



NOFA Committee Meeting #1 Agenda
July 14, 2021
2:00 – 3:30 p.m.

Due to the COVID-19 pandemic, NOFA Committee meetings will be held via video or phone conference.

Join Zoom Meeting

<https://us02web.zoom.us/j/82554476597>

Dial by your location

Meeting ID: 825 5447 6597

One tap mobile

+16699006833,,82554476597# US (San Jose)

+13462487799,,82554476597# US (Houston)

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

Meeting ID: 825 5447 6597

Meetings are public. Homeless and formerly homeless Alameda County residents are especially encouraged to attend. Public Comment will be taken at the beginning of each meeting and is limited to 2 minutes per person. [Click here to learn more about the public participation policy.](#)

- | | |
|--|---------------------|
| 1. Welcome and Introductions (Ja’Nai/ Katie) | 2:00-2:15 pm |
| 2. Public Comment | 2:15-2:25 pm |
| 3. NOFA Overview (Ja’Nai) | 2:25-2:55 pm |
| a. Purpose | |
| b. Timeline | |
| c. Partners | |
| d. Strategic Guidance | |
| 4. Review 2019 Rating & Ranking Process (Katie) | 2:55-3:25 pm |
| 5. Conclusion /Next Steps | 3:25-3:30 pm |

Project Conflict of Interest Policy

For Tides Center project directors, project senior staff, and project advisory board members

The 2001 Enron scandal brought about a decline of public trust in accounting and reporting practices. In response, the federal government passed the Sarbanes-Oxley Act to curb corporate abuses; several of the Act's stipulations also pertain to nonprofits. Following the passage of Sarbanes-Oxley, California enacted the Nonprofit Integrity Act, which, among many requirements, mandates signed conflict of interest statements from key employees and board members. Versions of California's act are being considered by a majority of states across the country.

In 2005, Tides Center's auditors' report to management recommended that each of Tides Center's project directors, key management staff, and advisory board members fill out and sign conflict of interest forms annually. Tides Center adheres to this policy to continue our history of transparency and compliance with government regulations, and to help ensure the protection of all projects.

Conflicts of interest arise whenever the personal or professional interests of a project director or an advisory board member are potentially at odds with the best interests of a nonprofit. These conflicts are common, for example, when a board member performs paid, professional services for an organization, or proposes that a relative or friend be considered for a staff position. Such situations are generally acceptable if the transactions benefit the organization and if the advisory board approves the decisions in an objective and informed manner. Even if they do not meet these standards, such transactions are usually not illegal. They are, however, vulnerable to legal challenges, and to public misunderstanding. Loss of public confidence and a damaged reputation are the most likely results of a poorly managed conflict of interest. Advisory boards should take steps to avoid even the appearance of impropriety.

More difficult conflicts can arise when an advisory board member sits on the board or works for a competing or similarly-focused organization. The advisory board member's organization may apply for funding from the same sources as the project. The "duty of loyalty" for board service requires project advisory board members to place loyalty to the project above other conflicting loyalties. If a project advisory board member works for an organization that is a competitor in some way with the project, this member may not use information gained through that project advisory board role to aid his/her employer. Conflict of interest situations can be difficult to manage, so it is recommended that projects keep this in mind when selecting advisory board members.

Potential conflicts can occur when advisory board members have a direct personal financial interest in a business or economic transaction with a project. Examples include situations where advisory board members:

- buy or sell goods and services to or from the project
- lease property and equipment to or from the project
- receive a gift, grant or other financial benefit from the project
- purchase or sell real estate, securities, or other property to or from the project
- borrow money from the project or receive advances of money

Project Conflict of Interest Policy

- are board members or employees of a competing or affinity organization of the project
- are primary donors or others supporting the project

Conflicts can also occur when the board member has an indirect relationship to an economic or business transaction, as outlined above. The same transactions as are outlined above fall within this policy if the transaction involves the friends, family members or employees of the advisory board member, or if the advisory board member has a material financial interest in an entity which is involved in the transaction.

Tides Center requires each of our project advisory board members and project directors to agree to the following Conflict of Interest Policy:

- Each project director and advisory board member will complete annually a Conflict of Interest Disclosure Statement annually, and provide updated information whenever a conflict arises, and agree to fully disclose potential conflicts to the Advisory Board and to the Tides Project Advisor when they occur so that advisory board members who are voting on an issue are aware that another member's interests may be affected.
- Advisory board members will be required to withdraw—meaning they should not be part of the discussion nor vote—on decisions that present a potential conflict for him or her.
- The advisory board will establish procedures, such as competitive bids, comparability surveys, or similar due diligence to ensure that the project and Tides Center are receiving fair value in a transaction.
- The advisory board in consultation with Tides Governance Advisor and Project Advisor will determine whether a conflict exists and is material, and in the presence of an existing material conflict, determine whether the contemplated transaction may be authorized as just, fair, and reasonable to the project.
- The advisory board will record in their meeting minutes the potential conflict of interest, and will document that in making a decision they have used the procedures and criteria provided in this policy, and they will forward a copy of the minutes to Tides Center.

