**HSNH-VHSP New Grantee Threshold Checklist for 2024-2026**

The Western Virginia CoC requires any organization interested in funding through the CoC’s collaborative application funding 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.

**Agency’s Name:**  Click or tap here to enter text.

**Proposed Project** Click or tap here to enter text.

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| **Threshold Criteria** | **Yes** | **No** | **N/A** | **For CoC Verification** |
| **Geographic Coverage:** The organization operates in the specified service area, namely Winchester City, Clarke and Frederick County and is able to coordinate and integrate with mainstream resources to ensure that program participants’ needs are met in a timely manner. |[ ] [ ] [ ]  Choose an item. |
| **Eligible Applicant & Program Types:** Applicants must be units of local government, nonprofit, housing developers, single purpose organizations, or limited liability corporations. Program request must qualify as an eligible program (s) and adhere to DHCD HSNH program. |[ ] [ ] [ ]  Choose an item. |
| **Housing First:** Program is designed and implemented based on Housing First principles, with no preconditions or barriers to entry, except as required by funding guidelines. |[ ] [ ] [ ]  Choose an item. |
| **Serve vulnerable populations:** prioritize vulnerable populations in accordance with CoC’s Prioritization Policy; these include chronic homeless, veterans, DV victims, HIV’AIDS homeless, and families with children. |[ ] [ ] [ ]  Choose an item. |
| **Active CoC participation\***: comply with CoC’s performance standards, participate in general meetings, maintain active membership by organization staff on at least two CoC committees (75% attendance), and participate in Coordinated Entry for one year prior to the application. |[ ] [ ] [ ]  Choose an item. |
| **Participation in HMIS\*:** participate in HMIS (or comparable systems for DV providers) for at least 6 months prior to the application.  |[ ] [ ] [ ]  Choose an item. |
| **Mandatory Program Review:** participating organizations must submit to site visits by the CoC’s Compliance & Evaluation Committee.  |[ ] [ ] [ ]  Choose an item. |
| **Maintain necessary funding registration number:** having or obtaining a Unique Entity Identifier (UEI) number as assigned by the System for Award Management (SAM) necessary to receive federal and state funding. |[ ] [ ] [ ]  Choose an item. |
| **Appropriate funding & Match requirement:** there is a minimum contract request amount of $25,000. Prospective grantees must also secure a 25% match based on total amount of funds allocated to satisfy VHSP guidelines. |[ ] [ ] [ ]  Choose an item. |
| **Program is financially feasible:** VHSP contracts are cost-reimbursement, applicants must commit funding equal or exceeding program budget.  |[ ] [ ] [ ]  Choose an item. |
| **Acceptable organizational audit:** Projects must provide the most recent audited financial statement. HUD’s audit must not contain findings. |[ ] [ ] [ ]  Choose an item. |
| **Proof of Agency Eligibility:** Proof of applicant eligibility is included with the application.  |[ ] [ ] [ ]  Choose an item. |
| **Letter of intent, Threshold Checklist**, and required **Attachments** included |[ ] [ ] [ ]  Choose an item. |

**\* NOTE:** *agencies may apply for the 2024-2026 cycle without meeting these prior requirements, but applications meeting these standards will receive prioritization. If selected as a grantee, and applicants must fulfill all HMIS and CoC participation requirements in accordance with VHSP standards.*