

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 2024 CoC Program Competition Notice of Funding Opportunity (NOFO) for specific application and program requirements.
2. The FY 2024 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 2024 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) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1A-1. CoC Name and Number: MD-501 - Baltimore CoC

1A-2. Collaborative Applicant Name: City of Baltimore - Mayor's Office

1A-3. CoC Designation: CA

1A-4. HMIS Lead: City of Baltimore - Mayor's Office

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:

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1B-1.	Inclusive Structure and Participation–Participation in Coordinated Entry.	
	NOFO Sections V.B.1.a.(1), V.B.1.e., V.B.1f., and V.B.1.p.	
	In the chart below for the period from May 1, 2023 to April 30, 2024:	
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.	CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes	Yes
3.	Disability Advocates	Yes	No	Yes
4.	Disability Service Organizations	Yes	No	Yes
5.	EMS/Crisis Response Team(s)	Yes	No	Yes
6.	Homeless or Formerly Homeless Persons	Yes	Yes	Yes
7.	Hospital(s)	Yes	Yes	Yes
8.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	Nonexistent	No	No
9.	Law Enforcement	No	No	No
10.	Lesbian, Gay, Bisexual, Transgender (LGBTQ+) Advocates	Yes	Yes	Yes
11.	LGBTQ+ Service Organizations	Yes	Yes	Yes
12.	Local Government Staff/Officials	Yes	Yes	Yes
13.	Local Jail(s)	No	No	No
14.	Mental Health Service Organizations	Yes	Yes	Yes
15.	Mental Illness Advocates	Yes	Yes	Yes
16.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes	Yes	Yes

17.	Organizations led by and serving LGBTQ+ persons	Yes	Yes	Yes
18.	Organizations led by and serving people with disabilities	Yes	No	Yes
19.	Other homeless subpopulation advocates	Yes	Yes	Yes
20.	Public Housing Authorities	Yes	Yes	Yes
21.	School Administrators/Homeless Liaisons	Yes	No	Yes
22.	Street Outreach Team(s)	Yes	Yes	Yes
23.	Substance Abuse Advocates	Yes	Yes	Yes
24.	Substance Abuse Service Organizations	Yes	Yes	Yes
25.	Agencies Serving Survivors of Human Trafficking	Yes	Yes	Yes
26.	Victim Service Providers	Yes	Yes	Yes
27.	Domestic Violence Advocates	Yes	Yes	Yes
28.	Other Victim Service Organizations	Yes	Yes	Yes
29.	State Domestic Violence Coalition	Yes	No	Yes
30.	State Sexual Assault Coalition	No	No	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.	Foundations	Yes	Yes	No
35.				

1B-1a.	Experience Promoting Racial Equity.	
	NOFO Section III.B.3.c.	

Describe in the field below your CoC's experience in effectively addressing the needs of underserved communities, particularly Black and Brown communities, who are substantially overrepresented in the homeless population.

(limit 2,500 characters)

The Baltimore City CoC is deeply committed to addressing the systemic inequities that contribute to homelessness, particularly among Black and Brown communities who remain disproportionately represented in our homeless population. Between 10/1/22 and 9/30/23, according to the 2023 Stella Performance Module, 80% of the individuals served in the homelessness system identified as Black, African American, or African (compared to 64% of Baltimore's population), signaling the need for race-conscious interventions. In response, the CoC established the Racial Equity Committee to drive policies and practices designed to reduce these disparities, using disaggregated data to monitor across the homelessness system and take corrective action. The CoC continues to build strong partnerships with grassroots organizations who have earned the trust of our most marginalized. By doing so, we ensure that programs are culturally responsive and reflect the experiences of those served. Our partnerships include organizations focusing on immigrant and refugee populations, youth of color, and formerly incarcerated individuals ensuring that we reach historically marginalized subgroups within the broader Black and Brown communities. We use a Housing First approach to minimize barriers for underserved individuals, acknowledging the unique challenges faced by Black and Brown residents (e.g. racial bias in housing access) and eliminating programmatic requirements that can disproportionately impact them. We also integrate trauma-informed care in all service models, recognizing the effects of systemic racism on these communities.

The CoC prioritizes the inclusion of Black and Brown individuals with lived experience of homelessness in leadership roles within the CoC Board and key committees, representative of our community. 50% of the CoC Board members identify as Black and/or Brown, and many have lived experience. These leaders provide critical insights into systemic barriers and co-create solutions aligned with community needs. The CoC explicitly elevates the voices of those most impacted by homelessness, ensuring that programming reflects the realities of Black and Brown communities. We continuously assess and adapt our strategies through regular community engagement, feedback loops, and evaluation processes, requiring service partners to demonstrate how they are addressing racial disparities within their progr

1B-2.	Open Invitation for New Members.	
	NOFO Section V.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 and access for persons with disabilities, including the availability of accessible electronic formats; and
3.	invited organizations serving culturally specific communities experiencing homelessness in your CoC's geographic area to address equity (e.g., Black, Latino, Indigenous, LGBTQ+, and persons with disabilities).

(limit 2,500 characters)

1. The CoC invites new members through general solicitation and targeted recruitment through advertisement in the MOHS/CoC monthly newsletter and website, emails, and at events and meetings. The CoC has shifted to a new membership software (Member365) to better track, recruit, and communicate with its members. In the summer of 2023, the CoC updated its onboarding system to ensure membership lists were accurate. Phase 1 consisted of outreach to all CoC past/current members and partners via the Collaborative Applicant's 1K+ contact list, encouraging engagement into the new listserv and membership generally. Phase 2 consisted of outreach via the new listserv, in-person CoC meetings, and CoC committees for individuals to (re-)register as voting members. Membership continues on a rolling basis; no membership fee is collected. Member365 is accessible on desktops and mobile devices. The CoC has contracted with a web developer to update its website. Once completed, the CoC website will be used to recruit new members to Member365 and will be the primary vehicle to post information about CoC events and activities.

2. Sign-up is available at all in-person and virtual CoC meetings and will soon be accessible via the new CoC website. Paper applications are made available. The Collaborative Applicant and HMIS Lead utilize Drupal software system framework that complies and enforces certain ADA 508 web compliance standards and offers "reasonable accommodations" to people with disabilities.

3. Annually, the CoC Governance Committee assesses representation and advertises membership year-round with clear deadlines in advance of annual voting. The Lived Experience Advisory Committee (LEAC) and Youth Action Board (YAB) are formal CoC committees comprising members with current or former lived experience of homelessness. Both the Chairs of the LEAC and YAB sit on the CoC Board. Currently, 8 of 27 dedicated Board seats are set aside for individuals with lived experience, which also include youth and persons who have survived domestic violence. LEAC and YAB solicit through ongoing community outreach and open invitations. To address equity, the Board provides stipends for people with lived experience and expertise who participate in CoC and secured grant funding to provide technology devices to ease access. Ensuring people with lived experience are compensated for their time reinforces the importance of their participation, supports commitment, and breaks down barriers.

1B-3.	CoC's Strategy to Solicit/Consider Opinions on Preventing and Ending Homelessness.	
	NOFO Section V.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;
3.	ensured effective communication and access for persons with disabilities, including the availability of accessible electronic formats; and
4.	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. **Soliciting Feedback:** The CoC actively seeks and incorporates input from a wide range of stakeholders, including government agencies, nonprofits, service providers, and individuals with lived experience. This engagement occurs through quarterly CoC Member and Board meetings, six Action Committees, four Capacity Building Committees, the Lived Experience Advisory Committee (LEAC), and the Youth Advisory Board (YAB). Public comment periods during Board meetings and focus groups in shelters, along with surveys distributed at General Body Meetings, facilitate community feedback. Stakeholders can provide input at any time through various methods.

2. **Information Communication:** General and Board meetings are announced annually and are open to the public. Updates are provided by CoC leadership and committees during these meetings. All materials are accessible on the MOHS website, as well as through Member365, email, newsletters, and social media. Most committee meetings also allow public attendance and input, with agendas and materials shared online.

3. **Accessibility:** The CoC prioritizes effective communication and inclusivity by ensuring all meetings are held in accessible venues and provide accommodations like closed captioning. Member365 allows members to review notes, access documents, and stay updated on activities across devices. The CoC is also establishing a community hub to provide a welcoming space for participation in activities.

4. **Public Input for Improvement:** The CoC carefully considers feedback from public meetings and other input methods to implement new strategies for preventing and ending homelessness. This ongoing feedback loop informs CoC planning and decision-making, leading to actionable changes that reflect community needs and align with best practices.

1B-4.	Public Notification for Proposals from Organizations Not Previously Awarded CoC Program Funding.	
NOFO Section V.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.	ensured effective communication and access for persons with disabilities, including the availability of accessible electronic formats.	

(limit 2,500 characters)

1. The CoC welcomes new applicants who have not previously received CoC funding. The CoC notified the public on September 12, 2024 by posting the RFP, guidelines, and resources on the Collaborative Applicant's (CA) website, social media accounts, and through the new CoC mailing list. Additionally, the Collaborative Applicant notified its 1000+ list of members, stakeholders, and community members-at-large that the NOFO was released on July 31, 2024, and that the application materials would be forthcoming. Subsequent announcements were made to encourage new applicants. The CA hosted a virtual bidder's conference on September 5, 2023 that was live, recorded and posted to the CA website. The bidder's conference supports both new and renewing applicants on applying by providing an overview of the NOFO, detailed instructions about the local application process, and additional resources to review. Staff at the CA encourage questions via email and publicly share responses with an "FAQ" document on the website.

2. The RFP and guidance includes a checklist of supporting documents and resources to support organizations with their applications. The bidder's conference provides detailed instructions on how applicants submit their proposals. The CA launched the Neighborly software this year to accept and track required application documents. Applicants do not submit their applications directly into esnaps, which has eased the process for both renewing and new applicants.

3. The CA conducts a threshold review to assess application completeness and whether proposals meet the HUD and local requirements, and demonstrate consistency with the Consolidated Plan. The CoC's Resource Allocation Committee scores and ranks proposals using a rubric that focuses on system performance and objective criteria such as the project service model, scope or work and target population, budget, collaboration, capacity, and timeliness. New projects with the highest scores are selected to be included in the ranking based on available funding.

4. The CoC ensures information is accessible electronically through the CA website, which uses the Drupal software system that complies and enforces certain ADA 508 web compliance standards and offers reasonable accommodations to people with disabilities. The webpage designer controls the layout to ensure the website is compatible on different devices. Staff at the CA are also available for questions throughout the competition.

1C. Coordination and Engagement

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1C-1.	Coordination with Federal, State, Local, Private, and Other Organizations.	
	NOFO Section V.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 Nonexistent if 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)	Nonexistent
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)	No
17.	Temporary Assistance for Needy Families (TANF)	Yes
	Other:(limit 50 characters)	
18.	Hospitals	Yes

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

In the chart below select yes or no to indicate whether your CoC:

1.	Consulted with ESG Program recipients in planning and allocating ESG Program funds?	Yes
2.	Provided Point-in-Time (PIT) count and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions within its geographic area?	No
3.	Ensured local homelessness information is communicated and addressed in the Consolidated Plan updates?	Yes
4.	Coordinated with ESG recipients in evaluating and reporting performance of ESG Program recipients and subrecipients?	Yes

1C-3.	Ensuring Families are not Separated.	
	NOFO Section V.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 family members are not separated?	No
3.	Worked with CoC and 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 questions or requesting technical assistance to resolve noncompliance by service providers?	No

1C-4.	CoC Collaboration Related to Children and Youth—SEAs, LEAs, School Districts.	
	NOFO Section V.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)	No
3.	Local Education Agency (LEA)	Yes
4.	School Districts	Yes

1C-4a.	Formal Partnerships with Youth Education Providers, SEAs, LEAs, School Districts.	
	NOFO Section V.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 CoC has a renewed 5-year data-sharing agreement with Baltimore City Public Schools (BCPSS) that runs through 2029, allowing data sharing from HMIS to help identify students eligible for Free and Reduced Price Meals. Additionally, the BCPSS McKinney-Vento liaison actively participates as a member of the CoC's Youth Homelessness Action Committee, ensuring close collaboration between educational services and homelessness prevention efforts. The Youth Action Board has also partnered with Baltimore City Schools to conduct outreach and share resources with schools that have the highest numbers of students identified as eligible under McKinney-Vento.

The CoC engaged in multiple listening sessions with education partners during the planning and implementation phases of the Youth Homelessness Demonstration Program (YHDP) Coordinated Community Plan, facilitating a collaborative approach to youth homelessness. Baltimore City has one Local Education Agency (LEA) actively participating in the CoC, which regularly presents on educational service provisions and collaborates on Point-in-Time (PIT) and Youth REACH counts. The LEA also provides training for public school staff on best practices and policies for serving families and youth experiencing homelessness and works closely with the CoC to distribute resources and toolkits that guide connections to youth-specific services, including diversion strategies.

Children in all participating CoC programs are eligible to receive educational services, and individual projects have established additional partnerships with providers that serve families and school-aged children. The family shelter collaborates extensively with youth education providers, connecting youth to Head Start and Early Head Start programs, after-school activities, summer camps, and employment opportunities.

Through the Built for Zero initiative, the CoC engaged in coordinated entry planning sessions with BCPSS, the Department of Social Services, family shelters, and other family service providers. Given the recent increase in evictions and its impact on families with children, this group is critically examining system improvements and solutions to enhance diversion and rapid resolution efforts, with the overarching goal of making homelessness rare, brief, and one-time

1C-4b.	Informing Individuals and Families Who Have Recently Begun Experiencing Homelessness about Eligibility for Educational Services.	
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NOFO Section V.B.1.d.

Describe in the field below written policies and procedures your CoC uses to inform individuals and families who have recently begun experiencing homelessness of their eligibility for educational services.

(limit 2,500 characters)

The primary family shelter operated by St. Vincent de Paul (SVDP) has a dedicated Children’s Coordinator staff to educate and inform homeless families about their rights and resources under McKinney Vento, including support for school enrollment, transportation, uniforms, participation in activities, and available fee waivers. All families meet with the Children’s Coordinator to assess needs and preferences for school enrollment. The shelter also maintains internal protocols and processes for linking families to Head Start services and early childhood education programs, utilizing the local prioritization process to accommodate homeless families with Head Start and Early Head Start enrollment. The shelter also has on-site day care available to all families. The CoC written standards for ESG and CoC funding require programs serving families to ensure that children are enrolled in school within 48 hours of contact, that the school system is providing transportation either to a new school or school of origin within 7 days, and evaluate whether children are receiving all required McKinney-Vento services. The public-school system disseminates educational posters, resource cards, and toolkits within every school to explain services, resources, and rights. The LEA connects with school social workers to address issues and provides professional development resources.

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

1C-5.	Addressing Needs of Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking–Collaboration with Federally Funded Programs and Victim Service Providers.	
	NOFO Section V.B.1.e.	

In the chart below select yes or no for the organizations your CoC collaborates with:

Organizations		
1.	State Domestic Violence Coalitions	Yes
2.	State Sexual Assault Coalitions	Yes
3.	Anti-trafficking Service Providers	Yes
Other Organizations that Help this Population (limit 500 characters)		
4.		

1C-5a.	Collaborating with Federally Funded Programs and Victim Service Providers to Address Needs of Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
	NOFO Section V.B.1.e.	

Describe in the field below how your CoC regularly collaborates with organizations that you selected yes to in Question 1C-5 to:

1.	update CoC-wide policies; and
2.	ensure all housing and services provided in the CoC's geographic area are trauma-informed and can meet the needs of survivors.

(limit 2,500 characters)

1. The CoC’s main provider of DV/SA services, House of Ruth Maryland (HRM), has participated in the CoC since its inception and actively participates in CoC committees and meetings. Representatives from HRM currently participate in the CoC organized committees, RRH, and Victim Coordinated Entry programs. HRM encourages participation from other local programs, inviting them to discuss how they can be more involved in CoC work, how they can partner on existing CoC grants, and how to be more involved for the DV Bonus RRH and Victim Coordinated Entry programs. Participation of DV service providers, people with DV, and homeless lived experience are written into the CoC Charter and Bylaws, and HRM routinely contributes during the comment period for CoC policies and procedures. HRM also frequently coordinates with homeless service providers to ensure the highest level of trauma informed care for survivors. The CoC Action Plan, created in 2019, specifically lists steps to address DV survivors within the system and creates more trauma informed services and processes throughout the continuum.

2. House of Ruth Maryland (HRM) has a nationally recognized Training Institute that provides community education, training, consultation, and technical assistance to professionals and the community on intimate partner violence (IPV) and related issues. HRM staff are leaders in trauma-informed care and victim-centered services in Baltimore. All HRM trainings are both practice-informed and research-informed, making use of experts in the field. HRM provides technical assistance and training in the following areas:

- The impact of childhood trauma
- Understanding trauma and protecting against secondary trauma
- TIC and voluntary service principles
- Safety planning with survivors of IPV
- Understanding IPV
- Ethical considerations in working with vulnerable population
- Working with specialized populations such as religious minorities, the LGBTQ community, and non-English speaking or Limited English Proficient (LEP) clients
- Working with abusive partners

Supervisors are trained and conduct reflective supervision with staff to monitor and address secondary trauma in direct service staff that may also be impacted. HRM conducts trainings that incorporate these tenets and provide consultation to support individualized system change. CoC members and participants are offered bi-annual trainings to review best practices

1C-5b.	Implemented Safety Planning, Confidentiality Protocols in Your CoC’s Coordinated Entry to Address the Needs of Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
	NOFO Section V.B.1.e.	
	Describe in the field below how your CoC’s coordinated entry addresses the needs of DV survivors by including:	
	1. safety planning protocols; and	
	2. confidentiality protocols.	

(limit 2,500 characters)

1. The CoC's central victim services provider, House of Ruth Maryland (HRM), has a nationally recognized Training Institute that provides community education, training, consultation and technical assistance to professionals and the community at large on intimate partner violence (IPV) and related issues. All HRM trainings are both practice informed and research informed and make use of experts in the field of IPV. HRM staff are leaders in trauma-informed care and victim-centered services in Baltimore and provide technical assistance and training to organizations in the following areas:

- The impact of childhood trauma
- Understanding trauma and protecting against secondary trauma
- TIC and voluntary service principles
- Safety planning with survivors of IPV
- Understanding IPV
- Ethical considerations in working with vulnerable population
- Working with specialized populations such as religious minorities, the LGBTQ community, and non-English speaking or Limited English Proficient (LEP) clients
- Working with abusive partners

Supervisors are trained and conduct reflective supervision with staff to monitor and address secondary trauma in direct service staff that may also be impacted. HRM conducts trainings that incorporate these tenets and provide consultations to support system change. CoC members and participants are offered bi-annual trainings to review best practices for working with survivors of IPV and SA.

2. The CoC Action Plan, created in 2019, specifically lists steps to address DV survivors within the system and creates more trauma informed services and processes throughout the continuum. The CoC has incorporated these principles and practices adopted by HRM into training for all Coordinated Entry staff that provide assessment and navigation services, with an emphasis on developing client crisis and safety plans, which include best practices for protecting the confidentiality and protection of clients. Coordinated Entry staff also have protocols in place for consent and information sharing within their HMIS policies. Through the DV Bonus SSO-CE project, HRM developed and conducted trainings on Victim Coordinated Entry (VCE) to the CoC. The training includes referral strategies, how VCE engages and serves homeless survivors in Baltimore City, and how to work effectively with HRM staff to ensure safety and build stability.

1C-5c.	Coordinated Annual Training on Best Practices to Address the Needs of Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.	
	NOFO Section V.B.1.e.	

In the chart below, indicate how your CoC facilitates training for project staff and coordinated entry staff that addresses best practices on safety planning and confidentiality protocols:

		Project Staff	Coordinated Entry Staff
1.	Training Occurs at least annually?	Yes	Yes
2.	Incorporates Trauma Informed best practices?	Yes	Yes
3.	Incorporates Survivor-Centered best practices?	Yes	Yes

4.	Identifies and assesses survivors' individual safety needs?	Yes	Yes
5.	Enhances and supports collaboration with DV organizations?	Yes	Yes
6.	Ensures survivors' rights, voices, and perspectives are incorporated?	Yes	Yes
	Other? (limit 500 characters)		
7.			

1C-5d.	Implemented VAWA-Required Written Emergency Transfer Plan Policies and Procedures for Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
	NOFO Section V.B.1.e.	

Describe in the field below:

- | | |
|----|--|
| 1. | whether your CoC's written policies and procedures include an emergency transfer plan; |
| 2. | how your CoC informs all households seeking or receiving CoC Program assistance about their rights to an emergency transfer; |
| 3. | what your CoC requires households to do to request emergency transfers; and |
| 4. | what your CoC does in response to households requesting emergency transfers. |

(limit 2,500 characters)

HMIS Comparable Database: Our CoC partners with victim service providers who use an HMIS-comparable database (ETO), ensuring that data related to survivors is collected in a way that protects their confidentiality. This database allows for the aggregation of de-identified data on service utilization, housing status, and outcomes for survivors.

Data from Partner Organizations: We collaborate with local domestic violence shelters, sexual assault crisis centers, and victim advocacy organizations that provide de-identified data on the number of survivors served, the types of services utilized, and the identified needs of survivors in our community.

Annual Point-in-Time (PIT) Count and Housing Inventory Count (HIC): We collect de-identified data on survivors through surveys conducted during the PIT Count, specifically targeting those experiencing homelessness due to domestic violence. The HIC also provides data on dedicated beds and units for survivors.

1C-5e.	Facilitating Safe Access to Housing and Services for Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
	NOFO Section V.B.1.e.	

Describe in the field below how your CoC ensures households experiencing trauma or a lack of safety related to fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking have safe access to all of the housing and services available within your CoC's geographic area.

(limit 2,500 characters)

1. The CoC has emergency transfer protocols facilitating rapid transfer into alternative housing or confidential facilities using a safety and trauma-informed model that is imbedded into the CoC's Coordinated Access Policies and Procedures. Transfers may be requested for the following reasons:
 The provider and client feel that another program is better suited to the client's individual needs.
 The client feels that they are not getting the services they need, or are being treated unfairly by the current housing provider and all attempts to resolve the client's concern without a transfer have been unsuccessful.
 The client has experienced a change in household composition that can't be accommodated by the current housing provider.
 There is a significant risk of harm to the client in the current placement.
 The client needs a reasonable accommodation that the provider needs the assistance of a transfer in accommodating.
 Other issues affecting a current client's placement that will be reviewed on a case-by-case basis.

2. Transfer request for reasonable accommodation or VAWA, are consider emergency transfers and prioritized. If a household needs an emergency transfer, providers are required by the CoC to quickly facilitate the household's move, which can include moving outside the jurisdiction of the CoC. Requests for emergency motel or shelter placement on an interim basis are provided. If there is a need to facilitate a transfer between programs for a client, the CoC prioritizes cases that are safety-related. DV- related emergency transfers are typically resolved within 24 hrs. This policy is communicated to the general CoC membership annually in September. The Victim Coordinated Entry staff also are trained on the policy so that they can advise individual victims and DV/SA programs as needed.

3 Clients can initiate a transfer request by completing the Client Transfer Request Form within the Coordinated Access Policies and Procedures. A client may request a transfer through their current housing provider or by directly contacting MOHS. Clients are matched through Coordinated Access, and may be matched to multiple types of housing programs funded by different federal, state, and local grants. Clients that wish to transfer will be notified about the different programs, and will be able to accept or decline the offer. Providers do not need MOHS approval before making emergency accommodations in the interest of a client's safety.

1C-5f.	Identifying and Removing Barriers for Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
	NOFO Section V.B.1.e.	
	Describe in the field below how your CoC ensures survivors receive safe housing and services by:	
1.	identifying barriers specific to survivors; and	
2.	working to remove those barriers.	

(limit 2,500 characters)

1. House of Ruth Maryland (HRM) runs the parallel Victim Coordinated Entry (VCE) system as part of Baltimore City's HMIS. VCE ensures that DV clients are kept confidential in the system, but also allows HRM to produce APR reports into SAGE. HRM and the CoC coordinate to ensure that survivors have equal and safe access to all housing and services in Baltimore City. The CoC uses de-identified aggregate data from HRM in conjunction with HMIS and Coordinated Access assessment data to analyze the need for housing and services. The ready availability of data allows the CoC to move quickly on opportunities, like the recent Emergency Housing Voucher allocations, to ensure that appropriate numbers of survivors have access to needed housing services.

A parallel Victim Coordinated Entry (VCE) system ensures that victims who do not wish to be listed in the shared HMIS have a secure, VAWA compliant way to be triaged, assessed and connected with both DV specific and non-DV services. VCE staff are trained to enter placeholder data into the main Coordinated Entry system to ensure that households experiencing both IPV and homelessness have access to PSH programs. The CoC used system data to allocate emergency housing vouchers to DV victims in proportion to the need in the CoC. Similarly, CARES act and ARPA funding opportunities were specifically marketed to local DV service providers and their projects ensured that IPV victims had access to trauma specific eviction prevention, rapid rehousing and shelter programs during the last two years of the COVID-19 pandemic. HRM works with CoCs and victim service providers across Maryland to transfer vouchers and place victims outside of the jurisdiction to protect safety of victims and increase housing placement and stability.

2. The CoC's vulnerability assessment, collaboratively created with HRM, includes a number of trauma-related and violence-related risk factors. In addition, the CoC Charter specifies that one Board Member must be from a DV service agency to ensure that the needs of victims are represented at the CoC leadership level.

1C-6.	Addressing the Needs of Lesbian, Gay, Bisexual, Transgender and Queer+--Anti-Discrimination Policy and Equal Access Trainings.	
	NOFO Section V.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 V.B.1.f.	

Describe in the field below:

1.	how your CoC regularly collaborates with LGBTQ+ and other organizations to update its CoC-wide anti-discrimination policy, as necessary to ensure all housing and services provided in the CoC are trauma-informed and able to meet the needs of LGBTQ+ individuals and families;
2.	how your CoC assisted housing and services providers in developing project-level anti-discrimination policies that are consistent with the CoC-wide anti-discrimination policy;
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-funded shelter and housing program must be compliant with federal, state, and local in the delivery of their services ensuring that equal opportunity and access to housing for protected class statuses. The CoC, in partnership with MOHS and the Mayor's Office of LGBTQ Affairs, committed to protecting and supporting the rights of the LGBTQ+ community and that those protected classes have equal access to safe affordable housing.

2. The CoC in collaboration with MOHS finalized the CoC and ESG Written Standards. The board has representation from organizations that serve and represent LGBTQ+ and is able to assist in ensuring that the needs of the LGBTQ+ are met. MOHS conducts an annual in-service inclusion training to reinforce anti-discrimination policies ensuring that LBGQTQ+ individuals and families receive services, shelter, and housing free of discrimination. MOHS also required all Program Compliance and Emergency Services teams and shelter provider to participate in the HUD Exchange's "Implementing HUD's Equal Access Rule in Emergency Shelters. This training took place on September 12, 2024. The CoC also participates in statewide training opportunities offered by the Maryland State Department of Housing and Community Development.

3. All programs are monitored and evaluated for compliance with fair housing laws and anti-discrimination policies. Projects are required to submit their agency's non-discrimination guidelines to MOHS annually for review. In addition, CoC Providers are monitored annually, and this includes reviewing polices, grievances, terminations and discharges to ensure any issues related to housing first violations as well as discriminatory practices. Furthermore, this year, our CoC Resource Allocation committee included anti-discrimination as a criterion for assessing project application in the scoring criteria.

MOHS as the recipient of funds, reserves the right to require sub-recipients to change program policies or requirements that may unnecessarily limit access to housing and, or violate anti-discrimination policies. If a project violates anti-discrimination policies, MOHS will provide a formal request for corrective action. The project will have time to respond and to remedy the violation. However, if an agency cannot comply, MOHS will notify the CoC's Resource Allocation Committee, and the project may be terminated due to a breach in their contract.

1C-7.	Public Housing Agencies within Your CoC's Geographic Area--New Admissions--General/Limited Preference--Moving On Strategy.
	NOFO Section V.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 current 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 or Housing Choice Voucher Program During FY 2023 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?
Housing Authority of Baltimore City	13%	Yes-HCV	No

1C-7a. Written Policies on Homeless Admission Preferences with PHAs.	
NOFO Section V.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 Baltimore City CoC works in collaboration with the Housing Authority of Baltimore City (HABC) to provide a Limited Preferences for people experiencing homelessness in a set amount of set-aside Section 8 vouchers. HABC is the only public housing authority within the geographic area covered by the CoC. Many of these vouchers are used in collaboration with CoC funded supportive services funding to create additional Permanent Supportive Housing capacity. The relationship between the CoC and the local housing authority is outlined in Memorandums of Understanding. There is a total of 919 homeless set-aside vouchers that comprise of dedicated tenant-based and dedicated project-based units requiring case management in addition to prioritized referrals for individuals, families with children, and veterans experiencing homelessness for Section 8 and project-based vouchers. Additionally, the CoC partners with HABC to house up to 250 citizens returning to society from incarceration through tenant-based vouchers. In FY 2021, the CoC and HABC entered into an MOU to dedicate 278 Emergency Housing Vouchers and prioritize individuals and families that were experiencing homelessness or at-risk of homelessness, an additional 10 vouchers were awarded in FY2024 (new total 288). These vouchers were also coupled with additional funds to provide support services that included move-in costs. In total, HABC has partnered with the CoC to set aside 1,457 vouchers. In addition, through this partnership, HABC dedicates several Section 8 (tenant-based homeless set-aside vouchers) and 50 Public Housing units to the Medicaid Pilot (ACIS) project, so that housing subsidies can be matched with Medicaid dollars that provide supportive services.

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	No
4.	Local low-income housing programs	No
	Other (limit 150 characters)	
5.		

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

1C-7d.	Submitting CoC and PHA Joint Applications for Funding for People Experiencing Homelessness.	
	NOFO Section V.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.	N/A

1C-7e.	Coordinating with PHA(s) to Apply for or Implement HCV Dedicated to Homelessness Including Emergency Housing Voucher (EHV).	
	NOFO Section V.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?	Yes
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1D. Coordination and Engagement Cont'd

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) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1D-1.	Preventing People Transitioning from Public Systems from Experiencing Homelessness.	
	NOFO Section V.B.1.h.	

Select yes or no in the chart below to indicate whether your CoC actively coordinates with the public systems 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.	Prisons/Jails?	No
2.	Health Care Facilities?	Yes
3.	Residential Care Facilities?	Yes
4.	Foster Care?	No

1D-2.	Housing First—Lowering Barriers to Entry.	
	NOFO Section V.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 2024 CoC Program Competition.	40
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 2024 CoC Program Competition that have adopted the Housing First approach.	40
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 2024 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 V.B.1.i.	

You must upload the Housing First Evaluation attachment to the 4B. Attachments Screen.
 Describe in the field below:

1.	how your CoC evaluates every project—where the applicant checks Housing First on their project application—to determine if they are using a Housing First approach;
2.	the list of factors and performance indicators your CoC uses during its evaluation;
3.	how your CoC regularly evaluates projects outside of your local CoC competition to ensure the projects are using a Housing First approach; and
4.	what your CoC has done to improve fidelity to Housing First.

(limit 2,500 characters)

1. All CoC and ESG-funded projects must sign an agreement confirming that their project will operate using a Housing First approach, and then this language is explicitly outlined in the final executed contract with the subrecipients operating the project.

2. All projects are monitored and evaluated by the Collaborative Applicant to ensure that a Housing First approach is prioritized in rapid placement and stabilization. All providers must certify that the housing projects comply with the Housing First Principles and are evaluated to ensure that access to programs is not contingent on sobriety, minimum income, lack of a criminal record, completion of treatment, participation in services, or other unnecessary conditions. In addition, the program must be able to demonstrate that they quickly move residents to permanent housing and individuals are not terminated due to a failure to participate in supportive services, progress on service plans, loss of income or failure to increase income, and, or being a victim of domestic violence.

3. All CoC and ESG- funded projects are evaluated and monitored annually by the Collaborative Applicant. Projects must have a Housing First statement included in their program policies and provide a housing first statement to all clients. Projects also must have a grievance and termination policies in place that are reviewed. The Resource Allocation Committee’s scoring and ranking tool used to evaluate renewal and new projects includes confirming that there is signed Housing First Certification on record. CoC will be working on additional measures to ensure that our community continuously evaluates Housing First by reviewing CoC policies and data.

1D-3.	Street Outreach—Data—Reaching People Least Likely to Request Assistance.	
	NOFO Section V.B.1.j.	

Describe in the field below how your CoC tailored its street outreach to people experiencing homelessness who are least likely to request assistance.

(limit 2,500 characters)

1. Outreach Teams: The CoC employs three outreach providers that canvass the city, trained to facilitate equitable access to services like referrals, navigation, shelter, and housing. Access is based on vulnerability, eligibility, and choice, with specific processes for sub-populations such as families, unaccompanied youth, and individuals fleeing domestic violence. Outreach teams meet bi-weekly for resource sharing and case coordination, and they possess specialized skills for clinical treatment and crisis response, serving communities like LGBTQ+ and Hispanic populations. MOHS leads a monthly Hands in Partnership meeting for outreach advocates to discuss resources and engage with unsheltered individuals. Annual Point In Time Counts (PIT Counts) assess the needs of the homeless population, with findings submitted to HUD.

2. Coverage Area: Street outreach covers 100% of the CoC's geographic area (all 14 districts).

3. Service Availability: Services are mainly provided Monday through Friday from 8:30 AM to 4:30 PM, with extended hours during winter and some programs available on weekends and after hours. PIT Counts are conducted semi-annually or annually.

4. Target Population: Outreach focuses on individuals least likely to seek help, including those experiencing domestic violence, chronic homelessness, and language barriers. Teams conduct daily outreach and offer transportation in wheelchair-accessible vehicles. They include Spanish-speaking staff or provide interpreter services for non-English speakers. During the pandemic, mobile showers and meal services were introduced to reach harder-to-access individuals, enhancing relationships between outreach workers and the unsheltered population, thereby increasing acceptance of housing. The CoC's Data and Performance Committee prepares for the annual PIT Count, ensuring effective surveys that capture the specific needs of homeless individuals and families in Baltimore.

1D-4.	Strategies to Prevent Criminalization of Homelessness.	
	NOFO Section V.B.1.k.	

Select yes or no in the chart below to indicate your CoC's strategies to prevent the criminalization of homelessness in your CoC's geographic area:

	Your CoC's Strategies	Engaged/Educated Legislators and Policymakers	Implemented Laws/Policies/Practices that Prevent Criminalization of Homelessness
1.	Increase utilization of co-responder responses or social services-led responses over law enforcement responses to people experiencing homelessness?	Yes	Yes
2.	Minimize use of law enforcement to enforce bans on public sleeping, public camping, or carrying out basic life functions in public places?	Yes	Yes
3.	Avoid imposing criminal sanctions, including fines, fees, and incarceration for public sleeping, public camping, and carrying out basic life functions in public places?	Yes	Yes
4.	Other:(limit 500 characters)		

	Yes	Yes
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1D-5.	Rapid Rehousing–RRH Beds as Reported in the Housing Inventory Count (HIC) or Longitudinal Data from HMIS.	
	NOFO Section V.B.1.I.	

	HIC Longitudinal HMIS Data	2023	2024
Enter the total number of RRH beds available to serve all populations as reported in the HIC or the number of households served per longitudinal HMIS data, e.g., APR.	HIC	590	457

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

	Mainstream Benefits	CoC Provides Annual Training?
1.	Food Stamps	Yes
2.	SSI–Supplemental Security Income	Yes
3.	SSDI–Social Security Disability Insurance	Yes
4.	TANF–Temporary Assistance for Needy Families	Yes
5.	Substance Use Disorder Programs	Yes
6.	Employment Assistance Programs	Yes
7.	Other (limit 150 characters)	

1D-6a.	Information and Training on Mainstream Benefits and Other Assistance.	
	NOFO Section V.B.1.m	

Describe in the field below how your CoC:

1. works with projects to collaborate with healthcare organizations, including those that provide substance use disorder treatment and mental health treatment, to assist program participants with receiving healthcare services, including Medicaid; and
2. promotes SSI/SSDI Outreach, Access, and Recovery (SOAR) certification of program staff.

(limit 2,500 characters)

1. Providers within the CoC geographic area are offered up-to-date information on mainstream resources. This is offered by MOHS through its provider trainings and the information is updated annually. Additionally, the CoC's committees bring key mainstream benefit system leaders together to develop comprehensive strategies and communication materials to increase enrollment in health insurance coverage, TANF, SSI, food stamps, childcare vouchers, mental health and substance use treatment services, VA benefits, disability-related services, and workforce development/employment navigation. MOHS has facilitated presentations from community service providers for current funded programs to initiate collaborative partnerships for services that include substance use treatment, mental health treatment and health care services. Providers also establish their own partnerships with service providers to supplement their internal programming.

2. All CoC-funded projects are required to assist clients in accessing and maintaining benefits that include health, mental health, and behavioral health needs. Projects are also encouraged to partner with healthcare organizations for in-kind match services that ultimately enhance program support and service delivery. CoC collaborates with the Central Maryland Access Point for enrolling in qualified health plans and Medicaid. CoC-funded projects complete assessments and care plans to include referrals to specialists and health care providers that include access to philanthropic health care benefits such as dental.

3. The CoC partners with Healthcare for the Homeless, the local SOAR lead, to ensure that program staff are trained or know how to access SOAR technical assistance on behalf of their clients. Additionally, MOHS recently entered into a partnership with the Baltimore City Department of Social Services (BCDSS). Through this partnership four City funded shelters will have DSS case workers onsite to process applications for cash assistance, food stamps, medicaid for our homeless individuals in need. Each site will have case workers on site at least twice weekly. Case workers have the ability to see up to 50 homeless individuals weekly. Moreover, BCDSS has agreed to expedite the processing of all applications accepted through this partnership allowing clients to receive approval within 30 days. This partnership is a huge step in rapidly connecting homeless individuals to mainstream benefits.

ID-7.	Partnerships with Public Health Agencies—Collaborating to Respond to and Prevent the Spread of Infectious Diseases.	
NOFO Section V.B.1.n.		
Describe in the field below how your CoC effectively collaborates with state and local public health agencies to develop CoC-wide policies and procedures that:		
1.	respond to infectious disease outbreaks; and	
2.	prevent infectious disease outbreaks among people experiencing homelessness.	

(limit 2,500 characters)

1. Baltimore City Health Department (BCHD) is the lead city agency for public health crises. The BCHD Office of Public Health Preparedness and Response trains the CoC/ Mayor's Office of Homeless Services (MOHS) so that we are prepared for public health emergencies and works with us to develop plans/policies, including detailed site relocations; procedures to collaborate across city agencies, hospitals (e.g. Johns Hopkins Medicine and the University of Maryland Medical System) and community health partners; transportation strategies; communication plans; and processes for both identifying equipment and staffing needs and fulfilling them (e.g. supply logistics, how to access public health resources, staffing plans, and HR support).

The COVID-19 pandemic was a proving ground for these policies and procedures. In the first weeks of the pandemic, BCDH, MOHS and local health care experts collaboratively identified suitable alternate shelter sites that would allow for isolation and thus prevent the spread of COVID among individuals experiencing homeless. We established a large hotel as a Triage, Respite and Isolation Center that ultimately cared for more than 3,000 individuals who were experiencing homelessness [and COVID. Our collaborative approach and isolation strategy prevented the disease from spreading further and provided quality healthcare to infected individuals” (add any data on mortality rates that you have here, especially if it makes you look good) OR “. By leveraging this hotel to isolate and follow best practices from public health experts, these individuals (and likely many others in turn) avoided that initial round of COVID-19.”] MOHS/ the CoC, BCHD, and other partners also targeted testing and vaccine outreach to people experiencing homelessness by leveraging mobile and fixed clinics run by community providers who are trusted by homeless populations. Our public-private partnerships saved lives, and we are prepared to again leverage these relationships and be nimble to respond to further emergencies as the need arises.

2. The pandemic proved to us that congregate shelters are not the future. In addition to COVID, they are dangerous breeding grounds for other infectious diseases like Hepatitis A, Tuberculosis, and Measles. The City of Baltimore committed \$90M of our ARPA funds to ending homelessness, our largest investment from this federal resource. We will continue to foster a close partnership with BCHD and other public health entities, r

ID-7a.	Collaboration With Public Health Agencies on Infectious Diseases.	
	NOFO Section V.B.1.n.	
	Describe in the field below how your CoC:	
1.	effectively shared information related to public health measures and homelessness; and	
2.	facilitated 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. MOHS/ the CoC collaborates closely with BCHD to disseminate public health information to homeless individuals and homeless-serving organizations. Our plan includes five parts: (1) A network of community ambassadors known and trusted by persons who inject drugs (PWID), people experiencing unsheltered homelessness, and other vulnerable populations conduct outreach. The harm reduction techniques and compassionate approach used by this team successfully communicated the importance of isolation and, later, vaccination, to these populations during the pandemic, and more than 1,500 people were vaccinated as a result; (2) While PPE dissemination and isolation protocol are not currently an urgent priority, the systems and partnerships we established to respond to COVID-19 can be reinstated as needed.

2. (3) The CoC/ MOHS' newsletter has over 1,000 subscribers and is a crucial vehicle for disseminating public health information to the homeless population and those caring for them; (4) CoC Board Meetings provide opportunities to disseminate public health information: the CoC Board includes senior public health officials (e.g. Health Care for the Homeless) who share information with the rest of the Board and collaborate on plans to disseminate to homeless service providers; (5) Provider Calls: during the pandemic, we held weekly calls to promote clear communication between public health authorities and homeless services providers; these calls are not needed right now, but can be re-started whenever necessary. At this time, CoC Board and Committee Meetings serve as a communication channel between public health agencies and homeless services providers.

1D-8.	Coordinated Entry Standard Processes.	
	NOFO Section V.B.1.o.	
	Describe in the field below how your CoC's coordinated entry system:	
1.	can serve everybody regardless of where they are located within your CoC's geographic area;	
2.	uses a standardized assessment process to achieve fair, equitable, and equal access to housing and services within your CoC;	
3.	collects personal information in a trauma-informed way; and	
4.	is updated at least annually using feedback received from participating projects and households that participated in coordinated entry.	

(limit 2,500 characters)

1. Coordinated Access Assessors and Navigators are service providers trained to use a person-centered approach while assisting individuals and families experiencing homelessness navigators are situated throughout the City in public libraries that also serve as community hubs for clients experiencing homelessness. These access points are affirmatively marketed to eligible persons regardless of race, color, national origin, religion, sex, age, Access System Assessment in the absence of special outreach. A list of navigators can be found on the Mayor's Office of Homeless Services website and is also published in the Street Outreach Card. The navigator teams consist of mobile teams, Emergency Shelter access points, and drop-centers that cover all of Baltimore City to assist with navigating and referring people most in need of assistance.
2. The Coordinated Access System prioritizes people most in need of assistance through the use of a vulnerability assessment that matches people with the highest vulnerabilities to housing and services.
3. The CoC conducts bi-weekly case conferencing that is split between different subpopulations that include veterans, youth, families, single adults and people experiencing unsheltered homelessness. The addition to case conferencing ensures that a review of the By-Name List is evaluated to ensure that households receive assistance in a timely manner and are consistent with their preferences. Case conferencing allows providers to troubleshoot barriers that can assist with moving people through the system quicker. The CoC is specifically working with technical experts, Built for Zero to enhance our system.
4. The Coordinated Access Policies and Procedures are reviewed annually with input being used from providers, clients and CoC Committees.