Project Conflict of Interest Policy

Project Name: _____

Tides Center Project Conflict of Interest Disclosure Statement

Please check one box:

Advisory Board Member _____

Project Staff _____

Please check only one box (and please add the Project name):

I have no Conflicts of Interest as defined in the Project Conflict of Interest Policy to report regarding

Project Name

(Check the box, sign and date this statement.)

OR

In compliance with the Project Conflict of Interest Policy, I hereby report the following relationships, interests, or situations involving me or a member of my immediate family (i.e. closest relatives, such as parents, siblings, spouses and children) that might result in or appear to be an actual, apparent or potential conflict of interest between such family members or me and

Project Name (Check the box, fill in where appropriate below, sign and date the statement.)

For-profit corporate directorships, positions, employment with organizations that may have a relationship with the project:

Non-profit trusteeships, board memberships, or employment with organizations that may have conducted business with or transactions with the project:

Memberships in the following organizations:

List any immediate family members who are contractors or employees or have business

Other contracts, business activities, and investments with or in the following:

Project Conflict of Interest Policy

Please list any other relationships and information (including potential project grant recipient) that may be relevant to identifying potential conflicts:

My primary business or occupation at this time:

I have read and understand the Project Conflict of Interest Policy and agree to be bound by it. I will promptly inform the project director or advisory board chair or liaison for

Project Name

of any material change that develops in the information contained in the foregoing statement and will promptly provide a new Conflict of Interest Disclosure Statement.

Print Name

Signature

Date



ALAMEDA COUNTY CONTINUUM OF CARE [DRAFT] 2019 CoC NOFA LOCAL COMPETITION REVIEW AND RANKING PROCESS

OVERVIEW

The federal Department of Housing and Urban Development (HUD) provides over \$2 billion a year in funding for homeless housing and services. This funding is distributed through Continuums of Care (CoCs) which are regional organizations that meet regularly to improve project performance and build community support for responding to homelessness.

Each year, HUD requires each CoC to review the performance of homelessness projects within that CoC's region, and to use their performance to rank those projects in order of their funding priority. Projects that are eligible for funding and that rank near the top of the list or in the middle of the list (known as Tier 1) will receive federal funding, while those near the bottom of the list (Tier 2) may or may not receive funding, depending on the size of the Congressional budget and how the CoC as a whole performs relative to other CoCs in the national competition. Projects that are excluded from the list altogether will not receive federal funding.

ROLES OF THE HUD CoC AND NOFA COMMITTEES, THE APPEALS PANEL, AND EVERYONE HOME AS CONTINUUM OF CARE LEAD

In the Alameda CoC, the HUD CoC Committee functions as the Continuum of Care (CoC) Board required by the Interim Rule to act on behalf of the membership to ensure CoC responsibilities are fulfilled, including preparing the application for Continuum of Care funds.

Under its Roles and Responsibilities, the HUD CoC Committee:

- Recommends guiding principles and strategic direction to the NOFA Committee based on HUD NOFA guidelines
- Designs, operates and follows a collaborative process for submitting the CoC NOFA application to HUD
- Delegates responsibilities to Committees and Workgroups as specified in Section XII.D and XII.E of the Alameda County Continuum of Care/EveryOne Home Governance Charter, including delegating to the NOFA Committee the role of evaluating projects' performance as an independent rating and ranking panel.

The NOFA Committee conducts the annual HUD Competition's local rating and ranking process for projects seeking Continuum of Care funds, reviews applications submitted, and prepares ranked recommendations for funding. Specifically, the NOFA Committee:

- Integrates funding priorities and strategic direction from the HUD CoC Committee

- Develops local applications for existing and new projects
- Develops scoring criteria in compliance with the requirements of the annual NOFA
- Reviews and scores proposals
- Participates in the Rating and Ranking process and makes final recommendations of the Priority List of Projects (Rating and Ranking List)
- **Beginning in 2019**, the NOFA Committee’s final Priority List of Projects recommendations must be approved by non-conflicted members of the HUD CoC Committee to be included in the CoC Consolidated application package.

