1. **Provide a description that address the entire scope of the proposed project and how the Collaborative Applicant will use grant funds.**

The proposed project aims to significantly enhance the capacity of the CoC to address homelessness in our community by building upon the development of the CoC’s strategic plan to grow and improve the community response to those “at risk of” and experiencing homelessness.  FY24 funds will allow the lead agency and the CoC to continue working together to:

* Fund partnering agencies, providing access to housing and services, building a just and equitable homeless response system, and creating a positive systemic change;
* Consult with Emergency Solutions Grant (ESG) recipients on fund allocation, and assist with written standards, and evaluation outcomes;
* Collect, analyze, and use data to make informed decisions locally. Consult Consolidated Plan jurisdictions and relay accurate Point of Time (PIT) and Housing Inventory Count (HIC) data;
* Facilitate local competition for the CoC program, prepare the consolidated application, and secure the consultants needed to help carry out the grant requirements.

The lead agency spearheads activities and works with partner agencies to fulfill grant requirements.

Funds will also allow the lead agency to continue:

* Coordinating Board elections and CoC committees, holding bi-annual general member meetings, sending monthly newsletters, and using website and social media to inform and extend invitations to become a member of the CoC;
* Monitor compliance with Coordinated Entry;
* Facilitate analysis of CoC/ESG performance;
* Track HMIS, PIT Count, housing inventory data, System Performance Measures, Longitudinal System Analysis, and gap analysis findings.

Funds will allow the CoC to continue:

* Empowering local communities, especially persons with lived experiences and Black, Indigenous, and People of Color, to more fully lead the CoC’s work
* Network to expand partnerships with housing, healthcare, and other mainstream partners.

1. **Describe the estimated schedule for the proposed activities, the management plan, and the method for assuring effective and timely completion of all work.**

This schedule for the proposed activities will follow a timeline ensuring thorough execution and efficient progress.  Project year will run January 1, 2025-December 30, 2025 activities include facilitating and enhance the CoC's Strategic Plan; hire key staff and consultants; provide technical assistance and training to project staff; provide CoC with staff support; facilitate committee member elections; conduct compliance monitoring; ensure participation in HMIS; Consult with ESG recipients on fund allocation, Coordinated Entry, written standards, performance measures, and evaluating outcomes; collaborate with Consolidated Plan jurisdictions; develop regional leadership committee; maintain website and social media presence; work with public housing agencies and other housing providers in implementing more homeless preferences and "move on" strategies; work closely with mainstream service providers in healthcare and mental health care; expand involvement of local governments, Councils of Governments (CoG), Community Action Agencies (CAA) and Aging and Disability Resource Centers (ADRC), increase mainstream resources, promote funding to address homelessness, and enhance action to address racial equity.

* Monthly activities include holding CoC board meetings, reviewing committee meeting minutes, and reviewing the program's performance.
* Bi-annual activities include holding CoC board meetings, reviewing committee meeting minutes, and reviewing the performance of CoC program-funded projects on Quality Review Plans.

July-November 2025: Develop CoC application to HUD for Program funds; hold Board elections.

November 2025-February 2026: Facilitate annual PIT Count and Housing Inventory Count, update gaps analysis, submit Longitudinal Systems Analysis and System Performance Measures.

Our Management Plan will ensure that activities are coordinated, monitored, and completed on time:

* Program Leadership & Governance: The Lead Agency's Executive Director and CoC Planning Director will be responsible for the effective and timely completion of the grant agreement with HUD. The  CoC Director will oversee planning, operations, and some HMIS activities. The Executive Director and CoC Director will ensure timely expenditure of funds, tracking of matching funds, and e-LOCCS draw-down.
* Communication Plan: Progress assessed via monthly performance evaluation meetings by CoC management; HUD-required data collection, analysis, and reporting conducted through contract term; monthly reports to the CoC Board; bi-annual discussion at CoC general meetings.

1. **How will the requested funds improve or maintain the CoC’s ability to evaluate the outcome of CoC and ESG projects**.

Planning grant funds is crucial to the evaluation outcome. These funds both improve and maintain the CoC’s ability to evaluate the outcome of CoC and ESG projects in various ways:

* Improve data management systems that allow for the collection of accurate and comprehensive data on homelessness, service utilization, and outcomes. Improved data management capabilities enable the CoC to analyze and track effectively;
* Pay for key staff positions, hiring and training new staff members and consultants to provide specific expertise for evaluating the outcomes of CoC and ESG projects;
* Travel funds for the lead agency to travel to BoS communities to continue providing on-site monitoring, technical assistance, training, and outreach to communities not active in the CoC. Both hiring personnel and travel activities increase the thoroughness of monitoring and evaluation of CoC and ESG projects, enhance the strength and efficacy of local homeless planning efforts, bolster data collection, address service needs and gaps, approve project outcomes, and improve the implementation and operation of the Coordinated Entry process;
* Allow CoC to develop frameworks for measuring outcomes and setting performance benchmarks. These established frameworks provide clear metrics and targets for evaluating the project’s effectiveness. Developing this structured approach to measuring outcomes improves the ability to access program performance and make adjustments using data;
* Support outreach and engagement activities to involve a wide range of stakeholders in the evaluation process. Engaging stakeholders helps ensure that evaluations consider diverse perspectives and needs. It also builds consensus around performance metrics and outcomes, enhancing the credibility and usefulness of the evaluation;
* Refine tools and metrics for evaluation program performance, leading to more effective management of CoC and ESG programs;
* Allow the lead agency to be actively involved in the CoC’s Performance Committee, which is responsible for reviewing project performance and evaluation for both CoC and ESG projects, drafting evaluation policies and procedures, establishing performance standards, analyzing and interpreting systems and project-level performance data, tracking project spending data, and other performance-related activities.