

## **Portland Continuum of Care**

July 22, 9:00-12:00

Back Bay Room, 196 Lancaster Street

Attendees: Vickey Rand, Wendi DuBois, Veronica Ross, Georgia Jenkins, Tina Flaherty, Caroline Fernandes, Norman Maze, Ginny Dill, Rob Parritt, Joni Boissonneault, Scott Tibbitts, Amy Grommes Pulaski

### **Agenda**

#### **1) Introductions & Overview, Vickey**

Jon and Aaron are not available today, so they asked Vickey to chair. She introduces herself and asks everyone else to introduce themselves as well.

#### **2) Section 1, Scott**

The group discusses how they did last year. We did better than average. We lost points on scoring and ranking and priorities. We should look at the language in those areas.

Scott explains that esnaps is not open so we do not have the exact questions for the NOFA. However we can go over last year's applications and answers and the NOFA guidance. He begins to review the guidance in the NOFA. Scott takes notes on the answers to each question. He will use the information to draft the answers once esnaps is open. If there are gaps, he will return to answer the remaining questions.

Note: One discussion they have is the relationship between ESAC and PCOC. Currently PCOC is a subcommittee of ESAC, but that relationship may need to change so that ESAC is a subcommittee of the PCOC.

#### **3) Match and Leverage, Amy**

Vickey suggests that we not discuss match and leverage because it was discussed at the MCOC yesterday. Everyone who needed to be part of the training attended yesterday. She says there is more information available in the FAQ's on the Maine Homeless Planning website. She provides a few examples of what counts for match.

#### **4) Monitoring**

The group decides to outline monitoring. They decide to monitor on August 6 and that all information must be submitted by August 3. They review the monitoring form and update it for 2016. They also review the monitoring threshold spreadsheet.

They discuss the APR and which one to use. New APRs are not available for all projects so in order to compare projects, the group needs to discuss what APR to use. They suggest to use the most recent APRs as of the release of the NOFA.

For monitoring applicants will need to submit 1) an updated APR as of the NOFA release date of June 29, 2016 and 2) the HUD UDE report, and 3) the monitoring form.

**Rob makes a motion to update the monitoring form by accepting the changes and additional questions. This is seconded. All vote in favor. Motion passes.**

**5) Scoring Tool Review, Vickey**

We are re-evaluating the scoring and ranking tool. There is a supplemental information form called "Project Review, Ranking and Selection" form that was used last year. The group discusses the inconsistencies within the document. *They decide not to use this the Project Reivew, Ranking and Selection form.*

The reviewers are volunteers that do not have projects that are funded and are often not people who attend meeting regularly. We want to make sure the tool is clear and easy to understand.

*They review the tool and update it. It is not finished. This topic to be continued.*

**6) Bonus Application Discussion, All**

The PCOC has \$161,000 available for bonus funding. They discuss the parameters for applying for the bonus funds. Bonus funds can be used to 1) create permanently supportive housing projects that will serve 100% chronically homeless families and individuals, and 2) rapid re-housing projects that will serve homeless individuals and families coming directly from the streets or emergency shelters.

**7) Next Meeting:**

August 5, 9-12

- Review scoring tool and parts of section 2
- Review data in sections 3, 4, and 5
- Review Section 1
- Monitoring