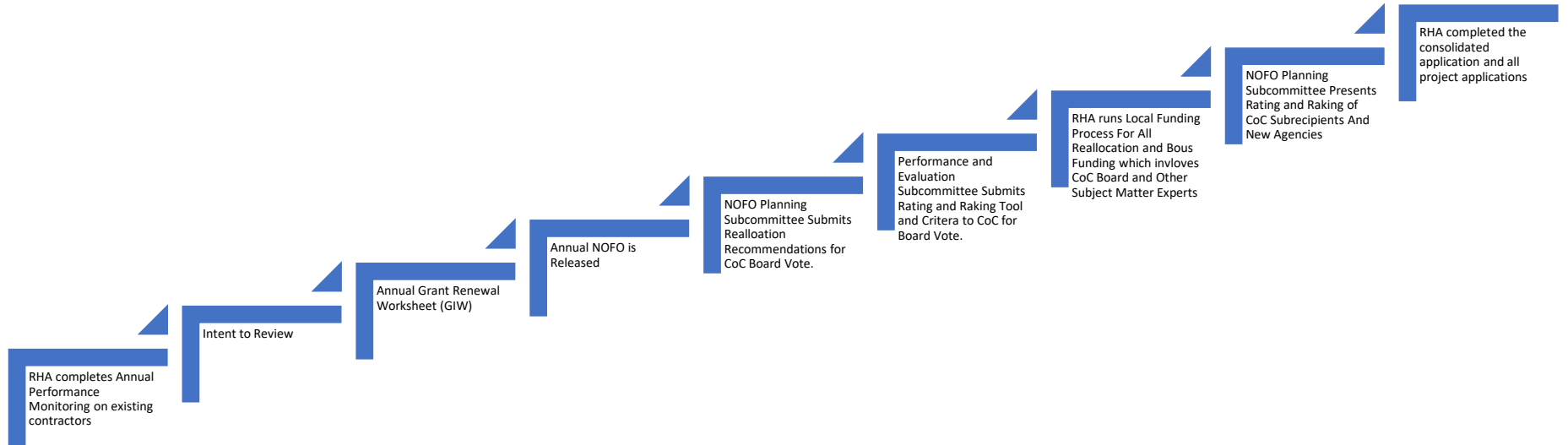
King County Regional Homelessness Authority

2023 CoC NOFO Local Process Timeline

Please be responsive to all CoC Program Alerts! All notifications or requests will come via email.

May 31, 2023 – Completed	<u>DUE DATE:</u> 2023 Notice of Intent to Renew Funding and FY22 Match Letters May 31, 2023 by 11:59pm via SmartSheets
August 4, 2023	Advertise Local Process Notice of Available Funding (NOFA) This includes any FY23 NOFO Bonus and reallocation funds
August 10, 2023	2023 Mandatory HUD CoC Program NOFO Workshop or Renewal Thursday, August 10, 2023 from 10:00am to 11:30am
	2023 HUD CoC Program NOFO Information Session for Bonus Funds Thursday, August 10, 2023 from 1:00pm to 2:30pm
August 11, 2023	2023 Phase II Application Office Call-in Hours via Microsoft Teams Friday, August 11, 2023 from 2:00pm to 3:00pm
	Training Workshop CoC Project Application--Direct Grantees Only: Accessing the 2023 NOFO Application in e-snaps and preparing your HUD application
August 28, 2023	<u>DUE DATE:</u> Phase II Application: 2023 CoC Program Renewal & Bonus Grants Monday, August 28, 2023 by 11:59pm PST via PDF Doc
August 24-31 2023	RHA staff will: 1. Review HMIS Data and Phase II information; and 2. Prepare preliminary renewal rank order based on system performance
August 31, 2023	<u>DUE DATE:</u> All CoC program applications complete and ready for submittal to e-snaps: ★ Upload federal forms/current 501c.3 documents ★ Complete and submit PDF of e-snaps application (direct grantees only)
August 30-September 11 2023	2023 CoC Rating and Ranking Committee ★ Committee reviews and rates all renewal, reallocation, and bonus applications
September 13, 2023	2023 CoC Program Community Meeting (15-days prior to HUD deadline) ★ Presentation of final priority rank order ★ All projects notified of final CoC Application Project Listing results
September 26, 2023	★ 2023 Seattle-King County NOFO Application Publicly Posted
September 28, 2023	★ 2023 Seattle-King County NOFO Application Publicly Posted Due

2023 NOFO Process Flow Chart



Local Review and Key Indicators

HMIS data was pulled for the operating period **4/1/22 to 3/31/23**. This data will be used to assess project performance according to the key indicators that populate the Annual Performance Review (APR). Additional efficiency and effectiveness measures will also be considered. The following review elements were approved by the Seattle-King County CoC System Performance Committee.