	1D-8a.	Coordinated Entry–Program Participant-Centered Approach.	
		NOFO Section V.B.1.o.	
		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 needs and preferences; and	
	4.	takes steps to reduce burdens on people seeking assistance.	

(limit 2,500 characters)

1. Coordinated Access Navigators serve as a point of entry to the homeless services system and are situated throughout the CoC. The MOHS website and our Street Outreach Cards advertise Navigator sites: they are part of mobile teams and based at Emergency Shelters, drop-in centers, and even libraries (hired by MOHS, stationed at public libraries through a partnership). These sites were selected to proactively reach all communities, especially those who are least likely to apply for homeless assistance in the absence of special outreach. Navigators are trained to use a person-centered approach when conducting a Vulnerability Assessment and collecting documentation for housing applications; person-centered techniques are especially important when engaging people who are unlikely to independently apply for assistance.
2. Our Coordinated Access System leverages a Vulnerability Assessment to identify the people most in need of assistance and prioritize them for housing and services. In FY24, we are working with Built for Zero (BfZ) and HUD Technical Assistance to explore additional strategies, workflows/ processes, systems, and resources to strengthen our Coordinated Access assessment and response, with a focus on chronically homeless clients and other especially vulnerable populations.
3. The CoC holds regular case conferences focused on priority subpopulations, including veterans, youth, families, single adults and people experiencing unsheltered homelessness. Case conferencing is a holistic strategy that uses By-Name lists to identify households most in need of assistance and then brings together an interdisciplinary team to develop a coordinated plan for a timely move to permanent housing that is consistent with the household's needs and preferences. In addition, we are currently developing policies for providers to regularly follow-up with clients who have been matched to housing programs; this engagement is designed to expedite entry into housing and offer additional opportunities to hear clients' needs/ preferences and address barriers.
4. Our Coordinated Access Policies and Procedures are reviewed annually. The CoC's HRS Committee has recommended eliminating unnecessary documentation and eligibility requirements. Further, the CoC is working with BfZ to make systemic improvements to our coordinated access system that will reduce burdens on people seeking assistance and help people exit to permanent housing more efficiently

1D-8b.	Coordinated Entry–Informing Program Participants about Their Rights and Remedies–Reporting Violations.	
	NOFO Section V.B.1.o.	
	Describe in the field below how your CoC through its coordinated entry:	
	1. affirmatively markets housing and services provided within the CoC's geographic area and ensures it reaches all persons experiencing homelessness;	
	2. informs program participants of their rights and remedies available under federal, state, and local fair housing and civil rights laws; and	
	3. reports any conditions or actions that impede fair housing choice for current or prospective program participants to the jurisdiction(s) responsible for certifying consistency with the Consolidated Plan.	

(limit 2,500 characters)

1. Services are advertised on the MOHS and CoC websites, on social media platforms, in 211, with shelter providers, with outreach teams, and in drop-in centers. All agencies serving households experiencing homelessness are encouraged to use the Coordinated Access System for referrals. Agencies receiving CoC/ MOHS funding are required to participate in Coordinated Access, which proactively engages communities who are unlikely to apply for assistance on their own and increases geographic reach. MOHS is developing an affirmative communication plan to ensure information is accessible to people experiencing homelessness and housing instability and will also ensure information is accessible at various access points with service providers, community referral sources, and government agencies. This includes ensuring that information is accessible, with additional assistance offered, including accommodations for persons with disabilities or with limited English proficiency. Part of our advertising strategy will be to educate primary stakeholders and the larger community to ensure we reach individuals with the highest barriers. MOHS also works with the CoC's Homelessness Response Committee to evaluate the overall outreach strategy and to determine key outcomes to measure. This work will continue after the rollout of the affirmative communication plan to assess the scope, reach, and reception of the information provided.

2. Currently there is no process in place to inform program participants of their rights and remedies available under federal, state, and local fair housing and civil rights laws at the time of completing the Coordinated Access assessment; however, we plan to quickly remedy this by tapping the HRS Committee to develop a one pager or brochure. After development, this brochure will be disseminated to all CoC participants, with contact information included for organizations to reach out to should they have questions or concerns.

3. Compliance with Housing First and Nondiscrimination and Equal Opportunity requirements are monitored by MOHS as the Coordinated Access Lead. All decisions declining a client's application to a participating project are reviewed to ensure compliance with Housing First, Non-Discrimination, Equal Opportunity and Coordinated Access Protocols. This review is thorough and encourages clients and/or organizations to appeal when a compliance breach is identified.

1D-9.	Advancing Racial Equity in Homelessness—Conducting Assessment.	
	NOFO Section V.B.1.p.	

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.	04/01/2022

1D-9a.	Using Data to Determine if Racial Disparities Exist in Your CoC's Provision or Outcomes of CoC Program-Funded Homeless Assistance.	
	NOFO Section V.B.1.p.	

Describe in the field below:

1.	the data your CoC used to analyze whether any racial disparities are present in your CoC's provision or outcomes of CoC Program-funded homeless assistance; and
2.	how your CoC analyzed the data to determine whether any racial disparities are present in your CoC's provision or outcomes of CoC Program-funded homeless assistance.

(limit 2,500 characters)

1. The CoC's process for analyzing racial disparities are reviewed through an analysis of current federal and local performance measures, patterns of housing placement by neighborhood, utilization of the HUD racial disparities tool, and other relevant data sources to identify and understand racial disparities that also intersect with gender, sexual orientation, language, and other relevant characteristics. The number of African Americans or Black individuals seeking assistance is overwhelming, as people of color experience homelessness at significantly greater rates, even when controlling for poverty. With the use of the HUD CoC Racial Equity Analysis Tool, our own system demonstrated that 74% of individuals and 86% of families with children are experiencing homelessness compared to the 64% of the total population that identify as African American or Black. MOHS, the HMIS lead has a System's Overview Dashboard that is publicly available. The dashboard gives aggregate information on all persons experiencing homelessness in Baltimore City's CoC. The dashboard is broken down to the following areas, system overview, emergency shelter, street outreach, rapid re-housing, permanent supportive housing, transitional housing, safe haven, and coordinated entry.

2. The data reviewed in our CoC is consistent with individuals that identify as African American or Black accessing permanent supportive and rapid re-housing at a higher rate than other demographics. However, this also confirms that racial disparities exist in our system because of the overwhelming number of African American or Black individuals reflected within the homelessness system. As a community, we are able to utilize this information as we look to add additional members to our CoC Board, Committees and Membership that is reflective of the community we serve with an intentional focus on developing programs, services and interventions that aligns with the clients we serve.

1D-9b.	Implemented Strategies to Prevent or Eliminate Racial Disparities.	
	NOFO Section V.B.1.p	

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

1.	Are your CoC's board and decisionmaking bodies representative of the population served in the CoC?	Yes
2.	Did your CoC identify steps it will take to help the CoC board and decisionmaking bodies better reflect the population served in the CoC?	Yes
3.	Is your CoC expanding outreach in your CoC's geographic areas with higher concentrations of underrepresented groups?	Yes
4.	Does your CoC have communication, such as flyers, websites, or other materials, inclusive of underrepresented groups?	Yes
5.	Is your CoC training staff working in the homeless services sector to better understand racism and the intersection of racism and homelessness?	Yes
6.	Is your CoC establishing professional development opportunities to identify and invest in emerging leaders of different races and ethnicities in the homelessness sector?	Yes

7.	Does your CoC have staff, committees, or other resources charged with analyzing and addressing racial disparities related to homelessness?	Yes
8.	Is your CoC 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.	Did your CoC review its coordinated entry processes to understand their impact on people of different races and ethnicities experiencing homelessness?	Yes
10.	Is your CoC collecting data to better understand the pattern of program use for people of different races and ethnicities in its homeless services system?	Yes
11.	Is your CoC conducting additional research to understand the scope and needs of different races or ethnicities experiencing homelessness?	Yes
	Other:(limit 500 characters)	
12.		

1D-9c.	Plan for Ongoing Evaluation of System-level Processes, Policies, and Procedures for Racial Equity.	
	NOFO Section V.B.1.p.	

Describe in the field below your CoC's plan for ongoing evaluation of system-level processes, policies, and procedures for racial equity.

(limit 2,500 characters)

The CoC's Race Equity Committee was initially established to revise data collection strategies, provide training and technical assistance, and reform practices and policies to address and rectify racial disparities. The CoC worked with Due East Consulting to conduct an evaluation of the current committee structure and make recommendations for improvement; one recommendation was to integrate the work of the Race Equity Committee into all other committees, which will be implemented in 2024. The Homeless Response System Committee reviews system wide data on racial disparities by program type - including analysis of performance outcomes by race to determine whether there are disparities in measures such as the number of days between entry to Coordinated Access and initial housing offer, the length of time homeless, and rates of return to homelessness. HRS and the Homeless Persons Representation Project (HPRP) are evaluating reports of criminal record barriers to housing since the criminal justice system disproportionately affects communities of color.

CoC members helped create the Docket for Homeless Persons, a specialized court docket in District Court for individuals experiencing homelessness who have been accused of nonviolent misdemeanors or who currently have outstanding warrants for misdemeanors and traffic offenses. The individuals work with service providers to address underlying needs that led to the arrest. The SA's Office has implemented new policies ceasing prosecution of certain low-level offenses many of which have historically been charged and prosecuted against individuals experiencing homelessness. 78% of the arrests averted under the new no-prosecution policy were averted among Black individuals published in a report by Johns Hopkins School of Public Health. With the investment of \$90.4 million of American Rescue Plan Act funding, the CoC, along with the Baltimore Mayor's Office of Homeless Services and DHCD, are implementing a number of interventions that will look to decrease existing and historical disparities. Through the use of HOME funds and HUD-provided vouchers, we will be locating new housing units in sections of the City that meet HUD's site and Neighborhood standards, including the requirement that the units are not located in communities with high minority concentrations. We are also implementing a landlord recruitment and incentive program to more widely distribute unit placement to areas of opportunity in Baltimore.

1D-9d.	Plan for Using Data to Track Progress on Preventing or Eliminating Racial Disparities.	
	NOFO Section V.B.1.p.	
	Describe in the field below:	
1.	the measures your CoC plans to use to continuously track progress on preventing or eliminating racial disparities in the provision or outcomes of homeless assistance; and	
2.	the tools your CoC plans to use to continuously track progress on preventing or eliminating racial disparities in the provision or outcomes of homeless assistance.	

(limit 2,500 characters)

Strengthening the CoC’s ability to monitor the homeless response system will support work around racial equity. Black and African American people continue to disproportionately represent Baltimore’s neighbors experiencing homelessness. Last year, the CoC convened the Race Equity Action Committee and embedded Race Equity into the mission of all CoC Committees. The goal of our Race Equity work is to develop practices and policies to address and rectify this racial disparity, using data to guide its work. In order to track progress on preventing or eliminating disparities the Race Equity Committee has committed to the following strategies:

- Complete an initial review of existing data to understand racial disparities and intersections with gender and sexual orientation.
- Reform data collection and analysis standards to ensure performance metrics and reporting practices disaggregate data and analyses and address disparities in services and outcomes
- Provide training and technical assistance on race equity that equips providers and organization with the CoC’s tools to implement a race equity agenda.
- Embed race equity principles, expectations, and requirements in all aspects of CoC planning, service delivery, and policies.
- Ensure people of color, particularly those with lived experience, have appropriate representation, decision-making authority, and avenues for professional development.

1D-10.	Involving Individuals with Lived Experience of Homelessness in Service Delivery and Decisionmaking–CoC’s Outreach Efforts.	
	NOFO Section V.B.1.q.	

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 decisionmaking processes.

(limit 2,500 characters)

The Baltimore CoC has a small but robust membership of people with lived experience. Our two standing committees: Lived Experience Advisory Committee (LEAC) and the Youth Action Board (YAB) are vital to all the work produced by the CoC. Not only do these committees create useful suggestions to improve our existing programs but they review and amend all work product from most other committees. People with Lived Experience sit on each of our standing committees and are active participants. Our CoC board has 8 dedicated seats on our board and our Chair is a person with lived/living experience. We as a CoC prioritize the wants and needs of those experiencing homeless and we compensate these vital voices both through quarterly board stipends, communication stipends, access to computers and workspace. Everything we do as a CoC must be guided through the voices of those living the struggle of homelessness and we as a CoC are committed to listening and including these voices in all our work.

1D-10a.	Active CoC Participation of Individuals with Lived Experience of Homelessness.	
	NOFO Section V.B.1.q.	

You must upload the Lived Experience Support Letter attachment to the 4B. Attachments Screen.

Enter in the chart below the number of people with lived experience who currently participate in your CoC under the four 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.	Routinely included in the decisionmaking processes related to addressing homelessness.	65	20
2.	Participate on CoC committees, subcommittees, or workgroups.	15	4
3.	Included in the development or revision of your CoC's local competition rating factors.	10	0
4.	Included in the development or revision of your CoC's coordinated entry process.	4	0

1D-10b.	Professional Development and Employment Opportunities for Individuals with Lived Experience of Homelessness.	
	NOFO Section V.B.1.q.	

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 CoC has a Lived Experience Advisory Board (LEAC) and Youth Action Board (YAB), and the Chairs of both of those committees have dedicated seats on the CoC Board. In 2019, the CoC board increased the number of dedicated seats of people with lived experience to 8 out of the 27 elected Board seats. Of the 8 dedicated seats for people with lived experience of homelessness, 2 of the seats are dedicated to youth members and 1 seat is dedicated to a person that also has lived experience of domestic violence. Having a diverse board ensures that people with lived experience are part of the leadership and decision-making process at the very top. The current chair of the CoC board is also the lead of the Lived Experience Advisory Committee.

The LEAC and YAB are active committees meeting multiple times a month; both in-person and through virtual meetings. The YAB most recently set out to create their own social media account that aligns with the goals and values of the CoC Board and its affiliates, but also allows the YAB to have its own representation to promote events either attended or hosted by the YAB, promote and recruitment for new membership, communicate with partner organizations, and highlight the YAB's agenda through a larger national platform. The CoC Board also prioritizes ensuring that members with lived experience and expertise are compensated for their time. The CoC's Resource Allocation Committee is working directly with the LEAC to increase their budget to ensure LEAC members have additional funding for equipment like laptops and Wi-Fi access, professional development funds, and resources for their committee meetings. The LEAC and YAB engage with service providers to also recruit participants that are currently enrolled in homeless service programs.

1D-10c.	Routinely Gathering Feedback and Addressing Challenges of Individuals with Lived Experience of Homelessness.	
	NOFO Section V.B.1.q.	

Describe in the field below:

1.	how your CoC gathers feedback from people experiencing homelessness;
2.	how often your CoC gathers feedback from people experiencing homelessness;
3.	how your CoC gathers feedback from people who received assistance through the CoC Program or ESG Program;
4.	how often your CoC gathers feedback from people who have received assistance through the CoC Program or ESG Program; and
5.	steps your CoC has taken to address challenges raised by people with lived experience of homelessness.

(limit 2,500 characters)

All CoC- and ESG-funded organizations are required to have representation of persons with lived experience on their board, and many prioritize hiring people with lived experience in leadership and direct service roles. The CoC's Resource Allocation Committee reviews new and renewal projects on factors that include how people with lived experience play a role in their program, and looks favorably on organizations that hire and, or are led by people with lived experience. Most recently, the Youth Action Board was able to hire a person with lived experience as the Youth Collaboration Coordinator (YCC) through support from the Annie E. Casey Fund. The YCC was hired to support the Youth Action Board and the development of meaningful youth leadership and collaboration. In addition, Funders Together to End Homelessness Baltimore (FTEHB) is a philanthropic group that participates in the CoC, and helps to bring private and public funders together to focus on structural and racial inequities related to housing instability, homelessness, and supportive services. FTEHB collaborates with stakeholders and those with lived experience to inform grantmaking, identify critical gaps that need additional resources, and establish a continued learning agenda. Feedback collected through CoC community and committee meetings is reviewed and incorporated into CoC planning and decision-making processes, leading to actionable changes and enhancements in strategies and service delivery. This continuous feedback loop ensures that the CoC's efforts are reflective of the needs and insights of the community and are aligned with best practices for addressing homelessness.

1D-11.	Increasing Affordable Housing Supply.	
	NOFO Section V.B.1.s.	

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

1. Increasing the supply of affordable housing is essential in Baltimore City's efforts to make homelessness rare, brief and nonrecurring and will yield the best and most cost effective long-term results. The CoC and its members have worked closely with Local and State level elected and non-elected officials to expand the supply of affordable housing in Baltimore, with an emphasis on PSH development. On the local level we provided written testimony and letters of support for a Baltimore City Council bill to reform our Inclusionary Zoning bill would increase the number of affordable units in communities of opportunity. We also supported a City Council bill to increase housing density, hence supply throughout the City. At the state level we have provided comments on the LIHTC QAP, seeking to reinstitute PSH set aside in the annual LIHTC 9% competitive round to develop more PSH at scale. A CoC member hosted the MD Secretary of Housing Community Development at one of its PSH properties to promote our advocacy.

2. Through the City's Strategic Investment Plan, the CoC is actively working to expand the development and pipeline of permanent supportive housing and affordable housing units designated for people experiencing homelessness. The CoC is partnering with the Department of Housing and Community Development (DHCD) in the use approximately \$15 million dollars of HOME-ARP funding and an additional \$17 million dollars of CARES funding to finance innovative financing strategies to leverage other capital sources for permanent supportive housing development. The CoC is also working with DHCD to refine the Site and Neighborhood Standards for the development of permanent supportive housing and affordable housing to ensure that these standards are aligned with the City's Neighborhood Investment plan. Implementation of the plan is the responsibility of the Mayor's Leadership Committee on Homelessness and Housing and the housing creation committee was established specifically to support investments in housing development. In 2022, the Mayor of Baltimore signed on to House America and has established the goal of committing 1605 units of affordable housing. This committee works in alignment with the CoC.

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) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1E-1.	Web Posting of Advance Public Notice of Your CoC's Local Competition Deadline, Scoring and Rating Criteria.	
	NOFO Section V.B.2.a. and 2.g.	

1.	Enter the date your CoC published its submission deadline and scoring and rating criteria for New Project applicants to submit their project applications for your CoC's local competition.	08/28/2024
2.	Enter the date your CoC published its submission deadline and scoring and rating criteria for Renewal Project applicants to submit their project applications for your CoC's local competition.	08/28/2024

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 V.B.2.a., 2.b., 2.c., 2.d., and 2.e.	

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

6.	Provided points for projects based on the degree the projects 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.	Yes
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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 V.B.2.a., 2.b., 2.c., and 2.d.	
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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)?	230
2.	How many renewal projects did your CoC submit?	41
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 V.B.2.d.	
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Describe in the field below:

1.	how your CoC 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.	the severe barriers your CoC considered.

(limit 2,500 characters)

1. The Resource Allocation Committee (RAC) annually analyzes project performance metrics by reviewing the last completed APR, including the % of exits to permanent housing (PH). PSH projects received full points if 90% or more of households had successful exits/remained in PH, and RRH projects received full points for 75% or more. The RAC also ensured projects working with DV survivors (e.g. House of Ruth- RRH), youth (e.g. SCS Youth Permanent Housing), and LGTBQ+ individuals were given additional consideration given their populations served.
2. The RAC also reviewed the length of stay based on the average length of time spent from project entry to residential move-in. RRH and PSH projects received full points if the average was 30 days or less. Projects that had longer length of stays received partial points. Again, the RAC gave additional consideration to projects working with people experiencing chronic homelessness, projects that work with DV survivors, and projects serving youth.
3. The CoC strategically prioritizes PSH projects to ensure continued funding for the most vulnerable populations. The scoring tool gives additional points to projects that serve chronically homeless households. Although all referrals are made through CES, chronically homeless households may need more supports and time to stabilize in housing. Providing additional points for this category ensures the project is not penalized. The RAC also evaluates additional local factors, such as how projects emphasize racial equity and LGBTQ+ inclusivity and the steps they take to remove barriers. These local scoring criteria questions provide points to projects making significant efforts to reduce barriers for people of color and those identifying as LGBTQ+, as these populations are more vulnerable due to systemic racism and oppression.
4. The RAC emphasizes the importance of housing opportunities through CoC funds, so projects that did not meet the benchmark goal for each performance metric received partial points when applicable, ensuring that projects serving the most vulnerable are still considered in the final priority listing. The CoC staff are in consistent communication with subrecipients, meeting on a regular basis to discuss areas for service provision improvement. This regular technical assistance to programs that are underperforming uplifts client experiences and outcomes. The CoC is dedicated to continuing and expanding this practice outside of the competition.

1E-3.	Advancing Racial Equity through Participation of Over-Represented Populations in the Local Competition Review and Ranking Process.	
	NOFO Section V.B.2.e.	
	Describe in the field below:	
	1. how your CoC used input from persons of different races and ethnicities, particularly those over-represented in the local homelessness population, to determine the rating factors used to review project applications;	
	2. how your CoC included persons of different races and ethnicities, particularly those over-represented in the local homelessness population in the review, selection, and ranking process; and	
	3. how your CoC rated and ranked projects based on the degree that proposed projects 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 steps the projects took or will take to eliminate the identified barriers.	

(limit 2,500 characters)

1. The CoC empowers its Resource Allocation Committee (RAC) to recommend rating factors for project applications and to review, select, and rank applications in our community. Both the CoC and RAC highly prioritize diversity in membership and representation of the community. In a 2023 survey of CoC Board members, 50% indicated that they are Black/African American, compared to Baltimore's total population of 64%. Some of these Board members are also members on the RAC. According to the 2023 Stella Performance Module, 80% of those served in the homelessness system identified as Black, demonstrating an overrepresentation of Black individuals within the system.

2. 100% of RAC members attend hour-long weekly meetings during the NOFO review, selection, and ranking timeframe. The make-up of the RAC includes Black and Brown individuals, along with members who also sit on the Race Equity Action Committee and members of the CoC Board. The RAC has a culture of promoting and fostering continuous improvement and equity, and the local scoring criteria demonstrates as much. When identifying the local scoring criteria for this year, as well as a detailed scoring rubric, all RAC members were involved; 100% were also responsible for rating and ranking all projects, ensuring diverse viewpoints and meaningful consideration of all criteria and responses. Those with identities that reflect the community lent their unique perspectives and expertise to focus the rating and ranking process, uplifting subrecipients that purposefully address systemic racial barriers.

3. The RAC included 3 qualitative responses to all renewal and new projects that asked organizations how their projects A.) aligned to the HUD Policy Priorities (Section VII.B), B.) emphasized racial equity and took steps to eliminate barriers to improve, and C.) addressed the needs of Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ+) individuals. The local criteria made up almost 15% of a project's total score. Additional points were granted to projects that identified the ways in which they strive to reduce barriers to underserved populations (e.g. using policies and procedures that advance racial equity) and projects that took steps to reduce barriers (e.g. tracking progress to evaluate the effectiveness of their efforts). The RAC and CoC also identified projects that did not score highly in these categories and is planning to tailor specific technical assistance to problem solve and increase racial equity.

1E-4.	Reallocation—Reviewing Performance of Existing Projects.	
	NOFO Section V.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 low performing or less needed projects through the process described in element 1 of this question during your CoC's 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 Resource Allocation Committee (RAC), responsible for the reviewing, rating, and ranking of all projects, proposed a written reallocation process to the CoC Board prior to the NOFO per CoC Governance Charter/ Bylaws. The CoC formally approved the FY 2023 reallocation strategy focused on 4 areas: A) Program performance (permanent housing stability, income growth, connection to mainstream benefits), B) Fiscal utilization/spending (based on 3 years of utilization history), C) Monitoring results (findings identified during review), and D.) Utilization rates (bed and unit compared to the number of spaces the organization committed). When reviewing the renewal projects, the performance in these areas informed the RAC on which projects would be candidates for reallocation, which then led to the meaningful and intentional identification of low performing projects to reallocate. From that list, projects that spent an average of less than 75% of their budget over the last three years were slated to reallocate 25% of their average unspent funds or 10% of the total grant, whichever was lower. This logic model was checked against processes used by other CoCs and HUD technical assistance engagement to ensure alignment with best practices. Determining the reallocation amount based on underspent funds ensures that client outcomes are not impacted.
2. This year, the RAC reviewed all renewal projects' scores in the four areas above, both meeting in person and virtually to discuss each project over multiple hours, reviewing data, asking clarifying questions of MOHS staff members, and seeking out clarifications directly from project applicants as needed. The RAC reviewed all renewal projects and their project performance data and made decisions regarding reallocation with a focus on poor performance and poor fiscal utilization over the last three years. The RAC also used this process to recommend underperforming projects to receive technical assistance in the upcoming year to strengthen their performance in the key areas as identified in the FY2023 reallocation strategy and RAC approved scoring tool for CoC FY2024. This project year, the RAC unanimously recommended and approved reduced reallocations for two (2) low performing projects.
3. RAC reviewed all renewal projects and selected two (2) for reduced allocations.
4. The CoC reallocated two (2) projects as a result of low-performance.

1E-4a.	Reallocation Between FY 2019 and FY 2024.	
	NOFO Section V.B.2.f.	

	Did your CoC cumulatively reallocate at least 20 percent of its ARD between FY 2019 and FY 2024?	No
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1E-5.	Projects Rejected/Reduced—Notification Outside of e-snaps.	
	NOFO Section V.B.2.g.	
	You must upload the Notification of Projects Rejected-Reduced attachment to the 4B. Attachments Screen.	

1.	Did your CoC reject any project application(s) submitted for funding during its local competition?	Yes
2.	Did your CoC reduce funding for any project application(s) submitted for funding during its local competition?	Yes
3.	Did your CoC inform applicants why your CoC rejected or reduced their project application(s) submitted for funding during its local competition?	Yes
4.	If you selected Yes for element 1 or element 2 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 06/26/2024, 06/27/2024, and 06/28/2024, then you must enter 06/28/2024.	10/10/2024

1E-5a.	Projects Accepted–Notification Outside of e-snaps.	
	NOFO Section V.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 06/26/2024, 06/27/2024, and 06/28/2024, then you must enter 06/28/2024.	10/09/2024
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1E-5b.	Local Competition Selection Results for All Projects.	
	NOFO Section V.B.2.g.	
	You must upload the Local Competition Selection Results attachment to the 4B. Attachments Screen.	

	Does your attachment include: 1. Project Names; 2. Project Scores; 3. Project Status–Accepted, Rejected, Reduced Reallocated, Fully Reallocated; 4. Project Rank; 5. Amount Requested from HUD; and 6. Reallocated Funds +/-.	Yes
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1E-5c.	Web Posting of CoC-Approved Consolidated Application 2 Days Before CoC Program Competition Application Submission Deadline.	
	NOFO Section V.B.2.g. and 24 CFR 578.95.	
	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.	10/10/2024
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1E-5d.	Notification to Community Members and Key Stakeholders by Email that the CoC-Approved Consolidated Application is Posted on Website.	
	NOFO Section V.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 was posted on your CoC's website or partner's website.	10/10/2024
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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) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 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.	Eccovia
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2A-2.	HMIS Implementation Coverage Area.	
	Not Scored—For Information Only	

	Select from dropdown menu your CoC's HMIS coverage area.	Single CoC
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2A-3.	HIC Data Submission in HDX.	
	NOFO Section V.B.3.a.	

	Enter the date your CoC submitted its 2024 HIC data into HDX.	05/01/2024
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2A-4.	Comparable Databases for DV Providers—CoC and HMIS Lead Supporting Data Collection and Data Submission by Victim Service Providers.	
	NOFO Section V.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 HMIS comparable databases; and |
| 2. | state whether DV housing and service providers in your CoC are using a HUD-compliant comparable database—compliant with the FY 2024 HMIS Data Standards. |

(limit 2,500 characters)

1. The House of Ruth of Maryland (HRM) serves as the primary provider for Domestic Violence (DV) assistance within the Continuum of Care (CoC). Under the SSO-CE DV Bonus initiative, HRM employs the Efforts to Outcomes (ETO) platform as the designated database, adhering to all HMIS Data Standards. ETO ensures the comprehensive collection of necessary information while upholding survivor safety and confidentiality. This system effectively captures all essential fields as dictated by HMIS based on project types such as Emergency Shelter or Rapid Re-housing. ETO is able to generate all system-wide reports. Also, the HMIS Lead works closely with our DV provider to ensure specific data across various stages of data collection, including record creation, project commencement, status updates, annual assessments, and project closure. This flexibility aids in generating reports and measuring performance as mandated by HUD. During each reporting cycle, close collaboration between the HMIS Lead and HRM ensures the submission of de-identified aggregated system performance metrics encompassing all required data measures outlined by HMIS. Yes, House of Ruth is using ETO, which is compliant with the FY 2024 HMIS Data Standards.

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

Using the 2024 HDX Competition Report we issued your CoC, enter data in the chart below by project type:

Project Type	Adjusted Total Year-Round, Current Non-VSP Beds [Column F of HDX Report]	Adjusted Total Year-Round, Current VSP Beds [Column K of HDX Report]	Total Year-Round, Current, HMIS Beds and VSP Beds in an HMIS Comparable Database [Column M of HDX Report]	HMIS and Comparable Database Coverage Rate [Column O of HDX Report]
1. Emergency Shelter (ES) beds	1,049	53	775	75.00%
2. Safe Haven (SH) beds	30	0	30	100.00%
3. Transitional Housing (TH) beds	870	16	461	54.00%
4. Rapid Re-Housing (RRH) beds	457	159	298	100.00%
5. Permanent Supportive Housing (PSH) beds	2,945	0	2,342	81.00%
6. Other Permanent Housing (OPH) beds	2,269	0	101	4.00%

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

1. The bed coverage rates for Emergency Shelter (ES), Transitional Housing (TH), Permanent Supportive Housing (PSH), Safe Havens, and Other Permanent Housing (OPH) are currently below 84.99%, primarily due to provider participation challenges. ES and TH beds, in particular, have lower coverage rates, largely because many private and faith-based organizations, which often lack federal funding, operate these beds with limited staff and resources. Some programs have stopped participating in HMIS after federal funding cuts reduced their capacity to do so. The gap in PSH coverage is entirely due to HUD-VASH units not being represented in HMIS, while the significant gap in OPH is attributed to the increased number of vouchers issued through the Public Housing Authority, which also does not participate in HMIS. Additionally, there is only one Safe Haven project, so any decrease in utilization significantly impacts the bed coverage rate. The CoC is committed to addressing these issues to improve bed coverage rates. To achieve this, the CoC Executive Leadership Committee will need to engage more actively with private organizations, faith-based organizations, the VA, and the Housing Authority of Baltimore City to underscore the importance of HMIS participation. Furthermore, the CoC will gather information on the barriers preventing these entities from fully participating in the HMIS system.

2. The CoC's Action Plan provides a renewed opportunity to engage providers as part of the strategy to develop a streamlined homeless response system. The CoC plans to engage more with faith-based organizations highlighting the benefits of working together. Key initiatives include eliminating duplicate data entry, customizing software to simplify data entry into HMIS, and working with non-participating organizations to demonstrate the value of generating community-wide data that can inform program planning and decision-making. The CoC will conduct surveys and host feedback sessions with providers to identify specific barriers to HMIS participation, such as limited staffing, technology challenges, or data privacy concerns. We will then develop tailored support, including technical assistance, training, and potential funding opportunities, to help providers overcome these obstacles.

2A-6.	Longitudinal System Analysis (LSA) Submission in HDX 2.0.	
	NOFO Section V.B.3.d.	
	You must upload your CoC's FY 2024 HDX Competition Report to the 4B. Attachments Screen.	

Did your CoC submit at least two usable LSA data files to HUD in HDX 2.0 by January 24, 2024, 11:59 p.m. EST?	Yes
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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) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

2B-1.	PIT Count Date.	
	NOFO Section V.B.4.a	

	Enter the date your CoC conducted its 2024 PIT count.	01/22/2023
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2B-2.	PIT Count Data–HDX Submission Date.	
	NOFO Section V.B.4.a	

	Enter the date your CoC submitted its 2024 PIT count data in HDX.	05/01/2024
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2B-3.	PIT Count–Effectively Counting Youth in Your CoC’s Most Recent Unsheltered PIT Count.	
	NOFO Section V.B.4.b.	

	Describe in the field below how your CoC:	
1.	engaged unaccompanied youth and youth serving organizations in your CoC’s most recent PIT count planning process;	
2.	worked with unaccompanied youth and youth serving organizations to select locations where homeless youth are most likely to be identified during your CoC’s most recent PIT count planning process; and	
3.	included youth experiencing homelessness as counters during your CoC’s most recent unsheltered PIT count.	

(limit 2,500 characters)

Not applicable - The Baltimore City CoC did not conduct a 2024 Sheltered Count

2B-4.	PIT Count–Methodology Change–CoC Merger Bonus Points.	
	NOFO Section V.B.5.a and V.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 2023 and 2024, if applicable;
2.	describe any changes your CoC made to your unsheltered PIT count implementation, including methodology or data quality changes between 2023 and 2024, if applicable;
3.	describe whether your CoC's PIT count was affected by people displaced either from a natural disaster or seeking short-term shelter or housing assistance who recently arrived in your CoCs' geographic; and
4.	describe how the changes affected your CoC's PIT count results; or
5.	state "Not Applicable" if there were no changes or if you did not conduct an unsheltered PIT count in 2024.

(limit 2,500 characters)

Not applicable

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) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

2C-1.	Reducing the Number of First Time Homeless—Risk Factors Your CoC Uses.	
	NOFO Section V.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)

1. The CoC uses HMIS data to identify first-time homeless individuals. The CoC's Homeless Response System Action Committee organizes work groups for unsheltered, youth, singles, families, and Veterans. These groups identify major risk factors using data from PIT Counts, vulnerability assessments, input from the Lived Experience Advisory Committee, and community partners. Common risk factors include unemployment/underemployment, mental health and substance abuse issues, and high emergency care utilization. Families face additional risks like domestic violence history, eviction, and foster care involvement. Veterans' risk factors include age and disability, while youth face risks related to foster care and juvenile justice.

2. The Homeless Response System Action Committee monitors Baltimore City's HRS and Coordinated Entry (CE) with a focus on the five subpopulations. They collaborate with the Data and Performance Committee to address system-level gaps and enhance the HRS. A family workgroup was formed due to increased evictions and shelter needs. It includes representatives from City Schools, MOCFS, DSS, and family service providers. The CoC participates in Community Solutions' Built for Zero initiative to improve the family system and maximize partner resources using data. In 2023, MOHS launched a diversion program which included case managers, navigation and financial assistance which was used to increase resources to prevent families from entering homelessness. In the upcoming year, we have also increased our partnership with Baltimore City Department of Social Services which will result in additional financial resources and support to divert families from homelessness.

3. The HRS Action Committee, led by Ciera Dunlap and Carolyn Johnson, oversees the CoC's strategy to reduce first-time homelessness. Angel Haskins-Hill manages the Coordinated Access System and supports the committee. It includes representation from unsheltered subpopulations and collaborates with the Data and Performance Action Committee to monitor system efficiency. The HRS facilitates case conferencing and work groups to house individuals and families swiftly, addressing system barriers and finding solutions.

2C-1a.	Impact of Displaced Persons on Number of First Time Homeless.	
	NOFO Section V.B.5.b	

Was your CoC's Number of First Time Homeless [metric 5.2] affected by the number of persons seeking short-term shelter or housing assistance displaced due to:

	1. natural disasters?	No
	2. having recently arrived in your CoC's geographic area?	No

2C-2.	Reducing Length of Time Homeless—CoC's Strategy.	
	NOFO Section V.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.
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(limit 2,500 characters)

1. MOHS is reducing the length of time people spend homeless: from 2021 to 2023, the average shelter stay decreased by 25 days—a significant improvement. Our targeted initiatives include: A. Diversion: we prevent or quickly resolve homelessness whenever possible, such as via rapid rehousing, covering rental arrears, and our Flex Fund Diversion Program (funded by ARPA). B. Enhanced staff capacity: we recently hired 1 Housing Manager, 5 Housing Navigators, and 3 Housing Identification Specialists. They work at hubs like libraries to efficiently re-house people. C. Data collection/ analysis and iterative programming: we review critical performance measures monthly (e.g. length of time in shelters) and adjust our efforts accordingly. Improved data quality has enabled better outcomes. D. Increased permanent housing options: the CoC is leveraging ARPA and HOME-ARP to create additional RRH and PSH units. E. Landlord engagement: Our Padmission database and Landlord Incentive Fund increase housing options, a crucial component of Housing First.

2. The CoC uses a strategic and data-driven approach to identify and house individuals and families experiencing prolonged homelessness. In addition to strategies already covered, our methods include: A. By-Name Lists: this national best practice offers a real-time, comprehensive accounting of people experiencing homelessness throughout the CoC. Outreach teams, shelters, and other service providers contribute to and leverage this information. The list can be disaggregated to target resources by population (e.g. veterans). B. Weekly Case Coordination: holistic case conferences bring stakeholders together to create individualized housing plans. We target this resource to complex cases with significant barriers to housing. C. Prioritization Assessments: people who have been homeless for long periods of time and who have high vulnerability scores are strong candidates for the aforementioned case conferences and resources. D. Diversion: our diversion strategies decrease the number of people who reach long-term homelessness, allowing us to focus resources on those who require more intensive interventions. E. Supportive Services: wrap-around supports are especially important for people who have spent long periods of time homelessness as they adjust to and maintain stable housing.

3. The CoC's Homeless Response System Committee (HRS) oversees our strategy to reduce homelessness duration.

2C-3.	Successful Permanent Housing Placement or Retention –CoC's Strategy.	
	NOFO Section V.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)

1. Weekly case conferencing, involving outreach and shelter staff, as well as partnerships with SSA and MVA for document acquisition, boosts exits to permanent housing and reduces homelessness duration. ARPA funding drives substantial investments in rapid re-housing, flexible funding, and landlord engagement for Emergency Shelter residents. Efforts extend to safe haven and transitional housing residents through the Coordinated Access System. Case conferencing with rapid re-housing providers enhances permanent housing retention. A transfer policy helps those with time-limited assistance access more intensive programs, preventing homelessness. Collaboration with Built for Zero enhances process improvements for more permanent housing exits.

2. While maintaining high permanent housing retention rates in PSH projects, the CoC focuses on Housing First practices, landlord-tenant mediation, eviction prevention, interdisciplinary case conferencing, and employment and income interventions to improve outcomes. MOHS collaborates with CoC providers for systems improvement, emphasizing data quality and permanent housing exits within these projects. Discussions on a move-on strategy strengthen public housing authority partnerships and facilitate the turnover of PSH units to households with greater needs. ARPA funds support Housing Navigation, Landlord Incentives, and a Housing Accelerator Fund to enhance PSH access.

3. The Homeless Response System (HRS) Committee, led by Chair and Vice Chair, oversees the CoC's strategy to reduce homelessness duration. The Coordinated Access System and supports the committee. MOHS facilitates case conferences to expedite households' housing journey. Angel Haskins-Hill manages the Coordinated Access System and provides support. This committee addresses systemwide housing challenges and emphasizes swift permanent housing leasing and retention, with a commitment to raising awareness with the Affordable Housing Action Committee.

2C-4.	Reducing Returns to Homelessness—CoC's Strategy.	
	NOFO Section V.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 that individuals and families return 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 CoC identifies returns to homelessness using HMIS data, System Performance Measures (SPM), and Stella P. We then focus prevention and diversion on those identified. Identifying individuals and families who return to homelessness in our system- and program-level data collection and analysis also allows us to recognize common reasons for returns to homelessness, and then develop programs accordingly. Further, the CoC disaggregates data by demographics to identify population-specific patterns and create targeted interventions.

2. Our strategic process for reducing returns to homelessness includes: A. Targeted interventions: the CoC analyzes data to target funds, develop interventions based on common reasons for returning to homelessness, and identify priority populations. B. Employment: Strategy 4 of Baltimore's Journey Home Action Plan promotes employment and economic opportunity to facilitate housing stability. C. Family: especially for youth, family-strengthening and mediation programs can prevent returns to homelessness. D. Legal services: eviction, landlord-tenant conflict, and substandard housing conditions are common factors in returns to homelessness. As a result, we partnered with nonprofit legal service providers and developed a landlord-tenant mediation program. We also screen landlords and inspect units prior to placement to reduce bad situations. Further, we foster relationships with landlords to advocate for our clients and cover rental arrears to prevent nonpayment evictions. E. Diversion: at intake, shelter and outreach providers can see in the system if someone is returning to homelessness and prioritize them for diversion. F. Supportive Services: we provide wrap-around supports alongside housing assistance, especially to those who were homeless for long periods. Supportive services are a crucial part of Housing First and prevent returns to homelessness. G. Inter-agency partnerships: coordination across systems reduces returns by considering homelessness holistically. H. Data-Based Improvements: the CoC compares SPM year-over-year internally and against HUD national averages. Our return rate dropped from ~20% in 2019 to 12% in 2023. Leveraging data, our interventions are targeted, effective, and equitable, and we hope our use of best practices will continue to bring this metric down.

3. MOHS and the CoC is responsible for overseeing the CoC's strategy to reduce the rate individuals and persons in families return to homelessness.

2C-5.	Increasing Employment Cash Income—CoC's Strategy.	
	NOFO Section V.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 employment 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)

1. The CoC's Action Plan includes access to employment and income as one of five key strategies. Part of the strategy includes an integrated assessment and referral system that connects Coordinated Access (CA) to mainstream employment services, cross-training for homeless service/workforce providers, reformed policies/practices that support employment, and barrier removal services. The CoC already uses an employment assessment within CA to identify households with existing employment and will develop referrals to mainstream workforce services to develop career pathways and further increase income.

2. Our CoC partners work in partnership with community-based agencies such as Our Daily Bread Employment, the Mayor's Office of Employment Development and additional job training programs in the city to strengthen client's ability to increase their earned income and become self-sufficient. In addition, the CoC continues to provide guidance and information on accessing Supported Employment services. The CoC has updated emergency shelter policies to accommodate households working or participating in workforce programs. All RRH projects include employment navigation to connect households to employment support. The CoC works with the Mayor's Office of Employment Development and refers individuals and families to their services to help identify employment and career services. In June 2023, MOHS piloted a partnership with the Mayor's Office of Employment Development (MOED) to bring Mobile Career Navigators to City-funded shelters. The navigation event took place at the Men's Shelter and 21 clients were engaged at the session. Eleven clients were referred to obtain additional services from MOED's full comprehensive service centers, and ten clients opted to participate in the City's Train-up program.

3. MOHS in partnership with the CoC Chair oversees the Earned Income Action Committee strategy.

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

1. To address Measure 4, our CoC employs a multi-faceted strategy aimed at connecting individuals experiencing homelessness with vital income supports and benefits. In both the 2022 and 2023, the percentage of individuals in our CoC access non-employment cash income slightly decreased from 24% to 23%, reflecting a need for continued focus on this area. Program case managers routinely conduct assessments and annual assessments to identify individuals who may be eligible for non-employment cash income, such as SSI, SSDI, TANF and Veteran benefits. We partner with DSS and other non-profit and government agencies to enable us to leverage resources and expertise from across the community to ensure that clients receive the support needed. Recognizing the challenges that many clients face with documentation challenges and complexity of benefit applications, we have partnered with local provide that helps client get vital documents, such as ID cards, birth certificates, SS Cards, etc.
2. The CoC Employment and Income Action Committee oversees this strategy.

