

Detroit Continuum of Care | Board of Directors

Working to Equitably End Homelessness in Detroit, Highland Park, & Hamtramck

Board Meeting Agenda | December 6, 2021 | 2:00-4:30pm | Webinar: [Registration Link](#)

<p>CoC Board Norms:</p> <ul style="list-style-type: none"> • Start and end on time. • Come prepared. • Focus on strategy and high-level goals. • Be aware of different roles you're playing. • Be solutions oriented. • Avoid rabbit holes & use the parking lot. 	<p>CoC Board Draft Values:</p> <ul style="list-style-type: none"> • Homelessness should be rare, brief and non-recurring. • Flexibility to respond to emerging ideas and challenges or try new and innovative ideas and projects. • Racial equity as demonstrated through equitable outcomes • Transparent decision that makes the greatest possible use of data. • Collaboration and a cross-systems approach.
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Time	Agenda Item	Presenter	Committee <i>(see acronym list below)</i>	Attachment
Housekeeping & Agenda Setting				
2:00 pm	Welcome and Introductions - Acknowledgement from last board meeting	Amy Brown	EC	--
2:05 pm	Executive Committee Report & Announcements - Reminder for Board Members with Expiring Terms - January Board Meeting Pushed to January 10 - MHPC Selectee Announcement	Amy Brown	EC	--
2:15 pm	Consent Agenda - November 2021 Board Minutes (ACTION ITEM – VOTE)	Amy Brown	EC	# 1
Additional Information (No Immediate Action)¹				# 2 – 3
Advancing Equity				
2:20 pm	Debriefing November CoC Board Meeting		EC	--
2:55 pm	Grievance Committee Update	Kaitie Giza & Lauren Licata	GRC	--
Housing				
3:10 pm	Housing Surge Debrief	Terra Linzner		--
3:20 pm	5 minute break 😊 (Stay on Zoom please!)			
Federally Regulated Activities				
3:25 pm	FY2021 CoC Competition Debrief	Amanda Sternberg	HAND	# 4
3:45 pm	PIT Methodology (ACTION ITEM – VOTE)	Tamara Gaines	PIT Planning Committee	# 5
Additional Information (No Immediate Action)²				# 6 – 7

¹ Additional Information from Housekeeping & Agenda – **Attachment 2:** CoC Board Attendance Tracking and **Attachment 3:** Oct. Exec. Com. Minutes

² Additional Information from Federally Regulated Activities – **Attachment 6:** FY19 Ramp Up Report and **Attachment 7:** NLSM CAP Report

Board Admin

4:05 pm	Governance Charter Revisions	Kaitie Giza	HAND	--
4:15 pm	Preparing for 2022 - Board Member Agreement - Conflict of Interest - Board Elections	Amy Brown	HAND	Folder linked here
4:30pm – Adjourn				

NEXT MEETING: JANUARY 10, 2021 | 2:00-4:30PM | WEBINAR (UNTIL IN-PERSON MEETINGS RESUME)

Key Committee and System Partner Acronyms:

GRC – *Grievance Review Committee* – **Chair:** Joy Flood | **Staff:** Kaitie Giza, Lauren Licata, Alicia Lyons, Jeremy Cugliari, and Shani Campbell

VFPC – *Values and Funding Priorities Committee* – **Chair:** Joy Flood | **Staff:** Amanda Sternberg

EC – *Executive Committee* – **Chair:** Amy Brown | **Vice-Chair:** Celia Thomas | **Secretary:** DaJuan Smith

CAM – *Coordinated Assessment Model* – Detroit’s Coordinated Entry System (Managed by Southwest Solutions)

CoD – *City of Detroit*

HAND – *Homeless Action Network of Detroit* – Detroit’s Collaborative Applicant, CoC Lead Agency, and HMIS Lead Agency

Additional Acronyms for Reference:

BNL = By-name List

CoC = Continuum of Care

CE = Coordinated Entry

CARES = Coronavirus Aid, Relief, and Economic Security Act

CDBG = Community Development Block Grant

CH = Chronically Homeless

DV = Domestic Violence

ESG = Emergency Solutions Grant

ESP = Emergency Shelter Partnership

FY = Fiscal Year

HCV = Housing Choice Voucher

HMIS = Homelessness Management Information System

HUD = US Department of Housing & Urban Development

MI = Michigan

MSHDA = Michigan State Housing Development Authority

PIT = Point in Time Count

P&P = Policies and Procedures

PSH = Permanent Supportive Housing

RFP = Request for Proposals

RRH = Rapid Re-Housing

SH = Supportive Housing

SPDAT = Service Prioritization Decision Assistance Tool

SPM = System Performance Measure

TA = Technical Assistance

TH = Transitional Housing

QR = Quarterly Report

ATTACHMENT ONE

Detroit Continuum of Care | Board of Directors

Working to Equitably End Homelessness in Detroit, Highland Park, & Hamtramck

November 1, 2021 Board Meeting Minutes

(Meeting packet can be accessed by [clicking here](#); Meeting Slides by [clicking here](#))

