
GRANT APPLICATION SUMMARY SHEET

Grant Name: Continuum of Care Collaborative 24-25
Department: OFFICE OF HOMELESS SERVICES
Grantor: NASHVILLE CONTINUUM OF CARE
Pass-Through Grantor (If applicable):
Total Applied For: \$381,251.00
Metro Cash Match: \$95,312.75
Department Contact: Bill ClenDening
862-2349
Status: NEW

Program Description:

The CoC is designed to address the critical problem of homelessness through a coordinated community-based process of identifying needs and building a homeless response system of housing and services to address those needs. According to the TN-504 Governance Charter, the General Membership of the Nashville Continuum of Care designates a Collaborative Applicant to manage the required HUD processes on its behalf. The Collaborative Applicant’s responsibilities include ensuring that the CoC receives the maximum amount of funds and complies with all applicable HUD rules and regulations. The Continuum of Care Collaborative Applicant is the entity designated to coordinate the CoC’s annual application for HUD Continuum of Care program funding.

Plan for continuation of services upon grant expiration:

Projected 5 year term with possible renewal

APPROVED AS TO AVAILABILITY OF FUNDS:

APPROVED AS TO FORM AND LEGALITY:

Kevin Crumbo/mjw 10/18/2023 | 10:11 PM CDT
Director of Finance *AB AP* **Date**

Courtney Mohan 10/19/2023 | 11:26 AM CDT
Metropolitan Attorney **Date**

APPROVED AS TO RISK AND INSURANCE:

Balogun Cobb 10/19/2023 | 9:04 AM CDT
Director of Risk Management Services **Date**

Freddie O'Connell 10/19/2023 | 10:06 AM PDT
Metropolitan Mayor **Date**
(This application is contingent upon approval of the application by the Metropolitan Council.) *EW*

Grants Tracking Form

Part One

Pre-Application <input type="radio"/>		Application <input checked="" type="radio"/>		Award Acceptance <input type="radio"/>		Contract Amendment <input type="radio"/>	
Department	Dept. No.	Contact		Phone	Fax		
OFFICE OF HOMELESS SERVICES	83	Bill ClenDening		862-2349			
Grant Name:	CoC Collaborative 24-25						
Grantor:	NASHVILLE CONTINUUM OF CARE			Other:			
Grant Period From:	07/01/24	<small>(applications only)</small> Anticipated Application Date:		10/19/23			
Grant Period To:	06/30/25	<small>(applications only)</small> Application Deadline:		10/19/23			
Funding Type:	OTHER	Multi-Department Grant		<input type="checkbox"/>		If yes, list below.	
Pass-Thru:	Select Pass-Thru --- >	Outside Consultant Project:		<input type="checkbox"/>			
Award Type:	COMPETITIVE	Total Award:		\$381,251.00			
Status:	NEW	Metro Cash Match:		\$95,312.75			
Metro Category:	New Initiative	Metro In-Kind Match:					
CFDA #	N/a	Is Council approval required?		<input checked="" type="checkbox"/>			
Project Description:	Applic. Submitted Electronically? <input type="checkbox"/>						
<p>The CoC is designed to address the critical problem of homelessness through a coordinated community-based process of identifying needs and building a homeless response system of housing and services to address those needs. According to the TN-504 Governance Charter, the General Membership of the Nashville Continuum of Care designates a Collaborative Applicant to manage the required HUD processes on its behalf. The Collaborative Applicant's responsibilities include ensuring that the CoC receives the maximum amount of funds and complies with all applicable HUD rules and regulations. The Continuum of Care Collaborative Applicant is the entity designated to coordinate the CoC's annual application for HUD Continuum of Care program funding.</p>							
Plan for continuation of service after expiration of grant/Budgetary Impact:							
Projected 5 year term with possible renewal							
How is Match Determined?							
Fixed Amount of \$	\$95,312.75	or	25.0%	% of Grant	Other: <input type="checkbox"/>		
Explanation for "Other" means of determining match:							
For this Metro FY, how much of the required local Metro cash match:							
Is already in department budget?	yes	Fund	10101	Business Unit	53101000		
Is not budgeted?		Proposed Source of Match:					
(Indicate Match Amount & Source for Remaining Grant Years in Budget Below)							
Other:							
Number of FTEs the grant will fund:				Actual number of positions added:			
Departmental Indirect Cost Rate		10.00%		Indirect Cost of Grant to Metro:		\$1,280.00	
*Indirect Costs allowed? <input checked="" type="radio"/> Yes <input type="radio"/> No		% Allow.		7.00%		Ind. Cost Requested from Grantor:	
						\$2,335.16 in budget	
*(If "No", please attach documentation from the grantor that indirect costs are not allowable. See Instructions)							
Draw down allowable? <input type="checkbox"/>							
Metro or Community-based Partners:							

Part Two

Grant Budget										
Budget Year	Metro Fiscal Year	Federal Grantor	State Grantor	Other Grantor	Local Match Cash	Match Source (Fund, BU)	Local Match In-Kind	Total Grant Each Year	Indirect Cost to Metro	Ind. Cost Neg. from Grantor
Yr 1	FY24	\$0.00			\$0.00			\$0.00	\$0.00	\$0.00
Yr 2	FY25	\$381,251.00			\$95,312.75	10101,53101000		\$476,563.75	\$47,656.38	\$33,359.46
Yr 3	FY26							\$0.00	\$0.00	\$0.00
Yr 4	FY27							\$0.00	\$0.00	\$0.00
Yr 5	FY28							\$0.00	\$0.00	\$0.00
Total		\$381,251.00	\$0.00	\$0.00	\$95,312.75		\$0.00	\$476,563.75	\$47,656.38	\$33,359.46
Date Awarded:					Tot. Awarded:		Contract#:			
(or) Date Denied:					Reason:					
(or) Date Withdrawn:					Reason:					

Contact: juanita.paulsen@nashville.gov
vaughn.wilson@nashville.gov

Rev. 5/13/13
5723

GCP Rec'd
10/17/23

GCP Approved
10/18/23

VW

TN-504 Collaborative Applicant Application

TO: Interested entities for the role of TN-504 Collaborative Applicant

FROM: The General Membership of the Nashville CoC

SUBJECT: Collaborative Applicant Application

Introduction

The McKinney-Vento Homeless Assistance Act as amended by S. 896 The Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009, enacted into law on May 20, 2009, consolidates three of the separate homeless assistance programs administered by HUD under the McKinney-Vento Homeless Assistance Act into a single grant program—the [Continuum of Care \(CoC\) Program](#).

The HEARTH Act also codifies into law the Continuum of Care planning process, a longstanding part of HUD’s application process to assist homeless persons by providing greater coordination in responding to their needs. The HEARTH Act directs HUD to promulgate regulations for these new programs and processes. The regulatory implementation of the CoC Program is achieved through the [CoC Program interim rule](#).

The [CoC](#) is designed to address the critical problem of homelessness through a coordinated community-based process of identifying needs and building a homeless response system of housing and services to address those needs. According to the TN-504 Governance Charter, the General Membership of the Nashville Continuum of Care designates a Collaborative Applicant to manage the required HUD processes on its behalf. The Collaborative Applicant’s responsibilities include ensuring that the CoC receives the maximum amount of funds and complies with all applicable HUD rules and regulations. The Continuum of Care Collaborative Applicant is the entity designated to coordinate the CoC’s annual application for HUD Continuum of Care program funding. The Collaborative Applicant will take on the following responsibilities of the Continuum, including but not limited to:

- Coordinating and facilitating the CoC with relevant state of Tennessee and City of Davidson County agencies including Emergency Solutions Grant recipients and sub-recipients, service providers, health partners, schools, etc. along with the Homelessness Planning Council and Continuum of Care committees;
- Coordinating the Point-in-Time Count;
- Coordinating topical CoC trainings; (agency level and system level)
- Coordinating and facilitating strategic planning for the Continuum of Care;
- Monitoring CoC- funded projects; and
- Facilitating reporting requirements and partnering with any service provider that is

TN-504 Collaborative Applicant Application

identified by the CoC.

- Will act as the custodian of public records according to HUD and local regulations.

In accordance with the charter, the Collaborative Applicant assists in staffing the CoC's committees and workgroups as needed and reports information to the General Membership of the Continuum of Care. Please refer to the TN-504 Governance Charter for more detailed information about the scope of work of the Collaborative Applicant.

