



TEXAS HOMELESS NETWORK

Texas Balance of State Continuum of Care (TX BoS CoC)

Requesting Attachment A for TDHCA's ESG Program Application

Background:

On February 18, 2016, the Texas Department of Housing and Community Affairs (TDHCA) released the Notice of Funding Availability (NOFA) for the FY 2016 Emergency Solutions Grant (ESG) Program.

Application materials may be found at www.tdhca.state.tx.us/community-affairs/nofas.htm.

A required piece of the application for ESG funds is **Attachment A: Certificate of Continuum of Care Participation and Coordination**. All Applicants must have the Attachment A form completed and signed by the CoC Lead Agency, indicating the involvement of the Applicants in CoC planning and operations.

Texas Homeless Network (THN) is the CoC Lead Agency for the Texas Balance of State Continuum of Care (TX BoS CoC). See the CoC Map on page 2. The orange counties are in the TX BoS CoC. Applicants in those counties should request a form from THN.

Process:

Follow the process below to request and receive completed Attachment A forms from THN:

1. Applicants will complete the online survey. The survey contains questions designed to help THN staff understand the proposed activities, budget, and performance for the proposed project. Click on [this link](#) and the survey will pop up on your computer screen. Answer all the survey questions. (See the survey questions on pages 3-4.) You may also access the survey by copying the following link into a web browser: <https://thn.wufoo.com/forms/mbznze21n02f80/>

For Collaborative Applicants, the lead agency should complete one survey on behalf of the proposed project. THN staff will complete Attachment A forms for the lead agency and partner agencies using the survey answers from the lead agency.

Complete the survey by 5:00 p.m. on Friday, March 18, 2016.

2. THN staff will answer the five questions on the Attachment A form in the ways listed on page 5. Staff may also call or email Applicants for clarifications or to request more information. We ask that applicants respond to THN within 24 business hours.
3. The Director of CoC Programs, Kameron Fowler, will sign the form, and it will be returned to you on or before April 1, 2016.

4. Applicants will include the Attachment A form with their applications to TDHCA.

For questions or assistance with this process, contact Mary Dodson, CoC Manager, at mary@thn.org or 512-861-2180.

More Information:

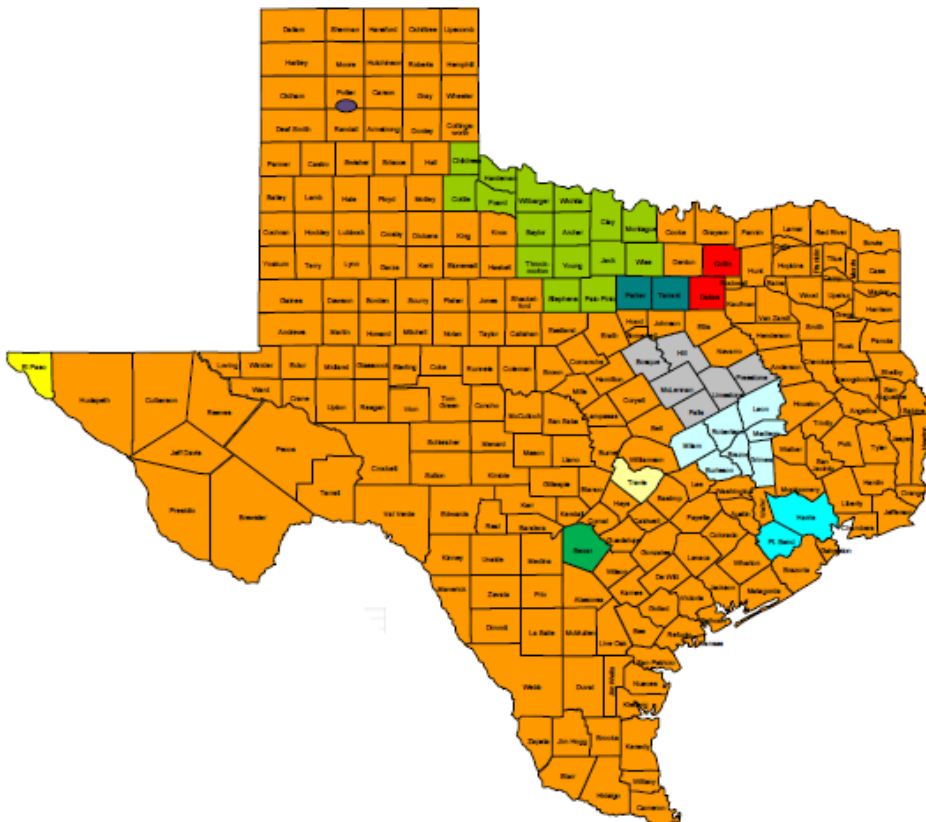
CoCs and ESG-funded projects are required to work together in many ways. See these resources for more information:

- [ESG Interim Rule, 24 CFR Part 576](#)
- [CoC Interim Rule, 24 CFR Part 578](#)

To get more involved in the TX BoS CoC, see [THN's website](#) in the “Texas Balance of State CoC Meetings” section or contact Mary Dodson at mary@thn.org or 512-861-2180.

