

CoC Leadership Team

June 28, 2023

3:30 PM

Meeting Notes for Share the Warmth - HNP Application Review

- 1. In Attendance:** Laura Schultz-Pipis, Chris Howard, Clint Brugger, Jill Hicks, Cara Snyder, Kelly Castleberry, Share the Warmth; Mike Hendershot, STW Board Chair; Joe Costello, STW Board Member. Excused: Frank Nagle.
- 2. HNP Application Review:** The team asked Kelly Castleberry, Executive Director of Share the Warmth, to give a brief overview of their HNP application. Using the HUD/MSHDA Project Ranking Tool, the team reviewed each line item with Kelly and STW board members. This included the following sections: HOME-ARP Threshold Requirements and CoC Threshold Requirements. Note new sections added to the ranking tool this year are Experience, Design & Support Services, Project Effectiveness were also reviewed. For full disclosure, Laura S-P from the United Way, added that Share the Warmth has outstanding compliance/variances from Emergency Food and Shelter Programs/FEMA (federal) funding from 2 years ago. Kelly advised these were from when Helen Henricks was the Executive Director, and she will work on getting the login information to fix these issues. They are requesting funding for 1 year, totaling \$40,500. Each team member completed their own ranking tool form and was given a chance to ask any additional questions.
- 3. Recommendation and Next Steps:** The Share the Warmth team was excused from the virtual meeting. The Leadership Team held a brief discussion about the HNP ranking for the two HNP applications. Housing Help of Lenawee scored 82.5 points, and Share the Warmth scored 80.5 points. The 2-point difference was the new ranking tool scores under “Experience” that asks to “Describe the applicant's experience effectively utilizing federal funding including HUD funds and other public funding”. (See above notes). Each team member needs to submit a ranking tool copy/scan to Clint for final compilation.

