

## Before Starting the CoC Application

You must submit all three of the following parts in order for us to consider your Consolidated Application complete:

1. the CoC Application,
2. the CoC Priority Listing, and
3. all the CoC's project applications that were either approved and ranked, or rejected.

As the Collaborative Applicant, you are responsible for reviewing the following:

1. The FY 2023 CoC Program Competition Notice of Funding Opportunity (NOFO) for specific application and program requirements.
2. The FY 2023 CoC Application Detailed Instructions which provide additional information and guidance for completing the application.
3. All information provided to ensure it is correct and current.
4. Responses provided by project applicants in their Project Applications.
5. The application to ensure all documentation, including attachment are provided.

Your CoC Must Approve the Consolidated Application before You Submit It  
- 24 CFR 578.9 requires you to compile and submit the CoC Consolidated Application for the FY 2023 CoC Program Competition on behalf of your CoC.

- 24 CFR 578.9(b) requires you to obtain approval from your CoC before you submit the Consolidated Application into e-snaps.

Answering Multi-Part Narrative Questions

Many questions require you to address multiple elements in a single text box. Number your responses to correspond with multi-element questions using the same numbers in the question. This will help you organize your responses to ensure they are complete and help us to review and score your responses.

### Attachments

Questions requiring attachments to receive points state, "You Must Upload an Attachment to the 4B. Attachments Screen." Only upload documents responsive to the questions posed—including other material slows down the review process, which ultimately slows down the funding process. Include a cover page with the attachment name.

- Attachments must match the questions they are associated with—if we do not award points for evidence you upload and associate with the wrong question, this is not a valid reason for you to appeal HUD's funding determination.

- We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time).

## 1A. Continuum of Care (CoC) Identification

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

**1A-1. CoC Name and Number:** TN-502 - Knoxville/Knox County CoC

**1A-2. Collaborative Applicant Name:** City of Knoxville, Tennessee

**1A-3. CoC Designation:** CA

**1A-4. HMIS Lead:** KnoxHMIS, University of Tennessee

## 1B. Coordination and Engagement–Inclusive Structure and Participation

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1B-1.	Inclusive Structure and Participation–Participation in Coordinated Entry.	
	NOFO Sections V.B.1.a.(1), V.B.1.e., V.B.1f., and V.B.1.p.	
	In the chart below for the period from May 1, 2022 to April 30, 2023:	
1.	select yes or no in the chart below if the entity listed participates in CoC meetings, voted—including selecting CoC Board members, and participated in your CoC's coordinated entry system; or	
2.	select Nonexistent if the organization does not exist in your CoC's geographic area:	

	Organization/Person	Participated in CoC Meetings	Voted, Including Electing CoC Board Members	Participated in CoC's Coordinated Entry System
1.	Affordable Housing Developer(s)	Yes	Yes	Yes
2.	CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes	Yes
3.	Disability Advocates	Yes	Yes	Yes
4.	Disability Service Organizations	Yes	Yes	Yes
5.	EMS/Crisis Response Team(s)	Yes	Yes	No
6.	Homeless or Formerly Homeless Persons	Yes	Yes	No
7.	Hospital(s)	Yes	No	Yes
8.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	Nonexistent	No	No
9.	Law Enforcement	Yes	Yes	No
10.	Lesbian, Gay, Bisexual, Transgender (LGBTQ+) Advocates	Yes	Yes	Yes
11.	LGBTQ+ Service Organizations	Yes	Yes	Yes
12.	Local Government Staff/Officials	Yes	Yes	Yes
13.	Local Jail(s)	No	No	No
14.	Mental Health Service Organizations	Yes	Yes	Yes
15.	Mental Illness Advocates	Yes	Yes	Yes

16.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes	Yes	Yes
17.	Organizations led by and serving LGBTQ+ persons	Yes	Yes	Yes
18.	Organizations led by and serving people with disabilities	Yes	Yes	Yes
19.	Other homeless subpopulation advocates	Yes	Yes	Yes
20.	Public Housing Authorities	Yes	Yes	Yes
21.	School Administrators/Homeless Liaisons	Yes	Yes	No
22.	Street Outreach Team(s)	Yes	Yes	Yes
23.	Substance Abuse Advocates	Yes	Yes	Yes
24.	Substance Abuse Service Organizations	Yes	Yes	Yes
25.	Agencies Serving Survivors of Human Trafficking	Yes	Yes	Yes
26.	Victim Service Providers	Yes	Yes	Yes
27.	Domestic Violence Advocates	Yes	Yes	Yes
28.	Other Victim Service Organizations	Yes	Yes	Yes
29.	State Domestic Violence Coalition	Yes	Yes	Yes
30.	State Sexual Assault Coalition	Yes	Yes	Yes
31.	Youth Advocates	Yes	Yes	Yes
32.	Youth Homeless Organizations	Yes	Yes	Yes
33.	Youth Service Providers	Yes	Yes	Yes
	Other: (limit 50 characters)			
34.	Youth Action Board	Yes	Yes	No
35.				

1B-2.	Open Invitation for New Members.	
	NOFO Section V.B.1.a.(2)	

	Describe in the field below how your CoC:
1.	communicated a transparent invitation process annually (e.g., communicated to the public on the CoC's website) to solicit new members to join the CoC;
2.	ensured effective communication and access for persons with disabilities, including the availability of accessible electronic formats; and
3.	invited organizations serving culturally specific communities experiencing homelessness in the geographic area to address equity (e.g., Black, Latino, Indigenous, LGBTQ+, and persons with disabilities).

(limit 2,500 characters)

1) On a regular and frequent basis, TN-502 publishes meeting announcements via social media and an email listserv, inviting new members to join. In 2023, TN-502 completely re-worked its coalition website and includes a standing invitation to join the organization, with instruction on how to do so. The Collaborative Applicant and others in the organization frequently direct interested individuals and organizations to join, and routinely work with the CoC chair to add those persons to the email listserv to receive meeting announcements and reminders. Additionally, each monthly CoC/Coalition meeting invites a speaker on a given topic or program, and when the speaker is not already a member, they are invited to join.

2) CoC meetings were held via Zoom online throughout the pandemic and are accessible to those with disabilities. 2023 has included, online, in-person and hybrid meetings. In-person meetings are always held in fully accessible facilities. Accommodations are offered for anyone whose needs seem possible or evident, and are provided when any accommodation is requested. The CoC has access to the City of Knoxville's Disability Services Office for any required assistance in accommodating specific needs, including appropriate communications with persons with disabilities who may require special accommodations. CoC information is communicated electronically via email and posted online in accessible electronic formats, such as PDF.

3) The CoC invites and includes in the CoC body organizations serving and led by members of specific communities, including Black, Latino, LGBTQ+ and persons with disabilities. The CoC affirmatively welcomes and supports the interests represented by these organizations through our policies and actions. This CoC actively and affirmatively seeks to address equity, including current work to incorporate a more equitable assessment tool for use in the Coordinated Entry System that has replaced the VI-SPDAT, which had been found by experts to be deficient. The CoC adopted a locally modified version of Houston, Texas' CES tool, and is continuing data analysis to assure that this tool serves the community's needs equitably.

1B-3.	CoC's Strategy to Solicit/Consider Opinions on Preventing and Ending Homelessness.	
	NOFO Section V.B.1.a.(3)	
	Describe in the field below how your CoC:	
	1. solicited and considered opinions from a broad array of organizations and individuals that have knowledge of homelessness, or an interest in preventing and ending homelessness;	
	2. communicated information during public meetings or other forums your CoC uses to solicit public information;	
	3. ensured effective communication and access for persons with disabilities, including the availability of accessible electronic formats; and	
	4. took into consideration information gathered in public meetings or forums to address improvements or new approaches to preventing and ending homelessness.	

(limit 2,500 characters)

1) The CoC includes in its organizational body a broad array of organizations and individuals with knowledge of homelessness. The CoC does direct outreach to landlords to develop housing opportunities. Also, the City of Knoxville Office on Homelessness, which serves as the CoC's Collaborative Applicant, works to reach out to organizations and stakeholders outside the CoC with interest in preventing and ending homelessness to listen and encourage coordination with CoC member organizations. TN-502 includes a very active Youth Action Board (YAB), and has worked throughout the year to affirmatively include the YAB in meetings, decision-making, and the rank and review process for this application.

2) The CoC has informed the City of Knoxville and Knox County's creation of a new Joint Office on Housing Stability, and also participates in the Knoxville's and Knox County's respective public processes for Consolidated Plan input and reporting. The Mayor's Roundtable on Homelessness, CoC/Homeless Coalition and the jurisdictional Consolidated Plan processes all have all included a broad array of stakeholders to provide information, gather input and participate in robust discussions around homelessness, housing and related issues.

3) CoC meetings were held via Zoom online throughout the pandemic and are accessible to those with disabilities. 2023 has included, online, in-person and hybrid meetings. In-person meetings are always held in fully accessible facilities. Accommodations are offered for anyone whose needs seem possible or evident, and are provided when any accommodation is requested. The CoC has access to the City of Knoxville's Disability Services Office for any required assistance in accommodating specific needs, including appropriate communications with persons with disabilities who may require special accommodations. CoC information is communicated electronically via email and posted online in accessible electronic formats, such as PDF.

4) The CoC uses information gathered in the public meetings and processes described in parts 1 - 3 of this question on an ongoing basis to inform and set its strategies and priorities to address improvements and new approaches to preventing and ending homelessness. The CoC participates in all Consolidated Plan public meetings and takes into consideration comments and suggestions made in these meetings for improvements or new approaches to preventing and ending homelessness.

1B-4.	Public Notification for Proposals from Organizations Not Previously Awarded CoC Program Funding.	
	NOFO Section V.B.1.a.(4)	
	Describe in the field below how your CoC notified the public:	
1.	that your CoC will consider project applications from organizations that have not previously received CoC Program funding;	
2.	about how project applicants must submit their project applications—the process;	
3.	about how your CoC would determine which project applications it would submit to HUD for funding; and	
4.	ensured effective communication and access for persons with disabilities, including the availability of accessible electronic formats.	

**(limit 2,500 characters)**

- 1) TN-502 posted on the Collaborative Applicant's website on 7/17/2023 and published via the Coalition's listserv that the NOFO had been released, that the CoC will consider project applications from organizations that have not previously received CoC Program funding as well as from those who have already participated. The Collaborative Applicant also announced and explained the COC NOFO and subsequent local process during a regular CoC/Homeless Coalition meeting, including an open invitation for submitting project applications. The CA provides updates on the CoC process throughout the year, and includes reminders that there will be opportunities for new funding and that all are invited to apply.
- 2) TN-502 posted on the Collaborative Applicant's website and published via the Coalition's listserv that the NOFO had been released, and described the process by which project applicants must submit their applications, including internal deadlines and information on the rank and review process.
- 3) TN-502 posted on the Collaborative Applicant's website and published via email how projects would be considered, ranked and reviewed and included for submission to HUD.
- 4) The CoC publishes its announcements in written form, including electronic formats to be accessible to persons with disabilities. The CoC also has access to the City of Knoxville's Disability Services Office for any required assistance in accommodating specific needs, including appropriate communications with persons with disabilities who may require special accommodations. CoC information is communicated electronically via email and posted online in accessible electronic formats, such as PDF.

## 1C. Coordination and Engagement

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

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1C-1.	Coordination with Federal, State, Local, Private, and Other Organizations.	
	NOFO Section V.B.1.b.	
	In the chart below:	
	1. select yes or no for entities listed that are included in your CoC's coordination, planning, and operations of projects that serve individuals, families, unaccompanied youth, persons who are fleeing domestic violence who are experiencing homelessness, or those at risk of homelessness; or	
	2. select Nonexistent if the organization does not exist within your CoC's geographic area.	

	Entities or Organizations Your CoC Coordinates with for Planning or Operations of Projects	Coordinates with the Planning or Operations of Projects?
1.	Funding Collaboratives	Yes
2.	Head Start Program	Yes
3.	Housing and services programs funded through Local Government	Yes
4.	Housing and services programs funded through other Federal Resources (non-CoC)	Yes
5.	Housing and services programs funded through private entities, including Foundations	Yes
6.	Housing and services programs funded through State Government	Yes
7.	Housing and services programs funded through U.S. Department of Health and Human Services (HHS)	Yes
8.	Housing and services programs funded through U.S. Department of Justice (DOJ)	Yes
9.	Housing Opportunities for Persons with AIDS (HOPWA)	Yes
10.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	Nonexistent
11.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes
12.	Organizations led by and serving LGBTQ+ persons	Yes
13.	Organizations led by and serving people with disabilities	Yes
14.	Private Foundations	Yes
15.	Public Housing Authorities	Yes
16.	Runaway and Homeless Youth (RHY)	Yes
17.	Temporary Assistance for Needy Families (TANF)	Yes
	Other:(limit 50 characters)	



18.		
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1C-2.	CoC Consultation with ESG Program Recipients.	
	NOFO Section V.B.1.b.	

	Describe in the field below how your CoC:
1.	consulted with ESG Program recipients in planning and allocating ESG Program funds;
2.	participated in evaluating and reporting performance of ESG Program recipients and subrecipients;
3.	provided Point-in-Time (PIT) count and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions within its geographic area; and
4.	provided information to Consolidated Plan Jurisdictions to address homelessness within your CoC's geographic area so it could be addressed in the Consolidated Plan update.

(limit 2,500 characters)

1) TN-502's Collaborative Applicant (CA), the City of Knoxville's Office on Homelessness (OOH), is a part of the City of Knoxville's Housing and Neighborhood Development Department, which also serves as the local grantee program recipient for ESG funds. OOH participates directly in the planning and allocation process for setting priorities and selecting subrecipients for ESG funds. The CA attended and participated in all required public input for the local Consolidated Plan, which received and considered input from a broad array of stakeholders, including general citizenry, homeless service provider agencies and people with lived experience of homelessness.

2) TN-502's Collaborative Applicant also participates directly in evaluating and reporting performance of ESG Program recipients and sub recipients through the development and writing of the annual CAPER report.

3) TN-502's Collaborative Applicant works directly with KnoxHMIS to review PIT and HIC data and to provide that information directly to the Consolidated Plan jurisdictions in TN-502.

4) As noted in items 1, 2, and 3 in this question, TN-502's Collaborative Applicant provides information for and is directly involved with the processes for creating the Consolidated Plan, Annual Plan updates, and annual reporting through the CAPER document.

1C-3.	Ensuring Families are not Separated.	
	NOFO Section V.B.1.c.	

Select yes or no in the chart below to indicate how your CoC ensures emergency shelter, transitional housing, and permanent housing (PSH and RRH) do not deny admission or separate family members regardless of each family member's self-reported sexual orientation and gender identity:

1.	Conducted mandatory training for all CoC- and ESG-funded service providers to ensure families are not separated.	Yes
2.	Conducted optional training for all CoC- and ESG-funded service providers to ensure families are not separated.	Yes
3.	Worked with ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients.	Yes
4.	Worked with ESG recipient(s) to identify both CoC- and ESG-funded facilities within your CoC's geographic area that might be out of compliance and took steps to work directly with those facilities to bring them into compliance.	Yes
5.	Sought assistance from HUD by submitting questions or requesting technical assistance to resolve noncompliance by service providers.	No

1C-4.	CoC Collaboration Related to Children and Youth—SEAs, LEAs, School Districts.	
	NOFO Section V.B.1.d.	

Select yes or no in the chart below to indicate the entities your CoC collaborates with:

1.	Youth Education Provider	Yes
2.	State Education Agency (SEA)	Yes
3.	Local Education Agency (LEA)	Yes
4.	School Districts	Yes

1C-4a.	Formal Partnerships with Youth Education Providers, SEAs, LEAs, School Districts.	
	NOFO Section V.B.1.d.	

Describe in the field below the formal partnerships your CoC has with at least one of the entities where you responded yes in question 1C-4.

(limit 2,500 characters)

The TN-502 Collaborative Applicant has a formal MOU with the Tennessee Department of Children's Services (TNDCS), committing to collaborative work, particularly in support of the CoC's pending application for the Youth Homelessness Demonstration Program.

TN-502 formally partners with the Knox County School district to conduct a youth-specific Point-in-Time count annually. Additionally, the Knox County School district has formal working partnerships with TN-502's youth-homelessness service providers, specifically CAC's Youth Wins program and the McNabb Center's Host Home program.

1C-4b.	Informing Individuals and Families Experiencing Homelessness about Eligibility for Educational Services.	
	NOFO Section V.B.1.d.	

Describe in the field below written policies and procedures your CoC uses to inform individuals and families who become homeless of their eligibility for educational services.

(limit 2,500 characters)

This CoC established a Youth Homelessness Council (YHC) to create and carry out written policies and procedures for finding, informing and engaging youth and families who become homeless. The YHC provides training to Knox County Schools to educate McKinney-Vento Liaisons, principals and teachers on currently available resources to serve homeless youth and families. Training helps school staff to identify potentially affected students in order to inform them of their eligibility for McKinney-Vento related education services and also to refer and connect them and their families to additional community services to support them and help them obtain permanent housing. Knox County Schools provides updated, publicly available information on the schools' website to inform educators, students and families of these resources. Schools are also distributing resource information cards to be placed county-wide to provide affected students with contact information to access educational and community assistance and resources. The card was designed and placement strategies created in consultation with the YHC's Youth Advisory Council to discreetly catch the eye of homeless youth, including particularly vulnerable populations including LGBTQ, unaccompanied youth, and youth aging out of foster care.

1C-4c.	Written/Formal Agreements or Partnerships with Early Childhood Services Providers.	
	NOFO Section V.B.1.d.	

Select yes or no in the chart below to indicate whether your CoC has written formal agreements or partnerships with the listed providers of early childhood services:

		MOU/MOA	Other Formal Agreement
1.	Birth to 3 years	No	No
2.	Child Care and Development Fund	No	No
3.	Early Childhood Providers	No	No
4.	Early Head Start	No	No
5.	Federal Home Visiting Program—(including Maternal, Infant and Early Childhood Home and Visiting or MIECHV)	No	No
6.	Head Start	No	Yes
7.	Healthy Start	No	Yes
8.	Public Pre-K	No	No
9.	Tribal Home Visiting Program	No	No
	Other (limit 150 characters)		
10.	Tennessee Department of Children's Services	Yes	Yes

1C-5.	Addressing Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors—Collaboration with Federally Funded Programs and Victim Service Providers.
	NOFO Section V.B.1.e.

In the chart below select yes or no for the organizations your CoC collaborates with:

	Organizations	
1.	state domestic violence coalitions	Yes
2.	state sexual assault coalitions	Yes
3.	other organizations that help this population	Yes

1C-5a.	Collaboration with Federally Funded Programs and Victim Service Providers to Address Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.	
	NOFO Section V.B.1.e.	

Describe in the field below how your CoC regularly collaborates with organizations indicated in Question 1C-5 to:

1.	update CoC-wide policies; and
2.	ensure all housing and services provided in the CoC's geographic area are trauma-informed and can meet the needs of survivors.

(limit 2,500 characters)

1) TN-502's CoC policies and practices around serving victims of domestic violence and sexual assault are informed through our partnerships with the Knoxville Family Justice Center (FJC). FJC serves to bring together critical services including CoC partners such as Legal Aid of East Tennessee, The Salvation Army, the YWCA, Raising a Voice, the McNabb Center and others. The Family Justice Center acts as a collaborative umbrella organization for all community partners that serve this population, and has a physical one-stop center where DV and sexual assault survivors can go to receive specialized, victim-centered, trauma-informed care. The FJC also serves as this CoC's connection with state organizations such as Tennessee Coalition Against Domestic & Sexual Violence and others.

2) Knowledge is key, and in order to assure housing and services are trauma informed and can meet the needs of survivors of sexual assault and domestic violence, TN-502 CoC partners are routinely provided education and training on trauma-informed care in housing and provision of services. As noted in 1C-5b, TN-502 helped create and participated in a Tennessee-wide training conference held in Chattanooga on June 27-29, 2023. CoC provider agency staff were invited and encouraged to attend. The training conference included sessions on "Safety and Best Practices to Address the Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors," "Becoming a Trauma-informed Organization," and "Safety Planning with Women and Children in Crisis." The Knoxville Family Justice Center and partner DV service providers will receive referrals and take the lead in providing services, implementing safety protocols and placing survivors into appropriate shelter or permanent housing.

1C-5b.	Coordinated Annual Training on Best Practices to Address the Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.	
	NOFO Section V.B.1.e.	

Describe in the field below how your CoC coordinates to provide training for:

1.	project staff that addresses best practices (e.g., trauma-informed, victim-centered) on safety and planning protocols in serving survivors of domestic violence and indicate the frequency of the training in your response (e.g., monthly, semi-annually); and
2.	Coordinated Entry staff that addresses best practices (e.g., trauma informed care) on safety and planning protocols in serving survivors of domestic violence and indicate the frequency of the training in your response (e.g., monthly, semi-annually).

(limit 2,500 characters)

1) TN-502 helped create and participated in a Tennessee-wide training conference held in Chattanooga on June 27-29, 2023. CoC provider agency staff were invited and encouraged to attend. The training conference included sessions on "Safety and Best Practices to Address the Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors," "Becoming a Trauma-informed Organization," and "Safety Planning with Women and Children in Crisis." Our CoC is planning to work with our Tennessee peers to offer similar training conferences for CoC partner agencies at least on an annual basis.

2) TN-502 CES staff attended the Tennessee-wide training conference held in Chattanooga on June 27-29, 2023, including sessions on "Coordinated Entry Place Value Assessment," "Becoming a Trauma Informed Organization," and "Safety and Best Practices to Address the Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors." Our CoC is planning to work with our Tennessee peers to offer similar training conferences for CoC partner agencies at least on an annual basis.

1C-5c.	Implemented Safety Planning, Confidentiality Protocols in Your CoC's Coordinated Entry to Address the Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.	
	NOFO Section V.B.1.e.	

Describe in the field below how your CoC's coordinated entry includes:

1.	safety planning protocols; and
2.	confidentiality protocols.

(limit 2,500 characters)

1) TN-502's CES intake provides survivors of domestic violence, dating violence, sexual assault, and stalking the opportunity to schedule a specific, private appointment time for their intake, rather than the standard intake done without appointment and generally involves waiting in line for availability. This decreases the likelihood that survivors will interact with abusers and/or risks associated with being at designated access points that are unique to this population. CoC agencies that specialize in domestic violence and related services partner through the Knoxville Family Justice Center (FJC). The FJC has a physical locations with staff from key partner providers, and also serves as a collaborative umbrella organization that coordinates both onsite and offsite partner services. CES intake is thus coordinated with safety planning protocols as part of the FJC's processes.

2) In accordance with the safety protocols noted above, participants may choose to de-identify information in HMIS. Further efforts are made to maintain confidentiality, adhere to client preference, and reduce risks as CES collaboration is carried out between homeless service providers and domestic violence resources as part of the FJC's protocols.

1C-5d.	Used De-identified Aggregate Data to Address the Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.	
	NOFO Section V.B.1.e.	
	Describe in the field below:	
	1. the de-identified aggregate data source(s) your CoC used for data on survivors of domestic violence, dating violence, sexual assault, and stalking; and	
	2. how your CoC uses the de-identified aggregate data described in element 1 of this question to evaluate how to best meet the specialized needs related to domestic violence and homelessness.	

(limit 2,500 characters)

(1) The sole victim service provider for TN-502, McNabb Family Crisis Center (FCC), is actively transitioning database vendors from Osnum to Vela for its ES and TH projects. Both platforms are equipped to serve as HMIS comparable databases. Per recent agreement with the COC, FCC has just begun to report basic aggregated data from this database by way of VOCA and THP reporting. They will share VOCA performance measures quarterly for their ES project and will send THP report data semi-annually for their two TH projects. FCC has as yet been unsuccessful in running an APR from Vela, but TN-502 is offering technical assistance through KnoxHMIS and has broached the subject of financial support as needed to equip FCC to offer more comprehensive aggregated reporting to the COC.

Beyond this data from our victim service provider, TN-502's HMIS routinely analyzes and reports DV subpopulation data from its HMIS platform, Wellsky Community Services (formerly ServicePoint).

(2) TN-502 uses HMIS data from non-VSP providers to assess the needs of DV survivors and their families. All projects, including those not directly reported to HUD (e.g., SSO, HP), track HUD-mandated DV data, as well as the retired "Homeless Primary Reason" data element, which records self-reported instances where DV was the main precipitating factor for households entering homelessness. KnoxHMIS reports these DV datapoints quarterly and annually for eight key subpopulations (racial and gender minorities, chronically homeless individuals, youth, veterans, etc.) through our CoC's public-facing Homelessness Dashboard and other custom reports tailored to CoC needs. DV remains one of the top three self-reported causes of homelessness system-wide, and one of the top two for white heads of household and families. As an example of how aggregated data was used this year to meet specific needs of DV population, HMIS data on Unaccompanied Youth (UY) shows that in 2022 one third of UY women and gender-nonbinary UY (33% and 32%, respectively) already had a history of DV, along with 21% of UY men. Driven by these data, the TN-502 YAB are planning a staff and volunteer training (planning committee and grant funding for expert speaker are already secured) to better address DV among unhoused youth.

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1C-5e.	Implemented Emergency Transfer Plan Policies and Procedures for Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.	
	NOFO Section V.B.1.e.	

	Describe in the field below how your CoC communicates to all individuals and families seeking or receiving CoC Program assistance:
1.	whether your CoC has policies and procedures that include an emergency transfer plan;
2.	the process for individuals and families to request an emergency transfer; and
3.	the process your CoC uses to respond to individuals' and families' emergency transfer requests.

(limit 2,500 characters)

1) Our CoC has polices and procedures that include an emergency transfer plan

2) The availability of Emergency Transfer Plan procedures is communicated to all individuals and families seeking assistance, whether or not they have identified as DV survivors, through printed materials, website information and word-of-mouth. Partner Agency staff are aware of emergency transfer protocols and are trained to respond quickly and discretely to hints or requests for help accessing safe shelter or housing, locally or outside the area if needed. Staff are also aware to look for the telltale signs that this type of assistance may be needed and will find the appropriate way to discretely communicate that this type of assistance is available.

