**2018 Iowa Balance of State Continuum of Care (CoC)**

**Final DV Bonus Coordinated Entry Project Application: Due Wednesday, August 15, 2018 11:59PM (LOI Due August 1, 2018)**

**Instructions:**

* **Funding may be available for Coordinated Entry (CE) in the 2018 CoC competition, for ONE new project anticipated to begin in late 2019, and that is focused on domestic violence (DV) victim services. See the final approved 2018 CoC Application, Ranking & Reallocation Plan for additional information on potential funding and ranking.**
* **This application is for a new CE project application for the DV Coordinated Entry system for the entire Balance of State.**
* **A qualifying DV Coordinated Entry project must demonstrate the need for a Coordinated Entry system in the CoC that better meets the needs of survivors, and how the project will implement policies, procedures, and practices that better equip the CoC to meet these needs. It must also demonstrate an approach that will serve the entire 96-county CoC in some way.**
* **Note that the questions below will be used by the CoC in scoring and selecting a project. If selected, the project will also be required to complete HUD’s online Esnaps application and separate questions.**
* **The Iowa Council on Homelessness makes all decisions regarding selection and ranking of projects to submit to HUD.**
* **Submit by email to** [**amber.lewis@iowa.gov**](mailto:amber.lewis@iowa.gov) **by the deadline of Wednesday, August 15, 2018 11:59PM. Submit as one PDF document that includes any attachments.**

*Points possible: 100*

*Please be concise. Narrative responses should generally be limited to 1,000 characters or less.*

**Name of Agency:**

**Name of Project:**

**Primary Application Contact Name, Email, Phone:**

**Secondary Application Contact Name, Email, Phone:**

**PROJECT SUMMARY (20 points)**

1. **Provide a brief introduction to your agency.** *(Not scored but will help orient reviewers to your agency.)*
2. **Summarize the scope of the project.** *(Not scored but will help orient reviewers to your project.)*
3. **Describe the need for a DV Coordinated Entry system in the CoC and how it would better meet the needs of survivors.** *(10 points)*
4. **Describe the goals and plans of a new DV Coordinated Entry system and how the proposed project will serve the entire 96-county CoC area.** *(5 points)*
5. **Describe how the project will implement policies, procedures and practices that better equip the CoC to meet these needs.** *(5 points)*

**PROJECT DETAIL (40 points)**

**For each of the following questions, describe how the proposed project will support each item to the extent possible. Proposed projects may focus on future specific plans with timelines and include past achievements when possible or relevant.**

1. **Support for the work of the Coordinated Entry Committee. Include number of meetings attended in the past 12 months, who attended, and level of involvement in meetings.** *(5 points)*
2. **Furthering goals of individual Coordinated Services Regions, including in implementing referral protocols that utilize CoC-funded and other service providers, providing 24-hour access to rapid emergency services to the extent possible, and assisting in coordination between regions. Include number of meetings attended in the past 12 months, who attended and in which regions, and level of involvement in regional work.** *(5 points)*
3. **Support for the Balance of Counties Region, and any other steps to develop full coverage of the 96 counties of the Balance of State. Include steps that will be taken to increase outreach to and engagement of agencies not previously involved in Coordinated Entry.** *(5 points)*
4. **Increased access to housing across the Balance of State, especially through a low-barrier and housing-first orientation. Provide a timeline and specific steps.** *(5 points)*
5. **Outreach and marketing of the Coordinated Entry system throughout the Balance of State, especially through a person-centered, culturally-competent approach that respects client choice. Provide a timeline and specific steps for moving forward.** *(5 points)*
6. **Providing trainings related to Coordinated Entry. Provide a timeline and training plan for moving forward, including format of training.** *(5 points)*
7. **Data collection and quality, including ensuring proper consent and use of client information, and connection to the DVIMS system to improve access for all consumers.** *(5 points)*
8. **Evaluation of the CE system and/or Coordinated Services Regions system, including any evaluation tools to ensure quality.** *(5 points)*

**IOWA COUNCIL ON HOMELESSNESS PARTICIPATION (5 points)**

1. **In the past 12 months, have representatives of your agency attended at least three bimonthly meetings of the Iowa Council on Homelessness? Note that anyone may participate in Council meetings even if not a voting member.** *(1 point for each meeting attended, up to 3 points)*
2. **Did any agency staff attend either the 2017 HUD Peer-to-Peer Symposium OR comparable training conference (list which one)?** *(2 points for attending)*

**CAPACITY (20 points)**

1. **Describe the basic organizational structure of the agency and its financial capacity. Include evidence of an adequate financial accounting system, any experience in effectively managing federal funds, and capacity to leverage local resources in support of this project.** *(5 points)*
2. **Identify the project’s lead staff members and supporting staff members, and the responsibilities and qualifications of each. Indicate the approximate percentage of time that each staff member spends/will spend on this project.** *(5 points)*
3. **If subcontracts or subawards with partner agencies are/will be used to carry out the project, describe the roles of each agency and the funding that is/will be allocated to each agency. Are there written agreements in place that describe the responsibilities of each partner agency? If yes, include a copy of each with the application.** *(10 points)*

**BUDGET & JUSTIFICATION (15 points)**

1. **Provide a copy of the proposed project budget and total funding request, either below or as a separate attachment. Include a budget narrative that clearly explains each item.** *(10 points)*
2. **Describe the rationale for funding of a dedicated CE project continuing/beginning in late 2019: What will this project offer that will not be feasible for Coordinated Services Regions or the Iowa Council on Homelessness to do on its own at that time?** *(5 points)*