

**Corrected Copy 6/12/06**  
**Balance of State Continuum of Care**  
**May 15, 2006**  
**Minutes**

**Attending in Person**

Sharon Downing, Chair  
Eileen Dwyer, Program Coordinator  
Jonathan Hardy,  
Tara Montgomery, Family Connections Center  
Jamie Childs, St. Anne's Center  
Rebecca Nelson, Division of Utah Indian Affairs

**On Conference Call:**

Bill Graham, Your Community Connection  
Ken Adamson, Grant Writer  
Marilyn Vogrinec, SE Utah AOG, Price  
Sharon Relph, Four Corners Behavior Health  
Anna Yero, Canyon Creek Women's Center, Cedar City

1. Welcome and Introductions: Sharon Downing welcomed the members and introductions were made.
2. A motion was made by Jonathan Hardy to accept the minutes as written, Rebecca Nelson second the motion and the members approved the minutes.
3. A motion was made by Bill Graham to accept the Code of Conduct as written, Sharon Relph second the motion, there was no discussion and the members approved the code.
4. Update of Continuum of Care Grant: Ken Adamson requested from the members information and corrections on the Housing and Service Needs and Housing Inventory Chart that was emailed out to the group. Please get the information back to him or Eileen by tomorrow afternoon. The grant is due to HUD on May 25<sup>th</sup>.
5. Prioritization Process and Funding: Jonathan Hardy discussed with the committee the pro rata amount for the Balance of State. The total request for funding was \$2 million and there was only \$980,891 in the pro rata. (Note: pro rata is the amount HUD has set for funding projects within the Continuum). With just funding one year renewals each year there is not any money for new projects. This year, three applicants were not considered because they were late and one applicant was not considered

because it was for supportive services only. HUD will award bonus funds if the number one priority is permanent supportive housing. Ogden City Housing Authority applied for new Shelter Plus Care vouchers to serve the chronically homeless in Weber County and was selected as number one project. Shelter Plus Care vouchers are funded for five years and after that they are funded yearly non-competitive. Jonathan would like to encourage agencies in other parts of the State to consider applying for these vouchers in the coming years. The Prioritization and Funding chart will be emailed out to the agencies.

6. Suggestions on improving funding process for next year: Ken Adamson informed the members to obtain a Supportive Housing Desk Guide which can be down loaded off HUD's webpage. This guide will give the applicant information on allowable expenses. Also, with HUD going to an online application, it is important to the agencies to gain the knowledge of how to submit applications on line. Applications need to be accurate, budgets added correctly and information provide on the required charts. It is also important to have a complete application.
7. Strategic Planning for upcoming year: The committee would like to hold a planning session early in the fall to review housing throughout the state and discuss how we can better serve the homeless in rural areas.
8. Upcoming Training Schedule: Sharon Downing announced HUD APR training on May 17<sup>th</sup> at 2:00 at the HUD Office in Salt Lake. Also, the State is holding training on ESG and funds and documentation requirements on May 23<sup>rd</sup> at the State Library.

The Self Sufficiency Matrix is now required to be used by agencies receiving ESG, PAHTF and CHN. It is important to find out what agencies need and to have a good plan to help.

9. Open Discussion: Upcoming events, the Homeless Summit will be held on October 3<sup>rd</sup> and 4<sup>th</sup> at the Sheraton Hotel. Rooms are \$68 per night. Technical training is scheduled for October 3<sup>rd</sup> for SSI, SSDI application process, HMIS for hands on with case workers and self sufficiency Matrix. More information will be forthcoming.
10. Adjournment: Jonathan Hardy made the motion to adjourn and Jamie Childs seconded the motion. Members approved the motion.

**Next Meeting will be held on June 12, 2006 at 12:00 noon**