2021 – 2025 CONSOLIDATED PLAN

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Disclaimer

The contents of this document are presented in the exact format as required by the U.S. Department of Housing and Urban Development' (HUD) Integrated Disbursement and Information System (IDIS). This is a nationwide database and provides HUD with current information regarding the program activities underway across the Nation, including funding data. HUD uses this information to report to Congress and monitor grantees. Each funding partner must enter their information directly into IDIS. Each section requires specific information from the various programs in New Hampshire. Grantees must submit this plan as their applications to HUD. This content is downloaded directly from IDIS to allow citizens participation and public comment.

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Executive Summary

ES-05 Executive Summary - 91.300(c), 91.320(b)

1. Introduction

New Hampshire's Consolidated Plan is developed under the aegis of the Housing and Community Development Planning Council, which was established by State Executive Order in 1997 and is staffed by the Community Development Finance Authority, New Hampshire Housing Finance Authority, and New Hampshire Department of Health and Human Services, Bureau of Housing Supports. In order to receive allocations of Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), Housing Trust Fund (HTF), and Emergency Solutions Grant (ESG) funds from the US Department of Housing and Urban Development, the state is required to submit a Consolidated Plan. Among other things, the plan must assess the state's housing, homeless, and community development needs, establish priority needs, and explain how they will be addressed with HUD and other funding. This Consolidated Plan covers calendar years 2021-2025.

A lot has changed in New Hampshire since our last five-year Consolidated Plan was written in 2016. At the beginning of the last Consolidated Plan, housing prices were increasing, especially for new construction, foreclosures were showing a steady decline, and rental costs were trending higher. In 2020, a worldwide pandemic affected every country and all segments of people's lives and the economy. While still experiencing the Covid-19 pandemic that caused significant personal and economic distress in 2020, the nation is moving toward normalcy as vaccine rollouts begin with the hope that the economy will start to grow again as people become more and more comfortable going out into public and patronizing businesses at previous levels.

According to recent data from the U.S. Bureau of Labor Statistics, New Hampshire's unemployment rate was 3.3% in February 2021—a significant decline from the 16.0% high in April 2020 and a strong indication that the state's economy is recovering quickly from the pandemic-driven economic shock. Currently, the median single-family home sales price has reached a record high, and sales volume is strong, despite a low inventory of properties for sale. Many homes sell above asking price and are on the market for a very short time. New construction costs increased during the pandemic as supply lines were stretched and smaller crews worked at sites to ensure safe social distancing. The vacancy rate for rental housing is very low in the state which has caused rental costs to continue increasing.

Although homelessness remains a significant problem in New Hampshire, the statewide Coordinated Entry System (CES) helps communities prioritize assistance based on vulnerability and severity of service needs to ensure that people who need assistance the most can receive it in a timely manner.

This coordinated entry system also provides information about service needs and gaps to help New Hampshire communities plan their assistance and identify needed resources. Diversion strategies evidenced based approaches such as a Housing First system, a common assessment tool and inclusive Regional Prioritization Lists for housing navigation connection and housing program matching ensure equitable access to resources for individuals/ families at risk of, or experiencing homelessness aimed at quickly resolving their housing instability. Unemployment spiked during the beginning of the pandemic as many businesses closed, but it subsequently stabilized and more recently has decreased, and it is lower in the state than the national average. Median income, however, has hardly increased over the last year when factoring for inflation.

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

• The State of New Hampshire anticipates the following HUD resources to assist with the state's Housing, Homeless, and Community Development needs:

HOME Investment Partnerships 2021 funding is \$3,741,930. Intended uses of this annual grant plus program income and/or uncommitted funds from previous years include \$7,155,722 to contribute to the development of approximately 150 units of new affordable housing and \$1,000,000 to contribute to the cost of rehabilitation necessary for the preservation of approximately 75 units of affordable housing annually.

New Hampshire has been allocated \$3,101,884 in 2021 from the Housing Trust Fund, of which \$2,946,790 will be used to provide permanent affordable rental housing for extremely low-income households. These funds are allocated through the annual Low Income Housing Tax Credit application round and also through a competitive Notice Of Funding Availability (NOFA) application process that will give priority to homeless households and will also prioritize those with supportive service needs such as persons with a disability, substance use disorder, homeless, at imminent risk of homelessness or veterans. Due to the high cost of housing extremely low-income households for the long term, it is expected that approximately 20 households will be housed for at least 30 years through this expenditure.

Emergency Solutions Grant funding of \$933,800 will be used for short term rental assistance- rapid rehousing for 400 literally homeless individuals, prevention for 100 at risk individuals, and housing relocation and stabilization services for all 500 persons to receive case management and maintain housing, and to mitigate against the economic impact caused by COVID 19.

The \$7,548,060 remaining in ESG-CV funds appropriated through the Cares Act will be used to provide short term rental assistance for rapid rehousing for 400 literally homeless individuals, and prevention

for 150 at risk individuals to prevent the spread of COVID-19, and to mitigate against the economic impact caused by COVID. Housing relocation and stabilization services will be provided to all households to secure and maintain permanent housing outcomes. 2000 individuals will be served through Emergency Shelter and 1000 individuals through Street Outreach to support additional homeless assistance to help prevent, prepare for, and respond to the coronavirus pandemic.

Community Development Block Grant funding is \$9,333,410 which will provide support to municipalities to accomplish their community economic development goals. Approximately \$2,744,470 will support economic development activities including transformational projects, with \$925,000 of that amount specifically for microenterprise assistance. We also anticipate approximately \$600,000 in single use and transformational planning grants, \$500,000 in emergency grants, \$2,744,470 in public facilities which supports a range of community development needs, and \$2,744,470 to support affordable housing efforts.

3. Evaluation of past performance

Although it is impossible to estimate exact numbers of homeless households that will be served, housing units completed, and community development projects to be completed in a given year, production and performance under HOME, HTF, CDBG, and ESG has been steady and reliable over time. None of the three grantees has ever had to pay grant money back.

The projected number of households assisted annually is based on these past trends. Adjustments in grant programs are based on analysis of needs, stakeholder consultation, citizen participation and emerging needs.

4. Summary of citizen participation process and consultation process

The citizen participation process for this plan includes public meetings with partners within the housing community and economic development communities to receive input about how these funds are best spent to meet the needs of the state within these areas. An online survey was also distributed to constituents, partners, interested parties, and others, and participation was quite good.

New Hampshire's Housing and Community Development Planning Council, whose membership provides consultation from all of the varied perspectives and constituencies required by HUD, was involved in the entire planning process and provided important feedback and guidance.

The Community Development Block Grant Fund priorities and funding recommendations are reviewed by an independent 11-member Community Development Advisory Committee which represents a number of different sectors and communities involved in community development. At each meeting of the Advisory Committee the public is encouraged to provide feedback. In addition, there was a stakeholder feedback survey and engagement session conducted and these efforts were in addition to the discussion of CDBG priorities at the well-attended public hearing, a written public comment period, and consultation from the Housing and Community Development Planning Council.

5. Summary of public comments

Public comments varied, but the main themes were expression of far greater needs than can be addressed with these four resources as currently funded, the need for more affordable housing and rent subsidy to help those at the lowest incomes, concern about the potential loss of affordable housing inventory through expiring use, longer-term assistance for homeless as many will not successfully transition to self-sufficiency in a short amount of time, and the desire for infrastructure development to be better-coordinated with affordable housing development. All comments and views were accepted.

The public comments received pertaining to the Community Development Block Grant were positive and constructive, the majority focused on the need for additional resources to meet the significant community development needs in their communities.

6. Summary of comments or views not accepted and the reasons for not accepting them

None Noted

7. Summary

The HUD resources of CDBG, HOME, HTF and ESG have made valuable contributions to New Hampshire's cities, towns, and citizens in many ways as will be seen in the remainder of this plan. Increases and programmatic changes in ESG have been helpful, but reductions in CDBG and HOME funding have been counterintuitive, particularly when housing affordability is a growing concern and clearly tied to homelessness. HTF is a welcome addition to affordable housing resources in New Hampshire. Additionally, New Hampshire Housing Finance Authority also will receive approximately \$5,000,000 in state Affordable Housing Funds, and the IRS has fixed the 4% housing tax credit rate which will decrease developers' need for subsidy, thus stretching subsidy dollars further.

The Process

PR-05 Lead & Responsible Agencies 24 CFR 91.300(b)

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name		Department/Agency	
Lead Agency	NEW HAMPSHIRE			
CDBG Administrator			Community Development Finance Authority	
HOPWA Administrator			,	
HOME Administrator		New Hampshire Housing Finance		
		Autho	ority	
ESG Administrator		DHHS	DHHS-Bureau of Housing Supports	
HOPWA-C Administrator		DHHS-Bureau of Housing Supports		
HTF Administrator		New Hampshire Housing Finance Authority		

Table 1 - Responsible Agencies

Narrative

As lead agency, New Hampshire Housing Finance Authority (NHHFA) is responsible for coordinating the activities of the three organizations involved in developing New Hampshire's consolidated plans, action plans, and consolidated annual performance evaluation reports. New Hampshire Housing Finance Authority has administered the state HOME Investment Partnerships, Housing Trust Fund and Low-Income Housing Tax Credit programs since their inception and shares the state's Tax-Exempt Bond authority with the Business Finance Authority. New Hampshire Housing Finance Authority also administers a statewide Section 811 PRA Program, Section 8 Housing Choice Voucher program, a Family Self Sufficiency Program, homebuyer education and mortgage programs, and performs Project-Based Contract Administration for HUD.

Consolidated Plan Public Contact Information

Christine Lavallee, Program Manager, Housing Grants New Hampshire Housing Finance Authority 32 Constitution Drive, Bedford, NH 03110 (603) 310-9307

PR-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.200(l) and 91.315(l)

1. Introduction

This section describes the stakeholder consultation and citizen participation efforts to gather input into the 2020-2025 Consolidated Plan and 2021 Action Plan.

Provide a concise summary of the state's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

The Housing and Community Development Planning Council exists to obtain consultation from the below-mentioned groups regarding the use of state HOME, HTF, CDBG, and ESG funds, but in addition to that it serves to increase understanding and communication between housing and service providers as well as government. New Hampshire Housing Finance Authority's frequent conferences and trainings also serve to bring diverse audiences with related interests together. Since New Hampshire is such a small state many of us from the housing and service provider worlds tend to be involved on each other's Boards, Councils, and other planning and advisory groups. For example, NHHFA and BHS are both represented on the NH Behavioral Health Advisory Council, NHHFA serves on the Housing Committee of the Balance of State Continuum of Care and the CDBG Advisory Council, BHS participates in the Workforce Housing Council that NHHFA sponsors, and we often co-sponsor each other's conferences and training events.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

NH has 3 Continuums of Care (CoC), The Greater Nashua (GNCoC), Manchester (MCoC) and Balance of State (BoSCoC). The Bureau of Housing Supports (BHS) is the NH State ESG Recipient, and the BHS Bureau Chief is the Co-Chair of the BoSCoC, which ensures a high degree of collaboration and coordination of services between the ESG program and BoSCoC programs. Central to this, the BOSCOC Coordinated Entry (CES) coordinates access to housing for people who are homeless/at risk of

homelessness in the entire BOSCOC area and in coordination with 2 other CoCs in NH. Each region has implemented a local process to meet people in person, conduct assessment & referral in collaboration with BOSCOC process. 211-NH is a single access point for people who are homeless/at risk and emergency shelters operate as regional CES walk-in centers. All outreach under ESG, PATH, SSVF, RHY, CoC or other funding sources are linked to CES where staff serve people who are literally homeless/atrisk of homelessness through visits to emergency shelters, outreach to unsheltered, identifying people who are experiencing chronic homelessness (CH) to help quickly move into housing. Outreach staff are tasked w/locating & engaging the hardest to reach homeless, including unsheltered, people w/substance use disorder or mental illness, and those w/criminal history. Limited English Proficiency plans on file at CES access points ensure the ability to serve people who speak English as a 2nd language, are deaf/hard of hearing, have limited vision, or any other communication access challenge. All people who walk in/call CES complete a Prevention & Diversion tool. If not diverted from homelessness, a Housing Barriers Assessment is done to determine barriers to exiting homelessness, and then people are assessed for vulnerabilities & severity of needs using a common assessment tool. The CoC's adoption of HUD's Notice CPD 16-11, to prioritize people experiencing chronic homelessness (CH) and other vulnerable populations is applied to all project types to ensure those most in need get access to available resources. Through a By Name List, people are prioritized and referred based on vulnerability score which considers disability status, substance use, criminal records, income and length of time homeless. All other households receive community referrals and basic housing search assistance to help them exit homelessness.

Additionally, the BoSCoC has subcommittees focused on Coordinated Entry, Ending Veteran Homelessness, Ending Youth Homelessness, Data and Homeless Outreach. The state also funds homeless services at a level of \$4.1 million annually and oversees the administration of the federal Health and Human Services (HHS) Substance Abuse and Mental Health Services Administration (SAMHSA) funded Projects for Assistance in Transition from Homelessness (PATH) outreach program, and the state (Housing Opportunities for Person's with Aids) HOPWA program grants. This allows BHHS to ensure coordination of services and communications among outreach, shelter and transitional and Permanent Supportive Housing Programs. The BHS mission, in addition to coordinating funding, is to ensure collaboration between all of NH's homeless assistance programs, ensuring alignment with common goals and efficient utilization of resources. BHS coordinates regular meetings for statewide outreach staff, Shelter Directors, and Permanent Supportive Housing case managers to share information on various initiatives, provide TA and foster communication and coordination of services. BHS staff co-chair or participate in a number of community task forces and committees, each focused on addressing the needs among each of these groups. BHS has also worked with providers to increase the number of CoC and ESG funded rapid rehousing programs across the state to reduce and shorten the time families experience homelessness.

Describe consultation with the Continuum(s) of Care that serves the state in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

NH has 3 Continuums of Care (CoC), The Greater Nashua (GNCoC), Manchester (MCoC) and Balance of State (BoSCoC). The administrator of BHS conducted presentations and open discussion at each CoC which included: review of the current NH ESG program design; policies and procedures; expected available funds and examples of how to allocate funds; the process for evaluating outcomes; performance standards; HMIS policy and standards; as well as solicitation of feedback and discussion regarding information presented.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	NeighborWorks Southern NH
	Agency/Group/Organization Type	Housing
		Services - Housing
		Services-Children
		Services-Elderly Persons
		Services-Persons with Disabilities
	What section of the Plan was addressed by	Housing Need Assessment
	Consultation?	Lead-based Paint Strategy
		Public Housing Needs
		Homelessness Strategy
		Homeless Needs - Chronically homeless
		Homeless Needs - Families with children
		Homelessness Needs - Veterans
		Homelessness Needs - Unaccompanied youth
		Non-Homeless Special Needs
		Economic Development
		Anti-poverty Strategy
	How was the Agency/Group/Organization	Membership in Housing and Community Development Planning
	consulted and what are the anticipated	Council
	outcomes of the consultation or areas for	
	improved coordination?	

2	Agency/Group/Organization	FAMILIES IN TRANSITION		
	Agency/Group/Organization Type	Housing		
		Services - Housing		
		Services-Persons with Disabilities		
		Services-homeless		
	What section of the Plan was addressed by	Housing Need Assessment		
	Consultation?	Lead-based Paint Strategy		
		Public Housing Needs		
		Homelessness Strategy		
		Homeless Needs - Chronically homeless		
		Homeless Needs - Families with children		
		Homelessness Needs - Veterans		
		Homelessness Needs - Unaccompanied youth		
		Non-Homeless Special Needs		
		Economic Development		
		Market Analysis		
		Anti-poverty Strategy		
	How was the Agency/Group/Organization	Member of the Housing and Community Development Planning		
	consulted and what are the anticipated	Council		
	outcomes of the consultation or areas for			
	improved coordination?			
3 Agency/Group/Organization		New Hampshire Legal Assistance		
	Agency/Group/Organization Type	Services - Housing		
		Services-Elderly Persons		
		Services-Victims of Domestic Violence		
		Services-homeless		
		Service-Fair Housing		
		Services - Victims		
	What section of the Plan was addressed by	Housing Need Assessment		
	Consultation?	Lead-based Paint Strategy		
		Public Housing Needs		
		Homelessness Strategy		
		Homeless Needs - Chronically homeless		
		Homeless Needs - Families with children		
		Homelessness Needs - Veterans		
		Homelessness Needs - Unaccompanied youth		
		Non-Homeless Special Needs		
		Economic Development		
		Market Analysis		
		Anti-poverty Strategy		
		Housing Trust Fund		

	How was the Agency/Group/Organization	Membership and participation in Housing and Community
	consulted and what are the anticipated	Development Planning Council
	outcomes of the consultation or areas for	0 1 1 1
	improved coordination?	
4	Agency/Group/Organization	KEENE HOUSING AUTHORITY
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by	Housing Need Assessment
	Consultation?	Lead-based Paint Strategy
		Public Housing Needs
		Homelessness Strategy
		Homeless Needs - Chronically homeless
		Homeless Needs - Families with children
		Homelessness Needs - Veterans
		Homelessness Needs - Unaccompanied youth
		Non-Homeless Special Needs
		Economic Development
		Market Analysis
		Anti-poverty Strategy
	How was the Agency/Group/Organization	Membership and participation in Housing and Community
	consulted and what are the anticipated	Development Planning Council.
	outcomes of the consultation or areas for	·
	improved coordination?	
5	Agency/Group/Organization	COOS ECONOMIC DEVELOPMENT CORP
	Agency/Group/Organization Type	Regional organization
		Business Leaders
		Civic Leaders
		Community Development Financial Institution
		Private Sector Banking / Financing
	What section of the Plan was addressed by	Housing Need Assessment
	Consultation?	Lead-based Paint Strategy
		Public Housing Needs
		Homelessness Strategy
		Homeless Needs - Chronically homeless
		Homeless Needs - Families with children
		Homelessness Needs - Veterans
		Homelessness Needs - Unaccompanied youth
		Non-Homeless Special Needs
		Economic Development
		Market Analysis
		Anti-poverty Strategy

	How was the Agency/Group/Organization	Membership and participation in Housing and Community		
	consulted and what are the anticipated	Development Planning Council.		
	outcomes of the consultation or areas for	Development Flamming Council.		
	improved coordination?			
6	Agency/Group/Organization	EASTER SEALS SOCIETY OF NEW HAMPSHIRE		
U	Agency/Group/Organization Agency/Group/Organization Type	Services - Housing		
	Agency/Group/Organization Type	Services - Housing Services-Persons with Disabilities		
		Services-Health		
		Services-Frealth Services-Employment		
	What section of the Plan was addressed by	Housing Need Assessment		
	Consultation?			
	Consultation?	Lead-based Paint Strategy		
		Public Housing Needs		
		Homelessness Strategy		
		Homeless Needs - Chronically homeless Homeless Needs - Families with children		
		Homelessness Needs - Veterans		
		Homelessness Needs - Unaccompanied youth		
		Non-Homeless Special Needs		
		Economic Development		
		Market Analysis		
		Anti-poverty Strategy		
	How was the Agency/Group/Organization	Membership and participation in Housing and Community		
	consulted and what are the anticipated	Development Planning Council.		
	outcomes of the consultation or areas for			
	improved coordination?			
7	Agency/Group/Organization	Town of Littleton		
	Agency/Group/Organization Type	Other government - Local		
		Planning organization		
	What section of the Plan was addressed by	Housing Need Assessment		
	Consultation?	Lead-based Paint Strategy		
		Homeless Needs - Chronically homeless		
		Non-Homeless Special Needs		
		Market Analysis		
	How was the Agency/Group/Organization	Membership and participation in Housing and Community		
	consulted and what are the anticipated	Development Planning Council.		
	outcomes of the consultation or areas for			
	improved coordination?			
8	Agency/Group/Organization	NH Coalition Against Domestic and Sexual Violence		
	Agency/Group/Organization Type	Services-Victims of Domestic Violence		

	What section of the Plan was addressed by	Homelessness Strategy			
	Consultation?	Homeless Needs - Chronically homeless			
		Homeless Needs - Families with children			
		Non-Homeless Special Needs			
	How was the Agency/Group/Organization	Membership and participation in the Housing and Community			
	consulted and what are the anticipated	Development Planning Council.			
	outcomes of the consultation or areas for				
	improved coordination?				
9	Agency/Group/Organization	Strafford Regional Planning Commission			
	Agency/Group/Organization Type	Regional organization			
		Planning organization			
	What section of the Plan was addressed by	Regional Planning Services			
	Consultation?				
	How was the Agency/Group/Organization	Membership and participation in the Housing and Community			
	consulted and what are the anticipated	Development Planning Council.			
	outcomes of the consultation or areas for				
	improved coordination?				
10	Agency/Group/Organization	NH COMMUNITY LOAN FUND			
	Agency/Group/Organization Type	Housing			
		Services - Housing			
		Community Development Financial Institution			
	What section of the Plan was addressed by	Public Housing Needs			
	Consultation?				
	How was the Agency/Group/Organization	Membership and participation in the Housing and Community			
	consulted and what are the anticipated	Development Council.			
	outcomes of the consultation or areas for				
	improved coordination?				
11	Agency/Group/Organization	HANNAH GRIMES CENTER			
	Agency/Group/Organization Type	Regional organization			
		Business Leaders			
	What section of the Plan was addressed by	Business Leaders - Regional Organization			
	Consultation?				
	How was the Agency/Group/Organization	Membership and participation in the Housing and Community			
	consulted and what are the anticipated	Development Planning Council.			
	outcomes of the consultation or areas for				
	improved coordination?				
12	Agency/Group/Organization	Housing Action NH			
	Agency/Group/Organization Type	Services - Housing			
	5 <i>I</i> . 1. 5 <i>I</i> .				