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) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 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 V.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?	No
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3A-2.	New PH-PSH/PH-RRH Project–Leveraging Healthcare Resources.	
	NOFO Section V.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
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3A-3.	Leveraging Housing/Healthcare Resources–List of Projects.	
	NOFO Sections V.B.6.a. and V.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
Health Care for t...	PH-PSH	35	Healthcare

3A-3. List of Projects.

1. What is the name of the new project? Health Care for the Homeless Homewood Bound Bonus Expansion

2. Enter the Unique Entity Identifier (UEI): ZE35SQNKNU7

3. Select the new project type: PH-PSH

4. Enter the rank number of the project on your CoC's Priority Listing: 35

5. Select the type of leverage: Healthcare

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) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

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

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 V.B.1.r.	

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)

Not Applicable

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) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 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 Serve Persons Experiencing Homelessness as Defined by Other Federal Statutes.	
	NOFO Section V.F.	

	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.	Cost Effectiveness of Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes.	
	NOFO Section V.F.	

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)

Not Applicable

4A. DV Bonus Project Applicants for New DV Bonus Funding

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) Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2024 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

4A-1.	New DV Bonus Project Applicants.	
	NOFO Section I.B.3.j.	

	Did your CoC submit one or more new project applications for DV Bonus Funding?	No
Applicant Name		
This list contains no items		

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'.
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Document Type	Required?	Document Description	Date Attached
1C-7. PHA Homeless Preference	No	PHA HCV Program A...	10/22/2024
1C-7. PHA Moving On Preference	No		
1D-10a. Lived Experience Support Letter	Yes	1D-10 Letter of S...	10/21/2024
1D-2a. Housing First Evaluation	Yes	Housing First Agr...	10/23/2024
1E-2. Local Competition Scoring Tool	Yes	Local Competition...	10/22/2024
1E-2a. Scored Forms for One Project	Yes	Scored form for O...	10/23/2024
1E-5. Notification of Projects Rejected-Reduced	Yes	Notification of P...	10/23/2024
1E-5a. Notification of Projects Accepted	Yes	Notification of P...	10/23/2024
1E-5b. Local Competition Selection Results	Yes	Local Competition...	10/23/2024
1E-5c. Web Posting—CoC-Approved Consolidated Application	Yes	Web Posting-CoC A...	10/23/2024
1E-5d. Notification of CoC-Approved Consolidated Application	Yes		

2A-6. HUD's Homeless Data Exchange (HDX) Competition Report	Yes	2024 HDX Competit...	10/23/2024
3A-1a. Housing Leveraging Commitments	No		
3A-2a. Healthcare Formal Agreements	No	Healthcare Formal...	10/23/2024
3C-2. Project List for Other Federal Statutes	No	3C-2 Project for ...	10/21/2024
Other	No	PH MOU and Health...	10/23/2024

Attachment Details

Document Description: PHA HCV Program Administrative Plan FY24

Attachment Details

Document Description: 1C-7 PHA Moving On Preference

Attachment Details

Document Description: 1D-10 Letter of Support LEAC

Attachment Details

Document Description: Housing First Agreement and Evaluation

Attachment Details

Document Description: Local Competition Scoring Tools

Attachment Details

Document Description: Scored form for One Project

Attachment Details

Document Description: Notification of Projects Rejected and Reduced

Attachment Details

Document Description: Notification of Projects Accepted

Attachment Details

Document Description: Local Competition Results

Attachment Details

Document Description: Web Posting-CoC Approved Consolidated Application

Attachment Details

Document Description: 1E-5D Notif of CoC Approved

Attachment Details

Document Description: 2024 HDX Competition Report

Attachment Details

Document Description: 3A-1a Housing Leverage

Attachment Details

Document Description: Healthcare Formal Agreement

Attachment Details

Document Description: 3C-2 Project for Other Federal Statuses

Attachment Details

Document Description: PH MOU and Healthcare Leverage

Submission Summary

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

Page	Last Updated
1A. CoC Identification	10/13/2024
1B. Inclusive Structure	10/22/2024
1C. Coordination and Engagement	10/23/2024
1D. Coordination and Engagement Cont'd	10/23/2024
1E. Project Review/Ranking	10/21/2024
2A. HMIS Implementation	10/23/2024
2B. Point-in-Time (PIT) Count	10/23/2024
2C. System Performance	10/23/2024
3A. Coordination with Housing and Healthcare	10/23/2024
3B. Rehabilitation/New Construction Costs	10/21/2024
3C. Serving Homeless Under Other Federal Statutes	10/21/2024

4A. DV Bonus Project Applicants	10/21/2024
4B. Attachments Screen	Please Complete
Submission Summary	No Input Required

FY 2024 CoC Competition: MD-501 Baltimore City

Attachments for the FY 2024 CoC Application

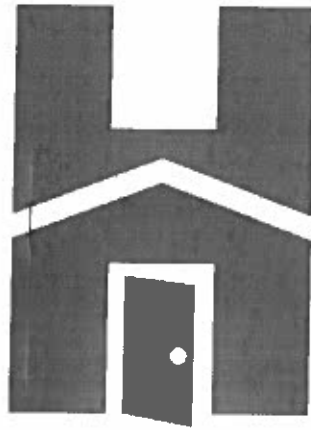
1C-7 – Public Housing Agencies within Your CoC’s Geographic Area–New Admissions– General/Limited Preference

Attachments Include the Following:

- 1. Sections of Housing Authority of Baltimore City – The FY 2024 Housing Choice Voucher Program Administrative Plan. Approved by the HABC Board of Commissioners October 17, 2023.**

Please see highlighted sections that include the following:

- **4.3.3 Preference 2**
Families with Children, Non-Elderly Persons with Disabilities, and Senior Household Preferences
- **4.3.4 Mainstream Voucher Program Preference**
- HABC was awarded a total of 116 tenant-based vouchers through the Mainstream Voucher Program (categories for preference include Homeless or At-Risk of becoming Homeless.
- **4.11 – SET-ASIDE VOUCHERS FOR CHRONICALLY HOMELESS HOUSEHOLDS**
- **4.12 – SET-ASIDE VOUCHERS FOR RE-ENTRY CITIZENS**
- **4.14 – SPECIAL HUD FUNDING FOR VASH VOUCHERS**
- **4.16 – SPECIAL HUD FUNDING FOR FAMILY UNIFICATION PROGRAM (FUP)**
- **4.17 – SPECIAL HUD FUNDING FOR MAINSTREAM VOUCHERS**
- **4.18 – SPECIAL HUD FUNDING FOR EMERGENCY HOUSING VOUCHERS**



**HOUSING
AUTHORITY of
BALTIMORE CITY**

The Housing Choice
Voucher Program
Administrative Plan

Approved By the HABC Board of Commissioners: October 17, 2023

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HOUSING AUTHORITY OF BALTIMORE CITY

FY 2024 Housing Choice Voucher
Administrative Plan

Released for Public Comment

Public Meeting: September 26, 2023

Approved by the HABC Board of Commissioners: October 17, 2023

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Chapter 1: STATEMENT OF POLICIES AND OBJECTIVES

1.1. INTRODUCTION

The Housing Choice Voucher (HCV) tenant-based assistance programs are federally funded and administered for the city of Baltimore by the Housing Authority of Baltimore City (HABC) through its HCV Program office.

Effective March 31, 2005, HABC entered into a Moving to Work Demonstration Agreement (MTW Agreement) with the United States Department of Housing and Urban Development (HUD). MTW is a national demonstration program established by Congress that allows Public Housing Authorities (PHAs) to develop and implement innovative and flexible solutions to meet local housing needs. HABC's Administrative Plan for the HCV Program identifies the policies and rules under which HABC's program will operate.

Administration of the HCV Program and the functions and responsibilities of the Housing Authority staff shall comply with HABC's Personnel Policy, this Administrative Plan and all applicable HUD Regulations as well as all federal, state and local laws and regulations.

1.1.1. Jurisdiction

The jurisdiction of HABC is primarily within the City of Baltimore's territorial boundary. However, HABC may administer rent subsidy payments and assistance programs in adjacent jurisdictions, as permitted by State Law, if that jurisdiction does not administer assistance programs and/or accept Housing Choice Vouchers from Baltimore City.

1.2. HABC MISSION AND VISION STATEMENT

To create and provide quality affordable housing opportunities in sustainable neighborhoods for the people we serve.

To create diverse and vibrant communities; to provide opportunities for self-sufficiency; and to build pathways for strong partnerships.

1.3. GOALS

1.4. The Four C's of HABC

1.4.1. Community

Improve the housing and quality of life for the people we serve.

1.4.2. Collaboration

Build upon our commitment to strong partnerships with residents, employees, government, nonprofit and business communities.

1.4.3. Customer Service

Increase efficiency, responsiveness, and accountability in the services we provide to our internal and external clients.

1.4.4. Communication

Create clear and consistent communication.

1.4.5. HABC Strategic Goals

1.4.5.1. Strategic Goal: Increase the availability of decent, safe and affordable housing.

Goal - Expand the supply of assisted housing.

Objectives:

- Apply for additional vouchers to serve special purpose needs;
- Leverage private or other public funds to create additional housing opportunities.

Goal - Improve the quality of assisted housing.

Objectives:

- Increase the number of rental units meeting and being maintained at HABC's housing quality standards.

Goal - Increase customer satisfaction.

Objectives:

- Concentrate on efforts to improve specific management functions:
 - Voucher Unit Inspection;
 - Conduct mobility counseling and offer housing search assistance;
 - Coordinate with communities to ensure housing quality standards of HCV properties;
 - Adequately fund and staff Management Information Systems (MIS);
 - Expand housing opportunities with HCV;
 - Improve provision of information and problem resolution to applicants, residents and property owners.

Goal - Increase Assisted Housing Choices.

Objectives:

- Provide voucher mobility counseling;
- Conduct outreach efforts to potential voucher landlords;
- Support voucher homeownership program.

1.4.5.2. Strategic Goal: Promote self-sufficiency and asset development of families and individuals

Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- Increase the number and percentage of employed persons in assisted families;
- Provide or attract supportive services to improve recipients' employment opportunities;
- Coordinate with agencies that provide supportive services to increase independence for the elderly or families with disabilities.

1.4.5.3. *Strategic Goal: Ensure Equal Opportunity in Housing for all Americans*

Goal: Ensure equal opportunity and affirmatively further fair housing.

Objectives:

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, sexual orientation, gender identity, marital status, and/or disability;
- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, sexual orientation, gender identity, marital status, and/or disability;
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.

1.4.6. Other HABC Goals

Consistent with Baltimore City Consolidated Plan (July 1, 2000 – June 2005), this plan is organized around the following goals:

- Expand housing opportunities for low- and moderate-income households;
- Expand homeownership opportunities;
- Cooperate with Community Development Corporations (CDC's) to revitalize communities;
- Support families making the transition from welfare to work;
- Maintain high performance standards for the HCV program.

1.5. PURPOSE OF THE PLAN

The purpose of HABC's HCVP Administrative Plan is to establish policies for carrying out the programs in a manner consistent with HUD requirements and the goals and objectives contained in the Agency Plan. HABC will revise this Administrative Plan as needed to comply with changes in Federal, State and local regulations and to meet new and revised HABC goals and objectives as developed under the MTW Agreement.

HABC may amend or modify any HABC policy, rule or regulation or other aspect of the plan. If the amendment or modification is a significant amendment or modification, HABC:

- (a) May not adopt the amendment or modification until HABC has duly called a meeting of its Board of Commissioners and the meeting, at which the amendment or modification is adopted, is open to the public; and
- (b) May not implement the amendment or modification, until notification of the amendment or modification is provided to HUD in accordance with the HUD/HABC MTW Agreement.

1.5.1. Note Re: Thompson Settlement Agreement (Thompson, et al. v. HUD, et al.)

This Administrative Plan provides the policies and procedures necessary for managing the Housing Choice Voucher Program (tenant- and project-based vouchers).

The Administrative Plan does not provide policies and procedures for the management of the vouchers set aside to ensure compliance with the Thompson Settlement Agreement entered into on behalf of the plaintiffs in the case of Thompson, et al. v. HUD et al.:

Thompson Settlement Agreement Vouchers

Voucher	Quantity
Tenant-Based (Mobility Vouchers)	1342
Home Ownership / Project-based Vouchers	496
Flexible Vouchers	150
Total	1988

The administration of the Partial Consent Decree vouchers is addressed in a separate document, the HABC Administrative Plan for Thompson v. HUD Partial Consent Decree Section 8 Programs (the Special Administrative Plan). However, that document will reference the Housing Choice Voucher Program Administrative Plan for specific policies regarding the general administration of the Housing Choice Voucher Program by HABC.

1.6. ADMINISTRATIVE FEE RESERVE

Expenditures from the Administrative Reserve (Operating Reserve) for other housing purposes shall be consistent with HABC rules and procedures.

1.7. MTW POLICIES

Policies that are adopted by HABC under the MTW Agreement are specifically noted in the Administrative Plan as MTW policies. Where a policy relates to MTW and Non-MTW programs, the

policy citation will not state MTW or Non-MTW. Finally, where regulatory citations are specifically identified in the Administrative Plan, if a corresponding MTW policy is in effect, the MTW policy will supersede the existing and applicable HUD regulatory citation.

The following table reflects the MTW policies contained in this Administrative Plan including the respective effective date for each MTW initiative and any modification.

Chapter	Section	Heading/Topic	Effective Date
Chapter 1: Statement of Policies & Objective	1.17 <u>ADJUSTMENTS FOR INFLATION</u>	Allows HABC to set and adjust deductions to reflect inflation.	<ul style="list-style-type: none"> • 2024
Chapter 2: Eligibility for Admission	2.4 <u>INCOME LIMITATIONS</u>	Sets HABC's income targeting to ensure that at least 75% of the families assisted are very low-income families.	<ul style="list-style-type: none"> • 2005
	2.8.3 <u>Asset Limitation Screening</u>	Asset limitation overrides HOTMA provisions. HABC will not exclude families with assets whose market value exceeds \$100,000.	<ul style="list-style-type: none"> • 2024
Chapter 5: Subsidy Standards	5.5 <u>UNIT SIZE SELECTED</u>	Waives regulation and provides that families cannot lease units larger than their voucher size, except under approved circumstances.	<ul style="list-style-type: none"> • 2010
Chapter 6: Factors Related to TTP and Family Share	6.4.1 <u>Annual Income</u>	<p>Reflects use of prospective income calculation for all certification and income types, with exceptions for seasonal income etc.</p> <p>Use of retrospective income for seasonal income and on third occasion of reduction in income prior to a regular recertification.</p>	<ul style="list-style-type: none"> • 2024

Chapter	Section	Heading/Topic	Effective Date
	6.4.1 <u>Annual Income</u>	Excludes annual income from guaranteed income programs, full-time student earned income and adoption assistance payments.	<ul style="list-style-type: none"> • FT Student 2019 • Guaranteed Income and Adoption Assistance 2024
	6.4.2.2 <u>Health & Medical Expense Deduction</u>	Overrides HOTMA provision and allows deduction of health and medical expenses that exceed 3% of gross income.	<ul style="list-style-type: none"> • 2024
	6.4.2.3 <u>Disability Assistance Expense Deduction</u>	Unreimbursed disability assistance expenses that exceed 3% of gross annual income (in combination with any medical expenses) may be deducted.	<ul style="list-style-type: none"> • 2024
	6.4.3 <u>Averaging Income</u>	<ul style="list-style-type: none"> • Allows for seasonal income to be calculated using the last 4 quarters of income. 	<ul style="list-style-type: none"> • FY 2021
	6.12Error! Reference source not found. <u>ASSET INCOME</u>	<ul style="list-style-type: none"> • Exclusion of asset income for assets up to \$50,000 • Calculates asset income for assets \$50K and up using face value times passbook 	<ul style="list-style-type: none"> • FY 2018

Chapter	Section	Heading/Topic	Effective Date
	6.12.1 <u>Net Cash Value Family Assets</u>	<ul style="list-style-type: none"> Provides use of market (face) value when determining asset value and income 	<ul style="list-style-type: none"> 2024
	6.15 <u>HEALTH & MEDICAL EXPENSES</u>	<ul style="list-style-type: none"> Uses past paid unreimbursed medical expenses plus prospective insurance premiums to calculate deductible expense 	<ul style="list-style-type: none"> 2024
Chapter 7: Verification Procedures	7.3 <u>METHODS OF INCOME VERIFICATION AND TIME ALLOWED</u>	<ul style="list-style-type: none"> Revised hierarchy for order of verification of family information 	<ul style="list-style-type: none"> 2024
	7.4 <u>REQUIREMENTS FOR ACCEPTABLE DOCUMENTS</u>	<ul style="list-style-type: none"> Extends age of documents from 60 days to 120 days from the date provided to HABC 	<ul style="list-style-type: none"> 2020
	7.9.1 <u>Employment Income</u>	<ul style="list-style-type: none"> Waives verification of full-time student earned income 	<ul style="list-style-type: none"> 2019
	7.11 <u>VERIFICATION OF ASSETS</u>	<ul style="list-style-type: none"> Allows use of self-certification of assets and asset income when family assets are up to \$50,000 	<ul style="list-style-type: none"> 08/20/2010 Revision: FY 2019 Plan

Chapter	Section	Heading/Topic	Effective Date
	7.13 <u>COMPUTER MATCHING AND INCOME DISCREPANCIES</u>	<ul style="list-style-type: none"> Increases the threshold for substantial difference from \$2,400 to \$5,000. 	<ul style="list-style-type: none"> 2024
Chapter 10: Housing Quality Standards & Inspections	10.4.8 <u>Re-Inspection Fees - Circumstances under which Fees may be Applied</u>	<ul style="list-style-type: none"> Includes circumstances where re-inspection fees will be applied 	<ul style="list-style-type: none">
Chapter 11: Owner Rents, RR, Payment Standards & Family Share Determination	11.4.1 <u>Rent Reasonableness Methodology</u>	<ul style="list-style-type: none"> Waives the standard RR method requirements and uses the market condition ranges for RR 	<ul style="list-style-type: none">
	<u>11.5 PAYMENT STANDARDS FOR THE VOUCHER PROGRAM</u>	<ul style="list-style-type: none"> HABC uses the 50% percentile FMR to establish payment standards Allows HABC to establish PS up to 135% of the FMR based on market conditions 	<ul style="list-style-type: none">
	<u>11.6 ADJUSTMENTS TO PAYMENT STANDARDS</u>	<ul style="list-style-type: none"> Allows for development of payment standards outside of HUD's limitation between 90% and 110% of FMR 	<ul style="list-style-type: none">
	<u>11.7 REQUEST FOR RENT ADJUSTMENTS</u>	<ul style="list-style-type: none"> Allows HABC to cap rent adjustments 	<ul style="list-style-type: none">

Chapter	Section	Heading/Topic	Effective Date
	11.8 <u>LANDLORD LEASING INCENTIVES</u>	<ul style="list-style-type: none"> • Leasing incentive offered to/for new owners, new HCV units, units in Opportunity Neighborhoods, new accessible units, new construction unit and substantially rehabbed unit • Security deposit assistance is also part of the leasing incentives. • Vacancy and damage loss payments are also included in the leasing incentive 	<ul style="list-style-type: none"> •
Chapter 12: Reexaminations	12.2 <u>REEXAMINATIONS</u>	<ul style="list-style-type: none"> • Two-Year Recertifications • Three-year Recertifications for fixed income households 	<ul style="list-style-type: none"> • 2007 • 03/21/2015 • 2018 Revision
	12.3 <u>INTERIM REEXAMINATIONS</u>	<ul style="list-style-type: none"> • Limits voluntary interim recertifications between regular reexams: 1 for annual recerts, 2 for biennial recerts and 3 for triennial recerts • Elderly/disabled and FSS families are exempt 	<ul style="list-style-type: none"> • TBD

Chapter	Section	Heading/Topic	Effective Date
	12.3.2 <u>Interim Reexaminations Prompted by Changes in Income</u>	<ul style="list-style-type: none"> Removes requirement to report any increases in income between regular reexaminations. Exceptions apply to zero income individuals 	<ul style="list-style-type: none"> 2020
	12.6.3 <u>Procedures when the Change is NOT Reported by the Participant in a Timely Manner</u>	<ul style="list-style-type: none"> If a family fails to report a change within the required time frame, the increase in rent will be retroactive to the date it would have been with timely reporting Existing policy which required MTW waiver under HOTMA 	<ul style="list-style-type: none"> TBD
Chapter 19: Special Housing Types	19.2 <u>STUDENT HOUSING INITIATIVE (SHI)</u>	<ul style="list-style-type: none"> MTW program where time-limited vouchers are provided to eligible college students. 	<ul style="list-style-type: none">
Chapter 20: Project Based Program Assistance	20.8 <u>MOVING TO WORK POLICIES IN THE PROJECT BASED PROGRAM</u>	<ul style="list-style-type: none"> Introduction to the PBV policies which require MTW authority 	<ul style="list-style-type: none">
	20.8.1 <u>New Project-Based Unit Criteria</u>	<ul style="list-style-type: none"> Provides MTW terms for which HABC defines projects to serve special populations and to retain affordable housing. 	<ul style="list-style-type: none">

Chapter	Section	Heading/Topic	Effective Date
	20.8.2 <u>Project Cap</u>	<ul style="list-style-type: none"> Overrides the 25% restriction cap for the number of PB vouchers at one development. 	•
	20.8.3 <u>Percentage of Voucher Allocation</u>	<ul style="list-style-type: none"> Provides that HABC can allocate up to 30% of its voucher funding for PB vouchers 	•
	20.8.4 <u>Definition of Project-Based Project</u>	<ul style="list-style-type: none"> Provides an alternate definition of what constitutes a PB project. 	•
	20.8.5 <u>Modified Rent Reasonableness</u>	<ul style="list-style-type: none"> Establishes a modified policy to conduct RR determinations for scattered site PB Projects. 	•
	20.8.6 <u>Floating Units</u>	<ul style="list-style-type: none"> Allows HABC to establish floating units in a HAP contract instead of specific units. 	•
	20.8.7 <u>Independent Entity Requirements</u>	<ul style="list-style-type: none"> Waives the independent entity requirement for HABC owned PB properties. 	•
	20.8.8 <u>Amendments to Project-Based HAP Contracts</u>	<ul style="list-style-type: none"> Provides language to be added to the standard PB HAP contract related to target populations and 	•

Chapter	Section	Heading/Topic	Effective Date
	20.8.9 <u>Rent Cap Policy</u>	<ul style="list-style-type: none"> Allows HABC to place a cap on rent increases; subject to RR determination. 	<ul style="list-style-type: none">
	20.8.10 <u>Bailey Long Term Affordable Housing Units</u>	<ul style="list-style-type: none"> Establishes the LTA program for PB projects for non-elderly disabled persons. 	<ul style="list-style-type: none">
Chapter 21: Family Self-Sufficiency	21.12 <u>FSS CONTRACT OF PARTICIPATION</u>	<ul style="list-style-type: none"> Includes the use of an MTW CoP to reflect MTW FSS policies 	<ul style="list-style-type: none"> TBD
	21.12.2 <u>Contract Term & Extensions to the FSS Contract of Participation</u>	<ul style="list-style-type: none"> FSS CoP term is five years from the effective date of the CoP 	<ul style="list-style-type: none"> TBD
	21.17 <u>FSS INCENTIVES</u>	<ul style="list-style-type: none"> Provides financial incentives for completing certain interim goals 	<ul style="list-style-type: none"> 2020
	21.18 <u>FSS ESCROW CREDIT</u>	<ul style="list-style-type: none"> Provides escrow credit based on tiered levels of earned income. 	<ul style="list-style-type: none"> TBD

1.8. RULES AND REGULATIONS

This Administrative Plan is set forth to define HABC policies for operation of the housing programs in the context of Federal laws and Regulations. All issues related to the HCV Program that are not addressed in this document, are governed by Federal Regulations, HUD Memos, or HUD Notices and guidelines, or other applicable laws. The policies in this Administrative Plan have been designed

to ensure compliance with the HUD/HABC MTW Plan and all HUD-approved applications for program funding.

1.9. HOUSING OPPORTUNITIES THROUGH MODERNIZATION ACT (HOTMA) OF 2016

The Housing Opportunity Through Modernization Act of 2016 (HOTMA) was enacted on July 29, 2016. On February 14, 2023, HUD published a final rule implementing Sections 102, 103 and 104 of the HOTMA Act of 2016.

- Section 102: Income & Reexaminations
- Section 103: Over-Income (LIPH only)
- Section 104: Maximum Asset Limits & Asset Exceptions

Many of the provisions of HOTMA are intended to streamline administrative processes and reduce burdens on PHAs, thereby also reducing burdens on participants. This Administrative Plan includes policies which reflect HOTMA provisions related to Sections 102, 103, and 104 as well as HABC's MTW policies which waive certain HOTMA provisions as provided under HABC's Moving to Work Agreement (MTW) with HUD.

As of the date of the Public Notice for review of this Administrative Plan, HUD has not yet published specific implementation Notices on HOTMA Sections 102 and 104. HUD is requiring HABC to update this Administrative Plan to reflect HOTMA provisions as of January 1, 2024; however, they are allowing additional time for compliance (no later than January 1, 2025). Once HUD issues implementation guidance for the HOTMA provisions and HABC receives HUD approval, the Administrative Plan will be updated to reflect the final approved changes.

1.10. TERMINOLOGY

- The Housing Authority of Baltimore City is referred to as "HABC" or "Housing Authority" throughout this document.
- "Family" is used interchangeably with "Applicant" or "Participant" and can refer to a single person family.
- "Tenant" is used to refer to participants in terms of their relation to landlords.
- "Landlord" and "owner" are used interchangeably.
- The Non-Citizen Rule refers to 24 CFR Part 5 Subpart E Restricting Assistance to US Citizens and Eligible Immigrants.

- The Housing Choice Voucher Program refers to the merged Certificate and Voucher program effective as of October 1st, 1999.
- "HQS" means the Housing Quality Standards required by HUD regulations as enhanced by HABC.
- "Failure to Provide" refers to all requirements in the first Family Obligation. See "Denial or Termination of Assistance" chapter.
- See Glossary for other terminology.

1.11. FAIR HOUSING POLICY

It is the policy of HABC to comply fully with all Federal, State, and local nondiscrimination laws and with the rules and regulations governing fair housing and equal opportunity in housing and employment.

HABC shall not on the basis of race, color, sex, religion, national origin, ancestry, age, familial status, marital status, handicap or disability, sexual orientation, gender identity, or source of income:

- Deny any family or individual the equal opportunity to apply for or receive assistance under the Housing Choice Voucher Programs;
- Deny any family the opportunity to apply for assistance, or deny any qualified applicant the opportunity to receive assistance suitable to their needs;
- Provide assistance that is different from that provided to others;
- Subject a person to segregation or disparate treatment;
- Restrict a person's access to any benefit enjoyed by others in connection with the Housing Choice Voucher Program;
- Treat a person differently in determining eligibility or other requirements for admission; or
- Deny any person access to the same level of services.

To further its commitment to full compliance with applicable Civil Rights laws, HABC will provide Federal, State, and local information to voucher holders regarding unlawful discrimination in housing and the recourse available to families who believe they are victims of such discrimination. Such information will be made available during the voucher briefing session. In addition, fair housing information and discrimination complaint forms will be made a part of the voucher holder's briefing packet and available upon request at HABC's Office located at 1225 West Pratt Street, Baltimore, MD 21223 and by HABC's Fair Housing & Equal Opportunity ("FHEO Office") Office located at 417 E. Fayette Street, Baltimore, MD 21202, (410) 396-4247.

HABC staff will be required to attend fair housing training, which will include the importance of affirmatively furthering fair housing and providing equal opportunity to all families, including providing reasonable accommodations to persons with disabilities, as a part of the overall commitment to quality customer service. Appropriate staff will attend local fair housing training update programs sponsored by HABC, HUD and other local organizations to keep current with new developments.

Fair Housing posters are posted throughout HABC offices, including in the lobby and interview rooms, in such a manner as being easily readable from a wheelchair. The equal opportunity logo will be used on all outreach materials.

Except as otherwise provided in 24 CFR § 8.21(c)(1), 8.24(a), 8.25, and 8.31, no individual with disabilities shall be denied the benefits of, be excluded from participation in, or otherwise be subjected to discrimination because HABC facilities are inaccessible to, or unusable by persons with disabilities.

HABC offices are accessible to persons with disabilities. Accessibility for the hearing impaired is provided through the Maryland Relay System. HABC provides sign language interpreters for meetings when requested as a reasonable accommodation.

HABC's FHEO Office is responsible for monitoring HABC's compliance with, and enforcing the requirements of, the fair housing laws and HABC's fair housing policy as set forth in this Administrative Plan.

1.11.1. Affirmatively Furthering Fair Housing

Pursuant to Section 808 (e) (5) of the Fair Housing Act, HUD requires its funding recipients to affirmatively further fair housing opportunities for classes protected under the Fair Housing Act. Protected classes under the Fair Housing Act include race, color, sex, religion, national origin, familial status, and handicap or disability. The proposed FSS Coordinator, if funded, shall affirmatively further fair housing by:

- Providing referral and advocacy services to program participants, assisting them in acquiring the training and employment assistance to enable them to secure and retain employment and thereby increase their income and their choice of housing; and
- Engaging program participants in financial literacy workshops, credit counseling and approved homeownership programs that will equip them to recognize housing discrimination and violations of their housing rights and will provide information on where and how to file a complaint.

1.11.2. Affirmatively Furthering Fair Housing – Family Self Sufficiency (FSS)

HABC will take reasonable steps to affirmatively further fair housing in the FSS program and will maintain records of those steps and their impacts. These steps will include: (1) advertising widely in the community for the coordinator position, (2) marketing the program to all eligible persons with limited English proficiency, (3) making buildings and communications that facilitate applications and service delivery accessible to persons with disabilities, (4) providing referrals to fair housing agencies, (5) informing participants of where to file a fair housing complaint, including providing the toll-free number for the Housing Discrimination Hotline: 1-800-669-9777, and (6) since the program has a goal of homeownership or housing mobility, recruiting service providers in areas that expand housing choice to program participants. Record keeping will include, but not be limited to, the race, color, sex, religion, national origin, ancestry, age, familial status, marital status, handicap or disability, sexual orientation, or gender identity status of program participants.

1.12. VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, STALKING AND/OR HUMAN TRAFFICKING

The purpose of this policy is to implement applicable revisions of the Violence Against Women Act ("VAWA"), and to set forth HABC's policies regarding domestic violence, dating violence, sexual assault, stalking, and human trafficking who are applying for or receiving assistance through the Housing Choice Voucher Program. Notwithstanding VAWA's title, this policy is gender neutral.

Although the VAWA 2022 statute does not specifically include human trafficking in the list of victims protected under VAWA, in 2022 HUD began including human trafficking as part of the list of victims protected under VAWA (as seen in Notices PIH 2022-06, PIH 2022-22, and PIH 2022-24). In the absence of a final rule implementing VAWA 2022 and to mirror HUD's recent usage, this policy includes human trafficking in addition to domestic violence, dating violence, sexual assault, and stalking anywhere such a list appears.

1.12.1. Assistance to VAWA Victims

No applicant to HABC's HCV Program who has been a victim of domestic violence, dating violence, sexual assault, stalking, or human trafficking shall be denied admission into the program if they are otherwise qualified.

1.12.2. VAWA Provisions on Termination of Assistance to Victims

VAWA provides that “no person may deny assistance, tenancy, or occupancy rights to housing assisted under a covered housing program to a tenant solely on the basis of criminal activity directly relating to domestic violence, dating violence, sexual assault, stalking or human trafficking that is engaged in by a member of the household, of the tenant, or any guest or person under the control of the tenant, if the tenant or an affiliated individual of the tenant is the victim or threatened victim of such domestic violence, dating violence, sexual assault, stalking or human trafficking.”

HABC may exercise its authority to “bifurcate a lease for the housing in order to evict, remove, or terminate assistance to any individual who is a tenant or lawful occupant of the housing and who engages in criminal activity directly relating to domestic violence, dating violence, sexual assault, stalking or human trafficking against an affiliated individual or other individual, without evicting, removing, terminating assistance to, or otherwise penalizing a victim of such criminal activity who is also a tenant or lawful occupant of the housing.”

VAWA does not limit HABC’s authority to terminate the assistance of any participant if HABC “can demonstrate that an actual and imminent threat to other tenants or individuals employed at or providing service to the property would be present if the assistance is not terminated or the tenant is not evicted.”

1.12.3. Victim Documentation

HABC will require an individual to submit documentation affirming any claim for which a participant family is facing termination of assistance because of the actions of a participant’s household member, or other person under the participant’s control who claims that he or she is the victim of actions that are related to domestic violence, dating violence, sexual assault, stalking, or human trafficking.

HABC will accept one of three methods for certification of a claim under VAWA:

- A completed HUD Form 5382, which HABC will make available to a participant family upon request; and/or
- A Federal, State, tribal, local police or other law enforcement, or court record; and/or
- Documentation signed and attested to by an employee, agent, or volunteer of a victim service provider, attorney, a medical professional, or a mental health professional, from whom the victim has sought assistance in addressing domestic violence, dating violence, sexual assault or stalking, or the effects of abuse, in which the professional attests under penalty of perjury to the professional’s belief that the incident(s) in question are bona fide

incidents of abuse, and the victim of domestic violence, dating violence, sexual assault or stalking has signed or attested to the documentation.

The required certification and supporting documentation must be submitted to HABC within fourteen (14) business days after HABC issues a written request for the documentation. The 14-day deadline may be extended at HABC's discretion. If the individual does not provide the required certification and supporting documentation within the 14 business days, or by the end of the approved extension period, HABC may proceed with termination of assistance.

For participants that have not yet been terminated, but HABC can demonstrate an actual and imminent threat to other participants, residents, or employees at or providing service to, the property, HABC will bypass the standard process and proceed with the immediate termination of the family's assistance.

1.12.4. Terminating Assistance of a VAWA Offender

Although VAWA provides termination protection for victims of domestic violence, dating violence, sexual assault and/or stalking, it does not provide protection for offenders. HABC may exercise its explicit authority to "evict, remove, or terminate assistance to any individual who is a tenant or lawful occupant of the housing and who engages in criminal activity directly relating to domestic violence, dating violence, sexual assault or stalking against an affiliated individual or other individual without evicting, removing, terminating assistance to, or otherwise penalizing a victim of such criminal activity who is also a tenant or lawful occupant of housing."

This authority supersedes any local, state, or other federal law to the contrary. However, if HABC chooses to exercise this authority, HABC will follow any procedures prescribed by HUD or by applicable local, state, or federal law regarding termination of assistance.

When the actions of a participant or other family member result in a decision to terminate the family's assistance and another family member claims that the actions involve criminal acts of physical violence against family members or others, HABC will request that the victim submit the required certification and supporting documentation in accordance with the stated timeframe. If the certification and supporting documentation are submitted within the required timeframe, or any approved extension period, HABC will terminate only the offender's assistance or require the household remove the offender from the lease and HAP Contract. If the victim does not provide the certification and supporting documentation, as required, HABC will proceed with termination of the family's assistance.

For participants that have not yet been terminated, but HABC can demonstrate an actual and imminent threat to other participants, residents, or employees at or providing service to, the

property, HABC will bypass the standard process and proceed with the immediate termination of the family's assistance.

1.12.5. Confidentiality Requirements

All information provided to HABC regarding domestic violence, dating violence, sexual assault, stalking or human trafficking, including the fact that an individual is a victim of such violence or stalking, must be retained in confidence and may neither be entered into any shared database nor provided to any related entity, except to the extent that the disclosure (a) is requested or consented to by the individual in writing, (b) is required for use in an eviction proceeding, or (c) is otherwise required by applicable law. HABC will maintain information regarding domestic violence, dating violence, sexual assault or stalking in a sealed envelope in the participant's file.

1.12.6. VAWA Definitions

The following definitions, which are related to VAWA, can be found in the definitions section of this Administrative Plan:

- Domestic Violence
- Dating Violence
- Sexual Assault
- Stalking
- Human Trafficking
- Affiliated Individual
- Bifurcate
- Actual and Imminent Threat
- Economic and Technological Abuse

1.13. REASONABLE ACCOMMODATIONS POLICY

As set forth in HABC's Reasonable Accommodations Policy and Procedures, HABC is committed to ensuring that its policies and practices do not deny individuals with disabilities the opportunity to participate in, or benefit from, nor otherwise discriminate against individuals with disabilities in connection with the operation of HABC's housing services or programs, solely on the basis of such disabilities. Therefore, if an individual with a disability or persons associated with people with disabilities requires an accommodation, such as an accessible feature or modification to HABC policy, HABC will provide such accommodation, unless doing so would result in a fundamental alteration in the nature of the program or an undue financial or administrative burden. In such case,

HABC will make another accommodation that would not result in a financial or administrative burden.

Written information regarding this policy and the procedures for making a request for a reasonable accommodation is available at the Customer Relations Center, Public Housing Management Offices, HABC's Central Office, HABC's Fair Housing and Equal Opportunity Office, and HABC's website.

Reasonable accommodations will be made for persons with a disability who require an advocate or accessible offices. A designee will be allowed to provide information on behalf of the person with the disability, but only with the permission of the person with the disability. Permission is required by HABC in the form of a notarized statement, or through oral verification when applicable, or through a Power of Attorney as approved by HABC's Office of Legal Affairs verifying permission of the person with a disability.

All HABC mailings will be made available in an accessible format upon request, as a reasonable accommodation.

The definitions of the terms "individual with a disability," as defined by Section 504, and "person with disabilities," as defined by the ADA, are set forth in the glossary to this Administrative Plan.

A reasonable accommodation may be requested by persons with disabilities or persons associated with people with disabilities by contacting the HABC HCVP Office in writing at 1225 W Pratt Street, Baltimore, MD 21223 or by calling (443) 984-2222 or by going online to www.HABC.org.

1.13.1. Definitions of a Person with a Disability

The definition of a person with a disability for purposes of granting a reasonable accommodation request is much broader than the HUD definition of disability. Many people will not qualify as a disabled person under the public housing program, yet an accommodation is needed to provide equal opportunity.

1.13.2. Definition of a Person with a Disability Under Federal Civil Rights Laws

A person with a disability, as defined under federal civil rights laws, is any person who:

- Has a physical or mental impairment that substantially limits one or more of the major life activities of an individual, or
- Has a record of such impairment, or
- Is regarded as having such impairment.

The phrase "physical or mental impairment" includes:

- Any physiological disorder or condition, cosmetic or disfigurement, or anatomical loss affecting one or more of the following body systems: neurological; musculoskeletal; special sense organs; respiratory, including speech organs; cardiovascular; reproductive; digestive; genito-urinary; hemic and lymphatic; skin; and endocrine; or
- Any mental or psychological disorder, such as mental retardation, organic brain syndrome, emotional or mental illness, and specific learning disabilities. The term "physical or mental impairment" includes but is not limited to: such diseases and conditions as orthopedic, visual, speech and hearing impairments, cerebral palsy, autism, epilepsy, muscular dystrophy, multiple sclerosis, cancer, heart disease, diabetes, mental retardation, emotional illness, drug addiction and alcoholism.

"Major life activities" includes, but is not limited to, caring for oneself, performing manual tasks, walking, seeing, hearing, breathing, learning, and/or working.

"Has a record of such impairment" means has a history of, or has been misclassified as having, a mental or physical impairment that substantially limits one or more major life activities.

"Is regarded as having an impairment" is defined as having a physical or mental impairment that does not substantially limit one or more major life activities but is treated by a public entity (such as the PHA) as constituting such a limitation; has none of the impairments defined in this section but is treated by a public entity as having such an impairment; or has a physical or mental impairment that substantially limits one or more major life activities, only as a result of the attitudes of others toward that impairment.

The definition of a person with disabilities does not include:

- Current illegal drug users;
- People whose alcohol use interferes with the rights of others;
- Persons who objectively pose a direct threat or substantial risk of harm to others that cannot be controlled with a reasonable accommodation under the public housing program.

The above definition of disability determines whether an applicant or participant is entitled to any of the protections of federal disability civil rights laws. Thus, a person who does not meet this definition of disability is not entitled to a reasonable accommodation under federal civil rights and fair housing laws and regulations.

The definition of a person with disabilities does not include:

- Current illegal drug users
- People whose alcohol use interferes with the rights of others
- Persons who objectively pose a direct threat or substantial risk of harm to others that cannot be controlled with a reasonable accommodation under the public housing program.

The above definition of disability determines whether an applicant or participant is entitled to any of the protections of federal disability civil rights laws. Thus, a person who does not meet this definition of disability is not entitled to a reasonable accommodation under federal civil rights and fair housing laws and regulations.

1.13.3. HUD Definition Of A Person With A Disability

The HUD definition of a person with a disability is much narrower than the civil rights definition of disability. The HUD definition of a person with a disability is used for purposes of receiving the disabled family preference, elderly/disabled household deduction, the allowance for medical expenses, or the allowance for disability assistance expenses.

Federal nondiscrimination laws define a person with a disability to include any (1) individual with a physical or mental impairment that substantially limits one or more major life activities; (2) individual with a record of such impairment; or (3) individual who is regarded as having such an impairment.

1.13.4. Verification of Disability

HABC may verify a requestor's disability only to the extent necessary to ensure that the requestor is qualified for the housing for which he or she had applied, is qualified for deductions used in determining adjusted income, is entitled to preferences that have been claimed, and that the requested accommodation is needed to address, or because of, a disability. HABC will not require persons requesting a reasonable accommodation to provide access to confidential medical records in order to verify a disability and will not require specific details about the disability. HABC may require documentation of the manifestation of the disability that causes a specific need for a specific accommodation or accessible unit.

1.13.5. Applying for Admission

Accommodations for applications will be made upon request from a person with a disability. For more information on applying for admission to the HCV Program, please refer to Chapter 3.

The application is completed at the eligibility appointment in the applicant's own handwriting, unless assistance is needed, or a request for accommodation is requested by a person with a disability. HABC staff will interview Applicants in order to review the information on the application form. Verification of disability as it relates to 504, Fair Housing, or the Americans with Disabilities Act (ADA) reasonable accommodation will be requested at this time.

1.14. LANGUAGE INTERPRETATION, TRANSLATION OF DOCUMENTS, AMERICAN SIGN LANGUAGE (ASL) INTERPRETATION

HABC uses contractors to:

- Provide language interpretation services over the telephone;
- Translate documents;
- Provide American Sign Language interpretation; and
- Accessibility for the hearing impaired is provided through the Maryland Relay System (dial 7-1-1).

Information about how to request these services is available to HABC staff on HABC's intranet website, which also provides a link to documents translated by HUD.

1.14.1. Language Assistance

HABC will provide readers to assist persons with literacy barriers in completing the application and certification process, upon request.

1.15. HCV PROGRAM MANAGEMENT ASSESSMENT OBJECTIVES

HABC operates its housing assistance program with efficiency and can demonstrate to auditors that HABC is using its resources in a manner that reflects its commitment to quality and service. Under the HUD/HABC MTW Agreement, HCV program performance shall be measured in terms of compliance with the policies and procedures identified in the Administrative Plan.

