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 2022 CoC Program Competition Notice of Funding Opportunity (NOFO) for specific application and program requirements.
2. The FY 2022 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 2022 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) 2022 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2022 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1A-1. CoC Name and Number: NJ-509 - Morris County CoC

1A-2. Collaborative Applicant Name: County of Morris

1A-3. CoC Designation: CA

1A-4. HMIS Lead: Foothold Technology, Inc.

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) 2022 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2022 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1B-1.	**Inclusive Structure and Participation–Participation in Coordinated Entry.**	
	NOFO Sections VII.B.1.a.(1), VII.B.1.e., VII.B.1.p., and VII.B.1.r.	

	In the chart below for the period from May 1, 2021 to April 30, 2022:
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.	Agencies serving survivors of human trafficking	Yes	Yes	Yes
3.	CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes	Yes
4.	Disability Advocates	Yes	Yes	Yes
5.	Disability Service Organizations	Yes	Yes	Yes
6.	EMS/Crisis Response Team(s)	Yes	Yes	Yes
7.	Homeless or Formerly Homeless Persons	Yes	Yes	Yes
8.	Hospital(s)	Yes	Yes	Yes
9.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	Nonexistent	No	No
10.	Law Enforcement	Yes	Yes	Yes
11.	Lesbian, Gay, Bisexual, Transgender (LGBTQ+) Advocates	Yes	Yes	Yes
12.	LGBTQ+ Service Organizations	Yes	Yes	Yes
13.	Local Government Staff/Officials	Yes	Yes	Yes
14.	Local Jail(s)	Yes	Yes	Yes
15.	Mental Health Service Organizations	Yes	Yes	Yes
16.	Mental Illness Advocates	Yes	Yes	Yes

17.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes	Yes	Yes
18.	Organizations led by and serving LGBTQ+ persons	Yes	Yes	Yes
19.	Organizations led by and serving people with disabilities	Yes	Yes	No
20.	Other homeless subpopulation advocates	Yes	Yes	Yes
21.	Public Housing Authorities	Yes	Yes	Yes
22.	School Administrators/Homeless Liaisons	Yes	Yes	Yes
23.	State Domestic Violence Coalition	No	No	No
24.	State Sexual Assault Coalition	No	No	No
25.	Street Outreach Team(s)	Yes	Yes	Yes
26.	Substance Abuse Advocates	Yes	Yes	Yes
27.	Substance Abuse Service Organizations	Yes	Yes	Yes
28.	Victim Service Providers	Yes	Yes	Yes
29.	Domestic Violence Advocates	Yes	Yes	Yes
30.	Other Victim Service Organizations	Yes	Yes	Yes
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.	Organizations dedicated to veteran housing and services	Yes	Yes	Yes
35.				

1B-2.	Open Invitation for New Members.	
	NOFO Section VII.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 with individuals with disabilities, including the availability of accessible electronic formats;
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)The CoC full membership and sub-committee meetings are open to all interested persons or entities and dates, descriptions, and locations for all CoC meetings and Executive Committee meetings are publicly posted on the Morris County (CoC Lead) website as part of a calendar with many other community events appealing to community members. Anyone interested in participating can enter their individual/agency information into an e-form to submit application for membership even prior to attending a CoC meeting.
(2)Meeting notices are sent out via email in accessible digital formats to ensure compatibility with text to speech programs & conversion to large text for individuals with disabilities. Emails are sent to a variety of listservs to expand the number of agencies/advocates aware of the CoC process, and the Morris County website is also compatible with these digital tools as well as being instantly translatable for prospective members who are not fluent in English. The Executive Committee routinely examines membership and actively works to solicit participation from sectors insufficiently represented in the CoC membership (at both full membership and executive membership level).
(3)The CoC has invited these agencies that serve culturally specific communities experiencing homelessness: Urban League, Office of Hispanic Affairs and Black Lives Matter Morris County. These agencies join CoC meetings, conduct trainings and ensure the community is using an equity lens at all times.

1B-3.	CoC's Strategy to Solicit/Consider Opinions on Preventing and Ending Homelessness.	
	NOFO Section VII.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; and
3.	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's strategy to solicit and consider opinions from many organizations & persons interested in ending homelessness is to incorporate them into the CoC membership. The CoC's Executive Committee (EC) members include: hospitals, local universities, shelter & housing providers, soup kitchens, formerly homeless individuals, DV advocates, childcare providers, law enforcement, mainstream benefits/welfare agency provider, & mental health/substance use disorder service providers. Input on needs & strategies are generated through EC, full membership & subcommittee meetings, & having a broad representation among the membership is essential to creating wholistic & effective strategies.

(2)Information & materials for all meetings are shared in advance in accessible digital formats to ensure compatibility with text to speech programs & conversion to large text for individuals with disabilities. CoC Lead, Morris County, is also a local Consolidated Plan Jurisdiction & regularly posts information for public comment pertaining to ESG, CDBG, HOME, & local funding sources, including solicitation of comments about how funds impact housing & homelessness.

(3)The CoC actively considers information gathered from public comment & public meetings to make improvements in serving homeless persons. For instance:

The CoC advisory board expressed concerns around confidentiality and the sharing of personal data during case conferencing meetings, so the Coordinated Entry Leadership Team and EC are working on adjusting the process to de-identify client data during the meetings and updated their confidentiality agreement required by all who attend case conferencing.
The EC approved a study of landlord needs & attitudes toward vouchers in partnership by the CoC & Drew University. The study which is now complete developed an intervention strategy to improve lease-up options for chronically homeless persons. It is now funded & operating as of July 2022.
The CoC solicits opinions from membership on all Policies considered for ratification by the EC, which are presented for public comment by subcommittees & full CoC membership. The CoC Allocations Committee also utilized comments from providers to improve the funding application and documentation process to enhance the quality and volume of provider submissions.

1B-4.	Public Notification for Proposals from Organizations Not Previously Awarded CoC Program Funding.	
	NOFO Section VII.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.	how your CoC effectively communicated with individuals with disabilities, including making information accessible in electronic formats.

(limit 2,500 characters)

The CoC issued its Request for Proposals (RFP) on 4/25/22 requesting applications for new & renewal projects through posting on the CoC website, local newspaper publication, announcements at human services related meetings & mass emails through Human Service & CoC listservs using accessible digital formats to ensure compatibility with text to speech programs & conversion to large text for individuals with disabilities.
The CoC's RFP also stated "Projects may apply for new funding that may be made available through reallocation of existing monies or new bonus funding, & applicants who have not previously received CoC funding are encouraged to apply."
The announcement was shared publicly & was accessible to both previously funded & non-funded agencies. The CoC request for proposals identified requirements for new projects & renewal projects & a TA session was provided to answer questions from agencies unfamiliar with the CoC program or process or who had questions regarding funding requirements & eligibility. The announcement included the application process, scoring criteria, scoring tool, & CoC funding priorities & listed the email address that project applicants needed to send their final applications to.
The CoC established a scoring scale for new projects that included a review of agency experience providing services, type of project, population to be served & willingness to participate in the local planning process, including Coordinated Entry. A technical assistance(TA) session, open to any interested new or renewal applicants, was held on 5/2/22 to provide TA & a full understanding of CoC process, funding eligibility requirements & priorities.
In the ranking process new projects were scored & ranked based on the percentage of points awarded from the new project scoring scale enabling cross comparison & ranking w/ renewal projects. The scoring criteria evaluated an agency's ability to serve target population, fiscal oversight & strength & performance with HUD or other funding in the past.

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) 2022 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2022 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 VII.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 Nonexistentif 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	Yes
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	Yes
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)	Yes
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)	Yes
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.	Veteran-focused Housing Service Agencies	Yes

1C-2.	CoC Consultation with ESG Program Recipients.	
	NOFO Section VII.B.1.b.	

	Describe in the field below how your CoC:
1.	consulted with ESG Program recipients in planning and allocating ESG and ESG-CV 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 within your CoC's geographic area so it could be addressed in Consolidated Plan update.

(limit 2,500 characters)

There are 2 ESG recipients in the region: Morris County (MC) & the State of NJ. The CoC Executive Committee (EC) approves performance standards & the ESG recipient considers CoC funding priorities in their allocation process. The MC ESG recipient is a member of the CoC EC & participates in all CoC meetings. The CoC EC chair serves on the Morris County Human Services Advisory Council & serves by participating in ESG program review & funding meetings. The MC ESG recipient shares funding recommendations with the CoC EC & presents ConPlan updates/action plans for public comment at CoC full membership meetings.
To better coordinate non-CoC resources, the CoC recently created a funding matrix of all funding going through the community; they then made funding recommendations to the MC ESG recipient about how ESG-CV funding could be allocated.
NJDCA hosts a public comment conference call after they have developed their funding priority recommendations for ESG funds annually. The CoC participated in the CoC meeting to provide feedback about the best ways to target ESG funding. All projects requesting funding through NJDCA ESG process must obtain a letter of support from the CoC. The CoC EC reviews all proposals requesting funding through the NJDCA ESG program & issues letters of support to those projects that are in line with local funding priorities & demonstrate an ability to work with the CoC in ending homelessness. The CoC EC also participated in specialized conference calls with NJDCA re:ESG-CV RRH program, ensuring the RRH program utilized the local coordinated entry process.
In addition, the staff of MC provide staffing for conducting the monitoring for both ESG & CoC-funded projects.
The CoC PIT & HIC information, as well as strategic plans, gaps & needs, are shared with the ConPlan jurisdiction for inclusion in their plan.

1C-3.	Ensuring Families are not Separated.	
	NOFO Section VII.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.	No
2.	Conducted optional training for all CoC- and ESG-funded service providers to ensure families are not separated.	No
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 AAQs or requesting technical assistance to resolve noncompliance of service providers.	Yes
6.	Other. (limit 150 characters)	
	Family separation is on the CoC strategic plan	

Because you entered information in the "6. Other." field for question 1C-3., you must select a response from the pull-down menu for this element.

1C-4.	CoC Collaboration Related to Children and Youth–SEAs, LEAs, School Districts.	
	NOFO Section VII.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	No

1C-4a.	Formal Partnerships with Youth Education Providers, SEAs, LEAs, School Districts.	
	NOFO Section VII.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)

The Morris CoC By-Laws state that the Executive Committee may include representatives from Homeless Youth Service Providers, Early Childhood and/or K-12 Education System Representatives. Child & Family Resources also has a formal written agreement with the local McKinney Vento Office to serve Morris County.

1C-4b.	Informing Individuals and Families Experiencing Homelessness about Eligibility for Educational Services.	
	NOFO Section VII.B.1.d.	

Describe in the field below written policies and procedures your CoC adopted to inform individuals and families who become homeless of their eligibility for educational services.

(limit 2,500 characters)

All providers complete household assessments when families enroll in their programs. As part of the assessments providers review current connections to school and other education related services for the household. Case managers work with households to identify if additional services are needed and provide support in helping the household connect to services available through the school system or community agencies.

1C-4c.	Written/Formal Agreements or Partnerships with Early Childhood Services Providers.	
	NOFO Section VII.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	Yes	No
2.	Child Care and Development Fund	Yes	Yes
3.	Early Childhood Providers	Yes	Yes
4.	Early Head Start	Yes	Yes
5.	Federal Home Visiting Program–(including Maternal, Infant and Early Childhood Home and Visiting or MIECHV)	Yes	No
6.	Head Start	Yes	Yes
7.	Healthy Start	Yes	No
8.	Public Pre-K	Yes	No
9.	Tribal Home Visiting Program	Yes	No
	Other (limit 150 characters)		
10.			

1C-5.	Addressing Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors–Collaborating with Victim Service Providers.	
	NOFO Section VII.B.1.e.	

	Describe in the field below how your CoC regularly collaborates with organizations who help provide housing and services to survivors of domestic violence, dating violence, sexual assault, and stalking to:
1.	update CoC-wide policies; and
2.	ensure all housing and services provided in the CoC are trauma-informed and can meet the needs of survivors.

(limit 2,500 characters)

1.Each CoC meeting includes an opportunity for public comment, during which all agencies, including victim service providers, may propose new CoC policies or update existing CoC policies, which would then be reviewed by the Governance Board for final review and vote.
2.During the annual CoC monitoring process, agencies are scored based on whether their staff receives training on trauma-informed care and can meet the needs of survivors. The CoC also informs all agencies about community training opportunities, including training on trauma-informed care, which staff can take advantage of. Additionally, Jersey Battered Women's Services (JBWS), the primary victim service provider agency in the CoC, conducts trainings for CoC housing and service providers on how to implement trauma-informed care.

1C-5a.	Annual Training on Safety and Best Practices to Address the Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.	
	NOFO Section VII.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)

Jersey Battered Women's Services (JBWS), the primary victim service provider agency in the CoC, conducts trainings for professionals and community education opportunities to help provider staff and the larger community recognize DV issues, promote healthy relationships and enhance access to services. Trainings are open to all interested agencies and cover a variety of topics from recognizing partner violence, overview of DV issues, immigration, safety planning, LGBTQ intersections and trauma informed care. The CoC's recent trainings with JBWS took place in October of 2019 and were also recorded as webinars and disseminated to the full CoC for those who did not attend.
The Coordinated Entry System and JBWS also developed policies and procedures and guidelines regarding how best to manage the safety of those identifying as DV and to ensure access to the full array of housing resources while protecting confidentiality. The policy emphasizes the importance of ensuring that Coordinated Entry staff are trained in "trauma-informed protocols that support domestic violence survivors." Call specialist staff at NJ 211, the CoC's virtual point of entry for Coordinated Entry and assessment, all receive annual training on providing trauma-informed and survivor-centered care while ensuring safety and confidentiality, whether the survivor is receiving a referral to JBWS or to other CoC resources.

1C-5b.	Using De-identified Aggregate Data to Address the Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.	
	NOFO Section VII.B.1.e.	

	Describe in the field below:
1.	the de-identified aggregate data source(s) your CoC uses 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)

Jersey Battered Women's Services (JBWS) alerts the CoC, through meetings, workgroups and subcommittees, to trends and issues in serving survivors of domestic violence. The agency is also an active member of the Coordinated Entry committee and Data Quality committee. In these roles JBWS provides insight in the needs of survivors experiencing homelessness.
In addition to committee membership, JBWS has agreed to submit de-identified client level data to the CoC Lead Agency pulled from their HMIS comparable database. This information, combined with data pulled from HMIS is able to be used to evaluate system trends and the scope of need in the community. JBWS also uses a HMIS-comparable database, making the collection of data effortless; this database is also used to produce all HUD reporting requirements.
The information regarding need for survivors provided to the CoC shaped the CoC's decision to support JBWS in applying for its new CoC DV Bonus RRH expansion project and Joint TH-RRH project. These projects will fill a gap by enabling faster and more sustainable exits from safe house shelter so that shelter space is available for other survivors in crisis.
JBWS is a key member of the PIT planning process every year. The agency completes surveys for all homeless persons served on the day of the PIT count and submits de-identified data for inclusion in the PIT. Data from the PIT is analyzed and includes a subsection regarding the needs and trends for those reporting DV experience in the final PIT report.

1C-5c.	Communicating Emergency Transfer Plan to Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.	
	NOFO Section VII.B.1.e.	

	Describe in the field below how your CoC communicates to all individuals and families seeking or receiving CoC Program assistance:
1.	the emergency transfer plan policies and procedures; and
2.	the process for individuals and families to request an emergency transfer.

(limit 2,500 characters)

Those presenting as survivors fleeing domestic violence to the CoC's virtual Coordinated Entry (CE) access point (NJ 211) or other providers are immediately referred to the designated DV providers in the region, Jersey Battered Women's Services (JBWS) for safety planning and service. Upon receipt of referral, JBWS completes a safety evaluation with the household to determine eligibility for Safe House placement. If a client placed in a CoC-funded project and experiences a new threat to safety, the provider must collaborate with the CoC and CE staff to facilitate another placement for any impacted household members per Emergency Transfer Plan.
2. To request an emergency transfer, the tenant shall notify the CoC-funded agency's management office and submit a written request for a transfer to another location. The agency will provide reasonable accommodations to this policy for individuals with disabilities. The tenant's written request for an emergency transfer should include either:
(a) A statement expressing that the tenant reasonably believes that there is a threat of imminent harm from further violence if the tenant were to remain in the same dwelling unit assisted under the agency's program; OR
(b) A statement that the tenant was a sexual assault victim and that the sexual assault occurred on the premises during the 90-calendar-day period preceding the tenant's request for an emergency transfer.

1C-5d.	Access to Housing for Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
	NOFO Section VII.B.1.e.	

Describe in the field below how your CoC ensures that survivors of domestic violence, dating violence, sexual assault, or stalking have access to all of the housing and services available within the CoC's geographic area.

(limit 2,500 characters)

Currently, JBWS clients are able to be assessed and prioritized for all available CoC resources through CE. And, according to HMIS data, many are served in other CoC projects. Clients may choose to receive other CoC housing assistance, and JBWS assists the household to ensure they are confidentially maintained and prioritized on the CoC's CE Prioritization Lists while JBWS continues working with them to connect to benefits and services for which they are eligible via the Morris County Office of Temporary Assistance.

1C-5e.	Including Safety, Planning, and Confidentiality Protocols in Coordinated Entry to Address the Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.	
	NOFO Section VII.B.1.e.	

	Describe in the field below how your CoC's coordinated entry includes:
1.	safety protocols,
2.	planning protocols, and
3.	confidentiality protocols.

(limit 2,500 characters)

Those presenting as survivors fleeing domestic violence to the CoC's virtual Coordinated Entry (CE) access point (NJ 211) or other providers are immediately referred to the designated DV providers in the region, Jersey Battered Women's Services (JBWS) for safety planning and service. Upon receipt of referral, JBWS completes a safety evaluation with the household to determine eligibility for Safe House placement.
DV survivors without an immediate safety issue may participate in JBWS services and may not be sheltered in the Safe House, but are eligible for other shelter placement if they cannot be diverted or prevented from becoming homeless.
Other placement options include JBWS Transitional Living Program (CoC and DOJ-funded) and Abigail House (AH), a transitional housing program run by Family Promise of Morris County, which also serves DV clients. JBWS's RRH project now helps move survivor households more quickly from ES or TH to PH.
All CoC programs work diligently to protect the confidentiality of program participant information. No data is shared unless the client explicitly consents.

1C-6.	Addressing the Needs of Lesbian, Gay, Bisexual, Transgender and Queer+–Anti-Discrimination Policy and Training.	
	NOFO Section VII.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 VII.B.1.f.	

	Describe in the field below:
1.	whether your CoC updates its CoC-wide anti-discrimination policy, as necessary, based on stakeholder feedback;
2.	how your CoC assisted providers in developing 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.	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.Each CoC meeting includes an opportunity for public comment, during which all CoC members may propose new CoC policies or propose updates to existing CoC policies, including the anti-discrimination policy.

2. The CoC assisted providers in developing project-level anti-discrimination policies by providing information and resources during the application technical assistance session and outlining and distributing clear criteria for high scoring projects during the allocations process.

3.The CoC conducts an annual monitoring of CoC-funded providers, which includes a monitoring of providers' policies and oversight over any compliance issues with the CoC's anti-discrimination policies.

4.If the monitoring process results in findings regarding noncompliance with the anti-CoC discrimination policy, the CoC will write a letter to the agency notifying them of the exact findings that were identified and will request that the agency submit a response within 60 days of receipt of the letter, acknowledging the findings and reporting back on their remediation plan for addressing any noncompliance. If noncompliance is identified in subsequent monitoring cycles, the agency will be notified that this could result in loss of funding if their noncompliance persists.

1C-7.	Public Housing Agencies within Your CoC's Geographic Area–New Admissions–General/Limited Preference–Moving On Strategy.	
	NOFO Section VII.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 FY 2021 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 2021 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?
The State of New Jersey Department of Community Affairs	7%	Yes-HCV	No
Morris County Housing Authority	24%	No	No

1C-7a.	Written Policies on Homeless Admission Preferences with PHAs.	
	NOFO Section VII.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)

The CoC has worked with the all of the County PHAs. Specifically we have formal MOUs with Morris County (MCPHA), Dover (DPHA) and Madison(MPHA) PHAs. Our partnerships center around understanding barriers to housing, landlord programs, & prioritizing homeless households through preference & set asides. Once the TBRA vouchers under MCPHA expire clients automatically move into permanent HCVs. Prioritized households are referred by Shelter Partners using HMIS & Coordinated Entry.

MCPHA and the DPHA successfully partnered with the CoC. CoC partners received 25 HUD Mainstream Vouchers in September 2019. All vouchers were utilized for a 100% success rate. Since the initial award, MCPHA received an additional 8 vouchers through the CARES Act and subsequently 10 more through a non-competitive NOFO bringing the total to 43. MCHA, MPHA, and DPHAs are partners in the Coordinated Entry System (CES). The MCPHA Executive Director sits on the CoC Executive Committee, and all three PHA's have signed MOU's with the CES. This allows shared case conferencing, brain storming, conflict resolution, landlord support, eviction prevention and creative problem solving with flexible options and solutions.
A CoC-funded agency, Family Promise of Morris County (FPMC), has worked to engage the PHAs in our community and they meet regularly as a group and individually with FPMC. FPMC was awarded the Lead Organization role for Morris County for the state's Emergency Housing Voucher Program and is working with the PHA's to cross reference names on their Wait Lists and the CE List, to ensure those with the highest acuity needs are met first. MCPHA is working with FPMC on its soon to be awarded Congressionally Funded grant project- Housing as Healthcare for Economic Impact- dedicating 10 vouchers to homeless individuals/families- to improve health outcomes, reduce use of ER's and provide safe accessible housing that addresses and resolves healthcare crises.

Dover and Madison PHA's are working with FPMC's 32-unit Women's Campus, dedicating 20 Housing Choice Vouchers and its CoC Funded Program- Rapid Rehousing dedicating 7 Housing Choice vouchers for homeless single adults and families.

The CoC's Permanent Housing Committee is leading the strategy to engage the Boonton and Morristown PHAs in the CoC and CE. The PHA partners benefit from this partnership because it enables them to maximize their utilization rate by assisting the the most vulnerable populations.

1C-7b.	Moving On Strategy with Affordable Housing Providers.	
	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.		

1C-7c.	Include Units from PHA Administered Programs in Your CoC's Coordinated Entry.	
	NOFO Section VII.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)	No
2.	Family Unification Program (FUP)	No
3.	Housing Choice Voucher (HCV)	Yes
4.	HUD-Veterans Affairs Supportive Housing (HUD-VASH)	Yes
5.	Mainstream Vouchers	Yes
6.	Non-Elderly Disabled (NED) Vouchers	No
7.	Public Housing	Yes
8.	Other Units from PHAs:	

1C-7d.	Submitting CoC and PHA Joint Applications for Funding for People Experiencing Homelessness.	
	NOFO Section VII.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)?	No
		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.	

1C-7e.	Coordinating with PHA(s) to Apply for or Implement HCV Dedicated to Homelessness Including Emergency Housing Voucher (EHV).	
	NOFO Section VII.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?	No

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.	

PHA
New Jersey State ...

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

Name of PHA: New Jersey State Department of Community Affairs

1D. Coordination and Engagement Cont'd

1D-1.	Discharge Planning Coordination.	
	NOFO Section VII.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 VII.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 2022 CoC Program Competition.	14
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 2022 CoC Program Competition that have adopted the Housing First approach.	14
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 2022 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 VII.B.1.i.	

	Describe in the field below:
1.	how your CoC evaluates every recipient–that checks Housing First on their Project Application–to determine if they are actually 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 the competition to ensure the projects are using a Housing First approach.

(limit 2,500 characters)

New & renewal projects are scored during local selection based on their operationalization of the Housing First model, including a review of admission & termination criteria to ensure participants are not screened out or terminated out for the following:
•Having little or no income
•Active or history of substance abuse
•Having a criminal record with exceptions for state-mandated restrictions
•History of domestic violence
•Lack of documentation at program entry
•Failure to participate in supportive services

The local selection application also scores new and renewal projects based on their documented policies and procedures, agency-wide training, and what their Housing First implementation plan is, if they currently face barriers to implementing Housing First.
Outside of the competition renewal projects are monitored annually. The monitoring process includes a review of client files to ensure that clients were not terminated from the project due to violations of Housing First for the following: criminal history, transgender identification, income and credit history, “housing readiness,” mental health history, failure to participate in supportive services, mental health history, substance use history, history of domestic or intimate partner violence, and immigration status. In addition, the monitoring process entails a review program policies and procedures to ensure that program policies and intake procedures do not violate Housing First principles, that client input impacts program design, and that there are minimal barriers to entry related to documentation.
The CoC also monitors the following performance outcomes: returns to homeless locations upon program discharge and permanent housing retention. The Housing First component of the monitoring accounted for 23% of the total monitoring score. The monitoring score is also factored into the local application score for renewal projects, in addition to the 29% and 33% of scoring points on the new and renewal local application respectively already attributed to Housing First adherence.
This year the CoC also began monitoring the CE Provider on housing first-oriented metrics including: % of households discharged involuntarily (i.e. due to noncompliance with program), % of households discharged to permanent housing, % of households discharged to a homeless location, time from initial to coordinated assessment, time from referral to case management/housing navigation services.

1D-3.	Street Outreach–Scope.	
	NOFO Section VII.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)

The Mental Health Association of Essex & Morris (MHA) operates the primary outreach program for the CoC through the PATH program & other sources of funding. MHA teams cover 100% of the geographic region through targeting known locations. The teams work closely with local police & hospitals to respond to unsheltered homeless persons identified by those agencies. MHA tracks outreach interactions in HMIS. All outreach is coordinated & tailored to those who are the most vulnerable & service resistant. If shelter is refused, connection will still be made to coordinated entry (CE) & clients will be prioritized for permanent housing opportunities.
In addition, there are two CE Drop-In Centers that connect unsheltered households to mainstream benefits, services, & shelter. MHA & the drop-in centers also help connect people to GA, TANF & SSI through which they may receive shelter & housing.
The CoC also has access to Navigating Hope (NH) & Hope One (H1), programs that bring services & connection to benefits to the community through mobile outreach. NH is a mobile van that travels throughout the County & helps consumers apply for benefits & get connected to social services. NH has even been deployed at the local court so that persons facing evictions can instantly have access to the homeless service system if necessary. H1, which operates similarly to NH, specializes in support services, specifically mental health services, for persons struggling with addiction; if outreach workers are notified of persons that are experiencing homelessness that are engaging in high-risk behavior, ie drug use, the county deploys the H1 van, which includes a consortium of providers, like a Support Team for Addiction Recovery (STAR) specialist & an outreach worker. These providers meet weekly to ensure that all persons in need of services have access to the system. Visions and Pathways also conducts street outreach for youth in the CoC to connect them with CE & services.

1D-4.	Strategies to Prevent Criminalization of Homelessness.	
	NOFO Section VII.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:

		Ensure Homelessness is not Criminalized	Reverse Existing Criminalization Policies
1.	Engaged/educated local policymakers	Yes	Yes
2.	Engaged/educated law enforcement	No	No
3.	Engaged/educated local business leaders	No	No
4.	Implemented community wide plans	Yes	No
5.	Other:(limit 500 characters)		

1D-5.	Rapid Rehousing–RRH Beds as Reported in the Housing Inventory Count (HIC).	
	NOFO Section VII.B.1.l.	

		2021	2022
	Enter the total number of RRH beds available to serve all populations as reported in the HIC–only enter bed data for projects that have an inventory type of "Current."	72	90

1D-6.	Mainstream Benefits–CoC Annual Training of Project Staff.	
	NOFO Section VII.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:

	Resource	CoC Provides Annual Training?
1.	Food Stamps	Yes
2.	SSI–Supplemental Security Income	Yes
3.	TANF–Temporary Assistance for Needy Families	Yes
4.	Substance Abuse Programs	Yes
5.	Employment Assistance Programs	Yes
6.	Other (limit 150 characters)	

1D-6a.	Information and Training on Mainstream Benefits and Other Assistance.	
	NOFO Section VII.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, 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)

In the monitoring & local selection processes, the CoC reviews how funded programs connect participants with benefits & community services & evaluates project capacity to leverage community resources, prioritizing those projects with demonstrated ability to connect clients.
CoC agencies have access to SOAR trained staff from two CoC-funded agencies who assist clients in connecting to SSI/SSD. Through Coordinated Entry (CE) Drop-In Centers, clients are assisted in using Single Stop, a web-based system that checks benefit eligibility to assist & encourage clients in connecting with mainstream benefits. Single Stop also educates CE & other provider staff on creating linkages to benefits. The CoC also has access to Navigating Hope (NH), a mobile outreach program that bring services & connection to benefits to the community. The NH van travels throughout the County & helps clients apply for benefits & get connected to social services.
All projects connect participants to the Office of Temporary Assistance (OTA), the local welfare agency to ensure participants are applying for benefits. OTA is a CoC Executive Committee member, CoC full committee member & currently chairs the CE case conferencing meetings. OTA systematically updates partner agency staff regarding the availability of mainstream resources such as SNAP, TANF, state-funded General Assistance welfare for individuals, SSI/D, & substance abuse programs.
Morristown Medical Center has financial counseling for both their inpatient & outpatient medical services that link patients to Medicaid & Charity Care so that no one goes without medical care & treatment, including preventative medicine.
Zufall Health Center (local FQHC) participates in many CoC outreach efforts & events & also has services that link patients to Medicaid & the ACA Marketplace.

1D-7.	Increasing Capacity for Non-Congregate Sheltering.	
	NOFO Section VII.B.1.n.	

Describe in the field below how your CoC is increasing its capacity to provide non-congregate sheltering.

(limit 2,500 characters)

Family Promise of Morris County received CV-ESG funding, and the Office of Temporary Assistance (OTA) received CV-CDBG funding, for motel placements as a form of increasing non-congregate sheltering. OTA has also been meeting with motel providers to discuss capacity for placements. They have been discussing the possibility of allowing laundry service, food providers delivering meals, space for supportive services at the motels, ability to have pets, etc. The goal is to make this more person centered and determine the most appropriate motel placement for an individual.

ID-8.	Partnerships with Public Health Agencies–Collaborating to Respond to and Prevent Spread of Infectious Diseases.	
	NOFO Section VII.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)

1.During the height of COVID-19, the CoC worked with the local federally qualified healthcare centers (FQHCs), local hospitals, and other stakeholders in order to rapidly and effectively respond to the pandemic. This has since resulted in on-going practices and protocols that the CoC now follows in the event a future infectious disease outbreak:
•Development of a safety, isolation & quarantine plan; once residents are identified they will be offered a safe place to quarantine as well as medical care, telehealth services, food, beverages, medicine, hygiene supplies, & PPE.
•Coordination of a non-congregate shelter for persons experiencing homelessness & testing positive for the disease. Upon discharge, residents will be reconnected with community service providers and supports.
•Collaboration with FQHCs & homeless service providers to distribute masks, sanitizing products, testing & vaccines
2.Ongoing practices at the shelter & drop-in center level that will help to prevent outbreaks among people experiencing homelessness include:
•use of PPE by staff & clients, implementation of air filtration systems & amplified cleaning procedures, additional spacing between beds at all shelter locations. Programs continue to share educational info regarding other illnesses, i.e the flu.
•Increased collaboration between CoC partners & the local FQHC in the County. This collaboration led to increased communication & referrals to the FQHC for clients need a health screening or connection to primary care.
•Strengthened relationships with county health department to organize & implement vaccine events and implement safety protocols to keep staff safe while continuing to serve the homeless face-to-face
•Implementation of virtual screening for benefits; virtual strategies are still utilized as a hybrid model to continue to address barriers such as transportation when accessing services as well as any other future public health emergencies. Through all of these practices, the CoC has set up the infrastructure & communication, such as holding meetings virtually, allowing for virtual intakes of clients & electronic collection of documentation that will be needed in future health emergencies.

ID-8a.	Collaboration With Public Health Agencies on Infectious Diseases.	
	NOFO Section VII.B.1.o.	

	Describe in the field below how your CoC effectively equipped providers to prevent or limit infectious disease outbreaks among program participants by:
1.	sharing information related to public health measures and homelessness, and
2.	facilitating 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)The CoC is equipped to utilize several communication platforms to distribute information regarding safety measures, local restrictions, and vaccine implementation. Updates can be provided in real time regarding agency operation changes, safety measures, best practices, etc through the CoC mailing list which has over 200 recipients. Notices can be sent out daily to ensure information is shared. The CoC lead continuously connects with shelters, the coordinated entry program, drop-in centers and the local welfare agency on a regular basis to evaluate needs, provide updates on programs, coordinate testing and vaccine implementation. The Morris CoC continues to hold its full membership meetings via Zoom to ensure access and continued safety. All agencies are encouraged to provide updates and any new programming at these meetings. The Provider Resource subcommittee of the CoC also created a google form for service providers throughout the jurisdiction to complete on a quarterly basis to keep other providers up-to-date with any changes in operation, updates to programs, new programs and protective measures. This method was found to be very successful.

2)The CoC expanded on its collaboration with local federally qualified health center in the County. This collaboration has led to increased communication & referrals to the FQHC. As a result of COVID-19, the CoC has strengthened relationships with the health department in the county to be able to organize & implement a number of vaccination events made available to the homeless in the community. The CoC also works with the health department to implement safety protocols to keep staff safe while continuing to serve the homeless face-to-face in agency offices as well as in the community.

1D-9.	Centralized or Coordinated Entry System–Assessment Process.	
	NOFO Section VII.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 100% coverage by CE, the CoC has d a virtual access point operated by NJ 2-1-1, which can be accessed by phone from anywhere in Morris CoC 24 hours a day, 7 days a week to be assessed, prioritized, and referred for housing services. The CoC has widely advertises the Coordinated Entry (CE) access points through online and newspaper advertisements, with a wrapped vehicle, and through community outreach. PATH outreach provider, Mental Health Assn. of Essex and Morris Counties and Morris County Sheriff's Community Services Unit Hope One mobile recovery outreach assist homeless consumers with mental illness and substance use disorders in connecting with CE access points across 100% of the geographic area.