3) Survivors can request an emergency transfer, and parter agencies will collaborate through the Family Justice Center to implement the request. CoC agencies that specialize in DV services partner through the Knoxville Family Justice Center (FJC). The FJC has a physical locations with staff from key partner providers, and also serves as a collaborative umbrella organization that coordinates both onsite and offsite partner services. As there is significant overlap of the FJC collaboration and the CoC organization, the CoC is able to share DV policies and procedures to other providers that may not specialize in DV services.

1C-5f.	Access to Housing for Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
	NOFO Section V.B.1.e.	

	Describe in the field below how your CoC:
1.	ensures that survivors of domestic violence, dating violence, sexual assault, or stalking have safe access to all of the housing and services available within the CoC's geographic area; and
2.	proactively identifies systemic barriers within your homeless response system that create barriers to safely house and provide services to survivors of domestic violence, dating violence, sexual assault, or stalking.

(limit 2,500 characters)

1) Our CoC coordinates with the Knoxville Family Justice Center, a multiagency, multidisciplinary center for domestic violence, child abuse, elder abuse, animal abuse, sexual assault, stalking, and human trafficking resources, services, and support. The FJC acts as a one-stop resource for its clients, to connect them with housing and services, while following protocols to ensure these resources are accessed safely and discretely. The Knoxville Family Justice Center is a safe place with caring and trained staff available to help victims of domestic violence and their children. FJC connects victims of domestic violence to services including safety planning, legal assistance, access to shelter, housing, counseling, employment and childcare. While the FJC is an initial point of contact and coordination for survivors of domestic violence and sexual assault, it is fully coordinated with other 'mainstream' providers, ensuring that FJC clients receive not only the specialized assistance that they may need, but also have coordinated access to all other resources available to other populations experiencing homelessness here.

2) The Knoxville Family Justice Center (FJC) is in itself a proactive approach to identifying and removing barriers to safely housing and providing services to survivors of domestic violence, dating violence, sexual assault, or stalking. The FJC serves as a one-stop clearinghouse to provide access to these services, starting with the specialized, security-sensitive and trauma-informed care needed by this population, and continuing forward with coordinated access to all other resources available within this CoC's geographic area.

1C-5g.	Ensuring Survivors With a Range of Lived Expertise Participate in Developing CoC-Wide Policy and Programs.	
	NOFO Section V.B.1.e.	
	Describe in the field below how your CoC:	
1.	ensured survivors with a range of lived expertise are involved in the development of your CoC-wide policy and programs; and	
2.	accounted for the unique and complex needs of survivors.	

(limit 2,500 characters)

1) TN-502 has had a very active Youth Action Board since 2018, which has served to lead our efforts to include the voices and perspectives of people with lived experience in all facets of our CoC's policy and program development. Our YAB includes people who are survivors of domestic violence and sexual assault. These individuals actively participate in our CoC's Executive Committee, plenary board, CoC Rank and Review panel, and engage with other CoC committees. They have participated in our local Mayor's Roundtable on Homelessness, hosted the Mayor in their meetings, and attended our statewide CoC Educational Conference this year.

2) In seeking participation from survivors as well as other persons with lived experience, our CoC meets them where they are, and use the name, gender and language preferences expressed by the individual. Any disclosure of any personal status or history, including and especially regarding survivorship of domestic violence or sexual assault is only as a result of voluntary expression by the individual.



1C-6.	Addressing the Needs of Lesbian, Gay, Bisexual, Transgender and Queer+–Anti-Discrimination Policy and Training.	
	NOFO Section V.B.1.f.	

1.	Did your CoC implement a written CoC-wide anti-discrimination policy ensuring that LGBTQ+ individuals and families receive supportive services, shelter, and housing free from discrimination?	Yes
2.	Did your CoC conduct annual CoC-wide training with providers on how to effectively implement the Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity (Equal Access Final Rule)?	Yes
3.	Did your CoC conduct annual CoC-wide training with providers on how to effectively implement Equal Access in Accordance With an Individual's Gender Identity in Community Planning and Development Programs (Gender Identity Final Rule)?	Yes

1C-6a.	Anti-Discrimination Policy–Updating Policies–Assisting Providers–Evaluating Compliance–Addressing Noncompliance.	
	NOFO Section V.B.1.f.	

	Describe in the field below:
1.	how your CoC regularly collaborates with LGBTQ+ and other organizations to update its CoC-wide anti-discrimination policy, as necessary to ensure all housing and services provided in the CoC are trauma-informed and able to meet the needs of LGBTQ+ individuals and families;
2.	how your CoC assisted housing and services providers in developing project-level anti-discrimination policies that are consistent with the CoC-wide anti-discrimination policy;
3.	your CoC's process for evaluating compliance with your CoC's anti-discrimination policies; and
4.	your CoC's process for addressing noncompliance with your CoC's anti-discrimination policies.

(limit 2,500 characters)

- 1) Our CoC had open discussions around updating our CoC-wide anti-discrimination policy, and voted on April 18th of this year to incorporate and include the language in White House Executive Order Executive Order 13988, Preventing and Combating Discrimination on the Basis of Gender Identity or Sexual Orientation. This discussion included representation from the LGBTQ+ community and focused on not only updating the policy, but how to work with partner agencies to ensure that these principles are part of our regular approach to equitable and respectfully serving all parts of our community.
- 2) The CoC regularly emphasizes anti-discrimination policies and protections in CoC discussions and training, and CoC applicants must certify their compliance with all federal non-discrimination policies. TN-502 co-sponsored and participated in a statewide training conference for CoC providers in June 2023, which included training on "2021 Executive Order: Fair Housing for LGBTQIA+ People."
- 3) The CoC rank and review process is conducted by a panel with diverse representation, including from the LGBTQ+ community, and careful scrutiny is given to applicants' performance and response to questions on this issue.
- 4) Feedback and encouragement for improvement can be made if minor concerns arise during CoC review. Noncompliance with anti-discrimination policies could result in formal notice of potential reallocation if corrective actions aren't taken, or in egregious cases, at any point referrals to the Tennessee Human Rights Commission and/or HUD could result.

1C-7.	Public Housing Agencies within Your CoC's Geographic Area--New Admissions--General/Limited Preference--Moving On Strategy.	
	NOFO Section V.B.1.g.	

You must upload the PHA Homeless Preference\PHA Moving On Preference attachment(s) to the 4B. Attachments Screen.

Enter information in the chart below for the two largest PHAs highlighted in gray on the current CoC-PHA Crosswalk Report or the two PHAs your CoC has a working relationship with--if there is only one PHA in your CoC's geographic area, provide information on the one:

Public Housing Agency Name	Enter the Percent of New Admissions into Public Housing and Housing Choice Voucher Program During FY 2022 who were experiencing homelessness at entry	Does the PHA have a General or Limited Homeless Preference?	Does the PHA have a Preference for current PSH program participants no longer needing intensive supportive services, e.g., Moving On?
Knoxville's Community Development Corporation	24%	Yes-Both	Yes

1C-7a.	Written Policies on Homeless Admission Preferences with PHAs.	
	NOFO Section V.B.1.g.	

Describe in the field below:

1.	steps your CoC has taken, with the two largest PHAs within your CoC's geographic area or the two PHAs your CoC has working relationships with, to adopt a homeless admission preference—if your CoC only has one PHA within its geographic area, you may respond for the one; or
2.	state that your CoC has not worked with the PHAs in its geographic area to adopt a homeless admission preference.

(limit 2,500 characters)

1) Knoxville' Community Development Corporation (KCDC) is our one active PHA in our CoC. KCDC is an active member of our CoC/Homeless Coalition, and provided the facilities where our CoC Ranking and Review panel me. Working with our CoC, our PHA has adopted and recently enhanced its homeless admission preferences both for public housing and for housing choice vouchers.

Additionally, in collaboration with our CoC, our PHA applied for and received Emergency Housing Vouchers (EHVs) which are solely used for homeless individuals and persons in families being placed in permanent housing through our Coordinated Entry System process.

2) N/A (TN-502 is has worked with our PHA to adopt and implement homeless admission preferences.)

1C-7b.	Moving On Strategy with Affordable Housing Providers.	
	Not Scored—For Information Only	

Select yes or no in the chart below to indicate affordable housing providers in your CoC's jurisdiction that your recipients use to move program participants to other subsidized housing:

1.	Multifamily assisted housing owners	Yes
2.	PHA	Yes
3.	Low Income Housing Tax Credit (LIHTC) developments	Yes
4.	Local low-income housing programs	Yes
	Other (limit 150 characters)	
5.		

1C-7c.	Include Units from PHA Administered Programs in Your CoC's Coordinated Entry.	
	NOFO Section V.B.1.g.	

In the chart below, indicate if your CoC includes units from the following PHA programs in your CoC's coordinated entry process:

1.	Emergency Housing Vouchers (EHV)	Yes
2.	Family Unification Program (FUP)	Yes
3.	Housing Choice Voucher (HCV)	Yes
4.	HUD-Veterans Affairs Supportive Housing (HUD-VASH)	Yes

5.	Mainstream Vouchers	Yes
6.	Non-Elderly Disabled (NED) Vouchers	No
7.	Public Housing	Yes
8.	Other Units from PHAs:	
	Project-Based Vouchers	Yes

1C-7d.	Submitting CoC and PHA Joint Applications for Funding for People Experiencing Homelessness.	
	NOFO Section V.B.1.g.	

1.	Did your CoC coordinate with a PHA(s) to submit a competitive joint application(s) for funding or jointly implement a competitive project serving individuals or families experiencing homelessness (e.g., applications for mainstream vouchers, Family Unification Program (FUP), other programs)?	Yes
		Program Funding Source
2.	Enter the type of competitive project your CoC coordinated with a PHA(s) to submit a joint application for or jointly implement.	FUP, FYI

1C-7e.	Coordinating with PHA(s) to Apply for or Implement HCV Dedicated to Homelessness Including Emergency Housing Voucher (EHV).	
	NOFO Section V.B.1.g.	

	Did your CoC coordinate with any PHA to apply for or implement funding provided for Housing Choice Vouchers dedicated to homelessness, including vouchers provided through the American Rescue Plan?	Yes
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1C-7e.1.	List of PHAs with Active MOUs to Administer the Emergency Housing Voucher (EHV) Program.	
	Not Scored—For Information Only	

	Does your CoC have an active Memorandum of Understanding (MOU) with any PHA to administer the EHV Program?	Yes
	If you select yes to question 1C-7e.1., you must use the list feature below to enter the name of every PHA your CoC has an active MOU with to administer the Emergency Housing Voucher Program.	

PHA
Knoxville's Commu...

## 1C-7e.1. List of PHAs with MOUs

**Name of PHA:** Knoxville's Community Development Corporation

## 1D. Coordination and Engagement Cont'd

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1D-1.	Discharge Planning Coordination.	
	NOFO Section V.B.1.h.	

Select yes or no in the chart below to indicate whether your CoC actively coordinates with the systems of care listed to ensure persons who have resided in them longer than 90 days are not discharged directly to the streets, emergency shelters, or other homeless assistance programs.

1. Foster Care	Yes
2. Health Care	Yes
3. Mental Health Care	Yes
4. Correctional Facilities	Yes

1D-2.	Housing First—Lowering Barriers to Entry.	
	NOFO Section V.B.1.i.	

1.	Enter the total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe Haven, and Transitional Housing projects your CoC is applying for in FY 2023 CoC Program Competition.	12
2.	Enter the total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe Haven, and Transitional Housing projects your CoC is applying for in FY 2023 CoC Program Competition that have adopted the Housing First approach.	12
3.	This number is a calculation of the percentage of new and renewal PSH, RRH, SSO non-Coordinated Entry, Safe Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in the FY 2023 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.	100%

1D-2a.	Project Evaluation for Housing First Compliance.	
	NOFO Section V.B.1.i.	

You must upload the Housing First Evaluation attachment to the 4B. Attachments Screen.

	Describe in the field below:
1.	how your CoC evaluates every project—where the applicant checks Housing First on their project application—to determine if they are using a Housing First approach;
2.	the list of factors and performance indicators your CoC uses during its evaluation; and
3.	how your CoC regularly evaluates projects outside of your local CoC competition to ensure the projects are using a Housing First approach.

(limit 2,500 characters)

1) Housing First compliance is a factor considered in the CoC scoring for the rank and review process. Each applicant was required to certify whether or not they use a Housing First Approach, and then provide a narrative discussion of their implementation of Housing First. The rank and review panel discussed each project's approach and whether there are real or perceived barriers to the project's implementation of and commitment to the Housing First Approach. Having people with lived experience on the Rank and Review panel was crucial to these discussions. Part of each project's score was assigned based on the results of these discussions. The degree of approach and commitment to components of the Housing First concept also influenced several other scoring factor categories.

2) Scoring factors affected by commitment to and implementation of the Housing First concept included project applicants' affirmation of their commitment to Housing First, their specific approach to providing permanent housing or access to it without unnecessary barriers or programmatic requirements, and their approach to addressing racial, ethnic and gender equity.

3) TN-502 has also begun the process of reviewing project fidelity to Housing First outside of this application's rank and review process, using a checklist based on the USICH's project-level Housing First checklist. TN-502 has also continually worked directly with partner agencies through the weekly Coordinated Entry System's by-name list review and housing placement process to assess and promote our effectiveness at implementing the genuine Housing First approach. OOH also works with providers to reduce barriers to accessing shelter and other intake resources, funded the use of computer tablets to conduct CES intakes in the field by outreach workers, and works through issues raised in the CES coordination process to address the challenges of removing unnecessary barriers to housing in order to successfully prioritize and place the most vulnerable individuals and families into available housing.

1D-3.	Street Outreach—Scope.	
	NOFO Section V.B.1.j.	

	Describe in the field below:
1.	your CoC's street outreach efforts, including the methods it uses to ensure all persons experiencing unsheltered homelessness are identified and engaged;
2.	whether your CoC's Street Outreach covers 100 percent of the CoC's geographic area;
3.	how often your CoC conducts street outreach; and
4.	how your CoC tailored its street outreach to persons experiencing homelessness who are least likely to request assistance.

(limit 2,500 characters)

1) Street outreach efforts are conducted by multiple CoC partner agencies on a routine, daily basis throughout 100% of the TN-502 CoC. Outreach teams proactively go to encampments and other locations, based on their own knowledge of actual locations, as well as based on locations reported by partner agencies, the police and members of the public. Partner agencies meet regularly to coordinate outreach efforts and to agree upon and set coverage areas to assure that locations throughout Knoxville and Knox County are reached. Unsheltered individuals are provided with written and oral information on available housing and social service resources. Communications for non-English speakers and for persons with disabilities are available and provided as needed. Materials and advertisements geared to reach LGBT+ youth have been printed and distributed to key locations, including on public transportation.

2) Street outreach efforts are conducted by multiple CoC partner agencies throughout 100% of the entire TN-502 CoC.

3) Street outreach efforts are conducted by multiple CoC partner agencies on a routine, daily basis.

4) Street outreach efforts were expanded and enhanced during the pandemic and have been continued using other funding resources in order to proactively reach an increasing and increasingly vulnerable unsheltered population throughout the CoC. Outreach efforts have been intensified not just in the city center, but in more outlying areas of Knox County. Focused efforts have been devised to find and reach specific populations, including families, veterans, and youth. Outreach teams from multiple partner agencies also meet regularly to coordinate their activities and assure each area of the CoC is covered. The CoC Youth Action Board advises CAC and other outreach services on best ways to reach youth, including the production of youth-specific and LGBT+ specific posters and printed materials to enhance contact and outreach. The City of Knoxville's Office on Homelessness also sponsored an agency to make shower trailers available as a point of engagement, and also funded the use of computer tablets to carry out CES intakes and assessments in the field, directly connecting vulnerable, harder to engage persons with the CES' housing placement process.

1D-4.	Strategies to Prevent Criminalization of Homelessness.	
	NOFO Section V.B.1.k.	

Select yes or no in the chart below to indicate strategies your CoC implemented to ensure homelessness is not criminalized and to reverse existing criminalization policies in your CoC's geographic area:

	Your CoC's Strategies	Ensure Homelessness is not Criminalized	Reverse Existing Criminalization Policies
1.	Engaged/educated local policymakers	Yes	Yes
2.	Engaged/educated law enforcement	Yes	Yes
3.	Engaged/educated local business leaders	Yes	Yes



4.	Implemented community wide plans	Yes	Yes
5.	Other:(limit 500 characters)		

1D-5.	Rapid Rehousing–RRH Beds as Reported in the Housing Inventory Count (HIC) or Longitudinal Data from HMIS.	
	NOFO Section V.B.1.I.	

		HIC Longitudinal HMIS Data	2022	2023
	Enter the total number of RRH beds available to serve all populations as reported in the HIC or the number of households served per longitudinal HMIS data, e.g., APR.	Longitudinal HMIS Data	778	835

1D-6.	Mainstream Benefits–CoC Annual Training of Project Staff.	
	NOFO Section V.B.1.m.	

Indicate in the chart below whether your CoC trains program staff annually on the following mainstream benefits available for program participants within your CoC's geographic area:

	Mainstream Benefits	CoC Provides Annual Training?
1.	Food Stamps	Yes
2.	SSI–Supplemental Security Income	Yes
3.	SSDI–Social Security Disability Insurance	Yes
4.	TANF–Temporary Assistance for Needy Families	Yes
5.	Substance Use Disorder Programs	Yes
6.	Employment Assistance Programs	Yes
7.	Other (limit 150 characters)	

1D-6a.	Information and Training on Mainstream Benefits and Other Assistance.	
	NOFO Section V.B.1.m	

Describe in the field below how your CoC:

1.	systemically provides up-to-date information on mainstream resources available for program participants (e.g., Food Stamps, SSI, SSDI, TANF, substance abuse programs) within your CoC's geographic area;
2.	works with project staff to collaborate with healthcare organizations, including substance abuse treatment and mental health treatment, to assist program participants with receiving healthcare services; and
3.	works with projects to promote SSI/SSDI Outreach, Access, and Recovery (SOAR) certification of program staff.

(limit 2,500 characters)

1) TN-502 helped create and participated in a Tennessee-wide training conference held in Chattanooga on June 27-29, 2023. CoC provider agency staff were invited and encouraged to attend. The training conference included sessions on "Rapid Rehousing/SOAR Program Design," "SSI/SSDI Outreach, Access and Recovery," "Tenn. Dept. of Substance Abuse and Mental Health Services," "Opioid Overdose Prevention," and "SNAP Access." Our CoC is planning to work with our Tennessee peers to offer similar training conferences for CoC partner agencies at least on an annual basis. Additionally, at each monthly CoC meeting throughout the year, a speaker is featured to present information on various agencies and programs, including those that provide mainstream benefits for CoC program participants.

2) TN-502 includes representation from healthcare organizations, providing for regular discussion of available resources and how agency staff can connect their program participants with behavioral health treatment and services, as well as how they can be connected with healthcare services. Each month's CoC meeting also includes a presentation by member and outside organizations - including physical and behavioral healthcare providers- providing overviews on resources available and how program participants can be referred or engaged on those resources.

3) CoC partner providers use the SOAR program to assist clients in accessing SSI/SSDI programs, which will also trigger TennCare eligibility. SOAR training is regularly promoted through the CoC in order to expand its use among partner agencies.

1D-7.	Increasing Capacity for Non-Congregate Sheltering.	
	NOFO Section V.B.1.n.	

Describe in the field below how your CoC is increasing its capacity to provide non-congregate sheltering.

(limit 2,500 characters)

TN-502 has increased non-congregate shelter capacity in three ways. First, funding was secured to provide 75 units of non-congregate shelter in hotel and motel rooms for families, youth and seniors who are experiencing homelessness during the pandemic, and rapid-rehousing resources were prioritized through the coordinated entry system to move these individuals and families out of NCS and into permanent housing. Over 300 families, youth and seniors were served through this initiative.

Second, throughout the pandemic, a non-congregate Covid-19 respite shelter was maintained through a collaboration of the Knox County Health Department and the Salvation Army. Known as the Guest House, these beds were maintained throughout the pandemic to prevent the spread of Covid by providing a place for highly vulnerable homeless individuals to await test results (earlier in the pandemic) or to remain quarantined while recuperating from Covid, rather than returning to a shelter or unsheltered location. Our CoC gained considerable experience in standing up specialized non-congregate shelter in response to the pressing needs of the pandemic. This experience has prepared us to repeat the process as required to meet the needs presented by emergent situations.

Third, With funding through the Veterans Administration's Grant-Per-Diem program, Steps House, Inc. has recently added 24 units of non-congregate shelter to serve military veterans who are experiencing homelessness in our community.

ID-8.	Partnerships with Public Health Agencies—Collaborating to Respond to and Prevent Spread of Infectious Diseases.	
	NOFO Section V.B.1.o.	
	Describe in the field below how your CoC effectively collaborates with state and local public health agencies to:	
1.	develop CoC-wide policies and procedures to respond to infectious disease outbreaks; and	
2.	prevent infectious disease outbreaks among people experiencing homelessness.	

(limit 2,500 characters)

1) The CoC Collaborative Applicant worked closely with the local and state public health agencies throughout the pandemic to develop and carry out CoC wide responses. There were direct collaborations with CoC shelters and service providers to implement best practices within facilities and programs, and there was a Knox County Health Department (KCHD) collaboration with the Salvation Army and the Volunteer Ministry Center for a non-congregate Covid-19 respite center, known as the Guest House. The pandemic experience has provided us with adaptable models for quickly standing up collaborative responses to respond to infectious disease outbreaks.

2) On a more routine basis, CoC service providers collaborate with KCHD to combat and prevent communicable diseases, especially those that disproportionately affect the homeless population, such as hepatitis A & C, HIV, influenza, tuberculosis and Covid-19. Homeless outreach workers assist health department staff in locating hard-to-find individuals who have tested positive for selected reportable illnesses. KCHD staff perform rapid testing in the field for HIV and HCV, and hold vaccination clinics for hepatitis A and Covid-19 in shelters and other settings where individuals living unhoused may gather.

ID-8a.	Collaboration With Public Health Agencies on Infectious Diseases.	
	NOFO Section V.B.1.o.	
	Describe in the field below how your CoC:	
1.	shared information related to public health measures and homelessness, and	
2.	facilitated communication between public health agencies and homeless service providers to ensure street outreach providers and shelter and housing providers are equipped to prevent or limit infectious disease outbreaks among program participants.	

(limit 2,500 characters)

1) The Knox County Health Department (KCHD) is an active member of the TN-502 CoC and routinely disseminates information related to public health measures and homelessness at CoC meetings and through the CoC email listserv.

2) Homeless service providers and the Knox County Health Department (KCHD) meet frequently to discuss evolving guidance for infection control, especially concerning outbreaks in the community. KCHD distributes guidance on infection control procedures to homeless service providers in the community and epidemiologists are available to answer questions. KCHD also coordinates with street outreach providers to provide information, vaccinations and healthcare services to unsheltered persons in order to prevent and limit infectious disease outbreaks.

1D-9.	Centralized or Coordinated Entry System-Assessment Process.	
	NOFO Section V.B.1.p.	
	Describe in the field below how your CoC's coordinated entry system:	
1.	covers 100 percent of your CoC's geographic area;	
2.	uses a standardized assessment process; and	

3.	is updated regularly using feedback received from participating projects and households that participated in coordinated entry.
----	---

(limit 2,500 characters)

(1) In addition to population-specific designated access points for CES, street outreach and walk-in providers are trained to carry out CES intake for clients in 100 percent of our CoC's geographic area. While this no-wrong-door approach to coordinated entry ensures that all geographic areas are formally covered, TN-502 has begun a new inter-agency collaborative effort to equip street outreach teams to improve coverage of the continuum's least accessible regions.

(2) All adults and heads of household enter Coordinated Entry through the same standardized intake assessment process. In addition to all required universal data elements (e.g., Race, Prior Living Situation), the CE intake assessment includes data elements needed to support tailored and timely resources and housing. Households also complete a brief, standardized vulnerability index, the Houston Tool, to quantify vulnerability and aid in triage and prioritization.

Households ranked as high acuity are then referred to case/care management according to household needs and preference. Upon receipt of referral, the case manager prioritizes the household based on a standardized 12-point scale that ranges from highest acuity (those experiencing chronic homelessness) to lowest acuity (precariously housed, no disability). Contingent on preference, households with the greatest vulnerability are prioritized for Permanent Supportive Housing, while those with less acute needs are targeted for Rapid Rehousing or brief intervention and referral. If there is a "tie" in priority score, the COC prioritizes households according to Houston score, duration of homelessness, and time in Coordinated Entry.

(3) Fifteen key stakeholders from TN-502 drew on guidance from HUD TA, input from peer CoCs, and insights from participating providers and recipients, to select our new CES tool. A core goal of this transition was to simplify the intake process and make it more clear and accessible for CE participants. The adoption of this new CE intake process is intended to be iterative: TN-502 will continue to use feedback from participating providers through weekly case coordination, monthly meetings with agency leads, and quarterly meetings of the CES's Organizational and Governance Group (OG). The OG intends to include membership from at least one person with lived experience by the second meeting of 2024.

	1D-9a.	Program Participant-Centered Approach to Centralized or Coordinated Entry.	
		NOFO Section V.B.1.p.	
		Describe in the field below how your CoC's coordinated entry system:	
	1.	reaches people who are least likely to apply for homeless assistance in the absence of special outreach;	
	2.	prioritizes people most in need of assistance;	

	3.	ensures people most in need of assistance receive permanent housing in a timely manner, consistent with their preferences; and
	4.	takes steps to reduce burdens on people using coordinated entry.

(limit 2,500 characters)

(1) TN-502 has equipped all street outreach workers with tablet devices to facilitate CE involvement in the field and connect the CoC's most vulnerable unhoused individuals to the coordinated entry process as quickly and easily as possible. These tablets empower outreach workers to complete CE intakes throughout the COC's catchment area with clients who are especially wary of crowds or mainstream services, so they can begin the CE process the moment rapport is built and they are ready for support.