The following areas are among those to be monitored and measured:

- Selection from the Waiting List
- Reasonable Rent
- Determination of Adjusted Income
- Utility Allowance Schedule
- HQS Quality Control Inspections
- HQS Enforcement
- Expanding Housing Opportunities
- Payment Standards
- Scheduled Re-examinations
- Correct Tenant Rent Calculations
- Pre-Contract HQS Inspections
- Scheduled HQS Inspections
- Lease-up
- Family Self-Sufficiency Enrollment and Escrow Account Balances (as applicable for FSS)

An HABC Supervisor or Quality Control Specialist, other than the person performing the work, will perform quality control reviews. The following indicators will be reviewed:

- Selection from the waiting list
- Rent reasonableness
- Determination of adjusted income
- HQS Enforcement
- HQS Quality Control

The annual sample of files and records will be drawn in a random manner and provide a clear audit trail. The minimum sample size to be reviewed will relate directly to each indicator. The internal auditor shall conduct an annual review to ensure that this process is being followed.

Supervisory staff will audit the following functions:

- Not less than 5% of reexaminations
- Not less than 5% of new applications
- Not less than 5% of rent adjustments
- Not less than 5% of HQS inspections

1.16. RECORDS FOR MONITORING HABC PERFORMANCE

In order to demonstrate compliance with its Administrative Plan, HABC will maintain records, reports and other documentation in accordance with agency requirements. This provision is

intended to allow the internal auditor to monitor and assess HABC operational procedures to ensure objectivity, accuracy and conformance with agency requirements as defined within the Administrative Plan.

1.17. PRIVACY RIGHTS

Applicants and participants, including all adults (i.e., 18 years of age and older) in their households, are required to sign the HUD 9886 Authorization for Release of Information form or an HABC equivalent. This document authorizes HABC to request information from the State wage information collection agency, income information, wages, and resource information from financial institutions net earnings from self-employment, payments of retirement income, and unearned income as referenced at 26 U.S.C. 6103, and other Federal collection agencies in order to verify household income. This document incorporates the Federal Privacy Act Statement and does not provide authorization for the release of family information.

Failure to sign the consent form will result in the denial of eligibility or termination of assisted housing benefits. Revocation of consent will result in denial of admissions or termination of assistance.

On or after January 1, 2024, participants must sign the new Release Form at their next regular or interim reexamination. Thereafter, family members do not need to sign and submit subsequent consent forms at the next interim or regularly scheduled income examination except under the following circumstances:

- When any person 18 years or older becomes a member of the family, that family member must sign and submit a consent form; or
- When a member of the family turns 18 years of age, that family member must sign and submit a consent form.

The Release Form is signed once by all adults aged 18 and over and any adult added to the family or household member turning 18. The release form will remain effective until the earliest of:

- The rendering of a final adverse decision for applicants;
- The cessation of a participant's eligibility for assistance from HUD or HABC; or
- The express revocation by the applicant or participant (or applicable family member) of the authorization in a written notification to HUD.

HABC policy regarding release of information is in accordance with State and local laws. Information to be supplied to a landlord, upon request, is limited to that specified in Chapter 9 of this plan.

HABC practices and procedures are designed to safeguard the privacy of applicants and program participants. All applicant and participant files will be stored in a secure location that is only accessible by authorized staff.

All files must be signed for when removed from the secured file storage area.

HABC staff will not discuss family information contained in files unless there is a business reason to do so. Inappropriate discussion of family information or improper disclosure of family information by staff will result in disciplinary action.

Any and all information that would lead one to determine the nature and/or severity of a person's disability, or eligibility based on a criminal background check, must be kept in a separate folder and marked "confidential". The personal information in this folder must not be released except on an "as needed" basis in cases where an accommodation or a criminal eligibility determination is under consideration.

1.18. ADJUSTMENTS FOR INFLATION

HUD may adjust deductions for inflation to ensure that deductions do not lose value over time. Using its MTW flexibility HABC may develop and implement its own inflation adjustments via an approved MTW Plan.

1.19. RESOURCES

The table below includes links to helpful resources to assist staff in applying policies and understanding the regulatory requirements.

Document and Location
Housing Opportunities Through Modernization Act of 2016 <u>HOTMA Final Rule 2-14-2023</u>
Code of Federal Regulations <u>http://www.ecfr.gov</u>

Document and Location
<p>Earned Income Disregard FAQs</p> <p>https://www.hud.gov/program_offices/public_indian_housing/phr/about/ao_faq_eid</p>
<p>Enterprise Income Verification (EIV) System PHA Security Procedures, Version 1.2, issued January 2005</p> <p>https://www.hud.gov/sites/documents/EIVSECGUIDEPHA.PDF</p>
<p>Executive Order 11063</p> <p>https://www.archives.gov/federal-register/codification/executive-order/11063.html</p>
<p>Federal Register</p> <p>https://www.federalregister.gov/</p>
<p>HUD-50058 Instruction Booklet</p> <p>https://www.hud.gov/sites/documents/FORM50058INSTRUCTBOOKLET.PDF</p>
<p>Joint Statement of the Department of Housing and Urban Development and the Department of Justice, issued May 17, 2004</p> <p>https://www.justice.gov/sites/default/files/crt/legacy/2010/12/14/joint_statement_ra.pdf</p>
<p>Final Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, published January 22, 2007</p> <p>https://www.lep.gov/guidance/HUD_guidance_Jan07.pdf</p>
<p>Notice PIH 2010-26, Nondiscrimination and Accessibility Notice</p> <p>http://www.hud.gov/offices/pih/publications/notices/10/pih2010-26.pdf</p>
<p>Notice PIH 2017-12, Administrative Guidance for Effective and Mandated Use of the Enterprise Income Verification (EIV) System</p>

Document and Location
https://www.hud.gov/sites/documents/PIH2017-12EIVNOTICE.PDF
Notice PIH 2018-24, Verification of Social Security Numbers (SSNs) Social Security (SS) and Supplemental Security Income (SSI) Benefits; and Effective Use of the Enterprise Income Verification (EIV) System's Identity Verification Report
https://www.hud.gov/sites/dfiles/PIH/documents/PIH-2018-24_EIV_SSN_Notice_FINAL.pdf
OMB Circular A-133
https://www.whitehouse.gov/sites/whitehouse.gov/files/omb/circulars/A133/a133.pdf
Public Housing Occupancy Guidebook, June 2003
https://www.hud.gov/sites/documents/DOC_10760.PDF
VAWA Resources
https://www.hud.gov/vawa

1.20. OUTREACH

Outreach efforts will include notification of the media and agencies listed in HABC's Administrative Plan regarding public notices (see section on opening and closing the waiting list in Chapter 3, "Applying for Admission").

1.20.1. Family Outreach

HABC may publicize and disseminate information to make known the availability of housing assistance and related services for eligible families.

When HABC's waiting list is open, HABC may publicize the availability and nature of housing assistance for eligible families through, including but not limited to, the:

- Baltimore Sun
- Afro-American Newspaper
- City Paper
- HABC's Website

HABC may extend outreach subject to determination of any minority group reaching 2% of the total population, based on the most recent census or amendment thereto.

To further enhance outreach, HABC may distribute fact sheets to the broadcasting media and may initiate personal contacts with members of the news media, with community service personnel, and with not-for-profit organizations servicing non-English speaking populations. HABC may also utilize public service announcements.

HABC may communicate housing opportunities and eligibility requirements to other service providers in the community, and advise them of housing eligibility factors and guidelines, so that they may refer their clients to HABC for housing assistance.

1.20.2.Owner Outreach

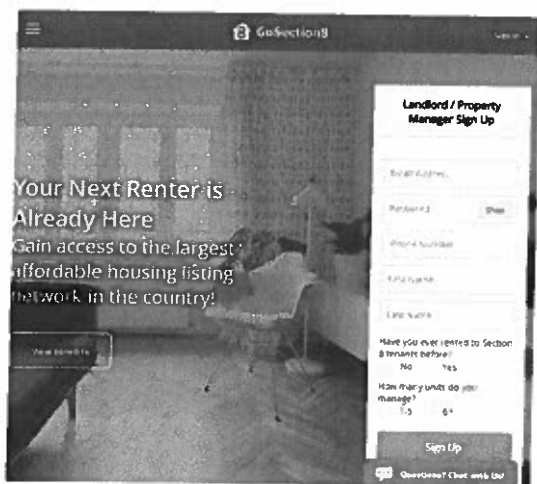
HABC makes a concerted effort to keep private owners informed of legislative and other changes in the tenant-based program, which are designed to make the program more attractive to owners.

HABC encourages owners of decent, safe and sanitary housing units to lease to HCV families.

HABC encourages participation by owners of suitable units located outside areas of concentrations of poverty, minorities, and assisted units.

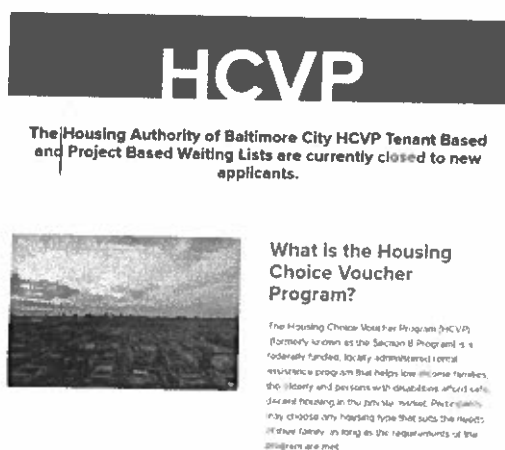
HABC conducts periodic meetings with participating owners to improve owner relations and to recruit new owners.

HABC hosts a free rental property listing service through www.AffordableHousing.com (formerly www.GoSection8.com) for landlords to list their rental properties for the Housing Choice Voucher Program participants:



These listings are available to prospective participants through a link on HABC's website (www.HABC.org). Searches may be narrowed by using various criteria (location, type of unit, bedroom size of unit, etc.).

Internet-connected terminals accessing this service are available for use by program participants at the Housing Choice Voucher office.



The staff of HABC initiates personal contact with private property owners and managers by conducting formal and informal discussions and meetings.

Printed material is offered to acquaint owners and managers with the opportunities available under the program.

HABC participates in community-based organization(s) comprised of private property and apartment owners and managers.

HABC actively recruits property owners with property located outside areas of minority and poverty concentration and applies for exception payment standards if the HABC determines it is necessary to make the program more accessible within the jurisdiction of HABC.

HABC periodically evaluates the demographic distribution of assisted families to identify areas within the jurisdiction where owner outreach should be targeted. The purpose of these activities is to provide choicer and better housing opportunities to families. Voucher holders are informed of a broad range of areas where they may lease units inside the HABC jurisdiction, and given a list of landlords, or other parties, who are willing to lease units or help families who desire to live outside areas of poverty or minority concentration.

HABC shall periodically:

- Request the HUD Field Office to furnish a list of HUD-held properties available for rent.
- Develop working relationships with owners and real estate broker associations.
- Establish contact with civic, charitable and neighborhood organizations that have an interest in housing for low-income families and public agencies concerned with obtaining housing for displacements.
- Explain the program, including equal opportunity requirements and nondiscrimination requirements, as set forth in the Fair Housing Act, the Americans with Disabilities Act, and other housing-related civil rights laws, to real estate agents, landlords, and other groups that have dealings with low-income families or are interested in housing such families.

Chapter 2: ELIGIBILITY FOR ADMISSION

2.1. INTRODUCTION

This Chapter defines HABC criteria for admission and denial of admission to the program. The policy of HABC is to strive for objectivity and consistency in applying these criteria to evaluate the eligibility of applicants. HABC will review the information provided by the applicant carefully and without regard to factors other than those defined in this Chapter. Applicants will be provided the opportunity to explain their circumstances, to furnish additional information, if needed, and to receive an explanation of the basis for any decision made by HABC pertaining to their eligibility.

2.2. ELIGIBILITY FACTORS

HABC accepts applications only from applicants whose head of household, spouse or co-head, is at least eighteen (18) years of age or older, or an emancipated minor under State law.

To be eligible for participation, an applicant must meet HUD criteria, as well as any permissible additional criteria established by HABC.

HUD eligibility criteria are:

- An applicant must be a "family," as defined in 24 CFR § 5.403.
- An applicant must be income eligible as a family in accordance with 24 CFR § 982.201(b) and 24 CFR Part 5, Subpart F (i.e., below 50% of the jurisdiction's median family income for the designated family size, or a low-income family within the parameters described in Section 2.5 of this chapter).
- An applicant must furnish Social Security numbers (SSN) for all family members. Verification of SSNs are required for all members in accordance with 24 CFR Part 5, Subpart B.
- At least one member of the applicant family must be either a U.S. citizen or have eligible immigration status before HABC may provide financial assistance, in accordance with 24 CFR Part 5, Subpart E.
- No family member has committed drug-related, violent, or other serious criminal activity within the last three years. HABC will deny eligibility for admission for a period of eighteen (18) months for a misdemeanor conviction, and for a period of three (3) years for a felony conviction beginning on the date of conviction or the date the member was released from incarceration, whichever is later.

- No family member is subject to a lifetime registration requirement under a State sex offender registration program (Tier III), in accordance with 24 CFR § 982.553(a)(2)(i).

Initial admissions eligibility is determined based on the information supplied by the applicant during the eligibility process. The application will be reviewed for completeness and the data contained in the application will be reviewed for consistency (i.e., responses on the application are compatible with the definitions of the criteria used to determine program eligibility).

HABC emphasizes the fact that the initial application review is made only to place and rank the applicant on the waiting list. Eligibility factors will not be reviewed before the applicant is placed on the waiting list.

Final determination of eligibility is made after the information provided on the application has been verified and updated to reflect the applicant's current status. The final determination that is required prior to program admission must be conducted within sixty (60) days of voucher issuance.

Changes to an application may be updated online through the HCVP Applicant Portal (<https://habc-onthelist.myhousing.com>).

2.3. FAMILY COMPOSITION

To be eligible for admission, the applicant must qualify as a "family." The definition of "family" is made regardless of actual or perceived sexual orientation, gender identity, or marital status. *Family* as defined by HUD includes, but is not limited to the following:

A Single person, who may be:

- An elderly person, displaced person, disabled person, near-elderly person, or any other single person;
- An otherwise eligible youth who has attained at least 18 years of age and not more than 24 years of age and who has left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in section 475(5)(H) of the Social Security Act (42 U.S.C. 675(5)(H)), and is homeless or is at risk of becoming homeless at age 16 or older.

A group of persons residing together, and such group includes, but is not limited to:

- A family with or without a child or children (if a child is temporarily absent from home due to placement in foster care, the temporary absence shall not be considered in determining the family composition and voucher size if the absence is presumed to be for less than 180 days);
- An elderly family;

- A near-elderly family;
- A disabled family;
- A displaced family; and
- The remaining member(s) of a participant family as listed on the lease; and
- Any remaining eligible member(s) of an applicant family who was listed on the initial HCVP application.

A child who is temporarily away from home because of placement in foster care is considered a member of the family. This provision only pertains to the foster child's temporary absence from the home and is not intended to artificially enlarge the space available for other family members.

2.3.1. Household

Household is a broader term that includes additional people who, with HABC's permission live in the same unit (i.e., live-in aides, foster children, foster adults, etc.).

2.3.2. Head of Household

The head of household is the adult member of the household who is designated by the family as head, is wholly or partly responsible for paying the rent, and has the legal capacity to enter into a lease under State/local law. HABC does not permit a parent or legal guardian to co-sign any document on the applicant's behalf if the head of household is under eighteen (18) and, under State and local law, does not have the legal capacity to enter into a legally binding contract.

Emancipated minors who qualify under State law will be recognized as head of household if there is a court order declaring them as an emancipated minor. If there is no court order, HABC will consider other evidence of emancipation recognized under Maryland state law such as, for example, a person under eighteen (18) years old who is married or serving in the military.

A family may designate an elderly member or a member who is a non-elderly person with a disability as head of household solely to qualify the family for the allowance available for elderly persons and non-elderly persons with disabilities, provided that the person is at least partially responsible for paying the rent.

2.3.3. Spouse of Head of Household

Spouse means the marriage partner of the Head of Household.

For proper application of the Non-Citizen Rule, the definition of spouse is the marriage partner who, in order to dissolve the relationship would have to be divorced. The term "spouse" does not apply to boyfriends, girlfriends, significant others, or co-heads.

2.3.4. Co-Head

The co-head is an individual in the household who is equally responsible with the head of household for ensuring the family fulfills all its responsibilities under the Program, but who is not the spouse. A household may have either a spouse or co-head, but not both. A co-head never qualifies as a dependent and may not retain or receive a voucher while listed as a co-head on someone else's voucher. Co-heads must separately apply when the waiting list is open to receive their own, separate assistance.

2.3.5. Adult / Other Adult

An adult is an individual who is eighteen (18) years of age or older. Other adult means a family member, other than the head of household, spouse, or co-head, who is eighteen (18) years of age or older. Foster adults and live-in aides are NOT considered other adults.

2.3.6. Elderly Person

An elderly person, as defined by HUD, is a person who is at least sixty-two (62) years of age.

2.3.7. Elderly Family

An elderly family is one in which the head, spouse, co-head, or sole member is an elderly person. Elderly families qualify for the elderly family allowance and medical allowance as described in Chapter 6, Section 6.3.2.

2.3.8. Non-Elderly Person with a Disability Family

A non-elderly person with a disability family is a family whose sole member, head of household, co-head, or head of household's spouse is a person with a disability who is under the age of sixty-two (62).

2.3.9. Live-in Aides

A household may include a live-in aide provided that such live-in aide:

- Is eighteen (18) years of age or older,
- Is essential to the care and well-being of an elderly person, or a person with a disability in the household as verified in writing by a health professional;
- Is not obligated for the support of the person(s);
- Would not be living in the unit except to provide care for the person(s); and
- Meets all applicable eligibility criteria.

A live-in aide is not considered to be an assisted family member and has no rights or benefits under the Program:

- The income of the live-in aide will not be counted for purposes of determining eligibility or level of benefits.
- Live-in aides are not subject to Non-Citizen Rule requirements.
- Live-in aides may not be considered as a remaining member of the participant family. Once the HCVP participant's assistance stops, the housing assistance payments stop for the household. Live-in aides will not be covered under HCVP assistance.
- Participants may not convert a live-in aide to a household member because such a conversion would allow individuals to circumvent the application process and the Housing Choice Voucher waiting list.
- If approved, only the live-in aide can reside in the unit with the applicant household. No other member of the live-in aide's family can live in the assisted unit.
- Live-in aides will be provided a separate bedroom. If a live-in aide waives their right to have a separate bedroom, HABC will require the live-in aide to certify that they have waived this right.

Relatives are not automatically excluded from being live-in aides; however, requests to add relatives as live-in-aides must be approved by the Senior Vice President for HCVP, or designee. To be a live-in aide, relatives must meet all of the elements in the live-in aide definition described above. In

addition, the prohibition against converting live-in aides to household members includes relatives approved as live-in aides.

Household members already listed on the lease who will remain in the unit will not be removed from the lease for purposes of becoming a live-in aide. Household members removed from the voucher may not be added back to the household as a live-in aide for a period of 12-months from the date of removal, unless approved by the Senior Vice President for HCVP, or designee. Prior household members, who are being added back to the household as a live-in aide, after the required timeframe, will require HABC approval.

A live-in aide may only reside in the unit with the approval of HABC. Written verification will be required from a reliable, knowledgeable professional, such as a doctor, social worker, or caseworker, who must certify that a live-in aide is needed for the care of the family member who is elderly or a person with a disability. Additionally, HABC will re-verify the need for a live-in aide at each regular reexamination.

If HABC does not approve the addition of a live-in aide, HABC will notify the family in writing and provide the family with an opportunity to request an informal meeting. If an existing live-in aide is no longer required for occupancy in the assisted unit, the live-in aide must vacate the unit within 30 days of the disapproval notice from HABC.

After HABC approves the addition of a live-in aide on behalf of an applicant or participant, the applicant or participant must submit a specific live-in aide's name and information for approval by HABC.

Any person proposed as a live-in aide, including relatives, must be approved by the owner of the unit and pass HABC's eligibility and screening criteria, including EIV prior debt and adverse termination screening. HABC has the right to disapprove a request for a live-in aide based on the "Other Eligibility Criteria" described in this Chapter.

HABC will require the live-in aide to execute an acknowledgment form in which the live-in aide agrees to abide by the terms and conditions of HCVP's family obligations. By signing the acknowledgement form, the live-in aide also agrees that the status as a live-in aide does not make the person a HCVP participant or give the person rights as a HCVP participant. Live-in aides who are denied admission are not eligible to request informal reviews or hearings.

At any time, HABC will refuse to approve a particular person as a live-in aide or may withdraw such approval if (24 CFR § 982.316):

- The person commits fraud, bribery, or any other corrupt or criminal act in connection with any federal housing program;
- The person commits drug-related, violent, or other serious criminal activity; or
- The person currently owes rent or other amounts to HABC or to another PHA in connection with HCV or public housing assistance under the 1937 Act.

2.3.10. Guests

A guest is defined as a person temporarily staying in the unit with the consent of the participant or other member of the household who has express or implied authority to so consent on behalf of the participant and is not considered part of the applicant household. For more information on guests, please see Chapter 15, Section 15.4.8.

Guests should not remain in a unit in excess of fourteen (14) consecutive days, or a total of ninety (90) days in a 12-month period without HABC approval. For any guest who has income and who remains in the unit for longer than the specified time, HABC will include that income in the calculation of total family income. HABC will determine the effective date for the participant's annual, biennial, or triennial review, whichever applies.

Guests who remain in a unit beyond this period are considered an unauthorized occupant, which constitutes a violation of Family Obligations (for more information on Family Obligations, see Chapter 15, Section 15.7) and may result in the termination of assistance.

Determination of unauthorized status may include a combination of the following:

- Absence of evidence of any other address will be considered verification that the visitor is a member of the household.
- Statements from neighbors and/or the landlord will be considered in making the determination.
- Use of the unit address as the visitor's current residence for any purpose that is not explicitly temporary shall be construed as permanent residence.
- Investigations completed by HABC, may result in the determination of unauthorized occupants.

2.3.11. Visitors

A visitor is defined as a person temporarily visiting the unit with the consent of the participant or other member of the household who has NO express or implied authority to so consent on behalf of the participant. Visitors are not considered a part of the applicant household. Please see Chapter 15, Section 15.4.9 for more information.

Any person, who has been in the unit more than fourteen (14) consecutive days without HABC approval, or a total of ninety (90) days in a 12-month period, will be considered as to be living in the unit as an unauthorized household member.

Determination of the unauthorized status may include a combination of the following:

- Absence of evidence of any other address will be considered verification that the visitor is a member of the household.
- Statements from neighbors and/or the landlord will be considered in making the determination.
- Use of the unit address as the visitor's current residence for any purpose that is not explicitly temporary shall be construed as permanent residence.
- Investigations completed by HABC, may result in the determination of unauthorized occupants.

2.3.12. Split Households Prior to Voucher Issuance

When a family on the waiting list splits into two otherwise eligible families due to divorce or legal separation, and the new families both claim the same placement on the waiting list, and there is no court determination, HABC makes the final decision taking into consideration the following factors, in order:

- Which family member applied as the head of the household;
- Which family unit retains the children or any disabled or elderly members;
- Restrictions that were in place at the time the family applied;
- The role of domestic violence in the split; and/or
- Recommendations of Social Service Agencies or qualified professionals such as children's protective services.

Documentation of these factors is the responsibility of the applicant families. If either family, or both families do not provide the documentation, HABC may deny their placement on the waiting list for failure to supply information requested by HABC.

2.3.13. Multiple Families in the Same Household

If two or more families living together apply as a family unit, they will be treated as a family unit.

2.3.14. Parent-Child Relationship, Legal Custody/Guardianship

HABC may require the family to provide documentation of parent child relationship and/or legal custody/guardianship. Verification includes the following:

Parent-Child Relationship

- Birth Certificate listing the parent's name(s).
- Adoption paperwork.
- Sworn affidavit by a relative or other person with personal knowledge of the facts of the child's birth, such as a baptism issued by a church.

Legal Guardianship

- Order or letter of guardianship signed by a judge.
- A will appointing the guardian. A will does not provide guardianship, but it is proof of the decedent's wishes. This should only be used during and while waiting for an actual order appointing you as a guardian.
- Affidavit of Guardianship.

2.3.15. Joint Custody and/or Temporary Guardianship of Dependents

Dependents subject to a joint custody arrangement that live with one person at least 51% of the time will be considered members of the household. "51% of the time" is defined as one hundred and eighty-three (183) days of the year, which do not have to run consecutively.

A self-certification is required of families who claim joint custody or temporary guardianship.

When both parents are on the Waiting List and both are trying to claim a child, the parent whose address is listed in the child's school records is the one allowed to claim the school-age child as a dependent.

In cases in which parents have joint custody of a child or children (50/50 custody), HABC grants the child deduction to the household of record provided by Baltimore City Public Schools or a private school. If the child is residing outside of HABC's jurisdiction, due to joint custody, the principal household of record provided by the applicable school system is used to determine family composition, living arrangements and the standard deduction.

If the child is not enrolled in school, HABC will rely upon official records from daycare providers, tax records, and insurance providers such as Medicaid.

When more than one participant (already on the program) claims the same dependent(s) as a family member, the participant with primary custody at the time of the initial examination or reexamination will be able to claim the dependent(s).

Contested custody will be substantiated with proof of residency from the following sources:

- Court orders;
- Government benefits verification;
- IRS Income Tax Returns showing which family has claimed the dependent for income tax purposes;
- School records; and
- Other credible documentation.

HABC may make an exception to the Occupancy Standard and allow two assisted household's space for the same dependent where there is joint and physical custody; however, HABC will allow only one household to claim the dependent deduction. Exceptions to this policy will be reviewed on a case by case basis.

2.3.16. Foster Children and Foster Adults

A foster child is a member of the household who meets the definition of a foster child under State law. In general, a foster child is placed with the family by an authorized placement agency (e.g., public child welfare agency) or by judgment, decree, or other order of any court of competent jurisdiction.

A foster adult is a member of the household who is 18 years of age or older and meets the definition of a foster adult under State law. In general, a foster adult is a person who is 18 years of age or older, is unable to live independently due to a debilitating physical or mental condition and is placed with the family by an authorized placement agency or by judgment, decree, or other order of any court of competent jurisdiction.

Foster children and foster adults who are living with an applicant or participant family are considered household members but not family members and therefore do not have residual rights to the voucher.

2.4. INCOME LIMITATIONS

In accordance with MTW guidelines, HABC will ensure that at least 75% of the program's Housing Choice Vouchers are issued to eligible families with income that does not exceed 50% of the area median income (AMI) in HABC's jurisdiction. To be income eligible the applicant must have an annual income at the time of admission that does not exceed the following income limits established by MTW:

- A very low-income family such that the family income does not exceed 50 percent of the area median income for the area, adjusted for smaller and larger families, as determined by HUD.
- A low-income family such that the family income does not exceed 80 percent of the area median income for the area, adjusted for smaller and larger families, as determined by HUD as:
 - "continuously assisted" under the 1937 Housing Act;
 - physically displaced by rental rehabilitation activity under 24 CFR part 511;
 - a non-purchasing family residing in a HOPE 1 or HOPE 2 project;
 - a non-purchasing family residing in a project subject to a homeownership program under 24 CFR 248.173;
 - displaced as a result of the prepayment of a mortgage or voluntary termination of a mortgage insurance contract under 24 CFR 248.165.

To determine if the family is income eligible, HABC compares, at the time of admission, the annual income of the family to the applicable income limit for the family's size.

Families whose annual income exceeds the income limit will be denied admission and may request an informal review.

The applicable income limit used for initial issuance of a voucher is the highest income limit within the jurisdiction where the voucher will be used.

Portability: For initial lease-up at admission, families who exercise portability must be within the applicable income limit for the jurisdiction of the receiving PHA in which they want to live.

2.5. MANDATORY SOCIAL SECURITY NUMBERS [24 CFR 5.216, 5.218]

The applicant and all members of the applicant's household must provide the complete and accurate Social Security number (SSN) assigned to each household member, and the documentation necessary to verify each Social Security number.

Applicants are required to provide verification of Social Security numbers for all family members within ninety (90) calendar days of voucher issuance, if they have been issued a number by the Social Security Administration. This requirement does not apply to non-citizens who do not contend they have eligible immigration status.

The Social Security number requirement also applies to persons joining the family after admission to the program.

Failure to furnish verification of social security numbers is grounds for denial or termination of assistance.

Individuals exempt from providing a Social Security number are:

- Individuals who do not have eligible immigration status; and
- Participants age sixty-two (62) years and older as of January 31, 2010, whose initial determination of eligibility began before January 31, 2010.

Participants who have previously disclosed a valid Social Security number during a recertification process will not be required to resubmit a Social Security number unless they are issued a new Social Security number by the Social Security Administration (SSA).

2.6. CITIZENSHIP/ELIGIBLE IMMIGRATION STATUS [24 CFR Part 5, Subpart E]

In order to receive assistance, at least one family member must be a U.S. citizen, national or non-citizen with eligible immigration status. Eligible immigrants are persons who are in one of the immigrant categories as specified by HUD and 42 U.S.C. § 1436(a).

For the Citizenship/Eligible Immigration requirement, the status of each member of the family is considered individually before the family's status is defined. HABC will verify the citizenship / immigration status of applicant's when other eligibility factors are determined.

- Mixed Families. An applicant family is eligible for assistance as long as at least one member is a citizen or eligible immigrant. Applicant families that include eligible and ineligible individuals are called "mixed families." Such applicant families will be given notice that their assistance will be pro-rated and that they may request a hearing if they contest this determination.
- All members ineligible. Applicant families that include no eligible members are ineligible for assistance. Such families will be denied admission and may request an informal hearing.
- Non-citizen students. As defined by HUD in the non-citizen regulations at 24 CFR 5.522 non-citizen students are not eligible for assistance. HABC will establish and verify that an applicant is a non-citizen student before denying eligibility.
- Appeals. For this eligibility requirement only, the applicant is entitled to a hearing exactly like those provided for participants.

2.6.1. Verification of Status before Admission

HABC will not provide assistance to families prior to the verification of eligibility for the individual, or at least one member of the family pursuant to this section. Applicants must submit required evidence of citizenship or eligible immigration status.

2.7. OTHER CRITERIA FOR ADMISSIONS [24 CFR 982.552]

All applicants will be processed in accordance with the MTW Agreement.

A family will be denied admission to the program if any member of the family fails to sign and submit consent forms for obtaining information required by HABC, including Form HUD-9886 or HABC equivalent (24 CFR § 982.552(b) (3)).

Applicants may not be admitted to the program if any member of the family has been evicted from federally assisted housing in the last five (5) years (24 CFR § 982.552(c) (1) (ii)).

HABC will apply the following criteria, in addition to the HUD eligibility criteria, as grounds for denial of admission to the program (24 CFR § 982.552):

- The family must not have violated any family obligation (see 24 CFR § 982.551) during a previous participation in the HCV program (24 CFR § 982.552(c) (1) (ii)), or if for three years prior to final eligibility determination any member of the applicant household has been evicted from federally assisted housing for drug-related criminal activity (24 CFR § 982.553(a)(1)). However, HABC may admit the household if it is determined that:
 - The evicted household member who engaged in drug-related criminal activity has successfully completed a supervised drug rehabilitation program (documentation must be provided and approved by HABC); or
 - That the circumstances leading to eviction no longer exist (for example, the criminal household member has died or is imprisoned).
- The family must pay in full any outstanding debt owed to HABC or another PHA as a result of prior participation in any federal housing program within sixty (60) days of HABC notice to repay.
- The family must be in good standing regarding any current payment agreement made with another PHA for a previous debt incurred, before HABC will allow participation in its HCV program.

HABC will check criminal history for all members, age fourteen (14) years and older, in the household to determine whether any member of the family has violated any of the prohibited behaviors as described in the "Denial or Termination of Assistance" chapter. The criminal history check will be performed at initial eligibility determination and at every re-examination thereafter.

If any applicant deliberately misrepresents the information on which eligibility or tenant rent is established, HABC will deny assistance and may refer the family file/record to the proper authorities for appropriate disposition. (See Program Integrity Addendum) If an applicant commits fraud, the applicant and the applicant's family may be prohibited from receiving future rental assistance for a period of up to 10 years and may be subject to prosecution by the local, state, or Federal prosecutor, which may result in being fined up to \$10,000 and/or serving time in jail.

Debts owed to HABC and information regarding termination from a federally assisted housing program will be maintained in the Enterprise Income Verification (EIV) system for a period of up to ten (10) years from the end of the household's participation date.

2.8. SCREENING PROCEDURES

All screening procedures shall be administered fairly and in such a way as not to discriminate on the basis of race, color, sex, religion, national origin, ancestry, age, familial status, disability, sexual orientation or gender identity, or source of income, and not to violate a right to privacy.

HABC will take into consideration any of the criteria for admission described in the "Denial or Termination of Assistance" chapter.

HABC will not screen family behavior or suitability for tenancy. HABC will not be liable or responsible to the owner or other persons for the family's behavior or the family's conduct in tenancy.

The owner is responsible for screening and selection of the family to occupy the owner's unit. At or before HABC approval of the tenancy, HABC will inform the owner that screening and selection for tenancy is the responsibility of the owner.

The owner is responsible for screening families based on their tenancy histories, including but not limited to such factors as:

1. Payment of rent and utility bills.
2. Caring for a unit and premises.
3. Respecting the rights of other residents to the peaceful enjoyment of their housing.
4. Compliance with all other conditions of tenancy.

HABC will give the owner upon request:

1. The family's current and prior address as shown in HABC records; and
2. The name and address of the landlord (if known by HABC) at the family's current and prior address.

HABC will advise families on how to file a complaint if they claim that an owner has discriminated against them. HABC may advise the family to make a fair housing complaint. HABC may also report the owner to HUD (Fair Housing/Equal Opportunity) or the local Fair Housing Organization.

2.8.1. Enterprise Income Verification (EIV) Screening

HABC will conduct EIV screening for new applicants. An EIV Existing Tenant Search Record will be conducted on minor and adult members to identify applicants who may be receiving federal rental assistance. If the EIV Existing Tenant Search Record reveals that an applicant may be receiving another federal housing program subsidy, HABC will give the applicant an opportunity to explain any circumstances relative to his/her receiving another federal rental assistance subsidy. HABC may contact the respective Public Housing Agency (PHA) or owner to confirm the individual's program participation status before admission. HABC will not provide assistance to an applicant until confirmation is obtained that there will be no duplicate rental assistance.

All adult household members must sign the form HUD-52675, Debts Owed to Public Housing Authority's and Terminations. Prior to admission to the program, HABC will search for each adult family member in the EIV Debts Owed to PHAs and Terminations module.

HABC will conduct EIV screening on all adult household members to identify former residents of federally assisted rental programs who voluntarily or involuntarily left the program and have a reportable unfavorable status and/or owe money to a PHA or landlord as a result of participation in the HCV Program.

HABC will retain the search results with the application along with any documentation obtained as a result of contact with the applicant and the PHA and/or owner at the other location. HABC will determine if the information warrants a denial in accordance with the policies in this Administrative Plan.

2.8.2. Debt Screening

HABC will conduct a debt screening on all members age eighteen (18) years and older.

Previous outstanding debts to HABC or any public housing authority resulting from a previous tenancy in public housing or participation in the HCV Program must be paid in full prior to admission. The applicant will be denied unless the applicant pays the debt in full within sixty (60) calendar days from the date HABC notifies the applicant of the debt, unless HABC determines that mitigating circumstances exist or the debt cannot be collected under state law. A determination as to whether the debt may be collected shall be made in consultation with HABC's Office of Legal Affairs.

2.8.3. Denial for Debt to HABC

HABC may deny assistance to an applicant:

1. If the applicant family has current debt to HABC or another PHA, or a judgment against them in connection with participation in the HCVP or any other public housing assistance under the 1937 Act, for amounts paid to a HCVP landlord or owner under a HAP contract for rent, damages to the unit or other amounts owed by the applicant family under a lease and the amount is not fully repaid within sixty (60) calendar days from the date HABC notifies the applicant of the debt; and/or
2. If the applicant family has breached a repayment agreement with HABC or another PHA entered in connection with participation in the HCVP or any other public housing assistance under the 1937 Act, and the amount is not fully repaid within sixty (60) calendar days from the date of the screening appointment.

2.8.4. Mitigating Factors

Review and approval by the Senior Vice President of HCVP or designee, is required when admission is based on mitigating factors. HABC may consider the following factors when considering denial of assistance related to debt screening:

1. The effects that denial of assistance may have on other members of the family who were not involved in the action or failure to act.
2. Circumstances which led to the creation of the debt (i.e. death of a household member, layoff, medical expenses, etc.).
3. Current financial circumstances.
4. The extent of participation or culpability of individual family members, including whether the culpable family member is a minor or a person with disabilities, or a victim of domestic violence, dating violence, sexual assault or stalking.

2.8.5. Asset Limitation Screening

MTW Policy

Upon HUD approval, HABC will NOT deny eligibility or terminate a family if the family has assets whose face value exceeds \$100,000, as per HOTMA and HABC's MTW policy.

2.8.6. Real Property Screening

HABC will conduct screening to determine if any family at admission or reexamination has:

- A present ownership interest in, a legal right to reside in, and the effective legal authority to sell, based on State or local laws of the jurisdiction where the property is located; or
- Real property that is suitable for occupancy by the family as a residence, except this real property restriction does not apply to:
 - Any property for which the family is receiving assistance under 24 CFR 982.620; or under the Homeownership Option in 24 CFR part 982;
 - Any property that is jointly owned by a member of the family and at least one non-household member who does not live with the family, if the non-household member resides at the jointly owned property;
 - Any person who is a victim of domestic violence, dating violence, sexual assault, stalking, or human trafficking; or
 - Any family that is offering such property for sale.

2.8.7. Real Property Restrictions

The real property restriction does not apply to:

- Any property for which the family is receiving assistance under 24 CFR 982.620; or under the Homeownership Option in 24 CFR part 982;
- Any property that is jointly owned by a member of the family and at least one non-household member who does not live with the family, if the non-household member resides at the jointly owned property;
- Any person who is a victim of domestic violence, dating violence, sexual assault, or stalking
- When a family asks for or about an exception to the real property restriction because a family member is a victim of domestic violence, dating violence, sexual assault, or stalking, and HABC will comply with the regulatory confidentiality requirements. HABC will accept a self-certification from the family member, and the restrictions on requesting documentation under § 5.2007 apply.
- Any family that is offering such property for sale.

2.8.8. Suitable for Occupancy

The property exception policies are part of HABC's MTW policies on A property will be considered "suitable for occupancy" unless the family demonstrates that it:

- Does not meet the disability-related needs for all members of the family (e.g., physical accessibility requirements, disability-related need for additional bedrooms, proximity to accessible transportation, etc.).
- Is not sufficient for the size of the family.
- Is geographically located so as to be a hardship for the family (e.g., the distance or commuting time between the property and the family's place of work or school would be a hardship to the family, as determined by HABC).
- Is not safe to reside in because the person is a victim of domestic violence, sexual assault or stalking and is in fear of harm if they were to reside in the property.
- Is not safe to reside in because of the physical condition of the property (e.g., property's physical condition poses a risk to the family's health and safety and the condition of the property cannot be easily remedied); or
- Is not property that a family may reside in under the State or local laws of the jurisdiction where the property is located.

2.8.9. Acceptable Documentation of Real Property

HABC will accept a certification by a family that certifies that such family does not have any present ownership interest in any real property at the time of the income determination or review.

2.8.10. Enforcement & Exceptions to the Real Property Limitation Policy

When recertifying the income of a family that is subject to the real property restrictions, HABC will not impose the real property limitation policy to the following families:

- Elderly families
- Disabled families

2.8.11. Delay of Eviction or Termination of Assistance

HABC may delay for a period of not more than 6 months the initiation of eviction proceedings of a family based on non-compliance under the real property limitation policy unless it conflicts with other provisions of law.

2.9. CHANGES IN ELIGIBILITY PRIOR TO EFFECTIVE DATE OF THE CONTRACT

Changes that occur during the period between issuance of a voucher and lease up may affect the family's eligibility or share of the rental payment. The voucher size must be consistent with the family composition and may be altered prior to lease up.

2.10. INELIGIBLE FAMILIES

Families who are determined to be ineligible will be notified in writing of the reason for denial and given an opportunity to request an informal review; families denied due to Non-Citizen status will be given an opportunity for an informal hearing. See "Complaints and Appeals" chapter for additional information about informal reviews and informal hearings.

2.11. PROHIBITED ADMISSIONS CRITERIA [24 CFR § 982.202(b)]

Admission to the program may not be based on:

- Where a family lives prior to admission to the program. However, HABC may adopt a residency preference (see Chapter 4) to target assistance for families meeting specific criteria.
- Where the family will live with assistance under the program.
- Family characteristics, examples include:
 - Discrimination because members of the family are unwed parents, recipients of public assistance, or children born out of wedlock.
 - Discrimination because a family includes children (familial status discrimination).
 - Discrimination because of age, race, color, religion, sex, or national origin.
 - Discrimination because of a disability.
- Whether a family decides to participate in a family self-sufficiency program.

- Other reasons as listed in the "Statement of Policies and Objectives" chapter under the Fair Housing and Reasonable Accommodations sections.

2.12. VIOLENCE AGAINST WOMEN ACT (VAWA)

Victims of Domestic Violence, Dating Violence, Sexual Assault and/or Stalking (Public Law 109-162, Section 606)

In compliance with the Violence Against Women Act of 2005 (VAWA 2005) and the VAWA Reauthorization Act of 2013 (VAWA 2013), collectively (VAWA), an individual's status regardless of sex, gender identity, or sexual orientation, as a victim of domestic violence, dating violence, sexual assault or stalking will not be the basis for denial of program assistance or for denial of admission, if the applicant otherwise qualifies for assistance or admission (See Chapter 15, Section 15.11).

Chapter 3: APPLYING FOR ADMISSION

3.1. INTRODUCTION

The policy of HABC is to ensure that all applicants are treated in a fair and consistent manner. This Chapter describes the policies and procedures for completing an initial application for assistance and for placement and denial of placement on the waiting lists.

3.2. OVERVIEW OF THE APPLICATION TAKING PROCESS

The application process will involve two phases, the initial application and the eligibility determination. These phases are described in the following sections (3.2.1 and 3.2.2) in further detail.

3.2.1. Initial Applications

The first phase of the application process is the initial application for assistance. The purpose of this phase is to allow HABC to preliminarily assess family eligibility and to determine placement on waiting lists. Therefore, the applicant must provide an appropriate and complete application.

To provide specific accommodations for persons with disabilities, the information may be taken by a staff person over the telephone. It may also be mailed to the applicant and, if requested, it will be mailed in an accessible format.

Initial applications may not require an interview. The information on the application will not be verified until the applicant has been selected for eligibility determination. Eligibility will be determined during the second phase when the full application process is complete, and information is verified.

3.2.2. Eligibility Determinations

The second phase of the application process is eligibility determination. At this time, HABC verifies that the information provided to HABC by the applicant is current, and that all HUD and HABC eligibility factors are current in order to determine the applicant's eligibility for the issuance of a voucher. The household is not eligible for assistance until a final eligibility determination has been made.

