**KS-507 BOS COC**

**SPECIAL NOFO HUD COC APPLICANT ELIGIBILITY REQUIREMENT**

**POLICY AND PROCEDURES**

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| **Approved Performance & Compliance Committee: 7.14.2022** | **Approved Steering Committee:**  **7/21/2022** |
| **Revised Performance & Compliance Committee:**  **N/A** | **Revised Steering Committee:**  **N/A** |

**POLICY**

The Kansas Balance of State Continuum of Care (KS BoS CoC) establishes membership and participation guidelines for agencies and their programs. For new applicant agencies, NOFO competition scoring does not include attendance/participation points, but this policy identifies applicable participation requirements should they be funded.

* Ks BoS CoC Membership and Participation: Agencies must be a current member organization in good standing.
  + - New Applicant Agencies: Membership must be established by the time the letter of intent is due as described in the annual local NOFO competition timeline. New applicants must commit to at least 80% participation in the monthly CoC Membership meetings.

* Coordinated Entry Participation:
  + - * + New Applicant Programs: Each CoC-funded project by the start of its funding cycle, must commit to:
* Exclusively accepting all participants referred through the CoC’s Coordinated Entry System as evidenced by HMIS-enrollment (or for victim service providers, good-faith assertion of such enrollment);
* Utilizing the CoC’s HMIS (Homeless Management Information System), or for victim service providers, a HMIS-comparable database; and
* Participating in at least 80% of scheduled Regional Coordinated Entry Case Conference meetings. See associated procedures in the Ks BoS CoC *Coordinated Entry Policies and Procedures*

* Committee or Workgroup Participation: HUD requires stakeholder engagement in the local Continuum of Care; thus, HUD mandates funded agencies to meaningfully participate in committee work. To participate meaningfully means agencies send a consistent representative(s) who is authorized to represent the needs/views of the agency and its clientele and who adheres to established committee roles and responsibilities. Ks BoS CoC expects a learning curve for all new committee members.
  1. New Applicant Agencies: Each CoC-funded program, by the start of its funding cycle, must commit to formally joining, and meaningfully participating in, at least one committee or workgroup. Committees/Workgroups include but are not limited to: Steering Committee, Performance & Compliance Committee, HMIS Committee, Coordinated Entry Committee, Domestic Violence Committee, Mainstream Benefits Workgroup, and Veterans Workgroup.

**Procedures**:

1. Agencies and individuals seeking to increase involvement in the Continuum of Care shall visit the Ks BoS CoC website, www.kshomeless.com which is the repository of information regarding membership and participation including:

1. the Ks BoS CoC Membership application,
2. staff contact information, and
3. committee contacts and meeting details.

2. As the Collaborative Applicant Kansas Statewide Homeless Coalition (KSHC) staff shall record and track agency participation at every meeting.

3. KSHC staff shall notify member agencies of participation or participation delinquency.