2) Resource allocation decisions through coordinated entry are made by first looking at each household's prioritization score, which is based on key vulnerabilities such as chronicity, length of time homeless, domestic violence history, and score ranges per the Houston Tool. If multiple households have the same prioritization score, decisions are made based on specific Houston Score, which rates vulnerability in a more nuanced fashion according to factors such as lack of income or repeated hospitalizations or arrests. As needed, households are further vetted by duration of homelessness.

3) At weekly CES case coordination meetings for households eligible for PSH, RRH, and veterans housing, case managers and CES staff review by-name lists, prioritize the most vulnerable clients, review housing options, register client preferences, and address case-specific barriers to housing. Eligible households are asked to prioritize preferences for specific properties (PSH) or geographic areas (RRH); these preferences are then used guide resource allocation.

4) Within the past year, TN-502 has put into practice a shorter, simpler intake and assessment process according to feedback from experts, providers, and recipients. TN-502 has also actively recruited and trained a number of new providers, including our night-by-night shelter provider, to conduct CES intakes. These developments reduce barriers for clients who otherwise would need to engage in the cumbersome process of initiating with a new provider to access CES. TN-502 has also funded the use of tablet devices to carry out intakes in unsheltered settings, meeting clients where they are.

1D-9b.	Informing Program Participant about Rights and Remedies through Centralized or Coordinated Entry-Reporting Violations.	
	NOFO Section V.B.1.p.	

	Describe in the field below how your CoC through its centralized or coordinated entry:
1.	affirmatively markets housing and services provided within the CoC's geographic area and ensures it reaches all persons experiencing homelessness;
2.	informs program participants of their rights and remedies available under federal, state, and local fair housing and civil rights laws; and
3.	reports any conditions or actions that impede fair housing choice for current or prospective program participants to the jurisdiction(s) responsible for certifying consistency with the Consolidated Plan.

(limit 2,500 characters)

1) Through street outreach and engagement as well as through the Coordinated Entry System and other partner agency collaboration, TN-502 affirmatively seeks to provide its services and resources to all people at risk of or experiencing homelessness in our geographic area. In collaboration with the University of Tennessee College of Social Work, TN-502 has conducted ongoing analysis of our CES process to identify and address demographic disparities, in order to assure that we are in fact reaching out to and serving everyone equitably. The CoC has developed several items to bolster marketing efforts, including an infographic describing the CES process and a reproducible CES brochure meant to be distributed in the field.

2) Program participants are informed about TN-502's CES appeal process at CES intake. Appeals are requested at any point the participant feels dissatisfied with a service, decision, action, or situation involving the CES intake process or feels that they have been treated unfairly. The complaint is directed first to the Coordinated Entry System Facilitator. Attempts will be made to resolve the complaint within five business days. If the issue cannot be resolved by the Coordinated Entry System Facilitator, the complaint can be forwarded to the Coordinated Entry Organizational and Governance Group (OG), which is comprised of program administrators charged with maintaining the integrity of the CES. Within thirty days of receipt of the complaint, the Coordinated Entry Organizational and Governance Group will issue the final resolution in written form. The participant may be required to meet with the OG to discuss matters relative to the complaint. The participant will be assigned an Advocate from the membership of the Knoxville-Knox County Homeless Coalition if requested.

3) TN-502 participates fully in our geographic area's consolidated planning process and has reported on our ongoing disparity studies that examine both intake and outcomes of our CES process, explicitly for the purpose of addressing and removing any barriers that may negatively affect fair housing access, choice or outcomes.

1D-10.	Advancing Racial Equity in Homelessness—Conducting Assessment.	
	NOFO Section V.B.1.q.	

1.	Has your CoC conducted a racial disparities assessment in the last 3 years?	Yes
2.	Enter the date your CoC conducted its latest assessment for racial disparities.	07/13/2023

1D-10a.	Process for Analyzing Racial Disparities—Identified Racial Disparities in Provision or Outcomes of Homeless Assistance.	
	NOFO Section V.B.1.q.	

	Describe in the field below:
1.	your CoC's process for analyzing whether any racial disparities are present in the provision or outcomes of homeless assistance; and

2. what racial disparities your CoC identified in the provision or outcomes of homeless assistance.

(limit 2,500 characters)

(1) In collaboration with KnoxHMIS and the UT College of Social Work, TN-502 completed a series of six quarterly statistical analyses of potential racial and gender disparities in housing outcomes (rate housed, time to housing) for Coordinated Entry clients between December 2020 and May 2022. Then, beginning in November 2022, TN-502 and the UT College of Social Work conducted a second series of three bimonthly racial and gender equity analyses of Coordinated Entry outcomes. This latter study turned its attention to potential disparities in housing outcomes through the CoC's new vulnerability index, the Houston Tool. This most recent analysis employed the Kruskal-Wallis H test and Mann-Whitney U test, both ranks-based non-parametric tests, to determine whether vulnerability scores differed by race or gender. As these preliminary findings are based on the limited time the new vulnerability tool has been in use, TN-502 will continue its ongoing analysis of the new vulnerability index to ensure racial and gender equity in service provision.

(2) The initial 18-month study noted above found racial and gender disparities in time to housing and housing attainment. Specifically, regarding time to housing, we found that Black males, White males, and White females all had statistically longer wait times to housing than Black female individuals – but no difference was found between family units by race. Regarding access to housing, White female individuals were statistically more likely to obtain housing than Black and White male individuals. Families with Black female heads of households and White male heads of households were statistically more likely to be housed than White female heads of households. These disparities led TN-502 to discontinue the VI-SPDAT tool and switch to the Houston Tool in November 2023. This second series of preliminary studies has found that the new vulnerability index does show bias in vulnerability scores by gender and race, but analysis at the household level shows no bias in scores by race or gender, except for a small subset of the population (4.2% - two adults with children). Presently, acknowledging the limited time frame of use and the need for continued evaluation, the new vulnerability index appears to be a modest improvement from the VI-SPDAT, but future research will be conducted to evaluate the new vulnerability index to ensure equity in service provision and guide any response needed to mitigate inequitable outcomes.

1D-10b. Implemented Strategies that Address Racial Disparities.

NOFO Section V.B.1.q.

Select yes or no in the chart below to indicate the strategies your CoC is using to address any racial disparities.

1.	The CoC's board and decisionmaking bodies are representative of the population served in the CoC.	Yes
2.	The CoC has identified steps it will take to help the CoC board and decisionmaking bodies better reflect the population served in the CoC.	Yes
3.	The CoC is expanding outreach in geographic areas with higher concentrations of underrepresented groups.	Yes
4.	The CoC has communication, such as flyers, websites, or other materials, inclusive of underrepresented groups.	Yes



5.	The CoC is training staff working in the homeless services sector to better understand racism and the intersection of racism and homelessness.	Yes
6.	The CoC is establishing professional development opportunities to identify and invest in emerging leaders of different races and ethnicities in the homelessness sector.	Yes
7.	The CoC has staff, committees, or other resources charged with analyzing and addressing racial disparities related to homelessness.	Yes
8.	The CoC is educating organizations, stakeholders, boards of directors for local and national nonprofit organizations working on homelessness on the topic of creating greater racial and ethnic diversity.	Yes
9.	The CoC reviewed coordinated entry processes to understand their impact on people of different races and ethnicities experiencing homelessness.	Yes
10.	The CoC is collecting data to better understand the pattern of program use for people of different races and ethnicities in its homeless services system.	Yes
11.	The CoC is conducting additional research to understand the scope and needs of different races or ethnicities experiencing homelessness.	Yes
	Other:(limit 500 characters)	
12.		

1D-10c.	Implemented Strategies that Address Known Disparities.	
	NOFO Section V.B.1.q.	

Describe in the field below the steps your CoC is taking to address the disparities identified in the provision or outcomes of homeless assistance.

(limit 2,500 characters)

Given the racial disparities in scoring and outcomes associated with the VI-SPDAT (confirmed through both nationally and local research), TN-502 moved to a new tool created to ameliorate some of these disparities. Since the launch of this new Houston Tool in November 2023, TN-502 has worked with researchers at the University of Tennessee to determine a statistically sound and effective method of weighting items in the vulnerability index to mitigate any inequities pertaining to race, gender, or history of domestic violence. This study will continue through early 2024, and will yield several iterative opportunities to adjust the CE prioritization process to ensure equitable scoring and housing outcomes.

Another disparity, as noted above, is that Black individuals are less likely to access Emergency Shelter in our CoC. As this has been an ongoing trend both in Knox County and nationwide, we have added project participation rates by race to our COC Rank & Review process to incentivize proactive outreach by ES and other providers and address any barriers to service access by race.

Finally, TN-502 has created custom measures to track housing outcomes by race, filtered by both project types and individual projects. Beginning in October, 2023, we will transition to new, more accessible equity measures soon to be available through APR/CAPER reports (Q22 and Q23). These measures, which highlight disparities in time to housing and exit destinations by race and ethnicity, we will incorporate into monthly HMIS feedback reports already submitted to most participating projects. We will also submit summary reports to COC leadership on a semiannual basis to highlight projects (and project types) that may need to be addressed.

1D-10d.	Tracked Progress on Preventing or Eliminating Disparities.	
	NOFO Section V.B.1.q.	
	Describe in the field below:	
	1. the measures your CoC has in place to track progress on preventing or eliminating disparities in the provision or outcomes of homeless assistance; and	
	2. the tools your CoC uses.	

(limit 2,500 characters)

(1) Given local and national evidence of racial bias in the VI-SPDAT, within the last year TN-502 developed a new tool vetted by the Houston community and tailored to our CoC's unique needs. TN-502 rolled out this new Houston Tool in November 2022, and has conducted preliminary statistical analysis to assess the tool's possible impact on potential racial and gender disparities. As the dataset grows more robust, we will collaborate with researchers at the UT College of Social Work to calibrate the tool itself (e.g., weighting key data elements as needed) to ensure greater parity in scoring and thus mitigate any racial or gender inequities shown through further study. Measures include rate housed and time to housing by race/gender/household type.

Additionally, within the last year TN-502 has enhanced its Community Dashboard on Homelessness to include descriptive statistics for a number of vulnerable populations such as racial and gender minorities, unaccompanied youth, and seniors. Measures reported quarterly to CoC leadership and the general public include, for each subpopulation, average daily count over time, housing status, age group, DV, disability type, % of subpopulation enrolled in key project types, and average days enrolled by project type.

(2) Methodological tools for CE equity study include the Kruskal-Wallis test, one-way ANOVA, and Mann-Whitney U test. Key software used was SPSS and Microsoft Excel. For descriptive statistics used for the Dashboard and other local planning, TN-502 partnered with KnoxHMIS and the University of Tennessee to develop a suite of established HMIS reports from Wellsky Community Services and custom reports created through BusinessObjects 4.3 (also Wellsky).

1D-11.	Involving Individuals with Lived Experience of Homelessness in Service Delivery and Decisionmaking—CoC's Outreach Efforts.	
	NOFO Section V.B.1.r.	
	Describe in the field below your CoC's outreach efforts (e.g., social media announcements, targeted outreach) to engage those with lived experience of homelessness in leadership roles and decision making processes.	

(limit 2,500 characters)

TN-502 prioritizes authentic engagement and power-sharing with persons with lived experience (PLE) of homelessness. TN-502 leverages our Youth Action Board (YAB) for targeted outreach efforts to bolster participation of PLEs. With support of TN-502 leadership, YAB recruits members through targeted outreach within homeless youth providers, peer to peer interactions, and community outreach events. YAB publicizes their meetings through social media, email listserv, peer to peer communication, YAB designed advertisements on local public transit, and CoC meeting announcements.

YAB members have been integrated into leadership roles and decision-making processes in the CoC. The YAB chair and co-chair have seats on the executive committee of the CoC. The YAB chair also sits on the CoC nomination committee, which annually nominates CoC officers. YAB members have a seat on every CoC subcommittee. YAB members have voting authority through the decision-making structure in the CoC. Lastly, two YAB members participate in the CoC rank and review committee to develop the annual CoC application priority listing.

1D-11a.	Active CoC Participation of Individuals with Lived Experience of Homelessness.	
	NOFO Section V.B.1.r.	

You must upload the Letter Signed by Working Group attachment to the 4B. Attachments Screen.

Enter in the chart below the number of people with lived experience who currently participate in your CoC under the four categories listed:

	Level of Active Participation	Number of People with Lived Experience Within the Last 7 Years or Current Program Participant	Number of People with Lived Experience Coming from Unsheltered Situations
1.	Included in the decisionmaking processes related to addressing homelessness.	4	1
2.	Participate on CoC committees, subcommittees, or workgroups.	4	2
3.	Included in the development or revision of your CoC's local competition rating factors.	2	2
4.	Included in the development or revision of your CoC's coordinated entry process.	2	1

1D-11b.	Professional Development and Employment Opportunities for Individuals with Lived Experience of Homelessness.	
	NOFO Section V.B.1.r.	

Describe in the field below how your CoC or CoC membership organizations provide professional development and employment opportunities to individuals with lived experience of homelessness.

(limit 2,500 characters)

As a principal component of authentic engagement, TN-502 provides professional development and employment pathways to persons with lived experiences of homelessness (PLEs). The TN-502 Youth Action Board (YAB) is provided training and professional development before every meeting, which occur bi-weekly. The training and professional development class schedule is developed by the YAB to meet needs they have identified. These trainings have included Narcan Opioid Overdose Reversal, Mental Health 101, Understanding Data and Outcomes, and Financial Planning to name a few.

Employment and recognition of PLEs is a top priority for TN-502. In 2019, the Knoxville-Knox County Community Action Committee hired its first formerly homeless youth as a Community Youth Engagement Coordinator, and it is still an active position. This paid position is part-time (30 hours) with insurance and benefits, and currently employs the YAB Chair who has held the position since May 2022. United Way of Greater Knoxville (UWGK) hired another formerly homeless youth from the YAB in March 2023 as a Research Consultant who serves weekly on several UWGK committees to lend authentic youth voice to decision-making, including new project design and implementation strategies specifically related to food insecurity. Another formerly homeless youth and YAB co-chair is a frequent liaison with the City of Knoxville's media team, helping produce advocacy and awareness videos related to youth homelessness. Lastly, YAB members were asked to speak to Lincoln Memorial University's (LMU) occupational therapy students as part of LMU's course on mental health. Youth who participated as LMU guest lecturers were paid as consultants for their time.

1D-11c.	Routinely Gathering Feedback and Addressing Challenges of Individuals with Lived Experience of Homelessness.	
	NOFO Section V.B.1.r.	
	Describe in the field below:	
1.	how your CoC routinely gathers feedback from people experiencing homelessness;	
2.	how your CoC routinely gathers feedback from people who have received assistance through the CoC or ESG Programs; and	
3.	the steps your CoC has taken to address challenges raised by people with lived experience of homelessness.	

(limit 2,500 characters)

- 1) TN-502 routinely gathers feedback from individuals with lived experience in a variety of ways. First, TN-502 solicits feedback from the Youth Action Board during an annual training. The training discusses the CoC structure and decision-making processes as well as an overview of different service strategies. The service strategy discussion allows YAB members the opportunity to discuss current strategies and projects and how they meet or don't meet the needs of individuals experiencing homelessness as well as how strategies can be improved. Second, TN-502 conducts targeted focus groups with specific sub-populations to better understand their needs and what works best for them. The most recent focus group was held with individuals experiencing unsheltered homelessness. Lastly, PLEs have been integrated into the CoC structure and have the opportunity to provide feedback during CoC meetings.
- 2) Beyond the annual YAB training and targeted focus groups, PLEs participate on the CoC rank and review committee. During this process, PLEs provide experiential knowledge of specific CoC programs they have interacted with and how the programs met or did not meet their needs. For ESG programs, TN-502 brings PLEs to participate in the annual consolidated planning public meetings to inform PJs and the CoC on ESG programming.
- 3) TN-502 was consistently receiving feedback from PLEs about issues related to our prior coordinated entry assessment tool—VISPADT. With PLE input and data analysis underscoring local racialized disparities with the tool in mind, TN-502 worked through a community process to adopt a new vulnerability tool. TN-502 partnered with the Houston/Harris County CoC to adopt their CES tool. The Houston Vulnerability tool has been operational in TN-502 since November 2022.

1D-12.	Increasing Affordable Housing Supply.	
	NOFO Section V.B.1.t.	
	Describe in the field below at least 2 steps your CoC has taken in the past 12 months to engage city, county, or state governments that represent your CoC's geographic area regarding the following:	
1.	reforming zoning and land use policies to permit more housing development; and	
2.	reducing regulatory barriers to housing development.	

(limit 2,500 characters)

- 1) The CoC Collaborative Applicant is working directly with leadership in City government to develop recommendations for the City Mayor to increase the availability of affordable housing in our community. These recommendations are expected to include changes to zoning and land use policies within the City in order to promote and incentivize further development of affordable housing.
- 2) As noted in the first item in this section, TN-502's CA is directly involved in the City of Knoxville's efforts to increase the supply of affordable housing in our community. Recommendations for additional strategies for reducing regulatory barriers are imminent as of this writing, and should be adopted and implementation begun within the coming months.

## 1E. Project Capacity, Review, and Ranking–Local Competition

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1E-1.	Web Posting of Your CoC's Local Competition Deadline–Advance Public Notice.	
	NOFO Section V.B.2.a. and 2.g.	
	You must upload the Web Posting of Local Competition Deadline attachment to the 4B. Attachments Screen.	

1.	Enter your CoC's local competition submission deadline date for New Project applicants to submit their project applications to your CoC—meaning the date your CoC published the deadline.	07/17/2023
2.	Enter the date your CoC published the deadline for Renewal Project applicants to submit their project applications to your CoC's local competition—meaning the date your CoC published the deadline.	07/17/2023

1E-2.	Project Review and Ranking Process Your CoC Used in Its Local Competition. We use the response to this question and the response in Question 1E-2a along with the required attachments from both questions as a factor when determining your CoC's eligibility for bonus funds and for other NOFO criteria below.	
	NOFO Section V.B.2.a., 2.b., 2.c., 2.d., and 2.e.	
	You must upload the Local Competition Scoring Tool attachment to the 4B. Attachments Screen.	
	Select yes or no in the chart below to indicate how your CoC ranked and selected project applications during your local competition:	

1.	Established total points available for each project application type.	Yes
2.	At least 33 percent of the total points were based on objective criteria for the project application (e.g., cost effectiveness, timely draws, utilization rate, match, leverage), performance data, type of population served (e.g., DV, youth, Veterans, chronic homelessness), or type of housing proposed (e.g., PSH, RRH).	Yes
3.	At least 20 percent of the total points were based on system performance criteria for the project application (e.g., exits to permanent housing destinations, retention of permanent housing, length of time homeless, returns to homelessness).	Yes
4.	Provided points for projects that addressed specific severe barriers to housing and services.	Yes

5.	Used data from comparable databases to score projects submitted by victim service providers.	Yes
6.	Provided points for projects based on the degree the projects identified any barriers to participation (e.g., lack of outreach) faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and has taken or will take steps to eliminate the identified barriers.	Yes

1E-2a.	Scored Project Forms for One Project from Your CoC's Local Competition. We use the response to this question and Question 1E-2. along with the required attachments from both questions as a factor when determining your CoC's eligibility for bonus funds and for other NOFO criteria below.	
	NOFO Section V.B.2.a., 2.b., 2.c., and 2.d.	

You must upload the Scored Forms for One Project attachment to the 4B. Attachments Screen.

Complete the chart below to provide details of your CoC's local competition:

1.	What were the maximum number of points available for the renewal project form(s)?	100
2.	How many renewal projects did your CoC submit?	11
3.	What renewal project type did most applicants use?	PH-PSH

1E-2b.	Addressing Severe Barriers in the Local Project Review and Ranking Process.	
	NOFO Section V.B.2.d.	

Describe in the field below:

1.	how your CoC analyzed data regarding each project that has successfully housed program participants in permanent housing;
2.	how your CoC analyzed data regarding how long it takes to house people in permanent housing;
3.	how your CoC considered the specific severity of needs and vulnerabilities experienced by program participants preventing rapid placement in permanent housing or the ability to maintain permanent housing when your CoC ranked and selected projects; and
4.	considerations your CoC gave to projects that provide housing and services to the hardest to serve populations that could result in lower performance levels but are projects your CoC needs in its geographic area.

(limit 2,500 characters)

1) KnoxHMIS provided performance data on each project, such as rate of exits to permanent housing, days to housing, or one-year housing retention rate. The ranking and review panel considered this data, along with project applicants' discussion on the applicant questionnaire of severity of barriers experienced by program participants. The panel then assigned points to reflect applicants' success with applicable performance measures.

2) KnoxHMIS provided days-to-housing performance data for applicable projects, and the ranking and review panel used this information to assign points to reflect applicants success with those and other performance measures.

3) CoC project applicants were required to submit project questionnaires in addition to their project applications. Those questionnaires sought information on types of population served (Domestic Violence, Veterans, Substance Abuse, Youth (under 25), Mental Illness, Families with Children, HIV/AIDS, Chronic Homeless, Other), specific types of potential barriers and vulnerabilities faced by project clients (Substance Abuse, Mental Illness, Criminal History, Chronic Homelessness, Unsheltered Homelessness, History of domestic violence, Service Resistance, Veteran Status, Income and Employment Status, Covid-19 pandemic, Other), and a narrative question to give applicants an opportunity to discuss how serving or housing those populations and the barriers and vulnerabilities they face may affect a project's ability to meet system performance objectives and goals.

4) The Ranking and Review Panel then considered each applicant's responses to these questions and balanced those factors against objective scoring criteria in order to arrive at a final ranking for each project. Our CoC sought fairness in the process by considering objective data and other criteria as well as qualitative factors that can affect each service provider's ability to contribute to those objective performance measures. The panel started by examining objective criteria, but then was empowered to take into consideration more subjective factors for projects working primarily with hard-to-serve populations who have additional challenges and barriers to engaging with and accessing resources, shelter and housing. Our purpose was to reach fair and reasoned conclusions in our review and ranking process.

1E-3.	Advancing Racial Equity through Participation of Over-Represented Populations in the Local Competition Review and Ranking Process.	
	NOFO Section V.B.2.e.	
	Describe in the field below:	
1.	how your CoC used the input from persons of different races and ethnicities, particularly those over-represented in the local homelessness population, to determine the rating factors used to review project applications;	
2.	how your CoC included persons of different races and ethnicities, particularly those over-represented in the local homelessness population in the review, selection, and ranking process; and	
3.	how your CoC rated and ranked projects based on the degree to which their project has identified any barriers to participation (e.g., lack of outreach) faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and has taken or will take steps to eliminate the identified barriers.	



(limit 2,500 characters)

1) TN-502 developed its project application rating factors in response to the 2023 CoC NOFO and included a component specifically for examining responsiveness to racial equity in for each project applicant. In Knox County, US Census data indicates that African Americans are 8.8% of the population, while current HMIS data indicate that 33% of the homeless population in Knox County is African Americans, which is a significant over-representation. For the CoC competition, each applicant submitted a questionnaire seeking information on what barriers have been identified to serving racial minorities, as well as strategies to address those barriers. Our CoC/Homeless Coalition's past President is African-American and served on last year's ranking and review panel as well as this year's. She used the responses to the questions in the applicant questionnaire regarding racial, ethnic, and gender experiential equity to lead discussions on how those questions should be scored for different applications. Our objective was to be fair, but apply proper scrutiny to responses to these questions.

2) Our ranking and review panel included representation of racial minorities (including African American), LGBTQ+ persons, youth and persons with lived experience. The review process was one of open questions and discussion with scoring decisions and final ranking done by group consensus. Our CoC/Homeless Coalition's past President is African-American and served on last year's ranking and review panel as well as this year's. She used the responses to the questions in the applicant questionnaire regarding racial, ethnic, and gender experiential equity to lead discussions on how those questions should be scored for different applications. Our objective was to be fair, but apply proper scrutiny to responses to these questions.

3) Applicant questionnaires included point-scored questions about any barriers to participation the project identified for persons of different races and ethnicities and what actions the project applicant has taken or plans to take to address those barriers. Their rank and review panel considered these responses carefully and with the scrutiny diverse representation on the panel can only bring in order to arrive at scoring of those responses. There was considerable discussion about equity issues within the CoC and how well applicants addressed the issue in their responses, which in turn affected scoring and ranking of each project.

1E-4.	Reallocation—Reviewing Performance of Existing Projects.	
	NOFO Section V.B.2.f.	
Describe in the field below:		
1.	your CoC's reallocation process, including how your CoC determined which projects are candidates for reallocation because they are low performing or less needed;	
2.	whether your CoC identified any low performing or less needed projects through the process described in element 1 of this question during your CoC's local competition this year;	
3.	whether your CoC reallocated any low performing or less needed projects during its local competition this year; and	
4.	why your CoC did not reallocate low performing or less needed projects during its local competition this year, if applicable.	

(limit 2,500 characters)

- 1) Our CoC has a written policy empowering the Ranking and Review committee to identify low-performing projects, to notify those project applicants of deficiencies and to require such projects to address those concerns or risk reallocation of their project's funding during the following CoC review process. Project Applicants are also permitted by the policy to voluntarily release all or partial project funding for reallocation by notifying the collaborative applicant that they do not wish to seek all or part of their renewal funding for a given project.
- 2) Our CoC did not identify any low-performing projects this year.
- 3) Our CoC did not reallocate any projects this year.
- 4) Our CoC's renewal project portfolio is relatively small, and after shifting a number of renewal projects to new categories over the past six to eight years, the current need and opportunity for reallocation has diminished locally. Most of our CoC resources are now in permanent housing and rapid rehousing, and the remaining few that are not are nonetheless still addressing identified needs and remain important to our CoC.

1E-4a.	Reallocation Between FY 2018 and FY 2023.	
	NOFO Section V.B.2.f.	