	What section of the Plan was addressed by	Homelessness Strategy		
	Consultation?	Homeless Needs - Chronically homeless		
		Homeless Needs - Families with children		
		Homelessness Needs - Veterans		
		Homelessness Needs - Unaccompanied youth		
	How was the Agency/Group/Organization	Membership and participation in the Housing Community		
	consulted and what are the anticipated	Development Council.		
	outcomes of the consultation or areas for			
	improved coordination?			
13	Agency/Group/Organization	Community Bridges		
	Agency/Group/Organization Type	Services - Housing		
What section of the Plan was addressed by		Homelessness Strategy		
Consultation?		Homeless Needs - Chronically homeless		
		Homeless Needs - Families with children		
		Homelessness Needs - Veterans		
		Homelessness Needs - Unaccompanied youth		
		Non-Homeless Special Needs		
How was the Agency/Group/Organization		Membership and participation in the Housing and Community		
	consulted and what are the anticipated	Development Council.		
	outcomes of the consultation or areas for			
	improved coordination?			

Identify any Agency Types not consulted and provide rationale for not consulting

None.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the go of each plan?	
Continuum of Care	NH Bureau of Housing Supports	Continuum goals are the Strategic Plan goals.	
NH Qualified Allocation Plan 2021-2022	New Hampshire Housing	Qualified Allocation Plan establishes and promotes housing priorities for affordable housing development and preservation.	

Table 3 – Other local / regional / federal planning efforts

Describe cooperation and coordination among the State and any units of general local government, in the implementation of the Consolidated Plan (91.315(I))

The Housing and Community Development Planning Council meets three to four times each year to obtain input from strategically recruited members representing the interests required by the consolidated plan regulations for consultation. Each of the meetings includes presentations on current issues within Housing, Homelessness, Economic Development or Community Development as well as discussions regarding potential uses of U.S. Department of Housing and Urban Development (HUD) CDBG, HOME, HTF and ESG funds, with each meeting cycle culminating in review of all Consolidated Plans and Action Plans prior to Board Approvals and submission to HUD. The membership is as above in Table 2. In order to promote broader understanding of how all four grants are utilized, consultation occurs in the context of the periodic meetings of the group as a whole.

Through citizen participation and consultation, CDFA sought input from local government throughout the state of New Hampshire, in both entitlement and non-entitlement areas. Local government staff and staff from regional economic development organizations, councils of local governments, and professional associations representing cities and counties participated in the online CDFA Consolidated Plan Stakeholder Survey to both identify the greatest unmet community development needs in their area and to prioritize the community and economic development initiatives, services, and housing activities to best meet those needs. In addition to representatives of local government, stakeholders representing a range of housing and human service providers, civil rights and fair housing organizations, and other community leaders participated in the CDFA stakeholder survey.

Narrative:

Consultation with stakeholders included the online CDFA Consolidated Plan Stakeholder Survey, as described in PR-15. Participants in the CDFA survey described their primary role in their community as:

City administration or City Manager (31%). Community development (29%); Economic development (24%); Grant administrator (17%); and Land use planning (13%). The balance identified roles ranging from finance to regional planning to transportation planning and being an elected official. Nearly one-third of CDFA survey respondents work for nonprofit organizations. The industry or organization type of these respondents is diverse and includes affordable housing, economic development, grant administration, rental property owners and managers, homeownership counseling/financial education/credit counseling, and lending.

PR-15 Citizen Participation – 91.105, 91.115, 91.200(c) and 91.300(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

Citizen participation and consultation began with three Housing and Community Development Planning Council meetings: one on October 15, 2020, on January 7, 2021, and on April 1, 2021. Council members were informed that work was beginning on NH's 2021-2025 Consolidated Plan and were asked for their input on the general areas in which agencies should spend their limited federal funding. Also, an online survey was conducted to gather further input from the public. Additionally, a public meeting was held about the Consolidated Plan on March 26, 2021, which was attended by some members of the public to discuss the activities and uses of the funding contemplated by this Plan.

CDFA did an online survey to collect updated information on the community development needs of New Hampshire's cities, counties, towns, and rural communities. The survey was targeted to local government officials, community development and housing professionals, business owners and managers, education and workforce development professionals, lenders, and commercial and residential developers.

Ninety-two stakeholders participated in the online CDFA Consolidated Plan Stakeholder Survey. Stakeholders who responded to the survey represent each region of New Hampshire; a host of professions and areas of expertise; and can speak to the economic and community development needs of New Hampshire's cities, counties, towns, and rural communities.

Citizen participation was solicited before the Consolidated Plan was drafted and is now being solicited for the 2021-2025 Consolidated Plan Draft.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comme nts not accepted and reasons	URL (If applicable)
1	Public Meeting	community and	Jack Ruderman; Katy	N/A	N/A	
		housing agencies	Easterly Martey; Katja			
		and partners	Fox; Jen Czysz; Elissa			
			Margolin; Josh			
			Meehan; Jennifer			
			Vadney; Kerstin			
			Cornell; Chris Miller;			
			Andrew Winter; Gloria			
			Paradise; Melissa			
			Hatfield; Tara			
			Reardon; Andrew			
			Dorsett; Natalie			
			Kenney, Rob Dapice,			
			Heather McCann, Ben			
			Frost.			

2	Public Meeting	community and	Dean Christon; Katy	Members all	N/A	
		housing agencies	Easterly Martey; Katja	expressed that		
		and partners	Fox; Jennifer Czysz;	there just isn't		
			Elissa Margolin; Josh	enough funding to		
			Meehan; Jennifer	develop affordable		
			Vadney; Stephanie	housing. Some		
			Savard; Elena	members felt the		
			Coleman; Kerstin	greatest need was		
			Cornell; Tara Reardon;	for one-bedroom		
			Andrew Dorsett; Tom	units, however the		
			Bunnell, Lindsay	statewide legal		
			Lincoln, Jack	services agency		
			Ruderman, Melissa	stated that they find		
			Hatfield, Mandy	the families they		
			Reagan, Chris	work with have the		
			Wellington, Mollie	most difficulty in		
			Kaylor, Natalie	finding housing with		
			Kenney, Rob Dapice,	two or more		
			Ben Frost, Gloria	bedrooms.		
			Paradise, Christine	Additionally, some		
			Lavallee	members expressed		
				that more funding is		
				needed to offer		
				supportive services		
				for persons with		
				disabilities so that		
				they can maintain		
				independent living.		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comme nts not accepted and reasons	URL (If applicable)
3	CDFA Online	Community	92 respondents	Participants	All comments	https://www.resear
	Stakeholder Survey	development and	representing counties,	identified and	accepted.	ch.net/r/NHCDFA20
		housing	cities, towns, and both	prioritized urgent		<u>21</u>
		professionals	entitlement and non-	community and		
			entitlement	economic		
			jurisdictions and	development needs,		
			communities	provided insight		
			throughout the state.	into the impact of		
				the COVID-19		
				pandemic and the		
				resulting issues and		
				needs, and assessed		
				digital inclusion and		
				natural		
				disaster/hazard		
				mitigation and		
				response.		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comme nts not accepted and reasons	URL (If applicable)
4	Public Meeting	All interested	There were 16	One public attendee	n/a	
		parties in Affordable	attendees including	stated that he was		
		Housing	members of the public	pleased that CDFA		
			and agency staff.	will be increasing		
				the amount of		
				funding put toward		
				their micro-		
				enterprise business		
				loans. One attendee		
				also submitted		
				written comments		
				suggesting areas of		
				prioritization for		
				CDBG funding. A		
				summary of the		
				comments and		
				responses is		
				attached in the		
				Unique Appendices.		
5	Public Meeting	Balance of State	There were 65	No comments	n/a	
		Continuum of Care	attendees including	received		
			members of the public			
			and agency staff.			
6	Public Meeting	Greater Nashua	There were 60	No comments	N/a	
		Continuum of Care	attendees, including	received		
			members of the public			
			and agency staff			

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comme nts not accepted and reasons	URL (If applicable)
7	Public Meeting	community and	Dean Christon; Katy	n/a	n/a	
		housing agencies	Easterly Martey; Katja			
		and partners	Fox; Jennifer Czysz;			
			Josh Meehan; Jennifer			
			Vadney; Stephanie			
			Savard; Elena			
			Coleman; Kerstin			
			Cornell; Tara Reardon;			
			Lindsay Lincoln, Jack			
			Ruderman, Melissa			
			Hatfield, Mandy			
			Reagan, Chris			
			Wellington, Mollie			
			Kaylor, Rob Dapice,			
			Ben Frost, Gloria			
			Paradise, Christine			
			Lavallee			

Table 4 – Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

Single person households have the lowest median household income (\$34,759) of any group of households based on household size. Their median income is less than 50% of the statewide median household income for all households from the same ACS source. Very low-income and extremely low-income households as a group exhibit the greatest need for housing assistance as they overpay for housing at the highest rates. Seventy-seven percent of households in New Hampshire earning less than \$35,000 are paying about 30% or more of their income for housing. Using these numbers as a guideline, roughly 40% of single person households or about 56,000 households are overpaying for housing and are in need of housing assistance.

Some 31% of all New Hampshire households (about 163,000 households) pay 30% or more of their income for housing, and 12% (about 65,100 households) pay 50% or more.

NA-10 Housing Needs Assessment - 24 CFR 91.305 (a,b,c)

Summary of Housing Needs

The CHAS data supplied by HUD relies on historical American Community Survey data. To supplement the CHAS data, we use the most current 5 Year American Community Survey (ACS). The 5 Year ACS is used in the following table and analysis because the CHAS data is based on 5 Year American Community Survey estimates.

We were disappointed that margins of error were not included in the HUD-supplied CHAS data. Since all American Communities Survey (ACS) data is created by averaging data from smaller survey samples, consideration of margin of error is a critical step in determining how valid or trustworthy conclusions drawn from that data might be. Although we were unable to modify the format of the following tables to include margins of error, they were nonetheless considered in our analysis and discussion of conclusions.

Demographics	Base Year: 2009	Most Recent Year: 2015	% Change
Population	1,316,470	1,324,201	1%
Households	502,201	520,251	4%
Median Income	\$63,033.00	\$66,779.00	6%

Table 5 - Housing Needs Assessment Demographics

Data Source: 2005-2009 ACS (Base Year), 2011-2015 ACS (Most Recent Year)

Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	61,390	61,120	85,720	57,485	254,540
Small Family Households	14,990	17,755	30,075	25,090	144,980
Large Family Households	2,450	2,665	4,715	3,990	18,210
Household contains at least one person					
62-74 years of age	12,195	14,910	21,615	13,365	53,510
Household contains at least one person					
age 75 or older	12,245	14,065	11,370	5,280	14,130
Households with one or more children 6					
years old or younger	7,390	7,675	10,675	7,845	25,440

Table 6 - Total Households Table

Data Source: 2011-2015 CHAS **Housing Needs Summary Tables**

1. Housing Problems (Households with one of the listed needs)

			Renter			Owner				
	0-30%	>30-	>50-	>80-	Total	0-30%	>30-	>50-	>80-	Total
	AMI	50%	80%	100%		AMI	50%	80%	100%	
		AMI	AMI	AMI			AMI	AMI	AMI	
NUMBER OF HOUS	SEHOLDS									
Substandard										
Housing -										
Lacking										
complete										
plumbing or										
kitchen facilities	1,140	410	455	225	2,230	380	295	555	175	1,405
Severely										
Overcrowded -										
With >1.51										
people per room										
(and complete										
kitchen and										
plumbing)	265	330	415	185	1,195	110	85	95	70	360

			Renter					Owner		
	0-30%	>30-	>50-	>80-	Total	0-30%	>30-	>50-	>80-	Total
	AMI	50%	80%	100%		AMI	50%	80%	100%	
		AMI	AMI	AMI			AMI	AMI	AMI	
Overcrowded -										
With 1.01-1.5										
people per room										
(and none of the										
above problems)	750	765	685	170	2,370	200	245	545	330	1,320
Housing cost										
burden greater										
than 50% of										
income (and										
none of the										
above problems)	21,845	7,135	1,220	135	30,335	16,040	10,715	7,925	2,210	36,890
Housing cost										
burden greater										
than 30% of										
income (and										
none of the										
above problems)	4,670	14,375	10,400	2,060	31,505	3,480	11,090	18,545	12,150	45,265
Zero/negative										
Income (and										
none of the										
above problems)	2,055	0	0	0	2,055	1,540	0	0	0	1,540

Table 7 – Housing Problems Table

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

			Renter			Owner				
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total
NUMBER OF HO	USEHOLD	S								
Having 1 or more of four housing										
problems	24,000	8,635	2,770	710	36,115	16,730	11,340	9,115	2,785	39,970

			Renter					Owner	•	
	0-30%	>30-	>50-	>80-	Total	0-30%	>30-	>50-	>80-	Total
	AMI	50%	80%	100%		AMI	50%	80%	100%	
		AMI	AMI	AMI			AMI	AMI	AMI	
Having none										
of four										
housing										
problems	11,770	20,570	29,185	15,790	77,315	5,295	20,570	44,650	38,200	108,715
Household										
has negative										
income, but										
none of the										
other housing										
problems	2,055	0	0	0	2,055	1,540	0	0	0	1,540

Table 8 – Housing Problems 2

3. Cost Burden > 30%

		Re	nter		Owner				
	0-30%	>30-50%	>50-80%	Total	0-30%	>30-50%	>50-80%	Total	
	AMI	AMI	AMI		AMI	AMI	AMI		
NUMBER OF HO	DUSEHOLDS								
Small Related	8,385	8,815	4,110	21,310	4,260	5,590	10,810	20,660	
Large Related	1,330	980	550	2,860	740	1,090	1,910	3,740	
Elderly	6,940	5,180	2,630	14,750	10,605	12,190	9,180	31,975	
Other	11,610	7,640	4,715	23,965	4,395	3,325	5,040	12,760	
Total need by	28,265	22,615	12,005	62,885	20,000	22,195	26,940	69,135	
income									

Table 9 – Cost Burden > 30%

Data Source: 2011-2015 CHAS

4. Cost Burden > 50%

		Re	nter		Owner				
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	Total	0-30% AMI	>30-50% AMI	>50- 80% AMI	Total	
NUMBER OF HO	USEHOLDS								
Small Related	6,910	2,540	440	9,890	3,620	3,345	2,965	9,930	
Large Related	1,095	170	20	1,285	600	570	310	1,480	
Elderly	5,025	1,980	445	7,450	8,230	5,055	2,685	15,970	
Other	10,070	2,740	345	13,155	3,905	1,910	2,005	7,820	

	Renter			Owner				
	0-30%	>30-	>50-	Total	0-30%	>30-50%	>50-	Total
	AMI	50%	80%		AMI	AMI	80%	
		AMI	AMI				AMI	
Total need by	23,100	7,430	1,250	31,780	16,355	10,880	7,965	35,200
income								

Table 10 - Cost Burden > 50%

5. Crowding (More than one person per room)

		Renter			Owner					
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total	0- 30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total
NUMBER OF HOUSE	HOLDS									
Single family										
households	845	825	940	240	2,850	260	275	520	225	1,280
Multiple,										
unrelated family										
households	90	149	44	4	287	45	55	120	180	400
Other, non-family										
households	120	130	160	110	520	4	4	0	0	8
Total need by	1,055	1,104	1,144	354	3,657	309	334	640	405	1,688
income										

Table 11 – Crowding Information – 1/2

Data Source: 2011-2015 CHAS

	Renter				Owner			
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	Total	0-30% AMI	>30- 50% AMI	>50- 80% AMI	Total
Households with								
Children Present	0	0	0	0	0	0	0	0

Table 12 - Crowding Information - 2/2

Data Source Comments:

Describe the number and type of single person households in need of housing assistance.

According to the 2020 American Community Survey there are an estimated 140,119 single person households in New Hampshire. Single person households make up the majority (77%) of all nonfamily households. Forty-six percent of single person households are renters and 54% are owners. Of the single person renter households, 66% are 15 to 64 years old, and 34% are 65 years old or older. Of the

single person owner households, 52% are 15 to 64 years old, and 48% are 65 years old or older. Single person households have the lowest median household income (\$34,759) of any group of households based on household size. Their median income is less than 50% of the statewide median household income for all households from the same ACS source. Very low income and extremely low-income households as a group exhibit the greatest need for housing assistance as they overpay for housing at the highest rates. Seventy-seven percent of households in New Hampshire earning less than \$35,000 are paying 30% or more of their income for housing. Using these numbers as a guideline, roughly 40% of single person households or about 56,000 households are overpaying for housing and in need of housing assistance.

Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.

The New Hampshire Coalition Against Domestic and Sexual Violence estimates that over 700 families per year who are victims of domestic violence, dating violence, sexual assault and stalking in need of housing assistance. Shelter admission and turn away data was used to arrive at that number.

According to the 2020 1 Year American Community Survey, approximately 5% (43,500) of disabled people are in New Hampshire's workforce. The most recent CHAS data indicates that 46% of New Hampshire's disabled population (123,420 households) has an income of 50% of median or less Federal rental assistance program information gathered by the Center on Budget and Policy Priorities indicates that approximately 7,480 disabled households receive rental assistance, leading us to 47,795 disabled households in need of housing assistance.

What are the most common housing problems?

Less than one and a half percent of occupied housing in New Hampshire is classified as substandard (lacking complete plumbing or kitchen facilities). Similarly, only about 1.4% of occupied housing units are overcrowded (more than 1 occupant per room). While these are problems for the households affected, the far more common housing problem is overpayment.

Some 29.2% of all New Hampshire households (about 154,000 households) pay 30% or more of their income for housing, and 12% (about 63,700 households) pay 50% or more. Rent subsidies, either project or tenant-based, reduce this problem, but demand for rental assistance by eligible households typically runs three or more times as great as the number of those who can be served with existing resources. Section 8 Housing Choice Voucher Program waitlists in New Hampshire typically run from two to seven years depending on PHA.

Are any populations/household types more affected than others by these problems?

As this is as much an income problem as a housing problem, it is most concentrated in very low income (less than 50% of AMI) and extremely low income (less than 30% of AMI) Households. While 29% of New Hampshire households have a housing cost burden of 30% of income or more, and 12% of households have a housing cost burden of 50% of income or more; 72% of households earning less than 50% of AMI, about 84,900 households, are paying more than 30% of their income for housing, and 44.7% of these very low and extremely low-income households, nearly 52,500 households, are paying more than 50% of their income for housing.

Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance

Twenty-nine percent (29%) of NH households are renters, with 65% of the extremely low-income group considered severely cost burdened, paying half or more of their income on housing. Severely cost burdened poor households are more likely than other renters to sacrifice other necessities like healthy food and healthcare to pay the rent, and to experience unstable housing situations like evictions. The high cost of rental housing in NH impacts the housing stability maintenance of individuals and families. The 2020 statewide median gross rent (including utilities) was \$1,413 for a two-bedroom unit. This marks an increased 5% over last year, and the seventh year in a row where the median gross rent increased.

In 2020 state-funded homeless prevention programs served more than 5,000 people, of which the vast majority, 83%, were families. Homeless prevention services include financial assistance such as short-term rental assistance or utility payments that will directly prevent a household from becoming homeless. Of those households served by state funded prevention services, 96% reported they had used this type of service in the past, illustrating the ongoing struggle of low-income NH households to maintain housing. Recognizing the very real challenges posed by the shortage of affordable housing, BHS is continuing to build on initiatives undertaken as part of the HEARTH Act implementation to strengthen our homeless service system and improve the excellent work service providers do every day to assist those they serve to achieve housing stability.

Strategies include a robust Coordinated Entry System that incorporates diversion strategies to help individuals and families avoid the potential trauma of entering into the homelessness experience through skills such as mediation and conflict resolution, and quickly connect with Homelessness

Prevention providers. Coordinated targeted Homeless Prevention is also a strategy being used in NH to best leverage funds and match those most at risk of entering into the homeless response system with services to avoid this. The ESG Administrator was featured with VA SSVF partners on a SSVF National webinar in 2020 to highlight the shared Homeless Prevention targeting work of ESG and SSVF.

With the economic impact of COVID-19, BHS recognized the need for subrecipients to serve households in a longer term and intensive fashion to keep the households from entering into the homeless response system. As a result, the previous restriction of 9 months of assistance for households was lifted, and the full two years approved for households in need. Both ESG funded Rapid Re-Housing and Homeless Prevention services include housing stability case management services which extend 6 months after rental assistance is provided, with a goal of ensuring the household maintains long-term housing stability. Community service delivery providers collaborate to resolve affordable housing barriers including creating roommate options when appropriate. Building relationships with landlords in each region and coordinating among housing navigators is a strategic step to achieving long-term housing stability.

If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:

NH defines a household as at risk of homelessness if it meets the HUD definition 24 CFR part 576.2 (1); 24CFR part 576.2 (2) and (3) are not currently used to define at risk of homelessness. NH has utilized HMIS data to estimate that approximately 3,000 households will be at risk of becoming homeless annually. This estimate is based on prior years utilization of state funded homeless assistance services.

Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness

To identify characteristics that have been linked with instability, NH homeless assistance systems prioritize and target persons that have the same profile as people who have entered the homeless response system in the past. ESG and SSVF providers use a common Homeless Prevention Screening tool, which includes a targeting methodology tool. Households with multiple risk factors of homelessness are prioritized for assistance. Risk factors include number of days to housing loss, severely low income or no income households, history of homelessness, single parent households, households with 5 or more persons requiring 3 or more bedrooms, persons with disabling conditions, persons at risk of losing a subsidy, persons with eviction histories, persons who experienced sudden and significant changes in income or household composition, persons with at least one dependent child under 6 in the home and others as trends and needs change.

NA-15 Disproportionately Greater Need: Housing Problems - 91.305 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	48,854	8,934	3,626
White	44,044	8,255	3,341
Black / African American	587	235	70
Asian	1,058	63	119
American Indian, Alaska Native	106	14	15
Pacific Islander	10	0	0
Hispanic	2,210	325	39

Table 13 - Disproportionally Greater Need 0 - 30% AMI

Data Source: 2011-2015 CHAS

30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	45,431	15,693	0
White	41,621	14,730	0
Black / African American	536	135	0
Asian	1,187	162	0
American Indian, Alaska Native	205	29	0
Pacific Islander	0	0	0
Hispanic	1,385	362	0

Table 14 - Disproportionally Greater Need 30 - 50% AMI

Data Source: 2011-2015 CHAS

^{*}The four housing problems are:

^{1.} Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

^{*}The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	40,832	44,856	0
White	38,222	42,334	0
Black / African American	572	479	0
Asian	396	452	0
American Indian, Alaska Native	66	82	0
Pacific Islander	4	0	0
Hispanic	1,185	911	0

Table 15 - Disproportionally Greater Need 50 - 80% AMI

Data Source: 2011-2015 CHAS

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	17,698	39,806	0
White	16,582	37,237	0
Black / African American	135	400	0
Asian	438	443	0
American Indian, Alaska Native	27	163	0
Pacific Islander	0	0	0
Hispanic	286	1,108	0

Table 16 - Disproportionally Greater Need 80 - 100% AMI

Data Source: 2011-2015 CHAS

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

^{*}The four housing problems are:

^{*}The four housing problems are:

NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.305(b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

As more recent data is available, NHHFA has chosen to use CHAS Data based on the American Community Survey 2013-2017. Although the tables in this section cannot be modified to include margins of error, the margin of error for each of the data points in tables 17 through 20 has been calculated as a check on the statistical significance of each estimate. As shown in Summary Table 1, severe housing problems in New Hampshire are primarily those related to household income, reflected in housing cost burden greater than 50% of household income.

When determining the disproportionate need of racial or ethnic groups the available data must be considered with its associated margin of error. An initial analysis of tables 17 through 20 suggests that suggests that as a result of having one or more of the four identified housing problems, extremely low income (0% to 30% AMI) Black/African American, American Indian, and Hispanic households, low income (50% to 80% AMI) American Indian and Pacific Islander households, and moderate income (80% to 100% AMI) Black/African American and American Indian households all exhibit a disproportionately greater housing need than households in total within each income group. However, an examination of the margin of error associated with the estimate for each of these racial and ethnic groups in each income category, demonstrates that it is equally as likely that there is no statistically significant difference between the portion of that racial or ethnic group with a housing need and the portion of all households with a housing need in that income range; with the exception of extremely low income African American/Black households earning less than 0 to 30% of AMI.

0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	40,742	17,036	3,626
White	36,569	15,696	3,341
Black / African American	548	279	70
Asian	1,003	118	119
American Indian, Alaska Native	83	37	15
Pacific Islander	10	0	0

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Hispanic	1,856	678	39

Table 17 – Severe Housing Problems 0 - 30% AMI

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	20,041	41,129	0
White	18,486	37,914	0
Black / African American	216	458	0
Asian	477	876	0
American Indian, Alaska Native	81	148	0
Pacific Islander	0	0	0
Hispanic	526	1,211	0

Table 18 - Severe Housing Problems 30 - 50% AMI

Data Source: 2011-2015 CHAS

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	11,881	73,860	0
White	11,182	69,415	0
Black / African American	89	962	0
Asian	124	724	0

^{*}The four severe housing problems are:

^{*}The four severe housing problems are:

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
American Indian, Alaska Native	54	96	0
Pacific Islander	4	0	0
Hispanic	338	1,749	0

Table 19 - Severe Housing Problems 50 - 80% AMI

Data Source: 2011-2015 CHAS

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	3,518	54,035	0
White	3,116	50,691	0
Black / African American	45	490	0
Asian	148	732	0
American Indian, Alaska Native	4	186	0
Pacific Islander	0	0	0
Hispanic	93	1,300	0

Table 20 - Severe Housing Problems 80 - 100% AMI

Data Source: 2011-2015 CHAS

NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.305 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

^{*}The four severe housing problems are:

^{*}The four severe housing problems are:

^{1.} Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	344,056	101,279	71,161	3,793
White	324,790	93,759	65,634	3,462
Black / African American	2,891	1,230	694	84
Asian	6,410	2,070	1,390	179
American Indian, Alaska				
Native	445	200	192	15
Pacific Islander	63	0	10	0
Hispanic	6,140	2,917	2,182	39

Table 21 - Greater Need: Housing Cost Burdens AMI

Data Source: 2011-2015 CHAS

Discussion

Pacific Island households have a disproportionately greater housing cost burden, paying 30% to 50% and more than 50% of household income when compared with overpayment at these levels of the category as a whole. The same disproportionate need appears to be true for Black/African American households paying 30% to 50% and more than 50% of household income, and for Asian, American Indian and Pacific Islander households pay more than 50% of household income; however, when the margin of error for each of these racial groups is considered, it is equally as likely that there is no proportional difference between the cost burden of these groups and the category of cost burden as a whole.

NA-30 Disproportionately Greater Need: Discussion – 91.305 (b)(2)

Are there any Income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?

New Hampshire has 294 census tracts, covering 259 municipalities, cities, and unincorporated places. Based on American Community Survey data, in only one of these tracts is the concentration of Black/African Americans greater than 10%. The concentration of Asian population is between 12% and 18% in six census tracts, but no greater than 10% in the remaining 288 tracts. The concentration of Hispanic population is between 20% and 30% in six census tracts and between 10% and 18% in another nine tracts. The concentration of American Indian and Alaskan Native populations does not exceed 1.5% in any Census Tract, and the concentration of Pacific Islanders is no greater than 0.5% in any census tract.

In 95% of New Hampshire Census Tracts the total concentration of non-white minorities is less than 20% (281 out of 294) and in only 6 census tracts is the concentration of Hispanic population greater than 20%. Of the 13 census tracts with a non-white or Hispanic minority concentration greater than 20% (they range from 21% to 36%), 12 are located in Hillsborough County, in the cities of Manchester and Nashua with six in each. Both the cities of Manchester and Nashua are separate HUD entitlements within the state.

The one remaining census tract with a non-white minority concentration greater than 20% is located in the town of Hanover in Grafton County where the Asian population has a concentration of 12.4%, the concentration of Black/African American population is 4.3% and the Hispanic concentration is 4.6%. This census tract is also the location of Dartmouth University and Dartmouth Hitchcock Medical Center.

The opportunity analysis included in the 2020 Analysis of Impediments to Fair Housing echoes the findings of the 2015 assessment: people of color concentrated in the poorest neighborhoods still face the same obstacles outlined in the 2015 Al. By every measure, those neighborhoods faced conditions and access to opportunity far below the state average. In addition, one census tract in Manchester now meets HUD's definitions of racially/ethnically-concentrated areas of poverty. *Analysis of Impediments to Fair Housing page 21*.

If they have needs not identified above, what are those needs?

For further discussion see: 2020 Analysis of Impediments to Fair Housing Choice in the Unique Appendices.

Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?

For further discussion see: 2020 Analysis of Impediments to Fair Housing Choice in the Unique Appendices.

NA-35 Public Housing – (Optional)

Totals in Use

	Program Type								
	Certificate Mod- Public Vouchers								
		Rehab	Housing	Total	Project -	Tenant -	Specia	al Purpose Vou	ıcher
					based	based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	100	0	3,321	162	2,900	40	0	65

Table 22 - Public Housing by Program Type

Data Source: PIC (PIH Information Center)

Characteristics of Residents

	Program Type									
	Certificate	Mod-	Public	Vouchers						
		Rehab	Housing	Total	Project -	Tenant -	Special Purp	ose Voucher		
					based	based	Veterans Affairs Supportive	Family Unification Program		
							Housing			
# Homeless at admission	0	0	0	15	0	5	9	0		
# of Elderly Program Participants										
(>62)	0	13	0	663	104	534	8	0		
# of Disabled Families	0	48	0	1,670	16	1,515	12	0		
# of Families requesting accessibility										
features	0	100	0	3,321	162	2,900	40	0		
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0		

^{*}includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

	Program Type								
	Certificate	Mod- Rehab	Public Housing	Vouchers Total	Project -	Tenant -	Special Purp	ose Voucher	
					based	based	Veterans Affairs Supportive Housing	Family Unification Program	
# of DV victims	0	0	0	0	0	0	0	0	

Table 23 – Characteristics of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Race of Residents

	Program Type									
Race	Certificate	Mod-	Public	Vouchers						
		Rehab	Housing	Total	Project -	- Tenant -	Specia	al Purpose Voi	ucher	
					based	based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *	
White	0	96	0	3,232	159	2,822	39	0	64	
Black/African American	0	2	0	59	2	49	1	0	1	
Asian	0	1	0	9	1	8	0	0	0	
American Indian/Alaska										
Native	0	1	0	20	0	20	0	0	0	
Pacific Islander	0	0	0	1	0	1	0	0	0	
Other	0	0	0	0	0	0	0	0	0	

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

Table 24 – Race of Public Housing Residents by Program Type

Ethnicity of Residents

				Program Type	•				
Ethnicity	Certificate	Mod-	Public	Vouchers					
		Rehab	Housing	Total	Project -	Tenant -	Specia	al Purpose Vol	ucher
					based	based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	2	0	120	8	110	0	0	0
Not Hispanic	0	98	0	3,201	154	2,790	40	0	65

^{*}includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 25 – Ethnicity of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

NA-40 Homeless Needs Assessment – 91.305(c)

Introduction:

New Hampshire has three Continuums of Care: Manchester, Nashua, and the Balance of State. The New Hampshire Bureau of Housing Supports (BHS) facilitates the Balance of State Continuum of Care (BoSCoC) planning process. The BoSCoC is responsible for the planning, performance and implementation of federal and local goals of preventing and ending homelessness. Policy and planning of the BOSCOC is led by the executive committee and consists of seven 7 members selected by the BoSCoC membership, and must include a representative from the BOSCOC Collaborative Applicant Co-Chair, Non-BHS Co-Chair, Individual currently or formerly experiencing homelessness, Individual with a Domestic violence service provider, Individual from an entity that serves youth experiencing homelessness, Veteran services provider; and other agencies operating emergency shelters or providing housing services. Representatives from both the Manchester and Nashua Continuums also attend the BOSCOC meetings in order to coordinate activities statewide. One example of statewide coordination is the fact that all three New Hampshire Continuums have collaborated to conduct coordinated annual statewide point-in-time (PIT) surveys since 2004.

The Coordinated Entry Subcommittee is the governing body of the CES. This subcommittee provides oversight of the planning, implementation, and evaluation of CES. Also providing information and feedback to the BoSCoC and the BoSCoC Executive Committee, and the community at-large about coordinated entry; Evaluating the efficiency and effectiveness of the coordinated entry process; Reviewing performance data from the coordinated entry process; and Recommending changes or improvements to the process, based on performance data, to the BoSCoC and BoSCoC Executive Committee.

The Ending Veteran Homelessness Subcommittee functions as the local subcommittee of the statewide NH Veterans Homelessness Steering Committee; Coordinates the BOSCOC By-Name list of veterans experiencing homelessness in the BOSCOC; case conferencing to support coordination and problem solving with services to veterans experiencing homelessness in effort to prevent and end veteran homelessness; Conducts other planning around services and housing resources for homeless and imminently homeless veterans; Leads the BOSCOC in implementing the criteria and benchmarks for achieving the goal of effectively ending veteran homelessness. The Ending Youth Homelessness subcommittee coordinates providers of homeless services for youth, other youth serving professionals, and community members to identify the scope of youth homelessness and to develop a statewide collaborative strategy to prevent and end homelessness amongst youth.

The Data Subcommittee provides statistical support to the BOSCOC, including review of the Annual Homeless Assessment Report (AHAR), review of BOSCOC data from the statewide point-in-time survey, analysis of gaps in needs, census information, and review of data quality reports from the New Hampshire Homeless Management Information System (NH-HMIS). The Subcommittee includes representation from NH-HMIS, BHS, and NH-HMIS users. BHS employs three primary methods to gather information about the nature and extent of homelessness in NH. The annual statewide point-in-time count conducted in conjunction with an annual Housing Inventory Chart (HIC) update survey, and the NH Homeless Management Information System (HMIS) data. These activities form the basis for gaps analysis and strategic planning.

Homeless Needs Assessment

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Persons in						
Households with						
Adult(s) and						
Child(ren)	10	208	1,577	436	231	2,107
Persons in						
Households with						
Only Children	1	1	44	25	1	410
Persons in						
Households with						
Only Adults	292	682	2,783	807	212	847
Chronically						
Homeless						
Individuals	173	177	918	182	60	847
Chronically						
Homeless Families	7	87	475	77	400	402
Veterans	15	101	210	38	52	781
Unaccompanied						
Child	20	45	79	56	41	17
Persons with HIV	4	3	19	9	1	870

Table 26 - Homeless Needs Assessment

Alternate Data Source Name:

HUD Point in Time Count 2020

Data Source Comments:

Indicate if the homeless population is: Partially Rural Homeless

Rural Homeless Needs Assessment

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Persons in						
Households with						
Adult(s) and						
Child(ren)	5	92	119	84	63	26
Persons in						
Households with						
Only Children	1	1	3	2	1	54
Persons in						
Households with						
Only Adults	204	330	655	462	344	143
Chronically						
Homeless						
Individuals	146	107	310	219	163	68
Chronically						
Homeless						
Families	7	78	104	74	58	23
Veterans	13	13	32	23	17	7
Unaccompanied						
Youth	13	31	54	38	29	33
Persons with HIV	1	1	3	2	1	54

Table 27 - Homeless Needs Assessment

Alternate Data Source Name:

HUD Point in Time Count 2020

Data Source Comments:

For persons in rural areas who are homeless or at risk of homelessness, describe the nature and extent of unsheltered and sheltered homelessness with the jurisdiction:

NH's Coordinated Entry and Homeless Outreach provides comprehensive coverage to individuals at risk of, or experiencing homelessness, in rural regions of NH. Individuals in these locations face challenges with transportation, employment opportunities, availability of mainstream resources such as quick access to mental health or healthcare or affordable childcare. These factors present challenges with locating affordable permanent housing that can be sustained by the household.