Board Members Present

Amy Brown
Celia Thomas
DaJuan Smith
Deloris Cortez
Donna Price
Gerald Curley
Joy Flood
Kaitie Zeiter
Ray Shipman
Shawntae Harris-Mintline
Tasha Gray
Terra Linzner
Vanessa Samuelson

Absent Board Members

Ari Ruttenberg
June White
Sharyn Johnson
Ted Phillips

Excused Board Members

Catherine Distelrath
Erica George

General Public

Taura Brown
Fey Andes
Kevin Bryant
Tamara Gaines
Amanda Sternberg
Courtney Smith
Vineta Mitchell
Sonya Gregory
Kaitie Giza
Desiree Arscott
Alyssa Rietveld
ReGina Hentz
Dr. Sealy-Jefferson
Amy Senese
Elizabeth Hunter
Marguerite Lawrence
Angelena Braxton
Jasmine Morgan
Renee Bryant
Deborah Drennan
Leonard Sanchez
Deloris Cortez
Lish Z.
Shani Campbell
Candace Morgan
Harriet Cammock
Deborah Bracy
Kathleen Noel

Amy B. opened the meeting at 2:03 pm with introductions – utilizing the chat box.

Executive Committee Report & Announcements:

Summary –

- Amy B. took some time to go over the webinar logistics: including the agenda, breakout rooms, and the presentations.
 - There were some concerned community members who joined the meeting. Amy opened the floor to hear from the community members present.

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- Advocates from Detroit Eviction Defense (DED) were present during the board meeting to express concerns about a local agency. Amy structured the first part of the meeting as a public comments forum to hear the concerns. Advocates from DED as well as representatives from the agency were each given 1 minute to speak.
- Reminder for Board Members with Expiring Terms:
 - Board elections have been moved from November to January for the following Board members: Deloris Cortez, Sharyn Johnson, Ted Phillips, Elizabeth Vasquez and Vanessa Samuelson. Please attend the January Board Meeting still.
- Release of 2020 Annual Report:
 - Released Annual State of Homelessness Report for 2020, accessible by the Resources link on the HAND website.
- MSHDA ESG Request For Proposals (RFP) Update:
 - Jasmine M. reminded the CoC Board that they approved an RFP process to select a new RRH provider to administer MSHDA ESG Funds. This RFP was released on October 29th with a due date of December 10th. Submissions will be uploaded to the online platform Wizehive. You can contact Jasmine (jasmine@handetroit.org with questions).
- Reminder of Special CoC Meeting on November 9
 - A special CoC Membership meeting will be held on November 9th at 1:30 with a vote to approve the CoC application.
 - [Registration for the Special Meeting](#) on November 9
- PIT Count:
 - PIT Count meetings starting as early as Friday, November 5th, and will be weekly until the PIT count. Contact Tamara (tamara@handetroit.org if interested in participating in the PIT.
 - **Next steps:** Tamara send Terra info on PIT to keep the city informed.
- Governance Charter Updates:
 - A regular CoC Membership meeting will be held on November 16th, where revisions to the Governance Charter will be voted on.
 - This is the second convening of the General Membership meeting in November. Make sure both this meeting and the special meeting described above is on your calendars.

CoC Staffing Updates:

Summary –

- HAND welcomes two new staff members- Tamara Gaines as CoC Manager and Nicole Palmerton as Program Coordinator. They also intend to hire a Youth Coordinator, Capacity Building/ Training Manager, and Recipient Rights employee to join the team at later dates.

Consent Agenda

October Board Meeting Minutes

- The floor was opened for questions. None were asked.
- Gerald motioned to approve the October 2021 Board Minutes. Donna seconded the motion. Of the 13 voting members present, 11 voted in favor. 0 were opposed. 2 abstained. The motion passed.

FY2021 CoC Competition:

Summary –

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- Amanda explained that the CoC Board would be voting on the priority ranking list of proposed CoC projects. She reminded the Board that projects are ranked by tiers according to prioritization, and funding of tier two projects is dependent upon the overall application score determined by HUD. The Values and Funding Priorities committee approved the project ranking list.
- The Values and Funding Priorities Committee approved a project ranking list for Domestic Violence Bonus Funding, and Freedom House chose to increase their funds. The committee chose not to recommend any tier 2 project be moved to tier 1.
 - Tier 1 projects include: CoC Infrastructure (Coordinated Entry, HMIS), New CoC Bonus (New PSH), New DV Bonus, First/Second Time Renewals (PSH), Renewal PSH, and Renewal RRH (including five RRH projects and one PSH project)
 - Tier 2 projects include: Renewal TH-RRH, Renewal TH, Remaining CoC Bonus (RRH project), Remaining DV Bonus (RRH and TH-RRH being utilized by Freedom House DV project)
- Overall: 49 projects - 42 renewals, 7 new

Decision –

- Joy motioned to approve the proposed ranking list for the FY2021 CoC Competition. Eleanor seconded the motion. Of the 17 voting members present, 15 voted in favor. 1 was opposed. 1 abstained. The motion passed.

Next Steps –

- Agencies will be informed of the final project ranking list, CoC Membership vote on CoC Application on November 9th, Application due on November 16th and projected to be submitted on the 12th. Funding announcements should be sent early 2022.