If an applicant contests its rating or ranking, it may appeal. The Appeals Panel, comprised of non-conflicted members seated for each NOFA round, reviews appeals made by CoC Project applicants to the local competition's Rating and Ranking list, as governed by the Alameda County HUD CoC Appeals Process established in 2017. Appeal Panel decisions are final.

In 2012, the Alameda County CoC designated EveryOne Home to serve as Continuum of Care Lead (CoC Lead) and as the non-conflicted, third-party facilitator of the NOFA Local Competition. Utilizing a portion of the federal CoC planning grant, EveryOne Home conducts activities related to the NOFA Local Competition.

All decisions regarding the Alameda County Continuum of Care (CoC) NOFA Process are subject to review and approval by the HUD CoC and NOFA Committees. In addition, EveryOne Home as a collective impact initiative, values community input and discussion around all aspects of the CoC. EveryOne Home will create opportunities for providers to weigh in on and be aware of any changes to process and tools, including new requirements or policies in the Notice of Funding Availability (NOFA), before or during the Competition to ensure a transparent process.

2019 NOFA REVIEW AND RANKING PROCESS:

- EveryOne Home staff will recruit NOFA Committee members and propose a NOFA Committee Roster for HUD CoC Committee’s approval. NOFA Committee members will be unbiased and non-conflicted and composed from neutral organizations. ¹“Non-conflicted” and neutral organizations are those that are not currently applying for and/or receiving CoC funding distributed by the Alameda County CoC. They will sign a “no conflict of interest” and confidentiality forms.

¹ The HUD CoC Committee will further refine NOFA panel’s qualifications in the process of reviewing and updating the EveryOne Home Governance Charter in September of 2019.

- EveryOne Home, as CoC Lead, will design a NOFA Review and Ranking process proposal, and the HUD CoC and NOFA Committees will provide input to it and approve it.
- Scoring tools and criteria will be shared with the community for feedback. The NOFA committee will provide final approval of all tools and criteria. The NOFA Committee will follow the HUD CoC's 2019 Public Participation Policy and include public comment on any discussions and approval of scoring tools and/or criteria. Exceptions to this policy will include any review, rating and/or ranking of projects, discussions of projects' performance, and the Rating and Ranking session. Those will be deemed closed sessions.
- In advance of the NOFA release, EOH staff will conduct annually a Projects' Performance Evaluation for renewing projects using APRs, HMIS and other comparable data sources, and relevant documentation to score objective criteria. EOH staff will notify providers the date that APRs will be pulled so that projects can clean-up data in advance. EOH staff will use data from the same period for all projects consistently.
- In advance of the NOFA release, EOH staff will evaluate and calculate preliminary scores for all renewal applicants using the objective scoring factors under the Scoring Tool for Renewal Projects and provide a report to grantees. This report will include an opportunity for projects to provide a narrative with explanations on performance data contained in the APR (or other relevant sources) and plans for process improvement, on any underspending of funds, and relevant audit findings. The NOFA Committee will review each narrative and consider the respective sections for additional scoring at the time of the Local Application.
- Projects that may face possible reallocation due to underspending of funds will be offered the opportunity to schedule an in person meeting with EOH staff to discuss reasons for the underspending, spending trends/steps taken to address it, and any potential impacts to the community/agency if project funding is to be reallocated in part.
- The Local Application will be launched after HUD releases the 2019 HUD CoC Competition, according to the NOFA mandated deadlines. EveryOne Home staff will release an announcement of available funding for both new and renewal projects. Funding announcements will be broadly distributed via email to the provider community and posted on EOH's website.
- Renewal Projects may need to provide additional information to address any unexpected changes or additional HUD requirements through a Supplemental Questionnaire. The NOFA Committee will approve all changes and communicate the changes to all grantees.
- The NOFA Committee will approve the New Projects Local Application. Any changes to process and tools, including new requirements or policy changes in the Notice of Funding

Availability (NOFA) will be communicated to providers before the Competition is launched. All New proposed projects will submit a New Projects Local Application package that will include: 1) a Project Coversheet; 2) a completed New Projects Local Application; and 3) Any materials and documentations required under the NOFA.