Individuals in rural locations are located in a variety of settings including in their vehicles or in the woods. The rural regions of NH see fewer large encampments than the urban regions, making homeless outreach and the ability to canvas the entire region using creative partnerships crucial for connection to all who may be experiencing unsheltered homelessness.

If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):

Data is available and provided in the charts above for "number of persons becoming and exiting homelessness each year" and "number of days that persons experience homelessness" for Chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. See charts above.

Nature and Extent of Homelessness: (Optional)

Race:	Sheltered:	Unsheltered (optional)
White	1,141	333
Black or African American	92	6
Asian	16	0
American Indian or Alaska Native	2	4
Pacific Islander	6	1
Ethnicity:	Sheltered:	Unsheltered (optional)
Hispanic	172	12
Not Hispanic	1,155	336

Alternate Data Source Name:

HUD Point in Time Count 2020

Data Source Comments:

Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.

NH estimates that approximately 267 people in families are in need of homeless assistance service each year and 188 people in families with children actually become homeless each year. NH estimates approximately 100 veterans become homeless each year but does not have definitive data to estimate the number of families of veterans that will become homeless each year. NH has statewide homelessness prevention and Rapid ReHousing programs, as well as two Support Services for Veterans Families (SSVF) grantees to address the needs of families, and families of veterans, experiencing housing stability.

Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.

The majority of New Hampshire's homeless population is white/non-Hispanic. Of the sheltered homeless, 10% identify as Hispanic, approximately 6% identify as black or African American, less than 1% identify as American Indian or Alaska Native, and less than 1% identify as Asian or Pacific Islander. BHS as State ESG Recipient is committed to providing ESG assistance in equitable approaches and has met with the Bureau of Health Equity regularly regarding data on racial disparity within the homeless response system, to review policies and procedures and identify opportunities for increased equity of services to marginalized populations.

Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.

The 2020 Point in Time count indicates approximately 60% of persons experiencing unsheltered homelessness were located outside the city of Manchester. This demonstrates that while less visible at times, rural unsheltered homelessness is a significant factor in NH. The majority of unsheltered homeless identified in this count were single adults, 51% were chronically homeless, and 4% were veterans. New Hampshire has a strong network of homeless outreach providers which include HUD CoC program funded, SAMSHA PATH and GBHI funded, SSVF and VA homeless outreach that work diligently to identify unsheltered homeless and offer crisis referral assistance including assistance in accessing shelter. BHS works to ensure anyone requesting shelter is provided shelter, and outreach is particularly persistent using evidenced based approaches such as motivational interviewing in encouraging unsheltered homeless to accept shelter in the winter months.

NA-45 Non-Homeless Special Needs Assessment – 91.305 (b,d)

Describe the characteristics of special needs populations in your community:

Mentally III - New Hampshire's Community Mental Health Centers serve a total of 24,612 severely and persistently mentally ill adults (SPMI) and SED (youth). That's 10,271 SED youth and 14,341 SPMI adults served in the CMHC system.

Developmentally Disabled and Acquired Brain Disorder – New Hampshire's Bureau of Developmental Services provides services via Area Agencies and their subcontractors for 4,689 Developmentally Disabled (DD) individuals and 252 individuals with Acquired Brain Disorder (ABD).

The New Hampshire Bureau of Drug and Alcohol Services reports admission of 9,281 individuals (collectively) into Short-Term Residential, Long-Term Residential, Intensive Outpatient, or Outpatient

treatment during calendar year 2020. Housing Stability is a problem for over half upon entering treatment.

What are the housing and supportive service needs of these populations and how are these needs determined?

Most SPMI adults rely on SSI disability income for living expenses and Medicaid to pay for mental health care. Monthly SSI benefits are not indexed to any local or state cost of living, creating a high rental cost burden in places like New Hampshire that have unusually high rental housing costs. New Hampshire is fortunate to have been awarded an FY2013 HUD 811 PRA Program grant which currently provides project-based rental assistance to over 100 households with a SPMI adult, and with the hope to ultimately assist approximately 200 households. To find eligible units for this program, NHHFA offers scoring points to developers of Low-Income Tax Credit properties during the tax credit application round to set aside small numbers of units for placement of 811 PRA-eligible individuals. The Bureau of Mental Health Services (BMHS) facilitates these placements and assists as needed, and mental health services are provided by the community mental health centers which are overseen by BMHS. Additionally, NHHFA increased its number of Section 8 Mainstream Housing Choice Vouchers used to assist the DHHS Health place people into their communities where community-based care is available. NHHFA now has 340 Mainstream vouchers that serve households that include a person with disabilities who is at least 18 years old and not yet 62 years old. NHHFA provides a preference for nonelderly persons with disabilities who are: a) Transitioning out of institutional and other segregated settings; b) At serious risk of institutionalization; or c) Residents of permanent supportive housing or a rapid rehousing program who have previously experienced homelessness.

Many members of both the Developmentally Disabled (DD) and Acquired Brain Disorder (ABD) populations live with parents or other relatives, but emphasis on independent living in the community with support from community-based services has increased dramatically over the years and is made possible with the availability of community-based supports delivered by Area Agencies and subcontractors. One of the greatest housing needs for these populations is respite care so that those family caregivers can get some relief from their responsibilities.

Data from the New Hampshire Bureau of Drug and Alcohol Services indicates that approximately 30% of patients discharged from residential treatment report housing instability upon discharge.

NA-50 Non-Housing Community Development Needs - 91.315 (f)

Describe the jurisdiction's need for Public Facilities:

The CDBG Program is focused on the development of viable, sustainable and equitable communities by providing decent housing, suitable living environments, and expanding economic opportunities, principally for low- and moderate-income people in New Hampshire. All eligible New Hampshire municipalities and counties have the opportunity to access resources to support public facility improvements.

The CDBG Program is the primary federal funding source in New Hampshire available at the municipal level to meet non-housing community development needs. Projects that are awarded are community-driven efforts that local leaders and community members say are necessary within their municipality or region. New Hampshire prioritizes activities that demonstrate a significant and long-term impact and facilitate transformational investments. Additional priority activities include those with a childcare, mental health, and/or broadband components.

CDBG funded Public Facilities and Improvements can be an important part of a community development strategy. Safe and accessible infrastructure is essential to quality of life and to building communities that support community diversity and stability.

How were these needs determined?

The process by which these needs were identified involved analysis of economic conditions and trends, with particular attention to the impacts on low- and moderate-income people and communities; input from community representatives, the Community Development Advisory Council and the Housing and Community Development Planning Council, stakeholder consultation through a survey about priority needs with 92 responses, and a series of listening sessions held across the state annually; and a review of recent CDBG funding requests.

Describe the jurisdiction's need for Public Improvements:

New Hampshire has an aging infrastructure for water and wastewater distribution and treatment. New Hampshire ranks 31st among the states in the condition of its infrastructure. In 2013, a state legislative study found that updates to the state's drinking water infrastructure to ensure reliability, capacity, and regulatory compliance would cost \$857 million over ten years. Poor infrastructure is an economic burden. The NH Department of Environmental Services finds that 54% of New Hampshire households get their drinking water from public water systems that are routinely monitored for

contamination. 46% of New Hampshire households get their drinking water from private wells and approximately 3 in 10 contain arsenic, a known carcinogen. Public water and sewer systems often serve village sections of small and rural municipalities where there are concentrations of low and moderate income residents. Therefore, this remains a high priority for CDBG funding. Street improvements, flood drainage and sidewalks are also high priority activities that most often are completed in conjunction with water and wastewater distribution projects.

How were these needs determined?

As with Public Facilities, the process by which these needs were identified involved analysis of current conditions with particular attention to the impacts on low- and moderate-income people and communities; input from community representatives, the Housing and Community Development Planning Council, stakeholder consultation through a survey about priority needs with 92 responses, a series of listening sessions held across the state annually; and a review of recent CDBG funding requests. CDFA works closely with other funders of water/wastewater infrastructure improvements including the NH Department of Environmental Services and USDA to identify community systems with the highest needs based on system conditions and community economic conditions.

Describe the jurisdiction's need for Public Services:

The need for Public Services in New Hampshire vary based on income and demographics. Different geographic areas of the state have different needs. More remote areas tend to have more need for medical services while larger, more urban communities may have more needs for services to the homeless. Public services needs were consistent across the state for childcare and mental health care services. Some organizations provide assistance on a statewide level, like New Hampshire Legal Assistance (legal services for LMI) and Granite State Independent Living (services for persons with disabilities and seniors). Regional providers like the network of Community Action Programs provide a wide variety of services to low and moderate income people like health services, meals, housing repairs, energy services and Head Start. Non-profit housing organizations provide housing counseling while transportation, senior and youth services will be provided by the local community. There is a statewide need for job skills training and training to start and operate a small business.

High-priority activities include childcare services, food banks, senior services, services for persons with disabilities, legal services, resident services connected to shelters and/or affordable housing units, youth services, transportation services, health, mental health and substance abuse services, foreclosure and homebuyer counseling and down payment and closing cost assistance.

How were these needs determined?

As with all funded activities, needs are based on data, trends and public participation. The process for identifying needs included analysis of a robust data set that indicate community-level economic and demographic conditions and trends across the state, with particular attention to the impacts on low- and moderate-income people and communities; input from community representatives, including the Housing and Community Development Planning Council, stakeholder consultation through a survey about priority needs with 92 responses, a series of public information and listening sessions; and a review of recent CDBG funding requests.

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

New Hampshire's housing market slowly rebounded from the impacts of the Great Recession, but for the past several years has reflected a high demand for both rental and purchase housing. Couples with low levels of new housing productions during the same period, this demand for housing has produced critically low rental vacancy rates and increasing rental costs, as well as continually increasing purchase prices. The purchase housing market's unexpectedly strong performance during the COVID-19 pandemic has yielded record high medium sales prices and record low inventory of homes for sale.

The recent and current strength of the purchase market is partly attributed to historically low interest rates. Those New Hampshire households that are willing and qualified to take advantage of these rates may have a unique opportunity to get into homeownership. These would-be borrowers are challenged, however, by tighter credit requirements in place since the Great Recession.

The medium gross rent statewide for two-bedroom units increased 3.4% in 2020 and increased about 34% over the past 10 years. Those who want to buy and are currently renting have difficulty saving for a purchase down payment because of high rental costs. The low inventory of homes for sale, particularly those priced under \$300,000, has had a negative impact on the rental market by forcing potential buyers into ongoing competition for rental units, which has pushed down the rental vacancy rate to below 2% and has caused rental costs to increase. This has had a particularly hard impact on low-income renters by forcing them into lower-quality units and compelling them to live in areas more distant from employment centers. This has been compounded by the low level of rental housing production, attributable significantly to local regulatory barriers. As a commodity, rental housing has

fared well in recent years, but as "affordable housing", rental housing now demands a higher percentage of household incomes.

Foreclosure recordings have declined each year since 2015 through 2019. As a result of Covid-19 restrictions on foreclosures it is difficult to predict the number of foreclosures in the next year. While it may be reasonable to anticipate an increase in foreclosure activity after these restrictions are ended, numbers of foreclosures experienced in 2010 are unlikely to be repeated, even in the short run. Growth in New Hampshire's housing market is closely linked to the state's broader economic performance. Although it will take some time to assess the impact of the COVID-19 pandemic, the state's comparatively low unemployment rate suggests that it continues to be a relatively strong economic performer. Shortages in the housing market, however, could have a long-term negative impact on continued economic growth, as increasing housing prices - both for purchase and rent - could serve as a barrier to labor in migration from other states.

MA-10 Number of Housing Units – 91.310(a)

All residential properties by number of units

Property Type	Number	%
1-unit detached structure	393,192	64%
1-unit, attached structure	32,386	5%
2-4 units	71,327	12%
5-19 units	48,346	8%
20 or more units	37,510	6%
Mobile Home, boat, RV, van, etc.	36,189	6%
Total	618,950	100%

Table 28 – Residential Properties by Unit Number

Data Source: 2011-2015 ACS

Unit Size by Tenure

	Owne	ers	Renters		
	Number	%	Number	%	
No bedroom	676	0%	6,131	4%	
1 bedroom	11,424	3%	42,578	28%	
2 bedrooms	89,668	24%	65,749	44%	
3 or more bedrooms	267,407	72%	36,618	24%	
Total	369,175	99%	151,076	100%	

Table 29 - Unit Size by Tenure

Data Source: 2011-2015 ACS

Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

In New Hampshire, as in many other places, housing has been made affordable with a variety of mostly federal resources. The most significant of these in terms of production is Low Income Housing Tax Credits, responsible for the production of approximately 14,500 units in New Hampshire, a little over half of which are age-restricted. Overall targeting for residents is 60% of area median income, lower if development subsidy like HOME is added or the household is able to obtain a Section 8 Housing Choice Voucher that can bring affordability down to 30% of area median income or less. Owners of properties developed with Low Income Housing Tax Credits must agree to accept tenants holding Section 8 Housing Choice Vouchers. There are approximately 9,157 Section 8 Housing Choice Vouchers in use at a time throughout New Hampshire, which are targeted to households at 30% of area median income or less. Housing Choice Vouchers can be used in any privately-owned housing that will accept them. Turnover of Housing Choice Vouchers is low due to extended deep income targeting requirements and long waitlists. New Hampshire also has 4,103 units of Public Housing targeting households at 50% or less of area median income, controlled by 17 different local Public Housing Authorities, with types of households served determined by each housing authority and with rents subsidized with project-based rental assistance. HUD's project-based section 8 program provided development subsidy and ongoing rental assistance to low-income households who would pay approximately 30% of their income for rent. New Hampshire's inventory is 5,814 units throughout the state targeting both elderly and families. Supportive housing for elderly or disabled households through HUD's 202 and 811 programs has developed 1,179 units overall in New Hampshire, targeting households at 50% of area median income and lower who pay 30% of their income for rent. The USDA 515 program developed 2,069 units in Rural Development eligible localities throughout the state, where low-income households benefit from project-based rental assistance. In some cases, affordable housing is developed with multiple sources. For example, one can have a Low-Income Housing Tax Credit property with USDA 515 project-based rental assistance. Some lesser sources of subsidy administered by New Hampshire Housing include Affordable Housing Fund, which is re-capitalized by the state treasury from time to time, and New Hampshire Housing's General Fund which is capitalized with proceeds from mortgage sales.

Nearly all (95%) of New Hampshire Households receiving federal voucher rental assistance include elderly, children or people who are disabled.

New Hampshire Housing's Directory of Assisted Housing provides excellent detail on affordable housing in New Hampshire project by project. Found at: https://www.nhhfa.org/rental-assistance/search-for-housing/

Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.

For several years now, NHHFA has proactively worked with the owners of properties at risk for expiring use, initiating conversations with them and making resources available for the extension of affordability through refinancing and rehab. Out of the existing affordable housing inventory only one property has been lost to expiring use, and the remainder have been preserved through refinancing. We are told that USDA Rural Development has several properties in New Hampshire facing expiration of 515 affordability contracts beginning within the next few years that they do not expect to be able to refinance due to lack of a budget to support that. Discussions about those projects are ongoing, and preservation remains the primary goal.

Does the availability of housing units meet the needs of the population?

Overall homeownership demand in New Hampshire has steadily increased, and a tight rental market statewide results in rents that have increased at a much more rapid pace than incomes. Growth in rental costs has exceeded wage growth for several years now, and New Hampshire's CHAS data shows that housing cost burden of over 30% of income and over 50% of income is significant.

Describe the need for specific types of housing:

Housing that is affordable to very low and extremely low-income households constitute the greatest need by far. This would, by default, be rental housing, as ownership can be difficult if not unattainable for very low and extremely low-income households. Scattered site service enriched supportive housing for various populations is in demand and will remain so.

NHHFA's Housing Needs in New Hampshire (https://www.nhhfa.org/wp-

content/uploads/2019/06/Housing-Needs-in-New-Hampshire.pdf) is a three-part study of New Hampshire's housing needs for the next twenty years. The authors noted that New Hampshire's housing supply is poorly aligned with evolving preferences among different age groups. Notably, aging Baby Boomers and elderly are likely to seek to down-size, but the housing inventory is predominantly 3-bedroom homes. Household formation has slowed, and younger people are frequently seeking rental housing in urban areas. Overall, housing ownership is in decline, so it's hard to find a buyer for that 3-bedroom house. New Hampshire's senior population is growing rapidly, to

the point that by 2025, their households will double, and they will occupy one in every three housing units.

MA-15 Cost of Housing – 91.310(a)

Cost of Housing

	Base Year: 2009	Most Recent Year: 2015	% Change
Median Home Value	253,000	237,300	(6%)
Median Contract Rent	810	886	9%

Table 30 – Cost of Housing

Data Source: 2005-2009 ACS (Base Year), 2011-2015 ACS (Most Recent Year)

Rent Paid	Number	%
Less than \$500	24,293	16.1%
\$500-999	75,324	49.9%
\$1,000-1,499	41,263	27.3%
\$1,500-1,999	7,822	5.2%
\$2,000 or more	2,374	1.6%
Total	151,076	100.0%

Table 31 - Rent Paid

Data Source: 2011-2015 ACS

Housing Affordability

% Units affordable to Households	Renter	Owner	
earning			
30% HAMFI	12,560	No Data	
50% HAMFI	40,550	20,545	
80% HAMFI	97,475	72,845	
100% HAMFI	No Data	122,805	
Total	150,585	216,195	

Table 32 - Housing Affordability

Data Source: 2011-2015 CHAS

Monthly Rent

Monthly Rent (\$)	Efficiency	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
	(no bedroom)				
Fair Market Rent	900	1,094	1,413	1,475	1,580
High HOME Rent	0	0	0	0	0
Low HOME Rent	0	0	0	0	0

Table 33 - Monthly Rent

Data Source Comments: Fair Market rents included are based on NHHFA's Annual Cost Survey, see link for

survey in Unique Appendices. High and Low HOME rents are found on NHHFA's

HUD data site and the link is included in our Unique Appendices.

Is there sufficient housing for households at all income levels?

The lower a household's income, the smaller the percentage of housing inventory that is available to them at an affordable cost. Affordable cost is again defined as housing cost of 30% or less of household income. See Estimates of Affordability from New Hampshire Housing 2020 Rental Cost Survey at:

https://www.nhhfa.org/wp-content/uploads/2020/07/2020-Rental-Survey-Report.pdf

How is affordability of housing likely to change considering changes to home values and/or rents?