2.A standardized assessment tool established by the CE Committee and endorsed by the CoC is used to screen all callers. The Community Resource Specialists (CRS) work with participants via phone, Internet, or text to determine level of vulnerability & make referrals for prevention, diversion, housing, emergency services &/or the full range of need at the time of the call. The CRS makes referral decisions having a full understanding of the clients' needs, eligibility for services, & each provider's specific requirements, target population, & the real-time availability of beds & services. Additionally, the CE Homeless Program Manager oversees the 5 priority lists that live in HMIS, where clients are placed based on assessment. Protocol dictates that sheltering/housing agencies access the priority lists when openings occur. When vouchers become available, Housing Navigators assist the prioritized client on the Permanent Housing waiting list to connect to the sponsoring agency so they do not fall through the cracks.

3.2-1-1, the CoC's Coordinated Entry Provider, along with its subrecipients, Family Promise of Morris County and Mental Health Association, use HMIS to document all services including referrals and contact logs, and to gain feedback from participating households. Participating projects also have the opportunity during Case Conferencing to provide feedback on Coordinated Entry. In order to gain feedback from households that participated in coordinated entry, the Coordinated Entry Leadership Committee has been working on inviting members of the Morris County Advisory Board for People with Lived Experience to sit on Case Conferencing meetings and see how the process works in real time in order to provide meaningful feedback.

1D-9a.	Program Participant-Centered Approach to Centralized or Coordinated Entry.	
	NOFO Section VII.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.Two Drop-In Centers in the CoC's urban centers, Our Promise in Morristown and Edna's Haven in Dover, provide direct access to case managers to help those least likely to advocate for themselves navigate the system, including assistance in calling NJ 2-1-1 for CE access. The CoC has developed a policy to ensure that these access points "will be equipped with appropriate accessible formats of communication to accommodate those with hearing or vision impairments and those with limited English proficiency" to ensure equal access.
2.The CoC's Screening/Assessment Tool prioritizes those who: are chronically homeless, are unsheltered, left homeless projects previously, have the longest history of homelessness, are at risk for victimization, have disabled heads of household, and have the most severe service needs.
3.Following CE assessment, NJ 2-1-1 places households on a prioritization list that can be confidentially viewed in HMIS by CoC providers who can outreach to the top prioritized household to screen them and place them into their shelter, transitional, or permanent housing projects in real time. In addition, the CoC has monthly case conferencing meetings to discuss difficult placements, cases, and situations
4.The CES is set up as a single point of entry (24/7/365). The CE Provider maintains a diverse, culturally competent team are experienced listeners and one third are bilingual. Additionally, staff uses language line translation services. Services are free to the caller, confidential and LIVE. Upon screening, clients are offered assistance with the basic necessities, like food, clothing and healthcare. No one is turned away by the CES. If the caller is not from Morris County, they are connected to a centralized intake service or homeless service provider in their county/state of origin. If the assessed need is not housing stability, the CES will make the appropriate referrals, provide eligibility criteria and advocate as needed.

1D-10.	Promoting Racial Equity in Homelessness–Conducing Assessment.	
	NOFO Section VII.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.	06/14/2022

1D-10a.	Process for Analyzing Racial Disparities–Identifying Racial Disparities in Provision or Outcomes of Homeless Assistance.	
	NOFO Section VII.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.The CoC Data Quality Committee recently shifted to the Data Governance Committee in order to have oversight of systemwide trends and system performance, including those related to racial disparities. The committee will be looking at PIT, LSA, HMIS, and Coordinated Entry System (CES) data on at least a biannual basis in order to identify if disparities are present, and then raise these trends to the Executive Committee to decide how to strategically address them. In addition, the CoC is currently participating in a statewide cohort to examine the CoC's CES data to track how households of different races are or are not moving into Permanent Housing destinations. Through this cohort, the CoC is also re-evaluating its existing Assessment Tool to determine if the tool is furthering racial disparities in its assessment of individuals of different races and ethnicities.
2.The CoC has identified that Black/African Americans (B/AA) and Hispanic/Latinos are overrepresented in the CoC's population experiencing homelessness. 2021 PIT data indicates that B/AA and Hispanic/Latinos make up 3.3 % and 13.9% of the CoC's overall population respectively, but make up 25.7% and 31.3% of the county's homeless population respectively. Through their participation in the statewide cohort, the CoC has also discovered the following trends:
•There is a gap between the percent of B/AA households (families and individuals) in Coordinated Entry than compared to B/AA households in the overall homeless service system. This trend does not hold true for White households.
•25% of B/AAs are went to Permanent Destinations and 62.5% went to homeless destinations

1D-10b.	Strategies to Address Racial Disparities.	
	NOFO Section VII.B.1.q.	

Select yes or no in the chart below to indicate the strategies your CoC is using to address any racial disparities.

1.	The CoC's board and decisionmaking bodies are representative of the population served in the CoC.	No
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.	Actions Taken to Address Known Disparities.	
	NOFO Section VII.B.1.q.	

Describe in the field below the steps your CoC and homeless providers have taken to address disparities identified in the provision or outcomes of homeless assistance.

(limit 2,500 characters)

The CoC has made a commitment to address racial disparities that impact Black Indigenous People of Color (BIPOC) across the continuum of services offered by the system.
The CoC is currently participating in a Community Led Planning Development project. One of the goals of this project are to bring awareness & understanding to the racial inequities that are present in the homeless service system; the CoC Executive Committee, full membership & subcommittees have been engaging in conversations about race, racism, white privilege, & biases to better understand the disparities that are seen in the system. The CoC has also partnered with several agencies led by & serving BIPOC to connect & better serve the population.
Further, the CoC has been engaging persons with lived experience to create a sustainable Advisory Board (AB) for the CoC & other funding entities in the community. The goal of the AB is to not only involve consumers in the planning processes, but to create a consistent feedback loop & give them power & agency in the process. Since Spring of 2021, the AB has been meeting regularly & is beginning to fully integrate into the CoC.
The AB was able to look at the local selection process, the applications & monitoring tools & identify areas of improvement, areas where the AB did not feel that their experience was being captured in the application. The CoC will begin updating the local selection process after the 2021 NOFO is submitted under the guidance & leadership of the AB.

1D-10d.	Tracking Progress on Preventing or Eliminating Disparities.	
	NOFO Section VII.B.1.q.	

Describe in the field below the measures your CoC has in place to track progress on preventing or eliminating disparities in the provision or outcomes of homeless assistance.

(limit 2,500 characters)

Starting in 2022, the annual monitoring process and local selection applications have begun asking and scoring agencies based on their report of how racially/ethnically reflective their direct staff and executive level staff are of their client population; the monitoring and local selection also evaluate and score projects on their efforts to address racial disparities, including: analyzing aggregate data to better understand the pattern of program use for people of different races and ethnicities; whether populations served by the agency are reflected in decision making and planning bodies in the agency; whether the agency has a process in place to assess whether agency staff and executive boards are racially, ethnically, culturally, and experientially, reflective of population(s) served or has a recruitment and hiring plan to achieve this outcome; and if the agency reviews existing and new proposed policies to ensure they do not create or have the potential to create a disproportionate negative impact, or pose undue barriers, to any particular group.

1D-11.	Involving Individuals with Lived Experience of Homelessness in Service Delivery and Decisionmaking–CoC's Outreach Efforts.	
	NOFO Section VII.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)

The Strategic Planning Committee has tasked the Nominating Committee with integrating people with lived expertise into the CoC. The CoC Advisory Board for People with Lived Experience are also developing an outreach/recruitment strategy in order to gain increased engagement from those with lived experience to serve on the Advisory Board and ultimately serve on CoC subcommittees and decision-making leadership committees. In addition, the Advisory Board currently has more than one member serving in decision making roles by serving on the CoC's Allocation Committee and Strategic Planning Committee.

1D-11a.	Active CoC Participation of Individuals with Lived Experience of Homelessness.	
	NOFO Section VII.B.1.r.	

Enter in the chart below the number of people with lived experience who currently participate in your CoC under the five 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 and provide input that is incorporated in the local planning process.	5	3
2.	Review and recommend revisions to local policies addressing homelessness related to coordinated entry, services, and housing.	5	3
3.	Participate on CoC committees, subcommittees, or workgroups.	5	3
4.	Included in the decisionmaking processes related to addressing homelessness.	5	3

5.	Included in the development or revision of your CoC's local competition rating factors.	5	3

1D-11b.	Professional Development and Employment Opportunities for Individuals with Lived Experience of Homelessness.
	NOFO Section VII.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 Strategic Planning Committee has tasked a workgroup with creating and implementing strategies to increase earned income for users of the CoC system. In February 2022, the CoC provided a letter of support to the County College of Morris for a new project that will support CoC clients with resources and training to fill high-priority jobs in the community.

Moreover, the Morris Lived Experience Advisory Board Committee has received on-going training on CoC systems, including topics like how the CoC program competition and funding process work, eligible CoC program components, Coordinated Entry Systems, and HMIS. The Morris CoC is part of the CLPD project, which can utilize funds towards professional development, like covering the attendance cost for people with lived experience to attend professional conferences.

1D-11c.	Routinely Gathering Feedback and Addressing Challenges of Individuals with Lived Experience of Homelessness.
	NOFO Section VII.B.1.r.

	Describe in the field below how your CoC:
1.	how your CoC routinely gathered feedback from people experiencing homelessness and people who have received assistance through the CoC or ESG program on their experience receiving assistance; and
2.	the steps your CoC has taken to address challenges raised by people with lived experience of homelessness

(limit 2,500 characters)

1.CoC providers are monitored every year and scored on whether the agency is regularly conducting consumer feedback surveys on their experience receiving assistance. The annual monitoring also scores on whether persons with lived experience serve on the agency's governing or policy-making board and have input on program design. In addition, the CoC has an advisory board for people with lived experience and has reserved seats for them on the Local Selection Review Committee, Strategic Planning Committee, Diversity and Inclusion Committee, and Executive Committee – where they can routinely provide feedback.

2.Challenges raised by people with lived experience on the CoC's advisory board have been presented to various leadership teams, including the Coordinated Entry (CE) Leadership Team as well as the Executive Committee to hear and vote on the matters brought forth. For example, the advisory board members have raised challenges with the Coordinated Entry System, including upholding confidentiality. Since this issue was raised, the CE and Executive Committees have approved to restructure their process to operate case conferencing meetings in a confidential manner by using de-identified data during meetings and requiring agencies to sign an updated Confidentiality Agreement.

1D-12.	Increasing Affordable Housing Supply.	
	NOFO Section VII.B.1.t.	

	Describe in the field below at least 2 steps your CoC has taken in the past 12 months that 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)

The State of NJ monitors municipalities to ensure that they are providing their ‘fair share’ of the region’s need for affordable housing for moderate- and low-income people. The Mount Laurel Doctrine prohibits discrimination against the poor by the state and municipalities in the exercise of their land use powers. In response to the Mount Laurel Doctrine the NJ Legislature passed the Fair Housing Act which created the Council on Affordable Housing (COAH) to assess statewide needs for affordable housing and allocate that need on a municipal fair share basis. COAH evaluates each municipality and ensures that they review and approve housing plans that meet their affordable housing obligations.

Morris County Department of Human Services, who is the CoC lead, also oversees the Department of Community Development. In this capacity, the CoC Lead was involved in the creation of the Morris County 2022 HOME Action Plan, which allocates funding towards the creation and preservation of affordable rental housing. One of the affordable housing development projects in the plan include 44 affordable rental units, including 11 HOME units in Madison, NJ and a second 63-units affordable housing development with 11 HOME units in Chatham, NJ. The target dates for the projects’ completion are set in 2023.

In addition, the NJ Fair Share Housing Center (FSHC), is a regular participating member of the CoC. FSHC is the only public interest organization entirely devoted to defending the housing rights of New Jersey’s poor through enforcement of the Mount Laurel Doctrine. FSHC has been working with municipalities in the CoC geographic region on ensuring they are providing their fair share of affordable housing.

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) 2022 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2022 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1E-1.	**Web Posting of Your CoC's Local Competition Deadline–Advance Public Notice.**	
	NOFO Section VII.B.2.a. and 2.g.	
	You must upload the Local Competition Deadline attachment to the 4B. Attachments Screen.	

	Enter the date your CoC published the deadline for project applicants to submit their applications to your CoC's local competition.	04/25/2022

1E-2.	**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.**	
	NOFO Section VII.B.2.a., 2.b., 2.c., and 2.d.	

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:

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.**	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 VII.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)?	430
2.	How many renewal projects did your CoC submit?	14
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 VII.B.2.d.	

	Describe in the field below:
1.	how your CoC collected and 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. Renewal projects are monitored on their performance based on HMIS data & Annual Performance Reports for non-HMIS participating projects. Full points are received for projects where at least:
• 85% of households will remain housed for at least 12 months, exit to other permanent housing (PH), or continue in PH; Less than 10% of those exiting PH return to homelessness; 85% of households will maintain or increase income at exit and annual assessment; 20% of adults who are not on SSI/SSD will be employed at program exit or annual assessment; 85% of households will maintain or obtain mainstream non-cash benefits at program exit or annual assessment; the project reports over 90% occupancy; and the project has less than 10% of data quality errors in HMIS. This monitoring score is then factored into the renewal local selection score.
2. The CoC Housing Prioritization list is analyzed annually by staff overseeing Coordinated Entry to assess the average length of time it takes for clients who are in the list to move into permanent housing.
3. The CoC's local Request for Proposals (RFP) application process prioritized projects that targeted homeless households with the most severe needs and vulnerabilities by awarding 10 points for each priority populations served (chronically homeless, DV survivors, veterans, youth, families). The RFP specified the CoC would prioritize projects that adopted a Housing First approach & had detailed questions in the local application & the monitoring on implementation of housing first practices, efforts to lower barriers, use of evidence-based practices, & efforts to retain participants. These questions were used to evaluate program capacity to serve those with the most severe needs, including and especially persons who may otherwise be denied services due to criminal background, low or no income, or substance use. Projects that did not deny entry to, or terminate clients, on the basis of these and other barriers prioritized and awarded up to 50 points per the CoC scoring criteria.
4. Renewal projects were evaluated on performance with consideration for the severity of need of the populations served. For example evaluation of whether a project met the CoC Performance Standards for the percent of clients linkages to earned income, the number of participants this measure was applied to was adjusted/reduced according to the number of participants connected to SSI/SSD so programs serving those with severe needs were not penalized.

1E-3.	Promoting Racial Equity in the Local Competition Review and Ranking Process.	
	NOFO Section VII.B.2.e.	

	Describe in the field below:
1.	how your CoC obtained input and included persons of different races, particularly those over-represented in the local homelessness population;
2.	how the input from persons of different races, particularly those over-represented in the local homelessness population, affected how your CoC determined the rating factors used to review project applications;
3.	how your CoC included persons of different races, particularly those over-represented in the local homelessness population, in the review, selection, and ranking process; and
4.	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 & 2) The CoC Executive Committee is a diverse group that includes persons with lived experiences. The role of this committee is to review and approve all CoC policies, procedures and rank and review project selections, and overall funding decisions. All of these members reviewed, provided input and ultimately approved both the rating factors, and then were also part of the review, selection and final approval of the ranking process for the 2021 CoC funding.
(3) The Advisory Board (AB), which currently has one seat at the Executive Committee table and two seats on the Local Selection Allocations Committee, was able to look at the local selection process, the applications & monitoring tools & identify areas of improvement, areas where the AB did not feel that their experience was being captured in the application. The CoC will begin updating the local selection process after the 2022 NOFO is submitted under the guidance & leadership of the AB.
(4) The CoC Allocations Committee, understanding that oftentimes agencies do not have persons of color in executive leadership and administration positions, included question to the local application where agencies listed out the racial/ethnic make-up of the number of persons served by the agency, the number of direct service staff and the number of persons in executive leadership and administration roles. question was not scored last year, but was scored in the 2022 application cycle. The results of this question showed disparities in who the agencies serve and who is in decision-making positions. Based on this information, the CoC planned to start up a Diversity, Equity, and Inclusion Committee to better serve those who are over-represented in the system, namely persons who identify as Black or African American and ensure they have a seat at the decision-making table.

1E-4.	Reallocation–Reviewing Performance of Existing Projects.	
	NOFO Section VII.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 projects through this process during your 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's written process for reallocation includes the policy establishing the Monitoring process, which enables the CoC to conduct onsite & remote evaluation of CoC grant recipients for compliance with CoC & HUD requirements. This policy enables the CoC to determine whether recipients are expending funds sufficiently, utilizing funds for eligible expenses, meeting reporting requirements, & achieving positive housing & service outcomes for program participants. These data are used to inform the CoC's determination about which projects are underperforming or being underutilized due to low community need for the project. The CoC's Local Selection Process Policy establishes objective scoring criteria that are used to make funding recommendations based on the CoC's established project priorities, project monitoring results, & project performance.
The CoC's AC reviews project monitoring findings for both fiscal & operational compliance as well as project utilization & outcome performance & determines whether projects are needed or are low-performing. Projects that are not meeting local performance standards, are not in line with established community need, &/or have consistently unaddressed monitoring findings may be considered for possible reallocation. Agencies may also voluntarily reallocate funding by decreasing or eliminating their award request.

(2&3) The CoC identified one project through this process, which demonstrated a pattern of insufficiently expending funds that are getting recaptured by HUD. The CoC reallocated a portion of their renewal award this year to help fund a new project.

(4)N/A

1E-4a.	Reallocation Between FY 2017 and FY 2022.	
	NOFO Section VII.B.2.f.	

	Did your CoC cumulatively reallocate at least 20 percent of its ARD between FY 2017 and FY 2022?	Yes

1E-5.	Projects Rejected/Reduced–Notification Outside of e-snaps.	
	NOFO Section VII.B.2.g.	
	You must upload the Notification of Projects Rejected-Reduced attachment to the 4B. Attachments Screen.	

1.	Did your CoC reject or reduce any project application(s)?	Yes
2.	Did your CoC inform applicants why their projects were rejected or reduced?	Yes
3.	If you selected Yes for element 1 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 06/26/2022, 06/27/2022, and 06/28/2022, then you must enter 06/28/2022.	08/21/2022

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

	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 06/26/2022, 06/27/2022, and 06/28/2022, then you must enter 06/28/2022.	08/21/2022

1E-5b.	Local Competition Selection Results–Scores for All Projects.	
	NOFO Section VII.B.2.g.	
	You must upload the Final Project Scores for All Projects attachment to the 4B. Attachments Screen.	

	Does your attachment include: 1. Applicant Names; 2. Project Names; 3. Project Scores; 4. Project Rank–if accepted; 5. Award amounts; and 6. Projects accepted or rejected status.	Yes

1E-5c.	1E-5c. Web Posting of CoC-Approved Consolidated Application.	
	NOFO Section VII.B.2.g.	
	You must upload the Web Posting–CoC-Approved Consolidated Application attachment to the 4B. Attachments Screen.	

	Enter the date your CoC posted the CoC-approved Consolidated Application on the CoC's website or partner's website–which included: 1. the CoC Application; and 2. Priority Listings for Reallocation forms and all New, Renewal, and Replacement Project Listings.	09/27/2022

1E-5d.	Notification to Community Members and Key Stakeholders that the CoC-Approved Consolidated Application is Posted on Website.	
	NOFO Section VII.B.2.g.	
	You must upload the Notification of CoC-Approved Consolidated Application attachment to the 4B. Attachments Screen.	

	Enter the date your CoC notified community members and key stakeholders that the CoC-approved Consolidated Application has been posted on the CoC's website or partner's website.	09/27/2022

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) 2022 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2022 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.	Foothold Technology, Inc.

2A-2.	HMIS Implementation Coverage Area.	
	Not Scored–For Information Only	

	Select from dropdown menu your CoC's HMIS coverage area.	Multiple CoCs

2A-3.	HIC Data Submission in HDX.	
	NOFO Section VII.B.3.a.	

	Enter the date your CoC submitted its 2022 HIC data into HDX.	05/02/2022

2A-4.	Comparable Database for DV Providers–CoC and HMIS Lead Supporting Data Collection and Data Submission by Victim Service Providers.	
	NOFO Section VII.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 databases that meet HUD's comparable database requirements; and
2.	state whether your CoC is compliant with the 2022 HMIS Data Standards.

(limit 2,500 characters)

1.JBWS, the primary CoC and ESG funded Domestic Violence (DV) provider, uses a Comparable Database (CDB) to collect all HUD required data elements. Data from the comparable database is used to generate aggregate system level reports, such as the CoC APR, ESG CAPER and ESG.CV Quarterly reports, which are used to assess the scale of housing and service needs for survivors. The DV provider works in conjunction with the CoC, ESG, and HMIS leads to ensure all reporting requirements from the CDB are met.

2.The CoC is in compliance with the 2022 HMIS Data Standards.

2A-5.	Bed Coverage Rate–Using HIC, HMIS Data–CoC Merger Bonus Points.	
	NOFO Section VII.B.3.c. and VII.B.7.	

Enter 2022 HIC and HMIS data in the chart below by project type:

Project Type	Total Beds 2022 HIC	Total Beds in HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
1. Emergency Shelter (ES) beds	109	16	93	100.00%
2. Safe Haven (SH) beds	0	0	0	
3. Transitional Housing (TH) beds	112	25	87	100.00%
4. Rapid Re-Housing (RRH) beds	90	41	49	100.00%
5. Permanent Supportive Housing	228	0	194	85.09%
6. Other Permanent Housing (OPH)	66	0	45	68.18%

2A-5a.	Partial Credit for Bed Coverage Rates at or Below 84.99 for Any Project Type in Question 2A-5.	
	NOFO Section VII.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)

Regarding Other Permanent Housing, the only 21 beds that are not covered in the CoC's HMIS are under the State Department of Community Affairs (DCA) Emergency Housing Voucher program. Over the next year, the CoC will be meeting with the DCA to get these beds into the HMIS system.

2A-6.	Longitudinal System Analysis (LSA) Submission in HDX 2.0.	
	NOFO Section VII.B.3.d.	

Did your CoC submit LSA data to HUD in HDX 2.0 by February 15, 2022, 8 p.m. EST?	Yes

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) 2022 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2022 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

2B-1.	PIT Count Date.	
	NOFO Section VII.B.4.b	

	Enter the date your CoC conducted its 2022 PIT count.	01/25/2022

2B-2.	PIT Count Data–HDX Submission Date.	
	NOFO Section VII.B.4.b	

	Enter the date your CoC submitted its 2022 PIT count data in HDX.	05/02/2022

2B-3.	PIT Count–Effectively Counting Youth.	
	NOFO Section VII.B.4.b.	

	Describe in the field below how during the planning process for the 2022 PIT count your CoC:
1.	engaged stakeholders that serve homeless youth;
2.	involved homeless youth in the actual count; and
3.	worked with stakeholders to select locations where homeless youth are most likely to be identified.

(limit 2,500 characters)

The CoC worked to expand the number of youth service providers involved in the PIT planning process. Special outreach was done to the local homeless liaisons in the school districts and training around the PIT process and survey was provided for those school officials that might encounter homeless youth through Morris County's Bridging the Gap committee. Visions & Pathways, the primary youth outreach provider in the region, is an active participant in the PIT planning process and coordinates with street outreach teams during the count.

Visions and Pathways has worked with the CoC to identify ways to target youth. NJAS has also worked over the past year to increase available services in the CoC for homeless youth and LGBTQI+ youth, efforts which has increased ongoing engagement with youth and improved PIT Count cultural competency practices.

2B-4.	PIT Count–Methodology Change–CoC Merger Bonus Points.	
	NOFO Section VII.B.5.a and VII.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 2021 and 2022, if applicable;
2.	describe any changes your CoC made to your unsheltered PIT count implementation, including methodology or data quality changes between 2021 and 2022, 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 2022.

(limit 2,500 characters)

The CoC altered their practice in 2022 to rely less on volunteers and more heavily on homeless service agency and outreach staff. Methodologies were altered so that more strategic outreach could be done while relying on fewer volunteers to conduct surveys. The following are changes implemented:
•elimination or changes to Project Homeless Connect events
•7-day outreach and service-based count
•Reduction in use of volunteers to support the unsheltered count
•Increased connection with community-based services providers such as day-centers, soup kitchens and medical facilities to identify and connect with unsheltered persons
The following safety measures were implemented:
•decrease face-to-face interactions with clients;
•decrease the number of volunteers who would need to work in physical proximity;
•provide of PPE to all volunteers; and
•design a process that minimizes close contact.
The CoC did see an increase in the sheltered number of persons experiencing homelessness. Contributing factors to the increase in shelter numbers:
•NJ ended the eviction moratorium on January 1, 2022 and the homeless service system saw a flood of persons entering homelessness that were being evicted. The CoC worked strategically with courts to ensure households knew of existing resources within the community to gain access to shelter and permanent housing resources following eviction.
•The night of the PIT count was a Code Blue night, temps reached below 32 degrees, warming centers in the CoC were opened to take anyone unsheltered

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) 2022 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2022 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

2C-1.	Reduction in the Number of First Time Homeless–Risk Factors Your CoC Uses.	
	NOFO Section VII.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)

The CoC evaluates PIT and System Performance data on first time homelessness; the CoC's Coordinated Entry System is centralizing data collection for all persons seeking homeless assistance, including those who are successfully diverted, those who are successfully prevented, and those persons who become homeless. The CoC is utilizing this data to more effectively predict why certain households may be more or less likely to fall into homelessness.
To prevent first time homelessness, those seeking assistance through the CoC's Coordinated Entry process are all first provided diversion assistance, but then assessed and prioritized for connection to the Office of Temporary Assistance (OTA), the welfare and prevention agency. OTA provides prevention assistance or referral. CoC agencies coordinate to provide prevention services & ensure all agencies are aware of the system resources to direct clients properly. Sheltering agencies complete a diversion process where short term phone and in-person case management services are offered with a focus on repairing relationships & providing donated in-kind items. The coordinated entry with assessment & referral completed by NJ 2-1-1 is continually working to streamline access to prevention services.
The Coordinated Entry Committee oversees implementation of these strategies, utilizing input and guidance from the Advisory Board of persons with lived experience.

2C-2.	Length of Time Homeless–CoC's Strategy to Reduce.	
	NOFO Section VII.B.5.c.	

	In the field below:
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)

The CoC has developed local performance standards that seek to decrease the length of time households remain homeless. Project and system level evaluations are conducted quarterly.
The primary strategy the CoC is using to reduce average length of homelessness is utilizing its permanent housing to target those with the longest lengths of homelessness and the most severe service needs. The Coordinated Entry (CE) System has enabled the CoC to assess and prioritize hard-to-serve clients, and the CoC's case conferencing procedures as well as the prioritization list being viewable in HMIS ensure that long-staying homeless persons have a systemic and collaborative effort to provide them housing assistance. The CoC's CE Assessment Tool collects information regarding homeless history and the CoC's Prioritization List scoring puts those who are chronically homeless with longest lengths of homelessness/most severe needs at the top.
In the 2022 and 2021 Competitions, the CoC has also sought funding for new RRH and TH-RRH projects in order to infuse resources that model quick exits to housing.
Additionally, the CoC's local selection process and monitoring process include criteria evaluating whether CoC projects are low-barrier to entry so that persons with high barriers and vulnerability are not left out of housing assistance options. Continuing to lower barriers is a priority, which is why the CoC has reallocated monies to provide additional low-barrier permanent supportive housing beds for the chronically homeless and new RRH and TH-RRH beds in the 2022 Competition.
The Executive Committee oversees implementation of these strategies to reduce lengths of homelessness, utilizing input and guidance from the Advisory Board of persons with lived experience.

2C-3.	Exits to Permanent Housing Destinations/Retention of Permanent Housing–CoC's Strategy	
	NOFO Section VII.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)

. The CoC strategy to increase the rate of exits to PH from ES/SH/TH/PH-RRH includes:
-Working with ES/SH/TH projects to ensure that all clients are assessed through CE and entered on the CoC's Housing Prioritization List
-Utilizing data from the CE Assessment Tool to prioritize those persons with high barriers for housing and services that appropriately meet their needs/choice
-Case Conferencing meetings to find solutions for difficult client situations
-The PH Committee is working to increase housing opportunities for homeless households to allow more to successfully exit to PH. This includes recruiting new landlords to the process through a landlord support program, and a study led by Drew University to determine attitudes towards special needs housing. The CoC also ensured rapid placement in permanent housing with the EHV program.

2. The CoC strategy to improve PSH retention rates includes CoC monitoring criteria that ensure Permanent Housing Providers work to provide supportive services with a Housing First philosophy which focuses on helping clients maintain housing rather than terminating clients. Also, in the CoC's local selection process, CoC scoring, and evaluation criteria prioritized projects with the fewest terminations, highest rates of PSH exits & retention, & with nonmandatory services that meet client needs and actively engage clients. When problematic performance arises, the CoC works with programs to identify a path to improvement. The CoC has & continues to provide trainings for providers on best practices & is working with providers to increase Medicaid billing to enable agencies to expand current services focused on housing retention.

3. The Executive Committee oversees implementation of these strategies, utilizing input and guidance from the Advisory Board of persons with lived experience.

2C-4.	Returns to Homelessness–CoC's Strategy to Reduce Rate.	
	NOFO Section VII.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.The Executive Committee tasked several subcommittees of the CoC to identify clients who re-enter the homeless system after having been housed & identify projects that have higher rates of returns. Since all clients accessing assistance through coordinated entry (CE) are assessed with the CE Assessment Tool, the CoC created a process so that persons returning to homelessness are flagged in HMIS. The CoC has also put an emphasis on identifying what agencies have the highest rates of persons exiting to PH & then returning to homelessness & identifying strategies for improvement.

2.The Community Support Program provides support services to families who exit shelters to PH to help ensure long-term stability. Services are provided for up to 6 months & include connection to community programs, budgeting assistance, & connections to financial resources. Further, the Strategic Planning Committee created an targeted objective for the CoC to reduce returns to homelessness, which include involvement from subcommittees like the Permanent Housing Committee and Data Quality to troubleshoot this system-wide issue, understand what supports clients need, and capture comprehensive data in HMIS around the cause a client's return to homelessness. Staff conduct the initial assessment are receiving standardized training on how to capture this contextual information during the assessment if a client is returning to homelessness. Additionally, the Executive Committee has proposed service standards so that all persons experiencing homelessness have access to supports that allow them to successfully stay housed.

Also, through the CoC's CE process, all clients who may be eligible for cash or non-cash benefits can be screened using Family Promise of Morris County's (FP) Single Stop (SS) benefits enrollment tools & software program. The SS Program can also complete & submit applications on site with new technology to apply for & receive SNAP, TANF, state General Assistance & will refer to the Morris County welfare agency, as needed. SSI/D (with SOAR trained staff from Mental Health Association & FP). In FY2022, the Allocations Committee awarded funding to two new projects (joint TH-RRH & RRH) to increase the availability of PH beds for the chronically homeless & youth clients to remain housed.

3.The CoC Executive Committee is responsible for strategy to reduce returns to homelessness, utilizing input & guidance from the Advisory Board of persons with lived experience.

2C-5.	Increasing Employment Cash Income–CoC's Strategy.	
	NOFO Section VII.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 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)

Renewal projects are scored against the CoC standards for having participants maintaining/increasing income & having at least 20% non-SSI/D adults employed. The CoC uses these criteria to emphasize & monitor progress toward increasing access to employment & other forms of income for all CoC participants.

All CoC providers refer to the County One-Stop Center/local Workforce Investment Board to help clients maintain eligibility for WorkFirst NJ TANF/General Assistance (if eligible) & to achieve employment by accessing employment & training programs. The CoC also has access to Support Team for Addiction Recovery (STAR) specialists who ensure that persons exiting the criminal justice system that will exit to homeless destinations are prepared for employment upon exiting the system.

CoC agencies also work with other community partners to offer clients workshops on financial assistance & employment services. TH programs, Homeless Solutions & Jersey Battered Women's Services both have partnerships with multiple private business employers in finance, communications, & other sectors to assist their program participants with job skills, readiness, mock interviews, & employment opportunities. Market Street Mission, a CoC ES provider, has over 50% of its staff represented by homeless & formerly homeless persons.

A major step taken in 2019 has been the advocacy of the CoC's Child Care Working Group. This body, in partnership with a statewide coalition, succeeded in encouraging NJ state lawmakers to pass a measure ensuring that homeless households receive presumptive eligibility for childcare subsidy programs, giving homeless families greater flexibility to increase employment income with childcare supports.

The CoC Executive Committee oversees strategy implementation for increasing access to employment income for clients, utilizing input & guidance from the Advisory Board of persons with lived experience.

2C-5a.	Increasing Non-employment Cash Income–CoC's Strategy	
	NOFO Section VII.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)

The CoC has implemented a procedure where every household seeking assistance is connected to the available mainstream benefits programs. The CoC has partnered with Family Promise of Morris County (ES, TH, drop-in center, Coordinated Entry, CE, point of entry provider) and with its Single Stop (SS) Program, which allows clients to be accurately screened & apply for benefits, so they can be quickly & effectively link to cash & non-cash mainstream benefits from the county welfare agency (CWA). SS screening has effectively helped clients be awarded/confirmed for benefits including SNAP & MEDICAID totaling hundreds of thousands of dollars.
Navigating Hope, a mobile van that travels throughout the County & helps community members apply for benefits & get connected to social services, has taken a significant amount of mainstream benefit applications. Hope Hub, a program with a consortium of providers, is managed by the Sheriff's office & allows for connection to benefits for community members at risk & in need of services. STAR (the CWA's jail re-entry program) is the direct benefits liaison for Hope Hub, so in addition to preventing recidivism in the jails through connection to benefits & social services, they work with the Hope Hub clients as well to connect to income. Because of this intense outreach, the CWA is currently serving the vast majority (approximately 88% as of May 2020) of clients that enter the CE system. The Mental Health Association of Essex & Morris County (PATH outreach, PSH, drop-in center, CE point of entry provider) has SOAR trained staff that assist individuals in successfully connecting with SSI/SSDI, through referral, outreach, or Drop-In Center.