	Did your CoC cumulatively reallocate at least 20 percent of its ARD between FY 2018 and FY 2023?	No
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1E-5.	Projects Rejected/Reduced–Notification Outside of e-snaps.	
	NOFO Section V.B.2.g.	
	You must upload the Notification of Projects Rejected-Reduced attachment to the 4B. Attachments Screen.	

1.	Did your CoC reject any project application(s) submitted for funding during its local competition?	No
2.	Did your CoC reduce funding for any project application(s) submitted for funding during its local competition?	No
3.	Did your CoC inform applicants why your CoC rejected or reduced their project application(s) submitted for funding during its local competition?	No
4.	If you selected Yes for element 1 or element 2 of this question, enter the date your CoC notified applicants that their project applications were being rejected or reduced, in writing, outside of e-snaps. If you notified applicants on various dates, enter the latest date of any notification. For example, if you notified applicants on 06/26/2023, 06/27/2023, and 06/28/2023, then you must enter 06/28/2023.	08/31/2023

1E-5a.	Projects Accepted–Notification Outside of e-snaps.	
	NOFO Section V.B.2.g.	
	You must upload the Notification of Projects Accepted attachment to the 4B. Attachments Screen.	

	Enter the date your CoC notified project applicants that their project applications were accepted and ranked on the New and Renewal Priority Listings in writing, outside of e-snaps. If you notified applicants on various dates, enter the latest date of any notification. For example, if you notified applicants on 06/26/2023, 06/27/2023, and 06/28/2023, then you must enter 06/28/2023.	08/31/2023
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1E-5b.	Local Competition Selection Results for All Projects.	
	NOFO Section V.B.2.g.	
	You must upload the Local Competition Selection Results attachment to the 4B. Attachments Screen.	

	Does your attachment include: 1. Project Names; 2. Project Scores; 3. Project accepted or rejected status; 4. Project Rank—if accepted; 5. Requested Funding Amounts; and 6. Reallocated funds.	Yes
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1E-5c.	Web Posting of CoC-Approved Consolidated Application 2 Days Before CoC Program Competition Application Submission Deadline.	
	NOFO Section V.B.2.g. and 24 CFR 578.95.	
	You must upload the Web Posting—CoC-Approved Consolidated Application attachment to the 4B. Attachments Screen.	

	Enter the date your CoC posted the CoC-approved Consolidated Application on the CoC's website or partner's website—which included: 1. the CoC Application; and 2. Priority Listings for Reallocation forms and all New, Renewal, and Replacement Project Listings.	09/22/2023
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1E-5d.	Notification to Community Members and Key Stakeholders that the CoC-Approved Consolidated Application is Posted on Website.	
	NOFO Section V.B.2.g.	
	You must upload the Notification of CoC-Approved Consolidated Application attachment to the 4B. Attachments Screen.	

	Enter the date your CoC notified community members and key stakeholders that the CoC-approved Consolidated Application was posted on your CoC's website or partner's website.	09/22/2023
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## 2A. Homeless Management Information System (HMIS) Implementation

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

2A-1.	HMIS Vendor.	
	Not Scored—For Information Only	

	Enter the name of the HMIS Vendor your CoC is currently using.	Wellsky - ServicePoint
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2A-2.	HMIS Implementation Coverage Area.	
	Not Scored—For Information Only	

	Select from dropdown menu your CoC's HMIS coverage area.	Single CoC
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2A-3.	HIC Data Submission in HDX.	
	NOFO Section V.B.3.a.	

	Enter the date your CoC submitted its 2023 HIC data into HDX.	04/28/2023
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2A-4.	Comparable Database for DV Providers—CoC and HMIS Lead Supporting Data Collection and Data Submission by Victim Service Providers.	
	NOFO Section V.B.3.b.	

	In the field below:	
1.	describe actions your CoC and HMIS Lead have taken to ensure DV housing and service providers in your CoC collect data in HMIS comparable databases;	
2.	state whether DV housing and service providers in your CoC are using a HUD-compliant comparable database—compliant with the FY 2022 HMIS Data Standards; and	

3. state whether your CoC's HMIS is compliant with the FY 2022 HMIS Data Standards.

(limit 2,500 characters)

(1) The sole victim service provider for TN-502, McNabb Family Crisis Center (FCC), switched this year from Osnium to Vela for its ES and TH projects. Both vendors offer HMIS comparable databases. Across two years of discussion, FCC has not expressed interest in pursuing HUD funding or collecting data extraneous to their current VOCA and THP reporting. They have, however, recently agreed to share the aggregated data from these existing reports (quarterly VOCA reports for their Emergency Shelter program and semi-annual THP reports for Transitional Housing). Beyond this, the COC has made varied arguments for the benefits of a fully HMIS-comparable database, highlighting (1) the increased HUD funding now available for DV providers with HMIS-comparable databases, (2) improvements in care coordination at the system level as aggregated data is merged, and (3) ensuring that DV data -- e.g., the needs of DV survivors, equity concerns, program successes -- are accurately represented in system level planning and public reporting. The COC has also offered to explore supporting the DV provider with any additional costs associated with transitioning their Vela database to full HMIS comparable status. In the coming year, TN-502 will take additional steps to highlight the gaps in current system-level data that underrepresent the needs of DV survivors, and the benefits of future integration of aggregated data.

(2) While Vela offers an HMIS comparable database, our DV service provider is not HUD-funded, expresses no interest in HUD funding, and thus far is not using Vela to its full capacity in compliance with the FY 2022 HMIS Data Standards. TN-502 continues to work with FCC to support increased integration of our aggregated data and reporting.

(3) KnoxHMIS, the Homeless Management Information System for TN-502, is fully compliant with the 2022 HMIS Data Standards.

2A-5. Bed Coverage Rate—Using HIC, HMIS Data—CoC Merger Bonus Points.

NOFO Section V.B.3.c. and V.B.7.

Enter 2023 HIC and HMIS data in the chart below by project type:

Project Type	Total Year-Round Beds in 2023 HIC	Total Year-Round Beds in HIC Operated by Victim Service Providers	Total Year-Round Beds in HMIS	HMIS Year-Round Bed Coverage Rate
1. Emergency Shelter (ES) beds	467	32	397	91.26%
2. Safe Haven (SH) beds	0	0	0	
3. Transitional Housing (TH) beds	271	35	204	86.44%
4. Rapid Re-Housing (RRH) beds	107	0	107	100.00%
5. Permanent Supportive Housing (PSH) beds	317	0	314	99.05%
6. Other Permanent Housing (OPH) beds	128	0	80	62.50%

2A-5a.	Partial Credit for Bed Coverage Rates at or Below 84.99 for Any Project Type in Question 2A-5.	
	NOFO Section V.B.3.c.	
	For each project type with a bed coverage rate that is at or below 84.99 percent in question 2A-5, describe:	
1.	steps your CoC will take over the next 12 months to increase the bed coverage rate to at least 85 percent for that project type; and	
2.	how your CoC will implement the steps described to increase bed coverage to at least 85 percent.	

(limit 2,500 characters)

The correct HMIS bed coverage rate for OPH should in fact be 100% (80/80). The 48 Family Unification Program (FUP) beds reflected in the 2023 HIC should not have been added as OPH. Before HIC submission, the PHA confirmed that all FUP beds were dedicated to persons experiencing homelessness, but in fact the definition of homelessness used was not in keeping with HUD's definition of literal homelessness (e.g., emergency shelter, unsheltered). Literal homelessness, so defined, is not an eligibility requirement for any FUP beds within the TN-502 system. Thus, for the FY24 HIC, TN-502 should be back to 100% HMIS coverage for OPH beds.

2A-6.	Longitudinal System Analysis (LSA) Submission in HDX 2.0.	
	NOFO Section V.B.3.d.	
	You must upload your CoC's FY 2023 HDX Competition Report to the 4B. Attachments Screen.	
Did your CoC submit at least two usable LSA data files to HUD in HDX 2.0 by February 28, 2023, 8 p.m. EST?		Yes

## 2B. Continuum of Care (CoC) Point-in-Time (PIT) Count

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

2B-1.	PIT Count Date.	
	NOFO Section V.B.4.a	

	Enter the date your CoC conducted its 2023 PIT count.	01/25/2023
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2B-2.	PIT Count Data—HDX Submission Date.	
	NOFO Section V.B.4.a	

	Enter the date your CoC submitted its 2023 PIT count data in HDX.	04/17/2023
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2B-3.	PIT Count—Effectively Counting Youth in Your CoC's Most Recent Unsheltered PIT Count.	
	NOFO Section V.B.4.b.	

	Describe in the field below how your CoC:
1.	engaged unaccompanied youth and youth serving organizations in your CoC's most recent PIT count planning process;
2.	worked with unaccompanied youth and youth serving organizations to select locations where homeless youth are most likely to be identified during your CoC's most recent PIT count planning process; and
3.	included youth experiencing homelessness as counters during your CoC's most recent unsheltered PIT count.

(limit 2,500 characters)

(1) In June 2022, the Knox COC voted unanimously to transfer formal oversight of the Youth PIT count to the YAB and its "host agency," currently Youth WINS on behalf of the Knoxville-Knox County Community Action Committee (CAC). Specifically, YAB members were directly involved in the selection of canvassing locations for unsheltered youth for the general PIT on January 25, 2023 to ensure the inclusion of key locations where youth were most likely to congregate. Additionally, the YAB and youth-serving providers were responsible for primary oversight of a separate Youth PIT (YPIT) conducted on April 29, 2023, a date the YAB and youth providers chose based on local factors they determined would yield a more representative count. Here, YAB members and youth-serving programs contributed meaningfully to language used and questions asked in the YPIT survey, selected 17 canvassing locations UY were known to frequent, and organized four come-and-be-counted sites with services and resources from 23 partner providers. On the day of the count, five unaccompanied youth canvassed the community with 50 other volunteers from youth-serving and other organizations. UY also directly oversaw publicity, including the creation of videos, flyers, and other media.

(2) Prior to the formal HUD PIT count on January 25, 2023, COC leadership met with the YAB and providers from at least two youth serving organizations to select several ideal canvassing locations to find unsheltered youth. In preparation for the 2023 Youth PIT, conducted April 29, roughly twenty Knox YAB members met again to select ideal canvassing locations. In this process, youth with lived experience used their own insights and expertise to select 17 canvassing locations and four "staffed" come-and-be-counted sites throughout Knoxville and Knox County where UY were likely to be.

(3) Five YAB members with current unhoused experience and expertise were canvassers for the 2023 Youth PIT (April). None canvassed directly in the general PIT on January 25.

2B-4.	PIT Count—Methodology Change—CoC Merger Bonus Points.	
	NOFO Section V.B.5.a and V.B.7.c.	
	In the field below:	
	1. describe any changes your CoC made to your sheltered PIT count implementation, including methodology or data quality changes between 2022 and 2023, if applicable;	
	2. describe any changes your CoC made to your unsheltered PIT count implementation, including methodology or data quality changes between 2022 and 2023, if applicable; and	
	3. describe how the changes affected your CoC's PIT count results; or	
	4. state "Not Applicable" if there were no changes or if you did not conduct an unsheltered PIT count in 2023.	

(limit 2,500 characters)



(1) For the 2023 sheltered PIT, TN-502 improved effectiveness and efficiency of data cleanup by forgoing custom reports run for providers, and instead training providers to access available reports (e.g., DQF, APR) for themselves to confirm PIT counts and address DQ concerns. While the custom reports offered in prior years were intended to ease burdens on tech-wary providers, this new method was ultimately less cumbersome because it empowered providers to interact with their own data in real-time, leading to speedier iterative corrections and, ultimately, cleaner counts.

(2) In June 2022, TN-502 formally transitioned oversight of the unsheltered PIT to the CoC's Outreach and Engagement Subcommittee (O&E), comprised of street outreach teams and CoC stakeholders. In close collaboration with KnoxHMIS, O&E developed an entirely new training module, revamped the PIT questionnaire, introduced new conditional logic to streamline use of the mobile app, and doubled its volunteer base. Beyond these, perhaps most significant was the change from service-based and "hot-spot" canvassing techniques to one employing a sampling approach as endorsed by HUD, whereby HMIS and outreach workers mapped subareas by predicted population density and randomly selected squares of each type, with higher likelihood areas more thoroughly sampled. We also ran concurrent "come and be counted" (CIBC) sites in both west and south regions, areas which were excluded from sampling given the reported fluidity of encampments and the existence of optimal program sites/events for CIBC interviews.

(3) Given the fluidity of encampments due to sweeps and other local factors, the sampling method produced only middling counts in a couple of our "high probability" areas, which likely led to an underrepresentation of total unsheltered individuals. For coming years, TN-502 will leverage existing municipal partnerships to request an extended moratorium on encampment sweeps before the count, and will transition the next step further from a sampling to "full count" methodology, made possible through a sizable planned increase in our volunteer base.

The come-and-be-counted events noted above yielded mixed results, with moderate results at the West Knox center and poor results in South Knox. As such, for future counts TN-502 will likely discontinue come-and-be-counted sites, at least in the South, so that these areas can be sampled like the rest of the CoC's catchment area.

## 2C. System Performance

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

2C-1.	Reduction in the Number of First Time Homeless--Risk Factors Your CoC Uses.	
	NOFO Section V.B.5.b.	
	In the field below:	
1.	describe how your CoC determined the risk factors to identify persons experiencing homelessness for the first time;	
2.	describe your CoC's strategies to address individuals and families at risk of becoming homeless; and	
3.	provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to reduce the number of individuals and families experiencing homelessness for the first time	

(limit 2,500 characters)

1) To better gauge and address the specific risk factors and needs of clients new to or at risk of homelessness, KnoxHMIS offers annual and ad-hoc aggregate data reporting on clients new to homelessness, with descriptive data and analysis of longitudinal trends and characteristics of new clients/households such as age, race, ethnicity, disability, household types, project types, self-reported primary causes for homelessness, and housing outcomes. Such data informs our CoC's understanding of client vulnerabilities that may compound the risk of first-time homelessness. For example, our ongoing reporting on year-over-year trends in self-reported primary causes of homelessness has shown a dramatic increase in the proportion and total count of clients reporting a lack of affordable housing "Cannot Find Affordable Housing" since 2018, and a statistically significant increase in those fleeing domestic violence since the beginning of the Covid pandemic.

2) Knox County created its Knox Housing Assistance Program with ARP's Emergency Rental Assistance Program to help individuals and families cover up to 18 months of rent and utilities. Knox Housing Assistance has been a highly effective program to address the needs of families and individuals at risk of becoming homeless. This program was originally funded through the end of calendar year 2022. As of Fall, 2023, \$40M in additional ARPII funds have been received to reestablish this program. Also, The Tenn. Housing Debt. Agency has reallocated ARPII funding to support these efforts through multiple agencies locally.

3) Knox County Community Development is responsible for oversight of the Knox Housing Assistance Program, the local source for Treasury's Emergency Rental Assistance funding. Our community came together and acted quickly to implement the ERA program and provide housing assistance to those who most need it. ERA funds are also used for eviction prevention and protection programs through Legal Aid of E. Tenn. and Community Mediation Center as well as housing stability programs provided by the Urban League, Compassion Coalition, Centro Hispano, Homesource, The Salvation Army, CAC and Volunteer Ministry Center.

2C-1a.	Impact of Displaced Persons on Number of First Time Homeless.	
	NOFO Section V.B.5.b	

Was your CoC's Number of First Time Homeless [metric 5.2] affected by the number of persons seeking short-term shelter or housing assistance displaced due to:

1.	natural disasters?	No
2.	having recently arrived in your CoCs' geographic area?	No

2C-2.	Length of Time Homeless—CoC's Strategy to Reduce.	
	NOFO Section V.B.5.c.	

In the field below:

1.	describe your CoC's strategy to reduce the length of time individuals and persons in families remain homeless;
----	--

2.	describe how your CoC identifies and houses individuals and persons in families with the longest lengths of time homeless; and
3.	provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to reduce the length of time individuals and families remain homeless.

(limit 2,500 characters)

1) Our CoC works through our Coordinated Entry System (CES) to reduce the length of time individuals and persons in families remain homeless. Through intake and assessment, people are identified and prioritized for placement in appropriate permanent housing as units become available. Along with other vulnerability factors, greater lengths of time homeless lead to higher prioritization for housing placement. Working back from those who have been homeless the longest, the overall average length of time homeless can be reduced. TN-502 now also tracks average times homeless by subpopulation (e.g., by race, gender, ethnicity, and age) and gathers aggregated information on which subpopulations might be overrepresented among those experiencing chronic homelessness.

2) Individuals and families with the longest lengths of time homeless are identified through the CES intake and assessment process, including utilization of HMIS data element 3.917 and project enrollment data. People are brought into the CES process through proactive outreach as well as receipt of calls for assistance. The CES intake tool, along with ongoing multi-agency case coordination, assures a uniform process to identify and prioritize candidates for housing placement. This CoC also recently conducted an equity study to identify any disparities that may exist for people of different races and gender with regard to length of time to housing, and the CES process will be iteratively adapted to adjust for any disparities found now or through continued analysis of service and outcomes data.

3) The CES Coordinator at the University of Tennessee's Social Work Office of Research and Public Service, in coordination with the City of Knoxville Office on Homelessness, oversees our efforts around this strategy.

2C-3.	Exits to Permanent Housing Destinations/Retention of Permanent Housing—CoC's Strategy	
	NOFO Section V.B.5.d.	

In the field below:

1.	describe your CoC's strategy to increase the rate that individuals and persons in families residing in emergency shelter, safe havens, transitional housing, and rapid rehousing exit to permanent housing destinations;
2.	describe your CoC's strategy to increase the rate that individuals and persons in families residing in permanent housing projects retain their permanent housing or exit to permanent housing destinations; and
3.	provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to increase the rate that individuals and families exit to or retain permanent housing.

(limit 2,500 characters)

1) Our strategy for increasing permanent housing rates among individuals and families in ES, TH, and RRH programs is centered around our Coordinated Entry System. Our system includes a central housing navigator office at the United Way that works directly with the CES process and coordinates closely with RRH programs to identify and prioritize individuals and families, place them in housing units found through the Navigator office, provide RRH resources to make the placement, and connect them with an Emergency Housing Voucher or Housing Choice Voucher to secure long-term housing placements. Through our ongoing work with non- HUD-funded programs and shelters, we continue to expand direct participation in the CES, thereby fostering greater access to a coordinated, no-wrong-door approach that will increase the rate of exits to permanent housing.

2) Regular case coordination through the CES process identifies and prioritizes individuals and families for placement in Permanent Supportive Housing. This process is being continually refined to assure that placements are appropriate to the PH or PSH unit, thereby achieving the greatest likelihood of long-term retention and success. The goal is not just housing placements, but successful, long-term placements in permanent housing. This CoC also recently conducted an equity study to identify any disparities that may exist for people of different races and genders with regard to retention in permanent housing, and the CES process will be adapted to account and adjust for any disparities found now or via continued analysis of service and outcomes data.

3) The CES Coordinator at the University of Tennessee's Social Work Office of Research and Public Service, in coordination with the Knoxville-Knox County Joint Office on Housing Stability and PSH providers, oversees our efforts around this strategy.

2C-4.	Returns to Homelessness—CoC's Strategy to Reduce Rate.	
	NOFO Section V.B.5.e.	
	In the field below:	
	1. describe your CoC's strategy to identify individuals and families who return to homelessness;	
	2. describe your CoC's strategy to reduce the rate of additional returns to homelessness; and	
	3. provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to reduce the rate individuals and persons in families return to homelessness.	

(limit 2,500 characters)

1) Through the use of HMIS reports designed to address Measure 2 of HUD's System Performance Measures, TN-502 identifies families and individuals who return to homelessness, and tracks quarterly and annual trends on housed clients' returns to homelessness at six, twelve, and twenty- four months. KnoxHMIS has also developed a custom report that expands our CoC's understanding of its returning clients in light of factors such as race, gender, disability, and age in order to highlight trends and vulnerabilities our CoC might target with additional funding and strategic attention.

2) TN-502 incorporates project-level rates of returns to homelessness into its ESG and CoC ranking and review processes. In doing so, the CoC is working to A) incentivize program efforts to ensure that clients are not only housed, but housed securely, and B) offer an evidence base to guide corrective support to programs with higher rates of return, particularly if such rates are consistent over time. In some cases, based on close consultation with providers, these elevated rates might be mitigated by improvements to program workflows. In others, higher rates of return might more appropriately be attributed to vulnerabilities unique to the given program's target population (e.g., a higher than average rate of clients experiencing chronic homelessness). In the latter case, TN-502 might offer such programs additional financial support for targeted services to address these client vulnerabilities.

3) KnoxHMIS works with the Knoxville-Knox County Joint Office on Housing Stability and partner agencies to implement this strategy.

2C-5.	Increasing Employment Cash Income—CoC's Strategy.	
	NOFO Section V.B.5.f.	
	In the field below:	
1.	describe your CoC's strategy to access employment cash sources;	
2.	describe how your CoC works with mainstream employment organizations to help individuals and families experiencing homelessness increase their employment cash income; and	
3.	provide the organization name or position title that is responsible for overseeing your CoC's strategy to increase income from employment.	

(limit 2,500 characters)

1) Our overall employment income strategy is client-tailored: for those who are able, case management will help clients to access employment resources like job fairs, staffing agencies, and referrals to the state-run American Job Center. At the provider level, our CoC incentivizes increased rates of employment income by incorporating project-specific income data into our annual ESG and CoC ranking and review processes.

2) In addition to connecting people with opportunities through targeted job fairs, CoC partners work with the state's American Job Center to bolster clients' capacity to conduct job searches, prepare resumes, excel at interviews, and create employment plans. Providers also help clients overcome common barriers to employment by connecting them with job training opportunities that assist with transportation and childcare. The Knoxville Area Urban League and Knoxville Leadership Foundation's Knox Worx workforce development collaborative also help individuals obtain training and credentials in high-demand industries, leading to full-time employment.

3) The CoC and Knoxville-Knox County Joint Office on Housing Stability work with partner agencies to assure they connect with employment assistance programs as described in this section.

2C-5a.	Increasing Non-employment Cash Income—CoC's Strategy	
	NOFO Section V.B.5.f.	
	In the field below:	
	1. describe your CoC's strategy to access non-employment cash income; and	
	2. provide the organization name or position title that is responsible for overseeing your CoC's strategy to increase non-employment cash income.	

(limit 2,500 characters)

1) Our CoC incorporates project-specific income data into our annual ESG and CoC ranking and review processes, thereby incentivizing local providers to foster increased rates of non-employment income for their individual and family clients. At the program level, clients are assessed at intake to determine their eligibility for non-employment cash income sources such as SSI, SSDI, TANF, or unemployment insurance, and targeted assistance is provided to increase income from those sources to the fullest extent possible.

To help partner agencies to maximize this support, TN-502 co-sponsored provider training on Jun 27-29 2023, including sessions on SOAR, SSI/SSDI outreach, access and recovery.

At the broader systems level, KnoxHMIS and CoC leadership use multi-year trend lines for TN- 502 SPM data (Measure 4) to gauge the community's success in helping people experiencing homelessness improve income stability. For those who are eligible, the CoC uses the SOAR process to connect clients to SSI/SSDI income, as well as services like the Tennessee Department of mental health Individual Placement and Support Services (IPS) and benefits counseling program.

2) The CoC/Knoxville-Knox County Coalition for the Homeless is responsible for coordinating the CoC's overall strategy to increase non-employment cash income.



## 3A. Coordination with Housing and Healthcare

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

3A-1.	New PH-PSH/PH-RRH Project–Leveraging Housing Resources.	
	NOFO Section V.B.6.a.	
	You must upload the Housing Leveraging Commitment attachment to the 4B. Attachments Screen.	

	Is your CoC applying for a new PH-PSH or PH-RRH project that uses housing subsidies or subsidized housing units which are not funded through the CoC or ESG Programs to help individuals and families experiencing homelessness?	Yes
--	--	-----

3A-2.	New PH-PSH/PH-RRH Project–Leveraging Healthcare Resources.	
	NOFO Section V.B.6.b.	
	You must upload the Healthcare Formal Agreements attachment to the 4B. Attachments Screen.	

	Is your CoC applying for a new PH-PSH or PH-RRH project that uses healthcare resources to help individuals and families experiencing homelessness?	Yes
--	--	-----

3A-3.	Leveraging Housing/Healthcare Resources–List of Projects.	
	NOFO Sections V.B.6.a. and V.B.6.b.	

If you selected yes to questions 3A-1. or 3A-2., use the list feature icon to enter information about each project application you intend for HUD to evaluate to determine if they meet the criteria.

Project Name	Project Type	Rank Number	Leverage Type
Minvilla Manor FY...	PH-PSH	12	Both
Callahan Flats FY...	PH-PSH	14	Both

### 3A-3. List of Projects.

1. What is the name of the new project? Minvilla Manor FY (2023 Bonus App)
2. Enter the Unique Entity Identifier (UEI): DRVVYCUK2N91
3. Select the new project type: PH-PSH
4. Enter the rank number of the project on your CoC's Priority Listing: 12
5. Select the type of leverage: Both

### 3A-3. List of Projects.

1. What is the name of the new project? Callahan Flats FY23 (Bonus App)
2. Enter the Unique Entity Identifier (UEI): MLT7UKNFGBF5
3. Select the new project type: PH-PSH
4. Enter the rank number of the project on your CoC's Priority Listing: 14
5. Select the type of leverage: Both

## 3B. New Projects With Rehabilitation/New Construction Costs

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

3B-1.	Rehabilitation/New Construction Costs–New Projects.	
	NOFO Section V.B.1.s.	

Is your CoC requesting funding for any new project application requesting \$200,000 or more in funding for housing rehabilitation or new construction?	No
--	----

3B-2.	Rehabilitation/New Construction Costs–New Projects.	
	NOFO Section V.B.1.s.	

If you answered yes to question 3B-1, describe in the field below actions CoC Program-funded project applicants will take to comply with:

1.	Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u); and
2.	HUD's implementing rules at 24 CFR part 75 to provide employment and training opportunities for low- and very-low-income persons, as well as contracting and other economic opportunities for businesses that provide economic opportunities to low- and very-low-income persons.