Collaborative Applicant Application

The General Membership of CoC TN-504 is soliciting proposals for the role of CoC Collaborative Applicant. In accordance with the current charter, this vote will solidify a new entity in the role for five years, contingent upon successful annual evaluation and/or any other circumstance that warrants an earlier vote. The Performance Evaluation Committee (PEC) will receive the applications and will review, score, rank, and provide feedback and insight to the full General Membership for consideration in the voting process. Although the PEC will use their expertise to provide feedback, the General Membership maintains its decision-making power and will ultimately make the final vote to determine the new Collaborative Applicant.

Minimum Eligibility Requirements

1. Eligible entities must be one of the following: a state entity, unit of local government, private entity, nonprofit organization, or public housing agency. Although not a formal requirement, it is preferred that the entity be physically located within the geographic boundaries of TN-504.
2. Applicants must demonstrate the ability to serve the entire TN-504 geography which consists of the boundaries of Nashville and Davidson County.
3. Applicants must demonstrate their capacity to act as the fiscal agent and prove that they have the fiscal capacity to maintain their responsibilities as the Collaborative Applicant.
4. Applicants cannot be debarred or suspended from receiving federal contracts or grants.

Proposal Requirement

Applicants must address all items under each section below with a narrative response.

Agency Capacity (4 pages maximum to answer the questions below). This section is intended

TN-504 Collaborative Applicant Application

to allow each interested entity the opportunity to describe their agency, personnel experience, and history with grant administration, CoC activities, and community engagement practices.

1. Describe your ability to provide staffing and organizational/administrative support to the CoC.
2. Explain your experience with state and federal grant management, reporting, and monitoring. Please list which grants the agency has received and/or managed.
3. Describe your knowledge and participation with Continuum of Care and HUD programs. Beyond the CoC program, does your entity have any relevant experience with other HUD programs (HOPWA, ESG, SSVF, etc.)?
4. Describe your ability to organize the Point in Time Count. This should include both a staffing outline as well as a community organizing strategy.
5. Describe your ability to organize groups of volunteers to conduct community strategic initiatives.
6. Provide a brief description of your staffing plan to fulfill the role of Collaborative Applicant. This should include a description of the key positions that will facilitate or oversee the primary functions of the role of Collaborative Applicant.

Agency Budget Narrative (2 pages maximum). This section is intended to give each interested entity the opportunity to prove their fiscal ability to fulfill the role of Collaborative Applicant.

1. Describe the entity's current budget and projected budget if selected as the Collaborative Applicant. The narrative must provide an explanation of projected expenses and revenue associated with maintaining this role.
2. Applicants must include the source/s and amount of the required 25% match for the CoC Planning Grant, this can be cash or in-kind sources. Your answer should reference TN-504's actual Planning Grant amount and should also forecast how you will provide the required match as the award grows over time.
3. How and with whom, if anyone, would you collaborate with to determine how the CoC Planning Grant is spent to best benefit the community?

Vision & Growth. (4 pages maximum) Provide in narrative form, how the applicant envisions the growth of the CoC over the duration of this contract by answering the questions listed below:

1. Describe your proposed plan to strengthen and expand participation in the CoC's Coordinated Entry system, HMIS, and other local coordination efforts.
2. How would the applicant work to end homelessness in TN-504? Please refer to the recently adopted Strategic Plan and be specific about the initiatives and programs you

TN-504 Collaborative Applicant Application

- would attempt to create or pursue.
3. How would you support and enhance Nashville's commitment to a Housing First and Trauma-Informed approach to ending homelessness? Include any monitoring or training practices you would implement.
 4. Explain how the applicant will create effective relationships and communication with the various stakeholders of the CoC including but not limited to; the Homelessness Planning Council, CoC General Membership, HMIS Lead Agency, CE Lead Agency, MDHA, and the mayor's office?
 5. Describe the year-round approach the applicant would implement to strengthen the annual COC NOFO competition. Be specific about training, communication, data, and information collection, etc.
 6. What is the applicant's plan to apply for and secure additional funds for the CoC? Please explain and describe the strategy.
 7. Please demonstrate your plan for effective communication with the CoC so that information is shared in a timely manner (HUD notices, funding opportunities, community votes, reports from technical assistance providers, etc.). Please be specific about ways in which you will communicate with and seek input from the CoC. Identify any designated tools or staff you plan to utilize for effective communication.

CoC Funded Agencies or Sub-recipients. (3 pages maximum). Applicants receiving CoC funds, either directly or indirectly as a sub-recipient, are eligible to apply for the Collaborative Applicant role. Because of the inherent conflict of interest this creates, applicants will have this additional section of questions to answer that pertains to avoiding of conflicts of interest. If the applicant agency does not receive CoC funds, either directly or as a sub-recipient, and does not intend to apply for CoC funds during the entire duration of their role as CA, please state so in this narrative section and **do not** answer the questions below. If the applicant agency is a CoC funded agency or sub-recipient or plans to apply for CoC funds during their duration as the CA, please answer each of these questions, in narrative form:

1. How will the applicant avoid Conflicts of Interest while facilitating the CoC Rank and Review process? Will there be a delineation between staff managing the Collaborative Application process, and staff applying for the entity's project level funding? How will you ensure that guidance given to the General Membership, HPC, and PEC during the facilitation of the Collaborative Application process does not unfairly benefit your entity in funding decisions?
2. What is the applicant's plan for conducting performance reviews and providing technical assistance for their own CoC funded grant?
3. How will the applicant handle a Grievance filed regarding their agency's performance as the Collaborative Applicant or as a CoC funded provider?
4. How will the applicant ensure that the CoC is prioritized over personal agency gain during the development and implementation of policies, procedures, and evaluations of the CoC and/or its projects?

TN-504 Collaborative Applicant Application

Additional Attachments:

1. **Is there any pending, or past (within 3 years) litigation against your entity? (Civil or criminal)** If yes, please explain in a narrative attachment)
2. **IRS letter.** Provide a copy of the agency 501(C)3 status if the applicant is not a government entity.
3. **Audit Reports.** Applicants must include the agency's most current completed fiscal year single audit or independent audit reports or a local government financial report equivalent (CAFR, ACFR, etc.).
4. **Mission Statement.** Provide a copy of the applicant agency's mission statement.
5. **Organizational Chart and Proposed Organizational Chart.** Provide a current organizational chart for the applicant agency and a proposed organizational chart if selected as the CA.
6. A detailed annual Budget.
7. **Optional Additional Attachments.** Applicants may provide up to 5 pages of optional attachments such as letters of support, letters of collaboration or letters of reference.

TN-504 Collaborative Applicant Application

Proposed Timeframe for CAA process

TASK	Proposed timeframe
Decide on the Review group	Complete (PEC)
Draft release of the CAA	August 31st
Public comment due for CAA	COB September 14th
Ad Hoc reviews GM feedback to finalize CAA	September 14 th -September 20th
GM votes to approve and release the CAA	September 21 st (scheduled GM meeting)
Letters of interest due	October 5th
Applications due	October 19th
Review group rates and ranks	Oct 20- November 9th
GM receives PEC feedback/report	November 10th
Review group presents feedback. Presentation from applicants. GM votes to select new CA	November 16 th (GM meeting)
Once new entity is identified, refer to "Procedural steps to change Collaborative Applicant" and seek technical assistance to assign new timely dates for HUD required administrative steps.	Following selection of new entity

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY



FREDDIE O'CONNELL
MAYOR

APRIL CALVIN
EXECUTIVE DIRECTOR



October 19, 2023

To Kerry Dietz and other esteemed members of the Performance Evaluation Committee:

This Metro Nashville Office of Homeless Services (OHS) would like to formally submit our application for the role of Collaborative Applicant. We believe that we are the ideal entity for this position and that the selection of OHS would greatly benefit the Nashville community.

The Mission of OHS is restoring hope and dignity to our unhoused neighbors by collaborating with the community, providing a network of service providers, and guiding a data driven, innovative, and trauma-informed Housing First approach, offered with a spirit of deep compassion, care and commitment.

We have enclosed our application, along with required attachments and letters of support. Thank you for your time and consideration, as we work together to end homelessness in Nashville.

Sincerely,

April Calvin

Director, Metro Nashville Office of Homeless Services

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EXECUTIVE DIRECTOR



I. AGENCY CAPACITY (4 pages maximum to answer the questions below). This section is intended to allow each interested entity the opportunity to describe their agency, personnel experience, and history with grant administration, CoC activities, and community engagement practices.

1. Describe your ability to provide staffing and organizational/administrative support to the CoC.

The Office of Homeless Services, created by legislation written by now Mayor O'Connell, is uniquely qualified to fulfill the role of the Nashville/ Davidson County Continuum of Care Collaborative Applicant. The creation of OHS was a strategic decision made at the suggestion of then Council Member (now Mayor) Freddie O'Connell, numerous technical advisors from HUD, and the private sector. In the role of Collaborative Applicant, OHS will allow the CoC to speak, act, and benefit as one voice, promoting continuity, unified governance, and a cohesive and decisive leadership with authority, responsibility, and, most importantly, accountability.

