



Agreement for Intent to Apply for CoC Funding

The success of the Total Care for the Homeless (TCHC) Continuum of Care depends in part on strong CoC-funded projects invested in serving those experiencing homelessness across the CoC with the goal of preventing and ending homelessness. These CoC-funded projects represent the CoC and focus on providing services to obtain and sustain permanent housing. Organizations applying for funding are asked to commit to the following if they are awarded CoC Funding:

- Follow Housing First practices, CoC Governance & Policies, and CoC Written Standards in project operation and in creating project policies and procedures.
- Utilize HMIS or DV data management system, as applicable, to document project/participant data.
- Serve at least 95% of participants from the Coordinated Entry Prioritization List.
- Attend at least 75% of quarterly general membership meetings, annually. Meetings are generally no more than 1.5 hours in length. They will be held in person or via zoom. The CoC meets the 3rd Tuesday of each month at 11 a.m. Organizations must also participate in HUD Technical Assistance (TA) calls as requested by HUD or designated TA staff.
- Have at least one member of staff attend the TCHC Annual Meeting, which is in-person and typically held in December.
- Designate staff member to participate in the HMIS/CES Committee.
- Actively participate or lead the Annual Point in Time Count. Submit PIT/HIC data to the HMIS Lead by the requested due date in order to note the unsheltered and sheltered count, as required by HUD.
- Actively engage people with lived experience in your program through a variety of ways, such as engagement in planning, oversight activities, decision-making, revision of policies/procedures for the project to improve effectiveness, hiring people with lived experience.
- Provide updated project information to CoC staff including grant contracts, grant amendments, spending concerns, and any communication with HUD regarding the CoC-funded project.

- Ensure access to E-snaps, eloccs, and SAGE to complete required reporting and documentation.
- Complete and submit quarterly Data Quality Plan reports and work with staff to ensure data completeness.
- Maintain HMIS data Quality average of at least 95%
- Comply with CoC Monitoring process and any follow-up with performance improvement or findings.

On behalf of _____, I agree to commit my agencies resources to maintain compliance with the project participation requirements detailed above.

(Name)

(Date)