- Applicants will be invited to attend a Bidder's Conference, receive application materials, and have ample time to complete and submit their Local Application according to NOFA's deadlines.
- Additionally, all Projects will complete a project application in *e-snaps* by the date determined by the local process.
- EveryOne Home staff will review Local Application packages and provide technical assistance/feedback. The NOFA Committee and EveryOne Home staff will determine whether project thresholds are met.
- EOH staff will train the NOFA Committee, as appropriate, and receive all new applications for review and scoring. The NOFA Committee will also review the Evaluation of Objective Criteria's preliminary scores from each renewal project along with any corresponding narratives for specific factors. If required by the NOFA, the NOFA Committee will score any additional information. NOFA Committee members will finalize individual scores for each project prior to the Rating and Ranking session.
- At the Rating and Ranking session, scores will be added, and Project Applications will be ranked and placed in either Tier 1 or Tier 2. In order to improve the competitiveness of the application, the NOFA Committee may reorder project applications as determined by HUD CoC Committee's Strategic Direction, guiding principles and community needs, and will not be bound to the points awarded to applications. In addition, the NOFA Committee has the authority to decide on all straddling situations.
- Scoring results will be delivered to applicants, along with Next Steps and the Appeals Process.
- All applicants which are eligible for an appeal will have 2 business days to submit the Appeal. Appeals will be reviewed by non-conflicted members of the Appeals Panel, seated by the HUD CoC Committee. In 2019, applicants who submit an appeal may also request an interview with the Appeals Panel as part of the CoC's Appeals process.
- The NOFA Committee will meet to consider and recommend the final CoC Rating and Ranking List. The NOFA Committee has discretion to recommend projects for involuntary reallocation and will make all decisions on reallocating funding from any project. They can

determine if any renewal project should receive a decrease of funding due to substandard performance in outcomes and/or utilization of funds.

- EveryOne Home staff will bring the NOFA Committee’s final CoC Rating and Ranking List to the non-conflicted members of the HUD CoC Committee for review and approval.
- EveryOne Home staff will generate the final Rating and Raking List as approved by the non-conflicted members of the of the HUD CoC Committee, to be posted on the EOH website and announced on the EOH mailing list and social media accounts.
- The HUD CoC Committee will approve the Consolidated Application prior submittal to HUD, minus the final Rating and Ranking List.
- The Local Applications and Rating and Ranking list (Priority List of Projects) will be submitted to HUD along with the County-wide Consolidated Application, and all project applicants will be invited to attend the 2019 NOFA debrief in early 2020.

THE APPEALS PROCESS

The NOFA Committee has developed a formal appeals process for the HUD CoC NOFA local competition, approved by the HUD CoC Committee on June 20, 2017. The Appeals Panel, which is seated by the HUD CoC Committee, consists of three non-conflicted individuals representing the EOH’s Leadership Board, the HUD CoC Committee, and the NOFA Committee.

Appeals are limited to the following:

- An application that was not evaluated according to the published local NOFA process AND/OR
 - i. Evaluated in a way that violates federal regulations AND
 - ii. The adjustment of scores has the possibility of changing in which Tier an Applicant project is ranked OR whether an Applicant project is included in the package at all. Note: this includes any Project that meets Appeals Criteria #1 and/or #2, and its initial Rating and Ranking score appears very close to the end of Tier 1 and can be moved down to Tier 2 as a result of scoring post appeals.
- *A project that is facing an involuntary reduction of its renewal grant amount (i.e. renewal grant partially re-allocated to a new project).*

2) What is not eligible for appeal:

- a. Errors or omissions by project Applicants
- b. Projects that do not meet threshold criteria
- c. Dissatisfaction with Project’s scores

- d. Need for funds
- e. Appeals submitted after stated deadline

3) Process:

- a. NOFA Committee will release the first Rating and Ranking List on TBD, including dollar amounts and point scores.
- b. In the unlikely event of a mathematical error, Applicants must report the issue to EveryOne Home within 48 hours of release of the Rating and Ranking List for the error to be corrected. The Rating and Ranking List and scores will be reissued with the appropriate corrections at the time of the release of the final Rating and Ranking List.
- Applicant projects have from TBD through the close of business day (CBD) on TBD (2 business days), to register any appeals via email. Appeals and any supporting documentation should be emailed to info@everyonehome.org. Appealing projects will be limited to the grounds raised in the original appeal, and only on items/attachments that were included in the initial project's Application. *Appellants may also request in the appeal to schedule a 30-minute meeting with the Appeals Panel at the time of the Panel's deliberations.*
- All appeal requests will be confirmed via email within one (1) business day of submission. All appeals submitted before the deadline will be posted to the EveryOne Home website within 24 working hours of the deadline. All Applicant projects who wish to submit appeals will be subject to this deadline. There will not be a second round of appeals.
- Agencies will need to provide, in writing and with supporting examples/backup documentation, specific sections of the Application on which the appeal is based, and/or sections or examples where local guidelines or regulations were violated.
- The appeal's request must specify facts and evidence sufficient for the Appeals Panel to determine the validity of the appeal (see above Appeals are limited to the following, Page 4)
- Appealing projects will be limited to the grounds raised in the original appeal, and only on items/attachments that were included in the initial project's Application.
- The Panel will have until TBD to review all submitted appeals and back up documentation.
- The Panel will meet in person to make final recommendations on TBD to discuss and provide responses to each appeal. *The Panel will also allocate time for 30-minute meetings with appellants requesting to meet with the Panel, in person or over the phone.*
- The HUD NOFA Committee will complete its recommendations on the final Rating and Ranking List on TBD, including results of any appeal.