The CoC Executive Committee oversees strategy implementation for increasing access to non-earned income for clients, utilizing input & guidance from the Advisory Board of persons with lived experience.

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) 2022 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2022 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

3A-1.	New PH-PSH/PH-RRH Project–Leveraging Housing Resources.	
	NOFO Section VII.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?	Yes

3A-2.	New PH-PSH/PH-RRH Project–Leveraging Healthcare Resources.	
	NOFO Section VII.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?	Yes

3A-3.	Leveraging Housing/Healthcare Resources–List of Projects.	
	NOFO Sections VII.B.6.a. and VII.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
RRH II	PH-RRH	15	Both

3A-3. List of Projects.

1. What is the name of the new project?	RRH II
2. Enter the Unique Entity Identifier (UEI):	
3. Select the new project type:	PH-RRH
4. Enter the rank number of the project on your CoC's Priority Listing:	15
5. Select the type of leverage:	Both

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) 2022 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2022 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

3B-1.	Rehabilitation/New Construction Costs–New Projects.	
	NOFO Section VII.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

3B-2.	Rehabilitation/New Construction Costs–New Projects.	
	NOFO Section VII.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)

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) 2022 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2022 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 VII.C.	

	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

3C-2.	Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes.	
	NOFO Section VII.C.	

	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)

4A. DV Bonus Project Applicants

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) 2022 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2022 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

4A-1.	New DV Bonus Project Applications.	
	NOFO Section II.B.11.e.	

	Did your CoC submit one or more new project applications for DV Bonus Funding?	Yes

4A-1a.	DV Bonus Project Types.	
	NOFO Section II.B.11.e.	

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 2022 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 II.B.11.(e)(1)(c)	

1.	Enter the number of survivors that need housing or services:	64
2.	Enter the number of survivors your CoC is currently serving:	25
3.	Unmet Need:	39

4A-3a.	How Your CoC Calculated Local Need for New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
	NOFO Section II.B.11.e.(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 unmet need above was calculated based on the number of adult clients households in shelter from 11/1/21 to 7/31/22 (August statistics are not yet available) and the number of adult clients served by RRH in the same time period. The unmet need is the difference.

The external barriers to clients reentering the community included credit issues, lack of income, and lack of affordable housing. Internal issues include the inability to expand the service to additional clients (including those in transitional housing) due to funding limitations.

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 II.B.11.e.(1)(d)	

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
Jersey Battered W...

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

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 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 2022 Priority Listing:

1.	Applicant Name	Jersey Battered Women's Services
2.	Project Name	Joint TH-RRH
3.	Project Rank on the Priority Listing	16
4.	Unique Entity Identifier (UEI)	C9PGAZ762L89
5.	Amount Requested	$163,916
6.	Rate of Housing Placement of DV Survivors–Percentage	100%
7.	Rate of Housing Retention of DV Survivors–Percentage	93%

4A-3b.1.	Applicant Experience in Housing Placement and Retention for Applicants Requesting New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
	NOFO Section II.B.11.e.(1)(c)	

	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. Clients are considered enrolled in the RRH program once they are placed in community housing. The first rate was calculated by counting the number of DV clients who were placed in community housing units, out of the total number of clients who were enrolled in the DV RRH project. The second rate was calculated by counting the number of DV clients who remained housed throughout the most recent project year, out of the total number of DV clients who were placed in community housing units.

2. The rates account for exits to safe permanent destinations in community housing.

3. These figures are based on data from the DV comparable client database, ETO.

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 II.B.11.e.(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)

JBWS's RRH program serves domestic violence survivors in our emergency shelter Safe House program. This provides a single point of entry for survivors and their children. Staff complete a comprehensive intake plan for linkage to housing and other supportive services. Safe House staff in conjunction with the RRH Case Manager support clients in creating budgets, identifying housing resources, linking them to services to increase household income, and continued psychoeducation about domestic violence. Once placed in community housing, clients work with the RRH Case Manager to focus on housing stability. Much of the work that began while the client was still residing in the Safe House is continued and expanded upon as the client adjusts to their community placement.

Case management through RRH provides a blend of continual assessment of needs and safety. The RRH Case Manager empowers the client through support, education, and coordination of services. In-depth knowledge of community services and housing allows the Case Manager to provide support to families from crisis to stability. Utilizing a collaborative process with clients, the case management interventions consider that trauma rarely manifests in a linear format. Therefore, safety planning and coping skills remain at the forefront within all conversations.

Services are provided for two years with the first year including a combination of case management and financial subsidy and the second year provides solely case management. The client and Case Manager work toward the goal of client self-sufficiency from the onset of the program. Initially, the Case Manager provides more intensive support and as the client progresses through the program the amount of responsibility for the client increases for the client as the support transforms to empowerment. Clients are required to increase the amount they pay for rent and utilities as their level of income increases. Utilizing a housing-first model, clients pay 30% of their total income toward their monthly rent while the RRH funding subsidizes the remaining balance. They are reassessed every three months for income verification and allotted deductions for dependents and utility costs.

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 II.B.11.e.(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 confidentially 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)

While safe and stable housing provides protection against further abuse, it does not ensure
safety. Therefore, steps to ensure client safety upon entering community housing is a
priority. A Danger Assessment tool is utilized to quantify the level of danger for each client.
The Danger Assessment is an instrument that was designed for the specific purpose of
assessing the likelihood of lethality or near lethality occurring in an intimate partner abusive
relationship. We utilize this instrument as the foundation for clients in developing a new
safety plan with their Case Manager upon entry into community housing and revisit and
adapt the safety plan as circumstances change. Safety is considered from the onset of looking
for housing. Considerations such as having an FRO or not having an FRO, the arrangement
of child custody, proximity to the person who chose to use violence, and proximity to
supports can all impact the location a client chooses to live and therefore inform the safety
plan. Should circumstances change, clients and Case Managers are prepared for the need to
secure new housing should safety become endangered by abuser's behavior or threats.
Case Managers make the Address Confidentiality Program (ACP) available to clients as an
added layer of protection and confidentiality. Additionally, if needed, we shield
organization's name from the landlord through a bank account with a non-identifiable name.
Safety is survivor-defined as a best practice.
Staff continually engage in training on safety, confidentiality practices, and emerging
solutions for safety. The agency is connected to other agencies providing
similar services and makes it a priority to remain knowledgeable of best practices within the field. Program
Directors identify needs for additional training and provide it to staff when needed. In
addition, they work closely with their supervisor for guidance. Staff participate in consistent
individual and group supervision and are encouraged to participate in courses for continued
education.

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 II.B.11.e.(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)

The Case Manager and the Director of Residential programs, in coordination with the VP of
Client Services, evaluate RRH program services for client satisfaction and safety. Through
continuous safety planning with their case manager, clients maintain a current and effective plan to stay safe. During updates to this plan, clients and the Case Manager identify the effectiveness of the safety plan and any breaches to the plan. Staff review cases on an ongoing basis for progress to self-sufficiency and to maintaining a safe, client environment.

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 II.B.11.e.(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
7.	offering support for survivor parenting, e.g., trauma-informed parenting classes, childcare, connections to legal services.

(limit 5,000 characters)

JBWS implements a trauma-informed housing program utilizing the core elements of traumainformed
services to survivors of domestic violence. This begins upon hire. Each employee is
required to complete 40 hours of Domestic Violence training prior to being able to fill their new
role. The initial training lays the foundation in which the agency places continued guidance by
supervisors through individual and group supervision. The focus remains consistent on traumainformed
practice and is reemphasized in all areas of service within the agency. This preparation
and continued emphasis guide the understanding of the Case Manager of what trauma may look
like in survivors, utilizing the importance of using a client centered approach, and the benefits of
establishing a trusting and respectful relationship with each client.
This starts with providing survivors with information about the traumatic effects of abuse. Many
survivors may not be familiar with the concept of trauma nor understand its impact. Program
services are adapted to meet the trauma and mental health needs of survivors, including linkage with mental health providers on behalf of clients when requested. Our program creates
opportunities for survivors to discuss and process their response to trauma through individual
and group counseling. Case management will provide resources and referrals for survivors that are culturally relevant, and community based. Because trauma (and abuse itself) can damage the survivor's ability to parent, clients are connected to other JBWS services such as parenting support and classes to reestablish the parent-child bond. Domestic violence impacts the entire family system; therefore, the agency takes a holistic approach. This is done by maintaining a trauma-focused, client-centered, non-judgmental approach as we seek to address the ways in which we can support survivors, children, and even those who have chosen to use abuse.

Case management services will provide resources and referrals for survivors that are culturally relevant, and community based. As an agency we recognize the impact of culture and identity upon the family system and how important it is to factor those variables in understanding and supporting our clients.

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 II.B.11.e.(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)

Once a client obtains housing, the Case Manager initially provides home-based supportive
services once weekly to determine the client's needs and goals. This includes developing a
budget and plans for income. Additionally, the Case Manager and client collaboratively set
specific goals that will inform the for supportive services within our agency as well as in the
community. Clients can access all services that our agency provides including Adult Counseling
Services, Children's Counseling services, Legal Advocacy, and case management. They also
benefit from the community partnerships we have established to get needs met that we are not
able to provide. Some of those partnerships include:
-Financial empowerment services through our partnership with PricewaterhouseCoopers
-St. Clair's Wellness and Recovery Center for substance abuse treatment and behavioral
health services
-The Women's Center at the Community College of Morris provides career counseling
and computer classes
-Dress for Success provides a network of support, professional attire, and the development
of workplace tools
-NORWESCAP provides one-on-one financial coaching and credit repair
-Literacy Volunteers of Morris County ESL and GED Tutoring
-Child & Family Resources (CFR) provides subsidies for childcare expenses.

Clients are also referred to the Morris Family Justice Center for legal support related to
restraining orders, and connection to other related services.

4A-3g.	Plan for Trauma-Informed, Victim-Centered Approaches for New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
	NOFO Section II.B.11.e.(1)(e)	

	Provide examples in the field below of how the new project 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 works 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)

While this is a new program, JBWS' experience with trauma-informed RRH and JBWS' long
experience in providing Transitional Living will inform the approach to the TH-RRH program.
Our Transitional Living Program (TLP), from the point of application and throughout services
utilizes an empowerment model, adjusting our services to avoid the power differentials between staff and clients. The TLP also takes a voluntary services approach with the belief that the survivor should have the freedom to make their own decisions about their lives.
JBWS implements a trauma-informed housing program utilizing the core elements of trauma-informed services to survivors of domestic violence. This begins with the Case Manager
understanding what trauma may look like in survivors, utilizing a client directed approach, and
establishing a trusting and respectful relationship with each client.

This starts with providing survivors with information about the traumatic effects of abuse. Many survivors may not be familiar with the concept of trauma nor understand its impact. Program services are adapted to meet the trauma and mental health needs of survivors, including linkage with mental health providers on behalf of clients when requested. Our program creates opportunities for survivors to discuss and process their response to trauma through individual and group counseling. Case management will provide resources and referrals for survivors that are culturally relevant, and community based. Because trauma (and abuse itself) can damage the survivor's ability to parent, clients are connected to other JBWS services such as parenting support and classes to reestablish the parent-child bond.

4A-3h.	Plan for Involving Survivors in Policy and Program Development of New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
	NOFO Section II.B.11.e.(1)(f)	

Describe in the field below how the new project(s) will involve survivors with a range of lived expertise in policy and program development throughout the project's operation.

(limit 2,500 characters)

It is critical to incorporate the lived experience of DV survivors as we plan and evaluate
programs. The needs of those from racial and ethnic minority groups, the LGBTQ community,
and other traditional oppressed groups are particularly important learning opportunities. JBWS
incorporates the experience of survivors through ongoing client feedback to ensure our services are empowerment based, equitable, and accessible. In addition, JBWS' involvement in local housing coalitions can aggregate the experiencing of those moving from homelessness to stability across the community.

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.

Document Type	Required?	Document Description	Date Attached
1C-7. PHA Homeless Preference	No	PHA Homeless Pref...	09/16/2022
1C-7. PHA Moving On Preference	No	PHA Moving On Pre...	09/16/2022
1E-1. Local Competition Deadline	Yes	1E-1. Local Compe...	09/23/2022
1E-2. Local Competition Scoring Tool	Yes	1E-2. Local Comp...	09/23/2022
1E-2a. Scored Renewal Project Application	Yes	1E-2a. Scored Re...	09/23/2022
1E-5. Notification of Projects Rejected-Reduced	Yes	1E-5. Notificatio...	09/23/2022
1E-5a. Notification of Projects Accepted	Yes	1E-5a. Notificati...	09/23/2022
1E-5b. Final Project Scores for All Projects	Yes	1E-5b. Final Pro...	09/23/2022
1E-5c. Web Posting–CoC-Approved Consolidated Application	Yes		
1E-5d. Notification of CoC-Approved Consolidated Application	Yes		
3A-1a. Housing Leveraging Commitments	No	3A-1a. Housing Le...	09/23/2022

3A-2a. Healthcare Formal Agreements	No	3A-2a. Healthcare...	09/23/2022
3C-2. Project List for Other Federal Statutes	No		

Attachment Details

Document Description: PHA Homeless Preference

Attachment Details

Document Description: PHA Moving On Preference

Attachment Details

Document Description: 1E-1. Local Competition Deadline

Attachment Details

Document Description: 1E-2. Local Competition Scoring Tool

Attachment Details

Document Description: 1E-2a. Scored Renewal Project Application

Attachment Details

Document Description: 1E-5. Notification of Projects Rejected-Reduced

Attachment Details

Document Description: 1E-5a. Notification of Projects Accepted

Attachment Details

Document Description: 1E-5b. Final Project Scores for All Projects

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description: 3A-1a. Housing Leveraging Commitments

Attachment Details

Document Description: 3A-2a. Healthcare Formal Agreements

Attachment Details

Document Description:

Submission Summary

Ensure that the Project Priority List is complete prior to submitting.

Page	Last Updated
1A. CoC Identification	09/15/2022
1B. Inclusive Structure	09/23/2022
1C. Coordination and Engagement	Please Complete
1D. Coordination and Engagement Cont'd	09/23/2022
1E. Project Review/Ranking	09/16/2022
2A. HMIS Implementation	09/15/2022
2B. Point-in-Time (PIT) Count	09/15/2022
2C. System Performance	09/15/2022
3A. Coordination with Housing and Healthcare	Please Complete
3B. Rehabilitation/New Construction Costs	09/16/2022
3C. Serving Homeless Under Other Federal Statutes	09/16/2022

4A. DV Bonus Project Applicants	09/23/2022
4B. Attachments Screen	Please Complete
Submission Summary	No Input Required

Notes:

3A. Coordination with Housing and Healthcare list contains 1 incomplete item.

1C-7
PHA Administration Plan Homeless Preference

1. NJ DCA Admin Plan

New Jersey Department of Community Affairs
PHA Plan

Chapter 5

SELECTION OF HOUSEHOLDS FORPARTICIPATION

The selection process begins with the program's commitment to exceed the regulatory requirement that not less than 75 percent of the households admitted to the Housing Choice Voucher Program from the program's waiting list must be extremely low-income households. The DCA selection policy then employs a local preference for households that include a person with disabilities, victims of domestic violence and Veterans of the United States Armed Forces. The program has the discretion to establish local preferences that are consistent with the PHA Plan and Consolidated Plan under which the local PHA jurisdiction is covered.

Residency is a secondary preference that is used to further rank those applicants with a local preference and applicants without a preference. Applicants living in the county are offered assistance before non-residents of the county. The residency preference will not have the purpose or effect of delaying or denying admission because of the applicant's age, race, color, religion, sex, national origin, or other protected class. The standards instituted by the DCA for verification of a local preference are presented in (Appendix A: EXHIBIT 5-2). Applicants who have not claimed a preference are afforded the opportunity to claim a preference at any time while on the waiting list. However, a change from no preference to a local preference will not be implemented without supporting documentation. Applicants are notified of their right to an informal review if their claim of a local preference is denied. Date of placement on the waiting list is the final criteria used in the selection of applicants

As noted above, with the exception of HUD program regulations pertaining to special admissions and targeted funding, persons will be placed on the DCA's waiting list using a lottery system.

In selecting applicants for participation, the DCA will first offer assistance to Tier I applicants. If there are no Tier I applicants on the jurisdiction's waiting list, assistance is offered to Tier II applicants. If there are no Tier II applicants on the waiting list, assistance is offered to Tier III applicants. (see Appendix A: EXHIBIT 5-1).

Applicants selected from the waiting list must provide all required documentation within fifteen (15) business days of the date of the notice from the Housing Choice Voucher Program. Extenuating circumstances will be considered in order to provide a reasonable accommodation, on a case-by-case basis. Programs that require variations to the standard selection policy are identified in (Appendix A: EXHIBIT 5-4).

5.1 Single Member Households

In accordance with 24 C.F.R. §982.207, *Waiting list: Local preferences in admission to program*, the DCA provides a preference for the admission of single persons with disabilities over other single person households.

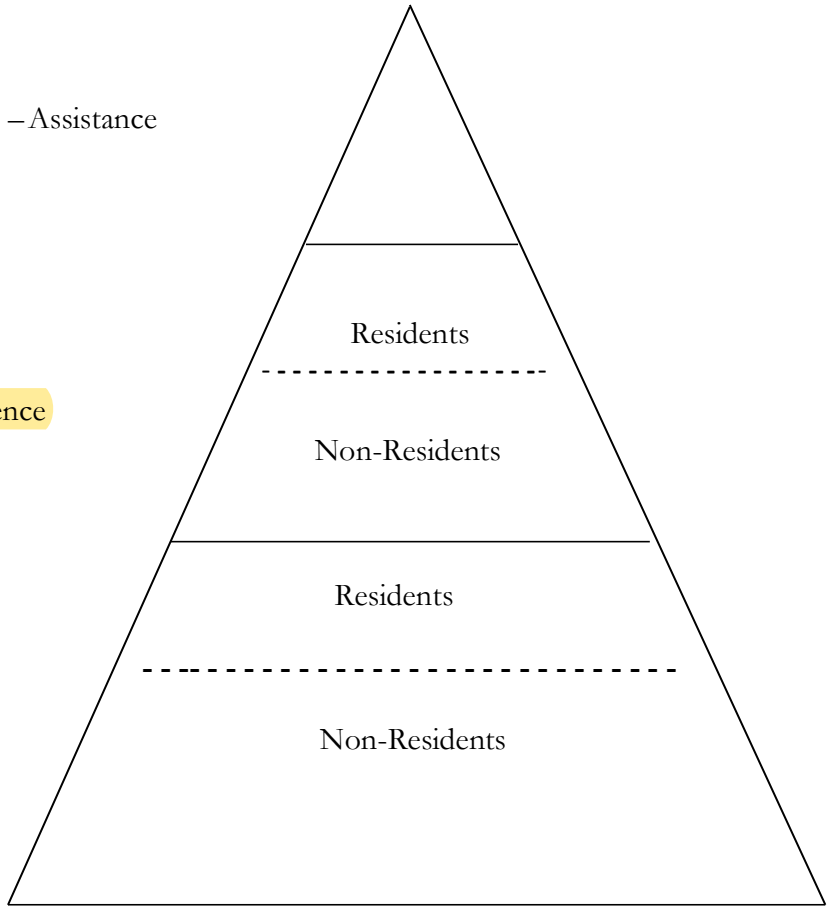
ILLUSTRATION OF THE DCA'S APPLICANT SELECTION POLICY

Tier 1. Special Admissions – Assistance Targeted by HUD[1]

Tier 2. Local Preferences:

- Households that include a person with disabilities
- Victims of domestic violence
- Veterans of the United States Armed Forces

Tier 3. No Preference



[1] The DCA will select a household that is not included on the waiting list, or without considering the household's waiting list position, if HUD awards the program funding that is targeted for households living in specified units.

EXHIBIT 5.2

Verification Standards for the Local Preferences

All documents received to verify a local preference must be dated and current. To be considered "current" a document must not be dated more than sixty (60) days before the issuance date of a Voucher to an applicant household. All certifications from a third party (including facsimile transmissions) must be on the agency's letterhead, dated and signed by the appropriate representative of the agency. If verifications are more than sixty (60) days old before a Voucher is issued, new written verifications must be obtained.

Households That Include a Person with Disabilities

1. Documentation from the Social Security Administration that a member of the household is a disabled person who is receiving Social Security Disability or Supplemental Security Income benefits; or
2. Certification from a physician, on a Certification of Disability form (Appendix A: EXHIBIT 5-3), that a member of the household is a person with disabilities.

Victims of Domestic Violence

Official correspondence from a social services agency, the local police department, a court of competent jurisdiction, or a public or private facility that provides shelter or counseling to victims of domestic violence that the applicant:

1. Is currently living in a housing unit in which a member of the household engages in such violence. The actual or threatened violence must be of a continuing nature and have occurred within the past 120 days; or
2. The applicant has been displaced because of domestic violence and is not currently residing in standard, permanent replacement housing, to avoid the threat of continued abuse.

Veteran of the United States Armed Forces

Only veterans discharged or released from active duty in the armed forces under honorable

conditions are eligible for veterans' preference. This means you must have been discharged under an honorable or general discharge.

If you are a "retired member of the armed forces" you are not included in the definition of preference eligible unless you are a disabled veteran OR you retired below the rank of major or its equivalent. See veteran definition on page 15.

The surviving spouse of a Veteran who died outside of service is entitled to the same preference as the Veteran, up until they remarry.

1C-7. PHA Moving On Preference

1. New Jersey DCA Moving On Plan

STATE OF NEW JERSEY
2018 Annual Action Plan

State of New Jersey

Phil Murphy, Governor

Department of Community Affairs

Lt. Governor Sheila Oliver, Commissioner

OMB Control No: 2506-0117 (exp. 06/30/2018)

500 households who are involved with the child welfare system.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

New Jersey will continue its continuum of care approach to address and identify the needs of the homeless. This includes programs and services addressing each stage of the homeless continuum: homeless prevention, rapid re-housing, emergency shelter, temporary housing assistance and permanent supportive housing programs.

Homelessness Prevention: The State of New Jersey will continue to provide temporary financial assistance to low- and moderate-income homeless households in imminent risk of homelessness due to a rental eviction through the Homelessness Prevention Program (HPP). The HPP can provide the following types of assistance:

1. Rental Arrears – a maximum of 3 months' back rent plus any court fees, legal fees and other late fees included as rent in a written lease.
2. Relocation: security deposit of up to 1 ½ months' rent and 2 months' rent.

ESG: The State of New Jersey will continue to provide rapid re-housing assistance through the Homelessness Prevention and Rapid Re-Housing Program to homeless households at or below 30% of Area Median Income (AMI). Rapid re-housing assistance includes financial assistance, case management, housing search and placement, credit repair, money management and budgeting.

Addressing the emergency shelter and transitional housing needs of homeless persons

The State will continue to provide funds to maintain shelter facilities through the ESG Program. The program provides funding to do the following:

1. Address life and safety issues in emergency shelters and transitional housing facilities.
2. Purchase equipment and furnishings that will provide direct benefits to the shelter's residents.
3. Create new emergency shelter beds when needed.

DCA and the State Parole Board will also continue the Another Chance program. The program expands housing resources available to inmates released from prison without a stable living arrangement. The program provides temporary housing assistance (up to six months) to offenders being released from designated Department of Corrections' facilities that do not have an approved residence of record. The program is currently operating in Camden, Newark, New Brunswick and Trenton.

Helping homeless persons (especially chronically homeless individuals and families, families

with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The State will continue to apply for HUD Continuum of Care funding (CoC) provide rental assistance to homeless persons with disabilities, in collaboration with local social service providers. Funds for this program have been granted in Atlantic, Burlington, Cape May, Essex, Gloucester, Middlesex, Morris, Passaic and Warren Counties. In addition, the State through the Homelessness Prevention and Rapid Re-Housing Program will continue to provide rapid re-housing assistance to households up to 30% of Area Median Income.

The State's Housing First Initiative awarded 500 tenant-based State Rental Assistance Program (SRAP) vouchers and $250,000 in supportive service funding to 12 agencies across the state. 425 vouchers will provide housing for chronically homeless people who are frequent users of public systems, and 75 vouchers will provide housing for homeless veterans. To date, 468 applicants were approved and 392 were leased up.

The State's Moving On Initiative provides SRAP vouchers to people in permanent housing programs who no longer need a high level of services. As people move on to the SRAP vouchers, currently homeless individuals and families will backfill the vacancies in the existing permanent supportive housing programs.

Rental assistance will continue to be provided to people who are homeless and working towards self-sufficiency through the Housing Choice Voucher, State Rental Assistance and the HOME Tenant-Based Rental Assistance programs.

DCA also administers 832 Veterans Administration Supportive Housing (VASH) vouchers and 273 project-base Housing Choice Vouchers for homeless and at-risk veterans. In addition, DCA has "graduated" 32 formerly homeless veterans from VASH to Housing Choice Vouchers.

DCA has also committed rental assistance to the Keeping Families Together Initiative with the Department of Children and Families (DCF). This program targets rental assistance and supportive services to extremely vulnerable families who are homeless or live in unstable housing, and who are involved with the child welfare system. The goal is to ensure that children are not removed from their families, or that families can reunify, with stable housing and services designed to support their tenancy. DCA committed 50 project-based Housing Choice Vouchers to this program in 2015 and 2016, and will commit an additional 100 vouchers in 2017. In addition, DCA has committed 100 vouchers for homeless and at-risk youths.

Rental assistance will continue to be provided to people who are homeless and working towards self-

sufficiency through the Housing Choice Voucher, State Rental Assistance and the HOME Tenant-Based Rental Assistance programs.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The State will continue to use a portion of its Emergency Solutions Grant funds along with State Homelessness Prevention funds to provide financial assistance and services to either prevent households from becoming homeless or rapidly re-house those who are homeless. In addition, the State will utilize Section 811 Supportive Housing for Persons with Disabilities program vouchers, recently awarded, along with State Rental Assistance Program and Division of Developmental Disabilities vouchers to provide rental assistance to low-income individuals being discharged from institutions.

Discussion

State Rental Assistance Program: Moving On Initiative

Introduction:
The NJ Department of Community Affairs (DCA) will issue up to 500 State Rental Assistance Program (SRAP) tenant-based vouchers to eligible disabled households who are currently receiving rental assistance from a HUD Continuum of Care (CofC) permanent supportive housing voucher program or are a recipient of another supportive housing voucher program and no longer require the level of supportive services associated with that program. This initiative will do the following:

1. Enable tenants who have achieved stability in supportive housing to transition to more independent living.
2. Enable the CofCs to refill their vacated vouchers with individuals or families in need of supportive housing.

SRAP Moving On:
SRAP provides an unlimited-term, tenant-based rental assistance voucher to eligible disabled households. Under the program, a disabled head of household will pay 25% of their adjusted income for their portion of the rent.

Eligibility Requirements for SRAP Tenancy:

1. Be an active participant on a HUD CofC permanent supportive housing voucher program or other supportive housing voucher program.
    a. No longer require the level of supportive services associated with that program, as demonstrated by an assessment according to the CSH Acuity Index*; and
    b. Be in good standing with the current program's regulations and policies.
2. Have household income at or below 30% of Area Median Income.
3. Have not been convicted of a violent criminal act in the last 5 years; please note that DCA will consider extenuating circumstances on a case by case basis.
4. Are not subject to a lifetime registration requirement under the State sex-offender registration program.

**Please utilize the attached matrix created by the Corporation for Supportive Housing to assist you in identifying potential households (please note that the matrix was based on the Connecticut Supportive Housing Assessment and Acuity Index).*

Next Steps:
Letter of Intent: DCA is requesting a Letter of Intent from interested New Jersey Continuum of Care lead representatives. The Letter of Intent which is due to DCA by January 11, 2017 must identify the following:

1. A description of the targeted population for the SRAP vouchers using HMIS and any other relevant data
2. A commitment by the CofC to backfill any voucher program slots vacated by tenants moving onto the SRAP vouchers with eligible homeless households. Please also include a brief description of the CofC's need for these slots and timeline/outreach plan for backfill.

3. The number of SRAP vouchers being requested; please note that there is no guarantee that a CofC will receive a certain number of SRAP vouchers. These vouchers will be issued on a first come/first serve basis statewide with the assumption that all SRAP participants will be leased up within a 60 day timeframe. Due to this strict timeline, leasing in place will be encouraged. Successful CofCs will have a mechanism in place to ensure that complete and accurate SRAP applications are submitted in a timely fashion. If this timeline is not met, the SRAP voucher may be withdrawn and issued to another eligible household, and the tenant will remain on the CofC permanent housing voucher.
4. A description of case management follow-up; DCA will require the CofC to ensure that the current permanent supportive housing grantee agency follow-up at least once a month during the six months of SRAP tenancy, to ensure that the program participants are transitioning appropriately.
5. Contact person's name, phone number and e-mail address.

Conference Call: DCA has scheduled a conference call for Friday, January 6, 2017 at 10 AM to answer questions on this initiative. Please e-mail Lisa Downes at lisa.downes@dca.nj.gov if you are interested in participating in the call.

Notification: DCA will notify the CoCs that have been selected to participate in this initiative by January 30, 2017. A conference call to discuss the application process will be scheduled shortly after the announcement. After notification by DCA, selected CofCs may begin submitting SRAP applications. Please note that selected CofCs are not guaranteed access to SRAP vouchers; the number of SRAP vouchers awarded to the selected CofCs will be dependent on the timeliness of the SRAP application submission and the amount of funds available.

Attachment

1E-1. Local Competition Announcement

1. Public Funding Announcements
2. Renewal Project Application
3. Renewal Project Scoring Tool
4. Coordinated Entry Addendum Questions (for both new and renewal projects)
5. Coordinated Entry Addendum Questions Scoring Tool
6. New Project Application
7. New Project Scoring Tool

1. Public Funding Announcements

Chrome File Edit View History Bookmarks Profiles Tab Window Help Wed Aug 31 4:18 PM
Continuum of Care – Morris Co
morriscountynj.gov/Departments/Community-Behavioral-Health-Services/Continuum-of-Care

In This Section

- Divisions
- Community Initiatives
- **Continuum of Care**
- Municipal Alliances
- Funding
- Cyberbullying and Sexting Education Program
- Juvenile Firesetter Prevention Program
- "Don't Get Vaped In" Vaping Education Program
- Preventing Bias, Hate Incidents and Hate Crimes Workshop

Application Requirements

Agencies interested in applying for CoC funding must complete the following:

- Participate in a mandatory technical assistance webinar on **Monday, May 2, 2022, 10:00 am – 12:00 pm**, using the following webinar link: https://us02web.zoom.us/j/82249320833?pwd=alpjdjFXcTZsZ2JJcG9MNXZQOUhDZz09
- Submit completed proposals by **4:30 pm, May 31, 2022.**
- Submit Coordinated Entry Addendum by 4:30 pm, June 15, 2022, if applicable.

Application Documents

- 2022 RFP Letter (PDF, 289KB)
- FY2022 Budget Worksheet (XLSX, 25KB)
- New Project Application (DOCX, 35KB)
  - New Project Scoring Criteria (PDF, 162KB)
- Renewal Project Application (DOCX, 35KB)
  - Renewal Project Scoring Criteria (PDF, 159KB)

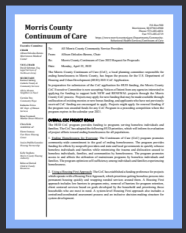
Submit Your Application

Proposal applications are to be submitted in two separate documents (Project Narrative in PDF format and Budget Worksheet in Excel format) by electronic mail to the following:

- Ashni Mathew: amathew@monarchhousing.org
- Amy Archer: aarcher@co.morris.nj.us

Email Rebecca Sherrod at rsherrod@cfrmorris.org with any questions regarding the 2022 Morris County Notice of Intent process.

Chrome File Edit View History Bookmarks Profiles Tab Window Help Wed Aug 31 4:18 PM
Morris County Continuum of ca
morriscountynj.gov/files/sharedassets/public/departments/human-services/2022-rfp-letter.pdf
Morris County Continuum of care 2022 Request for Proposals 1 / 4 100%


1

2

3

Morris County Continuum of Care

P.O. Box 900
Morristown, NJ 07963-0900
Phone: 973-285-6851
Fax: 973-285-6719
https://www.morriscountynj.gov/Departments/Community-Behavioral-Health-Services/Continuum-of-Care

Executive Committee

CHAIR
Allison Delcalzo-Berens
Morristown Medical Center

VICE-CHAIR
David Saltzman, Esq.
Legal Services of Northwest Jersey

SECRETARY
Karina Calabuig
Catholic Family & Community Services

Alicia Alvarez
Neighbors in Need

Carmine Deo
Community Hope

Katharine Errico
MC Dept. of Human Services

Brian Frommelt
Market Street Mission

Chris Kirk
NORWESCAP

Elorm Ocansey
Fair Share Housing Center

To: All Morris County Community Service Providers

From: Allison Delcalzo-Berens, Chair

Re: Morris County Continuum of Care 2022 Request for Proposals

Date: Monday, April 25, 2022

The Morris County Continuum of Care (CoC), a local planning committee responsible for ending homelessness in Morris County, has begun the process for the U.S. Department of Housing and Urban Development (HUD) 2021 CoC Application.

In preparation for submission of the CoC application for HUD funding, the Morris County CoC Executive Committee is now accepting Notices of Intent from any agencies interested in applying for funding to support both NEW and RENEWAL projects through the Morris County CoC process. Projects may apply for new funding that may be made available through reallocation of existing monies or new bonus funding, and applicants who have not previously received CoC funding are encouraged to apply. Projects might apply for renewal funding if the program was awarded funds for any CoC Program in a preceding competition where the program expires in the calendar year 2021.