Emergency Housing Vouchers (EHV) and Housing Choice Voucher (HCV) Updates:

Summary –

- We have two service providers for helping clients get into units quickly with HCVs. For RPI and their MSHDA HCVs, all 110 households will be leased by December 31st, and for Detroit Housing Commission, all clients are in housing search and completing documentation to sign leases. For EHV, RPI has moved 62 clients into housing, with four awaiting inspections and 111 clients being issued a voucher. Detroit Housing Commission has issued 23 clients vouchers, and 28 clients have returned eligibility documents.

Next Steps –

- Make sure that clients are aware they've been pulled from the CAM list for an HCV, encourage clients to look for units and complete paperwork, and let Housing Agent know if a client needs time to complete their applications. The next Housing Agent office hours is Nov. 11 1-2:30 PM. If there are any clients to discuss, contact Carolyn Thomason at cthomason@swsol.org.

Housing Surge Updates:

Summary –

- Because of housing surge challenges including landlords being slow to hold units for clients and clients being unable to lease-up at the event, the Housing Surge event has changed in the following ways:
 - Landlord engagement has shifted to bringing new landlords into the homeless system and utilizing incentives
 - Housing connections have shifted to connecting clients to housing navigators and landlords before, during, and after the event on the 17th
 - Resource and Housing Application Fair has shifted to connecting clients to additional services and assisting clients in locating and applying for housing
- Event is 9 AM- 3 PM at NOAH headquarters

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- HOME ARP- received 26.5 mil, PSH, supportive services

Next Steps –

- The Board will be given relevant updates as applicable.

HOME ARP Funding:

Summary –

- HOME ARP dollars are targeted for people who are homeless or at greatest risk for housing instability. Detroit was awarded \$26.5 million dollars. HOME ARP funds will be used for the following projects:
 - \$16 million for developing new or rehabbed PSH
 - \$3 million for supportive services
 - \$3 million for acquisition and development of a non-congregate shelter
 - \$665 thousand for nonprofit capacity support and nonprofit operating needs

Next Steps –

- City Council will vote on the HOME ARP funding award, then the city will work with the CoC to create an allocation plan, HUD will evaluate that allocation plan and then if it is approved, the HOME ARP funds will be accessible.

Low Income Housing Tax Credit (LIHTC) Review Committee Updates:

Summary –

- The low-income housing tax credit is a federal program that is designed to encourage developers and rehabbers to create affordable rental housing. Tax credit funding is awarded twice a year. The LIHTC supplied three letters of support, with Alternatives for Girls being awarded for their Burt Road Project, creating 23 units of PSH for youth ages 18-30. Catholic Charities of SW Michigan submitted a proposal for 46 units of PSH, and SouthWest Housing Solutions submitted a proposal for their Hubbard Farms Project, allocating 60 units in three different locations, for the recent October NOFO. There is also a funding round in April. Threshold requirements include having a preliminary meeting with the Detroit CoC, submitting a letter of intent, submitted to CoC coordinator, review threshold webinars before Dec. 17th; Board Presentation- Cover letter, QAP updated project description, Addendum 111, MOU)- adding new review committee members to LIHTC committee (must be a board member, email by Dec. 1st)

Next Steps –

- Review threshold webinars before December 17th.

CoC Board Election Preparation:

Summary –

- At this time, board members and meeting participants split up into breakout rooms to discuss upcoming Board elections.

Next Steps –

- Keep brainstorming who might be a good fit for the Board.

Values and Funding Priorities Committee (VFPC) Update:

Summary –

- The primary role of the Values & Funding Priorities Committee is to establish values and priorities regarding the use of community resources, create policies to rank HUD CoC Programs. It became a committee in 2017, and members must be on the CoC board. On the committee, there are 3-4 HSPs, 3-4

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Government Representatives, 1 CAM representative, 1 HAND representative, 1-2 representatives with lived experience. Challenges include losing committee members, needing more non-CoC funded members, and committee role restructuring including working more effectively with the ESG Planning group.

Amy B. closed the meeting at 4:30pm. *The next CoC Board meeting will be on Monday, December 6th, from 2 – 4:30pm. Location will continue to be virtual.*