- The final Ranking and Ranking List will be presented for review and approval to the HUD CoC Committee's non-conflicted members on TBD.
- A final Rating and Ranking List reflective of any changes generated by appealing projects will be issued by EveryOne Home staff and published on the EveryOne Home website on TBD
- The HUD CoC Committee will approve the Consolidated Application prior submittal to HUD, minus the final Rating and Ranking List.

**HUD CoC NOFA Committee Proposed Roster
June 2021**

Name	Organization	HUD Experience	Background
Paulette Franklin	Alameda County Behavioral Health Care Services	NOFA Committee – 1 year HUD COC & Leadership Board – 4 years	Paulette is a Mental Health Specialist II (BHCS), Certified Peer Specialist, as well as having been a small business owner for the past 23 years. She also has many years of lived experience with services (homelessness/housing, mental health) and brings lived experience to the Committee, as well as represents the HUD CoC and Leadership Board.
Heather MacDonald-Fine	Alameda County Health Systems	Alameda County NOFA Committee – 3 years	Heather has over 20 years’ experience writing grants and working with programs that are evaluated by grant making agencies. She holds a Masters degree in Health Care Administration and completed certificates from the Institute for Health Care Improvement which focuses on improvement and quality. Since 2013 Heather has worked with Health Care for the Homeless and applied for many grants related to workforce development (ARRA, OFCY), Dental Reimbursement Program (HRSA) to name a few. In addition, Heather worked on 2 panels to award grants, 2x with CDBG district 5 and once with HUD. She is LEAN trained, uses performance measures at various intervals for strategic planning and decision making, and reviews performance measures annually for the Universal Data System report to HRSA and facilitate discussions with local stakeholders to drive change at Alameda Health System.
Timothy Evans	Hamilton Families	Several years as a HUD CoC Grantee in Alameda County (Berkeley), San Francisco County, and Santa Clara County.	Timothy manages RRH at Hamilton Families, which submits three different APR's to HUD competitions. He has also operated PSH and RRH (with a total of five different APRs) at other organization. Timothy also has experience with cleaning data in the Alameda County HMIS system, SF Clarity system, Sage, Presto, and e-snaps. Lastly, he brings ten years of homeless services experience spanning over shelters, transitional housing, RRH programs, Real Estate departments, Senior Housing, Family Housing, TAY housing, HIV housing, mental health, and substance abuse services.
Donna Griggs-Murphy	Human Good & Oakland Housing Authority	Several years as a NOFA Grantee for resident services.	Donna is the Resident Services Supervisor for Human Good and has provided resident services for the past 18 years. Currently she works out of Allen Temple Arms, and supervises 7 other communities. Donna is also currently serving as a commissioner for Oakland's Housing Authority, is on EBHO's Oakland Committee, was the past Chair of Alameda Counties Commission on Aging, and

			served on the steering committee for Alameda Counties Senior Services Coalition.
Katie Derrig	Operation Dignity	None	Katie works to build Operation Dignity’s financial strength and sustainability through fundraising, grant writing, and fostering community relationships. She has worked in marketing and communications for almost 10 years, and is committed to helping our community end homelessness. Katie is originally from Chicago and holds an M.A. in Classics from the University of California Berkeley.
Marnelle Timson	Consumer Representative	Alameda County NOFA Committee—5 years HUD CoC Committee	Marnelle is an active member of the HUD CoC Committee and has served on the NOFA Committee for several years.
Ellen Morris	Eden Housing	None	Ellen is the Associate Director of Real Estate Development with Eden Housing, Inc with almost ten years of experience in housing and economic development. Ellen has a B.A. in Government from Colby College and a Masters in City Planning from Massachusetts Institute of Technology.
Miguel Dwin	Berkeley USD	None	Miguel is a Budget Analyst with Berkeley Unified School District. Miguel also currently serves as a Board Member for the Emeryville Citizens Action Program (ECAP) and is a Commissioner on the Alameda County Human Relation Commission. Miguel has extensive experience in Leadership and governance, budget and financial analysis, and financial management and reporting.
Debra Young	Lived Experience of Homelessness	None	Debra has lived experience of homelessness and is currently receiving services from our homeless response system. Debra is passionate about ensuring that people experiencing homelessness have access to appropriate resources and housing.

