



## FY23 CoC Program NOFO Local Application Narratives

### Renewal Grants

In addition to submitting your HUD application through *e-snaps*, applicants must submit a local application that reflects priorities for our community. To find the application instructions and to review the scoring rubrics, [click here](#).

#### Application Directions

- Download a Word version of the application and save as: “[Insert Applicant Name]\_[Insert Project Name]\_[Insert Application Type] Local Application”.
  - For example: “SARAH\_PSH\_Renewal Local Application”.
- Answer the questions below. If not applicable, write “N/A”. There is no character limit, but we ask that you respond concisely.
- Save the completed application as a PDF.
- Upload the PDF and other attachments (if applicable) into the local application portal through Survey Monkey.

#### Technical Assistance

Questions can be directed to [chelseyviger@sarahomeless.org](mailto:chelseyviger@sarahomeless.org), or you may call Chelsey Viger at 210-876-0720 ext. 105.

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### TX-500 Local Application Narratives – Renewal

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- 1. Describe in detail how your program maintains compliance with Housing First principles and the policies and procedures implemented over the past year to serve the highest-barrier clients.** (Scoring rubric reference 3.i.)
- 2. Describe barriers to your program faced by persons of different races or those overrepresented in the local homeless population. Identify strategies to eliminate these barriers.** (Scoring rubric reference: 3.j.)
- 3. Describe your agency’s organizational training, policies, and procedures as it relates to equity, anti-discrimination, inclusion, and accessibility principles.** (Scoring rubric reference: 3.k.)
- 4. Describe your agency’s internal process for updating the project’s policies and procedures when the CoC updates its Written Standards.** (Scoring rubric reference: 3.l.)



- 5. Describe your agency's internal procedures, including training, for ensuring compliance with the local Coordinated Entry/Homelink system. (Scoring rubric reference 3.m.)**
  
- 6. Describe your agency's internal procedures for ensuring compliance with HUD reporting deadlines, for example, the Point-in-Time and Housing Inventory Count. (Scoring rubric reference: 3.n.)**
  
- 7. Describe your agency's internal procedures, including training, for ensuring compliance with the local HMIS's requirements for data quality, accuracy, and security. (Scoring rubric reference 3.o.)**
  
- 8. Describe your agency's process for fulfilling the requirements outlined in the Memorandum of Understanding (MOU) with the TX-500 Collaborative Applicant. (Scoring rubric reference: 3.p.)**
  
- 9. Confirm the program staff for this project attended the annual required trainings regarding the Equal Access Rule, Anti-Discrimination, and the Emergency Transfer Plan. Describe when the training occurred. (Scoring rubric reference: 3.q.)**
  
- 10. Confirm the agency is a member of the TX-500 Membership Council and attends at least 75% of meetings per year. Who is the voting representative for the agency? (Scoring rubric reference: 3.r.)**
  
- 11. Confirm the agency participated in the 2023 unsheltered Point-in-Time Count event via volunteering, participating in PIT Count Committee, or assisting with known locations. (Scoring rubric reference: 3.s.)**
  
- 12. BONUS – Who from your agency will regularly attend the monthly Homeless Response System Advisory Committee and communicate updates to the staff? Please include name, title, and email address. (Scoring rubric reference: 3.t.)**



Alliance to House Everyone

**13. BONUS – Who from your agency will regularly attend the monthly Skilled Assessors Meeting and communicate updates to the staff? Please include name, title, and email address. (Scoring rubric reference 3.u.)**