



**WISCONSIN DEPARTMENT OF
ADMINISTRATION**

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POLICY: HOME TBRA 01-2015

TITLE: COORDINATION WITH THE LOCAL CONTINUUM OF CARE –
Centralized or Coordinated Intake System

EFFECTIVE DATE: January 28, 2015

OVERVIEW

Description

This policy clarifies Request for Proposal (RFP) Information regarding the role of centralized or coordinated intake in the provision of HOME TBRA services.

Policy

It is the intention of the Division of Housing (DOH) to require TBRA grantees/sub-recipients participation in the HUD-recognized Continuum of Care (COC) coordinated assessment system. At implementation, there may be allowable exceptions to the standard procedures based on specific populations served and geographic areas covered. However, for the RFP due to DOH on February 20, 2015, the Coordination with the local continua can be addressed through the TBRA grantee/sub-recipient's participation in 2 of the 3 following activities:

- Ongoing participation in the local CoC (one of the Balance of State's 21 recognized continua) with required attendance at 75% of the meetings in one calendar year.
- Attendance at one quarterly Balance of State COC meeting annually (at minimum).
- Participate in one of the two semi-annual overnight street counts associated with the Point-in-Time operated by the Balance of State and conducted and organized through the local continua.

In addition to the above 2 out of 3, the TBRA sub-recipient is required to:

- Make the HOME TBRA Tenant Selection Policy, priority population(s) served and application process available to the local CoC.

Please address in the application (Question # 11c) the following:

- (1) Identify which two (of three) activities the agency will participate in.
- (2) Describe how agency/staff will document and verify participation in **each** of the two selected activities.
- (3) Describe how the agency/staff will share the tenant selection policy, priority population(s) served, and application process with the local continua. This should include a specific description of the process, including by not limited to: who, when, where, how often, and in what manner.