OVERALL COC PROJECT GOALS

The HUD CoC program provides funding to programs serving homeless individuals and families. The CoC has adopted the following HUD priorities, which will inform its evaluation of project efforts toward ending homelessness for all populations.

1. Ending Homelessness for Everyone: The Continuum of Care (CoC) program promotes

2. Renewal Project Application

Morris County Continuum of Care
2022 Renewal Project Application

Organization and Contact Information

Organization Name: _____

Sponsor (if applicable): _____

Project Name: _____

Grant Number: _____

Contact: _____ **Title** _____

Address: _____

Telephone: _____ **Fax:** _____

E-mail: _____

Project Type

(double click the appropriate box and select "checked")**:**

- ☐ Permanent Housing - Permanent Supportive Housing
- ☐ Permanent Housing - Rapid Re-Housing
- ☐ Joint Transitional & Rapid Re-Housing
- ☐ Supportive Services Only - Coordinated Entry
- ☐ HMIS Only

I. Project Narrative: Answer the narrative questions about the project your organization is applying for in a word processing program. Each project narrative must be 15 pages or less, using 12-point Times New Roman font and one-inch margins. Any pages after page 15 will not be reviewed as part of the project application. The cover page and attachments will not be included in the 15-page narrative.

1. Agency Background and Capacity

A. Provide an overview of your agency's experience with the priority population and proposed services. *For projects with sub-grantees, include a description of the subcontracted agency's experience as well.*

B. Describe your agency's plan for training staff including how your agency orients new staff and ensures key competencies, annual or periodic trainings for different levels of staff and training that staff has received in the past year, certifications or licenses required for different levels of staff and whether training is offered to create pathways for staff development, training received by executive leadership, direct service staff, board of directors and all other staff levels, how each training is relevant to service delivery, what impact have the above trainings had on service delivery and program design, and any specific trainings the agency incorporates to reflect priority populations.

C. What is your agency's process for collecting and evaluating data including software used, responsible staff, timelines, ensuring data accuracy and completeness, adherence to privacy standards and data quality standards, and how your agency determines the data quality improvement plan? Please share your agency's current data quality improvement plan and current status.

D. Complete the chart below and provide a description of what strategies your agency using to address racial disparities.

	% of people served by agency	**% of direct service staff**	**% of executive leadership and administration**
American Indian/ Alaska Native			
Asian			
Black/African American			
Native Hawaiian/ Pacific Islander			
White			

Hispanic/Latino			
Total			

E. Describe your agency's process for incorporating persons with lived experience into program design and policies.

F. Describe your agency's fiscal capacity to maintain the project including changes made to the project model, staffing and/or budget within the last three years and projected changes over the next year, long term plans to sustain the project should there be a decrease in HUD funding, any unused funds at the end of the most recent operating year, and whether project modifications are necessary due to a projection of unused funds for the current year.

2. Project Description and Implementation

A. Briefly describe the activity for which you are requesting including the funding priority and/or gap the project addresses, other programs that provide the same or similar service and how your agency supports, collaborates with or differs from those services, how the project aligns with the mission of both the agency and the mission and strategic plan of the Morris County CoC.

B. Describe the SMART objectives and outcomes of the project including, but not limited to, the number of households to be served, priority populations and demographics to be served, linkages to training, employment and benefits, specific system performance metrics that are relevant to the project, and services provided after discontinuation of services (post-program graduation, etc.).

C. Describe specific activities and services the project will offer to participants to meet the identified participant needs including how the activities/services will assist participants to obtain and maintain permanent housing, how the project will deliver services in a manner that is culturally and linguistically competent and reflects the needs of populations served, what project staff will perform activities/services, how participants will be assessed for, and connected with, employment services, mainstream benefits, healthcare services and insurance, any additional services (if any) the agency will provide to augment the scope and success of the program, and partnerships and collaborations with relevant community partners.
Please note that if the agency will rely on subgrantees, partnerships or collaborations to achieve project objectives and outcomes, the roles and responsibilities of those entities should be included in this section.

D. Describe the agency monitoring and evaluation plan as it relates to this project including how the project will measure and document participant satisfaction to inform implementation, staff involved in monitoring and evaluation, methods used

to evaluate program performance and determine quality improvement projects, and frequency of program evaluation and improvement plan monitoring.

E. Describe your agency's level of participation in local planning processes (i.e. CoC subcommittees, local and regional planning activities, etc.) including participation of executive leadership, direct service delivery staff and all staff, the strategic plan objectives in which your agency plans on participating, CoC initiatives in which the staff have participated, levels of leadership agency staff have within the CoC, how CoC initiatives have been communicated to staff throughout the agency including those who do not participate in CoC committees, how your program referral and intake processes align with the CoC Coordinated Entry processes and how your agency participates in the Coordinated Entry system.

3. Housing First Philosophy

A. Describe how you operationalize a Housing First philosophy in program implementation including documented policies and procedures, training, processes and implementation plans.

B. Participant criteria

a. Does the project require a criminal or credit background check during program intake to determine project eligibility?
☐ Yes ☐ No

b. Are program participants required to participate in any other services to receive housing?
☐ Yes ☐ No

c. Are participants required to present any documentation during program entry?
☐ Yes ☐ No

d. Is income considered as criteria during project admission?
☐ Yes ☐ No

e. If the answers to any of these questions is "yes", please provide detailed explanation of the reasons for these program requirements and plans for implementing a Housing First philosophy prior to the next funding cycle.

C. Provide a detailed overview of barriers to implementing the Housing First philosophy and strategies project staff have identified to address these barriers.

D. Describe any initiatives aimed at making the entire agency "housing first".

II. Program Performance: Provide the project's most recent program monitoring score.

III. Budget: Complete the Budget Worksheet in Excel and attach with application narrative.

3. Renewal Project Scoring Tool

Renewal Application Outline and Scoring Criteria

Indicator	Criteria	Total Points
Section I: Project Narrative		
Part 1: Agency Background and Capacity (100 points)		
Agency Experience **Question 1-A**	- Does the agency demonstrate a key understanding of the needs and gaps of the priority population? - Does the agency demonstrate a history of working with the priority population? - Does the agency have experience with providing the service it is requesting funding for? - If the agency lacks experience, does the narrative provide a description of steps the agency will take to fill gaps in knowledge? - If the agency has a subgrantee, does the narrative provide a description of the subgrantee agency's experience and history providing services to the priority population and/or proposed services?	15
Training **Question 1-B**	- Does the agency demonstrate awareness of mandatory/required trainings and are agency staff provided the correct level and frequency of training? - Are trainings relevant to the priority populations and mission of the CoC? - Are agency staff taking advantage of CoC sponsored trainings through CAS? - Has the agency incorporated training for staff of all levels, including the board of directors and executive leadership on priority populations and service delivery that meets CLAS standards? - Has the agency made changes to service delivery and program design based on trainings? - Is training offered to all levels of staff in order to provide pathways for professional development?	20
Data **Question 1-C**	- Does the agency utilize HMIS or comparable database for data entry? - Does the agency reference DQ standards and appear aware of specific data requirements (i.e. data security protocols, timeliness of data entry, required data elements, etc.)? - Does the agency have a clear process for collecting and entering data and evaluating data accuracy and completeness, including timelines and staff? - Does the agency have a data quality improvement plan and an evaluation process in place to review and update? - Is the plan communicated throughout the agency?	20
Racial Equity **Question 1-D**	- Are management and decision-making bodies representative of the population served by the programs? - Has the agency identified steps to help the board of directors and decision-making bodies better reflect the population served by the program? - Has the agency established professional development opportunities to identify and invest in emerging leaders of different race and ethnicities in the organization? - Is the agency training and educating staff working in the homeless services sector to better understand racism and the intersection of racism and homelessness? - Has the agency reviewed internal policies and procedures with an equity lens and have a plan for developing and implementing equitable policies that do not impose undue barriers? - Is the agency collecting data and/or reviewing HMIS to better understand the pattern of program use for people of different races and ethnicities in its program?	15

	- Does the agency use communication, such as flyers, websites or other materials, inclusive of underrepresented groups?	
Consumer Involvement Question 1-E	- Does your organization Board of Trustees or subcommittee contain at least one individual with lived experience? - Is there a process in place for individuals with lived experience or consumers to give feedback to the program? - Is there a process to evaluate whether people with lived experience feel that their feedback is valued and heard? - Is there a process to ensure the feedback of people with lived experience is used intentionally/strategically to develop policies for this program? - Does the feedback process include multiple ways (i.e. focus groups, paper and electronic surveys, one on one sessions) for the consumer to provide feedback? - Does the agency collect consumer feedback during different points in program participation (i.e. after intake, after service planning, after discharge, etc.)? - Does the agency provide an opportunity for anonymous consumer feedback and does the agency provide consumers with an anti-retaliation policy to protect consumers if they share unwanted feedback? - Has the agency identified any barriers to involving people with lived experience in program design and process development? - If so, does the agency have an understanding of the barriers and a plan to address these barriers?	15
Fiscal Capacity Question 1-F	- Is the project model described, in detail, through a fiscal lens? - Does the proposed budget, including line items and amounts, match the project description? - Does the program provide sufficient salary for program staff to ensure reduction in staff turnover and high-quality, effective service delivery? - Does the budget and staffing plan indicate if positions are fully or partially funded by the project? If shared between programs, does the organization record the allocation of time for those individuals? - Does the agency have a plan for sustaining the project if key personnel leave during the course of the grant year? - Are the projected costs reasonable and realistic compared to the projected outcomes of the project? - Has the agency described any changes within the last three years that have caused a reduction in significant budget variances? - Are there any changes that may occur within the upcoming up year that will have an effect on financial operations? - If yes, are the projected changes, the reasons for changes and the effect these changes will have on the budget or capacity described in detail? - Can this project be sustained if there is a reduction in HUD funding? - Does the agency have a plan for adjusting the program without reducing quality of services if there is a reduction in HUD funding?	15
Part 2: Project Description and Implementation (100 points)		
Project Applicability and Relevance 2-A	- Does the agency address a gap that the CoC has identified as a need?	20

	- Has the agency identified other programs that provide similar services and collaborated with those agencies to reduce duplication of effort and maximize services and supports offered to the community? - Has the agency demonstrated that the project aligns with the mission of its own agency AND the mission of the CoC? - Are at least 80% of beds/vouchers dedicated to one of the CoC's identified priority populations?	
Objectives and Outcomes **Question 2-B**	- Does the agency include all elements of a SMART (specific, measurable, attainable/achievable, realistic, time-focused/timebound) goal in the response? - Does the agency include in the SMART goals, outcomes that are relevant to the priority populations discussed in the NOFO? - Are the SMART goals relevant to the CoC Strategic Plan goals and objectives? - Does the agency include projected outcomes for number of households to be served? - Does the agency include projected outcomes for number of households linked to training, employment and/or benefits and mechanisms for such linkages? - Does the agency include projected outcomes for providing services to whole families without separating individual family members in accordance with each family's definition of family? - Does the agency include system performance metrics and/or data-based outcomes? - Does the agency provide an objective related to tracking consumer outcomes post-discharge?	20
Activities and Services **Question 2-C**	- Does the agency provide a SMART plan for connecting people to permanent housing? - Does the agency provide a plan for ensuring that consumers can maintain permanent housing once achieved? - Does the agency include language that describes individualized service planning, plan maintenance and consumer empowerment? - Does the agency provide evidence of compliance with CLAS standards? - Are the activities/services provided relevant to the needs of the populations served? - Are specific vulnerable populations and services outlined in the NOI reflected in the activities/services? - Do the activities/services include responsible staff? - Does the agency have activities/services related to assessing and linking consumers to employment services, mainstream benefits and healthcare services and insurance? - Does the agency have collaborations and partnerships with organizations that provide complementary services and/or reflect the activities/services listed? - If the agency is utilizing subgrantees, partnerships or collaborations to provide activities and services, are these roles and responsibilities outlined in this section?	20
Monitoring and Evaluation **Question 2-D**	- Does the agency have a plan for monitoring program objective and outcomes that includes frequency of review and staff roles and responsibilities? - Does the agency utilize data-driven measurement tools to determine program effectiveness and quality? - Does the agency include consumer focus groups, questionnaires and/or surveys that measure consumer satisfaction of the progress on ISP goals and activities? - Does the agency monitoring and evaluation plan include a description of how quality improvement goals are determined and by whom? - Does the agency quality improvement plan include a PDSA model, or other data driven model for improving program performance and service quality?	20

CoC and CE Collaboration Question 2-E	- Do all levels of staff attend CoC meetings including executive leadership and direct program staff? - Is the agency aware of CoC initiatives and actively working on strategic plan goals and objectives? - Does the agency demonstrate knowledge of SP goals and objectives and has the agency identified ways to assist in achieving these? - Does the agency have a process for ensuring CoC information and initiatives are communicated to staff throughout the agency?	20
Part 3: Housing First Philosophy (100 points)		
Operationalizing housing first model Question 3-A	- Do program policies and procedures reflect a Housing First philosophy? - Do all levels of staff go through Housing First training? - Has the agency received any guidance or consultation to become Housing First? - Is there a clear implementation plan for Housing First in this program? - Is the Housing First philosophy apparent in processes used during this program implementation? - Does the program utilize a client-centered service model that focuses on goals developed by the household? - Does the program use an inclusive decision-making structure for system development? - Do program processes clearly indicate utilization of the coordinated assessment process for prioritizing households most in need?	25
Low-barrier project criteria Question 3-B	- Is access to this program contingent on a criminal or credit background check, documentation submission, attendance in certain services or based upon income received? - Are service and/or treatment plans voluntary? - If there is a “yes” to any of the above questions, is there an explanation? - Does the explanation describe why there are these barriers? - Is there a plan for implementing a Housing First philosophy into the next year?	25
Overcoming challenges and barriers Question 3-C	- Does the agency provide a list of detailed barriers to implementing a Housing First philosophy? - Are the barriers listed agency-level barriers or are they system-level barriers? (agency will not lose points for system-level barriers identified) - Are there detailed strategies listed to address these barriers? - Does the agency have a plan to avoid returns to homelessness?	25
Agency-wide initiatives Question 3-D	- Does the agency adhere to a housing first philosophy throughout all programs? - Has the agency listed initiatives, in detail, intended to move the entire organization towards operationalization of a Housing First model? - Are initiatives consumer/program participant-driven?	25
Section II: Program Performance		
Most recent monitoring score	- What was the project’s most recent Monitoring and Performance Review Score?	
Section III: Budget		
Match	- Does the project provide a letter of commitment for any a firm match commitment of cash or in-kind support with a total value of 25% of the proposed project budget request, minus leasing costs?	10

Funding proposal is realistic to meet program objectives	- Is the CoC funding request is reasonable and appropriate for the project type? - Is the project financially feasible?	10
Funding proposal matches previous grant year request (Renewal Projects Only)	- Does the project funding request match the total budget on the most 2022 Grant Inventory Worksheet?	10

4. Coordinated Entry Addendum Questions (for both new and renewal projects)

Morris County
2022 CoC Application
Morris County Continuum of Care Coordinated Entry Project Addendum

Please note that this addendum is incomplete if it is submitted without either a "New" or "Renewal" Application for the 2022 Morris County Continuum of Care Funding Cycle.

If any aspect of your proposal includes the use of subgrantees or collaborative partnerships for any element of the project, please ensure a description of the roles and responsibilities of each partner is clearly defined in the response to each of the below questions.

1. Program Management

    A. Provide a detailed proposal for how a client will move through the Coordinated Entry system (you may include a separate page with a process map or other visuals aids).

    B. Describe your plans for operationalizing the project including staffing requirements, tools utilized and adherence to project parameters and deadlines.

    C. Describe the processes and requirements that will be utilized to manage outcomes and expectations, including the expectations of any subgrantees or partners.

    D. Describe your plans for marketing and outreach to ensure vulnerable populations are aware of the Coordinated Entry process and how to access services.

    E. Describe the methods used to ensure all required entities are fully participating in Coordinated Entry? (ESG and CoC-funded projects)

    F. Describe how the project will meet accessibility requirements that the full geography of Morris County is able to access all Coordinated Entry services including, but not limited to, persons with disabilities, persons fleeing domestic violence and persons experiencing limited English proficiency.

2. Service Provision

    A. Please describe the method and process by which homeless households will be referred to housing and services in the community.

    B. Provide a detailed proposal for how literally homeless and at-risk homeless populations will be prioritized, including an overview of tools and resources that will be utilized

    C. Please describe the plan for linking individuals to permanent housing options in the community, including maximizing and leveraging all funding resources and project types.

    D. Describe how the project proposes to engage clients in housing navigation services including staffing requirements, qualifications screening and training implementation.

5. Coordinated Entry Addendum Questions Scoring Tool

Coordinated Entry Addendum Application Outline and Scoring Criteria

Indicator	Criteria	Total Points
Part 1: Program Management (100 points)		
CE Process **Question 1-A**	- Is the agency proposal reflect an understanding of the client experience? - Does the proposal reflect the diverse needs and vulnerabilities of the populations served? - Does the agency take into account racial disparities throughout the process? - Is the process efficient, involving only steps that are necessary? - Is the process clear and understandable to both other service providers and clients? - Does the process include multiple options for resolving homelessness including, but not limited to, prevention, diversion, CoC and non-CoC funded housing options? - Does the process allow for client choice?	15
Operationalization **Question 1-B**	- Is the staffing model sufficient to manage all aspects of the CE system? - Does the project proposal include a staffing plan that requires qualifications to meet the diverse roles within a successful Coordinated Entry project such as data, social work, and management? - Are data collection, assessment, and client-facing tools culturally and linguistically appropriate? - Are data collection, assessment, and client-facing tools trauma-informed? - Does the agency have an understanding of national and local best practices? - Has the agency identified methods for ensuring project deadlines are met?	20
Outcome Management **Question 1-C**	- Has the agency identified a process for ensuring that project outcomes are met? - If applicable, has the agency identified a process for managing subgrantee and/or partner performance? - Are the processes used by the agency data-driven and timely? - Does the agency have a process for adjusting expectations and/or project parameters? - Does the agency have a process for quickly amending policies and protocols to ensure outcomes are being met?	20
Marketing **Question 1-D**	- Doe the agency have a plan for ensuring that a variety of populations are aware of the Coordinated Entry system and how to access it? - Does the agency plan to utilize a wide variety of mediums to publicize the CE process? - Does the agency marketing plan demonstrate an awareness of the demographics of priority populations? - Does the agency marketing plan demonstrate an awareness of the cultural, linguistic, and reading levels of priority populations?	15
Agency Engagement **Question 1-E**	- Does the agency have a plan for engaging external entities in the Coordinated Entry process? - Does the agency demonstrate an awareness of agencies that are required to participate in Coordinated Entry? - Does the agency's engagement plan include agencies that are funded through non-ESG or CoC sources of funding? - Does the agency demonstrate a proficiency in managing relationships with service providers and other relevant entities? - Does the agency demonstrate an understanding of the barriers to engagement and include a proposal for addressing these barriers? - Does the agency have a process for soliciting feedback from other entities and/or individuals engaged in the CE process?	15

Accessibility **Question 1-F**	- Does the project address the needs of people with hearing impairments? - Does the project address the needs of people with visual impairments? - Does the project address the needs of people with limited mobility? - Does the project address the needs of people without a working phone? - Does the project address the needs of people without working internet? - Does the project address the needs of people experiencing mental health concerns, including chronic and persistent mental illness or PTSD? - Does the project address the needs of people fleeing domestic violence? - Does the project address the needs of people with a domestic violence history? - Does the project address the needs of people experiencing limited English proficiency? - Does the project address the needs of people with limited ability to read and write in English? - Does the project address other unique vulnerabilities of the population in Morris County?	15
Part 2: Service Provision (50 points)		
Housing and Resource Referral **Question 2-A**	- Does the agency have a referral process that applies to all beds and services available throughout Morris County? - Does the agency have written policies and procedures that document a uniform referral process for all participating projects, including allowable entry requirements and protocol for projects rejecting a referral? - Do these policies and procedures include any prioritization standards established by programs? - Does the agency incorporate a person-centered approach to referrals? - Does the agency have an accurate listing of inventory through Morris County?	10
Prioritization **Question 2-B**	- Does the agency have written policies and procedures for prioritizing homeless populations? - Do these policies and procedures describe prioritization based on project type? - Does the agency have a plan to reduce system barriers for chronically homeless and particularly vulnerable homeless populations? - Does the agency have a plan to reduce recidivism in the homeless populations served? - Does the agency plan to ensure partner compliance with prioritization into housing placements?	15
Permanent Housing Linkage **Question 2-C**	- Does the agency have a plan to integrate additional permanent housing resources into the system? - Does the agency have a process to get system consumers “ready” for quick and efficient linkage to a permanent housing process?	15
Housing Navigation Services **Question 2-D**	- Does Housing Navigation prioritize vulnerable homeless populations? - Does the agency have a plan to evaluate effectiveness of Housing Navigation in reducing homelessness? - Does the agency have a plan to better serve people in the homeless population with mental illness through Housing Navigation?	10

6. New Project Application

Morris County Continuum of Care
2022 New Project Application

Organization and Contact Information

Organization Name: _____
Sponsor (if applicable): _____
Project Name: _____
Grant Number: _____
Contact: _____ **Title** _____
Address: _____
Telephone: _____ **Fax:** _____
E-mail: _____

Project Type

(double click the appropriate box and select "checked")**:**

- ☐ Permanent Housing - Permanent Supportive Housing
- ☐ Permanent Housing - Rapid Re-Housing
- ☐ Joint Transitional & Rapid Re-Housing
- ☐ Supportive Services Only - Coordinated Entry
- ☐ HMIS Only

I. Project Narrative: Answer the narrative questions about the project your organization is applying for in a word processing program. Each project narrative must be 18 pages or less, using 12-point Times New Roman font and one-inch margins. Any pages after page 18 will not be reviewed as part of the project application. The cover page and attachments will not be included in the 18-page narrative.

1. Agency Background and Capacity

A. Provide an overview of your agency's experience with the priority population and proposed services. *For projects with sub-grantees, include a description of the subcontracted agency's experience as well.*

B. Describe your agency's plan for training staff including how your agency orients new staff and ensures key competencies, annual or periodic trainings for different levels of staff and training that staff has received in the past year, certifications or licenses required for different levels of staff and whether training is offered to create pathways for staff development, training received by executive leadership, direct service staff, board of directors and all other staff levels, how each training is relevant to service delivery, what impact have the above trainings had on service delivery and program design, and any specific trainings the agency incorporates to reflect priority populations.

C. Discuss your agency's experience and plan for using New Jersey Homeless Management Information System (HMIS) including staffing, familiarity with national and local data and training standards, history of data quality improvement planning and experience and/or intent to join the CoC Data Governance Committee.

D. Complete the chart below and provide a description of what strategies your agency using to address racial disparities.

	% of people served by agency	**% of direct service staff**	**% of executive leadership and administration**
American Indian/ Alaska Native			
Asian			
Black/African American			
Native Hawaiian/ Pacific Islander			
White			

Hispanic/Latino			
Total			

E. Describe your agency's process for incorporating persons with lived experience into program design and policies.

F. Describe your agency's fiscal capacity to implement the project including changes made to the project model, staffing and/or budget within the last three years and projected changes over the next year, and long-term plans to sustain the project should there be a decrease in HUD funding.

2. Project Description and Implementation

A. Briefly describe the activity for which you are requesting including the funding priority and/or gap the project addresses, other programs that provide the same or similar service and how your agency supports, collaborates with or differs from those services, how the project aligns with the missions of both the agency and Morris County CoC.

B. Describe the SMART objectives and outcomes of the project including, but not limited to, the number of households to be served, priority populations and demographics to be served, linkages to training, employment and benefits, specific system performance metrics that are relevant to the project, and services provided after discontinuation of services (post-program graduation, etc.).

C. Describe specific activities and services the project will offer to participants to meet the identified participant needs including how the activities/services will assist participants to obtain and maintain permanent housing, how the project will deliver services in a manner that is culturally and linguistically competent and reflects the needs of populations served, what project staff will perform activities/services, how participants will be assessed for, and connected with, employment services, mainstream benefits, healthcare services and insurance, any additional services (if any) the agency will provide to augment the scope and success of the program, and partnerships and collaborations with relevant community partners.
Please note that if the agency will rely on subgrantees, partnerships or collaborations to achieve project objectives and outcomes, the roles and responsibilities of those entities should be included in this section.

D. Describe the agency monitoring and evaluation plan as it relates to this project including how the project will measure and document participant satisfaction to inform implementation, staff involved in monitoring and evaluation, methods used to evaluate program performance and determine quality improvement projects, and frequency of program evaluation and improvement plan monitoring.

E. Describe your agency's level of participation in local planning processes (i.e. CoC subcommittees, local and regional planning activities, etc.) including participation of executive leadership, direct service delivery staff and all staff, the strategic plan objectives in which your agency plans on participating, CoC initiatives in which the staff have participated, levels of leadership agency staff have within the CoC, how CoC initiatives have been communicated to staff throughout the agency including those who do not participate in CoC committees, how your program referral and intake processes align with the CoC Coordinated Entry processes and how your agency participates or plans to participate in the Coordinated Entry system.

3. Housing First Philosophy

A. Describe how you operationalize a Housing First philosophy in program implementation including documented policies and procedures, training, processes and implementation plans.

B. Participant criteria

1. Will the project require a criminal or credit background check during program intake to determine project eligibility?
   ☐ Yes ☐ No
2. Will program participants be required to participate in any other services to receive housing?
   ☐ Yes ☐ No
3. Will participants be required to present any documentation during program entry?
   ☐ Yes ☐ No
4. Will income be considered as criteria during project admission?
   ☐ Yes ☐ No
5. If the answers to any of these questions is "yes", please provide detailed explanation of the reasons for these program requirements and plans for implementing a Housing First philosophy prior to the next funding cycle.

C. Provide a detailed overview of barriers to implementing the Housing First philosophy and strategies project staff have identified to address these barriers.

D. Describe any initiatives aimed at making the entire agency "housing first".

4. New Projects

A. Discuss your agency experience with implementing HUD-funded projects including project administration, fiscal management, adherence to program regulations and audit results. If you have lost or been denied HUD-funding in the past, disclose project name, HUD project type and reasons for loss/denial. If the

agency has no experience with HUD funding, describe experience with other funders, including agency administration and management. Include proof of your agency's up-to-date SAM registration.

B. Provide the staffing plan for the project including an organizational chart, basic job descriptions that describe responsibilities and qualifications for the project and a recruitment plan to fully staff the project to meet project deadlines.

C. Describe your agency's familiarity with HUD system performance measures and experience with improving these metrics within your agency and/or throughout the Morris County CoC including plans for how your agency plans to address these system performance measures as a CoC-funded provider.

II. Budget: Complete the Budget Worksheet in Excel and attach with application narrative.

7. New Project Scoring Tool

New Application Outline and Scoring Criteria

Indicator	Criteria	Total Points
Section I: Project Narrative		
Part 1: Agency Background and Capacity (100 points)		
Agency Experience **Question 1-A**	- Does the agency demonstrate a key understanding of the needs and gaps of the priority population? - Does the agency demonstrate a history of working with the priority population? - Does the agency have experience with providing the service it is requesting funding for? - If the agency lacks experience, does the narrative provide a description of steps the agency will take to fill gaps in knowledge? - If the agency has a subgrantee, does the narrative provide a description of the subgrantee agency's experience and history providing services to the priority population and/or proposed services?	15
Training **Question 1-B**	- Does the agency demonstrate awareness of mandatory/required trainings and are agency staff provided the correct level and frequency of training? - Are trainings relevant to the priority populations and mission of the CoC? - Are agency staff taking advantage of CoC sponsored trainings through CAS? - Has the agency incorporated training for staff of all levels, including the board of directors and executive leadership on priority populations and service delivery that meets CLAS standards? - Has the agency made changes to service delivery and program design based on trainings? - Is training offered to all levels of staff in order to provide pathways for professional development?	20
Data **Question 1-C**	- Does the agency utilize HMIS or comparable database for data entry? - If not, does the agency have a plan for utilizing HMIS in project implementation? - Does the agency reference DQ standards and appear aware of specific data requirements (i.e. data security protocols, timeliness of data entry, required data elements, etc.)? - Does the agency have a clear process for collecting and entering data and evaluating data accuracy and completeness, including timelines and staff? - Does the agency have a history of developing and implementing data quality improvement plans with an evaluation process in place to review and update? - Is the plan communicated throughout the agency?	20
Racial Equity **Question 1-D**	- Are management and decision-making bodies representative of the population served by the programs? - Has the agency identified steps to help the board of directors and decision-making bodies better reflect the population served by the program? - Has the agency established professional development opportunities to identify and invest in emerging leaders of different race and ethnicities in the organization? - Is the agency training and educating staff working in the homeless services sector to better understand racism and the intersection of racism and homelessness? - Has the agency reviewed internal policies and procedures with an equity lens and have a plan for developing and implementing equitable policies that do not impose undue barriers? - Is the agency collecting data and/or reviewing HMIS to better understand the pattern of program use for people of different races and ethnicities in its program?	15

	- Does the agency use communication, such as flyers, websites or other materials, inclusive of underrepresented groups?	
Consumer Involvement Question 1-E	- Does your organization Board of Trustees or subcommittee contain at least one individual with lived experience? - Is there a process in place for individuals with lived experience or consumers to give feedback to the program? - Is there a process to evaluate whether people with lived experience feel that their feedback is valued and heard? - Is there a process to ensure the feedback of people with lived experience is used intentionally/strategically to develop policies for this program? - Does the feedback process include multiple ways (i.e. focus groups, paper and electronic surveys, one on one sessions) for the consumer to provide feedback? - Does the agency collect consumer feedback during different points in program participation (i.e. after intake, after service planning, after discharge, etc.)? - Does the agency provide an opportunity for anonymous consumer feedback and does the agency provide consumers with an anti-retaliation policy to protect consumers if they share unwanted feedback? - Has the agency identified any barriers to involving people with lived experience in program design and process development? - If so, does the agency have an understanding of the barriers and a plan to address these barriers?	15
Fiscal Capacity Question 1-F	- Is the project model described, in detail, through a fiscal lens? - Does the proposed budget, including line items and amounts, match the project description? - Does the program provide sufficient salary for program staff to ensure reduction in staff turnover and high-quality, effective service delivery? - Does the budget and staffing plan indicate if positions are fully or partially funded by the project? If shared between programs, does the organization record the allocation of time for those individuals? - Does the agency have a plan for sustaining the project if key personnel leave during the course of the grant year? - Are the projected costs reasonable and realistic compared to the projected outcomes of the project? - Has the agency described any changes within the last three years that have caused a reduction in significant budget variances? - Are there any changes that may occur within the upcoming up year that will have an effect on financial operations? - If yes, are the projected changes, the reasons for changes and the effect these changes will have on the budget or capacity described in detail? - Can this project be sustained if there is a reduction in HUD funding? - Does the agency have a plan for adjusting the program without reducing quality of services if there is a reduction in HUD funding?	15
Part 2: Project Description and Implementation (100 points)		
Project Applicability and Relevance 2-A	- Does the agency address a gap that the CoC has identified as a need?	20

	- Has the agency identified other programs that provide similar services and collaborated with those agencies to reduce duplication of effort and maximize services and supports offered to the community? - Has the agency demonstrated that the project aligns with the mission of its own agency AND the mission of the CoC? - Are at least 80% of beds/vouchers dedicated to one of the CoC's identified priority populations?	
Objectives and Outcomes Question 2-B	- Does the agency include all elements of a SMART (specific, measurable, attainable/achievable, realistic, time-focused/timebound) goal in the response? - Does the agency include in the SMART goals, outcomes that are relevant to the priority populations discussed in the NOFO? - Are the SMART goals relevant to the CoC Strategic Plan goals and objectives? - Does the agency include projected outcomes for number of households to be served? - Does the agency include projected outcomes for number of households linked to training, employment and/or benefits and mechanisms for such linkages? - Does the agency include system performance metrics and/or data-based outcomes? - Does the agency provide an objective related to tracking consumer outcomes post-discharge?	20
Activities and Services Question 2-C	- Does the agency provide a SMART plan for connecting people to permanent housing? - Does the agency provide a plan for ensuring that consumers can maintain permanent housing once achieved? - Does the agency include language that describes individualized service planning, plan maintenance and consumer empowerment? - Does the agency provide evidence of compliance with CLAS standards? - Are the activities/services provided relevant to the needs of the populations served? - Do the activities/services include responsible staff? - Does the agency have activities/services related to assessing and linking consumers to employment services, mainstream benefits and healthcare services and insurance? - Does the agency have collaborations and partnerships with organizations that provide complementary services and/or reflect the activities/services listed? - If the agency is utilizing subgrantees, partnerships or collaborations to provide activities and services, are these roles and responsibilities outlined in this section?	20
Monitoring and Evaluation Question 2-D	- Does the agency have a plan for monitoring program objective and outcomes that includes frequency of review and staff roles and responsibilities? - Does the agency utilize data-driven measurement tools to determine program effectiveness and quality? - Does the agency include consumer focus groups, questionnaires and/or surveys that measure consumer satisfaction of the progress on ISP goals and activities? - Does the agency monitoring and evaluation plan include a description of how quality improvement goals are determined and by whom? - Does the agency quality improvement plan include a PDSA model, or other data driven model for improving program performance and service quality?	20
CoC and CE Collaboration	- Do all levels of staff attend CoC meetings including executive leadership and direct program staff? - Is the agency aware of CoC initiatives and actively working on strategic plan goals and objectives?	20

Question 2-E	- Does the agency demonstrate knowledge of SP goals and objectives and has the agency identified ways to assist in achieving these? - Does the agency have a process for ensuring CoC information and initiatives are communicated to staff throughout the agency?	
Part 3: Housing First Philosophy (100 points)		
Operationalizing housing first model **Question III-A**	- Do program policies and procedures reflect a Housing First philosophy? - Do all levels of staff go through Housing First training? - Has the agency received any guidance or consultation to become Housing First? - Is there a clear implementation plan for Housing First in this program? - Is the Housing First philosophy apparent in processes used during this program implementation? - Does the program utilize a client-centered service model that focuses on goals developed by the household? - Does the program use an inclusive decision-making structure for system development? - Do program processes clearly indicate utilization of the coordinated assessment process for prioritizing households most in need?	25
Low-barrier project criteria **Question III-B**	- Is access to this program contingent on a criminal or credit background check, documentation submission, attendance in certain services or based upon income received? - Are service and/or treatment plans voluntary? - If there is a "yes" to any of the above questions, is there an explanation? - Does the explanation describe why there are these barriers? - Is there a plan for implementing a Housing First philosophy into the next year?	25
Overcoming challenges and barriers **Question III-C**	- Does the agency provide a list of detailed barriers to implementing a Housing First philosophy? - Are the barriers listed agency-level barriers or are they system-level barriers? (agency will not lose points for system-level barriers identified) - Are there detailed strategies listed to address these barriers? - Does the agency have a plan to avoid returns to homelessness?	25
Agency-wide initiatives **Question III-D**	- Does the agency adhere to a housing first philosophy throughout all programs? - Has the agency listed initiatives, in detail, intended to move the entire organization towards operationalization of a Housing First model? - Are initiatives consumer/program participant-driven?	25
Part 4: New Projects (50 points)		
HUD Experience **Question IV-A**	- Does the agency discuss its experience with HUD funded programs? - If the agency has no HUD grant experience, does the narrative describe other funding sources? - Does the agency have an understanding of the agency responsibilities under HUD funded grants? - Has the agency been denied or lost HUD funding in the past? If so, are there any concerns that the agency will have similar challenges if it receives CoC funding? - Does the agency have a SAM account?	15
Staffing Plan **Question IV-B**	- Does the agency have an organizational chart that outlines a clear structure for accountability? - Does the agency have job descriptions for funded project staff that are in line with the activities and services proposed in the narrative?	15

	- Does the agency require qualifications and education that are relevant to each position? - Does the agency require qualifications and education that are prohibitive to people with lived experience of housing instability to accessing positions within the agency? - Does the agency have a recruitment plan to ensure full staffing of the project to ensure outcomes and objectives are achieved within the grant year?	
System Performance Measures Question IV-C	- Does the agency demonstrate knowledge of the system performance metrics? - Does the agency have a plan for incorporating system performance review and improvement within the agency? - Does the agency demonstrate a commitment to improving system performance as part of the CoC system?	20
Section II: Budget (20 points)		
Match	- Does the project provide a letter of commitment for any a firm match commitment of cash or in-kind support with a total value of 25% of the proposed project budget request, minus leasing costs?	10
Funding proposal is realistic to meet program objectives	- Is the CoC funding request is reasonable and appropriate for the project type? - Is the project financially feasible?	10

1E-2. Local Competition Scoring Tool

1. Renewal Project Application
2. Renewal Project Scoring Tool
3. Coordinated Entry Addendum Questions (for both new and renewal projects)
4. Coordinated Entry Addendum Questions Scoring Tool
5. New Project Application
6. New Project Scoring Tool
7. Budget Worksheet
8. Overall Project Scorecards
9. Monitoring Tool for Renewal Projects

1. Renewal Project Application

Morris County Continuum of Care
2022 Renewal Project Application

Organization and Contact Information

Organization Name: _____

Sponsor (if applicable): _____

Project Name: _____

Grant Number: _____

Contact: _____ **Title** _____

Address: _____

Telephone: _____ **Fax:** _____

E-mail: _____

Project Type

(double click the appropriate box and select "checked")**:**

- ☐ Permanent Housing - Permanent Supportive Housing
- ☐ Permanent Housing - Rapid Re-Housing
- ☐ Joint Transitional & Rapid Re-Housing
- ☐ Supportive Services Only - Coordinated Entry
- ☐ HMIS Only

I. Project Narrative: Answer the narrative questions about the project your organization is applying for in a word processing program. Each project narrative must be 15 pages or less, using 12-point Times New Roman font and one-inch margins. Any pages after page 15 will not be reviewed as part of the project application. The cover page and attachments will not be included in the 15-page narrative.