Rents have risen 30% over the past ten years while inflation adjusted incomes have stagnated or decreased for most. Additional demand for rental housing due to those who may lose their homes to foreclosure has likely helped drive higher rents and made it more difficult for those with low, very low, and extremely low incomes compete for rental units. Although the production of new affordable rental properties utilizing HOME and Low-Income Housing Tax Credits helps alleviate the shortage of affordable housing, resource limitations keep affordable rental production behind growth in demand. Public Housing and the Section 8 Housing Choice Voucher Program are more or less maintained but not expanding in any way.

We have seen purchase prices for homes continue to move toward recovery from the lows of a few years ago, especially in the more active markets in Southern New Hampshire and the Seacoast. For those who can meet today's more stringent underwriting standards for homebuyer mortgages, homes with discounted prices can make purchase more affordable than it was at market highs 8 to 10 years ago.

How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

The State of New Hampshire contains 14 HUD Fair Market Rent Areas: thus we have 14 different sets of HOME High and Low Rents and Fair Market Rents. Overall, HOME Rents, Fair Market Rents, and Area Median rents tend to be higher within or near metropolitan areas, which could drive the need for proportionally more HOME development subsidy. However, New Hampshire Housing does not engage in geographic targeting for projects beyond some scoring points for Low Income Housing Tax Credit

projects proposed for areas on the IRS "difficult to develop" list, and it is our intention to finance affordable housing projects in a variety of communities each year to promote housing choice.

MA-20 Condition of Housing – 91.310(a)

Definitions

Standard Condition – Housing in which all building components or systems function as intended and built to comply with all applicable codes at the time of construction.

Substandard Condition but suitable for rehabilitation – Housing which can be brought into full conformance with current federal, state, and locally adopted building, plumbing, electrical, fire protection, accessibility, energy and engineering codes and standards, so long as project costs remain reasonable and comparable to other affordable housing projects.

Condition of Units

Condition of Units	Owner-C	Occupied	Renter-Occupied		
	Number	%	Number	%	
With one selected Condition	107,648	29%	65,977	44%	
With two selected Conditions	1,647	0%	3,281	2%	
With three selected Conditions	387	0%	355	0%	
With four selected Conditions	0	0%	25	0%	
No selected Conditions	259,493	70%	81,438	54%	
Total	369,175	99%	151,076	100%	

Table 34 - Condition of Units

Data Source: 2011-2015 ACS

Year Unit Built

Year Unit Built	Owner-0	Occupied	Renter-Occupied		
	Number	Number %		%	
2000 or later	55,594	15%	13,971	9%	
1980-1999	125,785	34%	38,299	25%	
1950-1979	114,927	31%	44,129	29%	
Before 1950	72,869	20%	54,677	36%	
Total	369,175	100%	151,076	99%	

Table 35 – Year Unit Built

Data Source: 2011-2015 CHAS

Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	187,796	51%	98,806	65%
Housing Units build before 1980 with children present	32,980	9%	24,480	16%

Table 36 - Risk of Lead-Based Paint

Data Source: 2011-2015 ACS (Total Units) 2011-2015 CHAS (Units with Children present)

Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units	0	0	0
Abandoned Vacant Units	0	0	0
REO Properties	0	0	0
Abandoned REO Properties	0	0	0

Table 37 - Vacant Units

Data Source: 2005-2009 CHAS

Need for Owner and Rental Rehabilitation

Please note that data on vacant units is not available on a statewide basis, making it impossible to estimate suitability of units for rehabilitation.

When considering the Condition of Units tables above, one must factor in that cost burden of greater than 30% of income is one of the four conditions constituting a housing problem in the CHAS data, and that it is the most common one. Therefore, adding the numbers of units with two, three, or four selected conditions is the best way to weed out the cost-burdened units and estimate those with rehabilitation needs. This would leave us with 2,450 owner-occupied and 3,595 renter-occupied units in need of rehabilitation.

Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards

Using the "Housing units built before 1980 with children present" tables, we would estimate that 1/3 of the 19,260 households counted in owner-occupied units and 2/3 of the 14,080 renter-occupied units would likely contain lead-based paint hazards. This would give us 6,419 owner-occupied units and 9,387 renter-occupied units containing lead-based paint hazards.

MA-25 Public and Assisted Housing

Introduction:

Although NHHFA is not a public housing authority, NHHFA meets with all of the PHAs in the state on a regular basis to discuss individual strategies to address the needs of their facilities and tenants. PHAs are eligible to apply for LIHTC funding for their projects to build new construction or to rehabilitate existing housing. Several have already taken advantage of NHHFA's funding for their properties to expand their portfolio or to improve their existing portfolio to preserve this affordable housing.

Totals Number of Units

				Progr	am Type				
	Certificate	Mod-	Public				Vouchers		
		Rehab	Housing	Total	Project	Tenant	Specia	l Purpose Vou	ıcher
					-based	-based	Veterans	Family	Disabled
							Affairs	Unification	*
							Supportive	Program	
							Housing		
# of units									
vouchers									
available	0	104		3,442	166	3,276	84	0	618
# of									
accessible									
units									

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 38 - Total Number of Units by Program Type

Data Source: PIC (PIH Information Center)

MA-30 Homeless Facilities – 91.310(b)

Introduction

NH's network of 42 shelters includes 18 emergency shelter locations, 6 specialty shelters serving persons with identified special needs, 12 domestic violence shelters and 6 transitional shelter programs, and provide a diverse array of sheltering services to meet the needs of families, individuals, and various sub populations. BHS requires state-funded shelters to identify specific goals related to reducing the programs average length of stay and increasing outcomes to permanent housing and that practice continued in the most recent RFP.

The BoSCoC HUD-funded Homeless Outreach and Intervention Program and PATH Outreach, in collaboration with the statewide NH 211 information and referral program, work to identify unsheltered homeless and at-risk persons. Their work includes field outreach to identify unsheltered homeless persons and developing a rapport to engage these individuals and families. Outreach workers assess homeless individuals and families for both immediate basic needs such as food and shelter, as well as additional needs such as healthcare, treatment, housing, income, etc. and provide assistance in accessing these services. The CoC program supports approximately 1,040 Permanent supportive housing beds, of which 460 are family beds and 530 are beds (units) for individuals.

Facilities Targeted to Homeless Persons

	Emergency S	Shelter Beds	Transitional Housing Beds	Permanent Supportive Housing Beds		
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development	
Households with Adult(s)						
and Child(ren)	503	66	384	768	0	
Households with Only						
Adults	528	66	142	697	0	
Chronically Homeless						
Households	0	0	0	274	0	
Veterans	0	0	106	394	0	
Unaccompanied Youth	8	0	52	0	0	

Table 39 - Facilities Targeted to Homeless Persons

Alternate Data Source Name:

HUD Housing Inventory Chart- New Hampshire 2020

Data Source Comments:

Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons

Within the BoSCoC are Local Service Delivery Areas (LSDAs) which consist of a group of service agencies and stakeholders, in a specific geographic area within the state. Other common terms synonymous with LSDA include, local COC, local service consortiums, and coalitions. The LSDA use a peer-to-peer support system as well as resource sharing with other LSDAs and the BoSCoC to develop strategies to increase local involvement. LSDA's are comprised of both homeless service organizations and mainstream organizations including municipal welfare, food pantries, community action agencies, veteran service organizations, community mental health centers, hospitals, health clinics, law enforcement, housing providers and others. LSDAs provide local, grassroots homelessness planning and programming within a geographic region that usually covers one county. This makes up a seamless delivery system that provides a comprehensive array of housing and supportive services that assist the homeless.

List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.

NH has a broad array of services available to meet the needs of people experiencing homelessness. NH 211 operates a homeless hotline offering information, referrals, and if needed, transportation to shelter 24 hours a day. The continuum of services includes: homeless outreach; homeless intervention and prevention services; emergency shelter; transitional housing for individuals, families, veterans and youth; and Permanent Supportive Housing (prioritizing chronically homeless and families). In addition to those services outlined in the report there are 2 Support Services to Veteran's Families Programs (SSVF), VA funded Transitional housing for veterans and their families, a Runaway and Homeless Youth (RHY) Act funded program, and CoC funded transitional housing programs for unaccompanied youth.

MA-35 Special Needs Facilities and Services – 91.310(c)

Introduction

New Hampshire has multiple organizations that fund organizations that touch the lives of those individuals and families experiencing homelessness and housing insecurity. Other statewide organizations focus on bolstering the housing market and building affordable housing. Some of the major public funders of housing supportive services and mental and behavioral health housing services include:

- Bureau of Behavioral Health,
- Department of Health and Human Services,
- Bureau of Housing supports,
- Bureau of Mental Health, and
- Bureau of Drug and Alcohol Services.

The New Hampshire Council on Housing Stability included recommendations for improving supportive housing services with the impacts of the COVID-19 Pandemic in their Initial Report and Action Plan on December 14th of 2020.

To the extent information is available, describe the facilities and services that assist persons who are not homeless but who require supportive housing, and programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing

The Bureau of Behavioral Health operates a housing bridge subsidy program which subsidizes the rent of severely mentally ill individuals who lack housing upon discharge from the State Psychiatric Hospital. This subsidy assists individuals until they are able to access permanent rent subsidy such as the Housing Choice Voucher Program, public housing, or other project-based assistance. NHHFA assists the Bureau by providing Housing Choice Vouchers through a set-aside for bridge subsidy clients. Additionally, New Hampshire is fortunate to have been awarded an FY2013 HUD 811 PRA Program grant which currently provides project-based rental assistance to over 100 households with a SPMI adult with the intention to ultimately assist approximately 200 households. To find eligible units for this program, New Hampshire Housing Finance Authority offers scoring points to developers of Low-Income Housing Tax Credit properties during the tax credit application round to set aside small numbers of units for placement of 811 PRA-eligible individuals.

In addition to the Housing Bridge subsidy program, the Department of Health and Human Services funds housing support programs for those experiencing mental health challenges, including transitional housing, peer respite beds, and mobile crisis beds. For those residents with substance use disorder, DHHS funds respite, recovery housing, and vouchers. In addition to state-funded shelter programs, DHHS also supports 2-1-1 NH for information and referral services, Legal Assistance for homelessness prevention, and housing case management.

Additionally, NHHFA has 340 Mainstream vouchers that serve households that include a person with disabilities who is at least 18 years old and not yet 62 years old. NHHFA provides a preference for non-elderly persons with disabilities who are: a) Transitioning out of institutional and other segregated

settings; b) At serious risk of institutionalization; c) Residents of permanent supportive housing or a rapid rehousing program who have previously experienced homelessness.

Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing

According to the CDC, in 2018 13.3 percent of adults in New Hampshire had poor mental health-compared to only 12.7 percent in the U.S. The State of New Hampshire Bureau of Behavioral Health has operated a Housing Bridge Subsidy program for many years now which assists individuals discharged from New Hampshire Hospital with housing search assistance and temporary housing subsidy until permanent rent subsidy through public housing or the Housing Choice Voucher program can be obtained. Discharge planning at New Hampshire Hospital includes the participation of the destination community's Community Mental Health Center so that people are connected to community-based mental health care services.

New Hampshire's Department of Health and Human Services operates the Choices For Independence (CFI) program that assists elderly or physically disabled individuals transferred from institutional care such as a nursing home to community-based care. This is not always easy, as New Hampshire's relatively small and mostly non-urban population can challenge the cost-effectiveness of the delivery of home-based services, especially in sparsely populated areas. New Hampshire Housing Finance Authority supports these transitional activities via a housing choice voucher program preference that favors CFI program participants.

Applicants with a family member who is eligible for services through the CFI Program or who are transitioning out of a nursing home or an institution will receive a preference for a housing choice voucher. A signed verification from the family member's CFI service provider or a verification from the nursing home or institution verifying that the family member is transitioning to a more independent living situation will be required to receive this preference.

Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)

The Bureau of Behavioral Health will continue the Housing Bridge Subsidy Program, and New Hampshire Housing is increasing its support of it through the application for more Mainstream vouchers that are for households that have at least one member who is a person with a disability. New Hampshire Housing Finance Authority now has 340 Mainstream vouchers. The State Of New Hampshire is under a settlement agreement with the Department of Justice relative to a third-party lawsuit charging that the State of New Hampshire had been overly reliant on the treatment of mental

illness through hospitalization and was not providing enough community-based care as a more favorable and effective alternative. To address the concerns delineated in the consent decree, the Bureau of Mental Health and New Hampshire Housing Finance Authority partnered to administer the 811 PRA Program that is providing project based rental assistance to persons with severe mental illness in a broad portfolio of New Hampshire Housing Finance Authority's affordable housing properties. In the coming year, the 811 PRA program will help to house 150 households with rental assistance.

NHHFA's Supportive Housing Program is funded in part through a competitive NOFA using the national Housing Trust Fund and other authority sources. Projects that assist persons that require supportive services such as veterans, persons with disabilities or those recovering from substance use reliance may apply for these competitive funds. New Hampshire Housing Finance Authority's Qualified Allocation Plan for the distribution and use of Low-Income Housing Tax Credits requires all developers applying for these credits to provide services geared toward the expected population, whether it is general occupancy (family) or senior housing.

The New Hampshire Council on Housing Stability released an Initial Report and Action Plan on December 14th, 2020. The Council includes key priority areas and recommendations to ensure housing stability for all: Planning and Regulation, Data Analytics and Integration, Housing Instability and Homelessness System, and Regional Leadership and Coordination. The following outlines the Council's recommendations to address supportive housing actions included in the recommendations to be the focus of the Council over the next six months.

- Incentivize partnerships between housing developers and service providers to increase all housing across all of NH, including, but not limited to workforce, prospective new residents to the state, affordable, and supportive housing opportunities.
- DHHS will submit a 1915i State Plan Amendment to provide supportive services to assist individuals and families in obtaining and maintaining housing by May 1, 2021.
- Identify nonprofit social service and housing agencies with interest and capacity to take a larger role in operating Supportive Housing; create strategies to strengthen capacity in high-need regions, including partnerships between housing and social service agencies.
- Review existing county and community-level housing needs assessments and make recommendations for coordinated and consolidated efforts, including but not limited to supportive housing and units affordable to households that are low-income; and nonpermanent housing stock (shelters, transitional housing).
- Confer with the Community Development Finance Authority, New Hampshire Housing Finance
 Authority, and others to identify success factors and challenges from previous supportive
 housing developments, and advance efforts and partnerships.
- Fund permanent supportive housing units with coordinated services, at least 40 units across the State.

MA-40 Barriers to Affordable Housing – 91.310(d)

Negative Effects of Public Policies on Affordable Housing and Residential Investment

The preeminence of local decision-making on questions of land use in New Hampshire gives significantly added weight to the role of opponents of specific housing development proposals. Despite years of pro-housing policy advancements at the state level, local regulatory and process barriers continue to thwart housing development in many communities. This has the effect of concentrating development in those communities that are more accepting of new housing. With regard to low-income housing, this runs the risk of establishing patterns of undue concentration of poverty, though this has not yet occurred in a way that can be demonstrated statistically. Generally, though, measures that inhibit lower income households from moving to areas of greater opportunity serve to prevent beneficial socio-economic integration.

Widespread existence of local regulatory and process barriers serves to suppress private market response to demand for new housing construction. This has resulted in an artificial shortage of housing in New Hampshire that one study estimated to be approximately 20,000 units to meet current demand. In turn, this shortage results in increased housing costs that are especially burdensome to lower income households.

MA-45 Non-Housing Community Development Assets -91.315(f)

Introduction

This section provides an overview of business activity, labor force statistics, and the economic assets in New Hampshire.

Economic Development Market Analysis

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	2,514	2,393	1	1	0
Arts, Entertainment, Accommodations	48,565	44,052	12	12	0
Construction	23,808	19,193	6	5	-1
Education and Health Care Services	93,219	76,837	22	22	0
Finance, Insurance, and Real Estate	26,006	20,949	6	6	0
Information	10,590	5,279	3	1	-2
Manufacturing	58,150	49,578	14	14	0
Other Services	16,206	14,142	4	4	0
Professional, Scientific, Management Services	38,663	26,168	9	7	-2
Public Administration	0	0	0	0	0
Retail Trade	69,196	67,572	16	19	3
Transportation and Warehousing	11,993	9,285	3	3	0
Wholesale Trade	23,071	19,009	5	5	0
Total	421,981	354,457			

Table 40- Business Activity

Data Source: 2011-2015 ACS (Workers), 2015 Longitudinal Employer-Household Dynamics (Jobs)

Labor Force

Total Population in the Civilian Labor Force	581,878
Civilian Employed Population 16 years and over	549,966
Unemployment Rate	5.53
Unemployment Rate for Ages 16-24	16.82
Unemployment Rate for Ages 25-65	3.59

Table 41 - Labor Force

Data Source: 2011-2015 ACS

Occupations by Sector	Number of People
Management, business and financial	141,862
Farming, fisheries and forestry occupations	19,271
Service	50,154
Sales and office	131,270
Construction, extraction, maintenance and repair	50,551
Production, transportation and material moving	33,612

Table 42 – Occupations by Sector

Data Source: 2011-2015 ACS

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	301,676	60%
30-59 Minutes	149,566	30%
60 or More Minutes	49,730	10%
Total	500,972	100%

Table 43 - Travel Time

Data Source: 2011-2015 ACS

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labo		
	Civilian Employed	Unemployed	Not in Labor Force
Less than high school graduate	17,239	2,079	11,071
High school graduate (includes			
equivalency)	117,373	6,772	32,351
Some college or Associate's degree	134,469	6,656	28,775
Bachelor's degree or higher	176,998	4,859	26,711

Table 44 - Educational Attainment by Employment Status

Data Source: 2011-2015 ACS

Educational Attainment by Age

	Age				
	18-24 yrs	25-34 yrs	35–44 yrs	45-65 yrs	65+ yrs
Less than 9th grade	939	908	1,173	4,509	7,902
9th to 12th grade, no diploma	9,380	5,394	4,501	13,870	12,079
High school graduate, GED, or					
alternative	28,799	28,145	31,332	97,195	55,624
Some college, no degree	46,259	22,678	24,351	63,125	27,756
Associate's degree	3,792	10,205	13,829	35,853	10,845
Bachelor's degree	9,983	28,650	31,963	72,773	26,465
Graduate or professional degree	661	10,655	19,357	45,330	22,360

Table 45 - Educational Attainment by Age

Data Source: 2011-2015 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	6,669,173
High school graduate (includes equivalency)	10,198,230
Some college or Associate's degree	11,702,389
Bachelor's degree	14,557,362
Graduate or professional degree	17,279,383

Table 46 - Median Earnings in the Past 12 Months

Data Source: 2011-2015 ACS

Based on the Business Activity table above, what are the major employment sectors within the state?