NOFA Committee Orientation

July 14, 2021



EveryOneHome
Ending Homelessness
in Alameda County

Welcome & Introductions

Thank you for joining us!



EveryOneHome

Ending Homelessness
in Alameda County

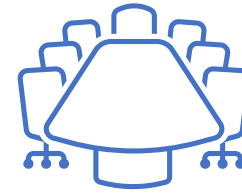
Introductions



NOFA Experience

How many years have you served on the NOFA committee?

What has been your favorite part?



No Experience

What are you excited about?

What part are you least excited about?



Public Comment

10 minutes total; 2 mins per person depending on number of speakers



EveryOneHome

Ending Homelessness
in Alameda County

Agenda

1. Welcome
2. Public Comment
3. Overview of NOFA
 - a) Timeline
 - b) Partners
4. Strategic Guidance
5. Rating & Ranking Process
6. Conclusion

Overview

What is a NOFA? And why do we need a NOFA Committee?



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Ending Homelessness
in Alameda County

Notice of Funding Availability (NOFA)

Overview

- Annually, the U.S. Department of Housing and Urban Development (HUD) releases a Notice of Funding Availability (NOFA) for Continuum of Care Programs to apply for funding. The notice includes the amount of funding available and application instructions.

Goals

- Encourage communities to work together to prevent & end homelessness.
- Provides funds to quickly rehouse households experiencing homelessness.

Applicants

- Nonprofit service providers
- Housing Developers
- Local government departments

NOFA Competition

The NOFA is a **competitive process** in which communities are required to rank applicants in two tiers based on their local application scores.

- **Tier 1** = highest scoring projects, that are most likely to receive funding
- **Tier 2** = lower scoring projects that are least likely to receive funding

Timeline



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in Alameda County

Time Commitment

NOFA is typically released in July and application is due 90 days later (3 months)

NOFA Committee Meetings

5- 6 meetings
(virtual)

Bidders Conference

Explain application process to new and renewal applicants

FAQ Period

Staff and committee answer application questions (may require 1-2 meetings)

Rating and Ranking

- Time: All day meeting
- Purpose: NOFA Committee members review and score applications together (virtual)