1. Agency Background and Capacity

A. Provide an overview of your agency's experience with the priority population and proposed services. *For projects with sub-grantees, include a description of the subcontracted agency's experience as well.*

B. Describe your agency's plan for training staff including how your agency orients new staff and ensures key competencies, annual or periodic trainings for different levels of staff and training that staff has received in the past year, certifications or licenses required for different levels of staff and whether training is offered to create pathways for staff development, training received by executive leadership, direct service staff, board of directors and all other staff levels, how each training is relevant to service delivery, what impact have the above trainings had on service delivery and program design, and any specific trainings the agency incorporates to reflect priority populations.

C. What is your agency's process for collecting and evaluating data including software used, responsible staff, timelines, ensuring data accuracy and completeness, adherence to privacy standards and data quality standards, and how your agency determines the data quality improvement plan? Please share your agency's current data quality improvement plan and current status.

D. Complete the chart below and provide a description of what strategies your agency using to address racial disparities.

	% of people served by agency	**% of direct service staff**	**% of executive leadership and administration**
American Indian/ Alaska Native			
Asian			
Black/African American			
Native Hawaiian/ Pacific Islander			
White			

Hispanic/Latino			
Total			

E. Describe your agency's process for incorporating persons with lived experience into program design and policies.

F. Describe your agency's fiscal capacity to maintain the project including changes made to the project model, staffing and/or budget within the last three years and projected changes over the next year, long term plans to sustain the project should there be a decrease in HUD funding, any unused funds at the end of the most recent operating year, and whether project modifications are necessary due to a projection of unused funds for the current year.

2. Project Description and Implementation

A. Briefly describe the activity for which you are requesting including the funding priority and/or gap the project addresses, other programs that provide the same or similar service and how your agency supports, collaborates with or differs from those services, how the project aligns with the mission of both the agency and the mission and strategic plan of the Morris County CoC.

B. Describe the SMART objectives and outcomes of the project including, but not limited to, the number of households to be served, priority populations and demographics to be served, linkages to training, employment and benefits, specific system performance metrics that are relevant to the project, and services provided after discontinuation of services (post-program graduation, etc.).

C. Describe specific activities and services the project will offer to participants to meet the identified participant needs including how the activities/services will assist participants to obtain and maintain permanent housing, how the project will deliver services in a manner that is culturally and linguistically competent and reflects the needs of populations served, what project staff will perform activities/services, how participants will be assessed for, and connected with, employment services, mainstream benefits, healthcare services and insurance, any additional services (if any) the agency will provide to augment the scope and success of the program, and partnerships and collaborations with relevant community partners.
Please note that if the agency will rely on subgrantees, partnerships or collaborations to achieve project objectives and outcomes, the roles and responsibilities of those entities should be included in this section.

D. Describe the agency monitoring and evaluation plan as it relates to this project including how the project will measure and document participant satisfaction to inform implementation, staff involved in monitoring and evaluation, methods used

to evaluate program performance and determine quality improvement projects, and frequency of program evaluation and improvement plan monitoring.

E. Describe your agency's level of participation in local planning processes (i.e. CoC subcommittees, local and regional planning activities, etc.) including participation of executive leadership, direct service delivery staff and all staff, the strategic plan objectives in which your agency plans on participating, CoC initiatives in which the staff have participated, levels of leadership agency staff have within the CoC, how CoC initiatives have been communicated to staff throughout the agency including those who do not participate in CoC committees, how your program referral and intake processes align with the CoC Coordinated Entry processes and how your agency participates in the Coordinated Entry system.

3. Housing First Philosophy

A. Describe how you operationalize a Housing First philosophy in program implementation including documented policies and procedures, training, processes and implementation plans.

B. Participant criteria

a. Does the project require a criminal or credit background check during program intake to determine project eligibility?
☐ Yes ☐ No

b. Are program participants required to participate in any other services to receive housing?
☐ Yes ☐ No

c. Are participants required to present any documentation during program entry?
☐ Yes ☐ No

d. Is income considered as criteria during project admission?
☐ Yes ☐ No

e. If the answers to any of these questions is "yes", please provide detailed explanation of the reasons for these program requirements and plans for implementing a Housing First philosophy prior to the next funding cycle.

C. Provide a detailed overview of barriers to implementing the Housing First philosophy and strategies project staff have identified to address these barriers.

D. Describe any initiatives aimed at making the entire agency "housing first".

II. Program Performance: Provide the project's most recent program monitoring score.

III. Budget: Complete the Budget Worksheet in Excel and attach with application narrative.

2. Renewal Project Scoring Tool

Renewal Application Outline and Scoring Criteria

Indicator	Criteria	Total Points
Section I: Project Narrative		
Part 1: Agency Background and Capacity (100 points)		
Agency Experience **Question 1-A**	- Does the agency demonstrate a key understanding of the needs and gaps of the priority population? - Does the agency demonstrate a history of working with the priority population? - Does the agency have experience with providing the service it is requesting funding for? - If the agency lacks experience, does the narrative provide a description of steps the agency will take to fill gaps in knowledge? - If the agency has a subgrantee, does the narrative provide a description of the subgrantee agency's experience and history providing services to the priority population and/or proposed services?	15
Training **Question 1-B**	- Does the agency demonstrate awareness of mandatory/required trainings and are agency staff provided the correct level and frequency of training? - Are trainings relevant to the priority populations and mission of the CoC? - Are agency staff taking advantage of CoC sponsored trainings through CAS? - Has the agency incorporated training for staff of all levels, including the board of directors and executive leadership on priority populations and service delivery that meets CLAS standards? - Has the agency made changes to service delivery and program design based on trainings? - Is training offered to all levels of staff in order to provide pathways for professional development?	20
Data **Question 1-C**	- Does the agency utilize HMIS or comparable database for data entry? - Does the agency reference DQ standards and appear aware of specific data requirements (i.e. data security protocols, timeliness of data entry, required data elements, etc.)? - Does the agency have a clear process for collecting and entering data and evaluating data accuracy and completeness, including timelines and staff? - Does the agency have a data quality improvement plan and an evaluation process in place to review and update? - Is the plan communicated throughout the agency?	20
Racial Equity **Question 1-D**	- Are management and decision-making bodies representative of the population served by the programs? - Has the agency identified steps to help the board of directors and decision-making bodies better reflect the population served by the program? - Has the agency established professional development opportunities to identify and invest in emerging leaders of different race and ethnicities in the organization? - Is the agency training and educating staff working in the homeless services sector to better understand racism and the intersection of racism and homelessness? - Has the agency reviewed internal policies and procedures with an equity lens and have a plan for developing and implementing equitable policies that do not impose undue barriers? - Is the agency collecting data and/or reviewing HMIS to better understand the pattern of program use for people of different races and ethnicities in its program?	15

	- Does the agency use communication, such as flyers, websites or other materials, inclusive of underrepresented groups?	
Consumer Involvement Question 1-E	- Does your organization Board of Trustees or subcommittee contain at least one individual with lived experience? - Is there a process in place for individuals with lived experience or consumers to give feedback to the program? - Is there a process to evaluate whether people with lived experience feel that their feedback is valued and heard? - Is there a process to ensure the feedback of people with lived experience is used intentionally/strategically to develop policies for this program? - Does the feedback process include multiple ways (i.e. focus groups, paper and electronic surveys, one on one sessions) for the consumer to provide feedback? - Does the agency collect consumer feedback during different points in program participation (i.e. after intake, after service planning, after discharge, etc.)? - Does the agency provide an opportunity for anonymous consumer feedback and does the agency provide consumers with an anti-retaliation policy to protect consumers if they share unwanted feedback? - Has the agency identified any barriers to involving people with lived experience in program design and process development? - If so, does the agency have an understanding of the barriers and a plan to address these barriers?	15
Fiscal Capacity Question 1-F	- Is the project model described, in detail, through a fiscal lens? - Does the proposed budget, including line items and amounts, match the project description? - Does the program provide sufficient salary for program staff to ensure reduction in staff turnover and high-quality, effective service delivery? - Does the budget and staffing plan indicate if positions are fully or partially funded by the project? If shared between programs, does the organization record the allocation of time for those individuals? - Does the agency have a plan for sustaining the project if key personnel leave during the course of the grant year? - Are the projected costs reasonable and realistic compared to the projected outcomes of the project? - Has the agency described any changes within the last three years that have caused a reduction in significant budget variances? - Are there any changes that may occur within the upcoming up year that will have an effect on financial operations? - If yes, are the projected changes, the reasons for changes and the effect these changes will have on the budget or capacity described in detail? - Can this project be sustained if there is a reduction in HUD funding? - Does the agency have a plan for adjusting the program without reducing quality of services if there is a reduction in HUD funding?	15
Part 2: Project Description and Implementation (100 points)		
Project Applicability and Relevance 2-A	- Does the agency address a gap that the CoC has identified as a need?	20

	- Has the agency identified other programs that provide similar services and collaborated with those agencies to reduce duplication of effort and maximize services and supports offered to the community? - Has the agency demonstrated that the project aligns with the mission of its own agency AND the mission of the CoC? - Are at least 80% of beds/vouchers dedicated to one of the CoC's identified priority populations?	
Objectives and Outcomes **Question 2-B**	- Does the agency include all elements of a SMART (specific, measurable, attainable/achievable, realistic, time-focused/timebound) goal in the response? - Does the agency include in the SMART goals, outcomes that are relevant to the priority populations discussed in the NOFO? - Are the SMART goals relevant to the CoC Strategic Plan goals and objectives? - Does the agency include projected outcomes for number of households to be served? - Does the agency include projected outcomes for number of households linked to training, employment and/or benefits and mechanisms for such linkages? - Does the agency include projected outcomes for providing services to whole families without separating individual family members in accordance with each family's definition of family? - Does the agency include system performance metrics and/or data-based outcomes? - Does the agency provide an objective related to tracking consumer outcomes post-discharge?	20
Activities and Services **Question 2-C**	- Does the agency provide a SMART plan for connecting people to permanent housing? - Does the agency provide a plan for ensuring that consumers can maintain permanent housing once achieved? - Does the agency include language that describes individualized service planning, plan maintenance and consumer empowerment? - Does the agency provide evidence of compliance with CLAS standards? - Are the activities/services provided relevant to the needs of the populations served? - Are specific vulnerable populations and services outlined in the NOI reflected in the activities/services? - Do the activities/services include responsible staff? - Does the agency have activities/services related to assessing and linking consumers to employment services, mainstream benefits and healthcare services and insurance? - Does the agency have collaborations and partnerships with organizations that provide complementary services and/or reflect the activities/services listed? - If the agency is utilizing subgrantees, partnerships or collaborations to provide activities and services, are these roles and responsibilities outlined in this section?	20
Monitoring and Evaluation **Question 2-D**	- Does the agency have a plan for monitoring program objective and outcomes that includes frequency of review and staff roles and responsibilities? - Does the agency utilize data-driven measurement tools to determine program effectiveness and quality? - Does the agency include consumer focus groups, questionnaires and/or surveys that measure consumer satisfaction of the progress on ISP goals and activities? - Does the agency monitoring and evaluation plan include a description of how quality improvement goals are determined and by whom? - Does the agency quality improvement plan include a PDSA model, or other data driven model for improving program performance and service quality?	20

CoC and CE Collaboration Question 2-E	- Do all levels of staff attend CoC meetings including executive leadership and direct program staff? - Is the agency aware of CoC initiatives and actively working on strategic plan goals and objectives? - Does the agency demonstrate knowledge of SP goals and objectives and has the agency identified ways to assist in achieving these? - Does the agency have a process for ensuring CoC information and initiatives are communicated to staff throughout the agency?	20
Part 3: Housing First Philosophy (100 points)		
Operationalizing housing first model Question 3-A	- Do program policies and procedures reflect a Housing First philosophy? - Do all levels of staff go through Housing First training? - Has the agency received any guidance or consultation to become Housing First? - Is there a clear implementation plan for Housing First in this program? - Is the Housing First philosophy apparent in processes used during this program implementation? - Does the program utilize a client-centered service model that focuses on goals developed by the household? - Does the program use an inclusive decision-making structure for system development? - Do program processes clearly indicate utilization of the coordinated assessment process for prioritizing households most in need?	25
Low-barrier project criteria Question 3-B	- Is access to this program contingent on a criminal or credit background check, documentation submission, attendance in certain services or based upon income received? - Are service and/or treatment plans voluntary? - If there is a “yes” to any of the above questions, is there an explanation? - Does the explanation describe why there are these barriers? - Is there a plan for implementing a Housing First philosophy into the next year?	25
Overcoming challenges and barriers Question 3-C	- Does the agency provide a list of detailed barriers to implementing a Housing First philosophy? - Are the barriers listed agency-level barriers or are they system-level barriers? (agency will not lose points for system-level barriers identified) - Are there detailed strategies listed to address these barriers? - Does the agency have a plan to avoid returns to homelessness?	25
Agency-wide initiatives Question 3-D	- Does the agency adhere to a housing first philosophy throughout all programs? - Has the agency listed initiatives, in detail, intended to move the entire organization towards operationalization of a Housing First model? - Are initiatives consumer/program participant-driven?	25
Section II: Program Performance		
Most recent monitoring score	- What was the project’s most recent Monitoring and Performance Review Score?	
Section III: Budget		
Match	- Does the project provide a letter of commitment for any a firm match commitment of cash or in-kind support with a total value of 25% of the proposed project budget request, minus leasing costs?	10

Funding proposal is realistic to meet program objectives	- Is the CoC funding request is reasonable and appropriate for the project type? - Is the project financially feasible?	10
Funding proposal matches previous grant year request (Renewal Projects Only)	- Does the project funding request match the total budget on the most 2022 Grant Inventory Worksheet?	10

3. Coordinated Entry Addendum Questions (for both new and renewal projects)

Morris County
2022 CoC Application
Morris County Continuum of Care Coordinated Entry Project Addendum

Please note that this addendum is incomplete if it is submitted without either a "New" or "Renewal" Application for the 2022 Morris County Continuum of Care Funding Cycle.

If any aspect of your proposal includes the use of subgrantees or collaborative partnerships for any element of the project, please ensure a description of the roles and responsibilities of each partner is clearly defined in the response to each of the below questions.

1. Program Management

    A. Provide a detailed proposal for how a client will move through the Coordinated Entry system (you may include a separate page with a process map or other visuals aids).

    B. Describe your plans for operationalizing the project including staffing requirements, tools utilized and adherence to project parameters and deadlines.

    C. Describe the processes and requirements that will be utilized to manage outcomes and expectations, including the expectations of any subgrantees or partners.

    D. Describe your plans for marketing and outreach to ensure vulnerable populations are aware of the Coordinated Entry process and how to access services.

    E. Describe the methods used to ensure all required entities are fully participating in Coordinated Entry? (ESG and CoC-funded projects)

    F. Describe how the project will meet accessibility requirements that the full geography of Morris County is able to access all Coordinated Entry services including, but not limited to, persons with disabilities, persons fleeing domestic violence and persons experiencing limited English proficiency.

2. Service Provision

    A. Please describe the method and process by which homeless households will be referred to housing and services in the community.

    B. Provide a detailed proposal for how literally homeless and at-risk homeless populations will be prioritized, including an overview of tools and resources that will be utilized

    C. Please describe the plan for linking individuals to permanent housing options in the community, including maximizing and leveraging all funding resources and project types.

    D. Describe how the project proposes to engage clients in housing navigation services including staffing requirements, qualifications screening and training implementation.

4. Coordinated Entry Addendum Questions Scoring Tool

Coordinated Entry Addendum Application Outline and Scoring Criteria

Indicator	Criteria	Total Points
Part 1: Program Management (100 points)		
CE Process **Question 1-A**	- Is the agency proposal reflect an understanding of the client experience? - Does the proposal reflect the diverse needs and vulnerabilities of the populations served? - Does the agency take into account racial disparities throughout the process? - Is the process efficient, involving only steps that are necessary? - Is the process clear and understandable to both other service providers and clients? - Does the process include multiple options for resolving homelessness including, but not limited to, prevention, diversion, CoC and non-CoC funded housing options? - Does the process allow for client choice?	15
Operationalization **Question 1-B**	- Is the staffing model sufficient to manage all aspects of the CE system? - Does the project proposal include a staffing plan that requires qualifications to meet the diverse roles within a successful Coordinated Entry project such as data, social work, and management? - Are data collection, assessment, and client-facing tools culturally and linguistically appropriate? - Are data collection, assessment, and client-facing tools trauma-informed? - Does the agency have an understanding of national and local best practices? - Has the agency identified methods for ensuring project deadlines are met?	20
Outcome Management **Question 1-C**	- Has the agency identified a process for ensuring that project outcomes are met? - If applicable, has the agency identified a process for managing subgrantee and/or partner performance? - Are the processes used by the agency data-driven and timely? - Does the agency have a process for adjusting expectations and/or project parameters? - Does the agency have a process for quickly amending policies and protocols to ensure outcomes are being met?	20
Marketing **Question 1-D**	- Doe the agency have a plan for ensuring that a variety of populations are aware of the Coordinated Entry system and how to access it? - Does the agency plan to utilize a wide variety of mediums to publicize the CE process? - Does the agency marketing plan demonstrate an awareness of the demographics of priority populations? - Does the agency marketing plan demonstrate an awareness of the cultural, linguistic, and reading levels of priority populations?	15
Agency Engagement **Question 1-E**	- Does the agency have a plan for engaging external entities in the Coordinated Entry process? - Does the agency demonstrate an awareness of agencies that are required to participate in Coordinated Entry? - Does the agency's engagement plan include agencies that are funded through non-ESG or CoC sources of funding? - Does the agency demonstrate a proficiency in managing relationships with service providers and other relevant entities? - Does the agency demonstrate an understanding of the barriers to engagement and include a proposal for addressing these barriers? - Does the agency have a process for soliciting feedback from other entities and/or individuals engaged in the CE process?	15

Accessibility **Question 1-F**	- Does the project address the needs of people with hearing impairments? - Does the project address the needs of people with visual impairments? - Does the project address the needs of people with limited mobility? - Does the project address the needs of people without a working phone? - Does the project address the needs of people without working internet? - Does the project address the needs of people experiencing mental health concerns, including chronic and persistent mental illness or PTSD? - Does the project address the needs of people fleeing domestic violence? - Does the project address the needs of people with a domestic violence history? - Does the project address the needs of people experiencing limited English proficiency? - Does the project address the needs of people with limited ability to read and write in English? - Does the project address other unique vulnerabilities of the population in Morris County?	15
Part 2: Service Provision (50 points)		
Housing and Resource Referral **Question 2-A**	- Does the agency have a referral process that applies to all beds and services available throughout Morris County? - Does the agency have written policies and procedures that document a uniform referral process for all participating projects, including allowable entry requirements and protocol for projects rejecting a referral? - Do these policies and procedures include any prioritization standards established by programs? - Does the agency incorporate a person-centered approach to referrals? - Does the agency have an accurate listing of inventory through Morris County?	10
Prioritization **Question 2-B**	- Does the agency have written policies and procedures for prioritizing homeless populations? - Do these policies and procedures describe prioritization based on project type? - Does the agency have a plan to reduce system barriers for chronically homeless and particularly vulnerable homeless populations? - Does the agency have a plan to reduce recidivism in the homeless populations served? - Does the agency plan to ensure partner compliance with prioritization into housing placements?	15
Permanent Housing Linkage **Question 2-C**	- Does the agency have a plan to integrate additional permanent housing resources into the system? - Does the agency have a process to get system consumers “ready” for quick and efficient linkage to a permanent housing process?	15
Housing Navigation Services **Question 2-D**	- Does Housing Navigation prioritize vulnerable homeless populations? - Does the agency have a plan to evaluate effectiveness of Housing Navigation in reducing homelessness? - Does the agency have a plan to better serve people in the homeless population with mental illness through Housing Navigation?	10

5. New Project Application

Morris County Continuum of Care
2022 New Project Application

Organization and Contact Information

Organization Name: _____
Sponsor (if applicable): _____
Project Name: _____
Grant Number: _____
Contact: _____ **Title** _____
Address: _____
Telephone: _____ **Fax:** _____
E-mail: _____

Project Type

(double click the appropriate box and select "checked")**:**

- ☐ Permanent Housing - Permanent Supportive Housing
- ☐ Permanent Housing - Rapid Re-Housing
- ☐ Joint Transitional & Rapid Re-Housing
- ☐ Supportive Services Only - Coordinated Entry
- ☐ HMIS Only

I. Project Narrative: Answer the narrative questions about the project your organization is applying for in a word processing program. Each project narrative must be 18 pages or less, using 12-point Times New Roman font and one-inch margins. Any pages after page 18 will not be reviewed as part of the project application. The cover page and attachments will not be included in the 18-page narrative.

1. Agency Background and Capacity

A. Provide an overview of your agency's experience with the priority population and proposed services. *For projects with sub-grantees, include a description of the subcontracted agency's experience as well.*

B. Describe your agency's plan for training staff including how your agency orients new staff and ensures key competencies, annual or periodic trainings for different levels of staff and training that staff has received in the past year, certifications or licenses required for different levels of staff and whether training is offered to create pathways for staff development, training received by executive leadership, direct service staff, board of directors and all other staff levels, how each training is relevant to service delivery, what impact have the above trainings had on service delivery and program design, and any specific trainings the agency incorporates to reflect priority populations.

C. Discuss your agency's experience and plan for using New Jersey Homeless Management Information System (HMIS) including staffing, familiarity with national and local data and training standards, history of data quality improvement planning and experience and/or intent to join the CoC Data Governance Committee.

D. Complete the chart below and provide a description of what strategies your agency using to address racial disparities.

	% of people served by agency	**% of direct service staff**	**% of executive leadership and administration**
American Indian/ Alaska Native			
Asian			
Black/African American			
Native Hawaiian/ Pacific Islander			
White			

Hispanic/Latino			
Total			

E. Describe your agency's process for incorporating persons with lived experience into program design and policies.

F. Describe your agency's fiscal capacity to implement the project including changes made to the project model, staffing and/or budget within the last three years and projected changes over the next year, and long-term plans to sustain the project should there be a decrease in HUD funding.

2. Project Description and Implementation

A. Briefly describe the activity for which you are requesting including the funding priority and/or gap the project addresses, other programs that provide the same or similar service and how your agency supports, collaborates with or differs from those services, how the project aligns with the missions of both the agency and Morris County CoC.

B. Describe the SMART objectives and outcomes of the project including, but not limited to, the number of households to be served, priority populations and demographics to be served, linkages to training, employment and benefits, specific system performance metrics that are relevant to the project, and services provided after discontinuation of services (post-program graduation, etc.).

C. Describe specific activities and services the project will offer to participants to meet the identified participant needs including how the activities/services will assist participants to obtain and maintain permanent housing, how the project will deliver services in a manner that is culturally and linguistically competent and reflects the needs of populations served, what project staff will perform activities/services, how participants will be assessed for, and connected with, employment services, mainstream benefits, healthcare services and insurance, any additional services (if any) the agency will provide to augment the scope and success of the program, and partnerships and collaborations with relevant community partners.
Please note that if the agency will rely on subgrantees, partnerships or collaborations to achieve project objectives and outcomes, the roles and responsibilities of those entities should be included in this section.

D. Describe the agency monitoring and evaluation plan as it relates to this project including how the project will measure and document participant satisfaction to inform implementation, staff involved in monitoring and evaluation, methods used to evaluate program performance and determine quality improvement projects, and frequency of program evaluation and improvement plan monitoring.

E. Describe your agency's level of participation in local planning processes (i.e. CoC subcommittees, local and regional planning activities, etc.) including participation of executive leadership, direct service delivery staff and all staff, the strategic plan objectives in which your agency plans on participating, CoC initiatives in which the staff have participated, levels of leadership agency staff have within the CoC, how CoC initiatives have been communicated to staff throughout the agency including those who do not participate in CoC committees, how your program referral and intake processes align with the CoC Coordinated Entry processes and how your agency participates or plans to participate in the Coordinated Entry system.

3. Housing First Philosophy

A. Describe how you operationalize a Housing First philosophy in program implementation including documented policies and procedures, training, processes and implementation plans.

B. Participant criteria

1. Will the project require a criminal or credit background check during program intake to determine project eligibility?
   ☐ Yes ☐ No
2. Will program participants be required to participate in any other services to receive housing?
   ☐ Yes ☐ No
3. Will participants be required to present any documentation during program entry?
   ☐ Yes ☐ No
4. Will income be considered as criteria during project admission?
   ☐ Yes ☐ No
5. If the answers to any of these questions is "yes", please provide detailed explanation of the reasons for these program requirements and plans for implementing a Housing First philosophy prior to the next funding cycle.

C. Provide a detailed overview of barriers to implementing the Housing First philosophy and strategies project staff have identified to address these barriers.

D. Describe any initiatives aimed at making the entire agency "housing first".

4. New Projects

A. Discuss your agency experience with implementing HUD-funded projects including project administration, fiscal management, adherence to program regulations and audit results. If you have lost or been denied HUD-funding in the past, disclose project name, HUD project type and reasons for loss/denial. If the

agency has no experience with HUD funding, describe experience with other funders, including agency administration and management. Include proof of your agency's up-to-date SAM registration.

B. Provide the staffing plan for the project including an organizational chart, basic job descriptions that describe responsibilities and qualifications for the project and a recruitment plan to fully staff the project to meet project deadlines.

C. Describe your agency's familiarity with HUD system performance measures and experience with improving these metrics within your agency and/or throughout the Morris County CoC including plans for how your agency plans to address these system performance measures as a CoC-funded provider.