The business activity table above summarizes the number of workers and jobs by industry sector in 2015. The top five employment sectors in New Hampshire include Education and Health Care Services (22% of jobs); Retail Trade (19%); Manufacturing (14%); Arts, Entertainment, Accommodations (12%); and Professional, Scientific, and Management Services (7%).

Describe the workforce and infrastructure needs of business in the state.

According to the stakeholders consulted for this study, housing for workforce is a critical need. Many view workforce housing as a transformational investment and necessary for economic growth: "Housing...is really our biggest economic development challenge for the next decade." Business needs include gap financing to support capital improvements and grants to assist with entrepreneurial training and business development, as well as job training and workforce development.

Describe any major changes that may have an economic impact, such as planned public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.

CDFA works in partnership with the NH Department of Business and Economic Affairs (BEA) to support community and economic development. BEA recently developed a framework for long-term economic development success called the Economic Recovery and Expansion Strategy (ERES). This was created as part of New Hampshire plan to recover from the COVID-19 pandemic and the plan will guide the state's economic development community in creating ecosystems and alignment to support a strong economy. The plan identifies critical issues that include workforce, entrepreneurship, housing and childcare and outlines strategies to addresses these.

Another initiative underway in New Hampshire of which CDFA is a partner, is aiming to address the Cliff Effect, which occurs when new or increased wages lead to an immediate loss or reduction of public assistance, but the increased income does not fully compensate for the loss of benefits. The New Hampshire Department of Health and Human Services (DHHS), Division of Economic and Housing Stability (DEHS) and New Hampshire Employment Security (NHES) recently completed an economic analysis that will provide a framework for reducing the impact of the benefits Cliff Effect on families. The report analyzes factors that impact the workforce, including unemployment, childcare, and the benefits cliff. CDFA is a part of the Benefits Cliff Working group, that is using the data report to assist DHHS in developing a plan to address this issue. DHHS and CDFA also participate in the New Hampshire Chapter of the Whole Family Approach to Jobs, a state-federal partnership with a goal of increasing family economic security and addressing workforce shortages.

These initiatives have identified critical issues and strategies to address them and have informed the priorities outlined in this Consolidated Plan. Economic development funding priorities, including business assistance and job training strategies will align with the important work being done by these groups.

How do the skills and education of the current workforce correspond to employment opportunities in the state?

New Hampshire has a highly educated workforce in the more urban southern portion of the state while the North Country continues to suffer as traditional industries like forest products and services continue to decline. Businesses that fill in the gaps generally do not match the skills of those who are

losing jobs. Two out of five residents in the state—16 years and older—have a bachelor's degree or higher.

In all industries identified in the business activity table above, there are more workers than jobs in New Hampshire. As a result, workers in New Hampshire are likely commuting to other nearby states to work. This is a growing trend—in 2010 only 4 percent of residents were commuting to neighboring states, and in 2018 one in five (20%) are commuting out of state for employment. One in ten residents commute more than an hour to work. The majority of out-commuters are heading to Boston for work and were likely priced out of the Boston housing market.

Describe current workforce training initiatives supported by the state. Describe how these efforts will support the state's Consolidated Plan.

Companies and manufacturers need a skilled and educated workforce to be competitive in domestic and international markets. New Hampshire has educational resources and training programs to help businesses hire and retain the best workers.

- The Community College System of New Hampshire offers a range of online, certificate and degree programs around the state.
- AMPedNH works with manufacturers to develop customized training programs for advanced manufacturing.
- The University System of New Hampshire, together with the Community College System of New Hampshire, is committed to increasing the number of graduates with degrees and certificates in the STEM fields.
- New Hampshire has 28 Career and Technical Education (CTE) centers working with students of all ages to develop career pathways and train for them.
- The New Hampshire Job Training Fund is a 50/50 cash match grant of \$750 to \$100,000 for customized training of your employees.
- On-the-Job Training assists companies with their hiring needs, matching them with qualified candidates.
- Return to Work is a voluntary program that provides structured, supervised training to unemployed workers who continue claiming their unemployment compensation during the training period.

CDFA's resources have supported nonprofits, municipalities, businesses and microenterprises through the COVID-19 pandemic, provide new jobs, increase access to affordable childcare, help strengthen Main Streets, create healthy and safe affordable housing, increase energy efficiency, improve public

facilities, and provide emergency situation funding. Initiatives supported by CDFA reported the following impacts in State Fiscal Year 2020:

- Assisted 179,920 people;
- Rehabbed, preserved or created 159 housing units;
- Created or retained 269 jobs;
- Supported 340 micro businesses;
- Developed or rehabbed 133,773 square feet;
- Estimated annual energy savings of 1,252,542 kW hours; and
- Saved an estimated \$143,000 in annual energy costs.

Describe any other state efforts to support economic growth.

CDBG allocates half of program funds to Economic Development Activities. Some of the funds are specifically dedicated to microenterprise technical assistance, business technical assistance provided by a network of Regional Development Corporations. In addition, the CDBG ED program provides grants to municipalities that are seeking to provide infrastructure to local industrial parks.

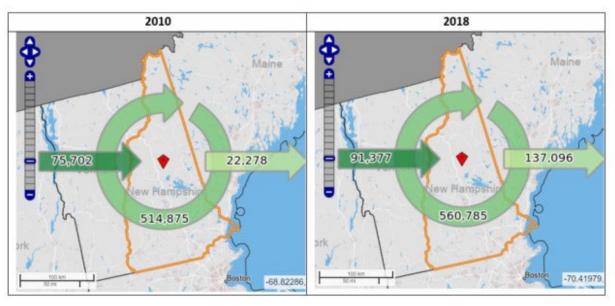
In State Fiscal Year 2020, CDFA infused more than \$17.8 million into New Hampshire communities, supported 109 community-based initiatives and organizations across the state, and engaged 214 business donors. These impacts touched down in 46 communities and represent an approximate 36 percent year-over-year increase in the number of initiatives supported and a more than 11 percent increase in funds deployed. Business donor engagement increased by almost 14 percent year-over-year.

With the support of business, non-profit and municipal partners, CDFA continues to work towards its strategy to increase investments to an average of \$20 million annually into New Hampshire communities by 2022. CDFA's strategic priorities include:

- **Community Impact.** Strengthening the resiliency and vibrancy of New Hampshire's communities.
- Organizational Capacity and Governance. Continuously improving our focus on customer service to ensure excellence in resource deployment through our people, systems, and technology.
- **Partnerships.** Fostering collaborative, dynamic partnerships to build sustainable and equitable communities.
- **Financial Sustainability.** Attracting and stewarding diverse capital to fully serve the evolving needs of our partners

Discussion

Changes in commuting patterns in New Hampshire are illustrated in the maps below. In 2010, about 75,700 workers commuted into New Hampshire from other states and about 22,300 commuted out of the state to work in other states. By 2018, about there were 15,000 additional in-commuters—and more than 100,000 additional out-commuters, mostly working in the Boston area.



Commuting Patterns

MA-50 Needs and Market Analysis Discussion

Are there areas where households with multiple housing problems are concentrated? (Include a definition of "concentration")

Not within this jurisdiction.

Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (Include a definition of "concentration")

HUD defines racial/ethnic concentrations as 50% or more of the population in a census tract being non-White and poverty concentration as 40% or more of the population in a census tract living below the poverty level. *Racially or Ethnically Concentrated Areas of Poverty (R/ECAPs)*, HUD Office of Policy Development and Research, https://hudgis-population in a census tract living below the population in a census tract living below the poverty level. *Racially or Ethnically Concentrated Areas of Poverty (R/ECAPs)*, HUD Office of Policy Development and Research, https://hudgis-population in a census tract living below the

hud.opendata.arcgis.com/datasets/56de4edea8264fe5a344da9811ef5d6e 0

Three Census Tracts had individual poverty rates over 40%, including two largely populated by students at the University of New Hampshire and Census Tract 14 in Central Manchester, which matched those three Census Tracts with household-level poverty rates above 40% identified previously. All other Census Tracts had estimated poverty rates for both households and individuals at about 30% or below. Non-White populations were estimated to be below 50% for all Census Tracts when measured by head of household, and for all but two Census Tracts (Census Tract 14 in central Manchester and Census Tract 108 in Nashua) on an individual basis. Again, these estimates are bracketed by wide margins of error, suggesting considerable data uncertainty. For further discussion see: 2020 Analysis of Impediments to Fair Housing Choice in the Unique Appendices.

What are the characteristics of the market in these areas/neighborhoods?

For further discussion see: 2020 Analysis of Impediments to Fair Housing Choice in the Unique Appendices.

Are there any community assets in these areas/neighborhoods?

For further discussion see: 2020 Analysis of Impediments to Fair Housing Choice in the Unique Appendices.

Are there other strategic opportunities in any of these areas?

For further discussion see: 2020 Analysis of Impediments to Fair Housing Choice in the Unique Appendices.

MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)

Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.

New Hampshire Housing Finance Authority's Construction Standards require that all units shall be wired for broadband internet in new construction developments.

CDBG resources may be used to install wiring, fiber optic cables, and permanently affixed equipment such as receivers for areas to receive broadband/internet access. Eligible activities may include:

- Acquisition, construction, reconstruction, rehabilitation, or installation of distribution lines and facilities of privately-owned utilities, which includes the placing underground of new or existing distribution facilities and lines;
- Digital literacy classes as a public service; and
- Economic development-based grants/loans to for-profit businesses, particularly businesses that focus on broadband/Internet access and technology.

In New Hampshire, all CDBG funded projects must have a direct benefit to primarily (51 percent) lowand moderate-income individuals (LMI) or households. This is a significant and stringent requirement of the program which can cause challenges for using CDBG funds for broadband investments. For example, the installation of a broadband trunk line would be eligible as an infrastructure activity, however, it is unlikely that this would be able to demonstrate compliance with serving 51 percent of LMI individuals or households because the service area would be too large.

To be eligible for using CDBG funds for broadband infrastructure, proposed projects can demonstrate benefits to LMI individuals or households in the following ways:

- *LMI area benefit*: Activities must serve a defined area where at least 51 percent of the residents are low- and moderate-income persons and the area must be primarily residential.
- *LMI limited clientele*: Primarily used for public services, at least 51 percent of the beneficiaries must be low- and moderate-income persons.

- LMI job creation or retention: Activities must either create permanent jobs on a fulltime equivalent basis, and at least 51 percent of those jobs must be held by or made available to LMI persons, or retain at least 51 percent LMI jobs, and must meet the other requirements as setforth in the regulations.
- *LMI housing*: Focusing on serving low- and moderate-income occupants, at least 51 percent of the units are occupied by low- and moderate-income persons.

Access to broadband has increasingly become a necessity versus a luxury. Yet, according to the Federal Communications Commission (FCC), in 2017, 34 million Americans still lack broadband Internet access (defined as a minimum of a 25 Mbps connection). People who lack access are increasingly unable to take advantage of economic and educational opportunities as those who do have access.

60% of the stakeholders surveyed said there are barriers to broadband access in their towns/cities. The primary barriers included: 1) Wiring/connections not available in general; 2) Connections are not affordable to low-income residents; 3) Providers are difficult to find/too few providers exist; and 4) The area has no hotspot connections.

According to stakeholders, the most significant effects of limited broadband access are: 1) Creating social isolation for older residents; 2) Creating difficulties for small business success; and 3) Making it difficult for residents to apply for a job.

In 2019, the ACS estimates that 9.3 percent of households in New Hampshire do not have internet access and 7 percent of households have no computer. The map below shows the geographic distribution of households without internet and/or computer access. These households are concentrated in the northern areas of New Hampshire. Broadband needs have become more acute and urgent with the implications of social distancing, school closures, and teleworking because of the COVID-19 pandemic.

Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.

According to the Federal Communications Commission database, New Hampshire is served by more than three broadband providers. The map on below illustrates high access to multiple providers throughout the state.

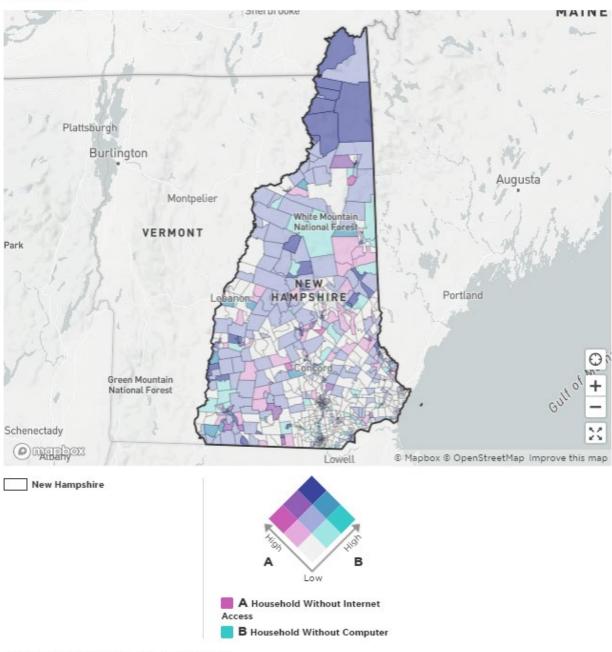
As discussed above, stakeholders surveyed for this Consolidated Plan identified lack of providers in their towns/cities as a top barrier to access (48% identified lack of providers as a challenge).

9.3% of total households No Internet Access New Hampshire

7%
of total households
No Computer
New Hampshire

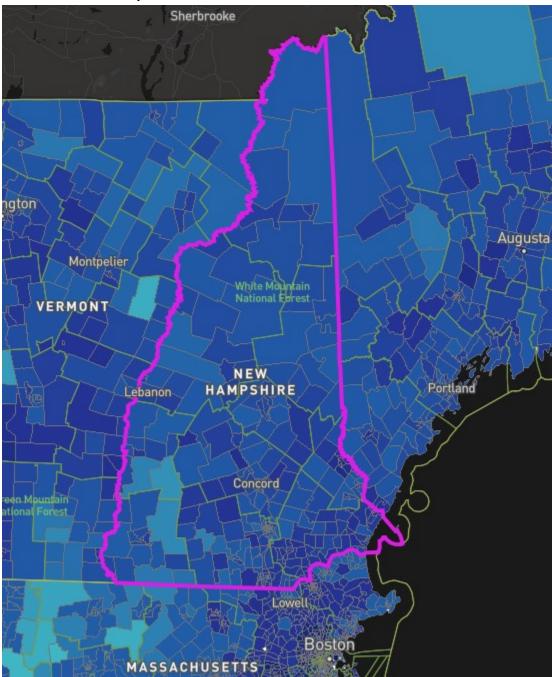
Sources: US Census ACS 5-year 2015-2019

Dark Purple: Overlapping Households without Internet Access and Computers



Sources: US Census ACS 5-year 2015-2019

Internet and or Computer Access



Broadband Providers

MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)

Describe the jurisdiction's increased natural hazard risks associated with climate change.

New Hampshire is already experiencing the impacts of a warming planet and the subsequent changes in climate and other environmental conditions. Principle among these changes are sea-level rise and storm surge; increasing seasonal temperatures; increased overall annual precipitation; and increased incidence of extreme weather events. These environmental changes in turn have resulted in increased incidence of drought; increased allergens; fresh-water flooding, as well as high-tide flooding on the coast; and an increase in vector-borne illnesses.

Sources:

Fourth National Climate Assessment - Chapter 18 Northeast: https://nca2018.globalchange.gov/chapter/18/
States at Risk — NH: https://statesatrisk.org/new-hampshire/all

Of the stakeholders surveyed for this Consolidated Plan, 27% said their town/city/region has experienced damage or property losses due to natural hazards or disasters, primarily related to flooding.

Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.

These impacts can have significant implications for low-income neighborhoods and communities of color, which, due to historic housing discrimination and residential segregation, often are located in flood-prone areas; are exposed to disproportionately high heat, pollution, and other environmental risks; and have the fewest resources to prepare for and recover from extreme weather events.

The direct effects of climate change on residents include heat related illness and mortality for those without air conditioning; damage to structures or dislocation due to extreme weather and flooding; loss of property values due to rising sea-levels or flood risk; impairment of water quality and declines in supply to drought; and declines in mental health as a result of the aforementioned impacts.

Sources:

2021 US EPA - Understanding the Connections Between Climate Change and Human Health: https://www.epa.gov/climate-indicators/understanding-connections-between-climate-change-and-human-health

2021 CDC - Mental Health and Stress-Related Disorders:

https://www.cdc.gov/climateandhealth/effects/mental_health_disorders.htm

2021 NH DHHS Public Health Website: https://www.nh.gov/epht/environmental-topics/climate.htm

2020 Dr. Kathleen Bush, DHHS Presentation: https://imq1.wsimq.com/blobby/qo/c4641698-8e69-4bf0-a492-85d828494e88/downloads/Kathleen%20Bush%20(DHHS)%20PPT%20Slides.pdf

2019 Union of Concerned Scientists – Killer Heat

Report: https://www.ucsusa.org/sites/default/files/attach/2019/07/killer-heat-analysis-full-report.pdf

2014 NH DHHS Report, Climate Change and Human Health in New Hampshire: https://www.dhhs.nh.gov/dphs/climate/documents/climate-change-human-health.pdf

Center for American Progress: A Perfect Storm - Extreme Weather as an Affordable Housing Crisis Multiplier: https://www.americanprogress.org/issues/green/reports/2019/08/01/473067/a-perfect-storm-2/#fn-473067-13

Strategic Plan

SP-05 Overview

Strategic Plan Overview

New Hampshire has significant housing, community development, and homeless needs. The resources block granted to New Hampshire through HUD's Community Planning and Development programs are limited and will never eliminate all of the problems they can address, but efforts are made to use these resources as strategically and thoughtfully as possible so that the greatest impact can be realized. Community Development Block Grant resources will support Housing, Public Facilities, Economic Development, Planning and Emergency activities. HOME Investment Partnerships resources will contribute to the production and preservation of affordable rental housing. Housing Trust Fund resources will create permanent rental housing for extremely low-income households either as subsidy in the production of LIHTC projects, or through a competitive NOFA round for supportive housing. The Emergency Solutions Grant will be invested in the prevention of homelessness as well as directly alleviating homelessness through rapid re-housing and the provision of limited-term rental assistance.

SP-10 Geographic Priorities – 91.315(a)(1)

Geographic Area

Table 47 - Geographic Priority Areas

	5 . ,		
1	Area Name:	New Hampshire	
	Area Type:	Local Target area	
	Other Target Area Description:		
	HUD Approval Date:		
	% of Low/ Mod:		
	Revital Type:	Other	
	Other Revital Description:	New Hampshire does not	
		specify geographic target areas.	
	Identify the neighborhood boundaries for this target area.		
	Include specific housing and commercial characteristics of this target		
	area.		
	How did your consultation and citizen participation process help you		
	to identify this neighborhood as a target area?		
	Identify the needs in this target area.		
	What are the opportunities for improvement in this target area?		
	Are there barriers to improvement in this target area?		