(limit 2,500 characters)

N/A TN-502 answered "no" to question 3B-1.

## 3C. Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

3C-1.	Designating SSO/TH/Joint TH and PH-RRH Component Projects to Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes.	
	NOFO Section V.F.	

	Is your CoC requesting to designate one or more of its SSO, TH, or Joint TH and PH-RRH component projects to serve families with children or youth experiencing homelessness as defined by other Federal statutes?	No
--	--	----

3C-2.	Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes.	
	NOFO Section V.F.	

You must upload the Project List for Other Federal Statutes attachment to the 4B. Attachments Screen.

If you answered yes to question 3C-1, describe in the field below:

1.	how serving this population is of equal or greater priority, which means that it is equally or more cost effective in meeting the overall goals and objectives of the plan submitted under Section 427(b)(1)(B) of the Act, especially with respect to children and unaccompanied youth than serving the homeless as defined in paragraphs (1), (2), and (4) of the definition of homeless in 24 CFR 578.3; and
2.	how your CoC will meet requirements described in Section 427(b)(1)(F) of the Act.

(limit 2,500 characters)

N/A; response to question 3C-1 was "no."

## 4A. DV Bonus Project Applicants for New DV Bonus Funding

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

4A-1.	New DV Bonus Project Applications.	
	NOFO Section I.B.3.I.	

	Did your CoC submit one or more new project applications for DV Bonus Funding?	No
Applicant Name		
This list contains no items		

## 4B. Attachments Screen For All Application Questions

We have provided the following guidance to help you successfully upload attachments and get maximum points:

1.	You must include a Document Description for each attachment you upload; if you do not, the Submission Summary screen will display a red X indicating the submission is incomplete.		
2.	You must upload an attachment for each document listed where 'Required?' is 'Yes'.		
3.	We prefer that you use PDF files, though other file types are supported—please only use zip files if necessary. Converting electronic files to PDF, rather than printing documents and scanning them, often produces higher quality images. Many systems allow you to create PDF files as a Print option. If you are unfamiliar with this process, you should consult your IT Support or search for information on Google or YouTube.		
4.	Attachments must match the questions they are associated with.		
5.	Only upload documents responsive to the questions posed—including other material slows down the review process, which ultimately slows down the funding process.		
6.	If you cannot read the attachment, it is likely we cannot read it either.		
	. We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time).		
	. We must be able to read everything you want us to consider in any attachment.		
7.	After you upload each attachment, use the Download feature to access and check the attachment to ensure it matches the required Document Type and to ensure it contains all pages you intend to include.		
8.	Only use the "Other" attachment option to meet an attachment requirement that is not otherwise listed in these detailed instructions.		
Document Type	Required?	Document Description	Date Attached
1C-7. PHA Homeless Preference	No	TN-502 PHA Homele...	09/21/2023
1C-7. PHA Moving On Preference	No		
1D-11a. Letter Signed by Working Group	Yes	TN-502 Letter Sig...	09/21/2023
1D-2a. Housing First Evaluation	Yes	TN-502 Housing Fi...	09/21/2023
1E-1. Web Posting of Local Competition Deadline	Yes	TN-502 Web Pos.ng...	09/21/2023
1E-2. Local Competition Scoring Tool	Yes	TN-502 Local Comp...	09/21/2023
1E-2a. Scored Forms for One Project	Yes	TN-502 Scored For...	09/22/2023
1E-5. Notification of Projects Rejected-Reduced	Yes	TN-502 Notificati...	09/21/2023
1E-5a. Notification of Projects Accepted	Yes	TN-502 Notificati...	09/21/2023
1E-5b. Local Competition Selection Results	Yes	TN-502 Final Proj...	09/21/2023
1E-5c. Web Posting—CoC-Approved Consolidated Application	Yes	TN-502 Web Postin...	09/22/2023

1E-5d. Notification of CoC-Approved Consolidated Application	Yes	TN-502 Notificati...	09/22/2023
2A-6. HUD's Homeless Data Exchange (HDX) Competition Report	Yes	TN-502 HDX Compet...	09/21/2023
3A-1a. Housing Leveraging Commitments	No	TN-502 Housing Le...	09/21/2023
3A-2a. Healthcare Formal Agreements	No	TN-502 Healthcare...	09/21/2023
3C-2. Project List for Other Federal Statutes	No		
Other	No		

## Attachment Details

**Document Description:** TN-502 PHA Homeless Preference

## Attachment Details

**Document Description:**

## Attachment Details

**Document Description:** TN-502 Letter Signed by Working Group

## Attachment Details

**Document Description:** TN-502 Housing First Evaluation

## Attachment Details

**Document Description:** TN-502 Web Posting of Local Competition  
Deadline

## Attachment Details



**Document Description:** TN-502 Local Competition Scoring Tool

## **Attachment Details**

**Document Description:** TN-502 Scored Forms for One Project

## **Attachment Details**

**Document Description:** TN-502 Notification of Projects Rejected-  
Reduced

## **Attachment Details**

**Document Description:** TN-502 Notification of Projects Accepted

## **Attachment Details**

**Document Description:** TN-502 Final Project Scores for All Projects

## **Attachment Details**

**Document Description:** TN-502 Web Posting—CoC-Approved  
Consolidated Application

## **Attachment Details**

**Document Description:** TN-502 Notification of CoC-Approved Consolidated Application

## **Attachment Details**

**Document Description:** TN-502 HDX Competition Report

## **Attachment Details**

**Document Description:** TN-502 Housing Leverage Commitments

## **Attachment Details**

**Document Description:** TN-502 Healthcare Formal Agreements

## **Attachment Details**

**Document Description:**

## Attachment Details

Document Description:

## Submission Summary

**Ensure that the Project Priority List is complete prior to submitting.**

Page	Last Updated
1A. CoC Identification	09/01/2023
1B. Inclusive Structure	09/01/2023
1C. Coordination and Engagement	09/22/2023
1D. Coordination and Engagement Cont'd	09/22/2023
1E. Project Review/Ranking	09/22/2023
2A. HMIS Implementation	09/21/2023
2B. Point-in-Time (PIT) Count	09/21/2023
2C. System Performance	09/14/2023
3A. Coordination with Housing and Healthcare	09/14/2023
3B. Rehabilitation/New Construction Costs	09/05/2023
3C. Serving Homeless Under Other Federal Statutes	09/14/2023

<b>4A. DV Bonus Project Applicants</b>	09/14/2023
<b>4B. Attachments Screen</b>	09/22/2023
<b>Submission Summary</b>	No Input Required

## TN-502 PHA Homeless Preference

3. For housing covered by the Low Income Housing Preservation and Resident Homeownership Act of 1990 (41 U.S.C. 4101 et seq.):
  - a. A non-purchasing family residing in a project subject to a homeownership program (under 24 CFR 248.173); or
  - b. A family displaced because of mortgage prepayment or voluntary termination of a mortgage insurance contract (as provided in 24 CFR 248.165);
4. A family residing in a project covered by a project-based Section 8 HAP contract at or near the end of the HAP contract term; and
5. A non-purchasing family residing in a HOPE 1 or HOPE 2 project.
6. Enhanced Vouchers are special admissions under 24CFR 982.203 and therefore do not have to be selected from KCDC's waiting list.

A special admission permits selecting a family for assistance that is not on the Section 8 waiting list or without considering the family's waiting list position. Records are maintained that show the family was selected for HUD-targeted assistance.

## 9.2 Waiting List Admission

Except for special admissions, applicants must be selected from the Section 8 waiting list. KCDC reserves the right to select applications through a randomly selected lottery pull. If KCDC decides to use the lottery pull, applications will be ranked in order of preference from preferences listed below.

In order for a pre-application to be completed, a pre-applicant must have one of the following preferences:

### A. First Preference: (Displaced by Government Action, 30 points)

An applicant family who is displaced by government action or an applicant whose dwelling has been extensively damaged or destroyed as a result of disaster, declared or otherwise formally recognized pursuant to federal relief laws.

### B. Second Preference: (Involuntary Displacement, 20 points)

An applicant family who is in need of immediate shelter by reason of extreme hardship, such as disaster. For example: an action by a housing owner that is beyond the applicant's control and that occurs despite the applicant having met all previous conditions of occupancy, and is other than a rent increase; a disaster or catastrophe, such as fire, flood or storm that has caused the unit to be uninhabitable.

The hardship will be governed by the position that preference will not be given to a family who is, or is expected to be, without housing for failure to pay rent or carry out other normal obligations of residency.

An applicant family who is in need of immediate shelter by reason of extreme hardship such as individuals who are fleeing, or attempting to flee domestic violence, dating violence, sexual assault or stalking and victims of reprisals or hate crimes. Victims of recent hate crimes, where a hate crime is defined as actual or threatened physical violence or intimidation that is directed against a person or their property and is based on the person's race, color, religion, sex, (perceived or actual sexual orientation) or gender identity, national origin, handicap, or familial status. It must have occurred recently or be of a continuing nature; or Police informants for whom the law enforcement agency has recommended rehousing in order to avoid or minimize the risk of violence against family members.

It is the responsibility of the applicant to document to the satisfaction of KCDC that the housing condition is caused by circumstances beyond the family's control. Written verification from the appropriate unit or agency of government, the property owner, or social services agency is required.

### C. Third Preference: (Substandard Housing, 10 points *\*\* 15 points if substandard and working/disabled/handicapped/elderly*)

An applicant family who currently resides in substandard housing or who is homeless without a fixed nighttime residence or staying in a supervised shelter. For purposes of this preference, substandard housing is defined as any dwelling that is unsafe, unsanitary, or overcrowded due to its location, structural condition or lack of utilities. For example:

1. A unit that an agency or unit of government has declared unfit for habitation;
2. A unit is dilapidated and endangers health and safety;

3. A unit that is overcrowded (to be determined by KCDC's subsidy standards in Section 10) or without one or more of the following for the exclusive use of the applicant family: operable plumbing; usable flush toilet; usable bathtub or shower; adequate safe electricity; safe or adequate heat; kitchen, if designed for one.

Third preference also includes applicants who lack a fixed, regular and adequate nighttime residence

4. A Non-Elderly persons with disabilities transitioning out of institutional and other segregated settings, at serious risk of institutionalization, homeless or at risk of becoming homeless.

D. Fourth Preference: (Disability, 5 Points)

1. An elderly family as defined herein that has a member(s) with disabilities;
2. A non-elderly disabled family as defined on page 25 of this Administrative Plan

E. Local Residency Preference (1 Point) – Knox County residents will be selected from the waiting list for a Housing Choice Voucher before a non-Knox County resident.

F. All Other Eligible Applicants

All other applicants that do not meet the definitions of the preference categories.

### 9.3 Selection From The Waiting List

Based on the above preferences, all families in preference A will be offered housing before any families in preference B, and preference B families will be offered housing before any families in preference C, and so forth. HUD targeted allocations will be offered to families that meet the target specifications with offers based on priority and then by the sequence within the above-prescribed preferences.

Notwithstanding the above, families who are elderly, disabled, or displaced will be offered housing before other single persons.

Notwithstanding the above, if necessary to meet the statutory requirements that 75% of newly admitted families in any fiscal year be families who are extremely low-income (unless a different target is agreed to by HUD), KCDC retains the right to skip higher income families on the waiting list to reach extremely low-income families. This measure will be taken only if it appears the goal will not otherwise be met. To ensure this goal is met, KCDC will monitor incomes of newly admitted families and the income of the families on the waiting list.

If there are not enough extremely low-income families on the waiting list, KCDC will conduct outreach on a non-discriminatory basis to attract extremely low-income families to reach the statutory requirement

## 10. Voucher Distribution

### 10.1 Assignment Of Bedroom Sizes (Occupancy Standards)

KCDC will provide assistance for a particular bedroom size – the bedroom size is a factor in determining the family's level of assistance. The following guidelines will determine each family's unit size without overcrowding or over housing:

NUMBER OF BEDROOMS	NUMBER OF PERSONS	
	Minimum	Maximum
0	1	1
1	1	2
2	2	4
3	3	6
4	4	8

These standards are based on the assumption that each bedroom will accommodate no more than two (2) persons. Two adults will not share a bedroom unless they are a couple. KCDC will review, if applicable, on a case by case basis.

In determining bedroom size, KCDC will include the presence of children to be born to a pregnant woman, children who are in the process of being adopted, children whose custody is being obtained, and children who are temporarily away for school,



TN-502 Letter Signed by Working Group

August 31, 2023

Mr. Norm Suchar  
SNAPS Director  
Office of Community Planning and Development  
U.S. Department of Housing and Urban Development  
451 7<sup>th</sup> Street, S.W.  
Washington, DC 20410

Dear Mr. Suchar,

On behalf of the TN-502 Youth Action Board, we strongly support TN-502's following priorities for serving individuals and families experiencing homelessness with severe service needs in the Continuum of Care's geographic area:


- 1) Increasing supply of permanent supportive housing
- 2) Effective street outreach practices rooted in assertive, progressive engagement
- 3) Expansion of rapid re-housing assistance and services
- 4) Usage of a high-fidelity housing first approach system-wide
- 5) Cross-sector collaboration, with particular focus on the healthcare care system



The TN-502 YAB has been active since 2018 providing guidance and oversight to decision-making within the CoC. We are proud to have a seat at the table and valued as experts in the room. We believe that implementing these CoC priorities will improve the outcomes and quality of life for our region's most vulnerable individuals and families experiencing homelessness.

Sincerely,

  
\_\_\_\_\_  
Jasper McEwan,  
YAB Chair

   
\_\_\_\_\_  
YAB Co-Chair

  
\_\_\_\_\_  
YAB Secretary/Treasurer

  
  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## TN-502 Housing First Evaluation

(Conducted independent of the CoC Rank and Review Process)

## TN-502 Knoxville-Knox County Continuum of Care Housing First Evaluation Checklist

**Agency:** Southeastern Housing Foundation

**Project:** Flenniken Landing, 115 Flenniken Avenue, Knoxville, Tenn.

**Project Type:** Permanent Supportive Housing, 48 Units

**Date of Housing First Evaluation:** September 14, 2023

**Agency Representative:** David Ault

**CoC Representative Evaluator:** Michael Dunthorn, City of Knoxville Office on Homelessness, TN-502 Collaborative Applicant *MSD*

- ✓ Access to program is not contingent on sobriety, minimum income requirements, lack of a criminal record, completion of treatment, participation in services, or other unnecessary conditions. *Access to Flenniken Landing is through Coordinated Entry process. Tenancy is not contingent on any of the above.*
- ✓ Program or project does everything possible not to reject an individual or family on the basis of poor credit or financial history, poor or lack of rental history, minor criminal convictions, or behaviors that are interpreted as indicating a lack of "housing readiness." *Applicants are not rejected for the above reasons. Most tenants would probably not have been considered "housing ready" at entry.*
- ✓ People with disabilities are offered clear opportunities to request reasonable accommodations within applications and screening processes and during tenancy, and building and apartment units include special physical features that accommodate disabilities. *A number of residents have physical mobility issues and use wheel chairs. Things like grab-bars in bathrooms are available.*
- ✓ Program or project that cannot serve someone works through the coordinated entry process to ensure that those individuals or families have access to housing and services elsewhere. *Placements to Flenniken are made through the coordinated entry system. Case conferencing through CES w/ other housing providers is used to match tenants with placements most likely to meet their needs and result in successful PSH placement + retention.*

- ✓ Housing and service goals and plans are highly tenant-driven.  
*Goals are tenant-centric and based on the needs expressed by the tenant.*
- ✓ Supportive services emphasize engagement and problem-solving over therapeutic goals.  
*See above.*
- ✓ Participation in services or compliance with service plans are not conditions of tenancy, but are reviewed with tenants and regularly offered as a resource to tenants.  
*Tenants are offered and encouraged to use available services, but are not required to do so for tenancy.*
- ✓ Services are informed by a harm-reduction philosophy that recognizes that drug and alcohol use and addiction are a part of some tenants' lives. Tenants are engaged in non-judgmental communication regarding drug and alcohol use and are offered education regarding how to avoid risky behaviors and engage in safer practices.  
*Substance misuse is not a reason for eviction, but counseling and education are offered especially if substance misuse is leading to behavioral issues that could result in lease violations.*
- ✓ Substance use in and of itself, without other lease violations, is not considered a reason for eviction.  
*See above.*
- ✓ Tenants in supportive housing are given reasonable flexibility in paying their share of rent on time and offered special payment arrangements for rent arrears and/or assistance with financial management, including representative payee arrangements.  
*Multiple residents have payees. Financial assistance and training is common.*
- Every effort is made to provide a tenant the opportunity to transfer from one housing situation, program, or project to another if a tenancy is in jeopardy. Whenever possible, eviction back into homelessness is avoided.  
*Transitions into nursing homes are particularly notable when a resident's needs for physical care increase.*

Additional Comments:

## TN-502 Web Posting of Local Competition Deadline



/ Print

Search For Anything

City of Knoxville » Government » City Departments & Offices » Housing and Neighborhood Development » Office on Homelessness » **Knoxville-Knox County Continuum of Care Info**

## Knoxville-Knox County Continuum of Care Info

## Homeless FAQs

Learn what the City and its partners are doing to address homelessness in Knoxville.



### 2023 Information

Please see the links below for information on applying for HUD "Continuum of Care" funding as part of Knoxville-Knox County's Collaborative Application. Check back here for updates and additional information.

[TN-502 2023 Notice of Funding Announce with Timeline and Deadlines \[PDF\]](#)

### 2022 Information

[Case Management Standards of Care \[PDF\]](#)

[Knoxville's Plan to Address Homelessness \[PDF\]](#)

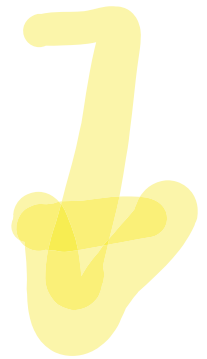
[TN-502 2022 CoC Consolidated Application \[PDF\]](#)

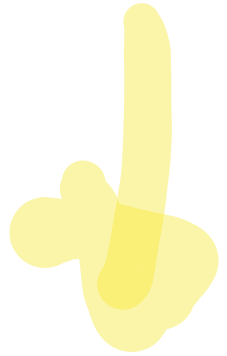
[TN-502 2022 CoC Project Priority Listing \[PDF\]](#)

[TN-502 2022 Notice of Funding Announcement \[PDF\]](#)

[TN-502 2022 Timeline and Deadlines \[PDF\]](#)

[2022 Ranking Questionnaires and Scoring Info \[ZIP\]](#)





## 2021 Information

[TN-502 2021 CoC Consolidated Application \[PDF\]](#)

[TN-502 2021 CoC Project Priority Listing \[PDF\]](#)

[TN 502 2021 Notice of Funding Announcement \[PDF\]](#)

[TN-502 2021 Timeline and deadlines \(Version 3, updated October 11, 2021\) \[PDF\]](#)

[TN-502 2021 Project Applicant Questionnaires and Ranking Framework \[ZIP\]](#)

### News

July 14, 2023  
[Neighborhood  
Resource Fair  
Connects  
Residents,  
Agencies on Aug.  
12](#)

### Events

July 17, 2023  
[Downtown  
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Meeting](#)

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**Local Notice of Funding Opportunity**  
**2023 Knoxville-Knox County Continuum of Care**  
**With Timeline and Deadlines**  
**(TN-502)**

July 17, 2023

The US Department of Housing and Urban Development (HUD) has released its 2023 Continuum of Care Notice of Funding Opportunity (CoC NOFO), which is a nation-wide competition for funding to support certain homelessness-related housing, services and other related resources. Cities and localized regions across the country form collaborative “Continuum of Care” bodies to facilitate coordinated applications for this funding. Knoxville and Knox County Tennessee have one such CoC body, in the form of the Knoxville-Knox County Homeless Coalition. The City of Knoxville’s Office on Homelessness has been designated as this CoC’s “Collaborative Applicant” for the purposes of directly coordinating the application submission process.

HUD’s 2023 CoC NOFO includes deadlines for submitting a collaborative application package as well as other procedural deadlines required to carry out the collaborative process prior to the final submission deadline. The Knoxville-Knox County CoC (TN-502) will seek to meet or exceed HUD’s required deadlines in order to carry out an open and fair application process. The Knoxville-Knox County CoC’s 2023 timeline will therefore include local deadlines that may occur **before** HUD’s required deadlines. Applicants seeking inclusion in the 2023 Knoxville-Knox County CoC Collaborative Application will be required to meet the local process timelines and deadlines. Those dates, along with information and requirements for participating in the CoC application process will be published on the City of Knoxville’s Office on Homelessness webpage ([www.knoxvilletn.gov/homelessness](http://www.knoxvilletn.gov/homelessness) - click on “Knoxville-Knox County Continuum of Care Info”), and will also be shared via email and other means of notice.

Anyone considering applying for these funds should first read HUD’s NOFO and accompanying rules and regulations for the CoC program and application. All potential applicants must refer to HUD’s CoC NOFO and related information to understand the programs, process, and to access the online application. These rules and regulations are very specific and fairly complicated. Do not wait until the last minute to review and understand these rules. Although the local Collaborative Applicant (listed below) is available to help with this process, ***it is the responsibility of each project applicant to review and fully understand these program rules and regulations.*** HUD’s info is available at <https://www.hudexchange.info/programs/e-snaps/fy-2023-coc-program-nofa-coc-program-competition/>.

The 2023 CoC application for Knoxville-Knox County will consist of a number of applications to renew funding to continue existing activities, and may also include new applications to fund eligible activities as described below and in the HUD NOFO. Any funding awarded to those agency and program-specific applications as a result of this process will be awarded and contracted directly between HUD and the recipient agency. Those funds do not flow through the City of Knoxville’s budget. All applications potentially included in the Knoxville-Knox County collaborative application will be subject to a review and ranking process as required in the HUD NOFO.

**Knoxville/Knox County’s anticipated “Preliminary Pro Rata Need”: \$TBD<sup>1</sup>.** This is the total funding amount that HUD anticipates could be sought for funding in Knoxville-Knox County, Tennessee. Of that, **\$1,561,329** is anticipated to be sought for renewal of current, existing CoC projects in Knoxville-Knox County, Tennessee.

Although most CoC funding is generally expected to be used to renew existing programs, there are some competitive opportunities to win funding for new programs. The details of how these opportunities are awarded can be found in HUD’s CoC regulations and in the 2023 HUD CoC funding announcement available at the link above. We have attempted to summarize those opportunities as they impact our local process here, with the understanding that HUD’s information is where the rules are set.

***Opportunities for potential new CoC funding for Knoxville-Knox County Tennessee in 2023:***

**a. CoC Bonus. Anticipated available funding amount: \$TBD<sup>1</sup>.**

Applicants may seek funding for a new, eligible program. The funding amount is generated based on our local potential amount for renewal funding. CoC Bonus funding is highly competitive nation-wide, and is contingent on a number of factors, including our CoC’s overall application score, the new program application’s locally-ranked priority, and the eligibility and quality of the individual program application. Details on the eligible program categories are available in HUD’s 2023 CoC NOFO and CoC regulations. These eligible categories are summarized here.

- Permanent Supportive Housing (PH-PSH)
- Rapid Rehousing (PH-RRH)
- Combined Transitional Housing/Rapid Rehousing (TH/PH-RRH)
- Dedicated Homeless Management Information System (HMIS) for the purposes of establishing a comparable database that serves the specific requirements of a Domestic Violence (DV) program (See HUD NOFO for details)
- Social Services Only-Coordinated Entry (SSO-CE) – to address complications and challenges of serving various different populations.

**b. Domestic Violence Bonus. Anticipated available funding amount: \$TBD<sup>1</sup>.**

Funding is specifically available to create new programs to address the needs of individuals and families who are victims of domestic violence. The funding amount is generated based on our local potential amount for renewal funding. CoC Domestic Violence Bonus funding is highly competitive nation-wide, and is contingent on a number of factors, including our CoC’s overall application score, the new program application’s locally-ranked priority, and the eligibility and quality of the individual program application. Details on the eligible program categories are available in HUD’s 2023 CoC NOFO and CoC regulations. These eligible categories are summarized here. Eligible categories:

- Rapid Rehousing (PH-RRH)
- Combined Transitional Housing/Rapid Rehousing (TH/PH-RRH)

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<sup>1</sup> This number will be updated and added when HUD publishes its 2023 CoC Annual Renewal Demand figures.

- Social Services Only-Coordinated Entry (SSO-CE) – to address complications and challenges of serving the DV victim population.

***If interested in new opportunities, please contact the CoC's Collaborative Applicant team (Michael Dunthorn - [mdunthorn@knoxvilletn.gov](mailto:mdunthorn@knoxvilletn.gov); Shawn Griffith [sgriffith@knoxvilletn.gov](mailto:sgriffith@knoxvilletn.gov); Erin Read [erin.read@knoxtnhousing.org](mailto:erin.read@knoxtnhousing.org)) as soon as possible.*** New funding is highly competitive and is not guaranteed. New applicants to CoC funding are encouraged to seek this funding, along with current partners experienced in the CoC process. While this process is competitive, it is also a collaboration at the local level. Inclusion of individual agencies' applications in the Knoxville-Knox County CoC application package will be decided during the ranking process at the end of the local process. It is always possible that some applicants seeking funding ultimately may not be selected for inclusion in the final package, or will be ranked at the bottom of those that are included. We will work to carry out a fair process within the guidelines established by HUD, but inclusion and ranking position in the package submitted to HUD is not guaranteed, nor is funding from HUD guaranteed at the end of the process.

### ***Important Dates and Deadlines***

Although the intent is to adhere to the initially-announced timeline and deadlines, ***this CoC reserves the right to add to or make changes to those dates and times*** as may be needed to meet HUD requirements or to otherwise carry out a fair and open process. Such changes will be posted online and notices sent out as appropriate. ***It is the individual agency applicants' responsibility to watch for notices and to check the website regularly to keep up with all deadlines and application process requirements.*** All project applicants are expected to meet all local deadlines for the CoC application process. Although the Collaborative Applicant does not seek to be capricious and arbitrary in conducting this process, a Project Applicant's failure to meet a deadline in this process could result in a lower ranking or elimination from the application package altogether.