ATTACHMENT TWO

2021 Detroit CoC Board Meeting Attendance

Board Member	January	February	March	April	May	June	July	August	September	October	November	December	Total Present	Total Excused Absence	Total Unexcused Absence
Anne Blake	P	P	P	P	P	P	P	E	N/A	N/A	N/A		7	1	0
Amy Brown - Chair	P	P	P	P	P	P	P	P	P	P	P		11	0	0
Deloris Cortez	P	P	P	U	P	P	P	P	P	P	P		10	0	1
Eleanor Bradford	P	P	P	P	P	P	P	U	E	P	P		9	1	1
Ashlee Cunningham	P	P	P	E	U	P	U	P	N/A	N/A	N/A		5	1	2
Gerald Curley	P	P	P	P	P	P	P	P	P	P	P		11	0	0
Catherine Distelrath	P	P	P	P	P	P	P	P	P	E	E		9	2	0
Joy Flood	P	P	P	P	U	P	P	P	U	P	P		9	0	2
Erica George	P	P	P	E	P	P	P	P	P	P	E		9	2	0
Tasha Gray	P	P	P	P	E	P	P	P	P	P	P		10	1	0
Shawntae Harris-Mintline	P	P	P	P	E	P	P	E	P	P	P		9	2	0
Sharyn Johnson	P	P	P	P	P	P	P	P	P	P	U		10	0	1
Terra Linzner	P	P	P	E	P	U	P	P	U	P	P		8	1	2
Chioke Mose-Telesford	P	P	P	P	E	P	P	P	P	E	P		9	2	0
Ted Phillips	P	P	P	U	P	P	P	P	E	P	U		8	1	2
Donna Price	P	P	P	P	P	P	P	P	P	P	P		11	0	0
Vanessa Samuelson	P	P	P	P	P	E	P	P	U	P	P		9	1	1
Mary Sheffield (Ari Rettenburg)	P	P	P	U	P	U	E	E	E	P	U		5	3	3
Ray Shipman	P	P	P	P	U	P	P	U	P	U	P		8	0	3
DaJuan Smith	P	P	U	P	P	P	U	P	P	P	P		9	0	2
Celia Thomas	P	P	E	P	P	P	P	P	P	P	P		10	1	0
Elizabeth Vasquez	U	P	P	U	E	P	P	P	P	P	P		8	1	2
June White	P	P	P	P	U	P	U	U	U	P	U		6	0	5
Katie Zieter	P	P	P	P	P	P	P	E	E	E	P		8	3	0

Codes:
P = Present
E = Excused Absence
U = Unexcused Absence

Board member attendance and timely notification of absences is vital in ensuring that we are able to reach quorum at our meetings. Per the governance charter, our attendance policy is as follows: *“Members of the Detroit CoC Board may remove a Board member (elected or appointed) who is absent for two (2) Board regularly scheduled meetings in any twelvemonth period. Unexcused absences from special meetings will generally not be considered in this calculation but may be included as appropriate. Absences are reconsidered excused if the CoC Board Chair is notified within 8 hours of the meeting via phone, e-mail, or letter.”*

In order to be considered excused, please send written notice to the Board Chair (abrown@noahprojectdetroit.org), Secretary (jebaugh@swsol.org), and the CoC Coordinator (kaitie@handetroit.org) at least 8 hours before the meeting commences. After one unexcused absence, the board member will be sent a warning

notification. If during that calendar year, the board member has an additional unexcused absence, they will be removed.

ATTACHMENT THREE

Detroit Continuum of Care

Executive Committee

NOVEMBER 3, 2021 | 4:00-5:00PM

MINUTES

Members: Amy Brown, DaJuan Smith, Tasha Gray, Kaitie Giza, Tamara Gaines, Dr. Gerald Curley, Terra Linzner, Donna Price, Vanessa Samuelson, Lindsey Bishop-Gilmore, Dr. Celia Thomas, Nicole Palmerton

Time	Agenda Item	Presenter/ Facilitator	Supporting Materials
4:00-5:30 pm	<p>This meeting was an unstructured conversation about the events that occurred at the CoC Board Meeting on Monday, 11/1. During this discussion, the EC debriefed on topics such as the grievance process, the place of white dominant culture in the meeting, our failure to call out and challenge that white dominant culture, and our ideas for changing our behavior and processes going forward.</p> <p>The following themes presented:</p> <ul style="list-style-type: none">• Changing the grievance process and protecting shelter clients from retaliation• Improving general culture in the shelter system• Holding shelters, MDHHS, and the City of Detroit accountable in terms of implementing consequences for failure to adhere to the grievance process• Ensuring the right folx are at the table during these conversations	N/A	

Detroit Continuum of Care

Executive Committee

NOVEMBER 10, 2021 | 4:00-5:00PM

MINUTES

Members: Amy Brown, Tasha Gray, Kaitie Giza, Tamara Gaines, Dr. Gerald Curley, Dr. Celia Thomas, Terra Linzner, Donna Price, Vanessa Samuelson, Lindsey Bishop-Gilmore, Nicole Palmerton

Time	Agenda Item	Presenter/ Facilitator	Supporting Materials
4:00 PM	<p>Activist Outreach Updates</p> <p>So far, we have received no formal response from our email to the activists from Monday's Board meeting.</p> <p>During our discussion of the board meeting and the issues, both system-wide and CoC-wide, that were exposed, the following points were introduced:</p> <ol style="list-style-type: none">1. The power dynamics of system partners and elected EC members needs to be addressed <p>Updates of the following substance were given by the following individuals:</p> <ol style="list-style-type: none">1. Terra informed us of what the City has been doing since the Board Meeting. Most notably, they conducted an emergency inspection, and numerous problems were noted in the report. They are also arranging for the Health Department to also conduct an evaluation.2. Per messaging with Amy during the special General Membership meeting on 11/9, Taura told her that she is thankful for the email and that her group is collaborating to find a time to meet with us. <p>Regarding shelter level, systems level, and CoC level improvements, the following questions were discussed:</p> <ol style="list-style-type: none">1. How do we protect clients from retaliation?<ol style="list-style-type: none">a. As discussed at the Advisor's Group meeting, there is the possibility of sending in a recipients' rights group (the Advisor's Committee) to hear grievances instead of submitting those to the sheltersb. Clients could file grievances anonymouslyc. Add some teeth to the grievance process and recipient rights standards2. How can we hold shelters at a higher standard to improve conditions and processes?<ol style="list-style-type: none">a. Pause funding, but that could unintentionally make things worseb. Scrap the shelter system all togetherc. Identify funding standards3. How should we be talking about these changes?	Amy	WhiteDominant Culture.pdf