II. Budget: Complete the Budget Worksheet in Excel and attach with application narrative.

6. New Project Scoring Tool

New Application Outline and Scoring Criteria

Indicator	Criteria	Total Points
Section I: Project Narrative		
Part 1: Agency Background and Capacity (100 points)		
Agency Experience **Question 1-A**	- Does the agency demonstrate a key understanding of the needs and gaps of the priority population? - Does the agency demonstrate a history of working with the priority population? - Does the agency have experience with providing the service it is requesting funding for? - If the agency lacks experience, does the narrative provide a description of steps the agency will take to fill gaps in knowledge? - If the agency has a subgrantee, does the narrative provide a description of the subgrantee agency's experience and history providing services to the priority population and/or proposed services?	15
Training **Question 1-B**	- Does the agency demonstrate awareness of mandatory/required trainings and are agency staff provided the correct level and frequency of training? - Are trainings relevant to the priority populations and mission of the CoC? - Are agency staff taking advantage of CoC sponsored trainings through CAS? - Has the agency incorporated training for staff of all levels, including the board of directors and executive leadership on priority populations and service delivery that meets CLAS standards? - Has the agency made changes to service delivery and program design based on trainings? - Is training offered to all levels of staff in order to provide pathways for professional development?	20
Data **Question 1-C**	- Does the agency utilize HMIS or comparable database for data entry? - If not, does the agency have a plan for utilizing HMIS in project implementation? - Does the agency reference DQ standards and appear aware of specific data requirements (i.e. data security protocols, timeliness of data entry, required data elements, etc.)? - Does the agency have a clear process for collecting and entering data and evaluating data accuracy and completeness, including timelines and staff? - Does the agency have a history of developing and implementing data quality improvement plans with an evaluation process in place to review and update? - Is the plan communicated throughout the agency?	20
Racial Equity **Question 1-D**	- Are management and decision-making bodies representative of the population served by the programs? - Has the agency identified steps to help the board of directors and decision-making bodies better reflect the population served by the program? - Has the agency established professional development opportunities to identify and invest in emerging leaders of different race and ethnicities in the organization? - Is the agency training and educating staff working in the homeless services sector to better understand racism and the intersection of racism and homelessness? - Has the agency reviewed internal policies and procedures with an equity lens and have a plan for developing and implementing equitable policies that do not impose undue barriers? - Is the agency collecting data and/or reviewing HMIS to better understand the pattern of program use for people of different races and ethnicities in its program?	15

	- Does the agency use communication, such as flyers, websites or other materials, inclusive of underrepresented groups?	
Consumer Involvement Question 1-E	- Does your organization Board of Trustees or subcommittee contain at least one individual with lived experience? - Is there a process in place for individuals with lived experience or consumers to give feedback to the program? - Is there a process to evaluate whether people with lived experience feel that their feedback is valued and heard? - Is there a process to ensure the feedback of people with lived experience is used intentionally/strategically to develop policies for this program? - Does the feedback process include multiple ways (i.e. focus groups, paper and electronic surveys, one on one sessions) for the consumer to provide feedback? - Does the agency collect consumer feedback during different points in program participation (i.e. after intake, after service planning, after discharge, etc.)? - Does the agency provide an opportunity for anonymous consumer feedback and does the agency provide consumers with an anti-retaliation policy to protect consumers if they share unwanted feedback? - Has the agency identified any barriers to involving people with lived experience in program design and process development? - If so, does the agency have an understanding of the barriers and a plan to address these barriers?	15
Fiscal Capacity Question 1-F	- Is the project model described, in detail, through a fiscal lens? - Does the proposed budget, including line items and amounts, match the project description? - Does the program provide sufficient salary for program staff to ensure reduction in staff turnover and high-quality, effective service delivery? - Does the budget and staffing plan indicate if positions are fully or partially funded by the project? If shared between programs, does the organization record the allocation of time for those individuals? - Does the agency have a plan for sustaining the project if key personnel leave during the course of the grant year? - Are the projected costs reasonable and realistic compared to the projected outcomes of the project? - Has the agency described any changes within the last three years that have caused a reduction in significant budget variances? - Are there any changes that may occur within the upcoming up year that will have an effect on financial operations? - If yes, are the projected changes, the reasons for changes and the effect these changes will have on the budget or capacity described in detail? - Can this project be sustained if there is a reduction in HUD funding? - Does the agency have a plan for adjusting the program without reducing quality of services if there is a reduction in HUD funding?	15
Part 2: Project Description and Implementation (100 points)		
Project Applicability and Relevance 2-A	- Does the agency address a gap that the CoC has identified as a need?	20

	- Has the agency identified other programs that provide similar services and collaborated with those agencies to reduce duplication of effort and maximize services and supports offered to the community? - Has the agency demonstrated that the project aligns with the mission of its own agency AND the mission of the CoC? - Are at least 80% of beds/vouchers dedicated to one of the CoC's identified priority populations?	
Objectives and Outcomes Question 2-B	- Does the agency include all elements of a SMART (specific, measurable, attainable/achievable, realistic, time-focused/timebound) goal in the response? - Does the agency include in the SMART goals, outcomes that are relevant to the priority populations discussed in the NOFO? - Are the SMART goals relevant to the CoC Strategic Plan goals and objectives? - Does the agency include projected outcomes for number of households to be served? - Does the agency include projected outcomes for number of households linked to training, employment and/or benefits and mechanisms for such linkages? - Does the agency include system performance metrics and/or data-based outcomes? - Does the agency provide an objective related to tracking consumer outcomes post-discharge?	20
Activities and Services Question 2-C	- Does the agency provide a SMART plan for connecting people to permanent housing? - Does the agency provide a plan for ensuring that consumers can maintain permanent housing once achieved? - Does the agency include language that describes individualized service planning, plan maintenance and consumer empowerment? - Does the agency provide evidence of compliance with CLAS standards? - Are the activities/services provided relevant to the needs of the populations served? - Do the activities/services include responsible staff? - Does the agency have activities/services related to assessing and linking consumers to employment services, mainstream benefits and healthcare services and insurance? - Does the agency have collaborations and partnerships with organizations that provide complementary services and/or reflect the activities/services listed? - If the agency is utilizing subgrantees, partnerships or collaborations to provide activities and services, are these roles and responsibilities outlined in this section?	20
Monitoring and Evaluation Question 2-D	- Does the agency have a plan for monitoring program objective and outcomes that includes frequency of review and staff roles and responsibilities? - Does the agency utilize data-driven measurement tools to determine program effectiveness and quality? - Does the agency include consumer focus groups, questionnaires and/or surveys that measure consumer satisfaction of the progress on ISP goals and activities? - Does the agency monitoring and evaluation plan include a description of how quality improvement goals are determined and by whom? - Does the agency quality improvement plan include a PDSA model, or other data driven model for improving program performance and service quality?	20
CoC and CE Collaboration	- Do all levels of staff attend CoC meetings including executive leadership and direct program staff? - Is the agency aware of CoC initiatives and actively working on strategic plan goals and objectives?	20

Question 2-E	- Does the agency demonstrate knowledge of SP goals and objectives and has the agency identified ways to assist in achieving these? - Does the agency have a process for ensuring CoC information and initiatives are communicated to staff throughout the agency?	
Part 3: Housing First Philosophy (100 points)		
Operationalizing housing first model **Question III-A**	- Do program policies and procedures reflect a Housing First philosophy? - Do all levels of staff go through Housing First training? - Has the agency received any guidance or consultation to become Housing First? - Is there a clear implementation plan for Housing First in this program? - Is the Housing First philosophy apparent in processes used during this program implementation? - Does the program utilize a client-centered service model that focuses on goals developed by the household? - Does the program use an inclusive decision-making structure for system development? - Do program processes clearly indicate utilization of the coordinated assessment process for prioritizing households most in need?	25
Low-barrier project criteria **Question III-B**	- Is access to this program contingent on a criminal or credit background check, documentation submission, attendance in certain services or based upon income received? - Are service and/or treatment plans voluntary? - If there is a "yes" to any of the above questions, is there an explanation? - Does the explanation describe why there are these barriers? - Is there a plan for implementing a Housing First philosophy into the next year?	25
Overcoming challenges and barriers **Question III-C**	- Does the agency provide a list of detailed barriers to implementing a Housing First philosophy? - Are the barriers listed agency-level barriers or are they system-level barriers? (agency will not lose points for system-level barriers identified) - Are there detailed strategies listed to address these barriers? - Does the agency have a plan to avoid returns to homelessness?	25
Agency-wide initiatives **Question III-D**	- Does the agency adhere to a housing first philosophy throughout all programs? - Has the agency listed initiatives, in detail, intended to move the entire organization towards operationalization of a Housing First model? - Are initiatives consumer/program participant-driven?	25
Part 4: New Projects (50 points)		
HUD Experience **Question IV-A**	- Does the agency discuss its experience with HUD funded programs? - If the agency has no HUD grant experience, does the narrative describe other funding sources? - Does the agency have an understanding of the agency responsibilities under HUD funded grants? - Has the agency been denied or lost HUD funding in the past? If so, are there any concerns that the agency will have similar challenges if it receives CoC funding? - Does the agency have a SAM account?	15
Staffing Plan **Question IV-B**	- Does the agency have an organizational chart that outlines a clear structure for accountability? - Does the agency have job descriptions for funded project staff that are in line with the activities and services proposed in the narrative?	15

	- Does the agency require qualifications and education that are relevant to each position? - Does the agency require qualifications and education that are prohibitive to people with lived experience of housing instability to accessing positions within the agency? - Does the agency have a recruitment plan to ensure full staffing of the project to ensure outcomes and objectives are achieved within the grant year?	
System Performance Measures Question IV-C	- Does the agency demonstrate knowledge of the system performance metrics? - Does the agency have a plan for incorporating system performance review and improvement within the agency? - Does the agency demonstrate a commitment to improving system performance as part of the CoC system?	20
Section II: Budget (20 points)		
Match	- Does the project provide a letter of commitment for any a firm match commitment of cash or in-kind support with a total value of 25% of the proposed project budget request, minus leasing costs?	10
Funding proposal is realistic to meet program objectives	- Is the CoC funding request is reasonable and appropriate for the project type? - Is the project financially feasible?	10

7. Budget Worksheet

2021 Continuum of Care Budget Worksheet
1. Please complete each tab as it relates to your individual project. If there is no funding being requested for a specific budget line item please leave this tab blank.
2. Only enter information in the light green shaded boxes.
3. DO NOT enter any information in the light gray shaded cells, as these contain formulas that will automatically calculate totals and percentages.
4. All projects must complete the Project Information and Match & Leveraging tab.
5. Before submission with the concept paper ensure the Summary Budget tab matches the amount of funds you are looking to request.

Agency Name:	

Project Name:	

Acquisition/Rehabilitation/New Construction Budget	
Budget Item	**Total CoC Request**
Total Acquisition	
Total Rehabilitation	
Total New Construction:	
Total	$ -

Project Staff		
Staff Name	**Staff Position/Job Title/Role**	**Staff Salary**

Percent of Staff Time Dedicated to Project	Indicate how remaining balance of staff salary is compensated	
	In Kind	Grant

Leasing Units Budget		
Unit Size	# of Units	Total CoC Request
SRO		
0 bedroom		
1 Bedroom		
2 Bedroom		
3 Bedroom		
4 Bedroom		
	Total	$ -

*For leasing program - the amount
awarded in the previous round of fu
request up to the Fair Market Rent

Rental Assistance Budget					
Unit Size	# Units	2022 FMR	Rental Assistance Requested	Months	Total CoC Request
0 bedroom		$ 1,017.00		12	$ -
1 bedroom		$ 1,223.00		12	$ -
2 bedroom		$ 1,479.00		12	$ -
3 bedroom		$ 1,887.00		12	$ -
4 bedroom		$ 2,249.00		12	$ -
				Total	$ -

you are requesting should not exceed the amount
unding. If this is a new leasing project you may
for the Unit Size (see FMRs for 2021 below).

*For rental assistance programs - the amount you are requesting should not exceed the amount awarded in the previous round of funding. Rental Assistance programs may request less than the FMR if they choose too, if not please use the 2022 FMRs listed.

Supportive Services Budget	
Eligible Costs	**CoC Funds Requesting**
1. Assessment of Service Needs	
2. Assistance with Moving Costs	
3. Case Management	
4. Child Care	
5. Education Services	
6. Employment Assistance	
7. Food	
8. Housing/Counseling Services	
9. Legal Services	
10. Life Skills	
11. Mental Health Services	
12. Outpatient Health Services	
13. Outreach Services	
14. Substance Abuse Treatment Services	
15. Transportation	
16. Utility Deposits	
17. Direct Provision of Services	
Total	**$ -**

Operating Budget	
Eligible Costs	**CoC Funds Requested**
1. Maintenance/Repair	
2. Property Taxes and Insurance	
3. Replacement Reserve	
4. Building Security	
5. Electricity, Gas, and Water	
6. Furniture	
7. Equipment (lease/buy)	
Total	**$ -**

HMIS Budget	
Eligible Costs	**CoC Funds Requested**
1. Equipment	
2. Software	
3. Services	
4. Personnel	
5. Space & Operations	
Total	**$ -**

Summary Budget	
Total Acquisition	$ -
Total Rehabilitation	$ -
Total New Construction	$ -
Total Leasing	$ -
Total Rental Assistance	$ -
Total Supportive Services	$ -
Total Operating	$ -
Total HMIS	$ -
Subtotal Funding Requested:	$ -
Admin Costs	
Total CoC Funding Requested	$ -
Total Budget for Match Requirement	$ -

***Admin costs should not exceed 7% of the Subtotal of**
items or the amount awarded during the previous rou
funding (whichever is lower)

f budget line
ınd of

Match and Leveraging

Match		
	Total Match Required	$ -
	Total Match Percentage	#DIV/0!
Contributer	Cash or In-Kind?	Value of Commitment
	Total Match	$ -

Leveraging		
	Total Leveraging Percentage	#DIV/0!
Contributer	Cash or In-Kind?	Value of Commitment
	Total Leveraging	$ -

8. Overall Project Scorecards

Organization Name	
Project Name	
Grant Number	
Contact	
Title	
Address	
Telephone	
Fax	
Email	
Project Type	

Renewal Project Score		**Weight**	**Weighted Score**
Narrative		50%	0
Budget		10%	0
Monitoring		40%	0
Total	0		

New Project Score			
Narrative		80%	0
Budget		20%	0
Total	0		

New Project Scoring

Indicator	Question	Max Points	Agency Points
SECTION I: AGENCY BACKGROUND			
Agency Experience	I-A	15	
Training	I-B	20	
Data	I-C	20	
Racial Equity	I-D	15	
Consumer Involvement	I-E	15	
Fiscal Capacity	I-F	15	
SECTION II: PROJECT DESCRIPTION			
Project Applicability	II-A	20	
Objectives and Outcomes	II-B	20	
Activities and Services	II-C	20	
Monitoring and Evaluation	II-D	20	
CoC and CE Participation	II-E	20	
SECTION III: HOUSING FIRST			
Operationalizing Housing First	III-A	25	
Project Criteria	III-B	25	
Overcoming Barriers	III-C	25	
Agency Initiatives	III-D	25	
SECTION I: AGENCY BACKGROUND			
HUD Experience and Capacity	IV-A	15	
Staffing Plan	IV-B	15	
System Performance Measures	IV-C	20	
	TOTAL	350	0

Renewal Project Scoring

Indicator	Question	Max Points	Agency Points
SECTION I: AGENCY BACKGROUND			
Agency Experience	I-A	15	
Training	I-B	20	
Data	I-C	20	
Racial Equity	I-D	15	
Consumer Involvement	I-E	15	
Fiscal Capacity	I-F	15	
SECTION II: PROJECT DESCRIPTION			
Project Applicability	II-A	20	
Objectives and Outcomes	II-B	20	
Activities and Services	II-C	20	
Monitoring and Evaluation	II-D	20	
CoC and CE Participation	II-E	20	
SECTION III: HOUSING FIRST			
Operationalizing Housing First	III-A	25	
Project Criteria	III-B	25	
Overcoming Barriers	III-C	25	
Agency Initiatives	III-D	25	
	TOTAL	300	0

Coordinated Entry Addendum Scoring

Indicator	Question	Max Points	Agency Points
SECTION I: AGENCY BACKGROUND			
CE Process	I-A	15	
Operationalization	I-B	20	
Outcome Management	I-C	20	
Marketing	I-D	15	
Agency Engagement	I-E	15	
Accessibility	I-F	15	
SECTION II: PROJECT DESCRIPTION			
Housing and Resource Referral	II-A	10	
Prioritization	II-B	15	
Permanent Housing Linkage	II-C	15	
Housing Navigation Services	II-D	10	
	TOTAL	150	0

Budget Scoring- Renewal

Indicator	Question	Max Points	Agency Points
SECTION I: AGENCY BACKGROUND			
Match		10	
Realistic		10	
Previous grant request		10	
	TOTAL	30	0

Budget Scoring-New

Indicator	Question	Max Points	Agency Points
SECTION I: AGENCY BACKGROUND			
Match		10	
Realistic		10	
	TOTAL	20	0

9. Monitoring Tool for Renewal Projects

MORRIS COUNTY CONTINUUM OF CARE

PROGRAM MONITORING TOOL

Project Title: _____

Date: _____

Performed By: _____

Monitoring of Homeless Service Program of:

Recipient Agency: _____

Sub-recipient Agency: _____

Agency

Agency Address _____

Primary Point of Contact _____

Email _____

Phone Number _____

Alternate point of Contact _____

Email _____

Phone Number _____

Total # of Client Files Reviewed _____

Program Monitoring Score _____

Performance Score _____

Total Score _____

Program Administration & Recordkeeping

	QUESTION	YES	NO	N/A	SCORE
1	Are all records regarding the project (outside of financial records) centrally located?	2	0		
2	Do these records contain:	0	0		0
	a. Program Grant Agreements with program regulations	2	0		
	b. Grant Agreement Amendments and Budget Revisions	2	0		
	c. Program Grant Application	2	0		
	d. Program policies & procedures in compliance with HUD regulations	2	0		
	e. Program goals and process to track progress	2	0		
	f. Conflict-of-Interest policy for program	2	0		
3	Does the agency have a policy on client confidentiality and a filing system to safeguard client confidentiality?	2	0		
4.	Does the agency adhere to HMIS confidentiality regulations?	2	0		
5	Is there documentation that the agency has passed most recent HMIS site audit?	2	0		
6	Does the Agency subcontract for any services in administration of program activities?				0
	a. Are there written agreements/MOUs with partner agencies?	2	0		
	b. Are grant agreement requirements passed along to sub-recipients/subcontractors?	2	0		
	c. Is there regular contact with executive leadership of sub-recipients/subcontracts in program administration/ implementation?	2	0		
	d. Is there a system in place to solicit feedback on program goals and progress from sub-recipients?	2	0		
	e. Is there evidence of a monitoring process for program partners?	2	0		
	Total score				
	Total possible score				

Financial Management

	QUESTION	YES	NO	SCORE
1	Are all project financial records centrally located and stored in a secure location?	2	0	
2	Does the agency financial management system provide evidence that there are controls in place to account for all funds, property, and other assets?	2	0	
3	Does the agency compare budgeted line item costs against incurred costs in order to identify over/under spending on a line item basis so that adjustments can be made in a timely fashion?	2	0	
4	Are all project expenditures supported by timesheets, invoices, contracts, purchase orders, etc.?	2	0	
5	Is the project drawing down funds from eLOCCS on at least a quarterly basis?	2	0	
6	Is the adequate match being provided by the project for all funds requested?	2	0	
7	Does the agency retain project records for a minimum of five (5) years after close—out of the grant or clearance of any audit findings, and 15 years after close-out of a grant that funds acquisition, construction or rehabilitation activities?	2	0	
8	Has the agency been audited by independent auditors? If yes, were there any findings that the recipient is required to resolve? Note: obtain a copy of the agency's most recently completed audit.	2	0	
	Total score			
	Total possible score			16

Client File Review:

	QUESTION	YES	NO	N/A	SCORE
1	For permanent housing programs, are the most recent unit FMR and Rent Reasonableness guidelines being used?	1	0		
2	For RRH/RRHTH do the entry-exit dates exceed the 24-month limitation of stay? Does the file explain the need?	1	0		
3	Is there documentation that case manager has met with all household at least monthly during their program enrollment period to develop individual service plan?	1	0		
4	Is there evidence that the number of participants served based on client files matches the number of participants indicated in HMIS? (this includes all admissions and discharges from the program)	1	0		

	QUESTION	0-33%	34-66%	67-100%	N/A	SCORE
6	What percent of records regarding program participants contain:	0	0	0	0	0
	a. Documentation for verification of homeless status?	0	1	2		
	b. Documentation that program participants have been screened via centralized assessment system and determined eligible for CoC Program Assistance?	0	1	2		
	c. A valid lease (if applicable) and program occupancy agreement or program participation agreement signed by program participants?	0	1	2		
	d. Documentation for all sources of income?	0	1	2		
	e. Documentation of total adjusted income and rent calculation?	0	10	2		
	f. Annual re-certification of homelessness?	0	1	2		
	g. Summary of steps taken to verify the participant does not receive other subsidies for rent, utilities, etc?	0	1	2		
	h. Documentation for termination if the participant has been terminated from the program?	0	1	2		
	i. Documentation of any appeals by program participants?	0	1	2		
	j. Verification of the participant's disability (required for CoC-funded PSH programs)	0	1	2		
7	What percent of the client's case manager notes include:	0	0	0	0	0
	a. Program intake/eligibility documentation; e.g. participant application, executed release of information forms, etc.	0	1	2		

	b. Identification; e.g. government issued proof of citizenship: birth certificate, social security card, driver license, passport	0	1	2		
	c. HMIS consent forms for all clients (signed by both client and staff)	0	1	2		
	d. Evidence that all participants have been notified of program requirements/regulations, termination reasons and process, appeals process, privacy, and other participant rights at intake.	0	1	2		
	e. Evidence of referrals to mainstream resources, etc. based on participant's supportive service needs	0	1	2		
	f. Copy of household budget and budget goals	0	1	2		
	g. Evidence that client service plan goals are relevant to ending homelessness and driven by the client	0	1	2		
					Total score	
					Total possible score	

Housing First

	QUESTION	YES	NO	SCORE
1	Have any prospective participants been denied program entrance based on criminal history?	0	2	
2	Have any participants been terminated from the program based on criminal history?	0	2	
3	Have any prospective participants been denied program entrance based on transgender identification?	0	2	
4	Have any participants been terminated from the program based on transgender identification?	0	2	
5	Have any prospective participants been denied program entrance based on income or credit history?	0	2	
6	Have any participants been terminated from the program based on income or credit history?	0	2	
7	Have any prospective participants been denied program entrance based on "housing readiness"?	0	2	
8	Have any participants been terminated from the program based on "housing readiness"?	0	2	
9	Have any prospective participants been denied program entrance based on mental health history, including medication adherence?	0	2	
10	Have any participants been terminated from the program based on mental health history, including medication adherence?	0	2	
11	Have any prospective participants been denied program entrance based on substance use history, including current use and/or willingness to attend treatment services? (not applicable for recover housing projects)	0	2	
12	Have any participants been terminated from the program based on substance use history, including current use and/or willingness to attend treatment services? (not applicable for recover housing projects)	0	2	

13	Have any prospective participants been denied program entrance based on history of domestic or intimate partner violence?	0	2	
14	Have any participants been terminated from the program based on history of domestic or intimate partner violence?	0	2	
15	Have any prospective participants been denied program entrance based on immigration status or residency?	0	2	
16	Have any participants been terminated from the program based on immigration status or residency?	0	2	
17	Have any participants been terminated from the program based on unrealistic rules or rules that interfere with life in the community?	0	2	
18	Are participants able to refuse the offer of wraparound and support services and still remain in the program?	2	0	
19	Does client input impact program design, implementation, services, etc.?	2	0	
20	Is there an expedited enrollment process? (e.g. minimal entry barriers related to documentation)	2	0	
			Total score	
			Total possible score	40

Staff Training

	QUESTION	YES	NO	SCORE
1	Have program staff been trained in the following required trainings annually: • Substance Use Disorder including harm reduction strategies • Family Violence • Suicide Prevention • Crisis De-escalation • Sexual Health • Sexual Violence • How to complete a full assessment with a young adult • Human Trafficking • How to assist homeless families navigating the school system • LGBTQ cultural competency	10	0	
2	Have program staff been trained in motivational interviewing?	0	0	
3	Have program staff been trained in trauma-informed approaches?	0	0	
4	Have program staff been trained in racial awareness and the link between race and homelessness?	0	0	
5	Have program staff been trained in person-centered planning?	0	0	
			Total score	
			Total possible score	10

Diversity, Equity, & Inclusion

	QUESTION	YES	NO	SCORE
1	Is there more than one person with lived experience on the Agency's Board?	1	0	
2	Does the Agency have policies and procedures that include equitable language and do not impose undue barriers to equity and inclusion?	1	0	
3	Does the Agency have a plan to assess new, proposed policies so they do not create a disproportionate negative impact or pose undue barriers to equity and inclusion?	1	0	
4	Does the Agency collect data and/or review HMIS to better understand the pattern of program use for people of different races& ethnicities in its program, on at least an annual basis?	1	0	

5	Does the Agency's board of directors, staff, & decision-making bodies reflect the population served by the program?	1	0	
6	Has the Agency referred program participants to join CoC committees, subcommittees, or workgroups?	1	0	
7	Do persons with lived experience review & recommend revisions to policies addressing homelessness, related services, & housing, on at least an annual basis?	1	0	
8	Does the Agency ensure annual training for all staff on LGBTQ cultural competency and agency policies and procedures related to the HUD Equal Access Rule?	1	0	
9	Does the Agency document and maintain records of compliance with HUD's Equal Access Rule for a minimum of 5 years?	1	0	
10	Does the Agency publicly post evidence of their compliance with HUD's Equal Access Rule, stating LGBTQ and gender-nonconforming consumers are a protected class under the policy?	1	0	
11	Does the Agency publicly post a grievance procedure for discrimination complaints?	1	0	
12	Are consumers notified of the Agency's compliance with HUD's Equal Access Rule and grievance procedure for discrimination complaints upon program admission?	1	0	
13	Are there accessibility options to address differing abilities (options for blind, hearing impaired, mobility impaired, developmentally disabled)	4		
14	Is the program open during non traditional hours (i.e. evenings and/or weekends)	1		
15	Are program materials and services offered in English and Spanish?	2		
16	Can program participants access program services through both physical and mobile locations (phone, computer, etc.)?	1		
	Total score			
	Total possible score	20		

Data Standards for All Agencies

	QUESTION	YES	NO	SCORE
1	Based on attendance records, is the agency represented regularly at Data Quality meetings? (90% attendance = 2 pts; 70-89% attendance = 1 pts; 0-69% attendance = 0 pts)	2	0	
2	Does the agency have a current data quality improvement plan?	1	0	
3	Is a firewall installed and configured throughout the program network?	1	0	
4	Is virus and spyware software installed on all workstations with automatic scanning frequency of at least every seven days?	1	0	
5	Is a digital certificate installed throughout the program network?	1	0	
6	Do passwords meet requirements outlined in user authentication protocol?	1	0	
7	Is encryption software used for all data transfers?	1	0	
8	Do all workstations have an automatic password protected screen saver that activates after five minutes of idle activity?	1	0	
9	Is there a procedure in place for retiring computer assets and destroying onboard data?	1	0	
10	Is the server in a locked cabinet, cage, room, or office?	1	0	
11	Is hard copy PPI secured in an area that is not publicly accessible and locked?	1	0	
12	Do all agency mobile devices have encryption for PPI storage?	1	0	
13	Does the agency make regular updates to browsers and security based on software recommendations?	1	0	
14	Does the agency privacy notice include minimum requirements as outlined in the notification and consent policy?	1	0	
15	Is the privacy notice posted in all public spaces?	1	0	
	Total score			
	Total possible score			16

Data Standards for HMIS Agencies

1	Based on attendance records, has the agency site administrator completed reports training through HMFA?	1	0	
2	Is consent expiration in HMIS set to 84 months or less?	1	0	
3	Is the annual update option selected for all clients?	1	0	
4	Is the "aging in" update option selected for all clients under the age of 18?	1	0	
			Total score	
			Total possible score	4

Data Standards for Non-HMIS Agencies

1	Does the agency have a process for providing aggregate data to HMFA?	1	0	
2	Has program data staff completed training on this software, including reports training?	1	0	
3	Does the agency have a software system that collects the same data as HMIS?	1	0	
			Total score	3

Housing Quality Management

	QUESTION	YES	NO	N/A	SCORE
1	Are all units providing housing/shelter inspected on an annual basis?	2	0		
2	Have unit/building standards been provided to building management and the client?	2	0		
3	Are unit/building inspections completed by agency staff?	0	0	0	0
3a.	If so, is there evidence of the most recent inspection showing the unit/building is up to appropriate standards? (see HQS Habitability standards)	2	0		
4	Are unit/building inspections completed by third party agencies?	0	0	0	0
4a.	If so, is there evidence of the most recent inspection showing the unit/building is up to appropriate standards?	2	0		
5	For units/buildings that do not meet standards, is there documentation of communication with building manager(s) about attaining appropriate standards, including providing the inspection report?	2			
6	Are all units in compliance with local Fire codes and is there documentation in program files supporting this?	2			
7	Do all units/buildings have the proper Certificate of Occupancy documentation issued by the local municipality?	2			
				Total score	
				Total possible score	14

Program Performance

	QUESTION	YES	NO	N/A	SCORE
1	Is the number of participant being served consistent with the number of participants targeted in the grant application?	2	0		
3	Does the program have a plan to utilize client feedback to help assess overall program performance and make improvements on at least a yearly basis?	2	0		
4	Is there evidence that the program solicited client feedback and incorporated that feedback into the program's quality improvement plan?	2	0		
5	Does the program provide clients with a means to express and resolve grievances that includes the process for appeals to the CoC?	2	0		
6	Is there evidence that the program investigated and resolved grievances to the best benefit of the participant(s)?	2	0		
7	Were grievance appeals to the CoC resolved with the full support and participation of program staff to the best benefit of the participant(s)?	2	0	2	
8	Does the agency have program goals that guide the services provided to program participants? If so, please provide a copy of program goals.	2	0		
9	Does the agency have evidence of program outcomes based on agency identified program goals?	2	0		
10	Did the CoC require the agency to submit a corrective action plan due to substandard program performance?	-6	0		
11	If yes, did the agency comply with the corrective action plan objectives?	2	0		
	Total score				
	Total possible score				18

Agency Coordinated Entry Participation

Questions 2-5 will be based on HMIS records for HMIS participating agencies and based on 211 records for non-HMIS participating agencies.

	QUESTION	YES	NO	SCORE
1	Based on attendance records, has program staff attended at least 75% of CE case conferencing meetings in the last year?	2	0	
2	Is there evidence i that admitted households came from CE?	2	0	
3	Is there evidence of notification of vacancies to CE?	2	0	
4	Is there evidence of referrals received from CE?	2	0	
5	Is there evidence of notification of acceptance/rejection to CE?	2	0	
	Total score			
	Total possible score			10

Permanent Supportive Housing Program:_____

Goals	Required Performance Standard		%	Points Awarded
1. Households residing in permanent housing will remain in this housing for a minimum of 1 year or exit to other permanent housing.	85% will remain housed for a least 12 months, exit to other permanent housing, or continue in permanent housing	≥85%=10 80%-84%= 8 65%-79%= 4 55%-64%= 1 ≤55%= 0		
2. Households exiting permanent housing will not return to homelessness (Including transitional housing)	<10% of those exiting permanent housing return to homelessness	≤10%= 10 11%-20%= 4 21%-30%= 3 31-45%= 1 ≥31%= 0		
3. Households will maintain or increase earned and unearned income (Includes wages and mainstream resources)	85% will maintain or increase income at exit or annually	≥85%= 10 75%-84%= 7 65%-74%= 5 50%-64%= 3 ≤49%= 0		
4. Adults will obtain or maintain employment while in the program and will exit the program employed.*	20% of adults who are not on SSI/D will be employed at program exit or annually	≥20%= 10 10%-19%= 6 5%-9%= 3 ≤5%= 0		
5. Households will maintain or obtain mainstream non-cash benefits	85% will maintain or obtain mainstream non-cash benefits at exit or annually	≥85%= 10 75%-84%= 7 65%-74%= 5 50%-64%= 3 ≤49%= 0		
6. Program operates at full capacity, with low vacancy rate, and quickly fills vacancies	>90% occupancy during reporting period	≥90%= 10 70%-89%= 7 51%-69%= 4 ≤50%= 0		
7. Program maintains adequate data quality in HMIS	See Data Quality Report	A - to A =10 B to B+ = 5 < B- = 0	N/A	
			Total:	

Of 70

*Projects serving 100% chronically homeless or SSI/SSD clients exempt from this measure

All data is taken directly from HMIS using the following dates:

The following HMIS reports are used:

1. The CoC Annual Performance Report run through HMIS

Transitional Housing Program:_____

Goals	Required Performance Standard		%	Points Awarded
1. Households residing in transitional housing will have low average lengths of stay among households	% of households whose length of stay in transitional housing does not exceed 18 months	≥45%= 10 31-45%= 7 21%-30%= 5 11%-20%= 3 ≤10%= 0		
2. Households exiting transitional housing programs will move directly to permanent housing.	75% will obtain permanent housing	≥75%= 10 60%-74% = 7 40%- 59%= 5 25%-39%= 3 ≤24%= 0		
3. Households will maintain or increase earned and unearned income. (Includes wages or mainstream resources)	54% will maintain or increase income	≥54%= 10 45%-53%= 7 35%-44%= 5 25%-34%= 3 ≤25%= 0		
4. Adults will obtain or maintain employment while in the program and will exit the program employed.*	20% of adults who are not on SSI/D will be employed at program exit or annually	≥20%= 10 10%-19%= 6 5%-9%= 3 ≤5%= 0		
5. Households will maintain or obtain mainstream non-cash benefits between entry and exit.	25% will maintain or obtain mainstream non-cash benefits	≥25%= 10 21%-24%= 7 11%-20%= 3 ≤10%= 0		
6. Program operates at full capacity	>90% occupancy	≥90%= 10 70%-89%= 8 51%-69%= 5 ≤50%= 0		
7. Program maintains adequate data quality in HMIS	See Data Quality Report	A - to A =10 B to B+ = 5 < B- = 0	N/A	
			Total:	

Of 70

*Projects serving 100% chronically homeless or SSI/SSD clients exempt from this measure

All data is taken directly from HMIS using the following dates:

The following HMIS reports are used:

1. The CoC Annual Performance Report run through HMIS

Emergency Shelter Program: _____

Goals	Required Performance Standard		%	Points Awarded
1. Households exiting emergency shelter move directly to permanent housing	>30% move to permanent housing	≥30%= 15 25%-29%= 12 20-24%= 9 15%-19% = 6 10-14% =3 ≤9%= 0		
2. Very few households exiting emergency shelters remain homeless.	<20% remain homeless or exit to "unknown" location	≤20%= 5 21%-30%= 4 31%-40%= 3 41-51%= 1 ≥51%= 0		
3. Households residing in emergency shelter will have low average lengths of stay	Average length of stay is <60 days	<60 = 10 60-75 = 7 75-90 = 3 >90 = 0		
4. Households will maintain or increase earned and unearned income between entry and exit. (Includes wages or mainstream resources)	54% will maintain or increase income by program exit	≥20%= 10 15%-19%= 7 9%-14%= 3 ≤9%= 0		
5. Adults will obtain or maintain employment while in the program and will exit the program employed	18% of adults staying over 30 days will have employment income at program exit	≥20%= 10 10%-19%= 6 5%-9%= 3 ≤5%= 0		
6. Households will maintain or obtain mainstream non-cash benefits between entry and exit	56% will maintain or obtain mainstream non-cash benefits by program exit	≥20%= 10 15%-19%= 7 9%-14%= 3 ≤9%= 0		
7. Program maintains adequate data quality in HMIS	See Data Quality Report	A - to A =10 B to B+ = 5 < B- = 0	N/A	
			Total:	

Of 70

All data is taken directly from HMIS using the following dates:

The following HMIS reports are used:

1. The CoC Annual Performance Report run through HMIS

Supportive Services Only Program: _____

Goals	Required Performance Standard	Points	%	Points Awarded
1. Households exiting the program will move directly to permanent housing	>50% move to permanent housing	≥50%= 15 35%-49%= 12 25-34%= 9 15%-24% = 6 10-14% =3 ≤9%= 0		
2. Very few households exiting the program remain homeless.	<20% remain homeless or exit to "unknown" location	≤20%= 5 21%-30%= 4 31%-40%= 2 41-51%= 1 ≥51%= 0		
3. Households will maintain or increase earned and unearned income between entry and exit. (Includes wages or mainstream resources)	30% will increase or maintain income	≥30%= 10 21%-29%= 7 11%-20%= 3 ≤10%= 0		
4. Adults will obtain or maintain employment while in the program and will exit the program employed.	20% will have employment income at program exit or annually	≥20%= 10 10%-19%= 6 5%-9%= 3 ≤5%= 0		
5. Households will maintain or obtain mainstream non-cash benefits between entry and exit	30% will maintain or obtain mainstream non-cash benefits	≥30%= 10 21%-29%= 7 11%-20%= 3 ≤10%= 0		
6. Program operates at full capacity	>90% occupancy	≥90%= 10 70%-89%= 7 51%-69%= 4 ≤50%= 0		
7. Program maintains adequate data quality in HMIS	See Data Quality Report	A - to A =10 B to B+ = 5 < B- = 0	N/A	
			Total:	

Of 70

All data is taken directly from HMIS using the following dates:

The following HMIS reports are used:

1. The CoC Annual Performance Report run through HMIS

Rapid Rehousing Program: _____

Goals	Performance Standard	Points	%	Points Awarded
1. Households exiting Rapid Rehousing will remain in permanent housed for a minimum of 6 months or will exit to other permanent housing	85% will remain housed for a least 6 months or will exit to other permanent housing	≥85%=10 70%-84%= 8 50%-69%= 4 31%-49%= 1 ≤30%= 0		
2. Households exiting Rapid Rehousing housing will not return to homelessness (Including transitional housing)	<10% of those exiting rapid rehousing housing return to homelessness	≤10%= 10 11%-20%= 4 21%-30%= 3 31-45%= 1 ≥45%= 0		
3. Households will maintain or increase earned and unearned income (Includes wages and mainstream resources)	85% will maintain or increase income at exit or annually	≥85%= 10 75%-84%= 7 65%-74%= 5 50%-64%= 3 ≤49%= 0		
4. Adults who are not enrolled in SSI/D will obtain or maintain employment while in the program and will exit the program employed.	40% of adults who are not on SSI/D will be employed at program exit or annually	≥40%= 10 30%-39%= 6 20%-29%= 3 ≤20%= 0		
5. Program maintains adequate data quality in HMIS	See Data Quality Report	A - to A =10 B to B+ = 5 < B- = 0	N/A	
			Total:	

Of 50

All data is taken directly from HMIS using the following dates:

The following HMIS reports are used:

1. The CoC Annual Performance Report run through HMIS

Morris County CoC
Coordinated Entry Program Performance Evaluation

Agency Name: _____ **Program Name:** _____

	Programmatic Indicator	Measure & Data Source	Benchmark	Score
Program Coverage				
1a	Percent of clients that make calls to CE provider and are assessed by CE provider	>90% of clients are assessed	≥90%= 10 80%-89%= 7 60%-79%= 4 ≤59%= 0	
1b	Percent of clients that connected with outreach that are assessed by CE provider	>90% of clients are assessed	≥90%= 10 80%-89%= 7 60%-79%= 4 ≤59%= 0	
2	Percentage of active clients where the most recent contact log is within the last 6 months	>70% of clients have contact logs within the last 6 months	60%-69%= 3 50%-59%= 1 ≤49%= 0	
Housing Stabilization				
3a	Households where exit data is complete, will be discharged to permanent housing placements	85% of households will be discharged to permanent housing plac	≥85%=10 75%-84%= 8 65-74%= 4	
3b	Households where exit data is complete, will not be discharged to a homeless location (emergency shelter, transitional housing, place not meant for habitation)	<15% of those being discharged will remain in homelessness	16%-20%= 4 21%-25%= 3	
4	Households where exit data is complete, very few households will exit housing involuntarily (i.e. noncompliance with program, or disagreement with rules or persons, max length of stay)	<10% exit involuntarily	≤10%= 10 11%-15%= 4 16%-25%= 3 26-35%= 1 ≥35%= 0	
Timeliness				
5	Average timeframe from initial contact to assessment	Assessment within 1 business day	≤ 1 day = 5 2-3 days = 3 4+ days = 0	
6	Average timeframe from assessment to referral to case management/housing navigation services	Assessment to referral to services within 14 days	≤ 14 days = 5 15-30 days = 3 31+ days = 0	

All data is taken directly from HMIS using the following dates:

The following HMIS reports are used:

1. The CoC Annual Performance Report run through HMIS

7	Average length of time clients remain on permanent housing waitlist	Clients on waitlist up to 1 year	6-12 months = 5 12-18 months = 3 19+ months = 0	
Performance				
8	% of clients who have been discharged from the project and also been discharged from the waiting list	>90% of clients have been discharged from project and waiting list	≥90%= 10 80%-89%= 7 60%-79%= 4 ≤59%= 0	

Final Score:	**0.00**
Maximum Points Available:	**72**

All data is taken directly from HMIS using the following dates:

The following HMIS reports are used:

1. The CoC Annual Performance Report run through HMIS

1E-2a. Scored Forms for One Project

Organization Name	Homeless Solutions, Inc. (HSI)
Project Name	Permanent Supportive Housing at Ruth Davis Drive Women's Campus
Grant Number	NJ0611L2F09
Contact	Dan McGuire
Title	CEO
Address	3 Wing Drive, Suite 245, Cedar Knolls, NJ 07927
Telephone	973.993.9000
Fax	973.993.0919
Email	danmcguire@hsinj.org
Project Type	PH-PSH

Renewal Project Score			
Narrative	71.33%	50%	35.67%
Budget	100.00%	10%	10.00%
Monitoring	96.60%	40%	38.64%
Total	84.31%		

Indicator	Question	Max Points	Agency Points
SECTION I: AGENCY BACKGROUND			
Agency Experience	I-A	15	10
Training	I-B	20	20
Data	I-C	20	20
Racial Equity	I-D	15	15
Consumer Involvement	I-E	15	10
Fiscal Capacity	I-F	15	15
SECTION II: PROJECT DESCRIPTION			
Project Applicability	II-A	20	20
Objectives and Outcomes	II-B	20	18
Activities and Services	II-C	20	14
Monitoring and Evaluation	II-D	20	6
CoC and CE Participation	II-E	20	20
SECTION III: HOUSING FIRST			
Operationalizing Housing First	III-A	25	12
Project Criteria	III-B	25	12
Overcoming Barriers	III-C	25	20
Agency Initiatives	III-D	25	2
	TOTAL	300	214

Indicator	Question	Max Points	Agency Points
SECTION I: AGENCY BACKGROUND			
Match		10	10
Realistic		10	10
Previous grant request		10	10
	TOTAL	30	30

MORRIS COUNTY CONTINUUM OF CARE
PROGRAM MONITORING TOOL

Project Title: PSH at Ruth Davis Drive

Date: 6/10/22

Performed By: Ashni Mathew

Monitoring of Homeless Service Program of:

Recipient Agency: Homeless Solutions, Inc.

Sub-recipient Agency: Family Promise of Morris County

Agency Address 540 West Hanover Ave, Morristown

Primary Point of Contact Wesley Gaynor

Email wesleygaynor@hsinj.org

Phone Number (973) 993-0900 ext. 222

Alternate point of Contact Christine Sutherland

Email csutherland@hsinj.org

Phone Number 973-993-0900 x116

Total # of Client Files Reviewed 3

Site Monitoring Score 93.1%

HMIS Performance Review 100%

Overall Monitoring Score 96.6%

Permanent Supportive Housing Program: Homeless Solutions Ruth Davis Dr

Goals	Required Performance Standard		%	Points Awarded
1. Households residing in permanent housing will remain in this housing for a minimum of 1 year or exit to other permanent housing.	85% will remain housed for a least 12 months, exit to other permanent housing, or continue in permanent housing	≥85%=10 80%-84%= 8 65%-79%= 4 55%-64%= 1 ≤55%= 0	100%	10
2. Households exiting permanent housing will not return to homelessness (Including transitional housing)	<10% of those exiting permanent housing return to homelessness	≤10%= 10 11%-20%= 4 21%-30%= 3 31-45%= 1 ≥31%= 0	0%	10
3. Households will maintain or increase earned and unearned income (Includes wages and mainstream resources)	85% will maintain or increase income at exit or annually	≥85%= 10 75%-84%= 7 65%-74%= 5 50%-64%= 3 ≤49%= 0	NA- no annual updates due yet	NA
4. Adults will obtain or maintain employment while in the program and will exit the program employed.*	20% of adults who are not on SSI/D will be employed at program exit or annually	≥20%= 10 10%-19%= 6 5%-9%= 3 ≤5%= 0	NA- no annual updates due yet	NA
5. Households will maintain or obtain mainstream non-cash benefits	85% will maintain or obtain mainstream non-cash benefits at exit or annually	≥85%= 10 75%-84%= 7 65%-74%= 5 50%-64%= 3 ≤49%= 0	NA- no annual updates due yet	NA
6. Program operates at full capacity, with low vacancy rate, and quickly fills vacancies	>90% occupancy during reporting period	≥90%= 10 70%-89%= 7 51%-69%= 4 ≤50%= 0	92%	10
7. Program maintains adequate data quality in HMIS	<10% data quality errors	<10%= 10 11%-20%= 7 21%-30%= 4 31-45%= 1 ≥31%= 0	9%	10
			Total:	40

Of 40

*Projects serving 100% chronically homeless or SSI/SSD clients exempt from this measure

All data is taken directly from HMIS using the following dates: 12/01/2020-11/30/2021

The following HMIS reports are used:

1. The CoC Annual Performance Report run through HMIS

Program Administration & Recordkeeping

	QUESTION	YES	NO	N/A	SCORE
1	Are all records regarding the project (outside of financial records) centrally located?	2	0		2
2	Do these records contain:				
	a. Program Grant Agreements with program regulations	2	0		2
	b. Grant Agreement Amendments and Budget Revisions	0	0	NA	0
	c. Program Grant Application	2	0		2
	d. Program policies & procedures in compliance with HUD regulations	2	0		2
	e. Program goals and process to track progress	2	0		2
	f. Conflict-of-Interest policy for program	2	0		2
3	Does the agency have a policy on client confidentiality and a filing system to safeguard client confidentiality?	2	0		2
4.	Does the agency adhere to HMIS confidentiality regulations?	2	0		2
5	Is there documentation that the agency has passed most recent HMIS site audit?	2	0		2
6	Does the Agency subcontract for any services in administration of program activities? MHA/CH/FP			Yes	
	a. Are there written agreements/MOUs with partner agencies?	2	0		2
	b. Are grant agreement requirements passed along to subrecipients/subcontractors?	2	0		2
	c. Is there regular contact with executive leadership of subrecipients/subcontracts in program administration/ implementation?	2	0		2
	d. Is there a system in place to solicit feedback on program goals and progress from sub-recipients?	2	0		2
	e. Is there evidence of a monitoring process for program partners?	2	0		0
	Total score				26
	Total possible score				28

Financial Management

	QUESTION	YES	NO	SCORE
1	Are all project financial records centrally located and stored in a secure location?	2	0	2
2	Does the agency financial management system provide evidence that there are controls in place to account for all funds, property, and other assets?	2	0	2
3	Does the agency compare budgeted line item costs against incurred costs in order to identify over/under spending on a line item basis so that adjustments can be made in a timely fashion?	2	0	2
4	Are all project expenditures supported by timesheets, invoices, contracts, purchase orders, etc.?	2	0	2
5	Is the project drawing down funds from eLOCCS on at least a quarterly basis?	2	0	2
6	Is the adequate match being provided by the project for all funds requested?	2	0	2

7	Does the agency retain project records for a minimum of five (5) years after close—out of the grant or clearance of any audit findings, and 15 years after close-out of a grant that funds acquisition, construction or rehabilitation activities?	2	0	2
8	Has the agency been audited by independent auditors? If yes, were there any findings that the recipient is required to resolve? Note: obtain a copy of the agency's most recently completed audit.	2	0	2
			Total score	16
			Total possible score	16

Client File Review:

	QUESTION	YES	NO	N/A	SCORE
1	For permanent housing programs, are the most recent unit FMR and Rent Reasonableness guidelines being used?	1	0		1
2	For RRH/RRHTH do the entry-exit dates exceed the 24-month limitation of stay? Does the file explain the need?	0	0	NA	0
3	Is there documentation that case manager has met with all household at least monthly during their program enrollment period to develop individual service plan?	1	0		1
4	Is there evidence that the number of participants served based on client files matches the number of participants indicated in HMIS? (this includes all admissions and discharges from the program)	1	0		1

	QUESTION	0-33%	34-66%	67-100%	N/A	SCORE
6	What percent of records regarding program participants contain:	0	0	0	0	0
	a. Documentation for verification of homeless status?	0	1	2		2
	b. Documentation that program participants have been screened via centralized assessment system and determined eligible for CoC Program Assistance?	0	1	2		2
	c. A valid lease (if applicable) and program occupancy agreement or program participation agreement signed by program participants?	0	1	2		2
	d. Documentation for all sources of income?	0	1	2		2
	e. Documentation of total adjusted income and rent calculation?	0	1	2		2
	f. Annual re-certification of income	0	1	2		2

	g. Summary of steps taken to verify the participant does not receive other subsidies for rent, utilities, etc?	0	1	2		2
	h. Documentation for termination if the participant has been terminated from the program?	0	0	0	NA	0
	i. Documentation of any appeals by program participants?	0	0	0	NA	0
	j. Verification of the participant's disability (required for CoC-funded PSH programs)	0	1	2		2
7	What percent of the client's case manager notes include:	0	0	0	0	0
	a. Program intake/eligibility documentation; e.g. participant application, executed release of information forms, etc.	0	1	2		2
	b. Identification; e.g. government issued proof of citizenship: birth certificate, social security card, driver license, passport	0	1	2		2
	c. HMIS consent forms for all clients (signed by both client and staff)	0	1	2		2
	d. Evidence that all participants have been notified of program requirements/regulations, termination reasons and process, appeals process, privacy, and other participant rights at intake.	0	1	2		2
	e. Evidence of referrals to mainstream resources, etc. based on participant's supportive service needs	0	1	2		2
	f. Copy of household budget and budget goals	0	1	2		0
	g. Evidence that client service plan goals are relevant to ending homelessness and driven by the client	0	1	2		0
					Total score	29
					Total possible score	33

Housing First

	QUESTION	YES	NO	SCORE
1	Have any prospective participants been denied program entrance based on criminal history?	0	2	2

2	Have any participants been terminated from the program based on criminal history?	0	2	2
3	Have any prospective participants been denied program entrance based on transgender identification?	0	2	2
4	Have any participants been terminated from the program based on transgender identification?	0	2	2
5	Have any prospective participants been denied program entrance based on income or credit history?	0	2	2
6	Have any participants been terminated from the program based on income or credit history?	0	2	2
7	Have any prospective participants been denied program entrance based on "housing readiness"?	0	2	2
8	Have any participants been terminated from the program based on "housing readiness"?	0	2	2
9	Have any prospective participants been denied program entrance based on mental health history, including medication adherence?	0	2	2
10	Have any participants been terminated from the program based on mental health history, including medication adherence?	0	2	2
11	Have any prospective participants been denied program entrance based on substance use history, including current use and/or willingness to attend treatment services? (not applicable for recovery housing projects)	0	2	2
12	Have any participants been terminated from the program based on substance use history, including current use and/or willingness to attend treatment services? (not applicable for recover housing projects)	0	2	2
13	Have any prospective participants been denied program entrance based on history of domestic or intimate partner violence?	0	2	2
14	Have any participants been terminated from the program based on history of domestic or intimate partner violence?	0	2	2
15	Have any prospective participants been denied program entrance based on immigration status or residency?	0	2	2
16	Have any participants been terminated from the program based on immigration status or residency?	0	2	2
17	Have any participants been terminated from the program based on unrealistic rules or rules that interfere with life in the community?	0	2	2
18	Are participants able to refuse the offer of wraparound and support services and still remain in the program?	2	0	2
19	Does client input impact program design, implementation, services, etc.?	2	0	2
20	Is there an expedited enrollment process? (e.g. minimal entry barriers related to documentation)	2	0	2
			Total score	40
			Total possible score	40

Staff Training

	QUESTION	YES	NO	SCORE

1	Have program staff been trained in the following required trainings annually: • Substance Use Disorder including harm reduction strategies (+1) • Family Violence – intimate partner violence +1 • Suicide Prevention 1 • Crisis De-escalation – mental health first aid? 1 • Sexual Health 1 • Sexual Violence (+1) • How to complete a full assessment with a young adult (+1) • Human Trafficking 1 • How to assist homeless families navigating the school system (+1) • LGBTQ cultural competency (1)	10	0	10
2	Have program staff been trained in motivational interviewing?	0	0	0
3	Have program staff been trained in trauma-informed approaches?	0	0	0
4	Have program staff been trained in racial awareness and the link between race and homelessness?	0	0	0
5	Have program staff been trained in person-centered planning?	0	0	0
			Total score	10
			Total possible score	10

Diversity, Equity, & Inclusion

	QUESTION	YES	NO	SCORE
1	Is there more than one person with lived experience on the Agency's Board?	1	0	0
2	Does the Agency have policies and procedures that include equitable language and do not impose undue barriers to equity and inclusion?	1	0	1
3	Does the Agency have a plan to assess new, proposed policies so they do not create a disproportionate negative impact or pose undue barriers to equity and inclusion? PRAXIS matters – training and look at policies and procedures to do equity audit	1	0	1
4	Does the Agency collect data and/or review HMIS to better understand the pattern of program use for people of different races & ethnicities in its program, on at least an annual basis? Quarterly reports	1	0	1
5	Does the Agency's board of directors, staff, & decision-making bodies reflect the population served by the program?	1	0	1
6	Has the Agency referred program participants to join CoC committees, subcommittees, or workgroups?	1	0	0
7	Do persons with lived experience review & recommend revisions to policies addressing homelessness, related services, & housing, on at least an annual basis?	1	0	1
8	Does the Agency ensure annual training for all staff on LGBTQ cultural competency and agency policies and procedures related to the HUD Equal Access Rule?	1	0	1
9	Does the Agency document and maintain records of compliance with HUD's Equal Access Rule for a minimum of 5 years?	1	0	1
10	Does the Agency publicly post evidence of their compliance with HUD's Equal Access Rule, stating LGBTQ and gender-nonconforming consumers are a protected class under the policy?	1	0	0
11	Does the Agency publicly post a grievance procedure for discrimination complaints?	1	0	1

12	Are consumers notified of the Agency's compliance with HUD's Equal Access Rule and grievance procedure for discrimination complaints upon program admission?	1	0	1
13	Are there accessibility options to address differing abilities (options for blind, hearing impaired, mobility impaired, developmentally disabled)	4	0	4
14	Is the program open during non traditional hours (i.e. evenings and/or weekends)	1	0	1
15	Are program materials and services offered in English and Spanish?	2	0	2
16	Can program participants access program services through both physical and mobile locations (phone, computer, etc.)?	1	0	1
	Total score	17		
	Total possible score	20		

Data Standards for All Agencies

	QUESTION	YES	NO	SCORE
1	Based on attendance records, is the agency represented regularly at Data Quality meetings? (90% attendance = 2 pts; 70-89% attendance = 1 pts; 0-69% attendance = 0 pts)	2	0	2
2	Does the agency have a current data quality improvement plan?	1	0	1
3	Is a firewall installed and configured throughout the program network?	1	0	1
4	Is virus and spyware software installed on all workstations with automatic scanning frequency of at least every seven days?	1	0	1
5	Is a digital certificate installed throughout the program network?	1	0	1
6	Do passwords meet requirements outlined in user authentication protocol?	1	0	1
7	Is encryption software used for all data transfers?	1	0	1
8	Do all workstations have an automatic password protected screen saver that activates after five minutes of idle activity?	1	0	1
9	Is there a procedure in place for retiring computer assets and destroying onboard data?	1	0	1
10	Is the server in a locked cabinet, cage, room, or office?	1	0	1
11	Is hard copy PPI secured in an area that is not publicly accessible and locked?	1	0	1
12	Do all agency mobile devices have encryption for PPI storage?	1	0	1
13	Does the agency make regular updates to browsers and security based on software recommendations?	1	0	1
14	Does the agency privacy notice include minimum requirements as outlined in the notification and consent policy?	1	0	1
15	Is the privacy notice posted in all public spaces?	1	0	1
	Total score			16
	Total possible score			16

Data Standards for HMIS Agencies -- reword questions*

1	Based on attendance records, has the agency site administrator completed reports training through HMFA?	1	0	0
2	Is consent expiration in HMIS set to 84 months or less?	1	0	1

3	Is the annual update option selected for all clients?*	1	0	1
4	Is the "aging in" update option selected for all clients under the age of 18? *	1	0	1
			Total score	3
			Total possible score	4

Data Standards for Non-HMIS Agencies - NA

1	Does the agency have a process for providing aggregate data to HMFA?	0	0	0
2	Has program data staff completed training on this software, including reports training?	0	0	0
3	Does the agency have a software system that collects the same data as HMIS?	0	0	0
			Total score	NA

Housing Quality Management

	QUESTION	YES	NO	N/A	SCORE
1	Are all units providing housing/shelter inspected on an annual basis?	2	0		2
2	Have unit/building standards been provided to building management and the client?	2	0		2
3	Are unit/building inspections completed by agency staff?	0	0	0	0
3a.	If so, is there evidence of the most recent inspection showing the unit/building is up to appropriate standards? (see HQS Habitability standards)	2	0		2
4	Are unit/building inspections completed by third party agencies?	0	0	0	0
4a.	If so, is there evidence of the most recent inspection showing the unit/building is up to appropriate standards?	0	0	NA	0
5	For units/buildings that do not meet standards, is there documentation of communication with building manager(s) about attaining appropriate standards, including providing the inspection report?	0	0	NA	0
6	Are all units in compliance with local Fire codes and is there documentation in program files supporting this?	2	0		2
7	Do all units/buildings have the proper Certificate of Occupancy documentation issued by the local municipality? (N/A because County Buildings)0	0	0	NA	0
				Total score	8
				Total possible score	8

Program Performance

	QUESTION	YES	NO	N/A	SCORE
1	Is the number of participant being served consistent with the number of participants targeted in the grant application? Grant application indicates 12, HMIS indicates 11	2	0		1
3	Does the program have a plan to utilize client feedback to help assess overall program performance and make improvements on at least a yearly basis?	2	0		2
4	Is there evidence that the program solicited client feedback and incorporated that feedback into the program's quality improvement plan?	2	0		2
5	Does the program provide clients with a means to express and resolve grievances that includes the process for appeals to the CoC? No process to CoC	2	0		2
6	Is there evidence that the program investigated and resolved grievances to the best benefit of the participant(s)?	0	0	NA	0
7	Were grievance appeals to the CoC resolved with the full support and participation of program staff to the best benefit of the participant(s)?	0	0	NA	0
8	Does the agency have program goals that guide the services provided to program participants? If so, please provide a copy of program goals.	2	0		0
9	Does the agency have evidence of program outcomes based on agency identified program goals?	2	0		2
10	Did the CoC require the agency to submit a corrective action plan due to substandard program performance?	-6	0		0
11	If yes, did the agency comply with the corrective action plan objectives?	0	0	NA	0
	Total score				9
	Total possible score				12

Agency Coordinated Entry Participation

Questions 2-5 will be based on HMIS records for HMIS participating agencies and based on 211 records for non-HMIS participating agencies.

	QUESTION	YES	NO	SCORE
1	Based on attendance records, has program staff attended at least 75% of CE case conferencing meetings in the last year?	2	0	2
2	Is there evidence that admitted households came from CE?	2	0	NA

3	Is there evidence of notification of vacancies to CE? *check households that left on APR	2	0	NA
4	Is there evidence of referrals received from CE?	2	0	NA
5	Is there evidence of notification of acceptance/rejection to CE?	2	0	NA
			Total score	2
			Total possible score	2

Total Points Received	**176**
Total Points Possible	**189**
Site Monitoring Score (%)	**93.1%**

1E-5. Notification of Projects Rejected-Reduced

From: **Rebecca Sherrod** rsherrod@cfrmorris.org
Subject: COC LOI FY 22
Date: August 21, 2022 at 8:55 AM
To: Markowski, Brandon Brandon.Markowski@dca.nj.gov
Cc: Amy Archer aarcher@co.morris.nj.us, Delcalzo, Allison Allison.Delcalzo@atlantichealth.org, Mathew, Ashni amathew@monarchhousing.org

RS

Good Afternoon Brandon,

Thank you for submitting an application to the Morris County Continuum of Care (CoC) for FY2022 CoC Funding. The Allocations Committee has evaluated your proposals. The Executive Committee is pleased to inform you that 3AK 3AN 3AP has been supported for funding through the FY2022 application cycle.

If you would like to appeal any decisions made, please reference the attached Appeals Policy to see how to complete the appeals process.

You may begin the process of completing your application through the on-line e-snaps system. Please see below for the funding levels for your approved projects.

Tier	Score	Agency	Project	Request	Award	Notes
1	78%	NJ DCA	3AK 3AN 3AP	$ 306,990.00	$ 230,242.00	Project awarded less than requested amount due to pattern of unspent funds

Please be aware that the following requirements and deadlines will be in effect for the FY2022 application cycle:

- Projects may NOT request more funding than is approved and shown in the above identified budget
- Applications must be completed in their entirety in the e-snaps system
- Once applications have been completed, DO NOT hit the submit button in the system
- Applicants must email a PDF copy of the completed application to Ashni Mathew at amathew@monarchhousing.org for review
- Applicants may only hit the submit button once the application has been reviewed and approved by Monarch

You may access the E-snaps website at the following location:
https://esnaps.hud.gov/grantium/frontOffice.jsf

All applicants must submit PDF copies of their application to Ashni Mathew by Friday, September 9th.

Applicants are strongly encouraged to access the resources below in completing their application:

HUD FY2022 CoC Competition page:
https://www.hudexchange.info/programs/e-snaps/fy-2022-coc-program-nofa-coc-program-competition/

E-snaps project applicant instructions:
Renewals:
https://www.hudexchange.info/resource/2910/coc-project-application-instructions-for-renewal-projects/

New Projects:

https://www.hudexchange.info/resource/2909/coc-project-application-instructions-for-new-projects/

Expansion Projects:
https://www.hudexchange.info/resource/5853/applying-for-expansion-projects-during-the-coc-program-competition/

Thank you,

Rebecca Sherrod Capozzi
Rebecca Sherrod Capozzi, Executive Director
Child & Family Resources, Inc.
111 Howard Boulevard, Suite 104
Mount Arlington, NJ 07856
Phone: (973) 601-6141
Fax: (973) 398-0319
www.cfrmorris.org

This E-mail, including any attachments, may be intended solely for the personal and confidential use of the sender and recipient(s) named above. This message may include advisory, consultative and/or deliberative material and, as such, would be privileged and confidential and not a public document. Any Information in this e-mail identifying a client of the Department of Human Services or the Department of Children and Families is confidential. If you have received this e-mail in error, you must not review, transmit, convert to hard copy, copy, use or disseminate this e-mail or any attachments to it and you must delete this message. You are requested to notify the sender by return e-mail.

You may be receiving this email because you indicated you wanted to be included on Child & Family Resources mailing list. If you no longer want to receive email communication from Child & Family Resources please respond to this email with UNSUBSCRIBE ***in the subject line***.

*** Please Note My New Email Address rsherrod@cfrmorris.org ***

Morris County Continuum of Care
Allocation Committee

Appeals Process

Agencies that have been denied funding or received reduced funding through the local selection process may appeal the decision of the review committee. An appeal letter must be submitted to the CoC Lead Agency within three (3) business days from the receipt of the notification letter. The appeals letter must include the following information:

- Project name and requested amount

- Explanation of error in review committee determination; or
- Explanation of error in project selection process/procedures

The CoC Lead Agency will have 3 business days to notify the appeals committee of the submission of an appeal letter. The Appeals Committee shall be an ad hoc committee comprised of the following representatives, selected by the Lead Agency:

- Chair of the Community Assistance Services Committee (CASC), or designee if a conflict exists,
- Chair of CoC Executive Committee, or designee if a conflict exists,
- and the Chair of the Human Service Advisory Council, or designee if a conflict exists.

The Appeals Committee shall have up to five (5) business days to review the letter submitted by the agency requesting an appeal. The Appeals Committee shall be empowered to request additional information from the agency submitting the appeal and/or from the CoC review committee. The Appeal Committee shall set a date for a hearing which shall be held within fourteen (14) business days of the receipt of the appeal letter. The appeal hearing shall include Appeals Committee members, one representative from the CoC Allocation Committee, and one representative from the agency submitting the appeal. Upon hearing from both the review committee and the agency, the Appeals Committee shall make a final determination regarding funding decisions. Final notification shall be sent to the appealing Agency and the CoC Executive Committee in writing no more than five (5) business days after the hearing. Determinations by the Appeals Committee shall be final.

2022 Morris
CoC Sc...al.xlsx

From: **Rebecca Sherrod** rsherrod@cfrmorris.org
Subject: COC LOI FY 22
Date: August 21, 2022 at 8:51 AM
To: Diane Williams DWilliams@jbws.org
Cc: Mathew, Ashni amathew@monarchhousing.org, Delcalzo, Allison Allison.Delcalzo@atlantichealth.org, Amy Archer aarcher@co.morris.nj.us

RS

Good Morning Diana,

Thank you for submitting an application to the Morris County Continuum of Care (CoC) for FY2022 CoC Funding. The Allocations Committee has evaluated your proposals. The Executive Committee is pleased to inform you that RRH and TH-RRH have been supported for funding through the FY2022 application cycle.

If you would like to appeal any decisions made, please reference the attached Appeals Policy to see how to complete the appeals process.

You may begin the process of completing your application through the on-line e-snaps system. Please see below for the funding levels for your approved projects.

Tier	Score	Agency	Project	Request	Award	Notes
1	71%	JBWS	RRH for Victims of DV	$ 162,318.00	$ 162,318.00	NA
2	70%	JBWS	New Joint TH-RRH	$ 161,642.00	$ 163,916.00	Funded through available DV Bonus Funds
2	68%	JBWS	New RRH Expansion	$ 115,799.00	$ 0	Not funded. DV Bonus funds were awarded to new TH-RRH project, which scored higher than RRH expansion

Please be aware that the following requirements and deadlines will be in effect for the FY2022 application cycle:

- Projects may NOT request more funding than is approved and shown in the above identified budget
- Applications must be completed in their entirety in the e-snaps system
- Once applications have been completed, DO NOT hit the submit button in the system
- Applicants must email a PDF copy of the completed application to Ashni Mathew at amathew@monarchhousing.org for review
- Applicants may only hit the submit button once the application has been reviewed and approved by Monarch

You may access the E-snaps website at the following location:
https://esnaps.hud.gov/grantium/frontOffice.jsf

All applicants must submit PDF copies of their application to Ashni Mathew by Friday, September 9th.

Applicants are strongly encouraged to access the resources below in completing their application:

HUD FY2022 CoC Competition page:
https://www.hudexchange.info/programs/e-snaps/fy-2022-coc-program-nofa-coc-program-competition/

E-snaps project applicant instructions:
Renewals:
https://www.hudexchange.info/resource/2910/coc-project-application-instructions-for-renewal-projects/

New Projects:
https://www.hudexchange.info/resource/2909/coc-project-application-instructions-for-new-projects/

Expansion Projects:
https://www.hudexchange.info/resource/5853/applying-for-expansion-projects-during-the-coc-program-competition/

Thank you,

Rebecca Sherrod Capozzi
Rebecca Sherrod Capozzi, Executive Director
Child & Family Resources, Inc.
111 Howard Boulevard, Suite 104
Mount Arlington, NJ 07856
Phone: (973) 601-6141
Fax: (973) 398-0319
www.cfrmorris.org

This E-mail, including any attachments, may be intended solely for the personal and confidential use of the sender and recipient(s) named above. This message may include advisory, consultative and/or deliberative material and, as such, would be privileged and confidential and not a public document. Any Information in this e-mail identifying a client of the Department of Human Services or the Department of Children and Families is confidential. If you have received this e-mail in error, you must not review, transmit, convert to hard copy, copy, use or disseminate this e-mail or any attachments to it and you must delete this message. You are requested to notify the sender by return e-mail.

You may be receiving this email because you indicated you wanted to be included on Child & Family Resources mailing list. If you no longer want to receive email communication from Child & Family Resources please respond to this email with UNSUBSCRIBE ***in the subject line***.

*** Please Note My New Email Address rsherrod@cfrmorris.org ***

Morris County Continuum of Care
Allocation Committee

Appeals Process

Agencies that have been denied funding or received reduced funding through the local selection process may appeal the decision of the review committee. An appeal letter must be submitted to the CoC Lead Agency within three (3) business days from the receipt of the notification letter. The appeals letter must include the following information:

- Project name and requested amount
- Explanation of error in review committee determination; or
- Explanation of error in project selection process/procedures

The CoC Lead Agency will have 3 business days to notify the appeals committee of the submission of an appeal letter. The Appeals Committee shall be an ad hoc committee comprised of the following representatives, selected by the Lead Agency:

- Chair of the Community Assistance Services Committee (CASC), or designee if a conflict exists,
- Chair of CoC Executive Committee, or designee if a conflict exists,
- and the Chair of the Human Service Advisory Council, or designee if a conflict exists.

The Appeals Committee shall have up to five (5) business days to review the letter submitted by the agency requesting an appeal. The Appeals Committee shall be empowered to request additional information from the agency submitting the appeal and/or from the CoC review committee. The Appeal Committee shall set a date for a hearing which shall be held within fourteen (14) business days of the receipt of the appeal letter. The appeal hearing shall include Appeals Committee members, one representative from the CoC Allocation Committee, and one representative from the agency submitting the appeal. Upon hearing from both the review committee and the agency, the Appeals Committee shall make a final determination regarding funding decisions. Final notification shall be sent to the appealing Agency and the CoC Executive Committee in writing no more than five (5) business days after the hearing. Determinations by the Appeals Committee shall be final.

Morris County Continuum of Care
Allocation Committee

Appeals Process

Agencies that have been denied funding or received reduced funding through the local selection process may appeal the decision of the review committee. An appeal letter must be submitted to the CoC Lead Agency within three (3) business days from the receipt of the notification letter. The appeals letter must include the following information:

- Project name and requested amount
- Explanation of error in review committee determination; or
- Explanation of error in project selection process/procedures

The CoC Lead Agency will have 3 business days to notify the appeals committee of the submission of an appeal letter. The Appeals Committee shall be an ad hoc committee comprised of the following representatives, selected by the Lead Agency:

- Chair of the Community Assistance Services Committee (CASC), or designee if a conflict exists,
- Chair of CoC Executive Committee, or designee if a conflict exists,
- and the Chair of the Human Service Advisory Council, or designee if a conflict exists.

