CT Balance of State (CT BOS) Continuum of Care (CoC) Steering Committee Meeting



February 17, 2023

#### Agenda

- Welcome
- Group Agreements for meetings and Introductions
- Adopt January Steering Committee Meeting Minutes
- Announcements
- New Britain Consolidated Plan Presentation
- CT BOS New Project Priorities Vote
- Participant Bill of Rights Vote
- HUD CoC Supplemental Notice of Funding Opportunity (SNOFO) awards
- Project Renewal Evaluation Updates
- Proposed Amendment to Governance Charter
- Other Business
- Upcoming Meetings



#### CT BOS Group Agreements for Meetings



Developed by Consumer Leadership Involvement Project (CLIP) Consultants. Be present and listen actively

- Choose courage over comfort
- Participate to the fullest of your ability
- Take space, make space
- Assume good intent, but also acknowledge impact
- Challenge ideas, not people
- Use "I" statements
- Recognize emotional tax, extra labor, and burden that Black, Indigenous, People of Color (BIPOC), Asian Americans/Pacific Islanders (AAPI), Latino/a/x, LGBTQ+, persons with Behavioral Health issues, DV survivors, Veterans and people with lived expertise/experience of homelessness face in some conversations

Reminder to honor the Conflict of Interest Policy



#### Reminders

- Input is welcome!
- Please unmute or use chat.
- To provide anonymous input, please send a message to a member of the CT BOS support team:
  - Suzanne Wagner
  - Lauren Pareti
  - Liz Isaacs





### Introductions in Breakout Rooms

#### Groups of 4 people

- Introduce yourselves to each other and say how long you have been attending Steering Committee Meetings
- Share (if you'd like) your thoughts about and reactions to the Participant Bill of Rights.
- What do you find most meaningful?

Participant Bill of Rights

## Approve CT BOS January 2023 Steering Committee Meeting Minutes



CT BOS Jan 2023 SC Minutes

#### Announcements





Welcome Phil McKeough, HUD Hartford Field Office, Community Planning and Development (CPD) Director



## Steering Committee Youth Community Representative (under the age of 25) **Position Available!**



**BOS SC Youth Community Rep Application** 

#### **Upcoming BOS Webinars**

**Eligibility Documentation Training:** 

Tuesday, February 28, 10 a.m. - 12 p.m.

#### Topics include:

- HUD eligibility requirements for all CT BOS CoC & YHDP program types
- **Documentation requirements**
- Forms and resources
- Safety considerations

Join via Zoom link: click to join Meeting ID: 895 2922 5538

Passcode: 356630 Phone: 646 876 9923

### Upcoming BOS Webinars (2)

## Participant Grievance Policies Training: Tuesday, March 28, 10 a.m. - 12 p.m.

#### Topics include:

- CT BOS Grievance Process (Includes CAN Grievances)
- RRH Grievance Process
- DMHAS Grievance Process
- Grievance Rights Notification

Join Zoom Meeting: **Zoom Link** 

Meeting ID: 834 0201 6606

Passcode: 982042

+1 646 876 9923 US

#### The Volunteer Income Tax Assistance (VITA) Program



IRS-certified volunteers provide free basic income tax return preparation with electronic filing to qualified individuals.

#### Eligibility for Program:

- People who make \$60,000 a year or less
- Persons with disabilities
- Senior citizens
- Persons with limited English

Link to VITA Location Near You

Updated and Final Homeless and Disabling Condition Verification Forms

<u>Homeless</u> <u>Verification Form</u>

Disabling Condition Verification Form

#### Summary of changes:

- Formatting changes to clarify and simplify
- More person-centered language

No change to definitions, documentation requirements or process



## HUD Proposed Rule Affirmatively Furthering Fair Housing



- Public Comments wanted! Link to Proposed Rule
- Proposed rule:
  - Simplifies the required fair housing analysis, emphasizing goal-setting
  - Increases transparency for public review and comment
  - Fosters local commitment to addressing fair housing issues
  - Enhances HUD technical assistance to local communities
  - Provides mechanisms for regular program evaluation and greater accountability

## City of New Britain Emergency Solutions Grant

Department of Planning & Development

### New Britain's ESG History

• Stopped receiving ESG funding in 2014 after formula changes

Began receiving ESG in 2021 after a 7 year hiatus

Typical annual allocation of ~\$145,000

Sub-awards made through City's Annual Planning process

#### Annual Action Plan Process

- January to May
- First round of review completed by Commission on Community & Neighborhood Development (CCND)
  - Eligibility Review
  - Organization Capacity
  - Compliance with Comprehensive Plan & known service gaps
- Public Hearing process
  - CCND hearing
  - Public Comment Period
  - Common Council Hearing