- a. Ensure that the right people are included in these reform conversations
- b. Taking precautions or reaching out to politicians because the shelter system and individual shelters could be politically and economically connected in ways that could ensure shelters continue to exist and get funded even if they are meant to be closed

Keep in mind: the City's RFP releases in spring of 2022, and prioritized conversations need to be happening at multiple meetings/ groups/ tables

Keep thinking about how white dominant culture appears at EC Meetings, Board Meetings, at the 11.1 Board Meeting both in the EC's and the Board's responses

Next steps: Terra to continue coordinating with the Health Department about an inspection, everyone be on the lookout for a response from the DED and others about a meeting date/ time, think about *who* should be present at these reform conversations, keep working on anti-racism and racial equity, and Tasha to reach out to Dr. Sealy to join the Board

Detroit Continuum of Care

Executive Committee

NOVEMBER 17, 2021 | 4:00-5:00PM

MINUTES

Members: Amy Brown, Kaitie Giza, Tamara Gaines, Dr. Gerald Curley, Dr. Celia Thomas, Terra Linzner, Donna Price, Lindsey Bishop-Gilmore, DaJuan Smith, Nicole Palmerton

Time	Agenda Item	Presenter/ Facilitator	Supporting Materials
4:00 pm	<p>Activist Meeting held on 11/15</p> <p>Debrief from the 11/15 meeting between the Executive Committee and the activists from the Detroit Eviction Defense who attended November's Board Meeting showed that most members thought the conversation had gone well. The City reported that are following up with the ESP on some complaints, have initiated inspections from the Health Department and BSEED and are awaiting reports from the inspections.</p> <p>System change of shelter culture should include</p> <ul style="list-style-type: none">• Activism/ decision making leadership by people with lived experience and people of color (those closest to the issue)• The conversations should include shelter leaders <p>Next steps: Amy to draft a letter of advocacy</p>	Amy	WhiteDominant Culture.pdf
4:45 pm	<p>December Board Meeting</p> <p>The Executive Committee discussed the agenda for the December Board Meeting and provided feedback.</p> <p>Decisions: The January Board Meeting will be pushed to 1/10 in observance of the winter holidays.</p>	Amy and Kaitie	

ATTACHMENT FOUR

2021 Continuum of Care Competition Debrief: Part 1

December 6, 2021

Following is a debrief of the 2021 Continuum of Care (CoC) competition presented to the Detroit CoC Board of Directors on December 3, 2021. This debrief focuses on the project funding applied for. In early 2022, a debrief will be provided that goes into greater detail on the strengths, challenges, and strategic opportunities within the competition.

2021 Continuum of Care Application Debrief: Project Applications

Summary of Project Applications

The Detroit CoC applied for over \$32 million in CoC funding in the 2021 competition in both renewal and new projects, as shown in the table below. HUD is expected to make funding announcements in early 2022.

Project type	Renewal			New			Total 2021 Funding Requested	% of Total Project Funding Requested
	Total Requested	# of Projects	# of Beds/Units	Total Requested	# of Projects	# of Beds/Units		
PSH	\$20,825,563	31	1,583	\$1,168,609	3	99	\$21,994,172	70%
RRH	\$3,537,476	5	207	\$673,881	2	35	\$4,211,357	13%
TH	\$753,233	2	68	--	--	--	\$753,233	2%
TH-RRH	\$934,394	1	RRH: 20 TH: 8	\$1,172,477	2	RRH: 30 TH: 9	\$2,106,871	7%
CE-SSO	\$1,806,879	2	--	--	--	--	\$1,806,879	6%
HMIS	\$390,233	1	--	--	--	--	\$390,233	1%
Planning	--	--	--	\$912,535	1	--	\$912,535	N/A
TOTAL	\$28,247,778	42	1,886	\$3,927,502	8	173	\$32,175,280	

New Project Funding

The table below summarizes the new projects were received locally and ultimately submitted to HUD.

Type of New Project Funding	Total Amount Available	Total Submitted to HUD	Balance Not Requested
CoC Bonus	\$1,520,891	\$1,520,891	\$0
DV Bonus	\$4,562,673	\$1,494,076	\$3,068,597
Reallocated	N/A: The CoC did not reallocate any renewal projects in 2021		

Multiple New Project Application Rounds

- Three application rounds were held for new project funding:
 - Round 1: RFP was released November 2020, prior to the cancelation of 2020 competition. Out of that round, a commitment was made to one project to be submitted in the 2021 competition, and another project was funded via a grant transfer then available. The remaining applicants were provided feedback and encouraged to re-submit in Round 2. There were no applications for the DV funding in Round 1.