General Allocation Priorities

Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA)

As stated earlier, geographic prioritization is not utilized by New Hampshire's CPD-funded programs. The State of New Hampshire CDBG program accepts applications from all municipalities (including counties) in the state except for the CDBG entitlement communities of Manchester, Nashua, Portsmouth, Rochester and Dover. State CDBG investments are not allocated on a geographic basis. Investments are awarded on a competitive basis based on criteria. In 2019, CDFA embarked on an initiative to update its data collection, analysis and visualization capacity. The initiative has the following components:

- Create a new "Core Data Index" to measure community need, using more up-to-date, relevant and varied data sources;
- Align data with CDFA strategic priorities, including Basic Human Needs, Access to Opportunity, and Community Sustainability and Vibrancy; and
- Create a data-visualization platform to display the Community Indicators within the 'Core Data Index,' as well as other data indicators, in a user-friendly and accessible way.

The Core Data Index uses 13 data measures to create a score that weight communities that have more need based on low and moderate income percentage, need for human service assistance, unemployment and tax rate. This formula has been successful at allocating funds around the state while showing an emphasis on needler communities.

HOME rental production resources are distributed competitively utilizing the Qualified Allocation Plan for the Low-Income Housing Tax Credit program, as HOME is used as development subsidy to buy lower income targeting on units within a development. This scoring system does no geographic targeting per se, but awards points for projects in towns with no other previously approved affordable general occupancy housing, or projects located in census tracts that have a state percentile of 66 or higher on the Enterprise Opportunity 360 index. Projects in Qualified Census Tracts (as designated by the Internal Revenue Service), or with a Walkscore of 40 or higher or projects which are located in formally designated community revitalization areas such as Main Street Programs also score additional points.

Housing Trust Fund resources are similarly not specifically geographically targeted but are distributed by competitive application and NOFA that facilitates geographic diversity of grants.

The Bureau of Housing Supports contributes financially to the regional shelter and homeless service provider nonprofit organizations to support their homeless activities. Although the shelter and service provider organizations apply for funding through a competitive process, efforts are made to distribute funding throughout the state so that homeless resources are available where they are needed.

SP-25 Priority Needs – 91.315(a)(2)

Priority Needs

Table 48 - Priority Needs Summary

1	Priority Need Economic Development							
	Name							
	Priority Level	High						
	Population	Extremely Low						
	Low							
		Moderate						
		Middle						
	Geographic							
	Areas							
	Affected							
	Associated	Catalyze Economic Development						
	Goals Strengthen Small Businesses							
	Emphasize Building Capacity							
		Respond to Unforeseen Challenges						
	Description Catalyze economic development, facilitate financial stability, and attract capital to t							
	state's communities.							
	Basis for	There are relatively few funding sources in New Hampshire available for economic						
	Relative development activity. These funds will enable cities and towns to mitigate the							
Priority economic vulnerability, grow jobs within the state and reduce out-commuting								
		workers, and prepare for the future.						
2	2 Priority Need Public Facilities							
	Name							
	Priority Level High							

	Population	Extremely Low			
	•	Low			
		Moderate			
		Middle			
		Large Families			
		Families with Children			
		Elderly			
		Non-housing Community Development			
	Geographic				
	Areas				
	Affected				
	Associated	Improve and Create Public Facilities			
	Goals	Emphasize Building Capacity			
		Respond to Unforeseen Challenges			
	Description	Provide a flexible source of funding to support a variety of public facilities especially			
	-	when other private and public funding is limited, or not available and activity goals			
		meet national objectives.			
	Basis for	The Community Development Block Grant (CDBG) Program is the primary federal			
	Relative	funding source in New Hampshire available at the municipal level to meet non-housing			
	Priority	community development needs.			
		CDBG are used for the acquisition, construction or rehabilitation of community shelters,			
		childcare facilities neighborhood facilities and homeless shelters in which public			
services are provided. High priority public facility for public property activities					
	improving accessibility of public buildings and properties, improving and expandi				
		infrastructure, expanding community facilities that serve low income and special needs			
		residents, building childcare facilities, expanding facilities that serve persons			
		experiencing homelessness, and building medical facilities. Homeless facilities and			
		childcare facilities are high priority while community centers and neighborhood facilities			
		are considered medium priority. Up to 15% of a given grant may be used to provide			
		public services for up to 12 months under certain circumstances.			
		The improvement of eligible public property activities is a high priority needed in New			
		Hampshire communities that may lack the financial resources to make these			
		improvements on their own.			
3	Priority Need	Housing Grants			
	Name				
	Priority Level	High			

	Population	Extremely Low				
		Low				
		Moderate				
		Middle				
		Large Families				
		Families with Children				
		Elderly				
	Geographic					
	Areas					
	Affected					
	Associated	Expand and Improve Housing Opportunities				
	Goals	Emphasize Building Capacity				
		Respond to Unforeseen Challenges				
	Description	Most activities in relation to improvement of housing are high priority for CDFA. These				
		funds are sometimes leveraged with weatherization funds and/or lead funds to stretch				
		resources and complete more comprehensive retrofits. In addition to traditional				
	housing rehab activities, CDFA provides funding for infrastructure in support of					
	housing. This is often seen in mobile home cooperatives where water /wastewa					
		infrastructure is failing. CDFA often partners with the New Hampshire Community Loan				
	Fund to help residents purchase and improve of					
		formerly investor-owned mobile home parks.				
	There are needs throughout the state to rehab substandard housing and to provide					
	Relative	infrastructure improvements in mobile home coops. As the demand remains high the				
	Priority	priority will remain high.				
4	Priority Need	Production of Affordable Rental Housing				
	Name					
	Priority Level	High				
	Population	Extremely Low				
		Low				
		Moderate				
		Middle				
		Large Families				
		Families with Children				
		Elderly				
		Public Housing Residents				
	Geographic					
	Areas					
	Affected					
	Associated	Multifamily Affordable Rental Production				
	Goals					

	Description	HOME funds are to be used primarily as development subsidy to enable deeper income			
		targeting than the 60% of MAI required by the Low-Income Housing Tax Credit program			
		for some units within specific projects.			
	Basis for	High housing cost burden for households with low, very low, and extremely low			
	Relative	incomes is New Hampshire's greatest housing problem.			
	Priority	Operation of the state of the s			
5	Priority Need	Preservation of Affordable Housing			
	Name				
	Priority Level	High			
	Population	Extremely Low			
		Low			
		Moderate			
		Middle			
		Large Families			
		Families with Children			
		Elderly			
		Public Housing Residents			
	Geographic				
	Affected				
	Associated Preservation of Affordable Rental Properties				
	Goals				
	Description	Some HOME funds are expected to be utilized for the rehabilitation of existing			
affordable housing stock subject to expiring use in order to p		affordable housing stock subject to expiring use in order to preserve affordability and			
	replace worn out building components and systems.				
	Basis for	Expiring use threatens a substantial portion of			
	Relative	New Hampshire's affordable housing stock. Although the production of new			
	Priority	affordable housing stock is important, it is equally important to avoid			
		losing affordable housing to expiring use.			
6	Priority Need	Rapid Re Housing Services			
	Name				
	Priority Level	High			
	Population	Low			
		Individuals			
		Families with Children			
		veterans			
	Geographic				
	Areas				
	Affected				
	Associated	Promote Housing Stability			
	Goals				

	Description	Short to medium term rental assistance and housing stability case management to						
		assist people moving quickly out of homelessness. ESG funds will be used specifically						
		to prevent, prepare for, or respond to coronavirus. ESG funds will be used for short- and						
		medium-term rental assistance and housing relocation and stabilization services for						
		individuals and families who are residing in housing and receiving time limited subsidies						
		funded by another source and who met the definition of "homeless" prior to entering						
		that housing and whose subsidy is within 30 days of expiring. Additionally, it allows						
		recipients and subrecipients to accept inspections conducted by other providers						
		indicating that the housing is safe and sanitary instead of having to conduct their own						
		habitability inspections prior to providing RRH assistance funded by ESG-CV						
	Basis for	Approximately 5,000 people experience homelessness in NH each year, with						
	Relative	approximately 30% being families. The faster people are able to move from situations						
	Priority	of homelessness to housing stability, the sooner they can stabilize other areas of their						
		lives.						
7	Priority Need	Homeless prevention						
	Name							
	Priority Level	High						
	Population	Extremely Low						
Low								
Large Families								
Families with Children								
	Elderly							
		Rural						
		Individuals						
		Families with Children						
		Mentally III						
		Chronic Substance Abuse						
		veterans						
		Persons with HIV/AIDS						
		Victims of Domestic Violence						
		Unaccompanied Youth						
	Geographic	New Hampshire						
	Areas							
	Affected							
	Associated	Promote Housing Stability						
	Goals							
	Description	Provide short term rental assistance and housing stability case management to assist						
		persons at risk of homelessness gain housing stability.						
	Basis for	Approximately 5,000 people receive homelessness prevention services in NH each year,						
	Relative	83% of which are families.						
	Priority							

8	Priority Need	Emergency Shelter					
	Name						
	Priority Level	High					
	Population	Extremely Low					
		Low					
		Families with Children					
		Rural					
		Chronic Homelessness					
		Individuals					
		Families with Children					
		Mentally III					
		Chronic Substance Abuse					
		veterans					
	Persons with HIV/AIDS						
	Victims of Domestic Violence						
		Unaccompanied Youth					
	Geographic	c New Hampshire					
	Areas						
	Affected	ected					
	Associated	Emergency Shelter Response					
	Goals						
	Description	Provide temporary emergency shelter to individuals and families experiencing					
	homelessness.						
	Basis for	On any given day in NH approximately 1,000 people are experiencing homelessness, as					
	Relative	illustrated by the 2019 one day Homeless Point in Time Count which identified 139					
	Priority	people experiencing homelessness.					
9	Priority Need	Rental Housing Affordable to Extremely Low Income					
	Name						
	Priority Level	High					

	Population	Extremely Low				
	· opulation	Low				
		Moderate				
		Middle				
		Chronic Homelessness				
		Mentally III				
		Chronic Substance Abuse				
		veterans				
		Persons with Mental Disabilities				
		Persons with Physical Disabilities				
		Persons with Developmental Disabilities				
		Persons with Alcohol or Other Addictions				
		Persons with HIV/AIDS and their Families				
	Geographic	Tersons with my/mbs and their runnies				
	Areas					
	Affected					
	Associated	811 Project Rental Assistance for SMI				
Associated 811 Project Rental Assistance for SMI Goals						
Description New Hampshire's Housing Trust Fund allocation will produce rental housi						
	affordable to extremely low-income households for a minimum of 30 years.					
	New Hampshire's lowest income households are the most prone to housing cost					
	Basis for Relative	overpayment. Chronically homeless, homeless, at risk of homelessness, disabled,				
	veteran, and households in recovery from substance use disorder will be prioritized,					
	Priority veteran, and households in recovery from substance use disorder will be which is consistent with HOME funding priorities.					
10	Priority Need	Capacity Building				
	Name					
	Priority Level	High				
	Population	Extremely Low				
	-	Low				
		Moderate				
	Geographic					
	Areas					
	Affected					
	Emphasize Building Capacity					
	Goals					
	Description Build partnerships and capacity and strengthen the resiliency and vibrance					
		communities and businesses.				
	Basis for	Stakeholder consultation that identified a need for capacity building in under-resourced				
	Relative communities					
	Priority					

11	Priority Need	Street Outreach				
	Name					
	Priority Level	High				
	Population	Rural				
		Chronic Homelessness				
		Individuals				
		Families with Children				
		Mentally III				
		Chronic Substance Abuse				
		veterans				
		Persons with HIV/AIDS				
		Victims of Domestic Violence				
		Unaccompanied Youth				
	Geographic	New Hampshire				
	Areas					
	Affected					
	Associated	Unsheltered Increased identification/engagement				
	Goals					

Description Essential services are used to reach out to unsheltered persons experiencing homelessness; connect them with emergency shelter, housing or critical services; and provide urgent, non-facility-based care to unsheltered persons experiencing homelessness who are unwilling or unable to access emergency shelter, housing, or an appropriate health facility. Street Outreach services are provided on the street or in parks, abandoned buildings, vehicles, bus stations, campgrounds and in other such settings where unsheltered persons are staying. Eligible program participants are individuals and families whose primary residence is not designed for human habitation. Eligible activities: **Engagement Activities** - The costs of activities to locate, identify, and build relationships with unsheltered persons experiencing homelessness and engage them for the purpose of providing immediate support, intervention, and connections with homeless assistance programs and/or mainstream social services and housing programs. Housing Focused Case Management – The cost of assessing housing and service needs, arranging, coordinating, and monitoring the delivery of individualized services to meet the needs of the program participant. Emergency Health Services – Costs for the direct outpatient treatment of medical conditions that are provided by a licensed medical professional operating in community-based settings, including streets, parks and other places other unsheltered homeless people are living. Eligible Treatment Activities: Assessing health problems and developing a treatment plan, assisting program participants to understand their health care need, providing directly or assisting to obtain appropriate emergency medical treatment, Providing medication and follow-up services. Emergency Mental Health services – Costs for direct outpatient treatment by licensed professionals of mental health conditions operating in community-based settings, including streets, parks, and other places where unsheltered people are living. Eligible Treatment Activities: Crisis interventions, Prescription of psychotropic medication, Explanation about the use and management of medication, Combinations of therapeutic approaches to address multiple problems Transportation costs –Costs associated with transporting unsheltered persons to emergency shelters or other service facilities and travel by outreach workers, social workers, medical professionals, or other service providers provided that the travel takes place during the provision of services eligible under this section. Handwashing stations and portable bathrooms: To reduce the spread of infectious disease in unsheltered settings. Basis for People experiencing homelessness are at high risk for infection during community Relative spread of coronavirus, and lack of housing contributes to poor physical and mental Priority health outcomes. HUD encourages recipients to prioritize their ESG-CV funds to ensure housing and services are available to people experiencing homelessness and at risk of

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homelessness.

12	Priority Need Support Transformational Change				
	Name				
Priority Level High		High			
Population Extremely Low		Extremely Low			
	Low				
	Moderate				
	Geographic				
	Areas				
	Affected				
Associated Catalyze Economic Development		Catalyze Economic Development			
	Goals	Emphasize Building Capacity			
	Description	Provide planning and transformational grants to New Hampshire's cities and towns to			
		adapt and respond to changing community development, economic development, and			
	housing needs.				
	Basis for	Stakeholder priorities to prioritize community impact and need for transformative			
	Relative	investments to catalyze economic growth			
	Priority				

Narrative (Optional)

The priority needs for the 2021-2025 Consolidated Plan reflect the state's need to respond to emerging community development challenges.

SP-30 Influence of Market Conditions – 91.315(b)

Influence of Market Conditions

Affordable	Market Characteristics that will influence				
Housing Type	the use of funds available for housing type				
Tenant Based	Not being considered for HOME due to small state minimum of annual formula				
Rental Assistance	grants and potential instability of funding year to year.				
(TBRA)	Accomplished for homeless veterans through VASH. New Hampshire Housing has an				
	allocation for 185 VASH vouchers.				
TBRA for Non-	Market rents challenge special needs populations who might be reliant on disability				
Homeless Special	income such as SSI which is not indexed to local housing costs.				
Needs	Not being considered for HOME due to small state minimum of annual formula				
	grants and potential instability of funding year to year.				
	Project-based rental assistance for severely mentally ill being accomplished with				
	HUD 811 PRA funding.				
New Unit	Low, very low, and extremely low-income renters continue to experience housing				
Production	overpayment problems as increases in rents outpace increases in incomes. The				
	lower the household income, the greater the housing cost overpayment, making				
	production of units affordable to extremely low-income households making this a				
	difficult priority to assist. HOME and the National Housing Trust Fund will accomplish				
	this, often in combination with project-based vouchers helping to make rents more				
	affordable for this group.				
Rehabilitation	To be accomplished with HOME to replace worn out building components and				
	systems in conjunction with refinancing in order to preserve affordable housing				
	stock. Market characteristics influencing this use are the continued rise in rental				
	housing costs despite stagnant household earnings, as well as rising construction				
	materials costs. CDBG also supports rehabilitation for both owner- and rental-				
	occupied properties occupied by low- and moderate-income households.				
Acquisition,	Substantial numbers of affordable rental projects could be lost from the inventory				
including	due to expiring use. HOME and CDBG funding is used to purchase property that will				
preservation	support the expansion of the supply and availability of safe, decent, affordable and				
	accessible housing for extremely low, low and moderate income households through				
	a statewide network of public and private partnerships where market conditions				
	identify a need.				
abla 40 Influence a	& Market Conditions				

Table 49 – Influence of Market Conditions

SP-35 Anticipated Resources - 91.315(a)(4), 91.320(c)(1,2)

Anticipated Resources

Program	Source	Uses of Funds	Expe	cted Amour	nt Available Y	ear 1	Expected	Narrative Description
	of		Annual	Program	Prior Year	Total:	Amount	
	Funds		Allocation:	Income:	Resources:	\$	Available	
			\$	\$	\$		Remainder	
							of ConPlan	
CDBG	public -	Acquisition					Ψ	CDBG funds will be used for
	federal	Admin and						activities as outlined in the
		Planning						Consolidated Plan. Program
		Economic						income is not anticipated, and
		Development						prior year resources are not
		Housing						yet known.
		Public						
		Improvements						
		Public Services	9,470,915	0	0	9,470,915	373,883,660	

Program	Source	Uses of Funds	Expe	cted Amour	nt Available Y	ear 1	Expected	Narrative Description
	of		Annual	Program	Prior Year	Total:	Amount	
	Funds		Allocation:	Income:	Resources:	\$	Available	
			\$	\$	\$		Remainder	
							of ConPlan	
LIONAE	nublic	Acquisition					\$	LIONAE funds including
HOME	public -	Acquisition						HOME funds, including
	federal	Homebuyer						Program Income and Prior Year
		assistance						Resources, will be utilized for
		Homeowner						Multifamily Rental Production
		rehab						in the form of both new
		Multifamily						construction and rehab of
		rental new						existing affordable housing
		construction						stock in order to preserve and
		Multifamily						extend affordability.
		rental rehab						
		New						
		construction for						
		ownership						
		TBRA	3,741,930	1,650,000	5,787,912	11,179,842	15,000,000	

ESG	public -							ESG funds will be used to fund
	federal							Rapid Rehousing and Homeless
								Prevention Rental Assistance,
								Housing Stability Case
								Management, HMIS, and
								admin to prevent, prepare for
								and respond to coronavirus.
		Conversion and						Remaining ESG-CV funds from
		rehab for						the 2020 allocation will be
		transitional						used to prevent, prepare for,
		housing						and respond to the coronavirus
		Financial						pandemic (COVID-19) among
		Assistance						individuals and families who
		Overnight						are homeless or receiving
		shelter						homeless assistance; and to
		Rapid re-						support additional homeless
		housing (rental						assistance and homelessness
		assistance)						prevention activities to
		Rental						mitigate the impacts of COVID-
		Assistance						19. Activities will include Rapid
		Services						Rehousing, Homelessness
		Transitional						Prevention, Emergency Shelter,
		housing	933,800	0	7,460,354	8,394,154	933,800	Street Outreach
HTF	public -	Acquisition						HTF funds, including Program
	federal	Admin and						Income and Prior Year
		Planning						Resources, will be utilized for
		Homebuyer	3,101,884	10,000	5,167,158	8,279,042	12,000,000	Multifamily Rental Production

Program	ram Source Uses of Funds Expected Amount Available Ye					ear 1	Expected	Narrative Description
	of		Annual	Program	Prior Year	Total:	Amount	
	Funds		Allocation:	Income:	Resources:	\$	Available	
			\$	\$	\$		Remainder	
							of ConPlan \$	
		assistance					,	in the form of both new
		Multifamily						construction as well as
		rental new						rehabilitation, as well as a
		construction						competitive NOFA for
		Multifamily						supportive housing.
		rental rehab						
		New						
		construction for						
		ownership						
HUD-	public -							New Hampshire Housing
VASH	federal							administers185 HUD-VASH
		Rental						vouchers including 25project
		Assistance	1,137,000	0	0	1,137,000	4,200,000	based and 160 tenant based.
LIHTC	public -	Acquisition						Low Income Tax Credits are
	federal	Multifamily						administered by the Internal
		rental new						Revenue Service and are used
		construction						for both development and
		Multifamily						preservation of affordable
		rental rehab	3,482,390	0	0	3,482,390	17,411,950	rental housing inventory

Program	Source	Uses of Funds	Expe	cted Amour	nt Available Y	ear 1	Expected	Narrative Description
	of		Annual	Program	Prior Year	Total:	Amount	
	Funds		Allocation:	Income:	Resources:	\$	Available	
			\$	\$	\$		Remainder	
							of ConPlan	
	1.11						>	0 044 554 11 1
Section	public -							Section 811 PRA blends small
811	federal							numbers of disabled
								households into new or
								existing affordable housing and
		Rental						provides project based rental
		Assistance	500,000	0	0	500,000	2,500,000	assistance.

