**Iowa Balance of State Continuum of Care (CoC)**

**Coordinated Services Regions, Year 2**

**REAPPLICATION INSTRUCTIONS FOR CURRENT REGIONS**

November 2017

**Introduction:** Regions that are currently receiving funding through the Iowa Balance of State CoC Coordinated Services Regions initiative are invited to apply for Year 2 funding. More information about Coordinated Services Regions is available online here: <http://www.iowafinanceauthority.gov/Home/DocumentSubCategory/166>.

**Background for Letter of Intent Process**: The process of developing Coordinated Services Regions unfolded over a series of months in early 2017, with the final Year 1 region approved in June 2017. Regions have therefore had little time to begin work. Rather than go through an entire application process for current regions, the Iowa Finance Authority intends to follow an abbreviated Letter of Intent process, as described in this document. New proposed regions will follow the full application process, similar to Year 1.

**Plans for Year 2:** Regions are expected to continue to make progress toward six main goals of the initiative, as described in the Year 1 application. The Iowa Finance Authority recognizes that some regions have made significant progress this year, while others may benefit from more guidance on how to develop capacity in their region. In 2018, Coordinated Entry will be fully funded by HUD in Iowa, and this will help to make progress in this area. It’s possible that additional trainings may be made available. The Iowa Finance Authority anticipates taking steps to plan a more structured system of accountability and support for regions as they develop in Year 2. Planning for this will take place in coordination with the Iowa Council on Homelessness, with input from regions and other stakeholders.

**Funding Amounts:** The Iowa Finance Authority intends to follow the same formula as Year 1 allocations, according to counties served. Final amounts may be adjusted up or down depending on the number of regions that apply for continued or new funding. Funding is subject to availability from HUD.

**Next Steps:**

**For regions interested in continued funding in Year 2 (the 2018 calendar year), a Letter of Intent is due Thursday, November 30, 2017.** Submit by email to amber.lewis@iowa.gov.Utilize the form provided below. If approved, regions will be notified on or about January 10, 2018.

**Iowa Balance of State Continuum of Care (CoC)**

**YEAR 2 LETTER OF INTENT FORM**

**For Current Coordinated Services Regions**

**Due by Thursday, November 30, 2017.**

Submit to amber.lewis@iowa.gov.

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| **Year 2 Letter of Intent Form for CURRENT Coordinated Services Regions** |
| a. Region Name |  |
| b. Primary Contact Person for Letter of Intent (name, title, agency, phone, email) |  |
| c. Secondary Contact Person for Letter of Intent (name, title, agency, phone, email) |  |
| d. Identify and explain any changes the region proposes to make to the Lead Planning Agency, Lead Fiscal Agency, Lead Data Coordination Agency, or Communication Liaisons to the Iowa Council on Homelessness.  |  |
| e. Identify and explain any changes the region proposes to make to the counties served by the region. In general, counties should not be dropped from a region’s service area unless there is agreement with another region to cover those counties instead.  |  |
| f. Describe progress made in Year 1 toward the six main goals of the initiative: 1. Regional Coordination (inclusive process to engage stakeholders);
2. Coordinated Entry Participation (supporting and expanding);
3. Data Coordination (HMIS participation, bed coverage, and the unsheltered PIT Count;
4. Common Standards (for operations and services);
5. Baseline Services Planning (ensuring availability of at least emergency shelter and RRH); and
6. BoS CoC Participation
 |  |
| g. Describe specific plans to make progress in Year 2 toward the six goals above.  |  |
| h. Funding award in Year 1 | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| i. Reimbursement amount requested to date for Year 1 | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| j. Explanation of spending in Year 1, including explanation for any funds unspent.  |  |
| k. Eligible Year 2 budget amount ($10,000 for minimum two counties in balance of state + $2,000 for each additional county + $5,000 for one or more counties in an MSA in the balance of state) | $\_\_\_\_\_\_\_\_\_\_\_\_\_ ($10,000 min. two counties$\_\_\_\_\_\_\_\_\_\_\_\_\_ ($2,000 x each additional county)$\_\_\_\_\_\_\_\_\_\_\_\_\_ ($5,000 MSA in balance of state)$\_\_\_\_\_\_\_\_\_\_\_\_\_ Total Eligible |
| l. Budget request:  | $\_\_\_\_\_\_\_\_\_\_\_\_\_ Personnel$\_\_\_\_\_\_\_\_\_\_\_\_\_ Travel$\_\_\_\_\_\_\_\_\_\_\_\_\_ Supplies$\_\_\_\_\_\_\_\_\_\_\_\_\_ Other (describe): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_$\_\_\_\_\_\_\_\_\_\_\_\_\_ Total Requested (less than or equal to  Total Eligible above) |
| m. Other information: Any other information that should be considered with your request.  |  |