- Round 2: Following this round, the CoC was able to allocate all CoC Bonus funding. However, the CoC still had DV Bonus funds left to allocate.
- Round 3: Following this round, which was only for DV Bonus funding, the CoC was able to allocate more, but not all, of the DV Bonus funding available.
- This is the second time the CoC held multiple application rounds to fully utilize all the CoC bonus funding available (first was in 2019). While this year's competition had unique aspects to it, provider capacity to apply for new funding may be a challenge in 2022. Additional comments are given on this challenge later in the document.

Expanding Portfolio of Providers

- Of the seven new projects submitted to HUD, three are from two agencies that do not currently receive CoC funding (Ruth Ellis Center and ACCESS).
- The CoC received an additional application from another agency that does not currently receive CoC funding (Catholic Charities) but unfortunately was not able to submit that application to HUD.

Domestic Violence Bonus Funding

- Throughout 2020 and 2021, discussions were held with the Michigan Coalition to End Domestic and Sexual Violence and their provider agencies about the DV Bonus funding opportunity. While these discussions did garner greater interest in these funds, it seems there is still hesitation or lack of capacity for our DV provider agencies to be able to apply for all the funding available.
- The 2021 competition was unique as the CoC had two years' worth of DV Bonus funding to distribute, making it more difficult to fully utilize all the funds.
- The third round of applications for DV Bonus funding allowed applications for the TH-RRH project type, which was not allowed in the first two rounds. Additional agencies responded to the opportunity to apply for this project type. As the RFP for DV Bonus is developed for 2022, additional consideration will be given to how the TH-RRH project type may fill a gap in our system.

Strategic Opportunity: Provider Capacity to Request New Project Funding

- The past two competitions required multiple local new project application rounds to fully utilize all CoC Bonus funds.
- Additionally, since HUD began providing DV Bonus funding in 2018, the CoC has never been able to apply for all the DV Bonus funding available to us.
- Since the spring of 2020, homeless service providers have been facing unprecedented challenges with ensuring the health and safety of staff and clients, managing staffing vacancies, and responding to opportunities to apply for funding made available via various COVID relief bills (ESG-CV, EHV, CERA, etc). These factors – and likely more – may be impacting provider's ability to also apply for new CoC funding to ramp up or implement new CoC programming. This seems to be a common challenge to CoCs across the country.
- While some providers may have a greater ability to apply for new CoC funding as COVID relief funding tapers off, the CoC should be mindful that limited provider capacity may linger for some time.

Addressing Provider Capacity:

While finding solutions to resolve provider capacity is challenging, the following are strategies the CoC should pursue in the coming months:

- HAND intends to conduct a "Federal Funding 101" webinar in spring 2022 to help increase agency interest and comfort with applying for Youth Homelessness Demonstration Program (YHDP) and CoC Bonus funding.
- When developing RFPs for new funding for the 2022 competition, consideration should be given to what opportunities exist to use CoC Bonus funding to expand existing CoC projects to either increase the number of units, or to expand services being provided in an existing project, in addition to considering applications for entirely new projects.
- Consideration should be given to how the HOME ARP funding that will be used to support PSH may be able to be strategically leveraged with CoC resources.

Tier 1 and Tier 2 Projects

The table below summarizes the number and type of projects placed into Tier 2. The full Tier 1/Tier 2 project priority listing, and the policies governing the listing, are [here](#). In 2021, the CoC prioritized placing approximately \$1 million in new CoC Bonus funding in Tier 1 to fund additional new PSH programming, in alignment with our priority to end chronic homelessness. Projects ranked in Tier 2 are at risk of not being selected by HUD for funding. The selection of Tier 2 projects depends on our CoC application score. If renewal projects are not selected for funding, HAND will work with the agency to ramp-down the project.

	Number of Projects	New Project Beds/Units
Tier 1		
Renewal CoC Infrastructure (CE-SSO, HMIS)	3	
New CoC Bonus (PSH)	3	23 units
New DV Bonus (TH-RRH)	1	RRH: 15 units; TH: 5 units
1 st and 2 nd Time Renewals (PSH)	2	
Renewal PSH	27	
Renewal RRH	5	
Renewal PSH	1 partial	
Tier 2		
Renewal PSH	1 partial	
Renewal TH and TH-RRH	3	
New CoC Bonus (RRH)	1	20 units
New DV Bonus (RRH & TH-RRH)	2	RRH: 30 units; TH: 4 beds

ATTACHMENT FIVE

2022 POINT-IN-TIME COUNT STRATEGY

DEFINING THE POINT-IN-TIME COUNT

The Point-in-Time (PIT) Count is a tally of persons experiencing homelessness on a single night in January. HUD requires that Continuums of Care (CoCs) conduct an **annual count** of persons experiencing **sheltered** homelessness. Continuums of Care must also conduct a **bi-annual (every other year) count of unsheltered persons** experiencing homelessness.