All Dates are in 2023

**July 31:** Any agency interested in seeking funding for CoC "Bonus" funding or the Domestic Violence "Bonus" funding must submit a written expression of intent to apply to Michael Dunthorn, Shawn Griffith and Erin Read at [mdunthorn@knoxvilletn.gov](mailto:mdunthorn@knoxvilletn.gov), [sgriffith@knoxvilletn.gov](mailto:sgriffith@knoxvilletn.gov) and [erin.read@knoxtnhousing.org](mailto:erin.read@knoxtnhousing.org) no later than 5 p.m. EDT on **Monday, July 31, 2023**. This requirement is to assure that the CoC is aware of all potential applicants, so that such applications can be considered as part of a fair and open ranking and review process for inclusion in the Collaborative Application as required by HUD.

**August 22:** Agency applications are due in e-snaps.

**August 22:** Applicant review questionnaires are due to the Collaborative Applicant.

**TBD:** Ranking and Review panel will convene to review agency applications and create a rank-order list of all accepted applications.

**On or before September 13:** Any applicants not accepted for inclusion in the Collaborative Application package will be notified in writing.

**On or before September 24:** Draft CoC application will be publicly posted online at [www.knoxvilletn.gov/homelessness](http://www.knoxvilletn.gov/homelessness) .

**September 26:** Knoxville-Knox County CoC intends to submit the final CoC application in e-snaps on or about this target date, ahead of HUD's September 28 deadline.

***Questions and Contact***

Any questions about this opportunity may be directed to the Collaborative Applicant team, Michael Dunthorn, Shawn Griffith and Erin Read. They can be reached at [mdunthorn@knoxvilletn.gov](mailto:mdunthorn@knoxvilletn.gov) and (865) 215-3103, or [sgriffith@knoxvilletn.gov](mailto:sgriffith@knoxvilletn.gov) and (865) 215-2866, or [erin.read@knoxtnhousing.org](mailto:erin.read@knoxtnhousing.org) and (865) 599-7475.

## TN-502 Local Competition Scoring Tool

**TN-502 Knoxville Knox County Continuum of Care  
2023 CoC Application Scoring and Rating Criteria**

The Knoxville Knox County Continuum of Care seeks to provide a coordinated, inclusive and outcome-oriented community process for the solicitation, objective review, ranking and selection of project applications for inclusion with our CoC Collaborative Application package we submit to the US Department of Housing and Urban Development.

To score and then rank Continuum of Care project applications, the CoC Ranking and Review panel will use information from the Project Applicant Questionnaire, as well as relevant information from other sources, including but not limited to KnoxHMIS, the Coordinated Entry System, HUD LOCCS, CoC Project Applications, SAGE, and Agency Annual Performance Reviews. The Ranking and Review panel will use these scoring factors as well as HUD's CoC rules, regulations and objectives as well as local objectives to make a final determination of the acceptance and rank-order of applications we submit in our Collaborative Application. (Note: Because HMIS is a central CoC activity and is functionally different than direct housing or service projects, its scoring rubric must be somewhat altered from the others to capture its information, and is available in a separate document.)

<b>Agency:</b>
<b>Project Name:</b>
<b>Name, phone, email of contact:</b>

Threshold Questions for New Projects		
<i>Renewal projects</i> are considered as having met these requirements through previously approved grant applications, unless information to the contrary is received.	Yes	No
Is the applicant seeking funding for an eligible project category?	<input type="checkbox"/>	<input type="checkbox"/>
Does the project meet the threshold requirements for the applicable project category in sections III.C.5.b and III.C.5.c of the 2023 HUD CoC NOFO?	<input type="checkbox"/>	<input type="checkbox"/>

<b>1. Project Administration and Quality Check (10 points total):</b>	
<input type="checkbox"/> Renewal Project APRs, Monitoring, Audits and Spending <input type="checkbox"/> New Project Timelines and Audits	
Section 1 points: _____ /10	
<b>2. Objective Criteria (53 points total):</b>	
<b>Applicant Experience (11 points):</b>	
<input type="checkbox"/> Applicant demonstrates experience with population to be served <input type="checkbox"/> Applicant demonstrates experience with proposed programming type <input type="checkbox"/> Applicant demonstrates experience with operating and managing a federal grant	
<b>Commitment to Housing First (11 points):</b>	
<input type="checkbox"/> Project is designed and implemented using low-barrier principles, including no preconditions to entry or participation except as required by funding sources	
<b>Cost Effectiveness and Match Funding (11 points):</b>	
<input type="checkbox"/> Project is cost effective as compared to similar programs <input type="checkbox"/> Match is appropriate for project type and supports eligible activities <input type="checkbox"/> Application budget is reasonable, allocable and allowable	
<b>System Performance Measures (20 points):</b>	
<i>The extent to which a project furthers CoC-wide strategies to improve performance measures, including <b>at least two</b> of the following:</i>	
<input type="checkbox"/> Reducing the number of homeless individuals and families <input type="checkbox"/> Reduction in the number of first time homeless <input type="checkbox"/> Length of time homeless <input type="checkbox"/> Successful PH placement or retention <input type="checkbox"/> Reduction of returns to homelessness <input type="checkbox"/> Jobs and income growth	
Section 2 points: _____ /53	
<b>3. Rapid Return to Permanent Housing and Severity of Barriers Experienced by Program Participants (15 points total):</b>	
<i>The ranking and review process involves comparison of different programs that serve different types of individuals and families who are in a variety of different situations. These things can affect the extent to which a given project is able to address the objective system performance measures noted above.</i>	
Potential client service and housing barriers to achieving system performance measure goals may include:	
<input type="checkbox"/> Substance Abuse <input type="checkbox"/> Mental Illness <input type="checkbox"/> Criminal History <input type="checkbox"/> Chronic Homelessness <input type="checkbox"/> Unsheltered Homelessness <input type="checkbox"/> History of domestic violence <input type="checkbox"/> Service Resistance <input type="checkbox"/> Veteran Status <input type="checkbox"/> Income and Employment Status <input type="checkbox"/> Covid-19 pandemic <input type="checkbox"/> Other (please explain):	

<input type="checkbox"/> Applicant offers a clear explanation regarding how the severity of barriers experienced by project clients may affect the project's ability to achieve certain system performance measure objectives.
<b>Section 3 points:    ____ /15</b>
<b>4. Promoting Racial, Ethnic, Gender Experiential Equity (10 points total):</b>
<input type="checkbox"/> Applicant offers a clear explanation regarding barriers they have identified to reaching persons of different races, ethnicities or gender orientation. <input type="checkbox"/> Applicant clearly describes what steps they have taken or plan to take to eliminate those identified barriers. <input type="checkbox"/> Applicant has reasonable and adequate input from people with lived experience from marginalized groups over-represented in the local homelessness population on their agency board and for program design and operation.
<b>Section 4 points:    ____ /10</b>
<b>5. Community Collaboration (12 points total):</b>
<input type="checkbox"/> Participation in HMIS <input type="checkbox"/> Participation in the Coordinated Entry System <input type="checkbox"/> Participation in the Homeless Coalition/CoC Organizational Body <input type="checkbox"/> Participation in the Mayor's Roundtable on Homelessness
<b>Section 5 points:    ____ /12</b>
<b>TOTAL POINTS:    ____ /100</b>

Additional Comments:



**TN-502 Knoxville Knox County Continuum of Care**  
**2023 CoC HMIS Application Scoring and Rating Criteria**

The Knoxville Knox County Continuum of Care seeks to provide a coordinated, inclusive and outcome-oriented community process for the solicitation, objective review, ranking and selection of project applications for inclusion with our CoC Collaborative Application package we submit to the US Department of Housing and Urban Development.

To score and then rank Continuum of Care project applications, the CoC Ranking and Review panel will use information from the Project Applicant Questionnaire, as well as relevant information from other sources, including but not limited to KnoxHMIS, the Coordinated Entry System, HUD LOCCS, CoC Project Applications, SAGE, and Agency Annual Performance Reviews. The Ranking and Review panel will use these scoring factors as well as HUD's CoC rules, regulations and objectives as well as local objectives to make a final determination of the acceptance and rank-order of applications we submit in our Collaborative Application. (Because HMIS is a central CoC activity and is functionally different than direct housing or service projects, its scoring rubric must be somewhat altered from the others to capture its information.)

Threshold Questions for New Projects		
<b><i>Renewal projects are considered as having met these requirements through previously approved grant applications, unless information to the contrary is received.</i></b>	<b>Yes</b>	<b>No</b>
Is the applicant seeking funding for an eligible project category?	<input type="checkbox"/>	<input type="checkbox"/>
Does the project meet the threshold requirements for the applicable project category in sections III.C.5.b and III.C.5.c of the 2023 HUD CoC NOFO?	<input type="checkbox"/>	<input type="checkbox"/>

<b>1. Project Administration and Quality Check (10 points total):</b>		
<input type="checkbox"/> Renewal Project APRs, Monitoring, Audits and Spending <input type="checkbox"/> New Project Timelines and Audits		
<b>Section 1 points:</b>		____ /10
<b>2. Objective Criteria (65 points total):</b>		
<b>Applicant Experience (10 points):</b>		
<input type="checkbox"/> Applicant demonstrates experience with population to be served <input type="checkbox"/> Applicant demonstrates experience with proposed programming type <input type="checkbox"/> Applicant demonstrates experience with operating and managing a federal grant		
<b>Commitment to Housing First (10 points):</b>		
<input type="checkbox"/> Project is designed and implemented using low-barrier principles, including no preconditions to entry or participation except as required by funding sources		
<b>Cost Effectiveness and Match Funding (10 points):</b>		
<input type="checkbox"/> Project is cost effective as compared to similar programs <input type="checkbox"/> Match is appropriate for project type and supports eligible activities <input type="checkbox"/> Application budget is reasonable, allocable and allowable		
<b>System Performance Measures (35 points):</b>		
<i>The extent to which an HMIS project furthers CoC-wide strategies to improve performance measures:</i>		
	<b>Yes</b>	<b>No</b>
Did HMIS submit complete Housing Inventory Count (HIC) data in a timely manner?	<input type="checkbox"/>	<input type="checkbox"/>
Did HMIS submit complete Point in Time Count (PIT) data in a timely manner?	<input type="checkbox"/>	<input type="checkbox"/>
Did HMIS engage youth serving organizations and youth experiencing homelessness in the PIT count planning process?	<input type="checkbox"/>	<input type="checkbox"/>
Did HMIS work with youth serving organizations and the Youth Action Board to select PIT locations where youth experiencing homelessness are most likely to be identified?	<input type="checkbox"/>	<input type="checkbox"/>
Did HMIS include youth experiencing homelessness in the actual count?	<input type="checkbox"/>	<input type="checkbox"/>
Does HMIS have in place, or is it developing or coordinating a comparable database with DV providers to collect required data element for reporting de-identified information to the CoC?	<input type="checkbox"/>	<input type="checkbox"/>
Is the HMIS Bed Coverage Rate for housing types within the CoC that includes emergency shelter, Safe Haven, transitional housing, rapid rehousing, and permanent supportive housing above 85%?	<input type="checkbox"/>	<input type="checkbox"/>
Did the HMIS Lead submit the 2022 Longitudinal Systems Analysis (LSA) data in a complete and timely manner?	<input type="checkbox"/>	<input type="checkbox"/>
Did HMIS Lead publish an HMIS community in the last 12 months?	<input type="checkbox"/>	<input type="checkbox"/>
<b>Section 2 points:</b>		____ /65
<b>3. Promoting Racial, Ethnic, Gender Experiential Equity (10 points total):</b>		

<input type="checkbox"/> Applicant offers a clear explanation regarding barriers they have identified to reaching persons of different races, ethnicities or gender orientation. <input type="checkbox"/> Applicant clearly describes what steps they have taken or plan to take to eliminate those identified barriers. <input type="checkbox"/> Applicant has reasonable and adequate input from people with lived experience on their agency board and for program design and operation.
<b>Section 3 points:      /10</b>
<b>4. Community Collaboration (15 points total):</b>
<input type="checkbox"/> Participation in HMIS <input type="checkbox"/> Participation in the Coordinated Entry System <input type="checkbox"/> Participation in the Homeless Coalition/CoC Organizational Body <input type="checkbox"/> Participation in the Mayor's Roundtable on Homelessness
<b>Section 4 points:      /15</b>
<b>TOTAL POINTS:      /100</b>

Additional Comments:

## TN-502 Scored Forms for One Project

**TN-502 Knoxville Knox County Continuum of Care  
2023 CoC Application Scoring and Rating Criteria**

The Knoxville Knox County Continuum of Care seeks to provide a coordinated, inclusive and outcome-oriented community process for the solicitation, objective review, ranking and selection of project applications for inclusion with our CoC Collaborative Application package we submit to the US Department of Housing and Urban Development.

To score and then rank Continuum of Care project applications, the CoC Ranking and Review panel will use information from the Project Applicant Questionnaire, as well as relevant information from other sources, including but not limited to KnoxHMIS, the Coordinated Entry System, HUD LOCCS, CoC Project Applications, SAGE, and Agency Annual Performance Reviews. The Ranking and Review panel will use these scoring factors as well as HUD's CoC rules, regulations and objectives as well as local objectives to make a final determination of the acceptance and rank-order of applications we submit in our Collaborative Application. (Note: Because HMIS is a central CoC activity and is functionally different than direct housing or service projects, its scoring rubric must be somewhat altered from the others to capture its information, and is available in a separate document.)

*Ranking Panel consensus scoring -*

<b>Agency:</b>	<i>Volunteer Ministry Center</i>
<b>Project Name:</b>	<i>Caswell Manor - (Formerly PRH)</i>
<b>Name, phone, email of contact:</b>	<i>Christopher Cowart 865-574-3926 x225 <a href="mailto:ccowart@vmcinc.org">ccowart@vmcinc.org</a></i>

Threshold Questions for New Projects		
<i>Renewal projects</i> are considered as having met these requirements through previously approved grant applications, unless information to the contrary is received.	Yes	No
Is the applicant seeking funding for an eligible project category?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does the project meet the threshold requirements for the applicable project category in sections III.C.5.b and III.C.5.c of the 2023 HUD CoC NOFO?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<b>1. Project Administration and Quality Check (10 points total):</b>	
<input checked="" type="checkbox"/> Renewal Project APRs, Monitoring, Audits and Spending <input type="checkbox"/> New Project Timelines and Audits	
Section 1 points: <u>5</u> /10	
<b>2. Objective Criteria (53 points total):</b>	
<b>Applicant Experience (11 points):</b> <u>11</u>	
<input checked="" type="checkbox"/> Applicant demonstrates experience with population to be served <input checked="" type="checkbox"/> Applicant demonstrates experience with proposed programming type <input checked="" type="checkbox"/> Applicant demonstrates experience with operating and managing a federal grant	
<b>Commitment to Housing First (11 points):</b> <u>11</u>	
<input checked="" type="checkbox"/> Project is designed and implemented using low-barrier principles, including no preconditions to entry or participation except as required by funding sources	
<b>Cost Effectiveness and Match Funding (11 points):</b> <u>11</u>	
<input checked="" type="checkbox"/> Project is cost effective as compared to similar programs <input checked="" type="checkbox"/> Match is appropriate for project type and supports eligible activities <input checked="" type="checkbox"/> Application budget is reasonable, allocable and allowable	
<b>System Performance Measures (20 points):</b> <u>20</u>	
<i>The extent to which a project furthers CoC-wide strategies to improve performance measures, including <b>at least two</b> of the following:</i> <input checked="" type="checkbox"/> Reducing the number of homeless individuals and families <input type="checkbox"/> Reduction in the number of first time homeless <input type="checkbox"/> Length of time homeless <input checked="" type="checkbox"/> Successful PH placement or retention <input checked="" type="checkbox"/> Reduction of returns to homelessness <input checked="" type="checkbox"/> Jobs and income growth	
Section 2 points: <u>53</u> /53	
<b>3. Rapid Return to Permanent Housing and Severity of Barriers Experienced by Program Participants (15 points total):</b>	
<i>The ranking and review process involves comparison of different programs that serve different types of individuals and families who are in a variety of different situations. These things can affect the extent to which a given project is able to address the objective system performance measures noted above.</i>	
Potential client service and housing barriers to achieving system performance measure goals may include: <input checked="" type="checkbox"/> Substance Abuse <input checked="" type="checkbox"/> Mental Illness <input checked="" type="checkbox"/> Criminal History <input checked="" type="checkbox"/> Chronic Homelessness <input type="checkbox"/> Unsheltered Homelessness <input checked="" type="checkbox"/> History of domestic violence <input checked="" type="checkbox"/> Service Resistance <input type="checkbox"/> Veteran Status <input checked="" type="checkbox"/> Income and Employment Status <input checked="" type="checkbox"/> Covid-19 pandemic <input type="checkbox"/> Other (please explain):	

<input checked="" type="checkbox"/> Applicant offers a clear explanation regarding how the severity of barriers experienced by project clients may affect the project's ability to achieve certain system performance measure objectives. <i>- See notes</i>
Section 3 points: <u>13</u> /15
<b>4. Promoting Racial, Ethnic, Gender Experiential Equity (10 points total):</b>
<input checked="" type="checkbox"/> Applicant offers a clear explanation regarding barriers they have identified to reaching persons of different races, ethnicities or gender orientation. <input checked="" type="checkbox"/> Applicant clearly describes what steps they have taken or plan to take to eliminate those identified barriers. <input checked="" type="checkbox"/> Applicant has reasonable and adequate input from people with lived experience from marginalized groups over-represented in the local homelessness population on their agency board and for program design and operation.
Section 4 points: <u>7</u> /10
<b>5. Community Collaboration (12 points total):</b>
<input checked="" type="checkbox"/> Participation in HMIS <input checked="" type="checkbox"/> Participation in the Coordinated Entry System <input checked="" type="checkbox"/> Participation in the Homeless Coalition/CoC Organizational Body <input checked="" type="checkbox"/> Participation in the Mayor's Roundtable on Homelessness
Section 5 points: <u>12</u> /12
<b>TOTAL POINTS: <u>90</u> /100</b>

Additional Comments:

- ' Applicant's discussion of barriers could have been stronger,
- Good response on commitment to Housing First
- Racial minorities at entry are 24%, which is good.
- Discussion of addressing racial barriers could have been stronger, though.
- Housing retention rate is 79%
- Good match
- APR was submitted late, but we don't know context or reason for that
- Good discussion of project description, includes serving residents with mental health issues.

## TN-502 Notification of Projects Rejected-Reduced



**Subject:** 2023 CoC Ranking Results

**Date:** Thursday, August 31, 2023 at 3:09:55 PM Eastern Daylight Time

**From:** Mike Dunthorn <mdunthorn@knoxvilletn.gov>

**To:** angela.petty@knoxcac.org <angela.petty@knoxcac.org>,  
donna.wright@uss.salvationarmy.org <donna.wright@uss.salvationarmy.org>, Gabe Cline  
<gcline@vmcinc.org>, jana.morgan@mcnabb.org <jana.morgan@mcnabb.org>,  
mramey@vmcinc.org <mramey@vmcinc.org>, michael.waltke@mcnabb.org  
<michael.waltke@mcnabb.org>, misty.goodwin <misty.goodwin@knoxcac.org>,  
rsmith71@utk.edu <rsmith71@utk.edu>, dault@klf.org <dault@klf.org>,  
cameron.henderson@uss.salvationarmy.org <cameron.henderson@uss.salvationarmy.org>,  
First, Nate <nfirst@utk.edu>, Chris Cowart <ccowart@vmcinc.org>, Jennifer V. Phillips  
<JenniferV.Phillips@mcnabb.org>, Lisa McKay <lmckay@vmcinc.org>  
**CC:** Shawn Griffith <sgriffith@knoxvilletn.gov>, Erin Read <erin.read@knoxtnhousing.org>,  
Cohn, Allie <cohnab@ridgeview.com>

All,

The Knoxville-Knox County CoC Ranking Panel met on August 29 to review and rank-order the CoC agency applications for inclusion in our Collaborative Application that we will submit to HUD. Yolanda Grant, Zachary Waggoner, Jinx McEwan, Coyote Dunbar, Jan Cagle, Jonathan Johnson and Heather Willis were an excellent team. Shawn Griffith, Erin Read, Allie Cohn and I provided support and facilitated the meeting. They reviewed the materials before them carefully, asked a lot of good questions, and gave careful and thoughtful consideration to ranking the applications. The objective criteria included in the ranking and review forms you submitted were considered and scored, followed by discussion and consideration of HUD and local priorities, availability of other resources to meet the demand for services or housing, the projects' impact on the CoC system, vulnerability of populations served, potential for projects to stabilize homeless individuals or families and helping them move into permanent housing. I appreciate their willingness to take on this difficult responsibility.

First, all applications submitted in our CoC were accepted for ranking and inclusion in our CoC package. **There were no applications rejected.**

As you know, HUD is continuing to use a two-tier process for funding of CoC applications. They will go through all CoCs' Tier 1 first, from highest scoring CoC to the lowest, then start again down the list to fund applications in Tier 2. This year HUD has indicated that the Tier 1 funding amount is equal to 93% of our Annual Renewal Demand, meaning the total of all of our anticipated possible renewal applications as we identified and confirmed through HUD's "Grant Inventory Worksheet" earlier this year. We would anticipate that items 1-9 below should fall within Tier 1, item 10 split between Tier 1 and Tier 2, and Items 11-13 in Tier 2. Additionally, if our Collaborative Application scores well enough, we can anticipate \$147,101 to be available in "Bonus Funding" for a new project.

The ranking of our CoC's agency applications will be as follows:

- 1 KnoxHMIS, (HMIS), \$132,282
- 2 McNabb Center PSH, (PH-PSH), \$419,798
- 3 Flenniken Landing, (PH-PSH), \$85,695
- 4 CAC Elizabeth's Homes/FIN Combined, (PH-RRH), \$371,025
- 5 CAC REACH, (SSO), \$115,038

- 6 Caswell Manor - Formerly Parkridge Harbor, (PH-PSH), \$92,103
- 7 Caswell Manor - (2022 Bonus) Renewal, (PH-PSH), \$87,110
- 8 Minvilla Manor, (PH-PSH), \$74,204
- 9 Caswell Manor - Formerly RRH, (PH-PSH), \$40,000
- 10 The Salvation Army Operation Bootstrap, (TH-RRH), \$155,025
- 12 Minvilla Manor FY (2023 Bonus App), (PH-PSH), \$147,101
- 11 UT KnoxHMIS Expansion, (HMIS), \$147,101
- 13 Callahan Flats FY23 (Bonus App), (PH-PSH), \$90,695

Thank you to each of you for your hard work in carrying out these programs and in pushing through this process every year to keep the funding coming. I will be working with you to finalize and submit our application package.

Michael Dunthorn  
CoC Collaborative Applicant

## TN-502 Notification of Projects Accepted

**Subject:** Re: 2023 CoC Ranking Results: Correction

**Date:** Thursday, August 31, 2023 at 4:54:05 PM Eastern Daylight Time

**From:** Mike Dunthorn <mdunthorn@knoxvilletn.gov>

**To:** angela.petty@knoxcac.org <angela.petty@knoxcac.org>, donna.wright@uss.salvationarmy.org <donna.wright@uss.salvationarmy.org>, Gabe Cline <gccline@vmcinc.org>, jana.morgan@mcnabb.org <jana.morgan@mcnabb.org>, mramey@vmcinc.org <mramey@vmcinc.org>, michael.waltke@mcnabb.org <michael.waltke@mcnabb.org>, misty.goodwin <misty.goodwin@knoxcac.org>, rsmith71@utk.edu <rsmith71@utk.edu>, dault@klf.org <dault@klf.org>, cameron.henderson@uss.salvationarmy.org <cameron.henderson@uss.salvationarmy.org>, First, Nate <nfirst@utk.edu>, Chris Cowart <ccowart@vmcinc.org>, Jennifer V. Phillips <JenniferV.Phillips@mcnabb.org>, Lisa McKay <lmckay@vmcinc.org>

**CC:** Shawn Griffith <sgriffith@knoxvilletn.gov>, Erin Read <erin.read@knoxtnhousing.org>, Cohn, Allie <cohnab@ridgeview.com>

Please note this correction: The rank-order previously sent out was *listed* in the correct order, but the numbers for 11 and 12 were out of sequence. The correct information is reflected below. Please accept my apologies for the error.

Michael Dunthorn

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All,

The Knoxville-Knox County CoC Ranking Panel met on August 29 to review and rank-order the CoC agency applications for inclusion in our Collaborative Application that we will submit to HUD. Yolanda Grant, Zachary Waggoner, Jinx McEwan, Coyote Dunbar, Jan Cagle, Jonathan Johnson and Heather Willis were an excellent team. Shawn Griffith, Erin Read, Allie Cohn and I provided support and facilitated the meeting. They reviewed the materials before them carefully, asked a lot of good questions, and gave careful and thoughtful consideration to ranking the applications. The objective criteria included in the ranking and review forms you submitted were considered and scored, followed by discussion and consideration of HUD and local priorities, availability of other resources to meet the demand for services or housing, the projects' impact on the CoC system, vulnerability of populations served, potential for projects to stabilize homeless individuals or families and helping them move into permanent housing. I appreciate their willingness to take on this difficult responsibility.

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- 12 UT KnoxHMIS Expansion, (HMIS), \$147,101
- 13 Callahan Flats FY23 (Bonus App), (PH-PSH), \$90,695

(See technical correction below)  
two applications seeking to consolidate were ranked as one, but needed to be split in two, per submission requirements

Thank you to each of you for your hard work in carrying out these programs and in pushing through this process every year to keep the funding coming. I will be working with you to finalize and submit our application package.

