



HSNH-VHSP New Grantee Threshold Requirements

Effective January 1, 2021

The Western Virginia Continuum of Care's (CoC) requires any organization interested in funding through the collaborative application and funding request process for the Virginia Department of Housing and Community Development's (DHCD) Homeless and Special Needs Housing (HSNH)-Virginia Homeless Solutions Program (VHSP) grant to meet the following threshold requirements.

For more information, regarding additional grantee requirements, please read the full VHSP program guidelines in the DHCD [HSNH Funding Guidelines 2020-2022](#).

1. **Geographic Coverage:** The organization operates in the CoC's covered geography. This includes: Clarke, Frederick, Page, Rockingham, Shenandoah, and Warren counties, as well as the cities of Harrisonburg and Winchester.
2. **Eligible Program Types:** The organization request must qualify as an eligible program(s) and adhere to the program guidelines, as described in the DHCD HSNH Guidelines. Eligible program types include: Street Outreach, Centralized or Coordinated Assessment/Entry, Prevention, Emergency Shelter Operations, and/or Rapid Re-housing.
3. **Housing First and/or Low Barrier:** The program is designed and implemented using Housing First principles including: no preconditions or barriers to entry except as required by funding sources, and provision of necessary supports to maintain housing and prevent a return to homelessness.
4. **Serve vulnerable populations and fills housing need:** The organization serves the CoC's vulnerable subpopulations, as determined by the Western Virginia CoC's prioritization policy, which have been identified as chronic, veteran, DV victims, HIV/AIDS homeless, and families with children. Additionally, the organization fills a housing need gap within the CoC's covered geography.
5. **Active CoC participant and in conformance with CoC standards:** The organization meets CoC engagement requirements for at least one year prior to the effective date of this document, by:
 - i. participating in general CoC meetings (75% attendance) and voting on CoC matters;
 - ii. active membership, by organization staff, on a least two committee (75% attendance);
 - iii. participate in coordinated entry and HMIS, and;
 - iv. adapt best practices, as well as conform to CoC standards for performance.

6. **Active HMIS database participant:** Participate in HMIS and adhere to HMIS guidelines (For DV organizations ONLY: utilizing HMIS compatible database, ie. VAData) for at least 6 months prior to funding request application.
7. **Coordinated Entry Participation:** The organization participates in coordinated entry in compliance with HUD's and the CoC's Coordinated Entry Policies and has participated for at least six months, prior to funding request.
8. **Maintain Necessary Funding Registration Numbers:** The organization have the required DUNS and SAM numbers necessary for receiving state and federal funding.
9. **Acceptable organizational audit/financial review:** Organization's HUD audit or financial review does not contain findings or other indications of financial or accounting problems. A copy of the most recent financial audit/review must be submitted to the Chair of the Compliance and Evaluation Committee.
10. **Mandatory Program Review:** Organization submits to a site visit by the Compliance & Evaluation Committee. Site visit document can be found on the CoC website, "HSHN-VHSP Monitoring Preparation Checklist".
11. **Funding is appropriate:** Organization is requesting appropriate funds per program(s) and the request are in line with CoC Funding Priorities.
12. **Program is financially feasible:** Program has funding commitments equal to or exceeding program budget. VHSP grant funding cannot fund 100% of program costs.
13. **Documented, secured minimum match:** Organization has 25% match commitments that satisfy VHSP Program Rule requirements for source and amount.
14. **All documentation must be submitted no later than 10/15/21.**
15. **DHCD vetting:** Organizations must have DHCD approval prior to receiving funding.

*Current Grantees are evaluated on all guidelines bi-annually during Compliance & Evaluation Site Visits. Monitoring Letters are submitted to the Executive Committee.