Eligibility factors (see Chapter 2, Section 2.2 for additional factors) to be verified:

1. Applicant name indicates the designated head of household;
2. Family composition in order to determine the number of bedrooms for which the family qualifies under HABC's occupancy standards;
3. Local preference (see Chapter 4, Section 4.3);
4. Annual income (including assets and asset income);
5. Social Security numbers for all family members;
6. Information reported in applicant screening;
7. Citizenship or eligible immigration status;
8. Criminal background;
9. Prior debt to a federally and/or state assisted housing program;
10. Special Accommodation Needs;
11. Qualification for Local Preferences requested (see Chapter 4, Section 4.3)

3.3. OPENING THE WAITING LIST

HABC will utilize the following procedures for opening the waiting list.

When HABC opens the waiting list, HABC will provide notice as described in Chapter 1, Section 1.15 of this plan.

The notice will contain:

1. The dates, times, and the locations where families may apply.
2. The duration of time for which the Waiting List will remain open.
3. The programs (e.g., Housing Choice Vouchers, Project-Based) and purposes (e.g., income targeting, special categories) for which applications will be taken.
4. A brief description of the individual programs and purposes.
5. A statement that public housing residents must submit a separate application if they want to apply for HCV.
6. Limitations, if any, on those families who may apply.
7. Procedure for special accommodation applicants.

The notices will be made in an accessible format if requested. They will provide potential applicants with information that includes HABC's address and telephone number, and how to submit an

application. If applicable, additional information on eligibility requirements, and the availability of local preferences will be identified.

Upon request from a person with a disability, HABC may assist with identifying agencies that can provide the appropriate services to meet the accommodation.

The waiting list shall be open for the period necessary to cover projected turnover and new allocations over the next twelve (12) months. HABC may keep the waiting list partially open only for particular preferences. The decision to keep a waiting list partially open will be made by the President/Chief Executive Officer (CEO) and the Board of Commissioners and based on need.

3.4. CLOSING THE WAITING LIST

HABC may close the waiting list (i.e., stop accepting applications) if there are enough applicants to fill anticipated openings for the next twelve (12) months. The waiting list will not be closed if it has a discriminatory impact inconsistent with applicable civil rights and fair housing laws and regulations.

HABC may keep the waiting list partially open for particular preferences while the waiting list is closed to the general public. The decision to keep the waiting list open for particular preferences will be made by the President/Chief Executive Officer (CEO) without the approval of the Board of Commissioners and advertised in accordance with Chapter 1 of this Administrative Plan. HABC will announce the closing of the waiting list by public notice as described in Chapter 1, Section 1.15 of this plan.

During the time the waiting list is closed, HABC will discard any applications received that do not meet the criteria of the preference(s) for which the waiting list remains open.

3.5. APPLICANT STATUS WHILE ON WAITING LIST

Applicants are required to update any changes pertaining to their application or applicant status, including but not limited to household composition, address, and income online via the "Applicant Portal." The Applicant Portal may be accessed by using a computer, smart phone, and/or tablet by visiting <https://habc-onthelist.myhousing.com/>. Applicants may also choose to update their application at one of the kiosks physically located at HABC on 1225 W. Pratt Street, Baltimore, MD 21223.

Changes in an applicant's circumstances while on the waiting list may affect the applicant's position on the waiting list (i.e., change in preference). When an applicant reports a change that affects placement on the waiting list, the waiting list will be updated accordingly.

Applicants are required to respond within ninety (90) calendar days to all notifications from HABC to update information on their application and/or to determine if the applicant is still interested in receiving assistance. If communication sent by HABC to an applicant is returned with a forwarding address, HABC will resend the notification to the new address.

3.5.1. Removal from the Waiting List

HABC will remove the names of applicants who do not respond in a timely manner to a communication by HABC and cannot be reached by email, mail, telephone, or via the contacts listed on their application. Failure to respond will result in the applicant being removed from the waiting list. No further action will be taken. The applicant's failure to respond prevents HABC from making an eligibility determination; therefore, no informal review is required. When an applicant is removed from the waiting list for failure to respond, HABC may reinstate the applicant if the lack of response was due to HABC error, or in response to an applicant's reasonable accommodation request (indicating that the failure to respond was due to a disability) or due to circumstances beyond the applicant's control.

HABC will also remove an applicant from the waiting list upon request by the applicant. In such cases, no informal review is required.

3.5.2. Notification of Eligibility (or Ineligibility) Process

If, after a review of the application, the family is determined to be eligible they will be notified in writing, or in an accessible format upon request as a reasonable accommodation.

If the family is determined to be ineligible based on the information provided in the application, HABC will notify the family in writing (in an accessible format upon request as a reasonable accommodation), state the reason(s) they are ineligible, and inform them of their right to an informal review. Persons with disabilities may request to have an advocate attend the informal review as an accommodation (see [Chapter 18](#)).

3.6. TIME OF SELECTION

When funding is available, families will be selected from the waiting list in their determined sequence, regardless of family size, subject to income targeting requirements and special purpose voucher categories.

When there is insufficient funding available for the family at the top of the list, HABC will not admit any other applicant until funding is available for the first applicant.

3.7. APPLICATION COMPLETION AND INTERVIEW

The full application for housing assistance will be completed during the eligibility interview. Applicants will be required to furnish complete and accurate information as requested by the interviewer during the interview. HABC will obtain the information necessary to screen applicants for eligibility and process their applications.

All preferences claimed on the application or while the family is on the waiting list will be verified during the application completion and interview process. The qualification for a preference must exist at the time the preference is claimed and at the time of verification, because claim of a preference determines placement on the waiting list. If a preference is denied, the applicant will be re-sequenced on the waiting list in accordance with their verified preference status.

After the preference is verified, the applicant will be required to:

- Complete and sign the full application. Applicants may request a reasonable accommodation for completion of an application. HABC staff will interview the applicant to review the information on the full application form.
- Complete and sign all HABC required forms.

3.7.1. Requirement to Attend Interview

Applicants are required to attend an interview, unless a reasonable accommodation has been requested and approved. Applicants will be sent an eligibility appointment letter when they reach the top of the waiting list. The letter scheduling the interview will identify the documents the applicant is required to bring to the interview and the factors to be verified.

During the interview, HABC will verify applicant information, conduct eligibility screening and then make a determination about the applicant's eligibility for assistance. Screening will be carried out in accordance with the policies in this Administrative Plan.

HABC utilizes the application interview to discuss family circumstances in greater detail, to clarify information that has been provided by the family, and to ensure that the information is complete. The interview is also used to provide to the family information about the application process, verification process, and other HABC services or programs, which may be available.

All adult household members are required to attend the interview and sign the housing application. Exceptions may be made for verified students attending school out of state and for whom attendance would be a hardship.

If HABC is unable to reach the applicant, or the applicant misses two scheduled appointments, HABC will withdraw the application from the waiting list.

A reasonable accommodation will be made for persons with a disability who require an advocate or accessible offices, or to have the interview conducted at a location other than HABC's offices. A designee will be allowed to participate in the interview process, but only with permission of the person with a disability (see Chapter 1, Section 1.10).

The head of household, spouse, and co-head regardless of age, and all adult members must sign the HUD Form 9886 "Authorization for Release of Information / Privacy Act Notice" or HABC equivalent, the application and all supplemental forms required by HABC, the declarations and consent forms related to citizenship/immigration status and any other documents required by HABC. Applicants will be required to sign specific verification forms for information not covered by the HUD Form 9886 or HABC equivalent. Failure to sign the Release of Information form or revocation of consent will result in denial of assistance or termination.

Failure to sign required documents will be cause for denial of the application for failure to provide necessary certifications and releases as required by HABC.

Every adult household member must sign the application and a consent form to release criminal conviction records and to allow HABC to receive records and use them in accordance with HUD/MTW regulations.

If HABC determines at, or after the interview, that additional information or documentation is needed, HABC will request the documentation or information in writing. The applicant will be given ten (10) business days to supply the information. If the information is not supplied in the time period specified, HABC will provide the applicant a notification of denial for assistance (subject to reasonable accommodations). There is no opportunity for an informal review when an applicant is withdrawn for failure to provide required documentation.

If an application is denied due to failure to attend the interview, the applicant will be notified in writing that the application has been withdrawn from the waiting list. Instructions to re-apply when the waiting list opens, may be provided. There is no opportunity for an informal review when an applicant is withdrawn for failing to attend an interview.

3.8. VERIFICATION

The applicant must provide information needed by HABC to confirm eligibility and to determine the appropriate level of assistance. An applicant's intentional misrepresentation of any information related to eligibility, award of preference for admission, housing history, allowance, family composition or rent will result in the denial of admission.

Information provided by the applicant will be verified, using the verification procedures as described in the "Verification Procedures" chapter. Family composition, income, allowances and deductions, assets, full-time student status, eligibility and rent calculation factors, and other pertinent information will be verified. Upon HUD approval, verifications may not be more than one hundred twenty (120) days old at the time of voucher issuance.

3.8.1. Verification Factors for Eligibility

Upon completion of the applicant's interview, the following items will be verified to determine eligibility for admission to HABC's Housing Choice Voucher Program:

- Local preference
- Legal identity
- Family composition and type
- Annual income (including assets and asset income)
- Deductions from annual income
- Social Security numbers for all family members
- Information used in applicant screening
- Citizenship or eligible immigration status
- Criminal history report
- Prior debt to a federally and/or state assisted housing program
- Prior tenancy in federally assisted housing
- Ownership interest in real property

The household is not eligible for a voucher until a final eligibility determination has been made and voucher funding is available.

3.8.2. Preference Verification

As part of the screening process, where applicable, HABC will identify the admissions preference under which the applicant was selected from the waiting list. HABC will verify that the applicant meets the claimed admissions preference.

Where an applicant was selected from the waiting list under a certain preference and where the applicant cannot verify eligibility for such preference, HABC will return the applicant to the waiting list with no preference. The applicant's position on the waiting list will be re-sequenced to reflect the revision to the preference status. The applicant will retain the original date and time of the application.

3.9. FINAL DETERMINATION AND NOTIFICATION OF ELIGIBILITY

After the verification process is complete, HABC will make a final determination of eligibility. This decision is based upon information provided by the family, the verification of the information by HABC, and the current eligibility criteria in effect. If the family is determined to be eligible, HABC will notify the applicant of the eligibility determination in writing and/or by phone call, inviting them to attend a mandatory voucher briefing. A briefing will be scheduled for the issuance of a voucher and orientation to the housing program.

Applicants are qualified if they meet the following criteria:

- Is a family as defined in Chapter 2;
- Heads a household where at least one member of the household is either a citizen or eligible non-citizen.
- Has an annual income at the time of admission at or below defined income limits.
- Provides a Social Security number for all family members as required.
- Must meet the property ownership restriction requirements.
- Consents to HABC's collection and use of family information as provided for in HABC consent forms.

- Meets the resident Selection and Suitability Criteria as set forth in this policy including the criminal background screening, debt screening, suitability screening and the attendance and successful completion of the HABC's pre-occupancy class.

Applicants will be denied assistance and removed from the waiting list for the following reasons:

- Determined ineligible as a result of the initial phase of determination.
- The applicant does not respond to the requested information or cannot provide the information necessary for HABC to verify the applicant's status for program selection within a ten (10) business day period. HABC may grant an exception where the applicant's failure to respond is caused by the applicant's disability, any circumstances beyond the applicant's control, or other good cause as determined by HABC.
- The applicant is no longer eligible for the tenant-based program as a result of program selection verification that is conducted within sixty (60) calendar days of anticipated voucher issuance. (Note: The applicant is not removed from the waiting list based on preference change, but the preference will be changed, and the application re-sequenced accordingly).
- HABC determines that fraud has been committed in completing the application.
- The applicant has refused offers of assistance under the voucher program.
- The applicant is a current participant in HABC's voucher program.

However, HABC may not take any of the following actions because an applicant has applied for, or refused other housing assistance:

- Refuse to list the applicant on HABC's waiting list for the remaining type of housing assistance.
- Deny admission preference for which the applicant is otherwise qualified.
- If an applicant has applied for and receives assistance, but still has applications for other programs under the same type of assistance, they will be removed from those waiting lists for which they are already receiving the same type of assistance.

3.10. SPECIAL CATEGORIES

The President/Chief Executive Officer (CEO) of HABC is authorized to create special categories of applicants and/or program participants who apply for a voucher in order to meet special circumstances (e.g. consent decree requirements, legal opinions, etc.), and to develop and

implement specific rules for accepting and processing applications from individuals identified as members of these special categories.

Vouchers or other assistance provided to Special Category participants may be restricted in their use. Examples of such restrictions may include use at specific sites or for certain HABC programs (such as the Homeownership Program).

Non-regulatory requirements may be modified for applicants and/or program participants designated as members of a "Special Category" group with homeownership rights.

3.11. SATISFACTION OF AN APPLICATION FOR HOUSING ASSISTANCE

Applications for housing assistance under the Housing Choice Voucher Program (tenant-based or project-based/MOD) shall be considered complete and satisfied upon an applicant's acceptance of a voucher or leased housing subsidy assistance from HABC.

If an application indicates a request for consideration for both Housing Choice Voucher Program sub-programs (tenant-based or project-based/MOD) and the applicant is offered and refuses assistance under one of these sub-programs but wishes to remain active on the waiting list for the other sub-program, then the applicant shall be removed from the waiting list for the sub-program refused but shall remain active on the waiting list for the other sub-programs.

If, during the eligibility process, an applicant's voucher for any sub-program is denied for cause, then the application shall be withdrawn from all Housing Choice Voucher program waiting lists.

Chapter 4: ESTABLISHING PREFERENCES AND MAINTAINING THE WAITING LIST

4.1. INTRODUCTION

It is HABC policy and an MTW requirement that families are placed on and selected from the waiting list in the proper order. Following such a practice will ensure that an offer of assistance is not delayed to any family or made to any family prematurely. By maintaining a viable waiting list, HABC will be able to perform the activities which will ensure that an adequate pool of qualified applicants will be available so that program funds are used in a timely manner.

HABC maintains two waiting lists for admissions to its Housing Choice Voucher program, and a separate waiting list for its low-income public housing program.

1. Tenant-Based Voucher (TBV) waiting list is established for applicants, if determined eligible, to be issued vouchers. The TBV waiting list will be maintained until expiration or exhaustion, and a new list is established.
 2. Project-Based Voucher (PBV) waiting list for applicants, if determined eligible, to be placed in designated project-based units approved by HABC. The PBV waiting list will open and close based upon the need for an applicant pool based on project preferences, unit size, or Uniform Federal Accessibility Standards (UFAS) designation.
- Except under special circumstances (as discussed later in this section), admissions are made from the waiting list in accordance with the criteria and process described in Chapter 7 of this Administrative Plan.

Any reference to the revised preferences that are not consistent with Chapter 4 will not be applicable. Revised changes to preferences in Chapter 4 should be reflected throughout the Plan and should be used in verification procedures as described in Chapter 7.

It is important to keep in mind the three underlying concepts for managing the waiting list:

- The waiting list uses a preference system for ranking applicants selected from the waiting list.
- Preferences are local criteria approved by the Board to give priority to certain special need populations. A preference is not a right and may be changed upon Board action. Any such change in preference criteria will result in an immediate change in the waiting list order.
- Only certified eligible applicants are selected from the waiting list based on applicant ranking. It is possible that a lower ranked applicant may be issued a voucher if the higher

ranked applicants are not yet certified eligible (i.e., await third party verification, or re-scheduled after missing an interview appointment).

4.2. WAITING LIST

HABC uses a single waiting list for admission to its Housing Choice Voucher tenant-based assistance program. Except for Special Admissions, applicants will be selected from HABC's waiting list in accordance with policies, preferences and income targeting requirements defined in this Administrative Plan. HABC will maintain information that permits proper selection from the waiting list. The waiting list contains the following information for each applicant listed:

- Applicant name
- Family size
- Family unit size
- Date and time of application
- Qualification for any local preference
- Racial or ethnic designation of the head of household
- Annual (gross) family income
- Targeted program qualifications

4.3. ORDER OF SELECTION

HABC's method for selecting applicants from a preference category provides a clear audit trail that can be used to verify that each applicant has been selected in accordance with the method specified in the Administrative Plan and HUD Guidelines.

4.3.1. Local Preferences

Local preferences will be used to select families from the waiting list. The waiting list will be organized by local preference. Each local preference category will be organized by the prescribed ranking established at the time the waiting list was opened.

HUD Notice PIH 98-64 eliminated the requirement for public notice and a period for public comment when changing the HABC preference system. However, HABC must inform all applicants about available preferences and must give applicants an opportunity to show that they qualify for available preferences. If it is impractical to do so because of the length of the waiting list, HABC may provide notification to fewer than all applicants at any given time.

An applicant will not be granted any local preference if:

- Any member of the family has been evicted from housing assistance under a 1937 Housing Act program during the past three years because of drug-related criminal activity.
- If an applicant makes a false statement in order to qualify for a local preference.

Local preferences will be numerically ranked, with number 1 being the highest preference, in the following order:

4.3.2. Preference 1 – Referrals Only

A family currently in an HABC Public Housing unit where one or more family members has a disability and that family member has an immediate need (PH/IN) for an accommodation related to that disability.

A family that is in need of emergency relocation due to municipal action or pending HABC land disposition.

Intimidated Victim, Intimidated Witness (IVIW) in need of immediate relocation based on the health and safety of one or more household members.

A family in need of replacement housing as a result of a natural disaster.

4.3.3. Preference 2

1. Families with Children – a household with at least one family member under eighteen (18) years of age;
2. Non-Elderly person with disabilities household – a one or two adult household where no member is over sixty-two (62) years of age and at least one member has a disability.
3. Senior household – a one or two adult household with at least one family member over sixty-two (62) years of age and no member is under eighteen (18) years of age.
4. Other Family – one or more adults where the head, co-head, or spouse do not have a disability and no family member is under eighteen (18) years of age or over sixty-two (62) years of age. The household may include an adult family member with disabilities.

These preferences are all treated equally under "Preference 2" regardless of which level or category they are listed. (Note: applying as a NED and being determined eligible as another Preference 2 category does not change the Preference level).

4.3.4. Mainstream Voucher Program Preference

HABC was awarded a total of one-hundred and sixteen (116) tenant-based vouchers through the Mainstream Voucher Program.

The Mainstream Voucher Program will provide assistance to non-elderly persons with disabilities that qualify for any one of the following preference categories:

1. Transitioning out of institutional or other segregated settings;
2. At serious risk of institutionalization;
3. Homeless; or
4. At risk of becoming homeless.

Voucher recipients for the Mainstream Voucher Program under this award are any household that includes one or more non-elderly persons with disabilities, *and* who fall under one of the above-listed preferences. The admission preferences are applicable to all applicants on the tenant-based waiting lists.

HABC will screen applicants on the tenant-based waiting list for the preferences defined within this subsection. Applicants who meet the non-elderly disabled qualifications will be asked to come in to HABC's office for eligibility determination and to apply all verified preferences as outlined in this Chapter.

If all Mainstream Vouchers are being utilized, the applicant will receive a regular tenant-based voucher. If the applicant is not eligible for a Mainstream Voucher, they will be placed on the waiting list in accordance with their eligibility status as determined by HCVP unless eligible for a tenant-based voucher at the time of interview.

4.3.5. Bridge Subsidies

HABC receives referrals from the Maryland Department of Disabilities through Money Follows the Person, for eligible clients for a period of three (3) years, after which a tenant-based voucher may

be issued if the participant remains eligible. This program is similar to the Non-Elderly and Disabled Category II (NEDs Cat II) Program.

4.3.6. Residency Preference

HABC will grant priority within each of the preference categories to families who are residents of Baltimore City. Families who do not live in Baltimore City will only be considered for assistance after the waiting list of families who live in the City is exhausted, regardless of priority.

In accordance with HUD regulations at 24 CFR § 982.207(b)(v), applicants who are working or who have been notified that they are hired to work in Baltimore City must be treated as residents of Baltimore City. HABC may treat graduates of, or active participants in education and training programs in Baltimore City as residents of Baltimore City if the education or training program is designed to prepare individuals for the job market.

4.3.7. Choice Mobility Preference for Residents of RAD Properties

HABC provides a Choice Mobility option to residents living in properties that converted under the Rental Assistance Demonstration (RAD) program to Project-Based Rental Assistance (PBRA). Under Choice Mobility, a resident of a RAD PBRA unit will have the opportunity to request an HCV, which may be used to move to a rental unit in the private rental market. This preference will be applied to residents that select the Choice Mobility option when they apply to HCVP's Choice Mobility tenant-based waiting list. Only residents living in HABC RAD PBRA properties will be eligible to apply for a tenant-based voucher under this preference.

4.3.8. RAD Project-Based Rental Assistance (PBRA) Sites

For residents living in sites subsidized under RAD PBRA, in order to qualify for a Choice Mobility HCV, the residents must currently reside at the RAD PBRA site, and must have resided in that site for:

- 24 months from the date of execution of the HAP Contract for the RAD property in which they live; or
- 24 months after the resident's move-in date at the RAD PBRA property.

Residents wishing to exercise the RAD Choice Mobility option must meet all HCVP eligibility criteria, including the program income requirements and the screening criteria, in effect at the time of the tenant-based voucher issuance.

4.3.9. RAD Project-Based Voucher (PBV) Sites

For residents living in properties that converted under RAD with Project-Based Voucher (PBV) subsidy, a family may elect at any time after its first year of occupancy to apply for Choice Mobility tenant-based voucher assistance. Upon reaching the top of the waiting list, and after being determined eligible they will be required to terminate the lease. HABC is required to offer the voucher assistance, if available. Under RAD PBV, HABC can, but is not required to, establish a voucher inventory turnover cap, if as a result of RAD, HABC has project-based more than 20 percent of its authorized ACC units. If HABC adopts a turnover cap, HABC would not be required to provide more than three-quarters of its turnover vouchers in any single year to the residents of the RAD PBV projects. In this case, HABC must create and maintain a waiting list to track requests from eligible households for Choice Mobility vouchers in the order in which the requests were received.

HABC may not apply a voucher inventory turnover cap to families residing in traditional PBV units, even if those units are in the same project with RAD PBV units.

4.3.10. Preference Verification

If the preference verification indicates that an applicant does not qualify for the preference, the applicant will be returned to the waiting list without the local preference and given an opportunity for an informal review.

If, at the time the family applied, the preference claim was the only reason for placement of the family on the list and the family does not verify their eligibility for the preference as of the date of application, the family will be removed from the list.

If the applicant falsifies documents or makes false statements in order to qualify for any preference, s/he will be removed from the waiting list. Applicants making false statements to claim a preference will be ineligible for assistance for three (3) years from the date of their selection from the waiting list.

4.3.11. Preference Modification

Changes in an applicant's circumstances while on the waiting list, may affect the family's entitlement to a preference. Applicants are required to notify HABC by submitting their changes online via the Applicant Portal. An alternative method or a reasonable accommodation may be requested, in the event a computer is not accessible by the applicant.

When an applicant claims an additional preference, s/he will be placed on the waiting list in the appropriate order determined by the newly claimed preference, if that preference is of a higher ranking.

The exception to this is, if at the time the family applied, the waiting list was only open to families who claimed that preference. In such case, the applicant must verify that they were eligible for the first preference before they are returned to the waiting list with the new preference.

4.3.12. Preference Denial and Appeal

If HABC denies a preference, HABC will notify the applicant in writing of the reasons why the preference was denied and offer the applicant an opportunity for an informal review. If the preference denial is upheld as a result of the informal review, or if the applicant does not request an informal review, the applicant will be returned to the waiting list without benefit of the preference. However, if at the time the family applies while the waiting list is only open to families who claim that preference, and the applicant cannot prove that preference, the applicant will not be returned to the waiting list. Applicants may exercise other rights if they believe they have been discriminated against.

4.4. UPDATING THE WAITING LIST

Applicants are required to inform HABC online of changes in address via the Applicant Portal, or through alternative methods (i.e., in writing to, or by visiting the HCVP Office to report such changes).

HABC's tenant-based voucher waiting list last opened during the period of October 22-30, 2014. All selected applicants and non-selected applicants were notified of their waiting list status upon completion of the random selection. Selected applicants have been placed in one of the Preference 2 categories.

Each household application of the preference categories defined above will be assigned a unique number for the respective categories through a computer-generated waiting list. All applications

submitted during the waiting list opening period (October 22-30, 2014) have equal date and time and the representative random selection created a unique list number for each selected applicant.

Any reference to a non-online application process is not applicable for an opening of the tenant-based waiting list during any period, as specified by HABC.

The new list created from this preliminary application process will continue to be utilized until it has been exhausted or until its expiration, whichever comes first.

Upon establishment of the waiting list, it is necessary to have current and updated applicant information. HABC periodically reviews the Waiting List to determine if an update and purge are necessary. If an update is needed, HABC will mail update questionnaires to families on the Waiting List. The mailing will ask for current information and confirmation of continued interest. If a letter is returned by the Post Office without a forwarding address, the applicant will be removed without further notice, and the envelope and letter will be maintained in the file. If a letter is returned with a forwarding address, it will be re-mailed to the address indicated. Eligible applicants who respond to the questionnaires within thirty (30) calendar days will be maintained on the Waiting List. Families that do not respond will be withdrawn from the Waiting List.

Questionnaires will be made available in accessible format upon the request of a person with a disability. An extension to reply to the update questionnaires will be considered as a reasonable accommodation if requested by a person with a disability.

In addition, if the applicant did not respond to HABC's update questionnaire because of a disability, HABC will reinstate the applicant in the applicant's former position on the Waiting List. Their placement on the Waiting List will be based on their original preference on the original application, as long as the original preference is still applicable.

4.5. REINSTATEMENT TO THE WAITING LIST

When applicants are removed/withdrawn from the Waiting List because they could not be reached, and they later contact HABC regarding their continued interest in the HCV Program, they will be reinstated to the Waiting List if they contact HABC within twelve (12) months from the date of their removal from the list. Upon reinstatement, they will be placed back on the waiting list in their original position.

In addition, if the applicant did not respond to HABC's update questionnaire because of a disability, HABC will reinstate the applicant in the applicant's former position on the Waiting List. Their

placement on the Waiting List will be based on their original preference on the original application, as long as the original preference is still applicable.

4.6. INCOME TARGETING

In accordance with the Quality Housing and Work Responsibility Act (QHWRA) of 1998, for each fiscal year HABC will reserve a minimum of 75% of its new admissions for families whose income does not exceed 30% of the area median income. HUD refers to these families as "extremely low-income families." HABC will admit families who qualify under the extremely low-income limit in order to meet this requirement, regardless of preference. This practice shall be referred to as income targeting. Where necessary to meet this requirement, HABC will skip applicants on the waiting list until the first extremely low-income family is reached.

HABC income targeting requirement does not apply to low-income families who are continuously assisted as defined in the 1937 Housing Act.

HABC is also exempted from this requirement where HABC is providing assistance to low- income or moderate-income families entitled to preservation assistance under the tenant-based program as a result of a mortgage prepayment or opt-out.

If the family's verified annual income, at final eligibility determination, does not fall under the "extremely low-income" limit and the family was selected for income targeting purposes before a family with a higher preference, the family will be returned to the waiting list.

4.7. SPECIAL PROGRAM CATEGORIES

When HUD awards special funding for certain family types, families who qualify are placed on the regular waiting list. When a specific type of funding becomes available, the waiting list is searched for the first available family meeting the special funding criteria.

4.8. SPECIAL ADMISSIONS

Admission of a family that is not on HABC's waiting list, or without considering the applicant's waiting list position, is called a special admission. Special admissions occur when HUD gives HABC program funding for families living in specified units as opposed to a special category of persons on the waiting list, unless the program provides for referral applicants from applicable government agencies or service provider organizations. Examples are funding for families displaced because of

demolition or disposition of federally assisted property, or displacement from a federally assisted project due to termination of assistance or any other event.

The tenant-based assistance program rules provide that when HUD awards HABC program funding that is targeted for families that live in specified units, HABC must use the assistance for families living in these units. HABC may admit a family that is not on HABC waiting list, or without considering the family's waiting list position; and, in accordance with 24 CFR § 982.203(a).

HABC must maintain records showing that the family was admitted with HUD targeted assistance.

HABC does not use (nor is it permitted to use) this special method of admissions for any purpose other than when HUD gives HABC program funds for families living in specified units. For example, HABC does not use special admissions to solve over-or under-crowded situations, for persons that require terminal ill care, rehabilitation purposes, etc. However, HABC may use its system of local preferences (approved by the Board) to address these situations.

If HUD awards funding targeted for families living in specific units, HABC is to use the funding for that purpose. HABC will use the targeted funding in accordance with the conditions imposed when the funds are awarded to and accepted by HABC.

In most instances, funding for special admissions is only restricted on initial use for a particular family. If HUD does not require continued use of the funding for a special purpose, the funding is released from special requirements upon turnover. At such time, funding becomes available for general use in HABC's Housing Choice Voucher Program. Re-issuance of these vouchers will be made in accordance with waiting list procedures.

HABC is to maintain documentation of each special purpose funding increment describing the special purpose, the units and families associated with the units, and information on requirements regarding continued use. HABC must also maintain an accounting of each voucher issuance, turnover and placement in the general voucher program.

4.9. SET-ASIDE OF VOUCHERS FOR FAMILIES WITH DISABILITIES

HABC established the Enhanced Leasing Assistance Program (ELAP) was established pursuant to the Bailey Consent Decree (a settlement agreement entered in the federal case of *Bailey v. Housing Authority of Baltimore City*, JFM-020CV-225 and *United States of America v. Housing Authority of Baltimore City*, JFM-02-CV-03107). The ELAP was designed to provide housing search and post-move assistance to non-elderly persons with disabilities (NEDs) as defined in and in accordance

with the Bailey Consent Decree who received tenant-based vouchers or are referred to units subsidized with project-based vouchers set-aside for NEDs (see below). Upon turnover, the project-based voucher units designated for NED households under the Bailey Consent Decree shall be leased to the next eligible NED voucher holder through ELAP.

Five hundred (500) Housing Choice Project-Based Vouchers were set-aside for issuance to owners of rental properties and developers that agreed to create and maintain project-based units for NEDs. These vouchers are offered, in order by date and time of application, to NEDs on HABC's project-based voucher waiting list who have been found to meet the Housing Choice Voucher Program eligibility criteria and, while it is in existence, who are participating in the ELAP. If a NED participant moves out of one of the units subsidized by one of these vouchers, the unit will be offered to the next eligible NED referred by HCVP for the ELAP.

4.10. SET-ASIDE VOUCHERS FOR FAMILIES WITH CHILDREN WITH ELEVATED BLOOD LEAD LEVELS

Subject to availability of funding, two hundred fifty (250) Housing Choice Vouchers will be set-aside for issuance to families with children with elevated blood lead levels as determined and referred by Green and Healthy Homes, Inc. (GHHI), the Maryland Department of the Environment, or other appropriate agency.

4.11. SET-ASIDE VOUCHERS FOR CHRONICALLY HOMELESS HOUSEHOLDS

Subject to availability of funding, up to nine hundred (900) Housing Choice Vouchers will be set-aside for issuance to eligible chronically homeless households with a preference on fifty (50) families with at least one child under the age of eighteen, as determined and referred by the Mayor's Office of Homeless Services. Two hundred (200) of these vouchers are set-aside under an RFP for Project-Based units designated for the homeless population.

4.12. SET-ASIDE VOUCHERS FOR RE-ENTRY CITIZENS

Subject to availability of funding, two hundred fifty (250) Housing Choice Vouchers will be set-aside for issuance to previously incarcerated citizens with prior convictions prohibiting them from finding safe and affordable housing as determined and referred by the Mayor's Office of Homeless Services. In FY2021, HABC received approval through a Board Resolution to modify the screening criteria for

these Re-Entry Vouchers to waive felony and misdemeanor convictions from criminal background searches, unless federally mandated prohibitions apply.

4.13. SET-ASIDE VOUCHERS FOR HEALTHY OPPORTUNITIES PROGRAM (HOP)

In FY2020, HUD approved HABC's request to set aside up to one-hundred and fifty (150) vouchers to assist current Housing Choice Voucher families with children who are facing health related issues due to their current living situations. Subject to availability of funding, HCVP will assist families with moving into opportunity neighborhoods that would improve the family's overall health. Families will be identified by HABC's partner agencies that specialize in the health industry, and opportunity areas may differ based on the needs of each participating family. These vouchers are only for families who are willing to move to opportunity areas to improve their overall health. HABC will evaluate the results of this program and may select new participants upon turnover.

4.14. SPECIAL HUD FUNDING FOR VASH VOUCHERS

HABC was awarded five hundred eighty six (586)* Veterans Affairs Supportive Housing (VASH) vouchers, funded by HUD, to provide rental assistance to homeless veterans and their immediate families. Referrals are received from the local Veterans Affairs Medical Center which is also responsible for providing intensive case management services to these veterans and their families.

**This number is subject to annual incremental increases established by HUD.*

4.14.1. VASH Graduate Program

HABC will receive referrals from the Veterans Affairs (VA) for active participants housed under the VASH Program who have successfully completed case management services as determined by the VA, to receive permanent tenant-based subsidy, subject to funding availability.

4.15. SPECIAL HUD FUNDING FOR NEDS CATEGORY II VOUCHERS

HABC was awarded forty (40) vouchers, funded through a grant from HUD, to provide rental assistance to non-elderly persons with disabilities who are transitioning into the community from nursing homes or other health care institutions. Referrals are received from The Coordinating Center or other appropriate agency. The department also provides care/case management to referees and links them to needed health and social services.

4.16. SPECIAL HUD FUNDING FOR FAMILY UNIFICATION PROGRAM (FUP)

In FY2021, HABC was awarded an additional seventy-four (74) vouchers, making the total award one hundred seventy-four (174) vouchers funded through a grant from HUD to provide rental assistance to:

- Families in jeopardy of losing custody of children due to inadequate housing;
- Youths aging out of the foster care system.

For more information on this program, please contact the Public Child Welfare Agency for Baltimore City.

4.17. SPECIAL HUD FUNDING FOR MAINSTREAM VOUCHERS

HABC was awarded a total of one-hundred and sixteen (116) vouchers funded through a competitive process approved by HUD to provide rental assistance to households that include non-elderly/disabled (NED) persons who are:

1. Transitioning out of institutional or other segregated setting;
2. At serious risk of institutionalization;
3. Currently homeless;
4. At risk of becoming homeless.

Applicants are pulled from the existing waiting list for preference verification to determine if they meet the preferences of this special program. Upon exhaustion of the waiting list for all Mainstream eligible applicants, HCVP may accept applications referred through partner agencies.

4.18. SPECIAL HUD FUNDING FOR EMERGENCY HOUSING VOUCHERS

In FY2021, HABC was awarded two hundred seventy-eight (278) Emergency Housing Vouchers (EHVs). These vouchers are subject to PIH Notice 2021-15 Emergency Housing Vouchers – Operating Requirements. Re-issuance of these vouchers upon turnover will be prohibited after September 30, 2023. Listed below are the criteria that must be met according to the “Individual and Family Eligibility under Qualifying Categories” as described in the PIH Notice:

In order to be eligible for an EHV, an individual or family must meet one of four eligibility categories:

- Homeless
- At risk of homelessness
- Fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking

- Recently homeless and for whom providing rental assistance will prevent the family's homelessness or having high risk of housing instability.

Per PIH Notice 2021-15, Operating Requirements, verification that the individual or family meets one of these four eligibility categories is conducted by the Continuum of Care (CoC) who then makes direct referrals from the CoC's Coordinated Entry System to HABC. The Mayor's Office of Homeless Services (MOHS) is the designated CoC partner for these EHV's. MOHS will verify eligibility and refer applicants to HABC for EHV screening.

Individuals and families referred for EHV's will be prioritized in the following order:

- Youth (ages 18-24);
- Rapid Rehousing households that are not able to maintain housing without EHV assistance (subsidy ending within 365 days);
- Households that are victims of domestic violence;
- Families with children experiencing homelessness as defined in HUD Continuum of Care Program regulations at 24 CFR §578.3; and
- Individuals experiencing homelessness in shelter or street settings (adults only).

Upon receipt of each referral, HABC will conduct criminal background screenings. Applicants may be eligible for admission unless:

- Any household member has ever been convicted of a drug-related criminal activity for manufacture or production of methamphetamine on the premise of federally assisted housing.
- Any household member is subject to a lifetime registration requirement under a State sex offender registration program.
- Any household member has been convicted of a felony within the past twelve (12) months. The period of ineligibility for felony convictions starts from the date of conviction or the date of release of incarceration, whichever is later.
 - Per the Notice, HABC may not deny an EHV applicant admission regardless of whether HABC determines that any household member is currently engaging in or

has engaged in during a reasonable time before the admission, drug-related criminal activity.

- Any household member has committed fraud, bribery, or any other corrupt or criminal act in connection with any federal housing program within the previous twelve (12) months.

4.19. PROJECT BASED PROGRAM

(See Chapter 20)

4.20. HOMEOWNERSHIP

(See Chapter 19)

US Department of Housing and Urban Development
RE: MD-501 Baltimore City Continuum of Care Application for FY24
Letter of Support from the Lived Experience Advisory Committee



September 13, 2024

To Whom It May Concern:

On behalf of the Baltimore Lived Experience Advisory Committee (LEAC), I, Ellis Lee, am pleased to write this letter in support of Baltimore City's FY24 Annual Continuum of Care Application.

As the New Chair of the LEAC, I can attest to the inclusion of people with lived experience of homelessness and housing insecurity in Baltimore City CoC's programs and planning. Myself and others with lived experience have worked extensively alongside the Collaborative Applicant, the Mayor's Office of Homeless Services, and relevant committees including the Resource Allocation Committee, Shelter Transformation Committee, and the CoC Board Governance Committee and Executive Committee. By including the voice of people with lived experience at all levels of decision making, MOHS has developed an application that effectively addresses the needs in the City.

LEAC and people with lived experience have further been involved in advocacy, policy review, bylaws and meetings to address and consult on every day issues of those with Lived Experience. . Additionally, The LEAC is pleased to be working with MOHS on ensuring programs and strategies address the critically important issue of racial equity in homelessness services.

By fully funding Baltimore City's FY24 CoC Application, HUD will be supporting programs and interventions co-created with the community and people with lived experience. LEAC is pleased to join our colleagues in supporting this year's application.

Sincerely

Ellis Lee,
Project Coordinator of The Continuum of Care,
Chair of The Lived Experience Advisory Committee

Continuum of Care

Info@journeyhomebaltimore.org

443-760-1574

Cover Sheet

FY 2024 CoC Competition: MD-501 Baltimore City

Attachments for the FY 2024 CoC Application

1D-2a- Housing First Evaluation

Attachments Include the Following:

1. A summary of the assessment that has been given to a project which includes the overall score and the potential score. Score is calculated by awarding 1 point for standards answered 'sometimes' and 2 points for standards answered 'always'. Categories that are not applicable for your project are not included in the maximum potential score.

Housing First Agreement

Housing First is an approach that offers permanent, affordable housing as quickly as possible for individuals and families experiencing homelessness, and then provides the supportive services and connections to the community-based supports people need to keep their housing and avoid returning to homelessness.

The Housing First approach is rooted in these basic principles:

- Homelessness is first and foremost a housing problem and should be treated as such
- Housing is a right to which all are entitled
- Issues that may have contributed to a household's homelessness can best be addressed once they are housed
- People who are homeless or on the verge of homelessness should be returned to or stabilized in permanent housing as quickly as possible without preconditions of treatment acceptance or compliance for issues such as mental health and substance use
- The service provider working with the individual should connect the client to robust resources necessary to sustain that housing, and participation is achieved through assertive engagement, not coercion

To be considered "Housing First," the program must meet the following minimum expectations:

1. The program must focus on quickly moving residents to permanent housing
2. The program may not screen out clients for:
 - Having too little or no income
 - Active or history of substance abuse
 - Having a criminal record
 - History of domestic violence (e.g. lack of a protective order, period of separation from abuser, or law enforcement involvement)
3. The program may not terminate clients for:
 - Failure to participate in supportive services
 - Failure to make progress on a service plan
 - Loss of income or failure to improve income
 - Being a victim of domestic violence

By completing and signing this agreement, I _____ (full name), as the authorized representative for _____ (project), agree that our project will utilize a housing first approach for this grant. I understand that if the project is found to be in non-compliance with housing first, that the Mayor's Office of Homeless Services will take corrective action up to and including termination of funding.

Name of Agency: _____

Name of Applicant's Authorized Representative: _____

Authorized Representative's Title: _____

Signature of Authorized Representative: _____

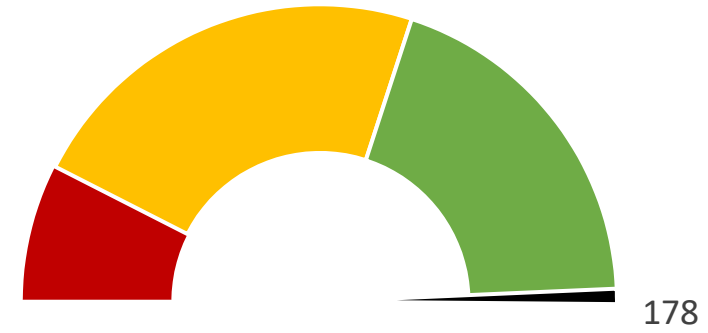


Housing First Standards: Assessment Summary

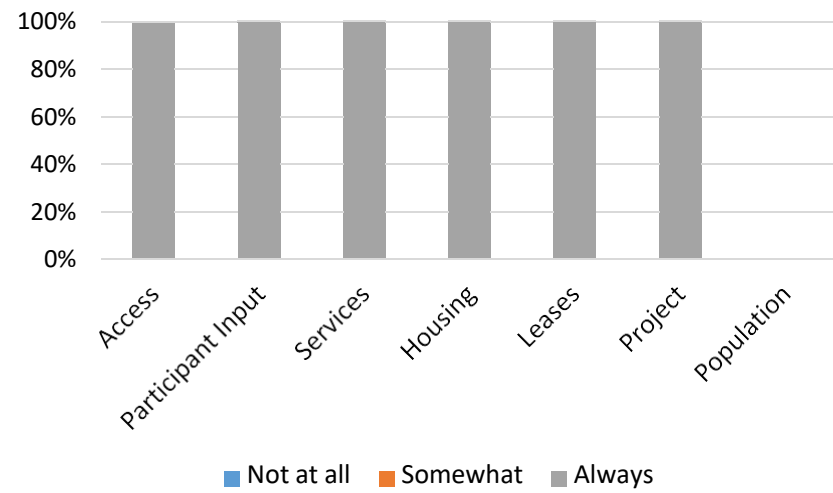
Project PLASE
4/16-4/17/2024

Your score: 178
Max potential score: 180

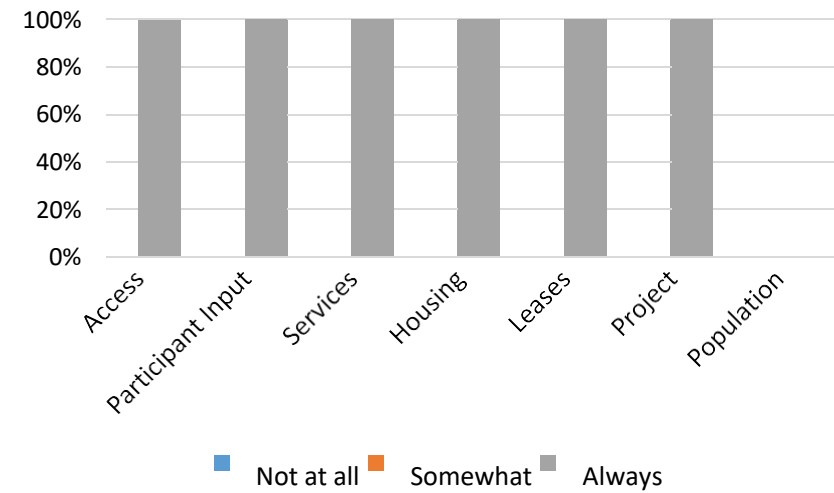
Score is calculated by awarding 1 point for standards answered 'sometimes' and 2 points for standards answered 'always'. Categories that are not applicable for your project are not included in the maximum potential score.