Michael Dunthorn  
CoC Collaborative Applicant

---

**From:** Mike Dunthorn <[mdunthorn@knoxvilletn.gov](mailto:mdunthorn@knoxvilletn.gov)>

**Date:** Thursday, August 31, 2023 at 3:09 PM

**To:** [angela.petty@knoxcac.org](mailto:angela.petty@knoxcac.org) <[angela.petty@knoxcac.org](mailto:angela.petty@knoxcac.org)>, [donna.wright@uss.salvationarmy.org](mailto:donna.wright@uss.salvationarmy.org) <[donna.wright@uss.salvationarmy.org](mailto:donna.wright@uss.salvationarmy.org)>, Gabe Cline <[gcline@vmcinc.org](mailto:gcline@vmcinc.org)>, [jana.morgan@mcnabb.org](mailto:jana.morgan@mcnabb.org) <[jana.morgan@mcnabb.org](mailto:jana.morgan@mcnabb.org)>, [mramey@vmcinc.org](mailto:mramey@vmcinc.org) <[mramey@vmcinc.org](mailto:mramey@vmcinc.org)>, [michael.waltke@mcnabb.org](mailto:michael.waltke@mcnabb.org) <[michael.waltke@mcnabb.org](mailto:michael.waltke@mcnabb.org)>, misty.goodwin <[misty.goodwin@knoxcac.org](mailto:misty.goodwin@knoxcac.org)>, [rsmith71@utk.edu](mailto:rsmith71@utk.edu) <[rsmith71@utk.edu](mailto:rsmith71@utk.edu)>, [dault@klf.org](mailto:dault@klf.org) <[dault@klf.org](mailto:dault@klf.org)>, [cameron.henderson@uss.salvationarmy.org](mailto:cameron.henderson@uss.salvationarmy.org) <[cameron.henderson@uss.salvationarmy.org](mailto:cameron.henderson@uss.salvationarmy.org)>, First, Nate <[nfirst@utk.edu](mailto:nfirst@utk.edu)>, Chris Cowart <[ccowart@vmcinc.org](mailto:ccowart@vmcinc.org)>, Jennifer V. Phillips <[JenniferV.Phillips@mcnabb.org](mailto:JenniferV.Phillips@mcnabb.org)>, Lisa McKay <[lmckay@vmcinc.org](mailto:lmckay@vmcinc.org)>

**Cc:** Shawn Griffith <[sgriffith@knoxvilletn.gov](mailto:sgriffith@knoxvilletn.gov)>, Erin Read <[erin.read@knoxtnhousing.org](mailto:erin.read@knoxtnhousing.org)>, Cohn, Allie <[cohnab@ridgeview.com](mailto:cohnab@ridgeview.com)>

**Subject:** 2023 CoC Ranking Results

All,

The Knoxville-Knox County CoC Ranking Panel met on August 29 to review and rank-order the CoC agency applications for inclusion in our Collaborative Application that we will submit to HUD. Yolanda Grant, Zachary Waggoner, Jinx McEwan, Coyote Dunbar, Jan Cagle, Jonathan Johnson and Heather Willis were an excellent team. Shawn Griffith, Erin Read, Allie Cohn and I provided support and facilitated the meeting. They reviewed the materials before them carefully, asked a lot of good questions, and gave careful and thoughtful consideration to ranking the applications. The objective

criteria included in the ranking and review forms you submitted were considered and scored, followed by discussion and consideration of HUD and local priorities, availability of other resources to meet the demand for services or housing, the projects' impact on the CoC system, vulnerability of populations served, potential for projects to stabilize homeless individuals or families and helping them move into permanent housing. I appreciate their willingness to take on this difficult responsibility.

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- 11 UT KnoxHMIS Expansion, (HMIS), \$147,101
- 13 Callahan Flats FY23 (Bonus App), (PH-PSH), \$90,695

Thank you to each of you for your hard work in carrying out these programs and in pushing through this process every year to keep the funding coming. I will be working with you to finalize and submit our application package.

Michael Dunthorn  
CoC Collaborative Applicant

**Subject:** 2023 CoC Ranking Results: Technical Correction

**Date:** Thursday, September 14, 2023 at 11:34:31 AM Eastern Daylight Time

**From:** Mike Dunthorn <mdunthorn@knoxvilletn.gov>

**To:** angela.petty@knoxcac.org <angela.petty@knoxcac.org>, donna.wright@uss.salvationarmy.org <donna.wright@uss.salvationarmy.org>, Gabe Cline <gccline@vmcinc.org>, jana.morgan@mcnabb.org <jana.morgan@mcnabb.org>, mramey@vmcinc.org <mramey@vmcinc.org>, michael.waltke@mcnabb.org <michael.waltke@mcnabb.org>, misty.goodwin <misty.goodwin@knoxcac.org>, rsmith71@utk.edu <rsmith71@utk.edu>, dault@klf.org <dault@klf.org>, cameron.henderson@uss.salvationarmy.org <cameron.henderson@uss.salvationarmy.org>, First, Nate <nfirst@utk.edu>, Jennifer V. Phillips <JenniferV.Phillips@mcnabb.org>, Lisa McKay <lmckay@vmcinc.org>

**CC:** Shawn Griffith <sgriffith@knoxvilletn.gov>, Erin Read <erin.read@knoxtnhousing.org>, Cohn, Allie <cohnab@ridgeview.com>, Jonathan Johnson <Jonathan.Johnson@knoxcounty.org>, Zachary Waggoner <Zachary.Waggoner@knoxcounty.org>, Jan Cagle <caglejg@ridgeview.com>, Yolanda Grant <granty@unitedwayknox.org>, Jinx McEwan <jinxmcewan103@gmail.com>, heather.willis@knoxschools.org <heather.willis@knoxschools.org>

All,

Please note this additional technical correction for our 2023 CoC ranking. This correction adheres to the Ranking Panel's intent and will make no changes to any applicant's relative ranking nor their position with regard to Tier 1/Tier 2 funding or bonus funding opportunities.

In this year's application, CAC is seeking to use HUD's process for combining its two rapid re-housing renewal applications, Elizabeth's Homes and Families in Need. The Ranking Panel considered both applications as one, already combined, including with the budgets of both combined and ranked it as #4 in our package. CAC has been informed through a technical assistance inquiry to HUD that to combine the two, they must actually submit each renewal project as separate applications, noting which one will "absorb" the other once they are consolidated into one project, rather than as an already-combined single application. As a result, the two separate renewal applications need two separate ranking numbers to be submitted with our package. To achieve this, the combined project that was ranked at #4 will now be ranked #4 (Families in Need, \$233,742) and #5 (Elizabeth's Homes, \$137,283). The funding total is still \$371,025, therefore even though all items below that will shift down one ranking number designation, that change will have absolutely no effect on any other applicants' funding position or chance at receiving funding through this process. The change only assures that we don't inadvertently lose the funding for one of CAC's renewal projects because of a technical error.

Please accept my apologies for the confusion. With the correction, the ranking as submitted will be as follows:

- 1 KnoxHMIS, (HMIS), \$132,282
- 2 McNabb Center PSH, (PH-PSH), \$419,798
- 3 Flenniken Landing, (PH-PSH), \$85,695
- 4 CAC Families In Need ("Surviving" project), (PH-RRH), \$233,742

- 5 CAC Elizabeth's Homes (Renewal to be combined with CAC FIN) (PH-RRH), \$137,283
- 6 CAC REACH, (SSO), \$115,038
- 7 Caswell Manor - Formerly Parkridge Harbor, (PH-PSH), \$92,103
- 8 Caswell Manor - (2022 Bonus) Renewal, (PH-PSH), \$87,110
- 9 Minvilla Manor, (PH-PSH), \$74,204
- 10 Caswell Manor - Formerly RRH, (PH-PSH), \$40,000
- 11 The Salvation Army Operation Bootstrap, (TH-RRH), \$155,025
- 12 Minvilla Manor FY (2023 Bonus App), (PH-PSH), \$147,101
- 13 UT KnoxHMIS Expansion, (HMIS), \$147,101
- 14 Callahan Flats FY23 (Bonus App), (PH-PSH), \$90,695

Michael Dunthorn  
CoC Collaborative Applicant

---

**From:** Mike Dunthorn <[mdunthorn@knoxvilletn.gov](mailto:mdunthorn@knoxvilletn.gov)>

**Date:** Thursday, August 31, 2023 at 4:54 PM

**To:** [angela.petty@knoxcac.org](mailto:angela.petty@knoxcac.org) <[angela.petty@knoxcac.org](mailto:angela.petty@knoxcac.org)>, [donna.wright@uss.salvationarmy.org](mailto:donna.wright@uss.salvationarmy.org) <[donna.wright@uss.salvationarmy.org](mailto:donna.wright@uss.salvationarmy.org)>, Gabe Cline <[gcline@vmcinc.org](mailto:gcline@vmcinc.org)>, [jana.morgan@mcnabb.org](mailto:jana.morgan@mcnabb.org) <[jana.morgan@mcnabb.org](mailto:jana.morgan@mcnabb.org)>, [mramey@vmcinc.org](mailto:mramey@vmcinc.org) <[mramey@vmcinc.org](mailto:mramey@vmcinc.org)>, [michael.waltke@mcnabb.org](mailto:michael.waltke@mcnabb.org) <[michael.waltke@mcnabb.org](mailto:michael.waltke@mcnabb.org)>, misty.goodwin <[misty.goodwin@knoxcac.org](mailto:misty.goodwin@knoxcac.org)>, [rsmith71@utk.edu](mailto:rsmith71@utk.edu) <[rsmith71@utk.edu](mailto:rsmith71@utk.edu)>, [dault@klf.org](mailto:dault@klf.org) <[dault@klf.org](mailto:dault@klf.org)>, [cameron.henderson@uss.salvationarmy.org](mailto:cameron.henderson@uss.salvationarmy.org) <[cameron.henderson@uss.salvationarmy.org](mailto:cameron.henderson@uss.salvationarmy.org)>, First, Nate <[nfirst@utk.edu](mailto:nfirst@utk.edu)>, Chris Cowart <[ccowart@vmcinc.org](mailto:ccowart@vmcinc.org)>, Jennifer V. Phillips <[JenniferV.Phillips@mcnabb.org](mailto:JenniferV.Phillips@mcnabb.org)>, Lisa McKay <[lmckay@vmcinc.org](mailto:lmckay@vmcinc.org)>

**Cc:** Shawn Griffith <[sgriffith@knoxvilletn.gov](mailto:sgriffith@knoxvilletn.gov)>, Erin Read <[erin.read@knoxtnhousing.org](mailto:erin.read@knoxtnhousing.org)>, Cohn, Allie <[cohnab@ridgeview.com](mailto:cohnab@ridgeview.com)>

**Subject:** Re: 2023 CoC Ranking Results: Correction

Please note this correction: The rank-order previously sent out was *listed* in the correct order, but the numbers for 11 and 12 were out of sequence. The correct information is reflected below. Please accept my apologies for the error.

Michael Dunthorn

---

All,

The Knoxville-Knox County CoC Ranking Panel met on August 29 to review and rank-order the CoC agency applications for inclusion in our Collaborative Application that we will submit to HUD. Yolanda Grant, Zachary Waggoner, Jinx McEwan, Coyote Dunbar, Jan Cagle, Jonathan Johnson and Heather Willis were an excellent team. Shawn Griffith, Erin Read, Allie Cohn and I provided support and facilitated the meeting. They reviewed the materials before them carefully, asked a lot of good questions, and gave careful and thoughtful consideration to ranking the applications. The objective criteria included in the ranking and review forms you submitted were considered and scored, followed by discussion and consideration of HUD and local priorities, availability of other resources to meet the demand for services or housing, the projects' impact on the CoC system, vulnerability of populations



served, potential for projects to stabilize homeless individuals or families and helping them move into permanent housing. I appreciate their willingness to take on this difficult responsibility.

First, all applications submitted in our CoC were accepted for ranking and inclusion in our CoC package. **There were no applications rejected.**

As you know, HUD is continuing to use a two-tier process for funding of CoC applications. They will go through all CoCs' Tier 1 first, from highest scoring CoC to the lowest, then start again down the list to fund applications in Tier 2. This year HUD has indicated that the Tier 1 funding amount is equal to 93% of our Annual Renewal Demand, meaning the total of all of our anticipated possible renewal applications as we identified and confirmed through HUD's "Grant Inventory Worksheet" earlier this year. We would anticipate that items 1-9 below should fall within Tier 1, item 10 split between Tier 1 and Tier 2, and Items 11-13 in Tier 2. Additionally, if our Collaborative Application scores well enough, we can anticipate \$147,101 to be available in "Bonus Funding" for a new project.

The ranking of our CoC's agency applications will be as follows:

- 1 KnoxHMIS, (HMIS), \$132,282
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Thank you to each of you for your hard work in carrying out these programs and in pushing through this process every year to keep the funding coming. I will be working with you to finalize and submit our application package.

Michael Dunthorn  
CoC Collaborative Applicant

---

**From:** Mike Dunthorn <[mdunthorn@knoxvilletn.gov](mailto:mdunthorn@knoxvilletn.gov)>

**Date:** Thursday, August 31, 2023 at 3:09 PM

**To:** [angela.petty@knoxcac.org](mailto:angela.petty@knoxcac.org) <[angela.petty@knoxcac.org](mailto:angela.petty@knoxcac.org)>, [donna.wright@uss.salvationarmy.org](mailto:donna.wright@uss.salvationarmy.org) <[donna.wright@uss.salvationarmy.org](mailto:donna.wright@uss.salvationarmy.org)>, Gabe Cline <[gcline@vmcinc.org](mailto:gcline@vmcinc.org)>, [jana.morgan@mcnabb.org](mailto:jana.morgan@mcnabb.org) <[jana.morgan@mcnabb.org](mailto:jana.morgan@mcnabb.org)>, [mramey@vmcinc.org](mailto:mramey@vmcinc.org) <[mramey@vmcinc.org](mailto:mramey@vmcinc.org)>, [michael.waltke@mcnabb.org](mailto:michael.waltke@mcnabb.org) <[michael.waltke@mcnabb.org](mailto:michael.waltke@mcnabb.org)>, misty.goodwin <[misty.goodwin@knoxcac.org](mailto:misty.goodwin@knoxcac.org)>, [rsmith71@utk.edu](mailto:rsmith71@utk.edu) <[rsmith71@utk.edu](mailto:rsmith71@utk.edu)>, [dault@klf.org](mailto:dault@klf.org) <[dault@klf.org](mailto:dault@klf.org)>,

[cameron.henderson@uss.salvationarmy.org](mailto:cameron.henderson@uss.salvationarmy.org) <[cameron.henderson@uss.salvationarmy.org](mailto:cameron.henderson@uss.salvationarmy.org)>, First, Nate <[nfirst@utk.edu](mailto:nfirst@utk.edu)>, Chris Cowart <[ccowart@vmcinc.org](mailto:ccowart@vmcinc.org)>, Jennifer V. Phillips <[JenniferV.Phillips@mcnabb.org](mailto:JenniferV.Phillips@mcnabb.org)>, Lisa McKay <[lmckay@vmcinc.org](mailto:lmckay@vmcinc.org)>  
**Cc:** Shawn Griffith <[sgriffith@knoxvilletn.gov](mailto:sgriffith@knoxvilletn.gov)>, Erin Read <[erin.read@knoxtnhousing.org](mailto:erin.read@knoxtnhousing.org)>, Cohn, Allie <[cohnab@ridgeview.com](mailto:cohnab@ridgeview.com)>  
**Subject:** 2023 CoC Ranking Results

All,

The Knoxville-Knox County CoC Ranking Panel met on August 29 to review and rank-order the CoC agency applications for inclusion in our Collaborative Application that we will submit to HUD. Yolanda Grant, Zachary Waggoner, Jinx McEwan, Coyote Dunbar, Jan Cagle, Jonathan Johnson and Heather Willis were an excellent team. Shawn Griffith, Erin Read, Allie Cohn and I provided support and facilitated the meeting. They reviewed the materials before them carefully, asked a lot of good questions, and gave careful and thoughtful consideration to ranking the applications. The objective criteria included in the ranking and review forms you submitted were considered and scored, followed by discussion and consideration of HUD and local priorities, availability of other resources to meet the demand for services or housing, the projects' impact on the CoC system, vulnerability of populations served, potential for projects to stabilize homeless individuals or families and helping them move into permanent housing. I appreciate their willingness to take on this difficult responsibility.

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Thank you to each of you for your hard work in carrying out these programs and in pushing through this process every year to keep the funding coming. I will be working with you to finalize and submit our application package.

Michael Dunthorn  
CoC Collaborative Applicant

## TN-502 Final Project Scores for All Projects

TN-502 Final Project Scores for All Projects					
Project Ranking	Project Name	Amount	Accepted	Score	Project Type
1	KnoxHMIS	\$ 132,282.00	Yes	100	HMIS
2	McNabb Center PSH	\$ 419,798.00	Yes	99	PH-PSH
3	Flenniken Landing	\$ 85,695.00	Yes	97	PH-RRH
4	CAC Families In Need (Consolidating - Survivi	\$ 233,742.00	Yes	96	PH-RRH
5	CAC Elizabeth's Homes (Consolidation - Indiv	\$ 137,283.00	Yes	96	PH-RRH
6	CAC REACH	\$ 115,038.00	Yes	95	SSO
7	Caswell Manor - Formerly Parkridge Harbor	\$ 92,103.00	Yes	95	PH-PSH
8	Caswell Manor - (2022 Bonus) Renewal	\$ 87,110.00	Yes	95	PH-PSH
9	Minvilla Manor	\$ 74,204.00	Yes	90	PH-PSH
10	Caswell Manor - Formerly RRH	\$ 40,000.00	Yes	90	PH-PSH
12	TSA Bootsrap	\$ 155,025.00	Yes	74	PH-RRH
11	Minvilla Manor FY (2023 Bonus App)	\$ 147,101.00	Yes	93	PH-PSH
13	UT KnoxHMIS Expansion	\$ 147,101.00	Yes	100	HMIS Exp
14	Callahan Flats FY23 (Bonus App)	\$ 90,695.00	Yes	90	PH-PSH

TN-502 Web Posting–CoC-Approved Consolidated Application



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## Knoxville-Knox County Continuum of Care Info

## Homeless FAQs

Learn what the City and its partners are doing to address homelessness in Knoxville.



### 2023 Information

Please see the links below for information on applying for HUD "Continuum of Care" funding as part of Knoxville-Knox County's Collaborative Application. Check back here for updates and additional information.

[TN-502 2023 Notice of Funding Announce with Timeline and Deadlines \[PDF\]](#)

[TN-502 2023 CoC Consolidated Application \[PDF\]](#)

[TN-502 2023 Project Priority Listing \[PDF\]](#)

### 2022 Information

[Case Management Standards of Care \[PDF\]](#)

[Knoxville's Plan to Address Homelessness \[PDF\]](#)

[TN-502 2022 CoC Consolidated Application \[PDF\]](#)

[TN-502 2022 CoC Project Priority Listing \[PDF\]](#)

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## **Knoxville-Knox County Continuum of Care Info**

## **Homeless FAQs**

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### **2023 Information**

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[TN-502 2023 CoC Consolidated Application \[PDF\]](#)

[TN-502 2023 Project Priority Listing \[PDF\]](#)

### **2022 Information**

[Case Management Standards of Care \[PDF\]](#)

[Knoxville's Plan to Address Homelessness \[PDF\]](#)

[TN-502 2022 CoC Consolidated Application \[PDF\]](#)

[TN-502 2022 CoC Project Priority Listing \[PDF\]](#)

[TN-502 2022 Notice of Funding Announcement \[PDF\]](#)



[TN-502 2022 Timeline and Deadlines \[PDF\]](#)[2022 Ranking Questionnaires and Scoring Info \[ZIP\]](#)

## 2021 Information

[TN-502 2021 CoC Consolidated Application \[PDF\]](#)[TN-502 2021 CoC Project Priority Listing \[PDF\]](#)[TN 502 2021 Notice of Funding Announcement \[PDF\]](#)[TN-502 2021 Timeline and deadlines \(Version 3, updated October 11, 2021\) \[PDF\]](#)[TN-502 2021 Project Applicant Questionnaires and Ranking Framework \[ZIP\]](#)

### News

September 22,  
2023  
[\\$1.8 Million  
Federal Grant  
Will Support  
Youth  
Homelessness  
Services](#)

### Events

September 22,  
2023  
[2023 Austin East  
Homecoming  
Parade](#)

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### Contact

© City of  
Knoxville  
400 Main  
Street  
Knoxville,  
TN 37902  
[View Map /  
Site Map](#)



## TN-502 Notification of CoC-Approved Consolidated Application

Friday, September 22, 2023 at 14:20:21 Eastern Daylight Time

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**Subject:** 2023 Continuum of Care application posted online

**Date:** Friday, September 22, 2023 at 2:19:48 PM Eastern Daylight Time

**From:** Mike Dunthorn <mdunthorn@knoxvilletn.gov>

**To:** angela.petty@knoxcac.org <angela.petty@knoxcac.org>, donna.wright@uss.salvationarmy.org <donna.wright@uss.salvationarmy.org>, Gabe Cline <gccline@vmcinc.org>, jana.morgan@mcnabb.org <jana.morgan@mcnabb.org>, mramey@vmcinc.org <mramey@vmcinc.org>, michael.waltke@mcnabb.org <michael.waltke@mcnabb.org>, misty.goodwin <misty.goodwin@knoxcac.org>, rsmith71@utk.edu <rsmith71@utk.edu>, dault@klf.org <dault@klf.org>, cameron.henderson@uss.salvationarmy.org <cameron.henderson@uss.salvationarmy.org>, First, Nate <nfirst@utk.edu>, Jennifer V. Phillips <JenniferV.Phillips@mcnabb.org>, Lisa McKay <lmckay@vmcinc.org>

**CC:** Shawn Griffith <sgriffith@knoxvilletn.gov>, Erin Read <erin.read@knoxtnhousing.org>, Cohn, Allie <cohnab@ridgeview.com>, Jonathan Johnson <Jonathan.Johnson@knoxcounty.org>, Zachary Waggoner <Zachary.Waggoner@knoxcounty.org>, Jan Cagle <caglejg@ridgeview.com>, Yolanda Grant <granty@unitedwayknox.org>, Jinx McEwan <jinxmcewan103@gmail.com>, heather.willis@knoxschools.org <heather.willis@knoxschools.org>

All,

This email is to let you know that a copy of the 2023 Knoxville-Knox County Continuum of Care application has been posted on the City of Knoxville Office on Homelessness web page (<http://www.knoxvilletn.gov/homelessness> - click on Knoxville-Knox County Continuum of Care info at the top of the page), and the application will be submitted to HUD shortly, ahead of the September 28<sup>th</sup> deadline.

I would like to thank all of the CoC project applicants, members of the CoC Rank and Review panel, KnoxHMIS and everyone else who has helped with this year's CoC collaborative application. More importantly, thank you for the work you do every day to serve vulnerable members of our community who are at risk of or have experienced homelessness.

Michael Dunthorn  
City of Knoxville Office on Homelessness  
Knoxville-Knox County Continuum of Care Collaborative Applicant

## TN-502 HDX Competition Report

## 2023 HDX Competition Report

### PIT Count Data for TN-502 - Knoxville/Knox County CoC

#### Total Population PIT Count Data

	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count	745	786	1178	921
Emergency Shelter Total	331	329	614	500
Safe Haven Total	0	0	0	0
Transitional Housing Total	218	216	191	198
Total Sheltered Count	549	545	805	698
Total Unsheltered Count	196	241	373	223

#### Chronically Homeless PIT Counts

	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count of Chronically Homeless Persons	197	107	284	251
Sheltered Count of Chronically Homeless Persons	99	107	124	122
Unsheltered Count of Chronically Homeless Persons	98	0	160	129

## 2023 HDX Competition Report

### PIT Count Data for TN-502 - Knoxville/Knox County CoC

#### Homeless Households with Children PIT Counts

	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count of the Number of Homeless Households with Children	25	30	75	43
Sheltered Count of Homeless Households with Children	24	30	73	43
Unsheltered Count of Homeless Households with Children	1	0	2	0

#### Homeless Veteran PIT Counts

	2011 PIT	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count of the Number of Homeless Veterans	108	75	55	98	89
Sheltered Count of Homeless Veterans	82	63	55	75	69
Unsheltered Count of Homeless Veterans	26	12	0	23	20

\*For CoCs that did not conduct an unsheltered count in 2021, 2020 data were used.

## 2023 HDX Competition Report

### HIC Data for TN-502 - Knoxville/Knox County CoC

#### HMIS Bed Coverage Rates

Project Type	Total Year-Round, Current Beds	Total Current, Year-Round, HMIS Beds	Total Year-Round, Current, Non-VSP Beds*	HMIS Bed Coverage Rate for Year-Round Beds	Total Year-Round, Current VSP Beds in an HMIS Comparable Database	Total Year-Round, Current, VSP Beds**	HMIS Comparable Bed Coverage Rate for VSP Beds	Total Current, Year-Round, HMIS Beds and VSP Beds in an HMIS Comparable Database	HMIS and Comparable Database Coverage Rate
ES Beds	467	397	435	91.26%	32	32	100.00%	429	91.86%
SH Beds	0	0	0	NA	0	0	NA	0	NA
TH Beds	271	204	236	86.44%	35	35	100.00%	239	88.19%
RRH Beds	107	107	107	100.00%	0	0	NA	107	100.00%
PSH Beds	317	314	317	99.05%	0	0	NA	314	99.05%
OPH Beds	128	80	128	62.50%	0	0	NA	80	62.50%
Total Beds	1,290	1,102	1,223	90.11%	67	67	100.00%	1,169	90.62%

2023 HDX Competition Report  
**HIC Data for TN-502 - Knoxville/Knox County CoC**



## 2023 HDX Competition Report

### HIC Data for TN-502 - Knoxville/Knox County CoC

#### Notes

\*For OPH Beds, this does NOT include any beds that are Current, Non-VSP, Non-HMIS, and EHV-funded.

