

# THE COALITION OF HOMELESS SERVICES PROVIDERS

of Monterey and San Benito Counties

## CoC TA Plan

Agency Name	Project Name	Category	Activity	Target Date of Completion	Actual Date of Completion	Progress Notes
		General Practices	Provide an in-person training for program staff on the following topics: chronic homelessness verification packet guidelines, and documentation requirements for disability, domestic violence, income, and HMIS refresher.	9/24/2019	9/24/2019	
		Policies	Provide the regulatory language that places requirements on termination practices. Additionally, CHSP will evaluate whether it is appropriate to consider all program exits as "terminations." to answer the question of whether the same termination practices must be followed for voluntary exits or exits due to disengagement by the participant.	8/16/2019	8/15/2019	
		Policies	Provide a sample/template letter that can be used to provide program participants with notification of the reason for termination and grievance rights.	8/16/2019	8/15/2019	
		Housing Quality Standards	Provide guidance on how to fulfill HQS requirements.	8/16/2019	8/15/2019	
		Housing Quality Standards	Provide guidance on how to fulfill Lead-Based Paint requirements.	8/16/2019	8/15/2019	
		Supportive Services	Provide a sample/template for an annual assessment of service needs.	8/30/2019	8/30/2019	
		Leasing	Provide regulatory language and/or training materials, such as the HomeBase Training Slides, regarding the following: 1) how leases must be structured between landlords, recipients/subrecipients, and participants for projects with leasing budget line items, 2) calculation of rent or occupancy charges (and template), 3) program fees. This will also be addressed through a master-leasing conversation.	8/30/2019	8/30/2019	
		Policies	Provide the transfer policy and guidance.	8/30/2019	8/30/2019	
		Policies	Provide training materials regarding VAWA requirements.	8/16/2019	8/15/2019	