OHS has forged a focused organization with dedicated finance, human resources, planning, program management, grant coordination and administrative staff, all with the singular purpose of ending homelessness in the Nashville/ Davidson County Continuum of Care. All staff positions are funded through the OHS budget and will not require funding from the CoC Planning Grant. This will allow \$381,251 to be better utilized for CoC planning purposes such as training and other empowerment tools. Training would be monthly and will cover topics such as, but not limited to:

- Serving and the inclusion of youth
- Serving LGBTQ populations
- Vicarious/secondary trauma/self care
- Racial equity
- Working with disabled populations
- Narcan and opioid awareness
- Suicide Prevention
- People with Lived Experience – Albert Townsend/ NAEH
- Trauma-informed Care
- Domestic Violence
- Sexual Violence
- Human Trafficking

While OHS has always participated in the Collaborative Application process, we played a significant role in the development of this year's Collaborative Application under the lead of the OHS Assistant Director of Planning and Research. As such, OHS has benefitted from lessons learned and stands ready to address long- and short-term deficiencies in the Collaborative Application process, utilizing digital forms and streamlining the data gathering process to promote the highest quality of information and data. The preparation and organization of this considerable application will not only be intentional and strategic, with monthly analysis of data and knowledge milestones to record the vital efforts of the CoC throughout the year, but will

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also enhance the efforts themselves, thereby creating added value for all CoC participants and stakeholders. This goes hand in hand with our efforts to continuously improve the CoC HMIS data and to add the data from the Nashville Rescue Mission to the HMIS system. As the CE and HMIS lead for the CoC, OHS is the coordinating entity and the manager of the data that drives the effort to end homelessness in our CoC. CE & HMIS staff are subject matter experts with specialized training and are specifically structured to perform these roles.

2. Explain your experience with state and federal grant management, reporting, and monitoring. Please list which grants the agency has received and/or managed.

The leadership and the three staff responsible for the CA role have extensive experience in community, state, and federal grant programs. These includes grant programs funded directly through the U.S. Treasury, HUD grants, HHS grants, TANF grants, Department of Justice grants, and various community grants. OHS acts both as a grantee and a grantor, receiving grant funding and providing funding to partnering nonprofit organizations in the Nashville Coc. This staff also has the very specialized knowledge of the Metro Nashville Government grants and grants application processes, with established contacts and detailed understanding of the pathways that must be followed to obtain approval, whether the funding is internal, external, direct appropriation, federal, local, or from the general fund, and which levels of approval are required for each funding source. The following are grants currently managed by the Office of Homeless Services:

- i. Critical Time Intervention
- ii. SOAR 1 & 2
- iii. CoC HUD HMIS Development Support
- iv. CoC HUD HMIS Capacity
- v. CoC HUD CE Capacity
- vi. ESG CV
- vii. \$50 Million ARPA Funds
 - 1. \$9 M Supportive Services
 - a. Interim Gap Housing
 - b. Interim Housing healthcare
 - c. Peer support
 - d. Case Management
 - e. Interim Housing Meals
 - 2. \$3 M Landlord Engagement
 - 3. \$4 M Capacity Building
 - 4. \$9 M Interim Gap Housing

3. Describe your knowledge and participation with Continua of Care and HUD programs. Beyond the CoC program, does your entity have any relevant experience with other HUD programs (HOPWA, ESG, SSVF, etc.)?

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OHS has staffed all HPC meetings since the inception of the body, participates in every CoC General Membership meeting (and most subcommittee meetings), coordinates trainings for the community, plays a lead role in the annual Point in Time Count, coordinates outreach, and has been the HMIS Lead for the CoC since 2018 and the inception of Coordinated Entry in Nashville.

Under the moniker of the Metro Homeless Impact Division, OHS was awarded funds from MDHA that utilized \$395,020 in Emergency Solution Grant Coronavirus (ESG-CV) funds that were used to provide essential staffing and equipment to expand the Homelessness Management Information Systems (HMIS) and to support the creation of a centralized landlord search effort to respond to COVID-19 operating as the designated HMIS Lead for the Nashville Davidson County Continuum of Care. OHS works with MDHA on their Consolidated Plan and OHS staff assist with the rank and review of those awards. Additionally, OHS Director April Calvin and Assistant Director of Planning and Research Allison Cantway both have experience managing ESG funding as service providers at previous agencies.

4. Describe your ability to organize the Point in Time Count. This should include both a staffing outline as well as a community organizing strategy.

As the coordinating entity for the Nashville CoC, OHS is intrinsically involved in the annual Point In Time Count and is uniquely equipped to make the process most effective as the lead. OHS staff includes a seasoned community Outreach team. This team helps with identifying locations where unhoused neighbors attempt to seek refuge that may not be captured in one night. OHS Outreach provides daily support and connection to CE and HMIS which in turn will help to strategically enhance our HMIS data allowing cross-referencing with PIT for robust data collection, strategic planning, and resource distribution. OHS staff, from the Coordinated Entry team to the HMIS team, have the specialized knowledge and skills to ensure that the count is not only thorough and accurate but is done in the most efficient and compassionate manner. Having been instrumental to this process for many years, taking the lead position will be only a minor realignment and having all of the organizational structure under the OHS roof will only improve the process and increase the cohesiveness, thereby creating more focused and accurate results. The planning for this year's PIT has already begun with a preliminary meeting within OHS having already occurred and a PIT Subcommittee meeting schedule already on the calendar. OHS staff is well versed in the utilization of the RedCap mobile application that is used to gather the data during the count and because OHS is the HMIS Lead, the integration of the PIT Count data is seamless.

OHS has several staff members that will be a part of this process. The HMIS Manager, Hannah Cornejo-Nell, will continue to coordinate the data gathering and analysis processes of the Point in Time Count. OHS Director April Calvin will lead the coordination of community agencies. Grants Coordinator, Bill ClenDening, and Assistant Director of Planning and Research, Allison Cantway, will work to coordinate meetings and trainings for the Point in Time Count.

5. Describe your ability to organize groups of volunteers to conduct community strategic initiatives.

As the coordinating entity for the Nashville CoC, OHS is inherently capable of gathering, organizing, and deploying the 100-120 volunteers necessary to successfully complete the PIT. OHS has

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established relationships with not only the service providers, but also the healthcare community provide easy collaboration among the entire community to ensure the necessary participation for the most accurate completion of this process. OHS host encampment community cleaning efforts that allow Neighborhood Associations, property owners, service providers, medical professionals, business owners, civic groups, and college students the opportunity to convene, while also leveraging the support and resources of other Metro departments, such as Metro Water, Parks, and NDOT. We currently host weekly, monthly, and quarterly opportunities to learn, train, volunteer, and coordinate services.

6. Provide a brief description of your staffing plan to fulfill the role of Collaborative Applicant. This should include a description of the key positions that will facilitate or oversee the primary functions of the role of Collaborative Applicant.

The trio of the Assistant Director of Planning and Research, the Assistant Director of Programs, and the Grants Coordinator would share the duties of the collaborative applicant role with the Assistant Director of Planning and Research as the lead. This will allow for a collaborative process that will give the greatest amount of attention and effort to the many varied responsibilities. These staff will bring a wealth of experience and knowledge that will be a catalyst to the cultivation and expansion of the Nashville CoC's efforts to end homelessness. As the primary Collaborative Applicant role, Allison Cantway will perform, lead, coordinate, assist with, and monitor all homeless activities as it relates to the Collaborative Applicant federal roles and resources, including the identification of funding resources, the preparation of grants, the administration of grants, the development of housing options for the homeless, community building of committees, and the fostering of collaboration among homeless service providers, and performs all other related work as required. With a decade of experience managing grants from local, state, and federal sources – including the administration of grants in roles with the nonprofit sector and with Metro – she will lead the process of collaboration between the Continuum of Care and all other vital service providers through a strategic competitive process for securing federal funds. In the role of Grants Coordinator, Bill Clendenning brings nearly 20 years of experience in the housing and real estate industry. While at the state housing finance agency, he led the state's foreclosure prevention programs after the last major housing crisis, managing a US Treasury lead mortgage payment assistance program that implemented \$217 million in funding and kept over 8,000 Tennessee families in their homes.