\*\*For OPH Beds, this does NOT include any beds that are Current, VSP, Non-HMIS, and EHV-funded.

In the HIC, "Year-Round Beds" is the sum of "Beds HH w/o Children", "Beds HH w/ Children", and "Beds HH w/ only Children". This does not include Overflow ("O/V Beds") or Seasonal Beds ("Total Seasonal Beds").

In the HIC, Current beds are beds with an "Inventory Type" of "C" and not beds that are Under Development ("Inventory Type" of "U").

#### PSH Beds Dedicated to Persons Experiencing Chronic Homelessness

Chronically Homeless Bed Counts	2020 HIC	2021 HIC	2022 HIC	2023 HIC
Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons identified on the HIC	102	95	105	129

#### Rapid Rehousing (RRH) Units Dedicated to Persons in Household with Children

Households with Children	2020 HIC	2021 HIC	2022 HIC	2023 HIC
RRH units available to serve families on the HIC	85	76	76	21

#### Rapid Rehousing Beds Dedicated to All Persons

All Household Types	2020 HIC	2021 HIC	2022 HIC	2023 HIC
RRH beds available to serve all populations on the HIC	343	272	282	107

2023 HDX Competition Report  
**HIC Data for TN-502 - Knoxville/Knox County CoC**

# 2023 HDX Competition Report

## FY2022 - Performance Measurement Module (Sys PM)

### Summary Report for TN-502 - Knoxville/Knox County CoC

#### Measure 1: Length of Time Persons Remain Homeless

This measures the number of clients active in the report date range across ES, SH (Metric 1.1) and then ES, SH and TH (Metric 1.2) along with their average and median length of time homeless. This includes time homeless during the report date range as well as prior to the report start date, going back no further than October, 1, 2012.

**Metric 1.1:** Change in the average and median length of time persons are homeless in ES and SH projects.

**Metric 1.2:** Change in the average and median length of time persons are homeless in ES, SH, and TH projects.

a. This measure is of the client's entry, exit, and bed night dates strictly as entered in the HMIS system.

	Universe (Persons)		Average LOT Homeless (bed nights)				Median LOT Homeless (bed nights)			
	Revised FY 2021	FY 2022	Submitted FY 2021	Revised FY 2021	FY 2022	Difference	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
1.1 Persons in ES and SH	2619	3057	41	45	58	13	17	17	28	11
1.2 Persons in ES, SH, and TH	2956	3363	86	73	82	9	28	25	35	10

b. This measure is based on data element 3.17.

This measure includes data from each client's Living Situation (Data Standards element 3.917) response as well as time spent in permanent housing projects between Project Start and Housing Move-In. This information is added to the client's entry date, effectively extending the client's entry date backward in time. This "adjusted entry date" is then used in the calculations just as if it were the client's actual entry date.

## 2023 HDX Competition Report

### FY2022 - Performance Measurement Module (Sys PM)

	Universe (Persons)		Average LOT Homeless (bed nights)				Median LOT Homeless (bed nights)			
	Revised FY 2021	FY 2022	Submitted FY 2021	Revised FY 2021	FY 2022	Difference	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
1.1 Persons in ES, SH, and PH (prior to "housing move in")	3152	3762	242	368	363	-5	69	94	111	17
1.2 Persons in ES, SH, TH, and PH (prior to "housing move in")	3471	4054	249	374	366	-8	95	109	125	16

## 2023 HDX Competition Report

### FY2022 - Performance Measurement Module (Sys PM)

#### Measure 2: The Extent to which Persons who Exit Homelessness to Permanent Housing Destinations Return to Homelessness

This measures clients who exited SO, ES, TH, SH or PH to a permanent housing destination in the date range two years prior to the report date range. Of those clients, the measure reports on how many of them returned to homelessness as indicated in the HMIS for up to two years after their initial exit.

	Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior)		Returns to Homelessness in Less than 6 Months			Returns to Homelessness from 6 to 12 Months			Returns to Homelessness from 13 to 24 Months			Number of Returns in 2 Years	
	Revised FY 2021	FY 2022	Revised FY 2021	FY 2022	% of Returns	Revised FY 2021	FY 2022	% of Returns	Revised FY 2021	FY 2022	% of Returns	FY 2022	% of Returns
Exit was from SO	108	84	3	2	2%	5	2	2%	7	5	6%	9	11%
Exit was from ES	162	111	10	4	4%	2	2	2%	3	4	4%	10	9%
Exit was from TH	157	134	17	9	7%	5	4	3%	9	5	4%	18	13%
Exit was from SH	0	0	0	0		0	0		0	0		0	
Exit was from PH	505	571	19	10	2%	15	9	2%	27	29	5%	48	8%
TOTAL Returns to Homelessness	932	900	49	25	3%	27	17	2%	46	43	5%	85	9%

#### Measure 3: Number of Homeless Persons

##### Metric 3.1 – Change in PIT Counts

## 2023 HDX Competition Report

### FY2022 - Performance Measurement Module (Sys PM)

This measures the change in PIT counts of sheltered and unsheltered homeless person as reported on the PIT (not from HMIS).

	January 2021 PIT Count	January 2022 PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	786	1178	392
Emergency Shelter Total	329	614	285
Safe Haven Total	0	0	0
Transitional Housing Total	216	191	-25
Total Sheltered Count	545	805	260
Unsheltered Count	241	373	132

#### Metric 3.2 – Change in Annual Counts

This measures the change in annual counts of sheltered homeless persons in HMIS.

	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
Universe: Unduplicated Total sheltered homeless persons	3012	2975	3788	813
Emergency Shelter Total	2623	2632	3481	849
Safe Haven Total	0	0	0	0
Transitional Housing Total	530	462	384	-78

## 2023 HDX Competition Report

### FY2022 - Performance Measurement Module (Sys PM)

#### Measure 4: Employment and Income Growth for Homeless Persons in CoC Program-funded Projects

Metric 4.1 – Change in earned income for adult system stayers during the reporting period

	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
Universe: Number of adults (system stayers)	99	96	96	0
Number of adults with increased earned income	7	6	8	2
Percentage of adults who increased earned income	7%	6%	8%	2%

Metric 4.2 – Change in non-employment cash income for adult system stayers during the reporting period

	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
Universe: Number of adults (system stayers)	99	96	96	0
Number of adults with increased non-employment cash income	49	52	38	-14
Percentage of adults who increased non-employment cash income	49%	54%	40%	-14%

Metric 4.3 – Change in total income for adult system stayers during the reporting period

	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
Universe: Number of adults (system stayers)	99	96	96	0
Number of adults with increased total income	54	56	46	-10
Percentage of adults who increased total income	55%	58%	48%	-10%

## 2023 HDX Competition Report

### FY2022 - Performance Measurement Module (Sys PM)

#### Metric 4.4 – Change in earned income for adult system leavers

	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
Universe: Number of adults who exited (system leavers)	287	329	333	4
Number of adults who exited with increased earned income	53	57	31	-26
Percentage of adults who increased earned income	18%	17%	9%	-8%

#### Metric 4.5 – Change in non-employment cash income for adult system leavers

	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
Universe: Number of adults who exited (system leavers)	287	329	333	4
Number of adults who exited with increased non-employment cash income	46	45	28	-17
Percentage of adults who increased non-employment cash income	16%	14%	8%	-6%

#### Metric 4.6 – Change in total income for adult system leavers

	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
Universe: Number of adults who exited (system leavers)	287	329	333	4
Number of adults who exited with increased total income	85	88	57	-31
Percentage of adults who increased total income	30%	27%	17%	-10%



## 2023 HDX Competition Report

### FY2022 - Performance Measurement Module (Sys PM)

#### Measure 5: Number of persons who become homeless for the 1st time

Metric 5.1 – Change in the number of persons entering ES, SH, and TH projects with no prior enrollments in HMIS

	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.	3099	2644	3329	685
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	935	464	518	54
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time)	2164	2180	2811	631

Metric 5.2 – Change in the number of persons entering ES, SH, TH, and PH projects with no prior enrollments in HMIS

	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	3622	3219	4073	854
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	1061	577	659	82
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time.)	2561	2642	3414	772

## 2023 HDX Competition Report

### FY2022 - Performance Measurement Module (Sys PM)

#### Measure 6: Homeless Prevention and Housing Placement of Persons defined by category 3 of HUD's Homeless Definition in CoC Program-funded Projects

This Measure is not applicable to CoCs in FY2022 (Oct 1, 2021 - Sept 30, 2022) reporting period.

#### Measure 7: Successful Placement from Street Outreach and Successful Placement in or Retention of Permanent Housing

Metric 7a.1 – Change in exits to permanent housing destinations

	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
Universe: Persons who exit Street Outreach	710	737	835	98
Of persons above, those who exited to temporary & some institutional destinations	159	160	168	8
Of the persons above, those who exited to permanent housing destinations	126	128	142	14
% Successful exits	40%	39%	37%	-2%

Metric 7b.1 – Change in exits to permanent housing destinations

## 2023 HDX Competition Report

### FY2022 - Performance Measurement Module (Sys PM)

	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing	1155	2755	3369	614
Of the persons above, those who exited to permanent housing destinations	797	872	973	101
% Successful exits	69%	32%	29%	-3%

#### Metric 7b.2 – Change in exit to or retention of permanent housing

	Submitted FY 2021	Revised FY 2021	FY 2022	Difference
Universe: Persons in all PH projects except PH-RRH	354	380	406	26
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	302	320	381	61
% Successful exits/retention	85%	84%	94%	10%

2023 HDX Competition Report  
**FY2022 - SysPM Data Quality**  
**TN-502 - Knoxville/Knox County CoC**

	All ES, SH			All TH			All PSH, OPH			All RRH			All Street Outreach		
	Submitted FY2020	Submitted FY2021	FY2022	Submitted FY2020	Submitted FY2021	FY2022	Submitted FY2020	Submitted FY2021	FY2022	Submitted FY2020	Submitted FY2021	FY2022	Submitted FY2020	Submitted FY2021	FY2022
1. Number of non-DV Beds on HIC	411	343	382	235	224	233	406	371	372	343	272	282			
2. Number of HMIS Beds	371	313	376	212	199	207	322	307	311	343	272	282			
3. HMIS Participation Rate from HIC ( % )	90.27	91.25	98.43	90.21	88.84	88.84	79.31	82.75	83.60	100.00	100.00	100.00			
4. Unduplicated Persons Served (HMIS)	2453	2632	3566	563	462	393	405	421	484	1211	1316	1825	1054	1286	1421
5. Total Leavers (HMIS)	1752	1951	2759	372	305	231	83	115	82	888	973	1283	736	779	897
6. Destination of Don't Know, Refused, or Missing (HMIS)	15	1358	1785	69	28	22	23	31	16	40	38	115	69	350	306
7. Destination Error Rate (%)	0.86	69.61	64.70	18.55	9.18	9.52	27.71	26.96	19.51	4.50	3.91	8.96	9.38	44.93	34.11

2023 HDX Competition Report  
**FY2022 - SysPM Data Quality**

## 2023 HDX Competition Report

### Submission and Count Dates for TN-502 - Knoxville/Knox County CoC

#### Date of PIT Count

	Date	Received HUD Waiver
Date CoC Conducted 2023 PIT Count	1/25/2023	

#### Report Submission Date in HDX

	Submitted On	Met Deadline
2023 PIT Count Submittal Date	4/17/2023	Yes
2023 HIC Count Submittal Date	4/28/2023	Yes
2022 System PM Submittal Date	2/28/2023	Yes

## TN-502 Housing Leverage Commitments

**U.S. Department Of Housing and Urban Development  
Office of Public and Indian Housing**

**SECTION 8 PROJECT-BASED VOUCHER PROGRAM**

**PBV HOUSING ASSISTANCE PAYMENTS CONTRACT  
EXISTING HOUSING**

**PART 1 OF HAP CONTRACT**

This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number. Assurances of confidentiality are not provided under this collection.

**1. CONTRACT INFORMATION**

**a. Parties**

This housing assistance payments (HAP) contract is entered into between:

**Knoxville's Community Development Corporation (KCDC)** (PHA) and

**Minvilla Manor, MT. LP** (owner).

**b. Contents of contract**

The HAP contract consists of Part 1, Part 2 and the contract exhibits listed in paragraph c.

**c. Contract exhibits**

The HAP contract includes the following exhibits:

EXHIBIT A: TOTAL NUMBER OF UNITS IN PROJECT COVERED BY THIS HAP CONTRACT; INITIAL RENT TO OWNER; AND THE NUMBER AND DESCRIPTION OF THE CONTRACT UNITS. (See 24 CFR 983.203 for required items.)



EXHIBIT B: SERVICES, MAINTENANCE AND EQUIPMENT TO BE PROVIDED BY THE OWNER WITHOUT CHARGES IN ADDITION TO RENT TO OWNER

EXHIBIT C: UTILITIES AVAILABLE IN THE CONTRACT UNITS, INCLUDING A LISTING OF UTILITY SERVICES TO BE PAID BY THE OWNER (WITHOUT CHARGES IN ADDITION TO RENT TO OWNER) AND UTILITIES TO BE PAID BY THE TENANTS

EXHIBIT D: FEATURES PROVIDED TO COMPLY WITH PROGRAM ACCESSIBILITY FEATURES OF SECTION 504 OF THE REHABILITATION ACT OF 1973

ADDITIONAL EXHIBITS

**d. Effective date and term of HAP contract**

**1. Effective Date**

- a. The PHA may not enter into a HAP contract for any contract unit until the PHA has determined that the unit complies with the housing quality standards.
- b. For all contract units, the effective date of the HAP contract is:

**October 1, 2012.**

- c. The term of the HAP contract begins on the effective date.

**2. Length of initial term**

- a. Subject to paragraph 2.b, the initial term of the HAP contract for all contract units is: **Ten (10 Years).**
- b. The initial term of the HAP contract may not be less than one year, nor more than fifteen years.

**3. Extension of term**

The PHA and owner may agree to enter into an extension of the HAP contract at

the time of initial HAP contract execution or any time prior to expiration of the contract. Any extension, including the term of such extension, must be in accordance with HUD requirements. A PHA must determine that any extension is appropriate to achieve long-term affordability of the housing or expand housing opportunities.

**4. Requirement for sufficient appropriated funding**

- a. The length of the initial term and any extension term shall be subject to availability, as determined by HUD, or by the PHA in accordance with HUD requirements, of sufficient appropriated funding (budget authority), as provided in appropriations acts and in the PHA's annual contributions contract (ACC) with HUD, to make full payment of housing assistance payments due to the owner for any contract year in accordance with the HAP contract.
- b. The availability of sufficient funding must be determined by HUD or by the PHA in accordance with HUD requirements. If it is determined that there may not be sufficient funding to continue housing assistance payments for all contract units and for the full term of the HAP contract, the PHA has the right to terminate the HAP contract by notice to the owner for all or any of the contract units. Such action by the PHA shall be implemented in accordance with HUD requirements.

**e. Occupancy and payment**

**1. Payment for occupied unit**

During the term of the HAP contract, the PHA shall make housing assistance payments to the owner for the months during which a contract unit is leased to and occupied by an eligible family. If an assisted family moves out of a contract unit, the owner may keep the housing assistance payment for the calendar month when the family moves out ("move-out month"). However, the owner may not keep the payment if the PHA determines that the vacancy is the owner's fault.

**2. Vacancy payment**

- a. If an assisted family moves out of a contract unit, the PHA may provide vacancy

payments to the owner for a PHA-determined vacancy period extending from the beginning of the first calendar month after the move-out month for a period not exceeding one full month following the move-out month.

- b. The vacancy payment to the owner will be determined by the PHA, and cannot exceed the monthly rent to owner under the assisted lease, minus any portion of the rental payment received by the owner (including amounts available from the tenant's security deposit). Any vacancy payment may only cover the period the unit remains vacant.
- c. The PHA may only make vacancy payments to the owner if:
  - 1. The owner gives the PHA prompt, written notice certifying that the family has vacated the unit and the date when the family moved out (to the best of the owner's knowledge and belief);
  - 2. The owner certifies that the vacancy is not the fault of the owner and that the unit was vacant during the period for which payment is claimed;
  - 3. The owner certifies that it has taken every reasonable action to minimize the likelihood and length of vacancy; and
  - 4. The owner provides any additional information required and requested by the PHA to verify that the owner is entitled to the vacancy payment.
- d. The PHA must take every reasonable action to minimize the likelihood and length of vacancy.
- e. The owner may refer families to the PHA, and recommend selection of such families from the PHA waiting list for occupancy of vacant units.
- f. The owner must submit a request for vacancy payments in the form and manner required by the PHA and must provide any information or substantiation required by the PHA to determine the amount of any vacancy payments.

**3. PHA is not responsible for family damage or debt to owner**

Except as provided in this paragraph e (Occupancy and Payment), the PHA will not make any other payment to the owner under the HAP contract. The PHA will not make any payment to owner for any damages to the unit, or for any other



amounts owed by a family under the family's lease.

**f. Income-mixing requirement**

1. Except as provided in paragraphs f.2 and 3, the PHA will not make housing assistance payments under the HAP contract for more than 25 percent of the total number of dwelling units (assisted or unassisted) in any project. The term “project” means a single building, multiple contiguous buildings, or multiple buildings on contiguous parcels of land assisted under this HAP contract.
2. The limitation in paragraph f.1 does not apply to single-family buildings.
3. In referring eligible families to the owner for admission to the number of contract units in any project exceeding the 25 percent limitation under paragraph f.1, the PHA shall give preference to elderly or disabled families, or to families receiving supportive services, for the number of contract units designated for occupancy by such families. The owner shall rent the designated number of contract units to such families referred by the PHA from the PHA waiting list.
4. The PHA and owner must comply with all HUD requirements regarding income mixing.
5. The following specifies the number of contract units (if any):
  - a. Designated for occupancy by disabled families;
  - b. Designated for occupancy by elderly families;
  - c. Designated for occupancy by elderly or disabled families; or
  - d. Designated for occupancy by families receiving supportive services.

☐ Check this box if any contract units are designated for disabled families.

The following number of contract units shall be rented to disabled families: \_\_\_\_\_.

- ☐ Check this box if any contract units are designated for elderly families.  
The following number of contract units shall be rented to elderly families:

\_\_\_\_\_.

- ☐ Check this box if any contract units are designated for elderly or disabled families.

The following number of contract units shall be rented to elderly or disabled families:

\_\_\_\_\_.

- ☒ Check this box if any contract units are designated for families receiving supportive services.

The following number of contract units shall be rented to families

receiving supportive services: 57.

**EXECUTION OF HAP CONTRACT FOR EXISTING HOUSING**

<b>PUBLIC HOUSING AGENCY (PHA)</b>
<b>Name of PHA (Print)</b> Knoxville's Community Development Corporation (KCDC)
<b>By:</b> <i>Deborah F. Taylor-Allen</i> Signature of authorized representative
Deborah F. Taylor-Allen, Section 8 Housing Director Name and official title (Print)
<i>9-28-12</i> Date
<b>OWNER</b>
<b>Name of Owner (Print)</b> Minvilla Manor, MT. LP
<b>By:</b> <i>Ginny Weatherstone</i> Signature of authorized representative
<i>Ginny Weatherstone, Chief Executive Officer</i> Name and title (Print)
<i>September 28, 2012</i> Date

## EXHIBIT A

Project Name: Minvilla Manor. MT

Address: 447 North Broadway, Knoxville, TN 37917

Number of Units by Unit Size (Number of Bedroom) 33 one bedroom apartments that average 450 square feet; 24 efficiency apartments which average 250 square feet.

Initial Rent to Owner: One bedroom rent is \$588; efficiency rent is \$512.

Description of Contracted Units: One bedroom units each have a separate living area which provides a seating area, eating area and full kitchen. There is a separate bedroom and separate bathroom with the bathroom offering a tub/shower combination. Each kitchen offers a stove, oven and microwave as well as full size refrigerator. Each unit is fully furnished and has independent temperature control.

Efficiency units provide a combination sleeping and living area which is fully furnished. Each kitchen offers a stove and microwave as well as a full size refrigerator. Every unit has a full bath with a bathtub/shower combination. There is independent temperature control in each unit.

## Exhibit B

### **Services, maintenance, and equipment to be provided by the owner.**

Services include formal case management which will involve the design of an individualized case plan and all activities required to bring that plan to fruition. Each resident will be assisted to establish a primary care home and to acquire or increase their income. Other activities will be determined on a case by case basis. Additionally, social activities and outings are regularly planned with input from the residents.

Maintenance of all common areas, hallways and exterior areas is provided by Minvilla Manor staff. Cleaning equipment is available for use by residents who must maintain their own apartments.

Recreational equipment and computers are provided by Minvilla Manor for the enjoyment of the residents.



**EXHIBIT C**

**Utilities to be provided by the owner**

All utilities except cable are included in the rent.

## EXHIBIT D

### **Features Provided to comply with Program Accessibility features of Section 504 of the Rehabilitation Act of 1973.**

Minvilla Manor is fully handicapped accessible. A large concrete ramp ensures that the front door is handicapped accessible. There are two one bedroom units which are handicapped accessible; there are two efficiencies which are likewise accessible. These units have accessible showers and the kitchens feature sinks which will accommodate a wheelchair. There are doorbells on two of the units for those who are hearing impaired. All apartment numbers as well as the signage in the elevators are in braille. The Community Room features a kitchen which is handicapped accessible.



Benjamin M. Bentley, Executive Director/CEO

901 Broadway, N.E. • Knoxville, TN 37917  
865.403.1100 • Fax 865.403.1117  
800.848.0298 (Tennessee Relay Center)  
www.kcdc.org

August 14, 2023

Chris Martin  
Southeastern Housing Foundation  
The Regas Building  
318 N. Gay Street, Suite 210  
Knoxville, TN 37917

Dear Mr. Martin:

This letter is being written regarding Southeastern Housing Foundation's Callahan Flats project located at 1517 Callahan Drive, Knoxville, TN 37912. This property will include three buildings comprising thirty units of affordable housing (2-3 bedrooms) and fifty-eight units of permanent supportive housing for the formerly chronically homeless individuals (PSH). The PSH units will be Project Based Vouchers.

The proposed gross rent amounts \$82,280.

This letter is our formal commitment that Knoxville's Community Development Corporation (KCDC) will provide Section 8 Project Based Vouchers for the above-mentioned property.

If you have any questions, please call me at 865-403-1116.

Sincerely,

A handwritten signature in blue ink that reads "Ben M Bentley".

Benjamin Bentley  
Executive Director/CEO

## TN-502 Healthcare Formal Agreements

# **Memorandum of Understanding**

Between

**Cherokee Health Systems**

and

**Volunteer Ministry Center**

This Memorandum of Understanding (MOU) sets forth the terms and understanding between Cherokee Health Systems (CHS) and Volunteer Ministry Center (VMC) to formalize a collaborative working relationship to meet the integrated health needs of residents at Minvilla Manor through the *Health at Home* project.

## **Background**

Minvilla Manor, owned and operated by VMC, is a 57-unit permanent supportive housing opportunity for chronically homeless single individuals. All residents of Minvilla have a disabling condition. For many residents, these disabling conditions prevent them from adequately engaging with health care providers.

## **Purpose**

This MOU states that VMC and CHS will work collaboratively to provide integrated health care for Minvilla Manor residents through the *Health at Home* project. If funded by the CoC bonus grant, VMC will contract with CHS to provide on-site health care services at Minvilla Manor. These services will be provided by a primary care nurse practitioner who can link Minvilla Manor residents to other needed services in the CHS system. VMC will continue to provide the existing on-site case management at Minvilla Manor, communicating with CHS health providers about patient needs and assisting with follow-up care.

## **Funding**

The collaboration outlined above is contingent on the awarding of funds through the CoC bonus round funding.

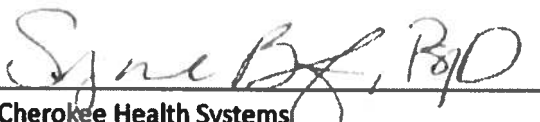
## **Duration**

This MOU is at will and may be modified by authorized officials' mutual consent from Cherokee Health Systems and Volunteer Ministry Center. This MOU shall become effective upon the awarding of CoC funding and will remain in effect until modified or terminated by any one of the partners by mutual consent.

Contact Information

Suzanne Bailey, COO  
Cherokee Health Systems  
2018 Western Avenue  
Knoxville, TN 37921

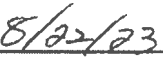
Chris Cowart, CEO  
Volunteer Ministry Center  
511 N. Broadway  
Knoxville, TN 37917

  
Cherokee Health Systems

August 21, 2023

\_\_\_\_\_  
Date

  
Volunteer Ministry Center

  
\_\_\_\_\_  
Date



August 8, 2023

Chris Martin, President  
Southeastern Housing Foundation  
318 N. Gay Street, Suite 210  
Knoxville, TN 37917-7528

***Subject: Letter of Commitment***

Dear Mr. Martin:

Cherokee Health Systems appreciates the opportunity to partner with the Southeastern Housing Foundation (SHF) with regard to SHF's Callahan Flats affordable housing facility. We look forward to serving the residents of Callahan Flats with behavioral and physical health services.

This letter acknowledges that Cherokee Health Systems will provide access to behavioral, medical, vision, and dental health services to the residents residing in SHF's Callahan Flats housing development. Cherokee Health Systems provides primary care, behavioral health, optometry, and dental services at Knoxville clinics and also offers virtual behavioral health services within our service area.

We also will participate in pre-planning and post-program follow-up evaluation activities. As is true for SHF, Cherokee Health Systems is dedicated to addressing the needs of disadvantaged individuals and families in Knox County. We believe in the importance of providing social services and behavioral and health services in within our community making the Knoxville area a healthier community for all residents.

Our commitment to the SHF's Callahan Flats will be effective from the date the facility is opened through the first two years of operations and will be reevaluated for ongoing service. We look forward to working with SHF on this program to provide life-changing opportunities to individuals and families in our community.

Sincerely,

Chief Executive Officer  
Cherokee Health Systems