#### Annual Action Plan Process - Continued

- Common Council completes secondary review incorporating:
  - Public hearing remarks
  - Written public comments
  - CCND recommendations
- Approval of allocations by resolution

Submission to HUD

### Past Funding

- 2021
  - 55.3% Emergency Shelter
  - 37.2% Homelessness Prevention & Rapid Rehousing
  - 7.5% Administration
- 2022
  - 57.9% Emergency Shelter
  - 6.7% Rapid Rehousing
  - 13.5% Homelessness Prevention
  - 14.5% Street Outreach
  - 7.5% Administration

### 2023 Applications

• Application period was open from January 10 – February 10, 2023

Seven applications received (including City Administration)

Five different applicant agencies

### 2023 Applications – Amounts Requested

- \$148,646 in available funding is ESTIMATED based on prior year's award
- Request totals by application category:
  - Homelessness Prevention
    - \$55,000
  - Street Outreach
    - No Applications Received
  - Emergency Shelter
    - \$179,741
  - Rapid Rehousing
    - \$86,789
  - Administration
    - \$11,148

### Incorporating Your Input

- What service gaps exist in the City of New Britain?
- What service gaps exist in the Central CT CAN that New Britain can address with ESG funding?
- Are there any new or emerging challenges to addressing homelessness since previous funding cycles?
- Do you have any knowledge of the effectiveness of New Britain's previous ESG allocations?
- How can New Britain best utilize its limited ESG funding to address needs and service gaps?

### Incorporating Your Input – Continued

Contact information

Department of Planning & Development:

**Scott Williams** 

**Grants Administrator** 

Scott.Williams@NewBritainCT.gov

860-826-3329

• Formal AAP Public Comment Period is April 4<sup>th</sup> – May 9<sup>th</sup>



Vote on Allowable Types of New Projects



#### Who can vote?

- Community Reps: Melissa Dzierlatka,
   Natalie Mazzone, Teth Pickens,
   Diamond Lovett, Richard Coleman, Lisa Scott,
   Angel Cotto
- CT Department of Labor
- CT Department of Social Services
- CT Department of Education
- CT Department of Correction
- CT Department of Children and Families
- U.S. Department of Veterans Affairs
- Partnership for Strong Communities

## Proposal: 2023 Allowable Types of New Project Applications - Regular CoC Funds\*

- New Units Permanent Supportive Housing (PSH) Individuals Only (including youth)
- New Units of RRH (including Diversion & Rapid Exit) for Individuals and Families (including youth)
- Services funds for PSH Projects with no dedicated service funds from any source
- Service funds for CoC-funded PSH and RRH projects with funding below \$5,000 per household per year
- Coordinated Entry Supportive Services Only (CE SSO not via RFP)
- Bonus Points for rental assistance for projects that received CT DMHAS H2H funding
- Bonus Points for CoC-funded projects that currently have no designated services funding from any source

<sup>\*</sup>Services funds will be set at \$9K per household based on PIT (point-in-time) number of HHs served.



## Proposal: 2023 Allowable Types of New Project Applications – DV Bonus Funds

- RRH
- Joint Transitional/RRH (TH/RRH)
- CE SSO (not via RFP)
- Any other project types HUD indicates in NOFO are allowable (not via RFP)



### Vote on CT BOS Participant Bill of Rights



#### CT BOS Participant Bill of Rights



- Provides rights to applicants and participants getting or asking for help from projects funded by BOS CoC or BOS CAN.
  - Provides information on how to get help if rights have been violated Rights include:
  - Not to be discriminated against
  - Not to be denied services because of substance use; credit, criminal or housing history; lack of income
  - To decide who your family is and not be separated from them
  - To be served based on your gender identity.
  - To choose what services you want and where you want to live
  - Not to be harassed, abused or threatened
  - To have your personal information and kept private
  - To be treated with respect and dignity



### Reminder - Grievance Rights Notice

CT BOS funded projects and Coordinated Access Networks (CANs) are required to:

- 1) Document provision of this notice to all households seeking or receiving help upon application, at project entry and at a minimum annually; and
- 2) Review the content of this notice with CoC project participants and applicants to help them understand their grievance rights.