Appeals Panel

- 1 NOFA Committee Member
- 1 Leadership Board Member
- 1 HUD CoC Member

Partners



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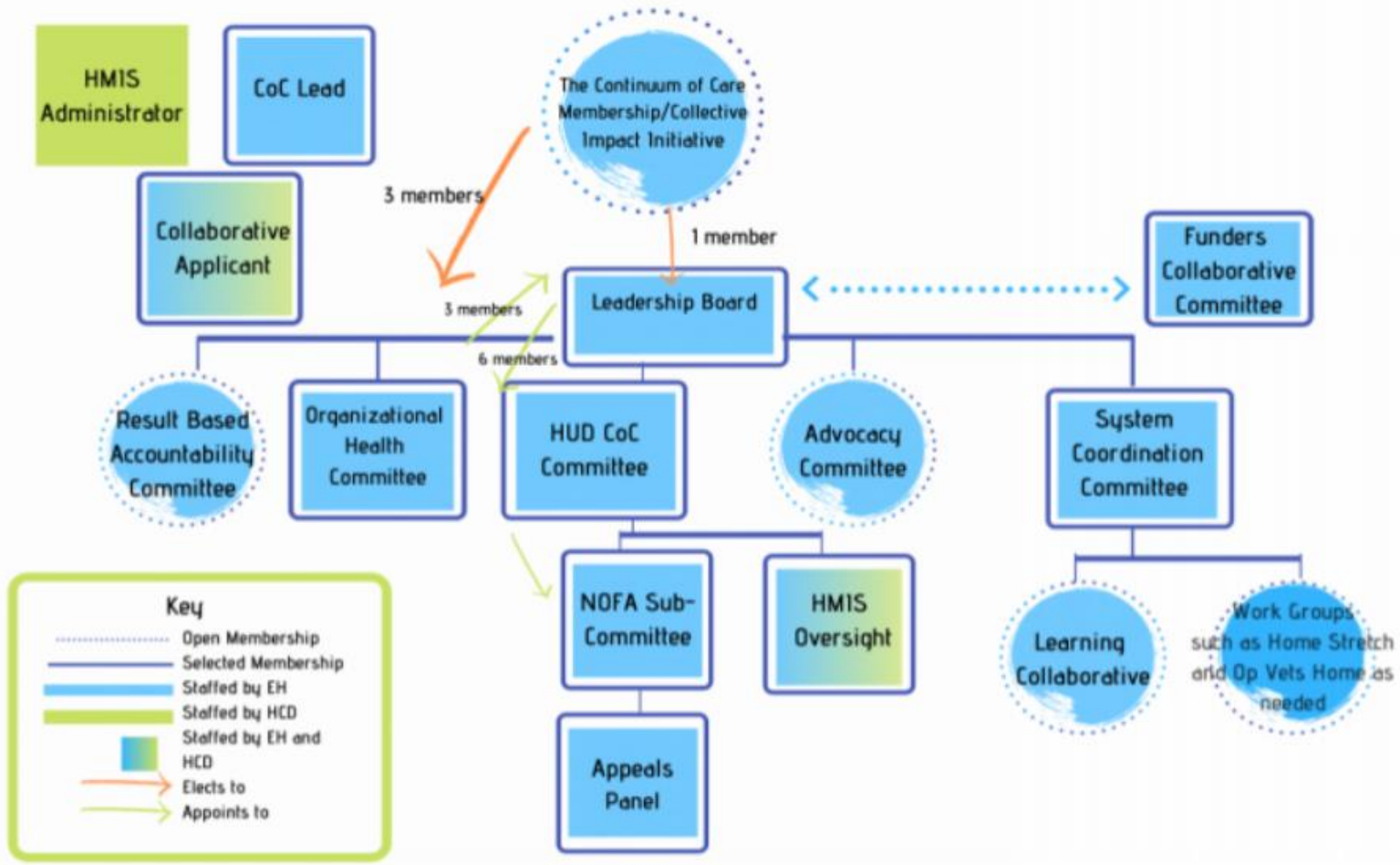
Roles

- “**Backbone Organization** means the separate organization and staff that manages the collective impact initiative through ongoing facilitation, technology and communications support, data collection and reporting, and handling the myriad logistical and administrative details needed for the initiative to function smoothly. EveryOne Home, the organization, is the backbone organization for Alameda County’s initiative to end homelessness.”
- “**Continuum of Care Lead (CoC Lead)** is the entity designated by the CoC to coordinate its operations and planning functions, including the submission of the CoC funding application. EveryOne Home, the organization, is both the CoC Lead and the backbone organization”