Continuum of Care (CoC) Map

Counties in orange are in the TX BoS CoC.



Survey Questions

Survey Questions for Attachment A of TDHCA's ESG Program Application

Contact Information

- 1 Applicant Agency
Name
Address
City, State, Zip
Phone number
- 2 Executive Director
Name
- 3 Person completing this form (Note: signed forms will be emailed to this person)
Name
Email
Phone number

Applicant Configuration

- 4 Are you applying as a Single Applicant or a Collaborative Applicant?
- 5 If you are applying as a Collaborative Applicant, list the lead agency and all the partner agencies.
Lead Agency
Partner 1
Partner 2
Partner 3
Partner 4
Partner 5

Project Description

- 6 Describe the proposed project. This description should align with your answers in the project application Part II., 2.1.
- 6a Street Outreach (SO)
Will the project provide SO services?
Which applicant(s) will provide the SO services?
How many people will be served? Subpopulations?
Which outcomes will be achieved?
- 6b Emergency Shelter (ES)
Will the project provide ES services?
Which applicant(s) will provide the ES services?
How many people will be served? Subpopulations?
Which outcomes will be achieved?
- 6c Homelessness Prevention (HP)
Will the project provide HP services?
Which applicant(s) will provide the HP services?
How many people will be served? Subpopulations?
Which outcomes will be achieved?

- 6d Rapid Re-Housing (RRH)
Will the project provide RRH services?
Which applicant(s) will provide the RRH services?
How many people will be served? Subpopulations?
Which outcomes will be achieved?

- 6e HMIS
Will the project use ESG funds for HMIS activities?

- 6f Administration
Will the project use ESG funds for administration activities?

Budget

- 7 Total Budget
- 7a Street Outreach (SO)
- 7b Emergency Shelter (ES)
- 7c Homelessness Prevention (HP)
- 7d Rapid Re-Housing (RRH)
- 7e HMIS
- 7f Administration

Additional Information

- 8 Which counties in the TX BoS CoC will the project serve?
- 9 For Collaborative Applicants only: Describe how performance and expenditure data will be collected and reported.
- 10 Is there any other information about the proposed project that you would like to add?

How THN will Determine the Answers to Attachment A Questions

	#	Question	How THN will determine the answer
Participation	1	Indicate the frequency of the organization's participation in CoC general meetings from January 1 - December 31, 2015.	The TX BoS CoC held 12 "CoC general meetings" in 2015. [From Jan. through Oct., those meetings were the CoC Board meeting. In Nov. and Dec., those meetings were the Representative Planning Group (RPG) meetings.] THN staff will use attendance records from the meetings to determine whether anyone from the Applicant agency had participated in the meeting.
	2	Was the organization involved in the January 2016 Point-In-Time (PIT) Count?	THN staff will use the record of which communities participated in the PIT Count.
Coordination	3	Did the organization listed above consult with the CoC while preparing the 2016 TDHCA ESG Application and its proposed activities?	When applicants answer THN's survey about their proposed State ESG project (and answer follow-up questions from staff) will be considered to have consulted with the CoC.
	4	Do the organization's proposed ESG activities align with the CoC's priorities for serving persons experiencing homelessness and person at-risk of homelessness? If the proposed ESG activities do not align with the CoC's priorities for serving person experiencing homelessness and persons at-risk of homelessness, briefly explain why.	If the proposed activities are allowable under ESG, and the Applicant agrees to meet all ESG program requirements, THN will consider the activities to align with the CoC's priorities.
	5	Does the organization listed above use the Coordinated Access (a.k.a. Coordinated Assessment or Coordinated Entry) established by the CoC? This only applies if the CoC has established a Coordinated Assessment process. Otherwise, N/A should be checked. If yes, please explain the organization's participation in Coordinated Access.	Coordinated Entry (CE) is being piloted in the CoC in Brownsville, Corpus Christi, Denton, Harlingen, Lubbock, Texarkana, and Tyler. Applicants that are 1.) in the CE pilot communities AND 2.) are conducting CE assessments in HMIS or are taking CE referrals will receive an answer of "yes." All other Applicants will receive in an answer of "N/A." THN staff will use internal records to determine which agencies will receive which answer and how each agency receiving a "yes" is participating. Note: Applicants in the TX BoS CoC will compete for TDHCA's ESG Program funds against only other Applicants within the CoC, not Applicants in other CoCs.