In order to maintain organizational continuity and effectiveness, a CoC Manager will be added to the OHS team. This role will be responsible for the day-to-day administrative duties, facility booking, meeting setting, record keeping and general organizational health. This also frees up the other collaborative applicant roles to concentrate on their specialized tasks and responsibilities. The combination of the three roles creates a robust knowledge and skill set with specializations in domestic violence, large scale assistance programs and the effective attainment and utilization of funding opportunities. See attached org chart:

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II. AGENCY BUDGET NARRATIVE (2 pages maximum). This section is intended to give each interested entity the opportunity to prove their fiscal ability to fulfill the role of Collaborative Applicant.

- 1. Describe the entity's current budget and projected budget if selected as the Collaborative Applicant. The narrative must provide an explanation of projected expenses and revenue associated with maintaining this role.**

With a local General Fund that exceeds \$5 million, OHS has the fiscal bandwidth and health necessary to not only be able to support the Collaborative Applicant role, but to allow the CoC Planning Grant funds of \$381,251 to be spent on the intended purposes of training and empowering the service providers, holding all funders accountable through strategic monitoring and compliance, creating synergy among all stakeholders in the CoC, and leveraging and braiding this funding to generate exponential funding growth for the CoC. OHS also oversees \$50 million in ARP funding, \$25 million of which is allocated to MDHA. Metro is dedicated to the success of our local CoC to reduce and end homelessness in Nashville, as evident by the historic investment of funding and increase in the department's annual budget to increase staffing and service delivery. Dedicating 3.5 FTEs to the Collaborative Applicant role, 4 FTEs leading the charge on HMIS, 6 FTEs leading the Coordinated Entry Process, 3 FTEs to the landlord engagement process, and 4-6 FTEs dedicated to speeding up the process in which our unhoused neighbors are able to access services and housing.

In November, we will work with Metro Central Finance to maintain and grow the OHS budget to continue to expand effectiveness. With this fiscal health, OHS does not need to compete with the CoC service providers for funding, thereby creating a more cohesive environment and less competition for these nonprofit organizations. The link to the Metro budget is here: <https://www.nashville.gov/departments/finance/management-and-budget/citizens-guide-budget>

- 2. Applicants must include the source/s and amount of the required 25% match for the CoC Planning Grant, this can be cash or in-kind sources. Your answer should reference TN-504's actual Planning Grant amount and should also forecast how you will provide the required match as the award grows over time.**

The Office of Homeless Services already provides the match for not only the CoC CE and CoC HMIS grants but also for the CoC Planning Grant in the form of a portion of the salaries the CE Manager, HMIS Manager and the Director of the Office of Homeless Services. With these items already in the OHS budget, it will be a seamless continuation to provide these match leverages going forward. It is our goal to ensure that the award grows over time, our continued robust service delivery, dedicated staff, and local funding opportunities will accommodate the preferred increased funding with the approval of Metro Council and the Mayor's Office.

- 3. How and with whom, if anyone, would you collaborate with to determine how the CoC Planning Grant is spent to best benefit the community?**

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY



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As the coordinating entity for the CoC, the Mission Statement for OHS is: "Restoring hope and dignity to our unhoused neighbors by collaborating with the community, providing a network of service providers and guiding a data driven, innovative, and trauma-informed Housing First approach, offered with a spirit of deep compassion, care and commitment." This mission of collaboration and integration, with intentional pathways to braided funding, ensures that the input and feedback from the CoC General membership, the service partners, the Homelessness Planning Council and the CoC Executive Committee and various other highly important committees are not only heard but heard with the gravity implied. Internally, the collaborative applicant will work closely with our financial and leadership to ensure the funds are managed with the utmost responsibility and accountability.

Additionally, OHS is working to grow the relationship with the State of Tennessee, including the State Housing Finance Agency- Tennessee Housing Development Agency. Due to dialogue sown and fostered by OHS, for the first time in its history, THDA has included a \$1 million allocation for Permanent Supportive Housing in its Qualified Allocation Plan. Having the relational bandwidth to cultivate this relationship, bridge the gap between city and state and braid the multiple levels and sources of funding, will elevate the fight to end homelessness to an unprecedented level.

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III. VISION AND GROWTH (4 pages maximum) Provide in narrative form, how the applicant envisions the growth of the CoC over the duration of this contract by answering the questions listed below:

1. Describe your proposed plan to strengthen and expand participation in the CoC's Coordinated Entry system, HMIS, and other local coordination efforts.

OHS was established as the HMIS Lead Agency in 2018 and has served in that role for five years. We have a robust HMIS team comprised of four staff with dedicated Metro funding that provide training, technical assistance, and data analysis for HMIS users and interested community partners. OHS has been the CE Lead Agency since the advent of Coordinated Entry in Nashville. The OHS CE team is made up of five Metro-funded staff members and leads four specific Care Coordination meetings on a regular basis. This provides a perspective for OHS on the needs of HMIS and CE that is unique among all other local service providers. OHS staff are extremely well-equipped to identify strengths, challenges, community agency needs, and opportunities for growth in these systems as the Nashville CoC continues to grow and improve services for those experiencing homelessness. OHS is working with Nashville's regional HUD Technical Assistance representative to fully utilize the advantages of new technological tools to make our processes more digital. We will explore the use of new and developing technologies to "work smarter" and stay on the cutting edge of advancements in the field.

OHS continues to focus on the inclusion of the Nashville Rescue Mission in the HMIS system, which will increase our HMIS bed coverage for emergency shelter and transitional housing to 100%. We are currently working with our HMIS vendor to import weekly data from the Mission into HMIS. We also intend to build outreach with smaller organizations, culturally specific service providers, and healthcare organizations to bridge data gaps, improve cross-system collaboration, and ensure access to services and CE for populations that are often underserved. We currently have plans for up to five public dashboards for the community to access and understand our data and we intend to increase and publicize our reports and data from HMIS to the CoC and the community at large.

2. How would the applicant work to end homelessness in TN-504? Please refer to the recently adopted Strategic Plan and be specific about the initiatives and programs you would attempt to create or pursue.

OHS was an integral part of the development of the CoC Strategic Plan and in the mayoral declaration of Nashville as a Housing First City. We believe strongly that Nashville's response to homelessness should be urgent, responsive, aligned, and accountable.

If chosen as the Collaborative Applicant, OHS would focus on the unique needs of those experiencing homelessness in Nashville. This would include further emphasis on underdeveloped programming like Permanent Supportive Housing and on those experiencing chronic homelessness. We would work to ensure that vulnerable populations are specifically targeted for enhanced outreach to ensure that the community receives equitable services. We would also focus on the tenets of Housing First, trauma-informed care, and targeted universalism (the pursuit of universal goals with targeted or tailored measures, programs, or interventions), centering on the federal All In report.

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As the HMIS lead, OHS relies on the collection and analysis of data to drive decisions and community initiatives. OHS would also continue to develop relationships between service providers to be sure that the community is collaborating, communicating efficiently, and sharing information to reduce and eventually end homelessness in Nashville.

3. How would you support and enhance Nashville's commitment to a Housing First and Trauma-Informed approach to ending homelessness? Include any monitoring or training practices you would implement.

MHID, now OHS, under current leadership played a central role in advocating with the previous mayoral administration, in conjunction with HUD Technical Assistance and private technical assistance, to move Nashville to become a best-practice Housing First city with a goal of ending homelessness. OHS currently serves as the administrator of \$50 million of American Rescue Plan funding that was awarded to Nashville in 2022. As such, we are intricately involved in the development of programming in Nashville. OHS has required that subrecipients of this funding ensure that they utilize a trauma-informed, Housing First approach and currently leads a biweekly Housing First Supportive Services meeting to provide support and assistance to agencies receiving this funding. These meetings always begin with the definition of Housing First being read aloud to center the ongoing work in the community.

In this role, OHS has already begun the process of conducting regular monitoring visits with all agencies that receive funding. These monitoring visits will include checks on data quality, financial reconciliation, policies and procedures, program requirements, and fidelity to principles of trauma-informed care and the philosophy of Housing First. OHS staff have already begun providing training for these agencies based on their needs and areas for improvement.

If chosen as the Collaborative Applicant, OHS will expand this process to include all agencies that receive funding through the CoC. These would include regular check-ins and monitoring visits to maintain accountability among these programs. OHS would require regular reporting from each agency that included both quantitative and qualitative data about the efficacy of the program.

OHS would also work closely with each agency interested in new or continued programming through the CoC NOFO. OHS would work with each individual agency to identify areas in which point totals could be improved, provide training and technical assistance to improve their program application, and offer clear guidance on the scoring rubric provided by HUD for the CoC NOFO. Examples of these trainings are listed above.