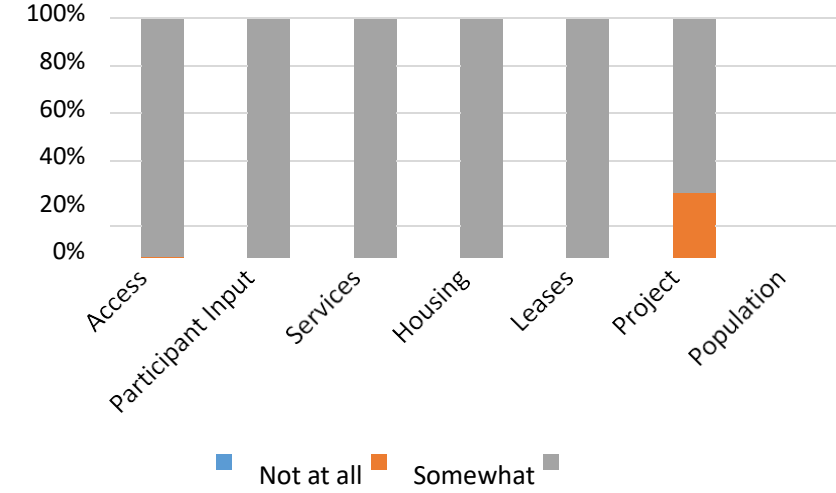
Percentage of Standards "Said"



Percentage of Standards "Documented"



Percentage of Standards "Done"



Cover Sheet

FY 2024 CoC Competition: MD-501 Baltimore City

Attachments for the FY 2024 CoC Application

1E-2 – Local Competition Scoring Tool

Attachments Include the Following:

1. Excerpts from the local *Request for Proposal and Guidelines* document that outline the scoring methodology approved by the Resource Allocation Committee (RAC) of the Baltimore CoC
 - a. Scoring methodology includes:
 - i. Renewal Project – Threshold Review
 - ii. Renewal Project – Scoring Tool
 - iii. New Project – Threshold Review
 - iv. New Project – Scoring Tool

This methodology is used in the Excel-based tool used to score projects, as shown in attachment 1E – 2a.

RENEWAL APPLICATIONS – THRESHOLD REVIEW

**FY 2024 Continuum of Care Competition (CoC)
Threshold Review Tool
Renewal Applications**

Name of Organization:

Project Title:

Address of Proposed Project:

City / Zip code:

Amount Requested:

Please check if the following have been submitted:

Application Components:			
	YES	NO	NOTE
One (1) signed completed application with completed budget workbook			
Supporting Documents Check List (each saved separately):			
Active SAM Registration with current information (maintains an active SAM registration annually)			
Applicant has valid Unique Entity Identifier (UEI) Number			
Federal Tax Exemption Determination Letters (e.g., nonprofit documentation).			
Match Letter(s) with full 25 percent match contribution			
Conflict of Interest Questionnaire and Limits to Primary Religious Organizations – signed and dated			
MOHS Fair Housing Policy and Statement of Agreement – signed and dated			
Housing First Certification – signed and dated			

FY 2024 CoC Program Competition – Request for Proposal and Application Guidance

Certificate of Good Standing from State of Maryland between within 30 days of application submission			
Current list of Board of Directors			
Copies of Project’s Termination, Non-Discrimination, and Grievance Policies Provided to Clients			
Copy of Project’s Program Policies/Rules to include client Participation Agreement/Rights and Responsibilities			
Project Organizational Chart (must include name, title, email, and phone for each staff position at project – this is a requirement for the grantors)			
Proof of Ownership or Lease Agreement (if housing will be provided at site-based location)			
Single Audit or Independent Financial Audits for the most recent 2 years. Also, project recipients who expend \$750,000 or more in 1 year in federal awards must have a single or program-specific audit for that year in accordance with the provisions of 2 CFR part 200, subpart F.			
CoC Threshold: (first 7 are required)			
(1) Project applicants and subrecipients must demonstrate the financial and management capacity and experience to carry out the project as detailed in the project application and the capacity to administer federal funds. Demonstrating capacity may include a description of the applicant and subrecipient experience with similar projects and with successful administration of SHP, S+C, or CoC Program funds or other federal funds.			
(2) The population to be served must meet program eligibility requirements as described in the Act, the Rule, and section I.B.3.m of this NOFO.			
(3) Coordinated Entry Participation (if not participating, commitment to participate)			
(4) Commitment to Housing First			
(5) Documented secured minimum match			

FY 2024 CoC Program Competition – Request for Proposal and Application Guidance

(6) Project has reasonable costs per permanent housing exit, as defined locally			
(7) Project is financially feasible			
(8) Applicant is active CoC participant (or commitment to participate)			
(9) Application is complete and data are consistent			
(10) Data quality at or above 90%			
(11) Bed/unit utilization rate at or above 90%			
(12) Acceptable organizational audit/financial review			
(13) Documented organizational financial stability			

RENEWAL PROJECTS - SCORING

FY 2024 CoC Renewal Project –Scoring Tool		
Outcome	Factor Goal	Max
Length of stay		
Rapid Rehousing – On average, participants spend 30 days or less from project entry to residential move-in	30 days	20 points
Permanent Supportive Housing – On average, participants spend 30 days or less from project entry to residential move-in	30 days	20 points
Transitional Housing – On average, participants stay in project for less than 180 days.	180 days	20 points
Exits to Permanent Housing		
Rapid Rehousing – At least 75% exit to Positive Housing Destinations - [23c on APR, look for % in total column at bottom of section] - (below % - 0 pts., at % - 3 pts., above % - 8 pts)	75%	25 points
Permanent Supportive Housing – 90% remain in or move to permanent housing	90%	25 points
Transitional Housing – 75% move to permanent housing	75%	25 points
Returns to Homelessness		
Rapid Rehousing – 15% of participants return to homelessness within 12 months of exit to permanent housing	15%	15 points
Permanent Supportive Housing – 10% of participants return to homelessness within 12 months of exit to permanent	10%	15 points
Transitional Housing – 15% of participants return to homelessness within 12 months of exit to permanent housing	15%	15 points
New or Increased Income and Earned Income		
Rapid Rehousing – 50% new or increased earned income for project stayers	50%	5 points

FY 2024 CoC Program Competition – Request for Proposal and Application Guidance

Permanent Supportive Housing – 20% new or increased earned income for project stayers	20%	5 points
Transitional Housing – 50% new or increased earned income for project stayers	50%	5 points
Rapid Rehousing – 20% new or increased non-employment income for project stayers	20%	5 points
Permanent Supportive Housing – 20% new or increased non-employment income for project stayers	20%	5 points
Transitional Housing – 20% new or increased non-employment income for project stayers	20%	5 points
Rapid Rehousing – 50% new or increased earned income for project leavers	50%	5 points
Permanent Supportive Housing – 20% new or increased earned income for project leavers	20%	5 points
Transitional Housing – 50% new or increased earned income for project leavers	50%	5 points
Rapid Rehousing – 20% new or increased non-employment income for project leavers	20%	5 points
Permanent Supportive Housing – 20% new or increased non-employment income for project leavers	20%	5 points
Transitional Housing – 20% new or increased non-employment income for project leavers	20%	5 points
Serve High Need Population: Project focuses on chronically homeless people		
Rapid Rehousing – 50% of participants are chronically homeless	50%	20 points
Permanent Supportive Housing – 75% of participants are chronically homeless	75%	20 points

FY 2024 CoC Program Competition – Request for Proposal and Application Guidance

Transitional Housing – 50% of participants are chronically homeless	50%	20 points
Project Efficiency (Fiscal Utilization)		
Rapid Rehousing – 90% of fiscal utilization from subrecipients is expended	90%	30 points
Permanent Supportive Housing – 90% of fiscal utilization from subrecipients is expended each fiscal year for the last 3 fiscal years	90%	30 points
Transitional Housing – 90% of fiscal utilization from subrecipients is expended	90%	30 points
Project Effectiveness		
Rapid Rehousing – Project has reasonable costs per permanent housing exit as defined locally	Yes/No	20 points
Permanent Supportive Housing – Project has reasonable costs per permanent housing exit as defined locally	Yes/No	20 points
Transitional Housing – Project has reasonable costs per permanent housing exit as defined locally	Yes/No	20 points
Rapid Rehousing – Coordinated Entry Participation- 100% of entries to project from CE referral (or alternative system for DV projects)	100%	10 points
Permanent Supportive Housing – Coordinated Entry Participation- 100% of entries to project from CE referral (or alternative system for DV projects)	100%	10 points
Transitional Housing – Coordinated Entry Participation- 100% of entries to project from CE referral (or alternative system for DV projects)	100%	10 points
Rapid Rehousing – Housing First and/or Low Barrier Implementation - CoC assessment of fidelity to Housing First from CoC monitoring or review of project policies and procedures	Yes/No	20 points

FY 2024 CoC Program Competition – Request for Proposal and Application Guidance

Permanent Supportive Housing – Housing First and/or Low Barrier Implementation - CoC assessment of fidelity to Housing First from CoC monitoring or review of project policies and procedures	Yes/No	20 points
Transitional Housing – Housing First and/or Low Barrier Implementation - CoC assessment of fidelity to Housing First from CoC monitoring or review of project policies and procedures	Yes/No	20 points
CoC Local Criteria		
CoC Monitoring Score: Project is operating in conformance with CoC Standards	10 points	10 points
Point-in-Time Count: Project/Agency is an active participant in the annual Point-in-Time/ Housing-Inventory Count	Yes/No	10 points
FY 2024 HUD Policy Priorities: Project/Agency's alignment with policy priorities (Section II.A.4)	Evaluation of Response	Up to 10 points
FY 2024 HUD Policy Priorities: Emphasis on Racial Equity and Steps Taken to Eliminate Barriers to Improve Racial Equity (Section II. A. 6)	Evaluation of Response	Up to 10 points
FY 2024 HUD Policy Priorities: Addressing the needs of Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ+) individuals (Section II. A. 7).	Evaluation of Response	Up to 10 points
Total Points Possible		
Rapid Rehousing Transitional Housing Permanent Supportive Housing	Total	230 points

The Resource Allocation Committee will review SSO Projects and Safe Haven Project separately based on local CoC and HUD priorities. Projects will be scored to maximize the overall CoC application score.

The Resources Allocation Committee may adjust individual projects up or down in the ranking or reallocate in order to fulfill HUD priorities, prevent potential losses of funding, and maximize the overall CoC application score.

All scores will be weighted to a 100-point scale for ranking.

NEW PROJECTS - THRESHOLD REVIEW

**FY 2024 Continuum of Care Competition (CoC)
Threshold Review Tool
New Applications**

Name of Organization:

Project Title:

Address of Proposed Project:

City / Zip code:

Amount Requested:

Please check if the following have been submitted:

Application Components:			
	YES	NO	NOTE
One (1) signed completed application with all supporting documents with signed cover sheet			
Completed Budget Workbook			
Supporting Documents Check List (each saved separately):			
Active SAM Registration with current information (maintains an active SAM registration annually)			
Applicant has valid Unique Entity Identifier (UEI) Number			
Federal Tax Exemption Determination Letters (e.g., nonprofit documentation).			
Match Letter(s) with full 25 percent match contribution			
Conflict of Interest Questionnaire and Limits to Primary Religious Organizations – signed and dated			
MOHS Fair Housing Policy and Statement of Agreement – signed and dated			
Housing First Certification – signed and dated			

FY 2024 CoC Program Competition – Request for Proposal and Application Guidance

Articles of Incorporation and Bylaws			
Federal Tax Exemption Determination Letters			
Certificate of Good Standing from State of Maryland between within 30 days of application submission			
Current list of Board of Directors			
Project Organizational Chart (must include name, title, email, and phone for each staff position at project – this is a requirement for the grantors)			
Proof of Ownership or Lease Agreement (if housing will be provided at site-based location)			
Single Audit or Independent Financial Audits for the most recent 2 years. Also, project recipients who expend \$750,000 or more in 1 year in federal awards must have a single or program-specific audit for that year in accordance with the provisions of 2 CFR part 200, subpart F.			
CoC Threshold: (first 7 are required)			
(1) Project applicants and subrecipients must demonstrate the financial and management capacity and experience to carry out the project as detailed in the project application and the capacity to administer federal funds. Demonstrating capacity may include a description of the applicant and subrecipient experience with similar projects and with successful administration of SHP, S+C, or CoC Program funds or other federal funds.			
(2) The population to be served must meet program eligibility requirements as described in the Act, the Rule, and section I.B.3.m of this NOFO.			
(3) Coordinated Entry Participation (if not participating, commitment to participate)			
(4) Commitment to Housing First			
(5) Documented secured minimum match			

FY 2024 CoC Program Competition – Request for Proposal and Application Guidance

(6) Project has reasonable costs per permanent housing exit, as defined locally			
(7) Project is financially feasible			
(8) Applicant is active CoC participant (or commitment to participate)			
(9) Application is complete and data are consistent			
(10) Acceptable organizational audit/financial review			
(11) Documented organizational financial stability			

In addition to the above threshold rubric, all new projects will be evaluated by HUD using the following parameters:

Permanent Supportive Housing or Rapid Rehousing		
New Project Application Rating Factors	Points Available	Criteria
New Permanent Housing projects must receive at least 4 out of the 5 points available for this project type. New Permanent Housing projects that do not receive at least 4 points will be rejected.	1	The type of housing proposed, including the number and configuration of units, will fit the needs of the program participants.
	1	The type of supportive services that will be offered to program participants will ensure successful retention in or help to obtain permanent housing, including all supportive services regardless of funding source.
	1	The proposed project has a specific plan for ensuring program participants will be individually assisted to obtain the benefits of mainstream health, social, and employment programs for which they are eligible to apply meets the needs of program participants (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education).
	1	Program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing).
	1	The average cost per household served is reasonable, meaning that the costs for housing and services provided by the project are consistent with the population the project plans to serve.

FY 2024 CoC Program Competition – Request for Proposal and Application Guidance

Joint Transitional Housing/Permanent Supportive Housing-Rapid Rehousing		
New Project Application Rating Factors	Points Available	Criteria
<p>New Joint TH/PH-RRH component project applications must receive at least 6 out of 8 points available for this project type. New Joint TH/PHRRH component projects that do not receive at least 6 points will be rejected.</p>	1	The type of housing proposed, including the number and configuration of units, will fit the needs of the program participants (e.g., two or more bedrooms for families.)
	2	The proposed project will provide enough rapid rehousing assistance to ensure that at any given time a program participant may move from transitional housing to permanent housing. This may be demonstrated by identifying a budget that has twice as many resources for the RRH portion of the project than the TH portion, by having twice as many PH-RRH units at a point in time as TH units, or by demonstrating that the budget and units are appropriate for the population being served by the project.
	1	The type of supportive services that will be offered to program participants will ensure successful retention or help to obtain permanent housing, including all supportive services regardless of funding source.
	1	The proposed project has a specific plan for ensuring program participants will be individually assisted to obtain the benefits of mainstream health, social, and employment programs for which they are eligible to apply, and which meets the needs of program participants (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education).
	1	Program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing).
	1	The project adheres to a Housing First model as defined in section I.B.2.b.(15) of this NOFO.
	1	The average cost per household served is reasonable, meaning that the costs for housing and services provided by the project are consistent with the population the project plans to serve.

NEW PROJECTS - SCORING

FY 2024 CoC New Project –Scoring Tool	
Outcome	Max points
Experience	
Describe the experience of the applicant and sub-recipients (if any) in working with the proposed population and in providing housing similar to that proposed in the application.	15 points
<p>Describe experience with utilizing a Housing First approach. Include the following:</p> <ul style="list-style-type: none"> 1) Eligibility criteria; 2) Process for accepting new clients; 3) Process and criteria for exiting clients <p>Must demonstrate there are no preconditions to entry, allowing entry regardless of current or past substance abuse, income, criminal records (with exceptions of restrictions imposed by federal, state, or local law or ordinance), marital status, familial status, actual or perceived sexual orientation, gender identity. Must demonstrate the project has a process to address situations that may jeopardize housing or project assistance to ensure that project participation is terminated in only the most severe cases.</p>	10 points
Describe experience in effectively utilizing federal funds including HUD grants and other public funding, including satisfactory drawdowns and performance for existing grants as evidenced by timely reimbursement of subrecipients (if applicable), regular drawdowns, timely resolution of monitoring findings, and timely submission of required reporting on existing grants.	5 points
Design of Housing and Supportive Services	
<p>Extent to which the applicant:</p> <ul style="list-style-type: none"> 1) Demonstrates understanding of the needs of the clients to be served. 2) Demonstrates that type, scale, and location of the housing fit the needs of the clients to be served. 3) Demonstrates that type and scale of the all supportive services, regardless of funding source, meets the needs of clients to be served. 4) Demonstrates how clients will be assisted in obtaining mainstream benefits. 5) Establishes performances measures for housing and income that are objective, measurable, trackable and 	20 points

FY 2024 CoC Program Competition – Request for Proposal and Application Guidance

meet or exceed any established HUD or CoC benchmarks.	
Must align with FY 2024 HUD Policy Priorities (Section II.A)	
Describe the plan to assist clients to rapidly secure and maintain permanent housing that is safe, affordable, accessible, and acceptable to their needs.	10 points
Describe how clients will be assisted to increase employment and/or income and to maximize their ability to live independently.	10 points
Timeliness	
Describe plan for rapid implementation of the program, documenting how the project will be ready to begin housing the first program participant. Provide a detailed schedule of proposed activities for 60 days, 120 days, and 180 days after grant award.	10 points
Financials	
Project is cost-effective when projected cost per person served is compared to CoC average within project type.	5 points
Organization's most recent audit (5 points for each): <ol style="list-style-type: none"> 1. Found no exceptions to standard practices 2. Identified agency as 'low risk' 3. Indicates no findings 	15 points
Documented match funding amount meets HUD requirements.	10 points
Budgeted costs are reasonable, allocable, and allowable.	20 points
Project Effectiveness	
Coordinated Entry Participation- at least 95% of entries projected to come from CE referrals	5 points
Total Points Possible	135 points

All scores will be weighted to a 100-point scale for ranking.

Cover Sheet

FY 2024 CoC Competition: MD-501 Baltimore City
Attachments for the FY 2024 CoC Application
1E-2a– Scored Forms for One Project

Attachments Include the Following:

1. Document 1: Print-out of Excel-based threshold review checklist for one project 2.
Document
2. 2: Screenshots of Excel-based scoring tool with multiple tabs for one project, which utilizes scoring metrics and benchmarks depicted in attachment 1E 2.

Case ID	30023
Org	Associated Catholic Charities
Project	Project REACH
Type	Renewal

	Renewal	New
Application - signed	NO	
Budget workbook complete	YES	
Active SAM Registration with current information (maintains an active SAM registration annually)	YES	
Applicant has valid Unique Entity Identifier (UEI) Number	YES	
Federal Tax Exemption Determination Letters (e.g., nonprofit documentation).	YES	
Match Letter(s) with full 25 percent match contribution	YES	
Conflict of Interest Questionnaire and Limits to Primary Religious Organizations – signed and dated	NO	
MOHS Fair Housing Policy and Statement of Agreement – signed and dated	NO	
Housing First Certification – signed and dated	NO	
Articles of incorporation and bylaws	YES	
Certificate of Good Standing from State of Maryland between within 30 days of application submission	YES	
Current list of Board of Directors	YES	
Federal Tax Exemption Determination Letters (e.g., nonprofit documentation).	YES	
Copies of Project’s Termination, Non-Discrimination, and Grievance Policies Provided to Clients	YES	
Copy of Project’s Program Policies/Rules to include client Participation Agreement/Rights and Responsibilities	YES	
Project Organizational Chart (must include name, title, email, and phone for each staff position at project – this is a requirement for the grantors)	YES	
Proof of Ownership or Lease Agreement (if housing will be provided at site-based location)	NO	
Single Audit or Independent Financial Audits for the most recent 2 years. Also, project recipients who expend \$750,000 or more in 1 year in federal awards must have a single or program-specific audit for that year in accordance with the provisions of 2 CFR part 200, subpart F.	YES	

- | | | |
|---|--|--|
| <ol style="list-style-type: none">(1) Project applicants and subrecipients must demonstrate the financial and management capacity and experience to carry out the project as detailed in the project application and the capacity to administer federal funds. Demonstrating capacity may include a description of the applicant and subrecipient experience with similar projects and with successful administration of SHP, S+C, or CoC Program funds or other federal funds.(2) The population to be served must meet program eligibility requirements as described in the Act, the Rule, and section I.B.3.m of this NOFO.(3) Coordinated Entry Participation (if not participating, commitment to participate)(4) Commitment to Housing First(5) Documented secured minimum match(6) Project has reasonable costs per permanent housing exit, as defined locally(7) Project is financially feasible(8) Applicant is active CoC participant (or commitment to participate)(9) Application is complete and data are consistent(10) Data quality at or above 90%(11) Bed/unit utilization rate at or above 90%(12) Acceptable organizational audit/financial review(13) Documented organizational financial stability | | |
|---|--|--|

Missing NICRA

Wrong Match amount - Stated match amount is less than required 25% of total HUD grant.

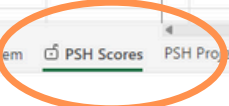
Category Label		Program	Source Data	Datapoint	Goal	Current methodology	Benchmark	Unit	Points
Length of Stay	PSH Length of Stay	PSH	APR Q22c	average # of days participants spend from entry to residential move-in	On average, participants spend 30 days or less from project entry to residential move-in	If 30 or less, then full points; otherwise deduct 1 point for each additional day over 30, with minimum points of 0	30	days	20
Exits to Permanent Housing	PSH Exits to Permanent Housing	PSH	APR Q23c : look at percentage under the total column.	% of participants remaining in or moving to permanent housing	90% remain in or move to permanent housing	If 90% or more, then full points; otherwise calculate ratio of score:benchmark * available points	90%	%	25
Returns to Homelessness	PSH Returns to Homelessness	PSH	From HMIS (not PCOs) From HMIS Measure 2: System Performance Measure - returns to homelessness from the last completed APR period	% of participants return to homelessness within 12 months of exit to permanent housing	10% of participants return to homelessness within 12 months of exit to permanent housing	If 10% or less, then full points; if more, then reduce 1 point for each percentage point that exceeds 10	10%	%	15
New or Increased Income / Earned Income 1	PSH New or Increased Income / Earned Income 1	PSH	APR Q19a1 (This question only collects information for participants who have been in the project for 265+ days. A local report with more complete data can be substituted.)	% new or increased earned income for project stayers	20% new or increased earned income for project stayers (Q19a1)	If 20% or more, then full points; otherwise calculate ratio of score:benchmark * available points	20%	%	2.75

New or Increased Income / Earned Income 2	PSH New or Increased Income / Earned Income 2	PSH	APR Q19a1 (This question only collects information for participants who have been in the project for 265+ days. A local report with more complete data can be substituted.)	% new or increased non-employment income for project stayers	20% new or increased non-employment income for project stayers (Q19a1)	If 20% or more, then full points; otherwise calculate ratio of score:benchmark * available points	20%	%	5
New or Increased Income / Earned Income 3	PSH New or Increased Income / Earned Income 3	PSH	APR Q19a2	% new or increased earned income for project leavers	20% new or increased earned income for project leavers (Q19a2)	If 20% or more, then full points; otherwise calculate ratio of score:benchmark * available points	20%	%	0
New or Increased Income / Earned Income 4	PSH New or Increased Income / Earned Income 4	PSH	APR Q19a2	% new or increased non-employment income for project leavers	20% new or increased non-employment income for project leavers (Q19a2)	If 20% or more, then full points; otherwise calculate ratio of score:benchmark * available points	20%	%	5
Serve High Need Population: Focus on Chronic Homelessness	PSH Serve High Need Population: Focus on Chronic Homelessness	PSH	Calculate percent using data in APR Q26a	% of participants are chronically homeless	75% of participants are chronically homeless	If 75% or more, then full points; otherwise calculate ratio of score:benchmark * available points	75%	%	20

Project Efficiency (Fiscal Utilization) Year 1		PSH	MOHS Expenditure reports	% of fiscal utilization from Subrecipients that service individuals experiencing homelessness	90% of fiscal utilization from subrecipients are expunged.	If 90% or more, then full 10 points for each fiscal year. If 70% is met of exceeded, -3pts. If less -0pts.	90%		10
Project Efficiency (Fiscal Utilization) Year 2		PSH	MOHS Expenditure reports	% of fiscal utilization from Subrecipients that service individuals experiencing homelessness	90% of fiscal utilization from subrecipients are expunged.	If 90% or more, then full 10 points for each fiscal year. If 70% is met of exceeded, -3pts. If less -0pts.	90%		10
Project Efficiency (Fiscal Utilization) Year 3		PSH	MOHS Expenditure reports	% of fiscal utilization from Subrecipients that service individuals experiencing homelessness	90% of fiscal utilization from subrecipients are expunged.	If 90% or more, then full 10 points for each fiscal year. If 70% is met of exceeded, -3pts. If less -0pts.	90%		0
Project Effectiveness - Costs	PSH Project Effectiveness - Costs	PSH	TBD - Planning will rate	Does the project have reasonable costs per PH exit as defined locally?	Project has reasonable costs per permanent housing exit as defined locally	If total budget/units is in the top 30% (most expensive) compared with other PSH projects, then "no"	Yes	Yes/No	0
Project Effectiveness - CE	PSH Project Effectiveness - CE	PSH	Planning will reach out to PCO team to determine next steps	% of entries to project from CE referral (or alternative system for DV projects)	Coordinated Entry Participation- 100% of entries to project from CE referral (or alternative system for DV projects)	If 100%, then full points. If 95-99%, then half points. Otherwise 0 points.	100%	%	0

Project Name	Grant Number	Exits to Permanent Housing	Returns to Homelessness	New or Increased Income / Earned Income 1	New or Increased Income / Earned Income 2	New or Increased Income / Earned Income 3	Project Efficiency (Fiscal Utilization) FY0	Project Efficiency (Fiscal Utilization) FY1	Project Efficiency (Fiscal Utilization) FY2	Project Effectiveness - Costs	Project Effectiveness - CE	Project Effectiveness - Housing First	CAC Local Criteria - HUD Policy	CAC Local Criteria - PIT	CAC Local Criteria - HUD Policy	CAC Local Criteria - Racial Equity	CAC Local Criteria - Racial/LGBTQ+	Total points	
Associated Catholic Charities - REACH Combined	MD0027L3B012215	20	25	15	2.75	5	0	20	10	0	0	0	0.90	10	10	Yes	10	10	1437

Screenshot of the assessment sheet for 1 project: -the user reviews the application and provides input based on quantitative performance data and content included in the application



Project Name	Grant Number	Datapoints --> Project Type (PSH)	Length of Stay	Exits to Permanent Housing	Returns to Homelessness	New or Increased Income / Earned Income 1	New or Increased Income / Earned Income 2	New or Increased Income / Earned Income 3
Associated Catholic Charities - REACH Combined	MD0027L3B012215	PSH	average # of days participants spend from entry to residential move-in	% of participants remaining in or moving to permanent housing	% of participants return to homelessness within 12 months of exit to permanent housing	% new or increased earned income for project stayers	% new or increased non-employment income for project stayers	5

←

Project Name	Grant Number	Exits to Permanent Housing	Returns to Homelessness	Rate of Increased Income / Earned Income 1	Rate of Increased Income / Earned Income 2	Rate of Increased Income / Earned Income 3	Project Efficiency (Fiscal Utilization) FY20	Project Efficiency (Fiscal Utilization) FY21	Project Efficiency (Fiscal Utilization) FY22	Project Effectiveness - Costs	Project Effectiveness - CE	Project Effectiveness - Housing First	CoC Local Criteria - Monitoring	CoC Local Criteria - PIT	CoC Local Criteria - HUD Policy	CoC Local Criteria - Racial Equity	CoC Local Criteria - LGBTQ+	Total points	
Associated Catholic Charities - REACH Combined	MD0027L3B012215	20	25	15	2.75	5	0	10	10	0	0	0	0.96	10	10	10	10	10	143.7

Then, the next tab utilizes formulas to calculate and assign points for each project based on the methodology and benchmarks

Close-up shots of scoring tool for PSH projects

Formula: `=MAX(0,IF(VLOOKUP($A11,'PSH Projects'!$C:$AA,4,FALSE)<='Scoring System'!H2,'Scoring System'!J2,'Scoring System'!L2))`

A	B	D
Project Name	Grant Number	Length of Stay average # of days participants spend from entry to residential move-in
Catholic Charities - REACH Combined	MD0027L3B012215	20

		CoC Local Criteria - Racial Equity	CoC Local Criteria - LGBTQ+	Total points	Total Possible
Project Name <input type="text"/> Grant Number <input type="text"/>		CoC Local Criteria - Racial Equity <input type="checkbox"/>	CoC Local Criteria - LGBTQ+ <input type="checkbox"/>	<input type="text"/>	
Associated Catholic Charities - REACH Combined	MD0027L3B012215	Yes		0	143.7
					200.00

Tool assigns points based on values entered on previous tab

FY 2024 CoC Competition: MD-501 Baltimore City
Attachments for the FY 2024 CoC Application
1E 5 Notification of Projects Reduced or Rejected

Applicants were notified via email on October 9th for each project that reduced, rejected, or reallocated with a reason for the decision. The email notifications were sent by Collaborative Applicant staff, with the chair of the Resource Allocation Committee CCed. Providers were able to appeal reallocation decisions no later than Oct 7th, 2024.

Attachments Include the Following:

1. Email to Cleo Manago at The Pride Center with notification of project rejection
2. Email to Kevin Lindamood at Health Care for the Homeless with notification of involuntary reallocation
3. Email to Nico Sanders at Community Housing Association with notification of involuntary reallocation
4. Email to John Schavione at Saint Vincent de Paul with notification of appeal decision.
5. Email to Mary Slicher at Project Please with notification of appeal decision.



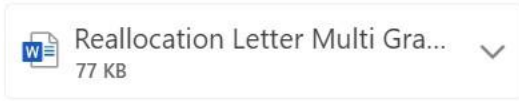
Williams, Lakeysha (MOHS)



To: Nico Sanders <nsanders@chaincmd.org>; **+2 others**

Wed 10/2/2024 7:04 PM

Cc: HSP Applications; Simmons, Ernestina O (MOHS)



Hello again,

This email is being sent to include the CoC Resource Allocation Committee's **Chair** and **Co-Chair**.

Thanks again.

Lakeysha Williams



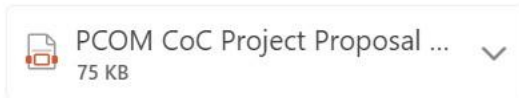
HSP Applications



To: **+2 others**

Wed 10/9/2024 2:54 PM

Cc: Simmons, Ernestina O (MOHS); **+2 others**



Good Afternoon,

I hope each of you are doing well. On behalf of the Resource Allocation Committee, please see the attached for Pride Center of MD.

If you have any questions or concerns, please do not hesitate to contact Charles Callahan who is included in this email.

Enjoy the remainder of your day.



Simmons, Ernestina O (MOHS)



To: Kevin Lindamood; **+3 others**

Thu 10/10/2024 12:24 PM

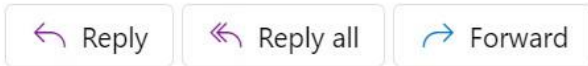
Cc: Margaret Flanagan <mflanagan@hchmd.org>; **+2 others**



Good Morning,

I hope each of you are doing well. On behalf of the Resource Allocation Committee, please see the attached updated **reallocation** notice for Homewood Bound PHP (MD0022).

If you have any questions, please do not hesitate to email Charles Callhan who is included in this email.



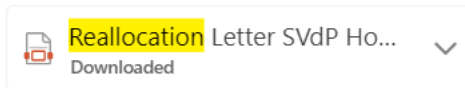
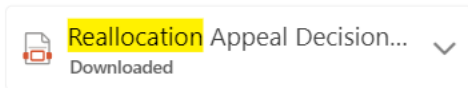
Simmons, Ernestina O (MOHS)



To: Schiavone, John <John.schiavone@vincentbaltimore.org>; **+1 other**

Wed 10/9/2024 2:33 PM

Cc: Jeter, Janae (MOHS); Williams, Lakeysha (MOHS); **+8 others**



2 attachments (152 KB) ☁ Save all to OneDrive - City Of Baltimore ↓ Download all

Good Afternoon,

I hope each of you are doing well. On behalf of the Resource Allocation Committee, please see the attached for Front Door Rapid Rehousing and Home Connections III.

If you have any questions or concerns, please do not hesitate to contact Charles Callahan who is included in this email.

Enjoy the remainder of your day.



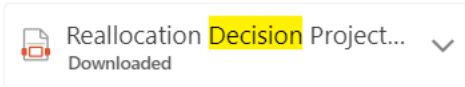
Simmons, Ernestina O (MOHS)



To: Mary C. Slicher <mslicher@projectplase.org>; **+2 others**

Wed 10/9/2024 2:52 PM

Cc: charles.callahan@som.umaryland.edu; **+4 others**



Good Afternoon,

I hope each of you are doing well. On behalf of the Resource Allocation Committee, please see the attached for Project Plase Scattered Site PHP. If you have any questions or concerns, please do not hesitate to contact Charles Callahan who is included in this email.





Baltimore City Continuum Of Care

October 9, 2024

Project Plase
Scattered Site PHP
MD0068
1814 Maryland Ave
Baltimore, MD, 21201

Re: FY 2024 Continuum of Care Competition (CoC)

Dear Mary Slicher,

The Resource Allocation Committee has reviewed your appeal and supporting documentation which was submitted on Monday, October 7, 2024, and have determined your project application would **not** be reallocated. As a result, your CoC FY24 renewal application will be submitted in the amount of \$1,238,675.

We thank you for your continued partnership and your continued commitment to making homelessness rare and brief in Baltimore City.

We thank you for your continued partnership and your continued commitment to making homelessness rare and brief in Baltimore City.

Sincerely,

Chuck Callahan, CoC Committee Chair
Resource Allocation Committee

Ernestina Simmons
Director, Mayor's Office of Homeless Services



Baltimore City Continuum Of Care

October 9, 2024

St. Vincent de Paul
Front Door Rapid Rehousing
MD0356
2305 N. Charles St Ste 300,
Baltimore, MD, 21218

Re: FY 2024 Continuum of Care Competition (CoC)

Dear Mr. Schiavone,

The Resource Allocation Committee has reviewed your appeal and supporting documentation which was submitted on Monday, October 7, 2024, and have determined your project application would **not** be reallocated. As a result, your COC FY24 renewal application will be submitted in the amount of 1,717,762.00.

We thank you for the information that was provided to support your appeals request and look forward to your continued partnership in the Continuum of Care.

Sincerely,

Chuck Callahan, CoC Committee Chair
Resource Allocation Committee

Ernestina Simmons
Director, Mayor's Office of Homeless Services



Baltimore City Continuum Of Care

October 9, 2024

Health Care for the Homeless
Homewood Bound PHP
MD0022
421 Fallsway
Baltimore, MD, 21202

Re: FY 2024 Continuum of Care Competition (CoC)

Dear Kevin Lindamood,

On behalf of the CoC Resource Allocation Committee, please accept this notification that we have revised your reallocation for Homewood Bound PHP (MD0022), in the amount of **\$116,827.50**, your CoC FY 2024 award is projected to amount to \$ \$1,461,923.

We thank you for your continued partnership and commitment to provide services and support to our most vulnerable residents in Baltimore City.

Sincerely,

Chuck Callahan, CoC Committee Chair
Resource Allocation Committee

Ernestina Simmons
Director, Mayor's Office of Homeless Services



October 2, 2024

BHSB SRA Multi-Grant S+C CHA
MD0024
2918 Glenmore Ave.
Baltimore, MD, 21214

Re: FY 2024 Continuum of Care Competition (CoC)

Dear Nico Sanders,

On behalf of the CoC Resource Allocation Committee, we thank you for your continued partnership and commitment to provide services and support to our most vulnerable residents

Each year HUD assesses our CoC and our overall performance with an emphasis on systems performance measures as well as fiscal utilization. As such, our community must be intentionally focused on reducing the amount of funds that are unspent and an annual basis so these funds can be used to serve our community. Per the guidelines outlined in the CoC FY2024 RFP, projects with a utilization history of spending under 90% over the past three years will be considered for a partial or full reallocation of funds.

As a result, we are writing to notify you that the BHSB SRA Multi Grant (MD0024), has been reallocated in the amount of \$110,719.00, your CoC FY 2024 award is projected to amount to \$1,592,651.89.

You have the opportunity to appeal our decision, as noted on the [CoC NOFO section of our website](#). If you would like to appeal:

- Submit a formal letter that includes:
 - Project Name
 - Grant Number
 - Justification/ reasoning for your appeal
- Appeals should be addressed to the CoC Executive Committee and sent to: HSPApplications@baltimorecity.gov.
- Appeals must be received by October 7, 2024 to be considered.



Baltimore City Continuum Of Care

We thank you for your continued partnership and your continued commitment to making homelessness rare and brief in Baltimore City.

Sincerely,

Chuck Callahan, CoC Committee Chair
Resource Allocation Committee

Ernestina Simmons
Director, Mayor's Office of Homeless Services



October 9, 2024

Cleo Manago
Pride Center
2418 St. Paul St.
Baltimore, MD 21218

Re: FY 2024 Continuum of Care Competition

Dear Ms. Manago,

Thank you for submitting a new project proposal for Baltimore City's Annual Continuum of Care (CoC) Competition. This letter is to formally provide you with written notice that the new project proposal for Pride Center of Maryland was not accepted in the FY 2024 CoC Competition. The Resource Allocation Committee (RAC) reviewed your proposal and determined that it did not fit the scope of the CoC Program.

We appreciate the effort that your organization put into preparing this application and encourage you to consider applying again in the future.

Thank you for your commitment to making homelessness rare and brief in Baltimore City. We wish you much success in your future endeavors.

Sincerely,

10/09/2024
Chuck Callahan, CoC Committee Chair
Resource Allocation Committee

10/09/2024
Ernestina Simmons
Director, Mayor's Office of Homeless Services

FY 2024 CoC Competition: MD-501 Baltimore City

Attachments for the FY 2024 CoC Application

1E 5a Notification of Projects Accepted

Applicants were notified via email on October 3rd, 2024 for each project that was accepted, including the project name, funding amount, project type, score (if applicable), and rank. The email notifications were sent by Collaborative Applicant staff, with the chair of the Resource Allocation Committee CCed.

Attachments Include the Following:

1. Email to grants team at House of Ruth MD with notification for two (2) projects
2. Email to Katie Allston at Marian House with notification for five (6) projects
3. Email to FT Burden at Springboard with notification for three (3) projects
4. Email to team at St. Ambrose Housing Aid Center with notification for one (1) project
5. Email to N. Battle at GEDCO with notification of one (1) project
6. Email to D. Alem at PEP Mobile Outreach with notification for One (1) project
7. Email Dan at Episcopal Housing with notification for one (1) project.
8. Email to Beth Benner at Women's Housing Coalition with notification for three (3) projects
9. Email to Mary Slicher at Project PLASE with notification for four (4) projects
10. Email to John Schiavone at Saint Vincent de Paul with notification for six (6) projects
11. Email to Amy Collier at Associated Catholic Charities with notification for two (2) projects
12. Email to Lisa Davis/ C. Smith at At Jacob's Well with notification for one (2) projects
13. Email to team at Baltimore Safe Haven with notification for two (2) projects
14. Email to Tiffany Reinhardt at Geraldine Young with notification of one (1) project
15. Email to recipients Nic Sanders of one (1) multi-grant project
16. Email to at Behavioral Health Systems Baltimore with notification for one (1) projects
17. Email to Odette Belcher at Dayspring with notification for four (4) projects
18. Email to team at Healthcare for the Homeless with notification for two (2) projects

Organization Name: Community Housing Associate

Dear CoC NOFO applicant,

We're writing to inform you that the following projects have been accepted by the Resource Allocation Committee (RAC) of the Baltimore City CoC for inclusion in the application package to HUD for FY 2024. Please note that the full priority listing will be posted to the MOHS website later today. We are including the project name; funding request; grant number (as applicable); project type; score assigned by the RAC according to approved rubric (as applicable); and rank in the priority listing for each approved project below.

Project Name	BHSB Multi- Grant S+C CHA
Funding request	\$1,703,371.00
Proposed Reallocation Funding:	\$1,5992,651.89
Grant Number	MD0024L3B012316
Project Type	PSH
Score (as applicable)	76%
Rank	16

Thank you for your application and commitment to making homelessness rare and brief in Baltimore City. Please reach out to us with any questions or concerns.

Respectfully,

Ernestina Simmons - Director, MOHS

Chuck Callahan - Chair of the Resource Allocation Committee, CoC Board

organization Name: At Jacobs Well

Dear CoC NOFO applicant,

We're writing to inform you that the following projects have been accepted by the Resource Allocation Committee (RAC) of the Baltimore City CoC for inclusion in the application package to HUD for FY 2024. Please note that the full priority listing will be posted to the MOHS website later today. We are including the project name; funding request; grant number (as applicable); project type; score assigned by the RAC according to approved rubric (as applicable); and rank in the priority listing for each approved project below.

?

Project Name	BHSB Multi- Grant S+C AJW
Funding request	\$283,155.00
Grant Number	MD0024L3B012218
Project Type	PSH

Score (as applicable)	76%
Rank	16

?

Project Name	At Jacob's Well PHP
Funding request	\$23,968
Grant Number	MD0018L3B012215
Project Type	PSH
Score (as applicable)	82%
Rank	5

Thank you for your application and commitment to making homelessness rare and brief in Baltimore City. Please reach out to us with any questions or concerns.

Respectfully,

Ernestina Simmons - Director, MOHS
 Chuck Callahan - Chair of the Resource Allocation Committee, CoC Board

Organization Name: Associated Catholic Charities

Dear CoC NOFO applicant,

We're writing to inform you that the following projects have been accepted by the Resource Allocation Committee (RAC) of the Baltimore City CoC for inclusion in the application package to HUD for FY 2024. Please note that the full priority listing will be posted to the MOHS website later today. We are including the project name; funding request; grant number (as applicable); project type; score assigned by the RAC according to approved rubric (as applicable); and rank in the priority listing for each approved project below.

?

Project Name	Associated Catholic Charities - REACH Combined
Funding request	\$846,653
Grant Number	MD0027L3B012316
Project Type	PSH
Score (as applicable)	79%
Rank	11

?