- Governance Charter 2019, pages 30 - 31



CURRENT GOVERNANCE STRUCTURE



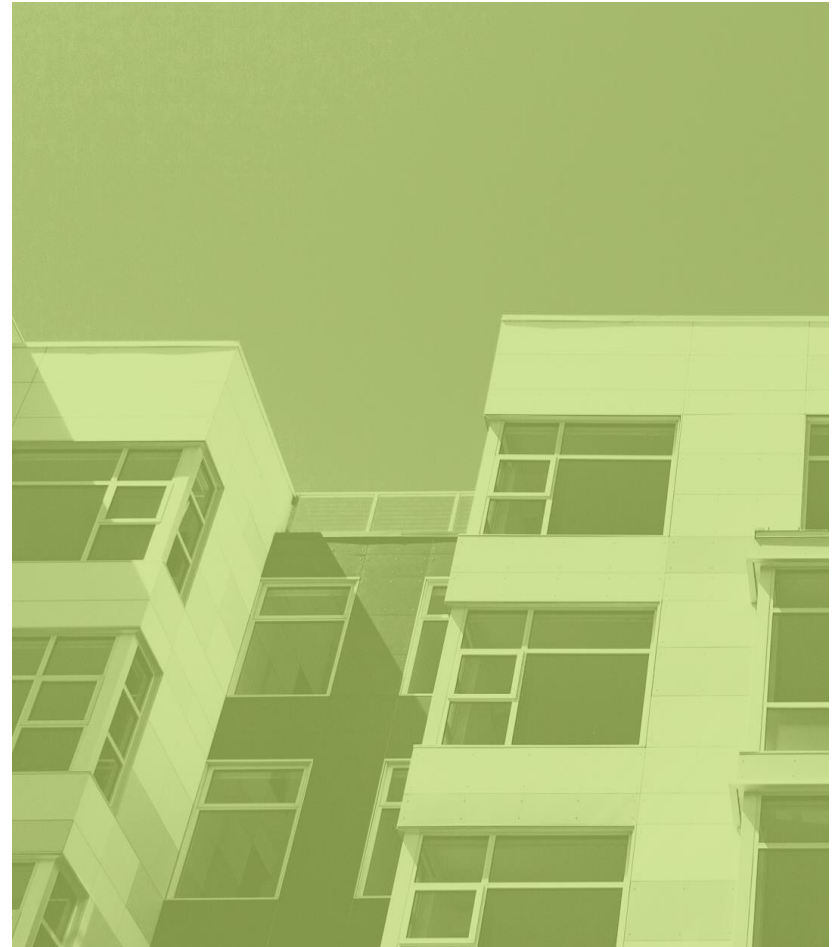
EveryOne Home's NOFA Role

Staff	Staff the NOFA Committee and Appeals Panel
Coordinate	Coordinate partners
Manage	Develop timeline and provide project management
Draft	Draft Consolidated Application

Homebase's Role

Homebase has been hired as a consultant to lead the local application process.

- Gather Community Input
- Assist with developing Scoring Criteria/Local Application
- Lead Bidders Conference
- Assist with FAQ Process
- Assist with Rating & Ranking session
- Assist Appeals Process



HUD Continuum of Care Committee

NOFA Role

- Seats NOFA Committee and Appeals Panel
- Provides Strategic Direction
- Provides Guiding Principles
- Approves Scoring Criteria for local application
 - (*non-conflicted members)



Conflict of Interest Policy- HUD CoC

“Funded projects and jurisdictions will not be deemed conflicted in discussions...on **local priorities** for Continuum of Care Funding and refinements [to]the scoring criteria for projects or the application process.”

- Governance Charter (Nov. 2019), page 28

“General Continuum Membership, Leadership Board, and all Committee members (both selected and open membership) will disclose potential conflicts when the topics of **funding awards or other financial benefits that could be gained or lost by an organization which they represent as an employee, agent, consultant or board member or their spouse represents** are under consideration by the group in which they are participating. If a conflict of interest exists, the member(s) will recuse themselves from the discussion and any related votes that take place.”

- Governance Charter page 27



NOFA Committee

Roles and Responsibilities:

1. **Integrate funding priorities** and strategic direction from the HUD CoC Committee.
2. **Develop local applications** and scoring criteria for existing and new projects in compliance with HUD requirements.
3. **Rate and Rank** local applications
4. **Make final recommendations** for the Priority List of Projects Rating and Ranking List [*approved by non-conflicted HUD CoC members]

Membership:

- Members are approved by the HUD Continuum of Care Committee.
- Must sign a Conflict-of-Interest Agreement



Conflict of Interest Policy- NOFA Committee

“Members must sign a Conflict of Interest Agreement and cannot be employed by or related to someone who is employed by a non-profit or government department who is a recipient of CoC or Emergency Solutions Grants (ESG) funds in Alameda County.”
- Governance Charter page 14

HUD COC Strategic Guidance



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Ending Homelessness
in Alameda County

2021 Strategic Direction

1. **Ranking-** HMIS, C.E. and “new projects” that do not have one year of data automatically ranked at bottom Tier 1.
2. **Voluntary Reallocation Policy-** encourage voluntary reallocation where projects have a history of significant underspending (10%+).
3. **New / Bonus Projects-** solicit applications for new applications through reallocation, expansion or bonus projects to maximize opportunity to increase CoC funding.
4. **Racial Equity and Lived Expertise-** Prioritize projects that show a commitment to racial equity and amplifying the voices of people with lived experience (new projects scored/ renewals are not scored this year but will be in the future).
5. **Bonus Points-** discourage the use of bonus points for any component of the local application.



2021 Guiding Principles

The Guiding Principles were established by the community in the 2013 funding round, and reaffirmed and updated by the HUD CoC Committee in 2021:

1. Maximize resources available to the community
2. Package submitted will align with HUD priorities in order to meet local needs
3. Prioritize ensuring existing residential capacity and housing stability is maintained system-wide
4. Keep the renewal process as simple as possible
5. Continue to emphasize project performance and the submission of projects that will meet HUD's thresholds
6. Support individual projects seeking to reallocate or reclassify where relevant
7. Facilitate a clear, fair and transparent local process
8. Advocate locally and nationally to protect and fund projects that add value to our Continuum of Care and response to homelessness





Rating and Ranking

Katie M.



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Conclusion

Next Steps

- 2021 NOFA update
- Conflict of Interest Form
- Schedule additional meetings





Thank you!!!!



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