4. Explain how the applicant will create effective relationships and communication with the various stakeholders of the CoC including but not limited to; the Homelessness Planning Council, CoC General Membership, HMIS Lead Agency, CE Lead Agency, MDHA, and the mayor's office?

OHS currently has strong relationships with major stakeholders in the CoC. As the HMIS Lead Agency and the CE Lead Agency, OHS has deep relationships with service providers and provides frequent communication and training on the topics of HMIS and CE. As a Metro department, OHS works closely

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with the Mayor's Office and all other Metro departments involved in homelessness services, including providing regular updates to Metro Council on the data, challenges, and successes of the department and the CoC. OHS staff are intricately involved in processes regarding the CoC General Membership and the Homelessness Planning Council and OHS staff regularly attend subcommittee meetings. Additionally, OHS staff have coordinated collaboration at the state level with federally sanctioned and funded nonprofits, such as Neighborworks, United Way, the TN Department of Transportation, Nashville Department of Transportation, and the TN Department of Behavioral Health.

If chosen as the Collaborative Applicant, OHS will continue to work closely with all applicable entities. OHS will also devote considerable time and funding to providing training and technical assistance to local agencies to ensure that they have the resources needed to continue and create effective services.

5. Describe the year-round approach the applicant would implement to strengthen the annual COC NOFO competition. Be specific about training, communication, data, and information collection, etc.

If chosen as the Collaborative Applicant, OHS would begin the work of strengthening Nashville application in the autumn of the program year, directly following the submission of the last year's application. The Planning and Research division of OHS would analyze the most recent application to identify ways in which the application process has changed and find areas for improvement in the next grant cycle. OHS would solicit feedback from service providers that submitted applications to streamline the process for the upcoming year and will also research the CoC Collaborative Applications of high performers across the country to glean best practices for our community.

OHS would begin conducting monitoring for the agencies that were currently receiving HUD funding through the CoC. During this process, OHS staff would work with service providers to develop programming with an eye toward improving point totals in the next grant cycle. This would include training on topics that are pertinent to individual agencies and to the community at large, listed above. Systems performance measures play a major role in our community's overall score and agency contribution toward improvement will be monitored, which will not only have a direct effect on our community score and funding, but will also shed light on how well we are reducing and ending homelessness in Nashville.

OHS staff would also work closely with national technical assistance providers to stay abreast of nationwide best practices in the field of homelessness services. This would include attending trainings, conferences, webinars, and meeting individually with technical assistance advisors to make continuous improvements on Nashville's Collaborative Application.

6. What is the applicant's plan to apply for and secure additional funds for the CoC? Please explain and describe the strategy.

OHS served as a key partner in the 2023 HUD Collaborative Applicant cycle. The OHS Planning and Research division worked closely with MDHA and external consultants to craft a strong application for Nashville. As a result, OHS staff have an intricate knowledge of the application process, best practices in

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the CoC funding competition, and available point totals for each section of the application.

OHS has identified several areas of improvement that could increase the amount of funding awarded to Nashville. Certain CoC procedures should be defined and expanded, such as an antidiscrimination policy, the procedure for emergency transfers for survivors of domestic violence, and the exploration of a Clients' Bill of Rights. Intentional outreach to underserved communities, such as racial minorities, the chronically homeless, and LGBTQ+ populations should be cultivated to increase available points. Certain community-wide trainings (on topics such as serving specific populations, trauma-informed care, and equity) should be expanded and included in the application; OHS staff have already begun outreach to begin the facilitation of these trainings, along with other needed topics identified by CoC members. Creating multiple pathways to intentionally seek the meaningful input of those with lived experience is a weakness in Nashville's community application that can be strengthened, especially with the development of a robust Consumer Advisory Board (CAB). Other federal, state, local, private, and philanthropic funding opportunities outside of HUD will be top of the agenda for this department as well. Community grant writing opportunities will be made available to increase funding to address the needs of Nashville's unhoused population.

- 7. Please demonstrate your plan for effective communication with the CoC so that information is shared in a timely manner (HUD notices, funding opportunities, community votes, reports from technical assistance providers, etc.). Please be specific about ways in which you will communicate with and seek input from the CoC. Identify any designated tools or staff you plan to utilize for effective communication.**

OHS staff regularly attend Homelessness Planning Council, CoC General Membership, and CoC Subcommittee meetings. Based on a need identified by the CoC community, OHS has secured Metro funding for a CoC Manager position, who will attend all meetings and serve as the Custodian of Records for the CoC. As Custodian of Records, this position will take minutes at each meeting, send those minutes out to members of the committees, and post meeting notices and minutes online in a timely manner. This role will be integral to the communication between OHS and the larger community should we be chosen as the Collaborative Applicant. Our Public Information Officer will design monthly newsletters, update social media, and post public information on our website. Also, with the robust opportunity to post public information on Metro public notice sites, information will be easily accessible, as the entire community can register to receive public notices by way of email and text messaging.

The OHS Planning and Research division has a robust team with the capacity to work on the Collaborative Application throughout the program year, rather than in the time between the release of the NOFO and the application deadline. For this reason, they will be able to conduct information sessions with service providers, meet with Technical Assistance Providers, and consult regularly with HUD staff to increase the degree of collaboration with and flow of information throughout the community. As a Metro entity, these staff are required to comply with all Sunshine laws related to the transparency of community meetings and communication.

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IV. COC FUNDED AGENCIES OR SUB-RECIPIENTS (3 pages maximum). Applicants receiving CoC funds, either directly or indirectly as a sub-recipient, are eligible to apply for the Collaborative Applicant role. Because of the inherent conflict of interest this creates, applicants will have this additional section of questions to answer that pertains to avoiding of conflicts of interest. If the applicant agency does not receive CoC funds, either directly or as a sub-recipient, and does not intend to apply for CoC funds during the entire duration of their role as CA, please state so in this narrative section and **do not** answer the questions below. If the applicant agency is a CoC funded agency or sub-recipient or plans to apply for CoC funds during their duration as the CA, please answer each of these questions, in narrative form:

- 1) **How will the applicant avoid Conflicts of Interest while facilitating the CoC Rank and Review process? Will there be a delineation between staff managing the Collaborative Application process, and staff applying for the entity's project level funding? How will you ensure that guidance given to the General Membership, HPC, and PEC during the facilitation of the Collaborative Application process does not unfairly benefit your entity in funding decisions?**

OHS primarily operates as a support for community agencies, rather than as a primary service provider providing direct services to those experiencing homelessness. OHS has no intention of submitting applications for any additional CoC projects, as OHS does not own housing, administer Rapid Re-Housing, manage Permanent Supportive Housing, or provide any sort of case management services.

OHS does not currently have any projects that are subject to the CoC Rank and Review process. OHS receives CoC funding as both the HMIS and Coordinated Entry Leads but, per HUD guidance, those projects are not scored or ranked. For this reason, there will not be a Conflict of Interest regarding the Rank and Review Process or the Performance Evaluation Committee. The staff managing the Collaborative Application process may apply for funding outside of the Nashville CoC and, if at any point there is the appearance of a conflict in the Rank and Review process, those staff will recuse themselves from any scoring decisions.

Guidance given to the CoC General Membership, the Homelessness Planning Council, and the Performance Evaluation Committee will be based on quantitative data as much as possible, including data from HMIS and Coordinated Entry. OHS already provides regular updates to HPC, PEC, and CoC General Membership meetings to report on community outcomes and will continue to do so to ensure adequate transparency and allow for input from the community and from service providers.

- 2) **How will the applicant ensure that the CoC is prioritized over personal agency gain during the development and implementation of policies, procedures, and evaluations of the CoC and/or its projects?**

OHS consults with local and national leaders to inform the administration of the CE and HMIS projects. Staff regularly attend conferences, trainings, and webinars to stay apprised of changes in the data quality standards and best practices. As many community agencies involved in homelessness utilize the HMIS

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system and the Coordinated Entry program, OHS staff are constantly engaged with service providers and receive input and feedback on the efficacy of the programs. OHS will continue to regularly solicit ideas for improvement of the HMIS system and CE program from members of the CoC, the HPC, those with lived experience, service providers, and other community members.

3) How will the applicant handle a Grievance filed regarding their agency's performance as the Collaborative Applicant or as a CoC funded provider?

If OHS is chosen as the Collaborative Applicant, we will facilitate a process in which Grievances can be submitted confidentially to the leadership of the Homelessness Planning Council. Grievances can be submitted in writing to the Chair of the HPC, including information on the nature of the issue, staff involved, any previous attempts to rectify the situation, a suggestion for how to move forward with the Grievance, and the desired resolution.