Project Name	Associated Catholic Charities - Project FRESH Start
Funding request	\$118,793

Grant Number	MD0030L3B012316
Project Type	PSH
Score (as applicable)	68%
Rank	23

Thank you for your application and commitment to making homelessness rare and brief in Baltimore City. Please reach out to us with any questions or concerns.

Respectfully,
 Janae Jeter on the behalf of:
 Ernestina Simmons - Director, MOHS
 Chuck Callahan - Chair of the Resource Allocation Committee, CoC Board

Organization Name: EHC

Dear CoC NOFO applicant,

We’re writing to inform you that the following projects have been accepted by the Resource Allocation Committee (RAC) of the Baltimore City CoC for inclusion in the application package to HUD for FY 2024. Please note that the full priority listing will be posted to the MOHS website later today. We are including the project name; funding request; grant number (as applicable); project type; score assigned by the RAC according to approved rubric (as applicable); and rank in the priority listing for each approved project below.

Project Name	EHC Mulberry Supportive Housing
Funding request	\$133,271
Grant Number	MD0530L3B012316
Project Type	PH-PSH
Score (as applicable)	Not score: started in 2024
Rank	30

Thank you for your application and commitment to making homelessness rare and brief in Baltimore City. Please reach out to us with any questions or concerns.

Respectfully,
 Janae Jeter on the behalf of
 Ernestina Simmons - Director, MOHS
 Chuck Callahan - Chair of the Resource Allocation Committee, CoC Board

Organization Name: Dayspring

Dear CoC NOFO applicant,

We’re writing to inform you that the following projects have been accepted by the Resource Allocation Committee (RAC) of the Baltimore City CoC for inclusion in the application package to HUD for FY 2024. Please note that the full priority listing will be posted to the MOHS website later today. We are including the

project name; funding request; grant number (as applicable); project type; score assigned by the RAC according to approved rubric (as applicable); and rank in the priority listing for each approved project below.

?

Project Name	Dayspring Programs PHP
Funding request	\$296,792
Grant Number	MD0034L3B012316
Project Type	PSH
Score (as applicable)	81%
Rank	9

?

Project Name	Daysprings Supportive Housing Program 2022
Funding request	\$518,196
Grant Number	MD0504L3B012301
Project Type	PSH
Score (as applicable)	76%
Rank	25
Project Name	BHSB Multi Grant Dayspring S +C
Funding request	\$981,901.00
Grant Number	MD0024L3B012316
Project Type	PSH
Score (as applicable)	74%
Rank	19

?

Project Name	Dayspring Programs Tenant Based S+C
Funding request	\$516,020
Grant Number	MD0033L3B012316
Project Type	PSH
Score (as applicable)	74%
Rank	19

Thank you for your application and commitment to making homelessness rare and brief in Baltimore City. Please reach out to us with any questions or concerns.

Respectfully,
 Janae Jeter on the behalf of:
 Ernestina Simmons - Director, MOHS

Chuck Callahan - Chair of the Resource Allocation Committee, CoC Board

Organization Name: Baltimore Safe Haven

Dear CoC NOFO applicant,

We're writing to inform you that the following projects have been accepted by the Resource Allocation Committee (RAC) of the Baltimore City CoC for inclusion in the application package to HUD for FY 2024. Please note that the full priority listing will be posted to the MOHS website later today. We are including the project name; funding request; grant number (as applicable); project type; score assigned by the RAC according to approved rubric (as applicable); and rank in the priority listing for each approved project below.

?

Project Name	BSH Transitional Housing and Rapid Re-Housing
Funding request	\$785,805
Grant Number	MD0528L3B012300
Project Type	Joint TH C PH-RRH
Score (as applicable)	Not scored: started in 2024
Rank	32

?

Project Name	Baltimore Safe Haven's Transitional Housing
Funding request	\$250,702
Grant Number	MD0502Y3B012301
Project Type	TH
Score (as applicable)	Not scored: YHDP
Rank	Not ranked

Thank you for your application and commitment to making homelessness rare and brief in Baltimore City. Please reach out to us with any questions or concerns.

Respectfully,

Ernestina Simmons - Director, MOHS

Chuck Callahan - Chair of the Resource Allocation Committee, CoC Board

Organization Name: GEDCO

Dear CoC NOFO applicant,

We're writing to inform you that the following projects have been accepted by the Resource Allocation Committee (RAC) of the Baltimore City CoC for inclusion in the application package to HUD for FY 2024. Please note that the full priority listing will be posted to the MOHS website later today. We are including the

project name; funding request; grant number (as applicable); project type; score assigned by the RAC according to approved rubric (as applicable); and rank in the priority listing for each approved project below.

?

Project Name	GEDCO - Supportive Housing Harford House and Micah House
Funding request	\$104,006
Grant Number	MD0038L3B012316
Project Type	PSH
Score (as applicable)	78%
Rank	13

Thank you for your application and commitment to making homelessness rare and brief in Baltimore City. Please reach out to us with any questions or concerns.

Respectfully,

Janae Jeter on behalf of:

Ernestina Simmons - Director, MOHS

Chuck Callahan - Chair of the Resource Allocation Committee, CoC Board

Organization Name: Marian House

Dear CoC NOFO applicant,

We're writing to inform you that the following projects have been accepted by the Resource Allocation Committee (RAC) of the Baltimore City CoC for inclusion in the application package to HUD for FY 2024. Please note that the full priority listing will be posted to the MOHS website later today. We are including the project name; funding request; grant number (as applicable); project type; score assigned by the RAC according to approved rubric (as applicable); and rank in the priority listing for each approved project below.

Project Name	Marian House PH
Funding request	\$70,577
Grant Number	MD0051L3B012316
Project Type	PSH
Score (as applicable)	82%
Rank	6

Project Name	Marian House - Serenity Place PHP
Funding request	\$31,730

Grant Number	MD0052L3B012316
Project Type	PSH
Score (as applicable)	77%
Rank	15

Project Name	Marian House S+C Expansion
Funding request	\$63,501
Grant Number	MD0057L3B012316
Project Type	PSH
Score (as applicable)	82%
Rank	7

Project Name	Marian House TAMAR 2 PHP
Funding request	\$95,689
Grant Number	MD0060L3B012316
Project Type	PSH
Score (as applicable)	67%
Rank	24

Project Name	Marian House TAMAR S+C
Funding request	\$750,399
Grant Number	MD0064L3B012316
Project Type	PSH
Score (as applicable)	75%
Rank	18

Project Name	BHSB Multi- Grant S+C Marian
Funding request	\$336,706.00
Grant Number	MD0024L3B012218
Project Type	PSH
Score (as applicable)	76%
Rank	16

Thank you for your application and commitment to making homelessness rare and brief in Baltimore City. Please reach out to us with any questions or concerns.

Respectfully,

Ernestina Simmons - Director, MOHS

Chuck Callahan - Chair of the Resource Allocation Committee, CoC Board

Organization Name: PEP Mobile Outreach

Dear CoC NOFO applicant,

We're writing to inform you that the following projects have been accepted by the Resource Allocation Committee (RAC) of the Baltimore City CoC for inclusion in the application package to HUD for FY 2024. Please note that the full priority listing will be posted to the MOHS website later today. We are including the project name; funding request; grant number (as applicable); project type; score assigned by the RAC according to approved rubric (as applicable); and rank in the priority listing for each approved project below.

?

Project Name	PEP Mobile Outreach and Treatment Project
Funding request	\$364,687
Grant Number	MD0059L3B012316
Project Type	SSO
Score (as applicable)	Not scored: Direct grantee
Rank	36

Thank you for your application and commitment to making homelessness rare and brief in Baltimore City. Please reach out to us with any questions or concerns.

Respectfully,

Ernestina Simmons - Director, MOHS

Chuck Callahan - Chair of the Resource Allocation Committee, CoC Board

Organization Name: Project PLASE

Dear CoC NOFO applicant,

We're writing to inform you that the following projects have been accepted by the Resource Allocation Committee (RAC) of the Baltimore City CoC for inclusion in the application package to HUD for FY 2024. Please note that the full priority listing will be posted to the MOHS website later today. We are including the project name; funding request; grant number (as applicable); project type; score assigned by the RAC according to approved rubric (as applicable); and rank in the priority listing for each approved project below.

?

Project Name	Project PLASE Rental Assistance Program
Funding request	\$1,943,240
Grant Number	MD0065L3B012316

Project Type	PSH
Score (as applicable)	72%
Rank	20

?

Project Name	Project PLASE - Medically Fragile SRO
Funding request	\$70,478
Grant Number	MD0069L3B012316
Project Type	PSH
Score (as applicable)	85%
Rank	4

?

Project Name	Project PLASE Veteran PSH Project
Funding request	\$1,386,462
Grant Number	MD0331L3B012308
Project Type	PSH
Score (as applicable)	81%
Rank	8

?

Project Name	Project PLASE Scattered Site PHP
Funding request	\$1,23,675.00
Grant Number	MD0068L3B012316
Project Type	PSH
Proposed Reallocation funding	\$1,133,063.66
Score (as applicable)	80%
Rank	10

Thank you for your application and commitment to making homelessness rare and brief in Baltimore City. Please reach out to us with any questions or concerns.

Respectfully,

Janae Jeter on behalf of:

Ernestina Simmons - Director, MOHS

Chuck Callahan - Chair of the Resource Allocation Committee, CoC Board

Organization Name: SVDP

Dear CoC NOFO applicant,

We're writing to inform you that the following projects have been accepted by the Resource Allocation Committee (RAC) of the Baltimore City CoC for inclusion in the application package to HUD for FY 2024. Please note that the full priority listing will be posted to the MOHS website later today. We are including the project name; funding request; grant number (as applicable); project type; score assigned by the RAC according to approved rubric (as applicable); and rank in the priority listing for each approved project below.

?

Project Name	SVDP RRH Promise Housing
Funding request	\$564,421
Grant Number	MD0479Y3B012302
Project Type	RRH
Score (as applicable)	Not scored: YHDP
Rank	Not ranked

?

Project Name	SVDP PSH Promise Housing
Funding request	\$555,281
Grant Number	MD0478Y3B012302
Project Type	PSH
Score (as applicable)	Not scored: YHDP
Rank	Not ranked

?

Project Name	SVDP Home Connections Plus
Funding request	\$90,073
Grant Number	MD0061L3B012316
Project Type	PSH
Score (as applicable)	78%
Rank	14
Project Name	SVDP Home Connections III

Funding request	\$1,211,293.00
Proposed Reallocation Funding	\$1,133,063.66
Grant Number	MD0039L3B012316
Project Type	PSH
Score (as applicable)	66%
Rank	26
Project Name	SVDP Front Door Rapid Rehousing
Funding request	\$1,717,762.00
Grant Number	MD0365L3B012307
Project Type	RRH
Score (as applicable)	52%
Rank	33

Thank you for your application and commitment to making homelessness rare and brief in Baltimore City. Please reach out to us with any questions or concerns.

Respectfully,

Ernestina Simmons - Director, MOHS

Chuck Callahan - Chair of the Resource Allocation Committee, CoC Board

Organization Name: Women’s Health Coalition (WHC)

Dear CoC NOFO applicant,

We’re writing to inform you that the following projects have been accepted by the Resource Allocation Committee (RAC) of the Baltimore City CoC for inclusion in the application package to HUD for FY 2024. Please note that the full priority listing will be posted to the MOHS website later today. We are including the project name; funding request; grant number (as applicable); project type; score assigned by the RAC according to approved rubric (as applicable); and rank in the priority listing for each approved project below.

?

	WHC Scattered Site 2
--	-----------------------------

Project Name	
Funding request	\$568,789
Grant Number	MD0505L3B012301
Project Type	PSH
Score (as applicable)	68%
Rank	22

?

Project Name	WHC Scattered Site 3
Funding request	\$390,418
Grant Number	MD0529L3B012316
Project Type	PH-PSH
Score (as applicable)	Not scored: started in 2024
Rank	31

?

Project Name	WHC Scattered Site Housing S+C
Funding request	\$1,012,427
Grant Number	MD0085L3B012316
Project Type	PSH
Score (as applicable)	78%
Rank	12

Thank you for your application and commitment to making homelessness rare and brief in Baltimore City. Please reach out to us with any questions or concerns.

Respectfully,

Janae Jeter on behalf of:

Ernestina Simmons - Director, MOHS

Chuck Callahan - Chair of the Resource Allocation Committee, CoC Board

Dear CoC NOFO applicant,

We're writing to inform you that the following projects have been accepted by the Resource Allocation Committee (RAC) of the Baltimore City CoC for inclusion in the application package to HUD for FY 2024. Please note that the full priority listing will be posted to the MOHS website later today. We are including the project name; funding request; grant number (as applicable); project type; score assigned by the RAC according to approved rubric (as applicable); and rank in the priority listing for each approved project below.

?

Project Name	St. Ambrose Housing Aid Center PHP
---------------------	---

Funding request	\$485,701
Grant Number	MD0058L3B012316
Project Type	PSH
Score (as applicable)	76%
Rank	17

Thank you for your application and commitment to making homelessness rare and brief in Baltimore City. Please reach out to us with any questions or concerns.

Respectfully,
 Janae Jeter on behalf of
 Ernestina Simmons - Director, MOHS
 Chuck Callahan - Chair of the Resource Allocation Committee, CoC Board

Organization Name: House of Ruth

Dear CoC NOFO applicant,

We’re writing to inform you that the following projects have been accepted by the Resource Allocation Committee (RAC) of the Baltimore City CoC for inclusion in the application package to HUD for FY 2024. Please note that the full priority listing will be posted to the MOHS website later today. We are including the project name; funding request; grant number (as applicable); project type; score assigned by the RAC according to approved rubric (as applicable); and rank in the priority listing for each approved project below.

?

Project Name	House of Ruth - Rapid Re-Housing - DV Bonus
Funding request	\$1,282,445
Grant Number	MD0410D3B12305
Project Type	RRH
Score (as applicable)	57%
Rank	29

?

Project Name	House of Ruth - Coordinated Entry SSO - DV Bonus
Funding request	\$351,108
Grant Number	MD0411D3B012305
Project Type	SSO-CE
Score (as applicable)	Not scored
Rank	3

Thank you for your application and commitment to making homelessness rare and brief in Baltimore City. Please reach out to us with any questions or concerns.

Respectfully,

Janae Jeter on behalf of:

Ernestina Simmons - Director, MOHS

Chuck Callahan - Chair of the Resource Allocation Committee, CoC Board

Organization Name: Springboard

Dear CoC NOFO applicant,

We’re writing to inform you that the following projects have been accepted by the Resource Allocation Committee (RAC) of the Baltimore City CoC for inclusion in the application package to HUD for FY 2024. Please note that the full priority listing will be posted to the MOHS website later today. We are including the project name; funding request; grant number (as applicable); project type; score assigned by the RAC according to approved rubric (as applicable); and rank in the priority listing for each approved project below.

?

Project Name	Diversion s Kinship
Funding request	\$397,804
Grant Number	MD0480Y3B012302
Project Type	SSO
Score (as applicable)	Not scored: YHDP
Rank	Not ranked

?

Project Name	Springboard Community Services COMPASS
Funding request	\$196,865
Grant Number	MD0477Y3B012302
Project Type	SSO
Score (as applicable)	Not scored: YHDP
Rank	Not ranked

?

Project Name	SCS - Youth Permanent
Funding request	\$570,792

Grant Number	MD0503L3B012301
Project Type	PSH
Score (as applicable)	64%
Rank	27

Thank you for your application and commitment to making homelessness rare and brief in Baltimore City. Please reach out to us with any questions or concerns.

Respectfully,
 Janae Jeter on behalf of
 Ernestina Simmons - Director, MOHS
 Chuck Callahan - Chair of the Resource Allocation Committee, CoC Board

Organization Name: Healthcare for the Homeless

Dear CoC NOFO applicant,

We’re writing to inform you that the following projects have been accepted by the Resource Allocation Committee (RAC) of the Baltimore City CoC for inclusion in the application package to HUD for FY 2024. Please note that the full priority listing will be posted to the MOHS website later today. We are including the project name; funding request; grant number (as applicable); project type; score assigned by the RAC according to approved rubric (as applicable); and rank in the priority listing for each approved project below.

?

Project Name	Health Care for the Homeless - Homeward Bound PHP
Funding request	\$1,578,750
Proposed Reallocation Funding	\$1,445,740.31
Grant Number	MD0022L3B012316
Project Type	PSH
Score (as applicable)	63%
Rank	28

?

Project Name	Health Care for the Homeless - Homeward Bound Bonus
Funding request	\$1,236,545
Grant Number	MD0330L3B012308
Project Type	PSH

Score (as applicable)	70%
Rank	21

Thank you for your application and commitment to making homelessness rare and brief in Baltimore City. Please reach out to us with any questions or concerns.

Respectfully,
 Janae Jeter on behalf of
 Ernestina Simmons - Director, MOHS
 Chuck Callahan - Chair of the Resource Allocation Committee, CoC Board

Organization Name: Geraldine Young

Dear CoC NOFO applicant,

We’re writing to inform you that the following projects have been accepted by the Resource Allocation Committee (RAC) of the Baltimore City CoC for inclusion in the application package to HUD for FY 2024. Please note that the full priority listing will be posted to the MOHS website later today. We are including the project name; funding request; grant number (as applicable); project type; score assigned by the RAC according to approved rubric (as applicable); and rank in the priority listing for each approved project below.

?

Project Name	Geraldine Young Transition Housing
Funding request	\$213,296
Grant Number	MD0091
Project Type	TH
Score (as applicable)	39%
Rank	34

Thank you for your application and commitment to making homelessness rare and brief in Baltimore City. Please reach out to us with any questions or concerns.

Respectfully,
 Janae Jeter on behalf of:
 Ernestina Simmons - Director, MOHS
 Chuck Callahan - Chair of the Resource Allocation Committee, CoC Board

Organization Name: Hope Safe Haven

Dear CoC NOFO applicant,

We're writing to inform you that the following projects have been accepted by the Resource Allocation Committee (RAC) of the Baltimore City CoC for inclusion in the application package to HUD for FY 2024. Please note that the full priority listing will be posted to the MOHS website later today. We are including the project name; funding request; grant number (as applicable); project type; score assigned by the RAC according to approved rubric (as applicable); and rank in the priority listing for each approved project below.

?

Project Name	Hope Safe Haven
Funding request	\$399,670
Grant Number	MD0037L3B012316
Project Type	SH
Score (as applicable)	Not scored: Direct grantee
Rank	35

Thank you for your application and commitment to making homelessness rare and brief in Baltimore City. Please reach out to us with any questions or concerns.

Respectfully,

Janae Jeter on behalf of:

Ernestina Simmons - Director, MOHS

Chuck Callahan - Chair of the Resource Allocation Committee, CoC Board

MD-501 Local Competition Selection Results

Rank	Applicant Name	Project Name	Grant Number	Status	Project Type	Score	Score	Project Funding Request	Restriction	CoC Funding Type	Tier	Cumulative Funding
1	City of Baltimore - Mayor's Office	MOHS - HMIS Consolidated Grant	MD0021L3B012316	Renewal	HMIS	N/A	Not scored	\$493,012		Accepted	1	\$493,012
2	City of Baltimore - Mayor's Office	MOHS - Coordinated Access Project	MD0501L3B012301	Renewal	SSO-CE	N/A	Not scored	\$448,812		Accepted	1	\$941,824
3	City of Baltimore - Mayor's Office	House of Ruth - Coordinated Entry SSO - DV Bonus	MD0411D3B012305	Renewal	SSO-CE	N/A	Not scored	\$351,108	DV	Accepted	1	\$1,292,932
4	City of Baltimore - Mayor's Office	Marian House S+C Expansion	MD0057L3B012215	Renewal	PSH	195	85%	\$63,501		Accepted	1	\$1,356,433
5	City of Baltimore - Mayor's Office	At Jacob's Well PHP	MD0018L3B012215	Renewal	PSH	189	82%	\$23,968		Accepted	1	\$1,380,401
6	City of Baltimore - Mayor's Office	Marian House PH	MD0051L3B012215	Renewal	PSH	189	82%	\$70,577		Accepted	1	\$1,450,978
7	City of Baltimore - Mayor's Office	Project Plase Scattered Site PHP	MD0068L3B012215	Renewal	PSH	188	82%	\$1,238,675		Accepted	1	\$2,689,653
8	City of Baltimore - Mayor's Office	Project PLASE Veteran PSH Project	MD0331L3B012207	Renewal	PSH	186	81%	\$1,386,462		Accepted	1	\$4,076,115
9	City of Baltimore - Mayor's Office	Associated Catholic Charities - REACH Combined	MD0027L3B012215	Renewal	PSH	186	81%	\$846,653		Accepted	1	\$4,922,768
10	City of Baltimore - Mayor's Office	Dayspring Programs PHP	MD0034L3B012215	Renewal	PSH	186	81%	\$296,792		Accepted	1	\$5,219,560
11	City of Baltimore - Mayor's Office	Project PLASE - Medically Fragile SRO	MD0069L3B012215	Renewal	PSH	185	80%	\$70,478		Accepted	1	\$5,290,038
12	City of Baltimore - Mayor's Office	Marian House - Serenity Place PHP	MD0052L3B012215	Renewal	PSH	183	80%	\$31,730		Accepted	1	\$5,321,768
13	City of Baltimore - Mayor's Office	WHC Scattered Site Housing S+C	MD0085L3B012215	Renewal	PSH	180	78%	\$1,012,427		Accepted	1	\$6,334,195
14	City of Baltimore - Mayor's Office	GEDCO - Supportive Housing Harford House and Micah House	MD0038L3B012215	Renewal	PSH	180	78%	\$104,006		Accepted	1	\$6,438,201
15	City of Baltimore - Mayor's Office	SVdP Home Connections Plus	MD0061L3B012215	Renewal	PSH	179	78%	\$90,073		Accepted	1	\$6,528,274
16	City of Baltimore - Mayor's Office	BHSB SRA Multi-Grant S+C	MD0024L3B012218	Renewal	PSH	174	76%	\$4,500,206		Accepted-- Partially Reallocated	1	\$11,028,480
17	City of Baltimore - Mayor's Office	St. Ambrose Housing Aid Center PHP	MD0058L3B012215	Renewal	PSH	174	76%	\$485,701		Accepted	1	\$11,514,181
18	City of Baltimore - Mayor's Office	Project Plase Rental Assistance	MD0065L3B012114	Renewal	PSH	173	75%	\$1,943,240		Accepted	1	\$13,457,421
19	City of Baltimore - Mayor's Office	Marian House TAMAR S+C	MD0064L3B012215	Renewal	PSH	172	75%	\$750,399		Accepted	1	\$14,207,820
20	City of Baltimore - Mayor's Office	Dayspring Programs Tenant Based S+C	MD0033L3B012215	Renewal	PSH	169	74%	\$516,020		Accepted	1	\$14,723,840
21	City of Baltimore - Mayor's Office	Associated Catholic Charities - Project FRESH Start	MD0030L3B012215	Renewal	PSH	163	71%	\$118,793		Accepted	1	\$14,842,633
22	City of Baltimore - Mayor's Office	Health Care for the Homeless - Homeward Bound Bonus	MD0330L3B012207	Renewal	PSH	162	70%	\$1,236,545		Accepted	1	\$16,079,178
23	City of Baltimore - Mayor's Office	SVdP Home Connections III	MD0039L3B012215	Renewal	PSH	161	70%	\$1,211,293		Accepted	1	\$17,290,471
24	City of Baltimore - Mayor's Office	Marian House TAMAR 2 PHP	MD0060L3B012215	Renewal	PSH	155	67%	\$95,689		Accepted	1	\$17,386,160
25	City of Baltimore - Mayor's Office	Daysprings Supportive Housing Program 2022	MD0504L3B012200	Renewal	PSH	154	67%	\$518,196		Accepted	1	\$17,904,356
26	City of Baltimore - Mayor's Office	SCS - Youth Permanent Housing	MD0503L3B012200	Renewal	PSH	148	64%	\$570,792		Accepted	1	\$18,475,148
27	City of Baltimore - Mayor's Office	WHC Scattered-Site 2	MD0505L3B012200	Renewal	PSH	147	64%	\$568,789		Accepted	1	\$19,043,937
28	City of Baltimore - Mayor's Office	HCH - Homeward Bound PHP	MD0022L3B012215	Renewal	PSH	146	63%	\$1,461,923		Accepted-- Partially Reallocated	1	\$20,505,859
29	City of Baltimore - Mayor's Office	House of Ruth - Rapid Re-Housing - DV Bonus	MD0410	Renewal	RRH	131	57%	\$1,282,445	DV	Accepted	1	\$21,788,304
30	City of Baltimore - Mayor's Office	EHC	MD0530L3B012316	Renewal	PH-PSH	N/A	Not scored: started in 2024	\$133,271	PH	Accepted	1	\$21,921,575
31	City of Baltimore - Mayor's Office	Women's Housing Coalition Scattered Site 3	MD0529L3B012316	Renewal	PH-PSH	N/A	Not scored: started in 2024	\$390,418		Accepted	1	\$22,311,993
32	City of Baltimore - Mayor's Office	BSH Transitional Housing and Rapid	MD0528L3B01230	Renewal	Joint TH &	N/A	Not scored:	\$785,805		Accepted	1	\$23,097,798

PROJECT RANKING PROCESS

Renewal Project Scoring

Renewal projects approved by the Resource Allocation Committee (RAC) for inclusion in the CoC project ranking will be scored according to an objective scoring tool based on their individual project performance, alignment with HUD and CoC policy priorities, and compliance. Project applications for YHDP renewal or replacement and CoC planning will not be listed on the CoC Priority Listing in rank order. Performance and HMIS elements are heavily weighted measures used by HUD in determining the overall CoC score for the NOFO. Data used in the project scoring tool comes largely from the project's most recently submitted Annual Performance Report (APR), project compliance and monitoring reports, and HMIS data. Scoring tools are provided in the Appendix. First-time renewals are projects that have not yet completed their first operating year, and thus, cannot be scored for their performance due to not having a completed Annual Performance Report (APR). However, the RAC will evaluate each first time renewal based on the initial project proposal and initial ranking to determine how it will rank on the priority listing.

New Project Selection

New project applicants will be assessed on the following: project design, how the project addresses local priority needs, how the project aligns with local strategies and HUD's Policy Priorities, budget appropriateness and accuracy, project match, leveraging, CoC participation, community collaboration, organizational capacity, use of Housing First, and implementation timeline. There may be new projects that fail to score well enough to be included in the NOFO submission, or there may not be enough new project funding to fund all requests. New project applicants are highly encouraged to review the new project application guide and instructions while preparing their application, which provide a wealth of resources on best practices, policies, procedures, and requirements. Scoring tools are provided in the Appendix.

Ranking Order

Renewal projects approved for inclusion (not being fully reallocated) in the CoC's project ranking will be ranked in the following order:

1. HMIS
2. Renewal Support Services - coordinated entry (regular and domestic violence)
3. Renewal Permanent Supportive Housing projects, ranked in order of highest to lowest percentage score
4. Renewal Rapid Re-housing projects, ranked in order of highest to lowest percentage score
5. Renewal Supportive Services (Street outreach/ Housing Project or Housing Structure Specific), Safe Haven and Transitional Housing for youth, ranked in order of highest to lowest percentage score

New projects, including regular and domestic violence projects, will be ranked after the Resource Allocation Committee has evaluated all renewal projects. All new projects will be ranked in such a way to (1) maximize the CoC's overall application score; (2) maximize the score of Tier 2 projects and ensure the highest possibility of having projects funded; (3) increase the CoC's system performance; and (4) effectively meet HUD policies and priorities.

Tie-Breakers

Ties within the same project type will be broken in the following order:

- Highest % of clients exiting to or retaining permanent housing
- Highest utilization rate

The Resource Allocation Committee may adjust individual projects up or down in the ranking or reallocate in order to fulfill HUD priorities, prevent potential losses of funding, and maximize the overall CoC application score. This includes:

1. Prioritizing projects that place greater emphasis on racial equity and have taken steps to eliminate barriers to improve racial equity, and have implemented measures to evaluate the efficacy of the steps taken.
2. Prioritizing projects addressing the needs of Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ+) individuals to place greater emphasis on CoCs implementing and training of their providers on the CoC-wide anti-discrimination policies that ensure LGBTQ+ individuals and families receive supportive services, shelter, and housing free from discrimination.

Youth Homelessness Demonstration Program

The Youth Homelessness Demonstration Program awarded in Round 3 (August of 2019) is eligible for renewal or replacement in the FY 2023 CoC Competition. As a demonstration program HUD has indicated that YHDP projects in Round 3 will not be ranked and will not fall under Tier 1 or Tier 2 funding. As demonstration projects, these projects will be renewed to their full award. **Please note YHDP projects still must complete a renewal or replacement application to be considered for the FY 2023 CoC Competition.**

FY 2024 CoC Competition: MD-501 Baltimore City

Attachments for the FY 2024 CoC Application

1E-1– Web Posting of Your CoC’s Local Competition Deadline–Advance Public Notice

Attachments Include the Following:

1. Screenshot of Collaborative Applicant Website: <http://homeless.baltimorecity.gov/> with August 28, 2024 posting of local competition materials
2. Screenshot of Collaborative Applicant Website: <http://homeless.baltimorecity.gov/> with locally established timeline and September 25th deadline for new and renewal project applications

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Grant Opportunities

Apply Today!

Continuum of Care (CoC) Builds NOFO

Deadline: Friday, October 18, 2024, at 3:00 pm EST

The Mayor's Office of Homeless Services, in partnership with the Baltimore City Continuum of Care, is seeking written proposals from one qualified collaborative applicant to "address and reduce persons experiencing homelessness by adding new units of permanent supportive housing through new construction, acquisition, or rehabilitation through one-time CoCBUILDS awards under the CoC Program". For more information, view the [Request for Proposals](#).

FY 2024 Continuum of Care (CoC) NOFO Program Competition

Deadline: Wednesday, September 25, 2024, at 5:00 pm EST

The CoC NOFO Program provides funding to nonprofit providers and state and local governments to quickly rehouse individuals and families experiencing homelessness while minimizing the impacts of trauma and dislocation. For more information, view the [FY2024 CoC NOFO](#).

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8/28/2024

2024 CoC Annual NOFO Competition Timeline

Dates are established based on HUD's Notice of Funding Opportunity; some dates are subject to change within the established timeframe that is required by HUD's Notice.

2024 Timeline	
July 31, 2024	HUD Continuum of Care NOFO Released
August 5, 2024	Resource Allocation Committee Meeting – Approve Competition Guidelines The Committee meets to review and approve recommendations for the competition timeline, reallocation practices, and scoring and ranking methodology.
August 26, 2024	Continuum of Care Board – Vote to Approve Project Reallocation, Scoring, and Ranking Policies The CoC Board votes to approve the CoC NOFO guidelines as recommended by the Resource Allocation Committee.
August 28, 2024	Local Competition Procedures Published 1. Local Timeline and Competition Guidance Released 2. Project Applications Released The CoC NOFO is released on the MOHS website, shared on social media, and sent to the CoC mailing list .
September 4, 2024	Resource Allocation Committee Meeting The Resource Allocation Committee meets to review the CoC NOFO.

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NASDAQ -0.98%

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8/28/2024

2024 HDX Competition Report

This workbook contains summary information about your CoC's data as it was entered into HDX 1.0 and HDX 2.0 for your use as part of the 2024 Competition.

To Print this Workbook:

This document has been configured as printable with preset print areas of relevant sections. To print it, go to "File", then "Print", then select "Print Entire Workbook" or "Print Active Sheets" depending on your needs.

To Save This Workbook as a PDF:

Click the "File" Tab, then click "Save As" or "Save a Copy", then click "Browse" or "More Options" then select "PDF", click "Options", select "Entire Workbook", press "OK", and click "Save". These instructions may change depending on your version of Microsoft Excel.

On Accessibility, Navigability, and Printability:

This workbook attempts to maximize accessibility, navigability, printability, and ease of use. Merged cells have been avoided. All tables and text boxes have been given names. Extraneous rows and columns outside printed ranges have been hidden. Formulas may include references to hidden rows and columns or data tables. For ease of use, these referenced sources have been hidden but can be unhidden by any user at any time. Raw data sources contained in this workbook are named according to the module and fiscal year from which they originate - e.g. "HIC_2024" is the Housing Inventory Count raw data from Fiscal Year 2024.

For Questions:

If you have questions, please reach out to HUD via the "Ask a Question" page, <https://www.hudexchange.info/program-support/my-question/> and choose "HDX" as the topic.

2024 HDX Competition Report

2024 Competition Report - Summary

MD-501 - Baltimore CoC

HDX Data Submission Participation Information

Government FY and HDX Module Abbreviation	Met Module Deadline*	Data From	Data Collection Period in HDX 2.0
2023 LSA	Yes	Government FY 2023 (10/1/22 - 9/30/23).	November 2023 to January of 2024
2023 SPM	Yes	Government FY 2023 (10/1/22 - 9/30/23).**	February 2024 to March 2024
2024 HIC	Yes	Government FY 2024. Exact HIC and PIT dates will vary by CoC. For most CoCs, it will be last Wednesday in January of 2024.	March 2024 to May 2024
2024 PIT	Yes	Government FY 2024. Exact HIC and PIT dates will vary by CoC. For most CoCs, it will be last Wednesday in January of 2024.	March 2024 to May 2024

1) FY = Fiscal Year

2) *This considers all extensions where they were provided.

2) **"Met Deadline" in this context refers to FY23 SPM submissions. Resubmissions from FY 2022 (10/1/21 - 9/30/22) were also accepted during the data collection period, but these previous year's submissions are voluntarily and are not required.

2024 HDX Competition Report

2024 Competition Report - LSA Summary & Usability Status

MD-501 - Baltimore CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

LSA Usability Status 2023

Category	EST AO	EST AC	EST CO	RRH AO	RRH AC	RRH CO	PSH AO	PSH AC	PSH CO
Fully Usable	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						
Partially Usable									
Not Usable				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

EST

Category	2021	2022	2023
Total Sheltered Count	3,525	3,037	3,080
AO	2,944	2,557	2,507
AC	603	498	571
CO	1	2	7

RRH

Category	2021	2022	2023
Total Sheltered Count	1,142	1,152	1,185
AO	651	651	667
AC	495	507	523
CO	0	0	0

2024 HDX Competition Report

2024 Competition Report - LSA Summary & Usability Status

MD-501 - Baltimore CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

PSH

Category	2021	2022	2023
Total Sheltered Count	2,785	2,724	2,839
AO	1,375	1,344	1,450
AC	1,408	1,372	1,390
CO	0	0	0

- 1) Glossary: EST = Emergency Shelter, Save Haven, & Transitional Housing; RRH = Rapid Re-housing; PSH = Permanent Supportive Housing; AO = Persons in Households without Children; AC = Persons in Households with at least one Adult and one Child; CO=Persons in Households with only Children
- 2) Because people have multiple stays in shelter over the course of a year and stay in different household configurations, a single person can be counted in more than one household type. Therefore, the sum of the number of people by household type may be greater than the unique count of people.
- 3) Total Sheltered count only includes those served in HMIS participating projects reported by your CoC.
- 4) For CoCs that experienced mergers during any of these reporting periods, historical data will include only the original CoCs.

2024 HDX Competition Report

2024 Competition Report - SPM Data

MD-501 - Baltimore CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Measure 1: Length of Time Persons Remain Homeless

This measures the number of clients active in the report date range across ES, SH (Metric 1.1) and then ES, SH and TH (Metric 1.2) along with their average and median length of time homeless. This includes time homeless during the report date range as well as prior to the report start date, going back no further than the look back stop date or client's date of birth, whichever is later.

Metric 1.1: Change in the average and median length of time persons are homeless in ES and SH projects.

Metric 1.2: Change in the average and median length of time persons are homeless in ES, SH, and TH projects.

a. This measure is of the client's entry, exit, and bed night dates strictly as entered in the HMIS system.

Metric	Universe (Persons)	Average LOT Homeless (bed nights)	Median LOT Homeless (bed nights)
1.1 Persons in ES-EE, ES-NbN, and SH	2,393	148.3	48.0
1.2 Persons in ES-EE, ES-NbN, SH, and TH	2,975	184.2	80.0

2024 HDX Competition Report

2024 Competition Report - SPM Data

MD-501 - Baltimore CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

b. This measure is based on data element 3.917

This measure includes data from each client's Living Situation (Data Standards element 3.917) response as well as time spent in permanent housing projects between Project Start and Housing Move-In. This information is added to the client's entry date, effectively extending the client's entry date backward in time. This "adjusted entry date" is then used in the calculations just as if it were the client's actual entry date.

Metric	Universe (Persons)	Average LOT Homeless (bed nights)	Median LOT Homeless (bed nights)
1.1 Persons in ES-EE, ES-NbN, SH, and PH (prior to "housing move in")	2,823	689.0	231.0
1.2 Persons in ES-EE, ES-NbN, SH, TH, and PH (prior to "housing move in")	3,391	648.8	251.0

2024 HDX Competition Report

2024 Competition Report - SPM Data

MD-501 - Baltimore CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Measure 2: Returns to Homelessness for Persons who Exit to Permanent Housing (PH) Destinations

This measures clients who exited SO, ES, TH, SH or PH to a permanent housing destination in the date range two years prior to the report date range. Of those clients, the measure reports on how many of them returned to homelessness as indicated in the HMIS for up to two years after their initial exit.

Metric	Total # of Persons Exited to a PH Destination (2 Yrs Prior)	Returns to Homelessness in Less than 6 Months (0 - 180 days)		Returns to Homelessness from 6 to 12 Months (181 - 365 days)		Returns to Homelessness from 13 to 24 Months (366 - 730 days)		Number of Returns in 2 Years	
	Count	Count	% of Returns	Count	% of Returns ⁴	Count	% of Returns ⁶	Count	% of Returns ⁸
Exit was from SO	161	13	8.1%	10	6.2%	10	6.2%	33	20.5%
Exit was from ES	506	29	5.7%	11	2.2%	23	4.6%	63	12.5%
Exit was from TH	194	6	3.1%	5	2.6%	10	5.2%	21	10.8%
Exit was from SH	6	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Exit was from PH	550	24	4.4%	7	1.3%	24	4.4%	55	10.0%
TOTAL Returns to Homelessness	1,417	72	5.1%	33	2.3%	67	4.7%	172	12.1%

2024 HDX Competition Report

2024 Competition Report - SPM Data

MD-501 - Baltimore CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Measure 3: Number of Homeless Persons

Metric 3.1 – Change in PIT Counts

Please refer to PIT section for relevant data.

Metric 3.2 – Change in Annual Counts

This measures the change in annual counts of sheltered homeless persons in HMIS.

Metric	Value
Universe: Unduplicated Total sheltered homeless persons	2,991
Emergency Shelter Total	2,349
Safe Haven Total	69
Transitional Housing Total	655

2024 HDX Competition Report

2024 Competition Report - SPM Data

MD-501 - Baltimore CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Measure 4: Employment and Income Growth for Homeless Persons in CoC Program-funded Projects

This measure is divided into six tables capturing employment and non-employment income changes for system leavers and stayers. The project types reported in these metrics are the same for each metric, but the type of income and universe of clients differs. In addition, the projects reported within these tables are limited to CoC-funded projects.

Metric 4.1 – Change in earned income for adult system stayers during the reporting period

Metric	Value
Universe: Number of adults (system stayers)	1,471
Number of adults with increased earned income	70
Percentage of adults who increased earned income	4.8%

2024 HDX Competition Report

2024 Competition Report - SPM Data

MD-501 - Baltimore CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Metric 4.2 – Change in non-employment cash income for adult system stayers during the reporting period

Metric	Value
Universe: Number of adults (system stayers)	1,471
Number of adults with increased non-employment cash income	343
Percentage of adults who increased non-employment cash income	23.3%

Metric 4.3 – Change in total income for adult system stayers during the reporting period

Metric	Value
Universe: Number of adults (system stayers)	1,471
Number of adults with increased total income	397
Percentage of adults who increased total income	27.0%

Metric 4.4 – Change in earned income for adult system leavers

Metric	Value
Universe: Number of adults who exited (system leavers)	518
Number of adults who exited with increased earned income	82
Percentage of adults who increased earned income	15.8%

2024 HDX Competition Report

2024 Competition Report - SPM Data

MD-501 - Baltimore CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Metric 4.5 – Change in non-employment cash income for adult system leavers

Metric	Value
Universe: Number of adults who exited (system leavers)	518
Number of adults who exited with increased non-employment cash income	105
Percentage of adults who increased non-employment cash income	20.3%

Metric 4.6 – Change in total income for adult system leavers

Metric	Value
Universe: Number of adults who exited (system leavers)	518
Number of adults who exited with increased total income	179
Percentage of adults who increased total income	34.6%

2024 HDX Competition Report

2024 Competition Report - SPM Data

MD-501 - Baltimore CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Measure 5: Number of Persons who Become Homeless for the First Time

This measures the number of people entering the homeless system through ES, SH, or TH (Metric 5.1) or ES, SH, TH, or PH (Metric 5.2) and determines whether they have any prior enrollments in the HMIS over the past two years. Those with no prior enrollments are considered to be experiencing homelessness for the first time.

Metric 5.1 – Change in the number of persons entering ES, SH, and TH projects with no prior enrollments in HMIS

Metric	Value
Universe: Person with entries into ES-EE, ES-NbN, SH or TH during the reporting period.	2,464
Of persons above, count those who were in ES-EE, ES-NbN, SH, TH or any PH within 24 months prior to their entry during the reporting year.	518
Of persons above, count those who did not have entries in ES-EE, ES-NbN, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time)	1,946

2024 HDX Competition Report

2024 Competition Report - SPM Data

MD-501 - Baltimore CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Metric 5.2 – Change in the number of persons entering ES, SH, TH, and PH projects with no prior enrollments in HMIS

Metric	Value
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	3,500
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	934
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time.)	2,566

2024 HDX Competition Report

2024 Competition Report - SPM Data

MD-501 - Baltimore CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Measure 6: Homeless Prevention and Housing Placement of Persons defined by category 3 of HUD's Homeless Definition in CoC Program-funded Projects

Measure 6 is not applicable to CoCs in this reporting period.

Measure 7: Successful Placement from Street Outreach and Successful Placement in or Retention of Permanent Housing

This measures positive movement out of the homeless system and is divided into three tables: movement off the streets from Street Outreach (Metric 7a.1); movement into permanent housing situations from ES, SH, TH, and RRH (Metric 7b.1); and retention or exits to permanent housing situations from PH (other than PH-RRH).

Metric 7a.1 – Change in SO exits to temp. destinations, some institutional destinations, and permanent housing destinations

Metric	Value
Universe: Persons who exit Street Outreach	2,744
Of persons above, those who exited to temporary & some institutional destinations	185
Of the persons above, those who exited to permanent housing destinations	162
% Successful exits	12.7%

2024 HDX Competition Report

2024 Competition Report - SPM Data

MD-501 - Baltimore CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Metric 7b.1 – Change in ES, SH, TH, and PH-RRH exits to permanent housing destinations

Metric	Value
Universe: Persons in ES-EE, ES-NbN, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing	2,704
Of the persons above, those who exited to permanent housing destinations	1,013
% Successful exits	37.5%

Metric 7b.2 – Change in PH exits to permanent housing destinations or retention of permanent housing

Metric	Value
Universe: Persons in all PH projects except PH-RRH who exited after moving into housing, or who moved into housing and remained in the PH project	2,616
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	2,478
% Successful exits/retention	94.7%

2024 HDX Competition Report

2024 Competition Report - SPM Data

MD-501 - Baltimore CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

System Performance Measures Data Quality

Data coverage and quality will allow HUD to better interpret your SPM submissions.