The CoC will assess projects in six categories, outlined as follows:

2023 Indicator Measures	95 points
1. Movement to Housing: Measured against HUD standards and local performance targets for persons obtaining or maintaining housing.	
<ul style="list-style-type: none"> ● PSH: % remaining in PSH for at least 12 months 	Up to 15
<ul style="list-style-type: none"> ● TH: % moving to PH (zero points if less than 50%). Full points to meet/exceed system target of 85% 	
<ul style="list-style-type: none"> ● RRH: % moving to PH (zero point if less than 50%). Full points to meet/exceed system target of 85% 	
<ul style="list-style-type: none"> ● Bonus: <ul style="list-style-type: none"> ○ % TH to PH in 90 days or less ○ % PSH moving to other PH destinations ○ % RRH moving to PH in 30 days or less 	5
<ul style="list-style-type: none"> ● Extent to which the project is meeting system expectations for length of stay: <ul style="list-style-type: none"> ○ PH: Participants stay at least 12 months or move to other permanent housing ○ TH: The project meets or exceeds performance targets <ul style="list-style-type: none"> ■ Single Adult Target = 90 days ■ Family Target = 90 days ■ Young Adult = 180 days ○ RRH: Participants meet or exceed system target of 120 days 	5
<ul style="list-style-type: none"> ● Extent to which participants exit to a known destination. 	7
<ul style="list-style-type: none"> ● Extent to which persons who exit homelessness to permanent housing destination return to homelessness meets or exceeds system target for program and population type. 	5
2. Income Progress: Measures the extent to which participants show positive changes in income	

<ul style="list-style-type: none"> Exits with Earned Income: Extent to which adults in the program exit with employment income 	3
<ul style="list-style-type: none"> Exits with Non-earned income: Extent to which adults in the program exit with cash income from other sources (e.g. TANF, SSDI) or non-cash (e.g. EBT, Medicaid) 	3
<ul style="list-style-type: none"> No Financial Resources: Extent to which no more than 10% of participants exit with “no financial resources” (cash or non-cash) 	3
3. Participant Outreach	
<ul style="list-style-type: none"> Proportion of Households served coming from streets and/or Emergency Shelter 	10
4. HMIS Data Quality/Completeness: Measures complete/quality data reported in HMIS (this criterion is waived for confidential DV programs).	
<ul style="list-style-type: none"> No more than 5% reported missing/not collected etc., for data in any element (excluding Name, SSN, HIV /AIDS status) 	7
5. HUD / System / Program Component Priority Measure	
<ul style="list-style-type: none"> Program Component Priority: <ul style="list-style-type: none"> Permanent Supportive Housing Project = 14pts Rapid Rehousing for Families, Individuals, and Young Adults = 12pts Transitional Housing = 8pts Program Population Priority <ul style="list-style-type: none"> 100% of units are dedicated / prioritized for Chronically Homeless Persons =3pts 100% of units serve Youth and Young Adults= 1pt 100% of units operate as “Recovery Based” Housing = 1pt 100% of households are fleeing Domestic Violence or Sex Trafficking = 1 pt Priority Narratives <ul style="list-style-type: none"> Housing First/Housing First Narrative = 2pts Program Termination/Low Barrier Housing Narrative = 2pts Participant Participation/Feedback Narrative = 2pts Equity Narrative = 2pts 	Up to 25
6. Project Efficiency and Effectiveness Measure	
<ul style="list-style-type: none"> Project Expenditures: Extent to which the project drew down 100% of HUD funds. Occupancy: Extent to which the project maintains capacity/occupancy (zero points if less than 85%). Full points if meet/exceed 95%. Note: RRH scores are determined by move-in rate. 	7

Seattle-King County Continuum of Care

Reallocation

Policies and Procedures

Background

Under the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act), the Department of Housing and Urban Development (HUD) allows Continuums of Care (CoC) to shift funds in whole or part from any existing CoC grant to create a new project within that same grant. Therefore, the Reallocation Policies and Procedures described in this document will serve as a guide for reallocating funding as part of the Seattle-King County Continuum of Care's (CoC) strategic efforts to optimize resources to permanently house as many individuals and families experiencing or at-risk of experiencing homelessness as possible.