Those who submit a Grievance may request that feedback be shared with OHS Leadership confidentially; if desired, those who submit a Grievance may also request to meet with HPC Leadership, OHS Leadership, or both to discuss the situation. In the event that an issue is not able to be resolved through discussion, HUD TA may be consulted for additional resources or suggestions. The HPC may also utilize a recognized mediation source, such as the Nashville Conflict Resolution Center, if it becomes impossible for the parties to productively discuss a solution.

All communication related to a Grievance must be clearly documented. The involved parties may NOT discuss a Grievance personally or in any way that is separate from their capacity as members of the CoC. The HPC shall be charged with the resolution of Grievances and will oversee the Grievance Process.

4) How will the applicant ensure that the CoC is prioritized over personal agency gain during the development and implementation of policies, procedures, and evaluations of the CoC and/or its projects?

If chosen to be the Collaborative Applicant, OHS will complete the process with a high degree of transparency and communication with the community. OHS will hold informational meetings with potential applicants (both new and continuing applicants) to discuss proposals for funding, potential program structure, and outline clear expectations for the application process. OHS will collaborate with the CoC, HPC, local service providers, and those with lived experience to increase point totals to give Nashville the best possible chance for additional HUD funding.

Throughout this process, OHS will solicit feedback from the CoC to be sure that all community stakeholders have input. This will include the opportunity for the CoC to raise any concerns about the fairness of the process, the development of the Applicant, and the implementation of tasks assigned to the Collaborative Applicant. OHS will hew closely to national standards for performance and improvement

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and will consult with HUD Technical Assistance, when necessary, to ensure that the process is equitable for all parties.

As we all seek to quickly reduce and end homelessness, OHS will regularly review the goals and definition of the CoC: the CoC Program is designed to promote community-wide commitment to the goal of ending homelessness; provide funding for efforts by nonprofit providers, and State and local governments to quickly rehouse homeless individuals and families while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness; to promote access to and effect utilization of mainstream programs by individuals and families experiencing homelessness; and optimize self-sufficiency among individuals and families experiencing homelessness.

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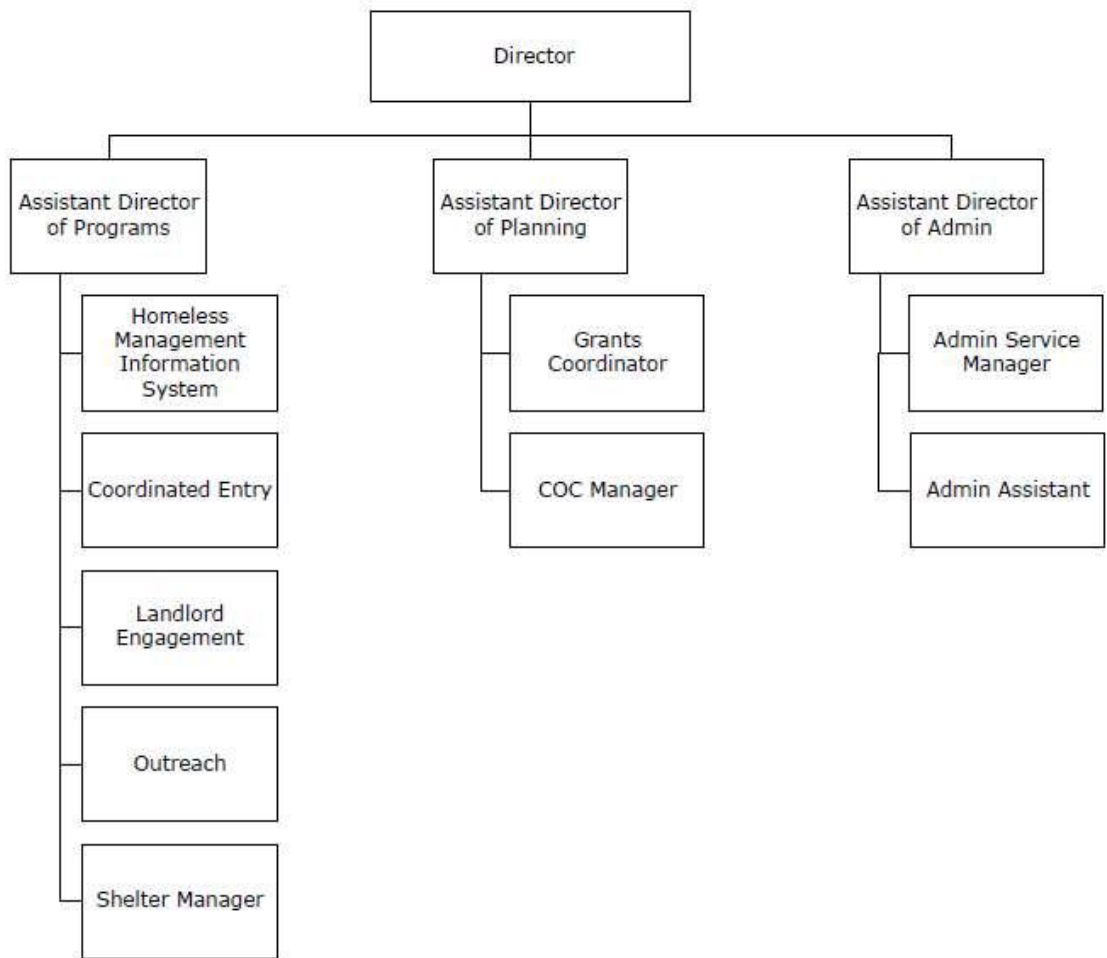
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Attachments:

The Office of Homeless Services organization chart is below. As we would not intend to utilize the Planning Grant for staffing costs, we anticipate that our organizational chart would remain the same:



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Attachments:

Metro's 2022 Annual Comprehensive Financial Report can be accessed at this link:

[https://www.nashville.gov/sites/default/files/2023-06/2022 Annual Comprehensive Financial Report Final Published 06062023.pdf?ct=1686054900](https://www.nashville.gov/sites/default/files/2023-06/2022%20Annual%20Comprehensive%20Financial%20Report%20Final%20Published%2006062023.pdf?ct=1686054900)

OHS is does not have any pending or past criminal or civil litigation against the department.

The Mission of the Metro Nashville Office of Homeless Services is restoring hope and dignity to our unhoused neighbors by collaborating with the community, providing a network of service providers, and guiding a data driven, innovative, and trauma-informed Housing First approach, offered with a spirit of deep compassion, care and commitment.

APPLICATION FOR COLLABORATIVE APPLICANT APPLICATION

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

DocuSigned by:

April Calvin

10/18/2023

Director April Calvin

Date

Department of office of Homeless Services

	FY23		FY24		FY24		FY24		FY24		FY24	
	Budget Final	Budget Final Baseline	Budget Modifications	Budget Mayor Recommended	Budget Council Adopted	Budget Final Adjustments	Budget Final Adjustments	Budget Final Adjustments	Budget Final Adjustments	Budget Final Adjustments	Budget Final Adjustments	Budget Final Adjustments
53101000 - OHS Office of Homeless Services	-	1,283,200	496,900	1,780,100	1,780,100	121,200	-	300	300	300	-	-
53101000 - OHS Office of Homeless Services	-	73,900	-	73,900	73,900	7,500	-	98,500	98,500	98,500	7,500	-
53101000 - OHS Office of Homeless Services	-	17,000	5,700	22,700	22,700	1,800	-	22,700	22,700	22,700	1,800	-
53101000 - OHS Office of Homeless Services	-	271,200	67,500	338,700	338,700	-	-	338,700	338,700	338,700	-	-
53101000 - OHS Office of Homeless Services	-	11,600	3,000	14,600	14,600	-	-	14,600	14,600	14,600	-	-
53101000 - OHS Office of Homeless Services	-	5,300	1,500	6,800	6,800	-	-	6,800	6,800	6,800	-	-
53101000 - OHS Office of Homeless Services	-	144,000	49,400	193,400	193,400	15,100	-	193,400	193,400	193,400	15,100	-
53101000 - OHS Office of Homeless Services	-	1,800	-	1,800	1,800	-	-	1,800	1,800	1,800	-	-
53101000 - OHS Office of Homeless Services	-	28,700	100,000	128,700	128,700	-	-	128,700	128,700	128,700	-	-
53101000 - OHS Office of Homeless Services	-	450,000	-	450,000	450,000	-	-	450,000	450,000	450,000	-	-
53101000 - OHS Office of Homeless Services	-	528,000	-	528,000	528,000	-	-	528,000	528,000	528,000	-	-
53101000 - OHS Office of Homeless Services	-	800	-	800	800	-	-	800	800	800	-	-
53101000 - OHS Office of Homeless Services	-	93,500	1,250,000	1,343,500	1,343,500	-	-	1,343,500	1,343,500	1,343,500	-	-
53101000 - OHS Office of Homeless Services	-	12,000	-	12,000	12,000	-	-	12,000	12,000	12,000	-	-
53101000 - OHS Office of Homeless Services	-	13,000	-	13,000	13,000	-	-	13,000	13,000	13,000	-	-
53101000 - OHS Office of Homeless Services	-	2,500	1,500	4,000	4,000	-	-	4,000	4,000	4,000	-	-
53101000 - OHS Office of Homeless Services	-	1,000	4,000	5,000	5,000	-	-	5,000	5,000	5,000	-	-
53101000 - OHS Office of Homeless Services	-	500	1,500	2,000	2,000	-	-	2,000	2,000	2,000	-	-
53101000 - OHS Office of Homeless Services	-	37,000	-	37,000	37,000	-	-	37,000	37,000	37,000	-	-
53101000 - OHS Office of Homeless Services	-	2,000	-	2,000	2,000	-	-	2,000	2,000	2,000	-	-
53101000 - OHS Office of Homeless Services	-	400	-	400	400	-	-	400	400	400	-	-
53101000 - OHS Office of Homeless Services	-	4,000	6,000	10,000	10,000	-	-	10,000	10,000	10,000	-	-
53101000 - OHS Office of Homeless Services	-	52,900	-	52,900	52,900	-	-	52,900	52,900	52,900	-	-
53101000 - OHS Office of Homeless Services	-	500	7,500	8,000	8,000	-	-	8,000	8,000	8,000	-	-
53101000 - OHS Office of Homeless Services	-	2,000	2,000	4,000	4,000	-	-	4,000	4,000	4,000	-	-
53101000 - OHS Office of Homeless Services	-	12,000	-	12,000	12,000	-	-	12,000	12,000	12,000	-	-
53101000 - OHS Office of Homeless Services	-	1,000	5,000	6,000	6,000	-	-	6,000	6,000	6,000	-	-
53101000 - OHS Office of Homeless Services	-	58,000	-	58,000	58,000	-	-	58,000	58,000	58,000	-	-
Total OHS Office of Homeless Services	-	3,108,100	2,026,100	5,134,200	5,134,200	146,400	-	5,134,200	5,134,200	5,134,200	146,400	-
53101100 - OHS Warming Shelter	-	80,300	-	80,300	80,300	-	-	80,300	80,300	80,300	-	-
53101100 - OHS Warming Shelter	-	5,000	-	5,000	5,000	-	-	5,000	5,000	5,000	-	-
53101100 - OHS Warming Shelter	-	1,200	-	1,200	1,200	-	-	1,200	1,200	1,200	-	-
53101100 - OHS Warming Shelter	-	51,500	96,000	147,500	147,500	-	-	147,500	147,500	147,500	-	-
53101100 - OHS Warming Shelter	-	100	-	100	100	-	-	100	100	100	-	-
53101100 - OHS Warming Shelter	-	200	-	200	200	-	-	200	200	200	-	-
53101100 - OHS Warming Shelter	-	5,000	-	5,000	5,000	-	-	5,000	5,000	5,000	-	-
53101100 - OHS Warming Shelter	-	1,000	4,000	5,000	5,000	-	-	5,000	5,000	5,000	-	-
Total OHS Warming Shelter	-	144,300	100,000	244,300	244,300	-	-	244,300	244,300	244,300	-	-
TOTAL	-	3,252,400	2,126,100	5,378,500	5,378,500	146,400	-	5,378,500	5,378,500	5,378,500	146,400	-

Expense True Up (FY24)
Total Fund
053 - Office of Homeless Services

Fund	Business Unit	Category	Object Account	Subsidiary	Subaccount	FY22 Actual	FY23 Budget	FY23 Actual	Initial Budget	Expense True Up	Original Budget
10101 - GSD General	53101000 - OHS Office of Homeless Services	Salary	501101 - Regular Pay	SS.0	S.0				1,901,300		1,901,300
10101 - GSD General	53101000 - OHS Office of Homeless Services	Salary	501109 - Longevity	SS.0	S.0				300		300
10101 - GSD General	53101100 - OHS Warming Shelter	Salary	501101 - Regular Pay	SS.0	S.0				80,300		80,300
10101 - GSD General	53101000 - OHS Office of Homeless Services	Fringe Benefits	501172 - Employer OASDI	SS.0	S.0				106,000		106,000
10101 - GSD General	53101000 - OHS Office of Homeless Services	Fringe Benefits	501173 - Employer SSN Medical	SS.0	S.0				24,500		24,500
10101 - GSD General	53101000 - OHS Office of Homeless Services	Fringe Benefits	501174 - Employer Group Health	SS.0	S.0				338,700		338,700
10101 - GSD General	53101000 - OHS Office of Homeless Services	Fringe Benefits	501175 - Employer Dental Group	SS.0	S.0				14,600		14,600
10101 - GSD General	53101000 - OHS Office of Homeless Services	Fringe Benefits	501176 - Employer Group Life	SS.0	S.0				6,800		6,800
10101 - GSD General	53101000 - OHS Office of Homeless Services	Fringe Benefits	501177 - Employer Pension	SS.0	S.0				208,500		208,500
10101 - GSD General	53101100 - OHS Warming Shelter	Fringe Benefits	501172 - Employer OASDI	SS.0	S.0				5,000		5,000
10101 - GSD General	53101100 - OHS Warming Shelter	Fringe Benefits	501173 - Employer SSN Medical	SS.0	S.0				1,200		1,200
10101 - GSD General	53101000 - OHS Office of Homeless Services	All Other	502105 - Cable Television	SS.0	S.0				1,800		1,800
10101 - GSD General	53101000 - OHS Office of Homeless Services	All Other	502229 - Management Consultant	SS.0	S.0				128,700		128,700
10101 - GSD General	53101000 - OHS Office of Homeless Services	All Other	502239 - Subcontractors Cost	SS.0	S.0				450,000		450,000
10101 - GSD General	53101000 - OHS Office of Homeless Services	All Other	502246 - Casework Services	SS.424	S.0				355,000		355,000
10101 - GSD General	53101000 - OHS Office of Homeless Services	All Other	502248 - Casework Services	SS.429	S.0				173,000		173,000
10101 - GSD General	53101000 - OHS Office of Homeless Services	All Other	502357 - Internet Services	SS.0	S.0				800		800
10101 - GSD General	53101000 - OHS Office of Homeless Services	All Other	502363 - Care of Persons	SS.502101	S.0				1,343,500		1,343,500
10101 - GSD General	53101000 - OHS Office of Homeless Services	All Other	502365 - Bus Service	SS.0	S.0				12,000		12,000
10101 - GSD General	53101000 - OHS Office of Homeless Services	All Other	502463 - Employee Local Travel/Park	SS.0	S.0				13,000		13,000
10101 - GSD General	53101000 - OHS Office of Homeless Services	All Other	502503 - Cell Phone Service	SS.0	S.0				4,000		4,000
10101 - GSD General	53101000 - OHS Office of Homeless Services	All Other	502701 - Printing/Binding	SS.0	S.0				5,000		5,000
10101 - GSD General	53101000 - OHS Office of Homeless Services	All Other	502883 - Registration	SS.0	S.0				2,000		2,000
10101 - GSD General	53101000 - OHS Office of Homeless Services	All Other	502951 - Info Systems Charge	SS.0	S.0				37,000		37,000
10101 - GSD General	53101000 - OHS Office of Homeless Services	All Other	502957 - TelecommnChrg	SS.0	S.0				2,000		2,000
10101 - GSD General	53101000 - OHS Office of Homeless Services	All Other	502983 - Surplus Property	SS.0	S.0				1,200		1,200
10101 - GSD General	53101000 - OHS Office of Homeless Services	All Other	503100 - Offc & Admin Supply	SS.0	S.0				10,000		10,000
10101 - GSD General	53101000 - OHS Office of Homeless Services	All Other	503120 - Computer Software	SS.0	S.0				52,900		52,900
10101 - GSD General	53101000 - OHS Office of Homeless Services	All Other	503130 - Computer Hardware	SS.0	S.0				8,000		8,000
10101 - GSD General	53101000 - OHS Office of Homeless Services	All Other	503210 - Food & Ice	SS.0	S.0				4,000		4,000
10101 - GSD General	53101000 - OHS Office of Homeless Services	All Other	505231 - Rent Building & Land	SS.0	S.0				12,000		12,000
10101 - GSD General	53101000 - OHS Office of Homeless Services	All Other	505233 - Rent Equipment	SS.0	S.0				6,000		6,000
10101 - GSD General	53101000 - OHS Office of Homeless Services	All Other	505252 - Software License	SS.0	S.0				58,000		58,000
10101 - GSD General	53101100 - OHS Warming Shelter	All Other	502363 - Care of Persons	SS.WARM	S.0				147,500		147,500
10101 - GSD General	53101100 - OHS Warming Shelter	All Other	502701 - Printing/Binding	SS.0	S.0				100		100
10101 - GSD General	53101100 - OHS Warming Shelter	All Other	503100 - Offc & Admin Supply	SS.0	S.0				200		200
10101 - GSD General	53101100 - OHS Warming Shelter	All Other	503200 - HHold & Unit Supply	SS.0	S.0				5,000		5,000
10101 - GSD General	53101100 - OHS Warming Shelter	All Other	503210 - Food & Ice	SS.0	S.0				5,000		5,000
Total Fund	053 - Office of Homeless Services	Total Expense							5,524,900	0	5,524,900