HISTORICAL PROCESS

Each count is planned, coordinated, and carried out locally. In the past, the **unsheltered** PIT in Detroit has had **two main components**: the **street count** that occurs at night and the **next-day interviews** that take place at meal programs/drop-in centers the days following the count. The street count has historically canvassed the entire City to locate and interview people experiencing unsheltered homelessness (with attempts made to get them into shelter if they choose). The next-day interviews collect information on people who reported having been unsheltered the previous night (or 2, 3 nights ago, depending on when the next-day interview occurs). In prior years, special strategies have also been developed for a **youth-specific count**. This strategy has always involved the input and participation of youth and youth homelessness providers, including the Youth Committee. The information from these components is combined and deduplicated to create the final report that is submitted to HUD.

PIT COUNT SINCE THE PANDEMIC

The last PIT count was conducted in 2019. The Detroit CoC was exempt from performing the PIT count in 2020 due to the bi-annual (every other year) allowance. In 2021, the CoC Board voted to forgo the PIT count according to the 2021 HUD allowances in response to the pandemic.

2022 PIT COUNT

Per HUD 2022 guidelines, any CoC who received a waiver to forgo the count in the previous year must conduct a PIT count the next year. The PIT committee plans to return to the historical process of conducting the unsheltered count with the street count and next-day interviews. Safety measures and processes in response to the COVID 19 pandemic will be added. Traditional procedures that required a mass crowd are being modified to reduce crowding and encourage social distancing. The next PIT count will be in 2024 should the CoC decide to continue with the bi-annual schedule from this year forward.

RECOMMENDATION TO THE COC BOARD

A group of stakeholders has been meeting to plan for the 2021 PIT. This group recommends the following to the CoC Board for approval:

Resume the historical PIT methodology with the street count and next day interviews. Per HUD guidelines, a PIT count must be conducted this year due to the waiver received in 2021.

ATTACHMENT SIX



New FY2019 CoC Project Ramp Up Monitoring Report to Detroit CoC Board of Directors

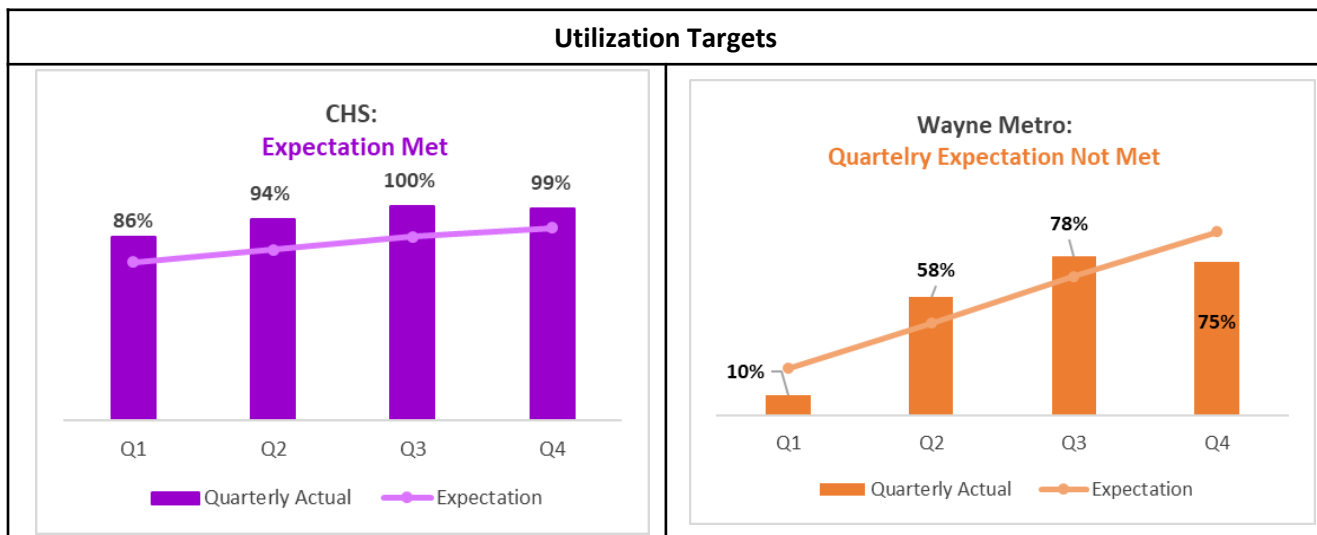
December 6, 2021

Two new projects funded in the FY2019 CoC competition are being monitored on a quarterly basis against occupancy and expenditure targets to help ensure they ramp up as quickly as possible and to identify any challenges during the ramp up phase.

The graphs below show project quarterly progress against targets. Projects are not all on the same quarterly schedule due to variations in project terms. If targets are not met follow up occurs to understand challenges in meeting targets or to assist in strategizing to improve target achievement.