Reallocation is a tool that may be implemented to achieve one or more of the following objectives:

1. To meet the housing needs as identified in the King County Regional Homelessness Authority's Five-Year Plan;
2. To make homelessness in Seattle-King County rare, brief, and one-time;
3. To enhance CoC system performance by providing high quality, effective housing solutions;
4. To align funded programming to be consistent with the Seattle-King County CoC's Values and Priorities, the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH), and current HUD funding priorities;
5. To contribute to the HUD competitive consolidated application process; and
6. To strengthen collaboration and service coordination within the Seattle-King County CoC and homelessness response system.
7. To meet the annual Notice of Funding Opportunity (NOFO) threshold for bonus points associated with reallocation as stipulated each year.

Decisions to reallocate funds must be transparent, equitable, and data-informed with an emphasis on local needs. Each CoC funded project will be evaluated using a combination of data sources including but not be limited to the: Homeless Management Information System (HMIS); HUD Annual Performance Report (APR); Housing Inventory Count, and other indicators demonstrating cost effectiveness and service outcomes.

Consideration will also be given to the potential impact that competitive (performance-based) reallocation may have on increasing homelessness resulting from a change in and/or reduction of services caused by reallocation. The CoC intends to make data-informed decisions that align with the Seattle-King County's CoC local Values and Priorities, HUD's goals and priorities for CoC funding, federal strategic plans, and local community needs.

COMPETITIVE (PERFORMANCE-BASED) REALLOCATION

As a HUD-designated Collaborative Applicant for the Seattle-King County CoC, the King County Regional Homelessness Authority (RHA) reserves the right to reallocate renewal funding through a competitive process to optimize services and/or address underperforming projects.

It is the Seattle-King County CoC and RHA's shared responsibility to strategically determine how to best maximize available funding resources to end homelessness within the community, in which reallocation remains a critical tool to shift funds from underperforming projects to meet local needs and increase the wellbeing for all. As part of the RHA's responsibility to monitor each subrecipient's programmatic and financial performance, projects may be deemed as underperforming if they score low in at least one of the following areas:

- **Project Capacity:** Underperforming projects may include those which fail to demonstrate effective use of project capacity. This may be seen through low occupancy rates, untimely expenditures, unresponsiveness, lack of communication, or other issues which significantly impact project operations and performance.
- **Financial Management:** Underperforming projects may include agencies or projects with audit findings for which a response is overdue or unsatisfactory, have outstanding funds, show a continued misuse of funds, underutilization of funds, or unsatisfactory cost effectiveness.
- **Performance Outcomes:** Underperforming projects may show poor data quality within HMIS (or comparable database if applicable), unmet performance outcomes within their most recent annual performance or quarterly report, or rank low in the project ranking and priority listing process.
- **Lack of Compliance with Local and Federal Project Review and Certification Standards:** Underperforming projects may include those with a history of serving ineligible persons, expending funds on ineligible costs, lack compliance with Housing First, Trauma-Informed Care, or Harm Reduction principles, or failure to fully integrate in the Coordinated Entry System.
- **Local Need:** Project may be slated for reallocation when a local need is more effectively met through another project and reallocation might be necessary. Projects will be evaluated to ensure alignment with current Seattle-King County CoC and HUD priorities, including a focus on agencies who focus on the wellbeing.
- **Regional Need:** Project may be slated for reallocation when there is a lack of services within an area of the Seattle-King County region. Projects will be evaluated to ensure alignment with current Seattle-King County CoC and HUD priorities, including a focus on agencies who focus on wellbeing.
- **Loss of External Supporting Program Funds:** Projects which are unable to fully meet their scope of work due to loss of ancillary service or match funding and are likely to result in unmet performance outcomes or unspent funds may be slated for reallocation.