UPDATED	DBID	CHECKED	COUNCIL	DEPT	TITLE	TYPE	GRANTOR	ANT PERIOD	FRANT PERIOD	ID	DEPTCONTACT	PHONE	PROGCONTACT
TRUE	4645	FALSE	18-Oct-22	SOCIAL	HUD	FED	U.S.	01-Nov-22	10/31/2023	37	Andrew	862-6406	Andrew
TRUE	4644	FALSE	18-Oct-22	SOCIAL	Continuum Of	FED	U.S.	01-Oct-22	9/30/2023	37	Andrew	862-6406	Andrew
TRUE	4612	FALSE	16-Aug-22	SOCIAL	GNRC	FED	U.S.	01-Jul-22	6/30/2023	67	Andrew	862-6406	Andrew
TRUE	4578	FALSE	07-Jun-22	SOCIAL	HUD CBDG	FED	U.S.	01-May-22	6/30/2023	67	Judith Tackett	862-6405	Judith Tackett
TRUE	4509	FALSE	21-Sep-21	SOCIAL	HUD HMIS	FED	U.S.	01-Nov-21	10/31/2022	67	Andrew	862-6468	Andrew
TRUE	4273	FALSE	02-Aug-22	SOCIAL	HUD	FED	U.S.	30-Sep-19	6/30/2023	67	Satrice Allen	862-6468	Satrice Allen

PRGPHONE	AWARD	STATE%	CASH MATCH	RENT FY AMO	EST	PRORATE	D OR P	PASSED THRU	COMPETITIVE OR FOI	FED CFDA #	CONTRACT #	FY00-01?	FUND
862-6406	\$141,508.00		\$0.00	\$94,339.00	FALSE	FALSE D		Formula		14.267	TN0060L4J04	FALSE	
862-6406	\$128,000.00		\$0.00	\$128,000.00	FALSE	FALSE D		Competitive		14.267	TN0269L4J02	FALSE	
862-6406	\$897,335.00		\$81,459.22	\$897,335.00	FALSE	FALSE P		Competitive		93.044,	MSS-G-2326-	FALSE	
862-6405	\$232,545.00		\$0.00	\$192,545.00	FALSE	FALSE P		Formula		N/A	N/A	FALSE	
862-6468	\$141,508.00		\$0.00	\$47,169.00	FALSE	FALSE D		Formula		14.267	TN0060L4J04	FALSE	N/A
862-6468	\$150,000.00		\$0.00	\$50,000.00	FALSE	FALSE D		Formula		14.261	TN0321H4J04	FALSE	

BUSUNIT	SUBLEDGER	1to1	ES/ORD#AWAR	ACCRUAMT
		FALSE	RS2022-1812	
		FALSE	RS2022-1813	
		FALSE	RS2022-1700	
		FALSE	RS2022-1576	
		FALSE	RS2021-1156	
		FALSE	RS2022-1687	

Recurring	History	NEWID	KEYWORD	KEYWORD2	KEYWORD3	CATEGARRA	FTEs	GRANTYR1	1METRO FY	1REV	1MATCH	1MATCHBU	MATCHSOURC
Recurring		5519 Blank					2	1 23		\$94,339.00	\$0.00		
Recurring		5363 Blank					1	1 23		\$128,000.00	\$0.00		
Recurring		5438 Blank	OTHER				0	1 23		\$897,335.00	\$81,459.22	10101,	
Recurring		5429 Blank	OTHER				0	1 23		\$192,545.00	\$0.00		
Recurring		5313 Blank	OTHER				2	1 23		\$47,169.00	\$0.00		
Recurring	Amend. 2	5492 Blank	OTHER				0	1 23		\$50,000.00	\$0.00		

REV 6-30-01	COMMENTS	DESCRIP	PARTNERS	Subrecipients	OP OR CAP	YRICRATE	YR1ACTIND	YR1NEGRATE	YR1NEGIND	YR2CRATE	YR2ACTIND	YR2NEGRATE	YR2NEGIND
	We plan to	Maintain 2			Operating	31.38%	\$29,307.00	1.80%	\$1,698.00	31.38%	\$15,098.00	1.80%	\$849.00
	Local Match	The			Operating	31.38%	\$40,166.00	10%	\$11,520.00		\$0.00		\$0.00
	I	This is a			Operating	30.64%	\$299,902.55	0%	\$0.00				
	NO LINK: Find	This is a			Operating	30.64%	\$58,995.79	10%	\$19,254.50				
	NO LINK:	Maintain 2			Operating	30.67%	\$14,466.73	1.80%	\$849.00				
	Grant was	Transmittal of			Operating	34.97%	\$17,485.00	0%	\$0.00				

YR3CRATE	YR3ACTIND	YR3NEGRATE	YR3NEGIND	YR4CRATE	YR4ACTIND	YR4NEGRATE	YR4NEGIND	YR5CRATE	YR5ACTIND	YR5NEGRATE	YR5NEGIND	TOTACTIND	TOTNEGIND
	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	\$44,405.00	\$2,547.00
	\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	\$40,166.00	\$11,520.00
												\$299,902.55	\$0.00
												\$58,995.79	\$19,254.50
												\$14,466.73	\$849.00
												\$17,485.00	\$0.00

MONPROGIND	MONREALPROI	MONREPORT	MONSUBREC	MONMISC	ONMISCEXP	CONTRACTLINK	CONTRACTLINK	CONTRACTLINK	CONTRACTLINK	CONTRACTLINK	CONTRACTLINK
FALSE	FALSE	FALSE	FALSE	FALSE							
FALSE	FALSE	FALSE	FALSE	FALSE							
FALSE	FALSE	FALSE	FALSE	FALSE							
FALSE	FALSE	FALSE	FALSE	FALSE							
FALSE	FALSE	FALSE	FALSE	FALSE							
FALSE	FALSE	FALSE	FALSE	FALSE							
FALSE	FALSE	FALSE	FALSE	FALSE		http://im.nas					

CONTRACTLINK	PAYMENT	PAYMENTOTHE	FILENAME
	Reimb.		
	Reimb.		
	Reimb.		
	Reimb.		
	Reimb.		

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY



FREDDIE O'CONNELL
MAYOR

October 19, 2023

To Kerry Dietz and esteemed members of the Performance Evaluation Committee:

We write today in support of the appointment of the Metro Nashville Office of Homeless Services (OHS) to the role of CoC Collaborative Applicant. We believe that OHS is the best fit for this role and that this decision would benefit the entire city of Nashville.

As the department that coordinates Metro Nashville's homelessness response, OHS facilitates relationships between local government, nonprofits, other service providers, and the community at large. OHS also serves as the HMIS Lead and the Coordinated Entry Lead, which involves continuous collaboration and communication with local partners to place those experiencing homelessness into housing. As such, OHS is uniquely poised to take on the responsibilities of the Collaborative Applicant and to continue as the HMIS Lead.

In addition to the distinct advantages that OHS would offer to this role, it is also a nationwide best practice. HUD Technical Assistance has recommended that the Collaborative Applicant be the same as the Lead Entity on Homelessness. This will ensure that policymaking is consistent, aligned, and transparent, while also simplifying governance of the CoC.

OHS enjoys the broad support of Metro government in applying for the Collaborative Applicant role and we urge you to consider choosing OHS as the Collaborative Applicant for the benefit of the entire Nashville community.

Sincerely,

Freddie O'Connell, Mayor, Metro Nashville

Jaha Martin, Chair, Homelessness Planning Council

Dr. Troy D. White, Executive Director, MDHA

April Calvin, Director, Metro Office of Homeless Services