**Grievance Rights Notice** 



# Reminder - Acknowledgment of Receipt of Rights Notices

Sample form to obtain participant sign-off for the following CT BOS Notices:

- 1. Participant Bill of Rights
- 2. Emergency Transfer
- 3. Grievance

Providers can opt to use a different method to document notification.

Acknowledgment of Receipt of Rights Notices



Special Notice of Funding Opportunity (SNOFO) BOS Award

#### SNOFO Award—Total and Unsheltered

Total Award: \$18,200,171 over 3 years

Unsheltered Award: \$17,483,873

SSO Street Outreach: \$6,479,192 – 1 project; Grantee: DMHAS

 Sub-recipients: Journey Home, New London Homeless Hospitality Center, Liberty, CHD, and Columbus House

**PSH:** \$6,151,715 – 5 projects; **Grantee: DMHAS** 

• Sub-recipients: Columbus House (2 grants), New Reach, CRT, SVDP Middletown

SSO Coordinated Entry - 1 project \$4,617,456; Grantee: DOH

Subrecipients TBD

Planning Grant: \$235, 510 - 1 project; Grantee: DMHAS

Subrecipients TBD





# SNOFO Award – Rural (Litchfield County)

- Rural PSH: \$716,298 1 project
  - Grantee: DMHAS
  - Subrecipient: Housing Collective

## SNOFO Awards – Responses to Provider Questions



- Living with a mental illness or any type of disability is not an eligibility requirement for the SNOFO Street Outreach projects.
- DDAP entry is required for all DMHAS projects— Projects can upload data from HMIS to DDAP to avoid duplicate data entry.
  - DMHAS is working with Nutmeg to reduce HMIS data entry burdens for Street Outreach.



# SNOFO Awards – Responses to Provider Questions (2)

- Intent is to have a unified statewide model for Street Outreach across the state in accordance with CT Statewide Street Outreach Guidelines
  - To be discussed at a future Steering Committee meeting
- Per HUD requirement, DMHAS and DOH will pass along at least 50% of the project administration budget line item to subrecipients
- Send Additional Questions to ctboscoc@gmail.com

#### Project Renewal Evaluation Updates

- 2023 Renewal Evaluation scores are now final in RED (Renewal Evaluation Database).
- Providers can access renewal evaluation reports for projects directly in RED.
- Projects that remain dissatisfied with their evaluation score may request a score change using the "Change Request or Grievance" feature in RED.
- Trying to reduce grievances and address common sense issues that arise
- Providers who believe that a score has been negatively impacted by a participant declining to renew an HMIS ROI should submit a Change Request.
- Requests are due no later than 2/27/23





#### Project Renewal Evaluation Update (2)

- REMINDER: Per CT BOS Policy, requests based on data changes made after the deadline, disagreements with standards or on circumstances that are commonly experienced across projects (e.g., a challenging housing market, staff turnover, or housing stability challenges commonly faced by participants) will not be considered.
- CT BOS team will review all change requests, make score adjustments, and notify providers of the outcome.
- Any allowable score change requests that do not result in a score adjustment,
   will be referred to the Grievance Committee.
  - This requires no additional action by providers.
- The CT BOS team will notify providers whose change requests were referred to the Grievance Committee of the committee's decision.

# Proposed Amendment to Governance Charter

**Intent:** To enable CT BOS SC Community Representatives to get jobs in the sector without having to resign from the Steering Committee.

Proposed Change to CoC Steering Committee Member Selection:

Remove this language: "Community representatives may not be employed by any agency receiving CoC funds."

Conflict of Interest Policy and Code of Conduct (See By-Laws Article 8) apply to all Steering Committee members, including Community Representatives, for example:

- Must disclose Conflicts of Interest
- May not vote on any item that would create a conflict or appearance of conflict.



Vote at March Semi-Annual Meeting

### Other Business?



#### **Upcoming Meetings**

#### **SC Meeting Schedule**

- March 24, 2023; 11-1 Semi-annual meeting
- April 21, 2023; 11-12:30
- May 19, 2023; 11-12:30
- June 16, 2023; 11-12:30
- July 21, 2023; 11-12:30
- August 18, 2023; 11-12:30
- September 22, 2023; 11-12:30
- October 20, 2023; 11-12:30
- November 17, 2023; 11-12:30
- December 15, 2023; 11-12:30



## Zoom Info for all SC meetings:

- Meeting link
- Meeting ID: 956 4487 8479
- Password: 414595
- Call-in number: 646-876-9923

#### CT BOS Team (Housing Innovations)

CT BOS CoC Shannon Quinn-Sheeran

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