Alignment with Annual HUD Notice of Funding Opportunity (NOFO) Funding Priorities:

Projects that no longer align with HUD funding priorities outlined in the annual NOFO, may be considered for reallocation to ensure the Seattle-King County CoC maintains a competitive position during each annual NOFO process, while also funding the latest and most effective approaches to making homelessness rare, brief, and one-time. **VOLUNTARY**

REALLOCATION

At any time during the grant period, subrecipients can voluntarily return their CoC funds should they determine, they will not be able to fund and scope of work, expenditure goals, performance outcomes, or other contractual obligations. Within the annual CoC Program NOFO application process, subrecipients are provided the opportunity to self-nominate their renewal projects for reallocation by completing the Intent to Renew and Grant Inventory Worksheet (GIW) indicating their intention to receive less or no renewal funding. These same agencies can decide to apply for a different project through the CoC Program New Project Request for Proposals (RFP) process.

If a subrecipient decides to voluntarily reallocate their funding in part or full, the RHA will determine how to release the funds to the community via shifting funds towards another existing project or find a new subrecipient through a competitive process. Subrecipients can indicate if they would like to suggest how the released funds can be reallocated; however, the RHA and Seattle-King County CoC will develop the formal recommendation to reallocate based on a review of existing projects and local needs. Any recommendation to reduce or reallocate funding during or outside the CoC NOFO renewal process will be evaluated and approved by the CoC Board.

TYPES OF REALLOCATIONS

CoC Program funds made available through reallocation may be used to create new projects or expand existing ones.

Funding for projects may be reallocated in the following ways:

- Funding (in whole or part) from one project into a new project by the same provider or subrecipient
- Funding (in whole or part) from one project into a new project by a different provider or subrecipient
- Funding (in whole or part) from one project into many new projects
- Funding (in whole or part) from multiple projects into one new project
- Funding (in whole or part) from multiple projects into several new projects

SUBCOMMITTEE

The Seattle-King County CoC's NOFO Planning Subcommittee "Subcommittee" here on, will serve as the primary body to review and develop recommendations for reallocations under the guidance of this document. The Subcommittee shall convene annually, and at least monthly, after the Intent to Renew (ITR) has been submitted. The Subcommittee will meet to review the Reallocation Policies and Procedures, make any appropriate revisions, review project

performance, and develop recommendations for reallocation if necessary. RHA staff will provide the Subcommittee with a summary of performance and expenditures for projects considered for reallocation. If any conflict of interest arises within any Subcommittee member, they must recuse themselves from participating in any discussion or deliberation about reallocation that may potentially impact their affiliation's CoC funding. Any revisions to this document will be reviewed by the Subcommittee and must be approved by a vote of the CoC Board. The RHA will ensure that all Subcommittee members are provided training and materials related to reallocation including the:

- HEARTH Act
- CoC Governance Charter and Bylaws
- Reallocation Policies and Procedures
- Ranking and Prioritization Tool for Renewal Projects

REALLOCATION CoC BOARD MEETING

Annually during the CoC NOFO application process, the CoC Board shall convene a meeting to review recommendations for reallocation provided by the NOFO Planning Subcommittee and make a formal vote. During the meeting, the Subcommittee will provide a recommendation to the CoC Board and RHA staff will share information regarding the performance and financial status of the recommended project(s) considered for reallocation. The Board will use the information gathered to vote on reallocation decisions.

PERFORMANCE RATING TOOL

The RHA will evaluate projects for reallocation utilizing the project rating and ranking tool, which is developed and updated by the System Performance Subcommittee and approved by the CoC Board. The tool shall be reviewed and updated by the Subcommittee and approved by the CoC Board at least annually.

NOTIFICATION OF PROJECT REALLOCATION

Impacted subrecipients will be notified of the reallocation recommendations to the CoC Board within five (5) business days before the Board meeting. The notification will be sent via email. Upon the Board vote, subrecipients will be notified of the reallocation decision within five (5) business days after the Board meeting. The notification will be sent with a formal notification letter that reallocation has been approved via e-mail.

APPEAL PROCESS

Subrecipients with a project selected for competitive reallocation may appeal the decision in writing to the RHA within five (5) business days after notification of the decision for reallocation. The written notification should provide documentation supporting continued need for the project in question and an action plan detailing how the project will rectify its issues to meet its contractual programmatic and financial obligations before the end of the operational period. The

NOFO Planning Subcommittee and RHA staff will review appeals and provide a final recommendation within thirty (30) business days of receipt of the appeal.

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