Project Types:

- CHS: PSH Expansion
- Wayne Metro PSH

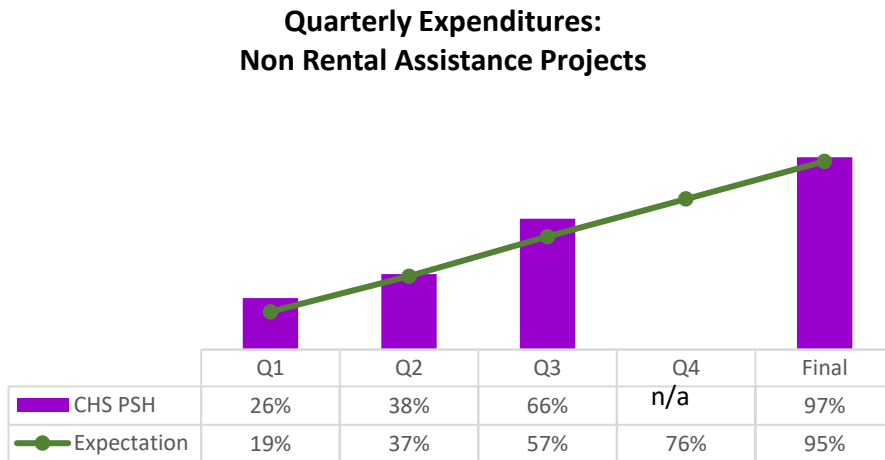
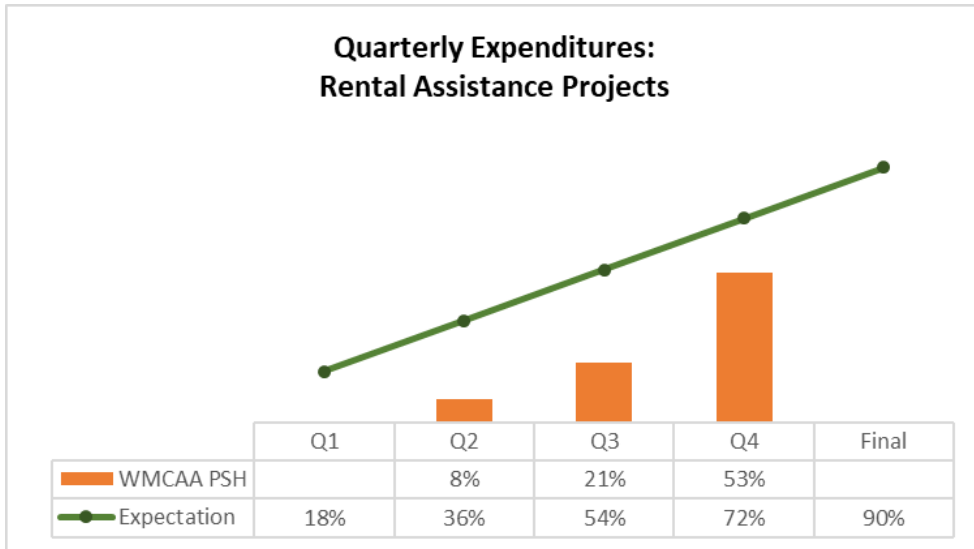


Comments on Utilization Targets and Performance:

Adjustments were made retro-actively to the quarterly utilization targets to better align with the general expectation that projects, when fully ramped up, have at least 90% of their units utilized at any given point in time.

- **CHS:** Project has consistently met utilization expectations. No concerns.
- **Wayne Metro:** Project does not currently appear to be meeting utilization expectations. Upon review of the data, it appears Wayne Metro may not have properly entered all clients into HMIS as required, which would impact their utilization rates. Follow up conversations are being had with the agency.

In general, expenditures should increase each quarter as occupancy rates increase and as the project begins serving more people. There are different expenditure targets for rental assistance projects vs projects without rental assistance, as given in the charts below.



Comments on Expenditure Targets and Performance:

- **Wayne Metro:** The agency remains behind on their expenditures. Follow up conversations are being had with the agency, although it is unlikely the agency will meet the overall 90% expenditure target as the grant term ended 9/30 and the agency has until the end of Dec to complete final draws. It is common for projects in their first year (as this one is) to be unable to fully expend all its funds, as during the first months of the project, the project is not paying out rent and may not be paying staffing costs. Acknowledging this, HUD allowed new projects in the FY2019 competition to request an initial grant term for this project of 15 months (instead of the standard 12 months) to account for that ramp-up period. something new HUD allowed for the first time in the FY2019 competition. Currently, the local HUD field office has stated this project has a 12-month term, not the 15-month term it requested. HAND has encouraged Wayne Metro to continue to work with the field office to change the initial term to 15 months, which would help ensure more project funds are spent, however it seems the grant term has remained 12 months.
- **CHS:** CHS has until the end of the calendar year to complete their final draw on their grant, which may result in a final expenditure rate greater than 97%. The agency already exceeds performance expectations for their expenditure rate on this project. CHS has also indicated they will be drawing down the full amount of the grant.

ATTACHMENT SEVEN



Neighborhood Legal Services Michigan Project First Steps (TH-RRH) Corrective Action Plan Report

As an outcome of the appeals process in the FY2021 CoC competition, Neighborhood Legal Services Michigan (NLSM) was placed on a Corrective Action Plan to monitor the utilization rates of the agency's joint component TH-RRH project on a quarterly basis. The charts below show the point-in-time utilization of both components of this project.

Status of compliance: NLSM met the utilization expectations for September 30, 2021.