The Appeals Committee shall have up to five (5) business days to review the letter submitted by the agency requesting an appeal. The Appeals Committee shall be empowered to request additional information from the agency submitting the appeal and/or from the CoC review committee. The Appeal Committee shall set a date for a hearing which shall be held within fourteen (14) business days of the receipt of the appeal letter. The appeal hearing shall include Appeals Committee members, one representative from the CoC Allocation Committee, and one representative from the agency submitting the appeal. Upon hearing from both the review committee and the agency, the Appeals Committee shall make a final determination regarding funding decisions. Final notification shall be sent to the appealing Agency and the CoC Executive Committee in writing no more than five (5) business days after the hearing. Determinations by the Appeals Committee shall be final.

1E-5a. Notification of Projects Rejected-Reduced

From: **Rebecca Sherrod** rsherrod@cfrmorris.org
Subject: COC LOI FY22
Date: August 21, 2022 at 8:45 AM
To: Melissa Acree macree@nj211.org
Cc: Amy Archer aarcher@co.morris.nj.us, Mathew, Ashni amathew@monarchhousing.org, Delcalzo, Allison Allison.Delcalzo@atlantichealth.org

RS

Good Morning Melissa,
Thank you for submitting an application to the Morris County Continuum of Care (CoC) for FY2022 CoC Funding. The Allocations Committee has evaluated your proposals. The Executive Committee is pleased to inform you that Village House has been supported for funding through the FY2022 application cycle.

If you would like to appeal any decisions made, please reference the attached Appeals Policy to see how to complete the appeals process.
You may begin the process of completing your application through the on-line e-snaps system. Please see below for the funding levels for your approved projects.

Tier	Score	Agency	Project Request	Award	Notes
1	70%	NJ 211	No Wrong Door	$ 51,020.00	$ 51,020.00	NA
1	68%	NJ 211	No Wrong Door 2	$ 59,616.00	$ 59,616.00	NA

Please be aware that the following requirements and deadlines will be in effect for the FY2022 application cycle:

- Projects may NOT request more funding than is approved and shown in the above identified budget
- Applications must be completed in their entirety in the e-snaps system
- Once applications have been completed, DO NOT hit the submit button in the system
- Applicants must email a PDF copy of the completed application to Ashni Mathew at amathew@monarchhousing.org for review
- Applicants may only hit the submit button once the application has been reviewed and approved by Monarch

You may access the E-snaps website at the following location:
https://esnaps.hud.gov/grantium/frontOffice.jsf
All applicants must submit PDF copies of their application to Ashni Mathew by Friday, September 9th.

Applicants are strongly encouraged to access the resources below in completing their application:
HUD FY2022 CoC Competition page:
https://www.hudexchange.info/programs/e-snaps/fy-2022-coc-program-nofa-coc-program-competition/
E-snaps project applicant instructions:
Renewals:
https://www.hudexchange.info/resource/2910/coc-project-application-instructions-for-renewal-projects/
New Projects:
https://www.hudexchange.info/resource/2909/coc-project-application-instructions-for-new-projects/
Expansion Projects:

Expansion Projects:
https://www.hudexchange.info/resource/5853/applying-for-expansion-projects-during-the-coc-program-competition/

Thank you,

Rebecca Sherrod Capozzi
Rebecca Sherrod Capozzi, Executive Director
Child & Family Resources, Inc.
111 Howard Boulevard, Suite 104
Mount Arlington, NJ 07856
Phone: (973) 601-6141
Fax: (973) 398-0319
www.cfrmorris.org

This E-mail, including any attachments, may be intended solely for the personal and confidential use of the sender and recipient(s) named above. This message may include advisory, consultative and/or deliberative material and, as such, would be privileged and confidential and not a public document. Any Information in this e-mail identifying a client of the Department of Human Services or the Department of Children and Families is confidential. If you have received this e-mail in error, you must not review, transmit, convert to hard copy, copy, use or disseminate this e-mail or any attachments to it and you must delete this message. You are requested to notify the sender by return e-mail.

You may be receiving this email because you indicated you wanted to be included on Child & Family Resources mailing list. If you no longer want to receive email communication from Child & Family Resources please respond to this email with UNSUBSCRIBE ***in the subject line***.

*** Please Note My New Email Address rsherrod@cfrmorris.org ***

NJ211 NWD2 - 2022...ol.xlsx

NJ211 NWD - 2022...ol.xlsx

From: **Rebecca Sherrod** rsherrod@cfrmorris.org
Subject: COC LOI FY 22
Date: August 21, 2022 at 8:53 AM
To: l.litt@edgenj.org
Cc: Amy Archer aarcher@co.morris.nj.us, Mathew, Ashni amathew@monarchhousing.org, Delcalzo, Allison Allison.Delcalzo@atlantichealth.org

RS

Good Afternoon Laurie,

Thank you for submitting an application to the Morris County Continuum of Care (CoC) for FY2022 CoC Funding. The Allocations Committee has evaluated your proposals. The Executive Committee is pleased to inform you that Village House has been supported for funding through the FY2022 application cycle.

If you would like to appeal any decisions made, please reference the attached Appeals Policy to see how to complete the appeals process.

You may begin the process of completing your application through the on-line e-snaps system. Please see below for the funding levels for your approved projects.

Tier	Score	Agency	Project	Request	Award	Notes
1	86%	EDGE	PSH 2	$ 91,143.00	$ 91,143.00	NA
1	82%	EDGE	PSH 1	$ 109,322.00	$ 109,322.00	NA
1	81%	EDGE	RRH Youth	$ 103,544.00	$ 103,544.00	NA

Please be aware that the following requirements and deadlines will be in effect for the FY2022 application cycle:

- Projects may NOT request more funding than is approved and shown in the above identified budget
- Applications must be completed in their entirety in the e-snaps system
- Once applications have been completed, DO NOT hit the submit button in the system
- Applicants must email a PDF copy of the completed application to Ashni Mathew at amathew@monarchhousing.org for review
- Applicants may only hit the submit button once the application has been reviewed and approved by Monarch

You may access the E-snaps website at the following location:
https://esnaps.hud.gov/grantium/frontOffice.jsf

All applicants must submit PDF copies of their application to Ashni Mathew by Friday, September 9th.

Applicants are strongly encouraged to access the resources below in completing their application:

HUD FY2022 CoC Competition page:
https://www.hudexchange.info/programs/e-snaps/fy-2022-coc-program-nofa-coc-program-competition/

E-snaps project applicant instructions:
Renewals:
https://www.hudexchange.info/resource/2910/coc-project-application-instructions-for-renewal-projects/

New Projects:
https://www.hudexchange.info/resource/2909/coc-project-application-instructions-for-new-projects/

Expansion Projects:
https://www.hudexchange.info/resource/5853/applying-for-expansion-projects-during-the-coc-program-competition/

Thank you,

Rebecca Sherrod Capozzi
Rebecca Sherrod Capozzi, Executive Director
Child & Family Resources, Inc.
111 Howard Boulevard, Suite 104
Mount Arlington, NJ 07856
Phone: (973) 601-6141
Fax: (973) 398-0319
www.cfrmorris.org

This E-mail, including any attachments, may be intended solely for the personal and confidential use of the sender and recipient(s) named above. This message may include advisory, consultative and/or deliberative material and, as such, would be privileged and confidential and not a public document. Any Information in this e-mail identifying a client of the Department of Human Services or the Department of Children and Families is confidential. If you have received this e-mail in error, you must not review, transmit, convert to hard copy, copy, use or disseminate this e-mail or any attachments to it and you must delete this message. You are requested to notify the sender by return e-mail.

You may be receiving this email because you indicated you wanted to be included on Child & Family Resources mailing list. If you no longer want to receive email communication from Child & Family Resources please respond to this email with UNSUBSCRIBE ***in the subject line***.

*** Please Note My New Email Address rsherrod@cfrmorris.org ***

2022 Morris CoC Sc...RH.xlsx

2022 Morris CoC Sc...1.xlsx

2022 Morris CoC Sc...-2.xlsx

Morris County Continuum of Care
Allocation Committee

From: **Rebecca Sherrod** rsherrod@cfrmorris.org
Subject: COC LOI FY22
Date: August 21, 2022 at 8:41 AM
To: Joann Bjornson j.bjornson@familypromisemorris.org
Cc: Amy Archer aarcher@co.morris.nj.us, Mathew, Ashni amathew@monarchhousing.org, Delcalzo, Allison Allison.Delcalzo@atlantichealth.org

RS

Good Afternoon Joann,
Thank you for submitting an application to the Morris County Continuum of Care (CoC) for FY2022 CoC Funding. The Allocations Committee has evaluated your proposals. The Executive Committee is pleased to inform you that Village House has been supported for funding through the FY2022 application cycle.

If you would like to appeal any decisions made, please reference the attached Appeals Policy to see how to complete the appeals process.
You may begin the process of completing your application through the on-line e-snaps system. Please see below for the funding levels for your approved projects.

Tier	Score	Agency	Project	Request	Award	Notes
1	97%	Family Promise	Keys to Housing	$ 322,775.00	$ 322,775.00	NA
1	96%	Family Promise	Morris Leasing	$ 61,989.00	$ 61,989.00	NA
1	96%	Family Promise	RRH & Diversion	$ 173,414.00	$ 173,414.00	NA
2	97%	Family Promise	RRH II	$ 224,326.00	$ 173,441.60	Award was less than request due to availability of new project funding

Please be aware that the following requirements and deadlines will be in effect for the FY2022 application cycle:

- Projects may NOT request more funding than is approved and shown in the above identified budget
- Applications must be completed in their entirety in the e-snaps system
- Once applications have been completed, DO NOT hit the submit button in the system
- Applicants must email a PDF copy of the completed application to Ashni Mathew at amathew@monarchhousing.org for review
- Applicants may only hit the submit button once the application has been reviewed and approved by Monarch

You may access the E-snaps website at the following location:
https://esnaps.hud.gov/grantium/frontOffice.jsf
All applicants must submit PDF copies of their application to Ashni Mathew by Friday, September 9th.

Applicants are strongly encouraged to access the resources below in completing

Applicants are strongly encouraged to access the resources below in completing their application:
HUD FY2022 CoC Competition page:
https://www.hudexchange.info/programs/e-snaps/fy-2022-coc-program-nofa-coc-program-competition/
E-snaps project applicant instructions:
Renewals:
https://www.hudexchange.info/resource/2910/coc-project-application-instructions-for-renewal-projects/
New Projects:
https://www.hudexchange.info/resource/2909/coc-project-application-instructions-for-new-projects/
Expansion Projects:
https://www.hudexchange.info/resource/5853/applying-for-expansion-projects-during-the-coc-program-competition/
Thank you,

Rebecca Sherrod Capozzi
Rebecca Sherrod Capozzi, Executive Director
Child & Family Resources, Inc.
111 Howard Boulevard, Suite 104
Mount Arlington, NJ 07856
Phone: (973) 601-6141
Fax: (973) 398-0319
www.cfrmorris.org

This E-mail, including any attachments, may be intended solely for the personal and confidential use of the sender and recipient(s) named above. This message may include advisory, consultative and/or deliberative material and, as such, would be privileged and confidential and not a public document. Any Information in this e-mail identifying a client of the Department of Human Services or the Department of Children and Families is confidential. If you have received this e-mail in error, you must not review, transmit, convert to hard copy, copy, use or disseminate this e-mail or any attachments to it and you must delete this message. You are requested to notify the sender by return e-mail.

You may be receiving this email because you indicated you wanted to be included on Child & Family Resources mailing list. If you no longer want to receive email communication from Child & Family Resources please respond to this email with

communication from Child & Family Resources please respond to this email with UNSUBSCRIBE *in the subject line*.

*** Please Note My New Email Address rsherrod@cfrmorris.org ***

2022 Morris CoC Sc...al.xlsx

2022 Morris CoC Sc...ew.xlsx

2022 Morris CoC Sc...ed.xlsx

2022 Morris CoC Sc...al.xlsx

Morris County Continuum of Care
Allocation Committee

Appeals Process

Agencies that have been denied funding or received reduced funding through the local selection process may appeal the decision of the review committee. An appeal letter must be submitted to the CoC Lead Agency within three (3) business days from the receipt of the notification letter. The appeals letter must include the following information:

- Project name and requested amount
- Explanation of error in review committee determination; or
- Explanation of error in project selection process/procedures

The CoC Lead Agency will have 3 business days to notify the appeals committee of the submission of an appeal letter. The Appeals Committee shall be an ad hoc committee comprised of the following representatives, selected by the Lead Agency:

- Chair of the Community Assistance Services Committee (CASC), or designee if a conflict exists,
- Chair of CoC Executive Committee, or designee if a conflict exists,
- and the Chair of the Human Service Advisory Council, or designee if a conflict exists.

The Appeals Committee shall have up to five (5) business days to review the letter submitted by the agency requesting an appeal. The Appeals Committee shall be empowered to request additional information from the agency submitting the appeal and/or from the CoC review committee. The Appeal Committee shall set a date for a hearing which shall be held within fourteen (14) business days of the receipt of the appeal letter. The appeal hearing shall include Appeals Committee members, one representative from the CoC Allocation Committee, and one representative from the agency submitting the appeal. Upon hearing from both the review committee and the agency, the Appeals Committee shall make a final determination regarding funding decisions. Final notification shall be sent to the appealing Agency and the CoC Executive Committee in writing no more than five (5) business days after the hearing. Determinations by the Appeals Committee shall be final.

From: **Rebecca Sherrod** rsherrod@cfrmorris.org
Subject: COC LOI FY 22
Date: August 21, 2022 at 8:48 AM
To: Dan McGuire danmcguire@hsinj.org
Cc: Amy Archer aarcher@co.morris.nj.us, Delcalzo, Allison Allison.Delcalzo@atlantichealth.org, Mathew, Ashni amathew@monarchhousing.org

RS

Good Morning Dan,
Thank you for submitting an application to the Morris County Continuum of Care (CoC) for FY2022 CoC Funding. The Allocations Committee has evaluated your proposals. The Executive Committee is pleased to inform you that Village House has been supported for funding through the FY2022 application cycle.

If you would like to appeal any decisions made, please reference the attached Appeals Policy to see how to complete the appeals process.
You may begin the process of completing your application through the on-line e-snaps system. Please see below for the funding levels for your approved projects.

Tier	Score	Agency	Project Request	Award	Notes
1	84%	HSI	PSH for Ruth Davis Drive	$ 159,668.00	$ 159,668.00	NA
1	78%	HSI	PSH for Safe Haven	$ 201,591.00	$ 201,591.00	NA

Please be aware that the following requirements and deadlines will be in effect for the FY2022 application cycle:

- Projects may NOT request more funding than is approved and shown in the above identified budget
- Applications must be completed in their entirety in the e-snaps system
- Once applications have been completed, DO NOT hit the submit button in the system
- Applicants must email a PDF copy of the completed application to Ashni Mathew at amathew@monarchhousing.org for review
- Applicants may only hit the submit button once the application has been reviewed and approved by Monarch

You may access the E-snaps website at the following location:
https://esnaps.hud.gov/grantium/frontOffice.jsf
All applicants must submit PDF copies of their application to Ashni Mathew by Friday, September 9th.

Applicants are strongly encouraged to access the resources below in completing their application:
HUD FY2022 CoC Competition page:
https://www.hudexchange.info/programs/e-snaps/fy-2022-coc-program-nofa-coc-program-competition/
E-snaps project applicant instructions:
Renewals:
https://www.hudexchange.info/resource/2910/coc-project-application-instructions-for-renewal-projects/
New Projects:
https://www.hudexchange.info/resource/2909/coc-project-application-instructions-for-new-projects/
Expansion Projects:

Expansion Projects:
https://www.hudexchange.info/resource/5853/applying-for-expansion-projects-during-the-coc-program-competition/

Thank you,

Rebecca Sherrod Capozzi
Rebecca Sherrod Capozzi, Executive Director
Child & Family Resources, Inc.
111 Howard Boulevard, Suite 104
Mount Arlington, NJ 07856
Phone: (973) 601-6141
Fax: (973) 398-0319
www.cfrmorris.org

This E-mail, including any attachments, may be intended solely for the personal and confidential use of the sender and recipient(s) named above. This message may include advisory, consultative and/or deliberative material and, as such, would be privileged and confidential and not a public document. Any Information in this e-mail identifying a client of the Department of Human Services or the Department of Children and Families is confidential. If you have received this e-mail in error, you must not review, transmit, convert to hard copy, copy, use or disseminate this e-mail or any attachments to it and you must delete this message. You are requested to notify the sender by return e-mail.

You may be receiving this email because you indicated you wanted to be included on Child & Family Resources mailing list. If you no longer want to receive email communication from Child & Family Resources please respond to this email with UNSUBSCRIBE ***in the subject line***.

*** Please Note My New Email Address rsherrod@cfrmorris.org ***

2022 Morris CoC Sc...en.xlsx

2022 Morris CoC Sc...ns.xlsx

From: **Rebecca Sherrod** rsherrod@cfrmorris.org
Subject: COC LOI FY 22
Date: August 21, 2022 at 8:51 AM
To: Diane Williams DWilliams@jbws.org
Cc: Mathew, Ashni amathew@monarchhousing.org, Delcalzo, Allison Allison.Delcalzo@atlantichealth.org, Amy Archer aarcher@co.morris.nj.us

RS

Good Morning Diana,

Thank you for submitting an application to the Morris County Continuum of Care (CoC) for FY2022 CoC Funding. The Allocations Committee has evaluated your proposals. The Executive Committee is pleased to inform you that Village House has been supported for funding through the FY2022 application cycle.

If you would like to appeal any decisions made, please reference the attached Appeals Policy to see how to complete the appeals process.

You may begin the process of completing your application through the on-line e-snaps system. Please see below for the funding levels for your approved projects.

Tier	Score	Agency	Project	Request	Award	Notes
1	71%	JBWS	RRH for Victims of DV	$ 162,318.00	$ 162,318.00	NA
2	70%	JBWS	New Joint TH-RRH	$ 161,642.00	$ 163,916.00	Funded through available DV Bonus Funds
2	68%	JBWS	New RRH Expansion	$ 115,799.00	$ 0	Not funded. DV Bonus funds were awarded to new TH-RRH project, which scored higher than RRH expansion

Please be aware that the following requirements and deadlines will be in effect for the FY2022 application cycle:

- Projects may NOT request more funding than is approved and shown in the above identified budget
- Applications must be completed in their entirety in the e-snaps system
- Once applications have been completed, DO NOT hit the submit button in the system
- Applicants must email a PDF copy of the completed application to Ashni Mathew at amathew@monarchhousing.org for review
- Applicants may only hit the submit button once the application has been reviewed and approved by Monarch

You may access the E-snaps website at the following location:
https://esnaps.hud.gov/grantium/frontOffice.jsf

All applicants must submit PDF copies of their application to Ashni Mathew by Friday, September 9th.

Applicants are strongly encouraged to access the resources below in completing their application:

HUD FY2022 CoC Competition page:
https://www.hudexchange.info/programs/e-snaps/fy-2022-coc-program-nofa-coc-program-competition/

E-snaps project applicant instructions:
Renewals:
https://www.hudexchange.info/resource/2910/coc-project-application-instructions-for-renewal-projects/

New Projects:
https://www.hudexchange.info/resource/2909/coc-project-application-instructions-for-new-projects/

Expansion Projects:
https://www.hudexchange.info/resource/5853/applying-for-expansion-projects-during-the-coc-program-competition/

Thank you,

Rebecca Sherrod Capozzi
Rebecca Sherrod Capozzi, Executive Director
Child & Family Resources, Inc.
111 Howard Boulevard, Suite 104
Mount Arlington, NJ 07856
Phone: (973) 601-6141
Fax: (973) 398-0319
www.cfrmorris.org

This E-mail, including any attachments, may be intended solely for the personal and confidential use of the sender and recipient(s) named above. This message may include advisory, consultative and/or deliberative material and, as such, would be privileged and confidential and not a public document. Any Information in this e-mail identifying a client of the Department of Human Services or the Department of Children and Families is confidential. If you have received this e-mail in error, you must not review, transmit, convert to hard copy, copy, use or disseminate this e-mail or any attachments to it and you must delete this message. You are requested to notify the sender by return e-mail.

You may be receiving this email because you indicated you wanted to be included on Child & Family Resources mailing list. If you no longer want to receive email communication from Child & Family Resources please respond to this email with UNSUBSCRIBE ***in the subject line***.

*** Please Note My New Email Address rsherrod@cfrmorris.org ***

From: **Rebecca Sherrod** rsherrod@cfrmorris.org
Subject: COC LOI FY 22
Date: August 21, 2022 at 8:58 AM
To: Rose Brown rbrown@mhainspire.org, cczerniecki@mhainspire.org
Cc: Amy Archer aarcher@co.morris.nj.us, Delcalzo, Allison Allison.Delcalzo@atlantichealth.org, Mathew, Ashni amathew@monarchhousing.org

RS

Good Morning Christine,

Thank you for submitting an application to the Morris County Continuum of Care (CoC) for FY2022 CoC Funding. The Allocations Committee has evaluated your proposals. The Executive Committee is pleased to inform you that Village House has been supported for funding through the FY2022 application cycle.

If you would like to appeal any decisions made, please reference the attached Appeals Policy to see how to complete the appeals process.

You may begin the process of completing your application through the on-line e-snaps system. Please see below for the funding levels for your approved projects.

Tier	Score	Agency	Project	Request	Award	Notes
1	84%	Mental Health Association	PSH	$ 79,084.00	$ 79,084.00	NA

Please be aware that the following requirements and deadlines will be in effect for the FY2022 application cycle:

- Projects may NOT request more funding than is approved and shown in the above identified budget
- Applications must be completed in their entirety in the e-snaps system
- Once applications have been completed, DO NOT hit the submit button in the system
- Applicants must email a PDF copy of the completed application to Ashni Mathew at amathew@monarchhousing.org for review
- Applicants may only hit the submit button once the application has been reviewed and approved by Monarch

You may access the E-snaps website at the following location:
https://esnaps.hud.gov/grantium/frontOffice.jsf

All applicants must submit PDF copies of their application to Ashni Mathew by Friday, September 9th.

Applicants are strongly encouraged to access the resources below in completing their application:

HUD FY2022 CoC Competition page:
https://www.hudexchange.info/programs/e-snaps/fy-2022-coc-program-nofa-coc-program-competition/

E-snaps project applicant instructions:
Renewals:
https://www.hudexchange.info/resource/2910/coc-project-application-instructions-for-renewal-projects/

New Projects:
https://www.hudexchange.info/resource/2909/coc-project-application-instructions-for-new-projects/

Expansion Projects:

https://www.hudexchange.info/resource/5853/applying-for-expansion-projects-during-the-coc-program-competition/

Thank you,

Rebecca Sherrod Capozzi
Rebecca Sherrod Capozzi, Executive Director
Child & Family Resources, Inc.
111 Howard Boulevard, Suite 104
Mount Arlington, NJ 07856
Phone: (973) 601-6141
Fax: (973) 398-0319
www.cfrmorris.org

This E-mail, including any attachments, may be intended solely for the personal and confidential use of the sender and recipient(s) named above. This message may include advisory, consultative and/or deliberative material and, as such, would be privileged and confidential and not a public document. Any Information in this e-mail identifying a client of the Department of Human Services or the Department of Children and Families is confidential. If you have received this e-mail in error, you must not review, transmit, convert to hard copy, copy, use or disseminate this e-mail or any attachments to it and you must delete this message. You are requested to notify the sender by return e-mail.

You may be receiving this email because you indicated you wanted to be included on Child & Family Resources mailing list. If you no longer want to receive email communication from Child & Family Resources please respond to this email with UNSUBSCRIBE ***in the subject line***.

*** Please Note My New Email Address rsherrod@cfrmorris.org ***

Morris County Continuum of Care
Allocation Committee

Appeals Process

Agencies that have been denied funding or received reduced funding through the local selection process may appeal the decision of the review committee. An appeal letter must be submitted to the CoC Lead Agency within three (3) business days from the receipt of the notification letter. The appeals letter must include the following information:

- Project name and requested amount
- Explanation of error in review committee determination; or
- Explanation of error in project selection process/procedures

The CoC Lead Agency will have 3 business days to notify the appeals committee of the submission of an appeal letter. The Appeals Committee shall be an ad hoc committee comprised of the following representatives, selected by the Lead Agency:

From: **Rebecca Sherrod** rsherrod@cfrmorris.org
Subject: COC LOI FY 22
Date: August 21, 2022 at 9:00 AM
To: Zoila Gonzalez zgonzalez@visionsandpathways.org
Cc: Amy Archer aarcher@co.morris.nj.us, Delcalzo, Allison Allison.Delcalzo@atlantichealth.org, Mathew, Ashni amathew@monarchhousing.org

RS

Good Afternoon Zoila,

Thank you for submitting an application to the Morris County Continuum of Care (CoC) for FY2022 CoC Funding. The Allocations Committee has evaluated your proposals. The Executive Committee is pleased to inform you that Village House has been supported for funding through the FY2022 application cycle.

If you would like to appeal any decisions made, please reference the attached Appeals Policy to see how to complete the appeals process.

You may begin the process of completing your application through the on-line e-snaps system. Please see below for the funding levels for your approved projects.

Tier	Score	Agency	Project	Request	Award
1&2	57%	Visions and Pathways	Village House	$51,394	$51,394

Please be aware that the following requirements and deadlines will be in effect for the FY2022 application cycle:

- Projects may NOT request more funding than is approved and shown in the above identified budget
- Applications must be completed in their entirety in the e-snaps system
- Once applications have been completed, DO NOT hit the submit button in the system
- Applicants must email a PDF copy of the completed application to Ashni Mathew at amathew@monarchhousing.org for review
- Applicants may only hit the submit button once the application has been reviewed and approved by Monarch

You may access the E-snaps website at the following location:
https://esnaps.hud.gov/grantium/frontOffice.jsf

All applicants must submit PDF copies of their application to Ashni Mathew by Friday, September 9th.

Applicants are strongly encouraged to access the resources below in completing their application:

HUD FY2022 CoC Competition page:
https://www.hudexchange.info/programs/e-snaps/fy-2022-coc-program-nofa-coc-program-competition/

E-snaps project applicant instructions:
Renewals:
https://www.hudexchange.info/resource/2910/coc-project-application-instructions-for-renewal-projects/

New Projects:
https://www.hudexchange.info/resource/2909/coc-project-application-instructions-for-new-projects/

Expansion Projects:
https://www.hudexchange.info/resource/5853/applying-for-expansion-projects-during-the-coc-program-competition/

Thank you,

Rebecca Sherrod Capozzi
Rebecca Sherrod Capozzi, Executive Director
Child & Family Resources, Inc.
111 Howard Boulevard, Suite 104
Mount Arlington, NJ 07856
Phone: (973) 601-6141
Fax: (973) 398-0319
www.cfrmorris.org

This E-mail, including any attachments, may be intended solely for the personal and confidential use of the sender and recipient(s) named above. This message may include advisory, consultative and/or deliberative material and, as such, would be privileged and confidential and not a public document. Any Information in this e-mail identifying a client of the Department of Human Services or the Department of Children and Families is confidential. If you have received this e-mail in error, you must not review, transmit, convert to hard copy, copy, use or disseminate this e-mail or any attachments to it and you must delete this message. You are requested to notify the sender by return e-mail.

You may be receiving this email because you indicated you wanted to be included on Child & Family Resources mailing list. If you no longer want to receive email communication from Child & Family Resources please respond to this email with UNSUBSCRIBE ***in the subject line***.

Morris County Continuum of Care
Allocation Committee

Appeals Process

Agencies that have been denied funding or received reduced funding through the local selection process may appeal the decision of the review committee. An appeal letter must be submitted to the CoC Lead Agency within three (3) business days from the receipt of the notification letter. The appeals letter must include the following information:

- Project name and requested amount
- Explanation of error in review committee determination; or
- Explanation of error in project selection process/procedures

The CoC Lead Agency will have 3 business days to notify the appeals committee of the submission of an appeal letter. The Appeals Committee shall be an ad hoc committee comprised of the following representatives, selected by the Lead Agency:

- Chair of the Community Assistance Services Committee (CASC), or designee if a conflict exists,
- Chair of CoC Executive Committee, or designee if a conflict exists,
- and the Chair of the Human Service Advisory Council, or designee if a conflict exists.

The Appeals Committee shall have up to five (5) business days to review the letter submitted by the agency requesting an appeal. The Appeals Committee shall be empowered to request additional information from the agency submitting the appeal and/or from the CoC review committee. The Appeal Committee shall set a date for a hearing which shall be held within fourteen (14) business days of the receipt of the appeal letter. The appeal hearing shall include Appeals Committee members, one representative from the CoC Allocation Committee, and one representative from the agency submitting the appeal. Upon hearing from both the review committee and the agency, the Appeals Committee shall make a final determination regarding funding decisions. Final notification shall be sent to the appealing Agency and the CoC Executive Committee in writing no more than five (5) business days after the hearing. Determinations by the Appeals Committee shall be final.

1E-5b. Final Project Scores

Tier	Rank	Score	Agency	Project	Total Proposal Request	Award	Accepted or Rejected?
1	1	97%	Family Promise	Keys to Housing	$ 322,775.00	$ 322,775.00	Accepted
1	2	96%	Family Promise	Leasing	$ 61,989.00	$ 61,989.00	Accepted
1	3	96%	Family Promise	RRH & Diversion	$ 173,414.00	$ 173,414.00	Accepted
1	4	86%	EDGE	PSH 2	$ 91,143.00	$ 91,143.00	Accepted
1	5	86%	Mental Health Association	Permanent Supporitve Housing	$ 79,084.00	$ 79,084.00	Accepted
1	6	84%	Homeless Solutions	Permanent Supportive Housing for Ruth Davis Drive	$ 159,668.00	$ 159,668.00	Accepted
1	7	82%	EDGE	PSH 1	$ 109,322.00	$ 109,322.00	Accepted
1	8	82%	EDGE	RRH Youth	$ 103,544.00	$ 103,544.00	Accepted
1	9	81%	Homeless Solutions	Permanent Supportive Housing for Safe Haven	$ 201,591.00	$ 201,591.00	Accepted
1	10	78%	Department of Community Affairs	3AK 3AN 3AP	$ 306,990.00	$ 230,242.00	Accepted
1	11	71%	JBWS	RRH for Victims of DV	$ 162,318.00	$ 162,318.00	Accepted
1	12	70%	NJ 211	No Wrong Door	$ 51,020.00	$ 51,020.00	Accepted
1	13	68%	NJ 211	No Wrong Door 2	$ 59,616.00	$ 59,616.00	Accepted
1&2	14	57%	Visions and Pathways	Village House	$ 51,394.00	$ 51,394.00	Accepted
2	15	95%	Family Promise	Rapid Rehousing Program II	$ 224,326.00	$ 173,441.60	Accepted
2	16	70%	JBWS	Joint TH-RRH	$ 161,642.00	$ 163,916.00	Accepted
N/A		68%	JBWS	New RRH Expansion	$ 115,799.00	$ -	Rejected

3A-1a. Housing Leveraging Commitment

Housing Authority of the County of Morris

P.O. Box 900
Morristown, NJ 07963-0900

Kelly A. Stephens
Executive Director

(973) 540-0389
FAX (973) 540-1914

September 2, 2022

Joann Bjornson, CEO
Family Promise of Morris County
3 Executive Drive
Morris Plains, NJ 07950

RE: Commitment of Support for 'Rapid Re-Housing II'

Dear Ms. Bjornson:

Please accept this letter as a commitment to support Family Promise of Morris County's new project application, Rapid Re-Housing II. Morris County Housing Authority welcomes the opportunity to strengthen this project by dedicating two (2), two-bedroom Housing Choice Vouchers to your Rapid Re-Housing II Project.

The value of these two vouchers and administrative fees, based on the 2022 Small Area Fair Market Rents is $61,536. These funds will be made available beginning FY2023, once Family Promise of Morris is able to execute the CoC grant agreement. The project will serve a total of eight (8) households, six (6) funded by the CoC and two (2) funded by our Housing Authority.

Please let me know if you have any questions or require additional information. Thank you for your partnership to address housing insecurity in Morris County NJ.

Sincerely,

Kelly A. Stephens

Kelly A. Stephens
Executive Director

Commissioners: Gene F. Feyl - Russell F. Hall - Bruce Meringolo
Salvatore Poli - Sadia Ullah - Thomas G. Zaccone

Office located 99 Ketch Road, Morris Township
www.housing.morriscountynj.gov

3A-2a. Healthcare Commitment

ZUFALL HEALTH COMMUNITY HEALTH CENTERS

Providing care in Dover, Flemington, Franklin Township, Hackettstown, Morristown, Newton, Plainsboro, Somerville, and West Orange and on the Highlands Health Van and Delta Dental Mobile
zufallhealth.org

Joann Bjornson
Chief Executive Officer
Family Promise of Morris County
3 Executive Drive
Morris Plains, NJ 07950

RE: Commitment of support for 'Rapid Re-Housing II'

Ms. Joann Bjornson,

On behalf of Zufall Heath Center, I am confirming our commitment to provide healthcare services for clients as part of the *Housing is Healthcare for Economic Development Project* funded by Representative Mikie Sherrill's Congressionally Directed Spending (CDS) and the Rapid Re-Housing II grants. The healthcare resources will be provided continuously throughout the term of the Continuum of Care grant as eligible clients are identified.

In compliance with the Continuum of Care program regulations regarding required supportive services, Zufall Heath Center commits to providing healthcare services, including prevention screenings and wellness visit.

These services will be provided by professionally trained staff, including staff licensed and/or supervised by trained clinical professionals. We estimate that the value of these services amounts to $43,360.25 or more.

We look forward to continuing to work with Family Promise of Morris to provide healthcare services to households affected by chronic homelessness in the years 2022-2023 and beyond.

Sincerely,

Michelle Blanchfield, MPH
Director of Outreach and Special Populations

Administrative Offices
18 West Blackwell Street
Dover, NJ 07801
Tel: 973.328.9100
Fax: 973.328.9101

RECOGNIZED NCQA PATIENT-CENTERED MEDICAL HOME
AmeriCorps New Jersey