Metric	All ES, SH	All TH	All PSH, OPH	All RRH	All Street Outreach
Unduplicated Persons Served (HMIS)	1,614	485	2,508	1,055	1,801
Total Leavers (HMIS)	1,257	227	383	589	1,309
Destination of Don't Know, Refused, or Missing (HMIS)	692	41	77	13	399
Destination Error Rate (Calculated)	55.1%	18.1%	20.1%	2.2%	30.5%

2024 HDX Competition Report

2024 Competition Report - SPM Notes

MD-501 - Baltimore CoC

FY 2023 Reporting Year: 10/1/2022 - 9/30/2023

Notes For Each SPM Measure

Note: Cells may need to be resized to accomodate notes with lots of text.

Measure	Notes
Measure 1	No notes.
Measure 2	No notes.
Measure 3	No notes.
Measure 4	No notes.
Measure 5	No notes.
Measure 6	No Notes. Measure 6 was not applicable to CoCs in this reporting period.
Measure 7	No notes.
Data Quality	No notes.

2024 HDX Competition Report

2024 Competition Report - HIC Summary

MD-501 - Baltimore CoC

For HIC conducted in January/February of 2024

HMIS Bed Coverage Rates

Project Type	Total Year-Round, Current Beds	Total Year-Round, Current Beds in HMIS or Comparable Database	Total Year-Round, Current, Non-VSP Beds	Removed From Denominator: OPH EHV [†] Beds or Beds Affected by Natural Disaster*	Adjusted Total Year-Round, Current, Non-VSP Beds	Adjusted HMIS Bed Coverage Rate for Year-Round, Current Beds
ES	1,102	775	1,049	0	1,049	73.9%
SH	30	30	30	0	30	100.0%
TH	886	461	870	0	870	53.0%
RRH	457	298	298	0	298	100.0%
PSH	2,945	2,342	2,945	0	2,945	79.5%
OPH	2,269	101	2,269	766	1,503	6.7%
Total	7,689	4,007	7,461	766	6,695	59.9%

2024 HDX Competition Report

2024 Competition Report

MD-501 - Baltimore CoC

For HIC conducted in January/I

HMIS Bed Coverage Rates

Project Type	Total Year-Round, Current Beds	Total Year-Round, Current, VSP Beds in an HMIS-Comparable Database	Total Year-Round, Current, VSP Beds	Removed From Denominator: OPH EHV [†] Beds or Beds Affected by Natural Disaster**	Adjusted Total Year-Round Current, VSP Beds	HMIS Comparable Bed Coverage Rate for VSP Beds
ES	1,102	0	53	0	53	0.00%
SH	30	0	0	0	0	NA
TH	886	0	16	0	16	0.00%
RRH	457	0	159	0	159	0.00%
PSH	2,945	0	0	0	0	NA
OPH	2,269	0	0	0	0	NA
Total	7,689	0	228	0	228	0.00%

2024 HDX Competition Report

2024 Competition Report

MD-501 - Baltimore CoC

For HIC conducted in January/I

HMIS Bed Coverage Rates

Project Type	Total Year-Round, Current Beds	Total Year-Round, Current, HMIS Beds and VSP Beds in an HMIS-Comparable Database	Adjusted Total Year-Round, Current, Non-VSP and VSP Beds	HMIS and Comparable Database Coverage Rate
ES	1,102	775	1,102	70.33%
SH	30	30	30	100.00%
TH	886	461	886	52.03%
RRH	457	298	457	65.21%
PSH	2,945	2,342	2,945	79.52%
OPH	2,269	101	1,503	6.72%
Total	7,689	4,007	6,923	57.88%

2024 HDX Competition Report

2024 Competition Report - HIC Summary

MD-501 - Baltimore CoC

For HIC conducted in January/February of 2024

Rapid Re-housing Beds Dedicated to All Persons

Metric	2020	2021	2022	2023	2024
RRH beds available to serve all pops. on the HIC	291	352	538	590	457

1) † EHV = Emergency Housing Voucher

2) *This column includes Current, Year-Round, Natural Disaster beds not associated with a VSP that are not HMIS-participating. For OPH Beds, this includes beds that are Current, Non-HMIS, and EHV-funded.

3) **This column includes Current, Year-Round, Natural Disaster beds associated with a VSP that are not HMIS-participating or HMIS-comparable database participating. For OPH Beds, this includes beds that are Current, VSP, Non-HMIS, and EHV-funded.

4) Data included in these tables reflect what was entered into HDX 2.0.

5) In the HIC, "Year-Round Beds" is the sum of "Beds HH w/o Children", "Beds HH w/ Children", and "Beds HH w/ only Children". This does not include Overflow ("O/V Beds") or Seasonal Beds ("Total Seasonal Beds").

6) In the HIC, "Current" beds are beds with an "Inventory Type" of "C" and not beds that are Under Development ("Inventory Type" of "U").

7) For historical data: Aggregated data from CoCs that merged are not displayed if HIC data were created separately - that is, only data from the CoC into which the merge occurred are displayed. Additional reports can be requested via AAQ for any CoCs that have been subsumed into other CoCs.

2024 HDX Competition Report

2024 Competition Report - PIT Summary

MD-501 - Baltimore CoC

For PIT conducted in January/February of 2024

Submission Information

Date of PIT Count	Received HUD Waiver
1/28/2024	Not Applicable

Total Population PIT Count Data

Category	2019	2020	2021	2022	2023	2024
PIT Count Type	Sheltered and Unsheltered Count	Sheltered and Unsheltered Count	Sheltered-Only Count	Sheltered and Unsheltered Count	Sheltered and Unsheltered Count	Sheltered-Only Count
Emergency Shelter Total	1,119	1,127	1,091	877	927	851
Safe Haven Total	21	21	8	18	16	21
Transitional Housing Total	774	747	532	578	571	615
Total Sheltered Count	1,914	1,895	1,631	1,473	1,514	1,487
Total Unsheltered Count	380	298	0	124	113	0
Total Sheltered and Unsheltered Count*	2,294	2,193	1,631	1,597	1,627	1,487

1) *Data included in this table reflect what was entered into HDX 1.0 and 2.0. This may differ from what was included in federal reports if the PIT count type was either sheltered only or partial unsheltered count.

2) Aggregated data from CoCs that merged is not displayed if PIT data were entered separately - that is, only data from the CoC into which the merge occurred are displayed. Additional reports can be requested via AAQ for any CoCs that have been subsumed into other CoCs.

3) In 2021, for CoCs that conducted a "Sheltered and partial unsheltered count", only aggregate and not demographic data were collected.

2024 HDX Competition Report

2024 Competition Report - PIT Summary

MD-501 - Baltimore CoC

For PIT conducted in January/February of 2024

**U.S. Department of Housing
and Urban Development**

**Certification of Consistency Plan
with the Consolidated Plan
for the Continuum of Care
Program Competition**

I certify the proposed activities included in the Continuum of Care (CoC) project application(s) is consistent with the jurisdiction's currently approved Consolidated Plan.

Applicant Name: City of Baltimore

Project Name: FY24 Continuum of Care Program Application-MD 501

Location of the Project: Baltimore, MD (Various Locations)

Name of
Certifying Jurisdiction: Department of Housing and Urban Development

Certifying Official
of the Jurisdiction Name: Susan Moriarty

Title: Chief of CDBG Compliance

Signature: *Susan Ronk Moriarty*

Date: ~~10/18/2024~~ 10/21/2024

Public reporting burden for this collection of information is estimated to average 3.0 hours per response, including the time for reviewing instructions, completing the form, attaching a list of projects if submitting one form per jurisdiction, obtaining local jurisdiction's signature, and uploading to the electronic e-snaps CoC Consolidated Application. This agency may not conduct or sponsor, and a person is not required to respond to, a collection information unless that collection displays a valid OMB control number.

Privacy Act Statement. This form does not collect SSN information. The Department of Housing and Urban Development (HUD) is authorized to collect all the information required by this form under 24 CFR part 91, 24 CFR Part 578, and is authorized by the McKinney-Vento Act, as amended by S. 896 The Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009 (42 U.S.C. 11371 et seq.).

HUD considers the completion of this form, including the local jurisdiction(s) authorizing official's signature, as confirmation the project application(s) proposed activities submitted to HUD in the CoC Program Competition are consistent with the jurisdiction's Consolidated Plan and, if the project applicant is a state or unit of local government, that the jurisdiction is following its Consolidated Plan per the requirement of 24 CFR part 91. Failure to either submit one form per project or one form with a listing of project information for each field (i.e., name of applicant, name of project, location of project) will result in a technical deficiency notification that must be corrected within the number of days designated by HUD, and further failure to provide missing or incomplete information will result in project application removal from the review process and rejection in the competitive process.

Instructions for completing the HUD-2991, Certification of Consistency with the Consolidated Plan

The following information must be completed by the Continuum of Care's designated Collaborative Applicant. If the CoC has multiple projects, it may complete a single HUD-2991 for the jurisdiction provided the Collaborative Applicant includes a list of all projects with applicant names, project names, and locations that will be submitted to HUD with the form when forwarding to the jurisdiction for signature. If there are multiple jurisdictions located within a CoC's geographic area, it must obtain a signed HUD-2991 for each jurisdiction where projects are located.

Completed by the CoC's Collaborative Applicant:

Applicant Name. Enter the name of the project applicant's organization.

Project Name. Enter the name of the project application that will be submitted to HUD in the Continuum of Care Program Competition.

Location of the Project. Enter the physical address of the project; however, if the project is designated as a domestic violence project, enter a P.O. Box or address of the main administrative office provided it is not the same address as the project.

Name of Certifying Jurisdiction. Enter the name of jurisdiction that will review the project information and certify consistency with the Consolidated Plan (e.g., City of..., County, State).

Must be completed by the certifying jurisdiction.

Certifying Official of the Jurisdiction. Enter the name of the official who will sign the form.

Title. Enter the official title of the certifying official (e.g., mayor, county judge, state official).

Signature. The certifying official is to sign the form.

Date. Enter the date the certifying official signs the form.

MD-501 Baltimore City Funding Summary for CoC FY24 Competition

	Non Competitive Funding Available	Competitive Funding Available	Total Available for CoC FY2024 Competition	Requested	Unrequested	Final Amount in CoC FY2024 Submission
Annual Renewal Demand			\$ 27,985,832	\$ 27,758,285	\$ -	\$ 27,758,285
Non-competitive YHDP renewal	\$ 1,965,073			\$ 1,965,073	\$ -	\$ -
ARD in Tier 1		\$ 23,418,683		\$ 23,191,136		
ARD in Tier 2		\$ 2,602,076		\$ 2,602,076		
less reallocated funds		\$ (227,547)				
New Project Funding Available			\$ 7,376,348	\$ 2,260,610	\$ (5,115,738)	\$ 2,260,610
Reallocated Funds		\$ 227,547		\$ 227,547	\$ -	
CoC Bonus (Nationally Competitive)		\$ 3,358,300		\$ 2,033,063	\$ (1,325,237)	
DV Bonus (Nationally Competitive)		\$ 3,790,501		\$ -	\$ (3,790,501)	
CoC Planning Grant	\$ 1,399,292		\$ 1,399,292	\$ 1,399,292	\$ -	\$ 1,399,292
TOTAL	\$ 3,364,365	\$ 33,169,560	\$ 36,761,472	\$ 31,418,187	\$ (5,115,738)	\$ 31,418,187

Rank	Applicant Name	Project Name	Grant Number	Status	Project Type	Score	Score	Project Funding Requested	CoC Funding Type	Tier	Remaining Tier 1	Remaining Bonus	Remaining YHDP	Cumulative Funding	
1	City of Baltimore - Mayor's Office	MCHS - HMIS Consolidated Grant	MD0021L3B012316	Renewal	HMIS	N/A	Not scored	\$433,012	Accepted	1	\$27,432,820			\$433,012	
2	City of Baltimore - Mayor's Office	MCHS - Coordinated Access Project	MD0050L3B012301	Renewal	SSO-CE	N/A	Not scored	\$448,912	Accepted	1	\$27,044,008			\$448,912	
3	City of Baltimore - Mayor's Office	House of Ruth - Coordinated Entry SSO - DV Bonus	MD0411L3B012305	Renewal	SSO-CE	N/A	Not scored	\$351,108	Accepted	1	\$26,692,900			\$351,108	
4	City of Baltimore - Mayor's Office	Marian House S+C Expansion	MD0057L3B012215	Renewal	PSH	95%	85%	\$63,501	Accepted	1	\$26,629,399			\$1,396,433	
5	City of Baltimore - Mayor's Office	At Jacob's Well PHP	MD0018L3B012215	Renewal	PSH	183	82%	\$23,368	Accepted	1	\$26,606,031			\$1,380,401	
6	City of Baltimore - Mayor's Office	Marian House PH	MD0051L3B012215	Renewal	PSH	183	82%	\$70,577	Accepted	1	\$26,534,854			\$1,450,378	
7	City of Baltimore - Mayor's Office	Project Phase Scattered Site PHP	MD0068L3B012215	Renewal	PSH	186	82%	\$1,238,675	Accepted	1	\$25,306,179			\$2,689,953	
8	City of Baltimore - Mayor's Office	Project PLASE Veteran PSH Project	MD0331L3B012207	Renewal	PSH	186	81%	\$1,389,462	Accepted	1	\$23,903,717			\$4,076,105	
9	City of Baltimore - Mayor's Office	Associated Catholic Charities - REACH Combined	MD0021L3B012215	Renewal	PSH	186	81%	\$846,853	Accepted	1	\$23,056,864			\$4,522,768	
10	City of Baltimore - Mayor's Office	Dayvaping Programs PHP	MD0034L3B012215	Renewal	PSH	186	81%	\$236,732	Accepted	1	\$22,766,272			\$5,219,560	
11	City of Baltimore - Mayor's Office	Project PLASE - Medically Fragile SRO	MD0066L3B012215	Renewal	PSH	185	80%	\$70,478	Accepted	1	\$22,695,794			\$5,290,038	
12	City of Baltimore - Mayor's Office	Marian House - Serenity Place PHP	MD0053L3B012215	Renewal	PSH	183	80%	\$317,390	Accepted	1	\$22,378,404			\$5,611,769	
13	City of Baltimore - Mayor's Office	VHC Scattered Site Housing S+C	MD0085L3B012215	Renewal	PSH	180	78%	\$1,012,427	Accepted	1	\$21,366,000			\$6,334,195	
14	City of Baltimore - Mayor's Office	GEDCO - Supportive Housing Harford House and	MD0038L3B012215	Renewal	PSH	180	78%	\$104,006	Accepted	1	\$21,261,994			\$6,438,201	
15	City of Baltimore - Mayor's Office	SVGP Home Connections Plus	MD0061L3B012215	Renewal	PSH	173	78%	\$30,073	Accepted	1	\$21,157,558			\$6,528,274	
16	City of Baltimore - Mayor's Office	BHSB SRA Multi-Grant S+C	MD0024L3B012216	Renewal	PSH	174	78%	\$4,500,206	Reallocated	1	\$16,357,352			\$11,028,489	
17	City of Baltimore - Mayor's Office	St. Ambrose Housing Aid Center PHP	MD0058L3B012215	Renewal	PSH	174	78%	\$485,701	Accepted	1	\$16,471,651			\$11,514,181	
18	City of Baltimore - Mayor's Office	Project Phase Rental Assistance	MD0065L3B012114	Renewal	PSH	173	75%	\$1,943,240	Accepted	1	\$14,528,411			\$13,457,421	
19	City of Baltimore - Mayor's Office	Marian House TAMAR S+C	MD0064L3B012215	Renewal	PSH	172	75%	\$750,399	Accepted	1	\$13,778,012			\$14,207,820	
20	City of Baltimore - Mayor's Office	Dayvaping Programs Tenant Based S+C	MD0033L3B012215	Renewal	PSH	163	74%	\$516,020	Accepted	1	\$13,261,992			\$14,723,840	
21	City of Baltimore - Mayor's Office	Associated Catholic Charities - Project FRESH S	MD0039L3B012115	Renewal	PSH	163	71%	\$118,793	Accepted	1	\$13,143,199			\$14,842,633	
22	City of Baltimore - Mayor's Office	Health Care for the Homeless - Homev and Bound	MD0330L3B012207	Renewal	PSH	162	70%	\$1,236,545	Accepted	1	\$11,906,654			\$16,073,178	
23	City of Baltimore - Mayor's Office	SVGP Home Connections III	MD0033L3B012215	Renewal	PSH	161	70%	\$1,211,293	Accepted	1	\$10,695,361			\$17,290,471	
24	City of Baltimore - Mayor's Office	Marian House TAMAR 2 PHP	MD0060L3B012215	Renewal	PSH	155	67%	\$35,689	Accepted	1	\$10,599,672			\$17,386,160	
25	City of Baltimore - Mayor's Office	Dayvaping Supportive Housing Program 2022	MD0594L3B012200	Renewal	PSH	154	67%	\$518,196	Accepted	1	\$10,081,476			\$17,904,356	
26	City of Baltimore - Mayor's Office	SCS - Youth Permanent Housing	MD0503L3B012200	Renewal	PSH	149	64%	\$570,742	Accepted	1	\$9,510,694			\$18,475,148	
27	City of Baltimore - Mayor's Office	VHC Scattered-Site 2	MD0505L3B012200	Renewal	PSH	147	64%	\$568,789	Accepted	1	\$8,941,895			\$19,043,937	
28	City of Baltimore - Mayor's Office	HCH - Homev and Bound PHP	MD0022L3B012215	Renewal	PSH	146	63%	\$1,461,923	Reallocated-Partially	1	\$7,479,973			\$20,505,859	
29	City of Baltimore - Mayor's Office	House of Ruth - Rapid Re-Housing - DV Bonus	MD0410	Renewal	RRH	131	57%	\$1,282,445	Accepted	1	\$6,197,528			\$21,788,304	
30	City of Baltimore - Mayor's Office	EHC	MD0520L3B012316	Renewal	PH-PSH	N/A	Not scored; started in 2021	\$133,271	PH	Accepted	1	\$6,064,257			\$21,921,575
31	City of Baltimore - Mayor's Office	Women's Housing Coalition Scattered Site 3	MD0528L3B012316	Renewal	PH-PSH	N/A	Not scored; started in 2021	\$390,418	Accepted	1	\$5,673,839			\$22,311,993	
32	City of Baltimore - Mayor's Office	BSH Transitional Housing and Rapid Re-Housing	MD0528L3B012300	Renewal	Joint TH & PH-RR	N/A	Not scored; started in 2021	\$765,805	Accepted	1	\$4,888,034			\$23,077,798	
33	City of Baltimore - Mayor's Office	SVGP Front Door Rapid Re-Housing	MD0356	Renewal	RRH	120	52%	\$1,711,762	Accepted	1	\$3,170,272			\$24,816,560	
34	City of Baltimore - Mayor's Office	Gerardine Young Family Center Transition Housing	MD0091	Renewal	TH	89	39%	\$213,296	Accepted	2	\$2,956,976			\$25,029,856	
35	Behavioral Health System Baltimore	Hope Safe Haven	MD0037L3B012316	Renewal	SH	Not Scored; Direct Grantee	Not scored; Direct grantee	\$399,670	Accepted	2	\$2,557,306			\$25,428,526	
36	Behavioral Health System Baltimore	PEP Mobile Outreach and Treatment Project	MD0053L3B012316	Renewal	SSO	Not Scored; Direct Grantee	Not scored; Direct grantee	\$364,687	Accepted	2	\$2,192,619			\$25,793,213	
37	City of Baltimore - Mayor's Office	SVGP Front Door Rapid Re-Housing	MD0356	Renewal	RRH	120	52%	\$1,717,762	Accepted	1	\$3,170,272			\$24,816,560	
38	City of Baltimore - Mayor's Office	Gerardine Young Family Center Transition Housing	MD0091	Renewal	TH	89	39%	\$213,296	Accepted	2	\$2,956,976			\$25,029,856	
39	Behavioral Health System Baltimore	Hope Safe Haven	MD0037L3B012316	Renewal	SH	Not Scored; Direct Grantee	Not scored; Direct grantee	\$399,670	Accepted	2	\$2,557,306			\$25,428,526	
40	Behavioral Health System Baltimore	PEP Mobile Outreach and Treatment Project	MD0053L3B012316	Renewal	SSO	Not Scored; Direct Grantee	Not scored; Direct grantee	\$364,687	Accepted	2	\$2,192,619			\$25,793,213	
41	City of Baltimore - Mayor's Office	HCH - Homev and Bound Bonus Expansion	N/A	New	PSH	1	Not scored; Expansion	\$1,742,521	Accepted	2	\$0	\$1,843,325.00		\$27,535,734	
42	City of Baltimore - Mayor's Office	The Y of Central MD	N/A	New	RRH	2	Not scored; New Project	\$518,089	Accepted-fundewit	2	\$0	\$1,325,236.00		\$28,053,823	

Rank	Applicant Name	Project Name	Grant Number	Status	Project Type	Score	Score	Funding Request	Restriction	CoC Funding Type	Tier	Remaining YHDP	Remaining Bonus	Remaining YHDP	Cumulative Funding
44	City of Baltimore - Mayor's Office	SVDP RRH Promise Housing	MD0479	Renewal	RRH	Not scored	Not scored; YHDP	\$594,421	YHDP	Accepted	N/A	\$1,628,198		\$1,628,198	\$28,618,244
45	City of Baltimore - Mayor's Office	Diversion & Kinship	MD0480Y3B012302	Renewal	SSO	Not scored	Not scored; YHDP	\$397,804	YHDP	Accepted	N/A	\$1,230,394		\$1,230,394	\$29,848,638
46	City of Baltimore - Mayor's Office	SVDP PSH Promise Housing	MD0478Y3B012201	Renewal	PSH	Not scored	Not scored; YHDP	\$555,281	YHDP	Accepted	N/A	\$675,103		\$1,905,281	\$31,753,919
47	City of Baltimore - Mayor's Office	Springboard Community Services COMPASS	MD0477Y3B012201	Renewal	SSO	Not scored	Not scored; YHDP	\$196,965	YHDP	Accepted	N/A	\$478,248		\$1,427,033	\$33,180,952
48	City of Baltimore - Mayor's Office	Baltimore Safe Haven's Transitional Housing	MD0502Y3B012200	Renewal	TH	Not scored	Not scored; YHDP	\$250,702	YHDP	Accepted	N/A	\$227,546		\$0	\$33,408,498
51	City of Baltimore - Mayor's Office	MCHS		New	Planning	N/A	N/A	\$ 1,399,292		N/A	N/A	N/A	N/A	\$0	\$34,807,790

KEY
 Grey: Tier 1 ranked and not scored
 White: Tier 1 ranked and scored
 Turquoise: Straddles Tier 1 and Tier 2
 Aqua: Tier 2 Renewals
 Green: Tier 2 New projects/Expansion
 Orange: YHDP not scored or ranked
 Plum: CoC Planning Grant not scored or ranked

Applicant Name	Project Name	Grant Number	Project Type	Total Award
City of Baltimore Mayor's Office	MOHS - HMIS Consolidated Grant	MD0021L3B012316	HMIS	\$493,012
Since its inception in 2000 by Baltimore Homeless Services (BHS) the Homeless Management Information System (HMIS) played a pivotal role in addressing homelessness within				
City of Baltimore Mayor's Office	MOHS - Coordinated Access Project	MD0501L3B012301	Supportive Services Only - Coordinated Access	\$448,812
Project Description: Baltimore City's Coordinated Access System (CAS) is a centralized process for assessing persons experiencing homelessness to determine the appropriate service				
City of Baltimore Mayor's Office	House of Ruth - Coordinated Entry SSO - DV Bonus	MD0411D3B012305	Supportive Services Only - Coordinated Entry	\$351,108
Project Description: House of Ruth Maryland (HRM) operates the Continuum of Care's advertised, dedicated Coordinated Access entry point for people fleeing domestic violence,				
City of Baltimore Mayor's Office	Marian House S+C Expansion	MD0057L3B012316	Permanent Supportive Housing	\$63,501
Project Description: The Marian House S+C Expansion Program provides scattered site housing for homeless, low-income women and their families. This expansion was a result of				
City of Baltimore - Mayor's Office	At Jacob's Well PHP	MD0018L3B012316	Permanent Supportive Housing	\$23,968
Project Description: This project will provide case management services to 18 single adults who are homeless, low-income and suffer from chronic mental illness.				
City of Baltimore Mayor's Office	Marian House PH	MD0051L3B012316	Permanent Supportive Housing	\$70,577
Project Description: The Marian House PH program provides case management services to 19 women in northeast and northwest Baltimore. The adults participating in this project				
City of Baltimore Mayor's Office	Project PLASE Scattered Site PHP	MD0068L3B012316	Permanent Supportive Housing	\$1,238,675
Project Description: PLASE's Permanent Housing Program supports previously homeless individuals and families to maintain permanent housing. The goal of this program is the				
City of Baltimore Mayor's Office	Project PLASE Veteran PSH Project	MD0331L3B012308	Permanent Supportive Housing	\$1,386,462
Project Description: Through this project, Project PLASE will provide rental assistance and comprehensive support services to 60 veteran households in scattered-site private market				
City of Baltimore Mayor's Office	Associated Catholic Charities - REACH Combined	MD0027L3B012316	Permanent Supportive Housing	\$846,653
Project Description: According to Baltimore City's 2023 PIT Homeless Census, there were 1,551 people experiencing homelessness. The Reach Project provides Permanent Housing and supportive services to individuals and families. Upon entry, the typical client is homeless, has a disabling condition with a history of substance abuse, domestic violence, and/or				
City of Baltimore Mayor's Office	Dayspring Programs PHP	MD0034L3B012316	Permanent Supportive	\$296,792
Project Description: "The Dayspring Supportive Housing Program provides services for 60 families living in rental assisted units of permanent supportive housing . Families are				
City of Baltimore Mayor's Office	Project PLASE - Medically Fragile SRO	MD0069L3B012316	Permanent Supportive Housing	\$70,478
Project Description: This Permanent Housing program includes Single Room Occupancy Units for 10 homeless men and women who are living with HIV+ or AIDS, as well as mental				
City of Baltimore Mayor's Office	Marian House - Serenity Place PHP	MD0052L3B012316	Permanent Supportive Housing	\$31,730
Project Description: MH Serenity Place is a permanent housing complex that provides housing for 19 formerly homeless and/or low-income women and families. A Marian House				
City of Baltimore Mayor's Office	WHC Scattered Site Housing S+C	MD0085L3B012316	Permanent Supportive Housing	\$1,012,427
City of Baltimore Mayor's Office	WHC Scattered Site Housing S+C	MD0085L3B012316	Permanent Supportive Housing	\$1,012,427
Project Description: Women's Housing Coalition is a permanent housing program that provides comprehensive support services through a combination of four buildings owned and				
City of Baltimore Mayor's Office	GEDCO - Supportive Housing Harford House and Micah House	MD0038L3B012316	Permanent Supportive Housing	\$104,006
Project Description: GEDCO's mission is in partnership with faith-based and community organizations, GEDCO provides affordable housing, supportive services, and emergency				
City of Baltimore Mayor's Office	SVdP Home Connections Plus	MD0061L3B012316	Permanent Supportive Housing	\$90,073
Project Description: SVdP Home Connections Plus is a permanent supportive housing program that serves 68 adults (men and women) who are chronically homeless and have one or				
City of Baltimore Mayor's Office	BHSB SRA Multi- Grant S+C	MD0024L3B012316	Permanent Supportive Housing	\$4,500,206
Project Description: The Multi-Grant is comprised of five (5) non-profit community-based organizations (Community Housing Associates; Marian House; At Jacob's Well; Dayspring;				
City of Baltimore Mayor's Office	St. Ambrose Housing Aid Center PHP	MD0058L3B012316	Permanent Supportive Housing	\$485,701
Project Description: St. Ambrose Permanent Housing Program provides permanent housing and Supportive Services to 19 formerly chronic homeless families and individuals. These				
City of Baltimore Mayor's Office	Project PLASE Rental Assistance Program	MD0065L3B012316	Permanent Supportive Housing	\$1,943,240
Project Description: This program makes market rate housing available to homeless citizens whose income is extremely low at entry. We currently are administering 112 scattered				
City of Baltimore Mayor's Office	Marian House TAMAR S+C	MD0064L3B012316	Permanent Supportive Housing	\$750,399
Project Description: The TAMAR PROJECT (Trauma, Addictions, Mental Health and Recovery) was designed to provide housing and supportive services primarily to assist thirty (30)				
City of Baltimore Mayor's Office	Dayspring Programs Tenant Based S+C	MD0033L3B012316	Permanent Supportive Housing	\$516,020
Project Description:"The Dayspring Permanent Supportive Housing Program provides tenant-based housing rental assistance and supportive services for 21 homeless families with a				
City of Baltimore Mayor's Office	Associated Catholic Charities - Project FRESH Start	MD0030L3B012316	Permanent Supportive Housing	\$118,793
Project Description: Project Family Relocation, Empowerment and Self Help (FRESH) Start, (PFS), is a joint program of Associated Catholic Charities, Associated Black Charities, and				
City of Baltimore Mayor's Office	Health Care for the Homeless - Homewood Bound Bonus	MD0330L3B012308	Permanent Supportive Housing	\$1,236,545
Project Description: The Supportive Housing team operates using a housing first and harm reduction approach to rapidly house individuals. Often individuals who have been				
City of Baltimore Mayor's Office	SVdP Home Connections III	MD0039L3B012316	Permanent Supportive Housing	\$1,211,293
Project Description: Home Connections is a permanent supportive housing program that serves 60 single adults (men and women) who are chronically homeless and have one or				
City of Baltimore Mayor's Office	Marian House TAMAR 2 PHP	MD0060L3B012316	Permanent Supportive Housing	\$95,689
Project Description: The TAMAR PROJECT (Trauma, Addictions, Mental Health and Recovery) was designed to primarily assist female ex-offenders who are homeless and				

City of Baltimore Mayor's Office	Daysprings Supportive Housing Program 2022	MD0504L3B012200	Permanent Supportive Housing	\$518,196
Project Description: Dayspring will continue to work with families affected by homeless, substance abuse, and poverty in an effort to help break this cycle and positively impact the				
City of Baltimore Mayor's Office	SCS - Youth Permanent Housing	MD0503L3B012200	Permanent Supportive Housing	\$570,792
Project Description: The APR for the most recently expired grant term related to this renewal project request has not been successfully submitted due to the Mayor's Office of				
City of Baltimore Mayor's Office	WHC Scattered-Site 2	MD0505L3B012200	Permanent Supportive Housing	\$568,789
Project Description: The proposed project will assist in ending homelessness for families by increasing the number of households Women's Housing Coalition (WHC)				
City of Baltimore Mayor's Office	MOHS - Homewood Bound PHP	MD0022L3B012316	Permanent Supportive Housing	\$1,461,923
Project Description: The Homeward Bound project supports 82 units of chronically homeless individuals. The case manager carries a case load of 15-20 individuals for the				
City of Baltimore Mayor's Office	House of Ruth - Rapid Re-Housing - DV Bonus	MD0410D3B012305	Rapid Re-housing	\$1,282,445
Project Description: This rapid re-housing project will serve approximately 45 households fleeing domestic violence over the course of the grant term, including both single adults				
City of Baltimore Mayor's Office	Episcopal Housing Corporation - Mulberry Supportive Housing	MD0530L3B012300	Permanent Supportive Housing	\$133,271
Project Description: Episcopal Housing Corporation will provide nine new units of supportive housing to adults experiencing chronic homelessness (8 efficiencies and 1 two-bedroom				
City of Baltimore Mayor's Office	Women's Housing Coalition - Scattered Site Housing 3	MD0529L3B012300	Permanent Supportive Housing	\$390,418
Project Description: In partnership with East Chase Partners, LLC and ReBUILD Metro, WHC is adding 12 units of scattered site housing in the Johnston Square community for				
City of Baltimore Mayor's Office	Baltimore Safe Haven Transitional Housing and Rapid Rehousing	MD0528L3B012300	Transitional Housing and Rapid Rehousing	\$785,805
Project Description: BSH will serve approximately 30 individuals with a focus on TLGBQIA+ individuals who are disproportionately affected by domestic violence, survival sex work,				
City of Baltimore Mayor's Office	SVDP Front Door Rapid Re-Housing	MD0356L3B012307	Rapid Re-housing	\$1,717,762
Project Description: The Front Door Program (FDP) serves 37 households with rapid re-housing services throughout the Baltimore City Continuum of Care. The target population				
City of Baltimore Mayor's Office	Geraldine Young Family Center Transitional Housing	MD0091L3B012316	Permanent Supportive Housing	\$213,296
Project Description: The Geraldine Young Family Life Center (formerly operated by AIRS) was recently transferred to the Mayor's Office of Homeless Services. The project is operated				
Behavioral Health System Baltimore	HOPE Safe Haven	MD0037L3B012316	Safe Haven	\$399,670
Project Description: Helping Other People through Empowerment (HOPE) is a consumer run organization with a mission of offering and expanding peer support services in Baltimore				
Behavioral Health System Baltimore	PEP Mobile Outreach and	MD0059L3B012316	Supportive Services Only	\$364,687
City of Baltimore - Mayor's Office	HCH-Homewood Bound Bonu	N/A	PSH	\$1,742,521.00
Through this funding opportunity, we will grow our PSH programs to serve an additional 70 individuals in 60 units. The target population for this project includes chronically homeless				
City of Baltimore - Mayor's Office	The Y of Central MD	N/A	RRH	\$518,089.00
The primary goal of the Rapid Rehousing (PH-RRH) program is to provide housing and supportiveservices to individuals experiencing homelessness, ensur				
Applicant Name	Project Name	Grant Number	Project Type	Total Award
City of Baltimore Mayor's Office	SVDP RRH Promise Housing	MD0479Y3B012302	Permanent Supportive Housing - YHDP	\$564,421
Project Description: SVDP RRH Promise Housing is a Housing First no barrier program serving 25 young adults experiencing homelessness annually through engagement, intake,				
City of Baltimore Mayor's Office	Springboard Community Services Diversion & Kinship	MD0480Y3B012302	Supportive Services Only - YHDP	\$397,804
Project Description: The Diversion and Kinship Youth Homelessness Demonstration Project (YHDP) has been developed in response to the youth that access the City's Youth Drop-in Center as a refuge. The project serves youth between the ages of 14 -24, who are at risk of experiencing homelessness, live in places not meant for human habitation, will lose their primary nighttime residence within 14 days and have no other resources or supports, have not had a lease and have moved two or more times in the past 60 days, or fleeing				
City of Baltimore Mayor's Office	SVDP PSH Promise Housing	MD0478Y3B012302	Permanent Supportive Housing - YHDP	\$555,281
Project Description: SVDP PSH Promise Housing is a Housing First, no barrier program serving 23 young adult with one or more diagnosed disabilities experiencing homelessness.				
City of Baltimore Mayor's Office	Springboard Community Services COMPASS	MD0477Y3B012302	Supportive Services Only - YHDP	\$196,865
Project Description: The COMPASS (Connections, Opportunities, Motivation, Potential, Achievement, Self-Sufficiency) Project will serve any unstably housed or homeless youth and				
City of Baltimore Mayor's Office	Baltimore Safe Haven's Transitional Housing	MD0502Y3B012301	Transitional Housing - YHDP	\$250,702
Project Description: Baltimore Safe Haven (BSH)'s operational plan and holistic organizational design is rooted in their deep understanding of the community they serve. Founder, Iya				
City of Baltimore Mayor's Office	MOHS	N/A	Planning	\$1,399,292.00

Cover Sheet

FY 2024 CoC Competition: MD-501 Baltimore City
Attachments for the FY 2024 CoC Application
Other- Leverage of 36 Public Housing Unit and Healthcare

Attachments include the following:

1. This is the Memorandum of Understanding for the Housing Authority of Baltimore City. MOHS has partnered with MOHS to add (36) permanent housing units to serve clients experiencing homelessness. partial points for responses that demonstrate less than the thresholds described.
2. A formal agreement between the Collaborative Applicant and MD Health Department for FY23 with an extension for FY24 for the Assistance in Community Integrations Services (ACIS) Standard Intergovernmental Agreement between the Ci in reference to the ACIS Pilot that is partnering with Healthcare for the Homeless. The City has received a Maryland Department of Health grant to undertake the Assistance in the Community Integration Service (ACIS) Program. The City will build or expand upon current housing support services and related care coordination efforts pertaining to tenancy-based case management/tenancy support services and housing case management services to ensure an integrated continuum of care for ACIS Pilot Medicaid beneficiaries.



TO: Board of Estimates, Office of Comptroller
FROM: AGC4381 - M-R Office of Homeless Services
DATE: 06/27/2023
SUBJECT: Assistance in Community Integrations Services (ACIS) Standard Intergovernmental Agreement between the City and Maryland Department of Health.

ACTION REQUESTED OF BOARD OF ESTIMATES:

The Board is requested to approve a Award/Acceptance Maryland Department of Health.

PERIOD OF CONTRACT/AGREEMENT: 07/01/2023 to 06/30/2024

AMOUNT AND SOURCE OF FUNDS:

Transaction Amount: \$ 1,735,539.00
 Contract Amendment Amount: \$ 0.00 Amendment Number:
 Project Fund Amount
 5000-CCA000594-RC0603 \$ 1,735,539.00
 GRT001643

BACKGROUND/EXPLANATION:

The City has received a Maryland Department of Health grant to undertake the Assistance in the Community Integration Service (ACIS) Program. The City will build or expand upon current housing support services and related care coordination efforts pertaining to tenancy-based case management/tenancy support services and housing case management services to ensure an integrated continuum of care for ACIS Pilot Medicaid beneficiaries. Through the Baltimore Civic Fund, Inc., the City has raised matched funds for this project at a rate of 50%, which is \$867,769,50. The State award is \$867,769,50, making the total project amount \$1,735,539,00.

MBE / WBE Participation not required / MWBOO granted a waiver

EMPLOY BALTIMORE:	LIVING WAGE:	LOCAL HIRING:	PREVAILING WAGE:
N/A	N/A	N/A	N/A

1% FOR PUBLIC ART: N/A.

ENDORSEMENTS:

Finance (BBMR) has reviewed and approved for funds.

Law has reviewed and approved for form and legal sufficiency

Simmons, Ernestina O (MOHS)

Subject: FW: MDH Approval of Baltimore City MOHS SF25 ACIS Budget
Attachments: SB-23-12108-MOHS-ASSISTANCE IN COMMUNITY INTEGRATIONS SERVICES-\$1735539.00-Pg.115 FE (003).pdf

From: Owens-Goode, Michelle (MOHS) <Michelle.Owens-Goode@baltimorecity.gov>
Sent: Wednesday, October 16, 2024 11:48 AM
To: Simmons, Ernestina O (MOHS) <ernestina.simmons@baltimorecity.gov>; Jeter, Janae (MOHS) <janae.jeter@baltimorecity.gov>
Subject: RE: Can I please have the AICS Award Notice for the Coc App

From: Sania Rahman -MDH- <sania.rahman@maryland.gov>
Sent: Tuesday, August 27, 2024 4:24 PM
To: Owens-Goode, Michelle (MOHS) <Michelle.Owens-Goode@baltimorecity.gov>
Cc: Claire Gregory -MDH- <claire.gregory@maryland.gov>; Jade Anda -MDH- <jade.anda@maryland.gov>; Joanna Ruth -MDH- <joannae.ruth@maryland.gov>; Alyssa Brown -MDH- <alyssa.brown@maryland.gov>; Laura Goodman -MDH- <laura.goodman@maryland.gov>; Tricia Roddy -MDH- <tricia.rodny@maryland.gov>
Subject: MDH Approval of the BCMOHS SFY25 ACIS Budget

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Good afternoon Michelle,

This email serves to formally approve the Baltimore City Mayor's Office for Homeless Services' SFY25 Budget for the ACIS Pilot.

SFY25 Budget Details

Approved Total Operating Budget	\$1,735,539
ACIS Participant Spaces	300
Approved Number of Units	2447
Approved Unit Rate	\$709.25

Your approved Electronic Budget Form (4542) will be submitted to the appropriate administrator. Specifics of the budget agreement can be found in the attached files for your convenience.

In addition, we are aware that Healthcare for Homeless has already uploaded the SFY25 Provider Addendum to their ePREP account.

We look forward to working with you during SFY25 on the Medicaid ACIS pilot.

Thank you,

Sania

--

Sania Rahman

Health Policy Analyst Advanced - Lead Analyst
Office of Innovation, Research and Development
Office of Health Care Financing
Maryland Department of Health
201 W. Preston St.,
Baltimore, MD 21201
sania.rahman@maryland.gov

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From: Simmons, Ernestina O (MOHS) <ernestina.simmons@baltimorecity.gov>

Sent: Wednesday, October 16, 2024 11:45 AM

To: Owens-Goode, Michelle (MOHS) <Michelle.Owens-Goode@baltimorecity.gov>; Jeter, Janae (MOHS) <janae.jeter@baltimorecity.gov>

Subject: Can I please have the AICS Award Notice for the Coc App



TO: Board of Estimates, Office of Comptroller
 FROM: AGC4381 - M-R Office of Homeless Services
 DATE: 04/23/2024
 Submission #: SB-24-10851
 SUBJECT: Amendment 1 - MOU - Housing Authority of Baltimore City

ACTION REQUESTED OF BOARD OF ESTIMATES:

The Board is requested to approve a First Amendment to Memorandum of Understanding (MOU) between the Housing Authority of Baltimore City and the Mayor's Office of Homeless Services.

PERIOD OF CONTRACT/AGREEMENT: 02/12/2024 to 12/31/2026

AMOUNT AND SOURCE OF FUNDS:

Transaction Amount: \$ 666,000.00
 Contract Extension Amount: \$ 0.00 Extension Number:
 Contract Amendment Amount: \$ 0.00 Amendment Number:
 Project Fund Amount
 4001-GRT001320-CCA001361-SC630313 \$ 666,000.00

BACKGROUND/EXPLANATION:

On January 30, 2019, the BOE approved original MOU between MOHS and HABC to implement a multi-year Homeless Renovation Project that will identify up to fifty (50) dwelling unit owned by HABC over a Five (5) year agreement period, in which only fourteen (14) dwelling units were identified.

This First Amendment No# 1 to this MOU is to amend the original agreement to identify the remaining (36) dwelling units, to equal the original agreement amount of fifty (50) dwelling units; as well as to extend the original agreement term from 5 years to 10 years from effective date to January 20, 2029. MOHS will utilize ARPA Funding by December 31, 2026, to support this project in the amount of \$666,000.

COUNCIL DISTRICT: Citywide

EMPLOY BALTIMORE:	LIVING WAGE:	LOCAL HIRING:	PREVAILING WAGE:
N/A	N/A	N/A	N/A

1% FOR PUBLIC ART:

N/A.

ENDORSEMENTS:

Finance (BBMR) has reviewed and approved for funds.

Law has reviewed and approved for form and legal sufficiency

MWBOO has reviewed and approved

Audits has reviewed and has no objection to BOE approval



Clerk, Board of Estimates

04-17-2024