Table 50 - Anticipated Resources

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

HOME funds will be invested in new projects as development subsidy to "buy" deeper income targeting, leveraging private equity raised with Low Income Housing Tax Credits along with additional subsidy raised through a variety of sources including the Federal Home Loan Bank of Boston, private donations, and including, on some projects, State or local CDBG. Preservation activities accomplished with HOME will be limited to rehab activities to upgrade and replace building components and systems in existing affordable housing that will be required during the next contracted affordability period and will leverage 4% Low Income Housing Tax Credits and Tax-Exempt Bond financing. Housing Trust Fund resources will be used as development subsidy to create long term affordability of rental units for extremely low-income households. Because of the 30-year minimum affordability restriction, commitment of project based rental assistance will also be necessary in order to make the projects financially feasible. Equity raised via sale of Low-Income Housing Tax Credits will contribute to the development of some units, and other private dollars may be raised to help plug financing gaps. The Housing Trust Fund program has no formal match requirements.

CDBG funds will leverage numerous resources depending on the type of project being funded. Water/Wastewater infrastructure will be leveraged with State Revolving Loan funds from the Department of Environmental Services, USDA and municipalities themselves. Housing rehab and related activities can include LIHTC, HOME, the New Hampshire Community Loan Fund, private equity, weatherization, FHLB and other funders. Economic development could leverage private equity, banks, regional development corporation revolving loan funds, SBA and others.

The formula allocation of HUD HEARTH Emergency Solutions Grant (ESG) funds to the state is \$933,800. Of this amount, \$763,130 will be matched with State Grant-in-Aid funds. New Hampshire (NH) funds the Bureau of Housing Supports Emergency Shelter Operations, and Homelessness Intervention at an annual level of approximately \$4 million. ESG-CV and annual ESG used for COVID response do not require match.

If appropriate, describe publicly owned land or property located within the state that may be used to address the needs identified in the plan

No such opportunities are known to exist at this time.

SP-40 Institutional Delivery Structure – 91.315(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
STATE OF NH BHHS	Government	Homelessness	State
NH Community	Other	Economic Development	State
Development Finance		Non-homeless special	
Authority		needs	
		Ownership	
		Planning	
		neighborhood	
		improvements	
		public facilities	
		public services	
NH Housing Finance	Other	Non-homeless special	State
Authority		needs	
		Ownership	
		Planning	
		Public Housing	
		Rental	

Table 51 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

NH has strength in that although we are mostly rural, we are a small geographic area. As described, there are 16 local service delivery networks within NH, who plan and coordinate together as targeted extensions of the CoCs. The collaboration is between agencies and services is streamlined as each is familiar with capabilities of others within the State. The Coordinated Entry System, the CoC subcommittees and the Council on Housing Stability provide strengths through integrated and systemic approaches. Specific subpopulations- such as the Ending Veteran Homelessness initiative- have demonstrated clear outcomes with use of this delivery system to target an end to homelessness.

The largest barriers to addressing homelessness are low vacancy rates, increasing median gross rental costs, limited transportation in some parts of the state and the finite resources available for the volume of need.

CDFA provides CDBG program services to all non-entitlement communities in the state. As there are only 5 entitlement communities in NH (Manchester, Nashua, Portsmouth, Rochester, Dover) CDFA can

potentially receive applications from 229 towns, cities and unincorporated places as well as 10 counties. Populations of potential applicants may range from less than 100 to 45,000 for cities and towns and 33,000 to almost 400,000 for counties. CDBG funds are distributed on a competitive basis, so participation is voluntary and not all communities participate. Larger communities have access to professional staff while smaller communities often utilize the services of private grant consultants or Regional Planning Commissions. CDFA has been successful in providing funding to benefit low and moderate income people throughout the state, especially in communities with higher LMI populations. CDFA also partners with non-profits, state agencies, federal agencies and others to reach out to communities.

New Hampshire Housing Finance Authority administers the state HOME and HTF grant in addition to administering the state allocation of Low-Income Housing Tax Credits, providing Contract Administration of HUD-funded affordable housing properties, operating the statewide Section 8 Housing Choice Voucher program, offering housing services and homebuyer education, and providing mortgages to low and moderate income households. NH has a strong and capable affordable housing development community including both non-profit and for-profit developers operating throughout the state. Developers are provided extensive pre-development technical assistance, and the distribution of Low-Income Housing Tax Credits is very competitive, resulting in the financing of high-quality affordable housing. Communication with the affordable housing community is extensive, and they are consulted for feedback whenever programmatic changes are being considered. The biggest affordable housing gap is the need for more subsidy resources to better address the housing needs of NH households, as need exceeds resources by at least 2 to 1.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention	Available in the	Targeted to Homeless	Targeted to People				
Services	Community		with HIV				
	Homelessness Prever	ntion Services					
Counseling/Advocacy	X	X	X				
Legal Assistance	X	Х	Х				
Mortgage Assistance			X				
Rental Assistance	X	Х	Х				
Utilities Assistance	X	Х	Х				
	Street Outreach	Services					
Law Enforcement							
Mobile Clinics	X	Х					
Other Street Outreach Services	X	Х					
Supportive Services							
Alcohol & Drug Abuse	Х	X					
Child Care	Х	X					

	Supportive Ser	vices				
Education	Х	Х				
Employment and Employment						
Training	Χ	X				
Healthcare	Х	Х	Х			
HIV/AIDS			X			
Life Skills	Х	Х				
Mental Health Counseling	Х	Х				
Transportation	Х	Х				
Other						

Table 52 - Homeless Prevention Services Summary

Describe the extent to which services targeted to homeless person and persons with HIV and mainstream services, such as health, mental health and employment services are made available to and used by homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families and unaccompanied youth) and persons with HIV within the jurisdiction

New Hampshire has implemented coverage of all regions of the state, even the most rural. Outreach workers are skilled in canvassing all environments to identify and engage persons experiencing homelessness using evidenced based approaches. There is an array of outreach programs, which range in scope and population served. Some examples: SAMHSA's Pathways for Transition from Homelessness focuses on households with severe and persistent mental illness and co-occurring disorders, Supportive Services for Veteran Families and the two VA Medical Centers offer street outreach to Veterans, Waypoint offers homeless outreach services to youth. Mobile health clinics travel throughout the state and some ESG and CoC providers have added health clinics within their facilities, with a full medical staff childcare, pharmacy etc. so that a one stop health and housing can be achieved. Some ESG subrecipients were also able to expand their Street Outreach programs to include medical staffing such as RNs to conduct street medicine outreach for urgent needs. During the COVID-19 pandemic, there has also been an increase in street outreach and public health connections, resulting in increased connections to healthcare services.

Through the Coordinated Entry process, individuals and families experiencing homelessness are assessed and linked to housing navigators who able to help the individual/ family navigate not only housing services, but the supportive services such as mental healthcare, employment/benefit supports and mainstream services that help keep household housed. NH uses a standardized common assessment which prioritizes those most vulnerable including chronically homeless individuals,

unsheltered persons, veterans, youth and families and those with HIV. Additionally, there are two HOPWA Recipients in NH, who are integrated into the COCs and the Coordinated Entry process.

HOPWA program targets TBRA and STRMU assistance to persons with HIV, and HOPWA staff participate in their local CoC's.

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above

NH's strength in that although we are mostly rural, we are a small geographic area. As described, there are 16 local service delivery networks within NH, who plan and coordinate together as targeted extensions of the CoCs. The collaboration is between agencies and services is streamlined as each is familiar with the capabilities of others within the State. The Coordinated Entry System, the CoC subcommittees and the Council on Housing Stability provide strengths through integrated and systemic approaches. Specific subpopulations- such as the Ending Veteran Homelessness initiative- have demonstrated clear outcomes with use of this delivery system to target an end to homelessness. The largest barriers to addressing homelessness are low vacancy rates, increasing median gross rental costs, limited transportation in some parts of the state and the finite resources available for the volume of need.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs

In 2020, NH's Governor created the Council on Housing Stability, which is tasked with updating the Statewide Plan to end homelessness. This council consists of a diverse group of stakeholders such as mayors, landlords, builders, housing authorities, faith-based organizations, private and public funders and more. This group will inform the strategy for overcoming some of these systemic barriers that have created gaps in the service delivery system such as the limited housing stock. Additionally, housing focused events, such as the NHHFA and CSH hosted Housing Charette have brought up these challenges as well and are developing strategies for reducing these gaps.

SP-45 Goals Summary – 91.315(a)(4)

Goals Summary Information

Sort	Goal Name	Start	End	Category	Geographic	Needs Addressed	Funding	Goal Outcome
Order		Year	Year		Area			Indicator
1	Multifamily Affordable	2021	2025	Affordable	New	Production of	HOME:	Rental units
	Rental Production			Housing	Hampshire	Affordable Rental	\$14,000,000	constructed:
						Housing	HTF:	750 Household
							\$12,000,000	Housing Unit
2	Preservation of Affordable	2021	2025	Affordable	New	Preservation of	HOME:	Rental units
	Rental Properties			Housing	Hampshire	Affordable Housing	\$5,000,000	rehabilitated:
								375 Household
								Housing Unit
3	TBRA/VASH for Homeless	2021	2025	Affordable	New		HUD-VASH:	Homelessness
	Veterans			Housing	Hampshire		\$4,200,000	Prevention:
								925 Persons Assisted
4	811 Project Rental	2021	2025	Affordable	New	Rental Housing	Section 811:	Other:
	Assistance for SMI			Housing	Hampshire	Affordable to	\$5,000,000	175 Other
						Extremely Low		
						Income		
5	Expand and Improve	2021	2025	Affordable	New	Housing Grants	CDBG:	Rental units
	Housing Opportunities			Housing	Hampshire		\$13,477,980	constructed:
								165 Household
								Housing Unit
								Rental units
								rehabilitated:
								335 Household
								Housing Unit

Sort	Goal Name	Start	End	Category	Geographic	Needs Addressed	Funding	Goal Outcome
Order		Year	Year		Area			Indicator
6	Catalyze Economic	2021	2025	Non-Housing	New	Economic	CDBG:	Jobs created/retained:
	Development			Community	Hampshire	Development	\$8,852,980	450 Jobs
				Development		Support		
						Transformational		
						Change		
7	Strengthen Small Businesses	2021	2025	Non-Housing	New	Economic	CDBG:	Businesses assisted:
				Community	Hampshire	Development	\$925,000	1700 Businesses
				Development				Assisted
8	Improve and Create Public	2021	2025	Non-Housing	New	Public Facilities	CDBG:	Public Facility or
	Facilities			Community	Hampshire		\$2,744,470	Infrastructure Activities
				Development				for Low/Moderate
								Income Housing
								Benefit:
								2000 Households
								Assisted

Sort	Goal Name	Start	End	Category	Geographic	Needs Addressed	Funding	Goal Outcome
Order		Year	Year		Area			Indicator
9	Emphasize Building Capacity	2021	2025	Affordable	New	Economic	CDBG:	Public Facility or
				Housing	Hampshire	Development	\$600,000	Infrastructure Activities
				Non-Housing		Public Facilities		for Low/Moderate
				Community		Housing Grants		Income Housing
				Development		Capacity Building		Benefit:
						Support		120 Households
						Transformational		Assisted
						Change		
								Rental units
								rehabilitated:
								20 Household Housing
								Unit
								Jobs created/retained:
								10 Jobs
10	Respond to Unforeseen	2021	2025	Affordable	New	Economic	CDBG:	Public Facility or
	Challenges			Housing	Hampshire	Development	\$500,000	Infrastructure Activities
				Non-Housing		Public Facilities		for Low/Moderate
				Community		Housing Grants		Income Housing
				Development				Benefit:
								250 Households
								Assisted

Sort	Goal Name	Start	End	Category	Geographic	Needs Addressed	Funding	Goal Outcome
Order		Year	Year		Area			Indicator
11	Promote Housing Stability	2021	2025	Homeless	New	Rapid Re Housing	ESG:	Tenant-based rental
					Hampshire	Services	\$933,800	assistance / Rapid
						Homeless		Rehousing:
						prevention		400 Households
								Assisted
								Homelessness
								Prevention:
								100 Persons Assisted
12	Emergency Shelter	2021	2025	Homeless	New	Emergency Shelter		Homeless Person
	Response				Hampshire			Overnight Shelter:
								2000 Persons Assisted
13	Unsheltered Increased	2021	2025	Homeless	New	Street Outreach	ESG:	Other:
	identification/engagement				Hampshire		\$3,122,864	1000 Other

Table 53 – Goals Summary

Goal Descriptions

1	Goal Name	Multifamily Affordable Rental Production
	Goal	HOME and HTF formula grants will be used along with Low Income Housing Tax Credits and other financing resources such as CDBG
	Description	to produce affordable rental units. There is no set amount of CDBG funds allocated to Multifamily Affordable Housing Production
		although about 45% of the total CDBG allocation is set aside in the general category of housing and public facility annually. CDFA
		will not know what the allocation will be until the application process is completed.

2	Goal Name	Preservation of Affordable Rental Properties
	Goal	HOME Program Income will be used for necessary rehabilitation work at properties that are being refinanced with other resources
	Description	including 4% Low Income Housing Tax Credits (not included in the budget projections because allocated non-competitively on a
		rolling application basis) in order to preserve affordability restrictions. Although \$1m of HOME resource is known to be available
		for this purpose in 2021, the availability of this resource during the following 4 years is unknown. Nonetheless a five-year funding
		projection is required here, therefore we will project continued availability of this resource. There is no set amount of CDBG funds
		allocated to Preservation of Affordable Rental Housing although about 45% of the total annual CDBG allocation is set aside in the
		general category of housing and public facilities. CDFA will not know what the allocation will be until the application process is
		completed.
3	Goal Name	TBRA/VASH for Homeless Veterans
	Goal	Homeless veterans are housed via a HUD-VA partnership in which the VA provides the services and HUD provides tenant based
	Description	rental assistance.
4	Goal Name	811 Project Rental Assistance for SMI
	Goal	Project based rental assistance for persons with Severe Mental Illness (SMI) through the HUD 811 PRA grant. Households with a
	Description	person with Severe Mental Illness will be housed in existing or new affordable rental housing projects to ensure very low
		concentrations of persons needing services from the Community Mental Health Centers in affordable housing projects throughout
		the state.
5	Goal Name	Expand and Improve Housing Opportunities
	Goal	Improved housing opportunities can occur through new construction, preservation, rehabilitation of owner-occupied and rental
	Description	units, and infrastructure improvements for mobile home coops. Grants shall not benefit moderate-income persons to the exclusion
		of low-income persons.
6	Goal Name	Catalyze Economic Development
	Goal	Catalyze economic investment, stabilize employment, and facilitate job growth in New Hampshire's cities and towns.
	Description	
7	Goal Name	Strengthen Small Businesses
	Goal	Build economic resiliency of small business owners and start-up businesses through business technical assistance and
	Description	microenterprise business support.

8	Goal Name	Improve and Create Public Facilities
	Goal	Address gaps in public infrastructure and community facilities.
	Description	
9	Goal Name	Emphasize Building Capacity
	Goal	Build capacity of New Hampshire's cities and towns to adapt and respond to changing community development and housing needs
	Description	by funding single purpose and transformational planning grants.
10	Goal Name	Respond to Unforeseen Challenges
	Goal	Respond to emerging and unforeseen economic and community development challenges.
	Description	
11	Goal Name	Promote Housing Stability
	Goal	To assist individuals and families experiencing homelessness, or who are at risk of homelessness, to regain housing stability and
	Description	provide comprehensive wraparound services to maintain housing stability. Strategies are intended to be used as part of a
		community response system using a low barrier, housing focused approach to ensure that homelessness is rare, brief, and non-
		recurring. The Emergency Solutions Grant supports a "Housing First" approach in addressing and ending homelessness. Housing
		First establishes assistance to exit homelessness directly into permanent housing and promoting housing stability as the primary
		intervention in working with people experiencing homelessness.
		Homeless Prevention: Targeted to those at highest risk of entering into the homelessness experience- to resolve housing instability
		quickly. Housing relocation and Stabilization Services and rental assistance provided for up to 24 months.
		Rapid Rehousing: Targeted at households experiencing homelessness to obtain permanent housing quickly. Housing relocation and
		Stabilization Services and rental assistance provided for up to 24 months.
		ESG and ESG-CV funds will be used specifically to prevent, prepare for, or respond to coronavirus. ESG funds will also to be used for
		short- and medium-term rental assistance and housing relocation and stabilization services for individuals and families who are
		residing in housing and receiving time limited subsidies funded by another source and who met the definition of "homeless" prior
		to entering that housing and whose subsidy is within 30 days of expiring. Additionally, it allows recipients and subrecipients to
		accept inspections conducted by other providers indicating that the housing is safe and sanitary instead of having to conduct their
		own habitability inspections prior to providing RRH assistance funded by ESG-CV

12	Goal Name	Emergency Shelter Response								
	Goal	ESG-CV funds may be used for costs of providing essential services to families and individuals experiencing homelessness in								
	Description	emergency shelters with consistent standards for assessing, prioritizing, and reassessing individuals and families' needs for these								
		essential services related to emergency shelter. Emergency shelter means any appropriate facility that has the primary use of								
		providing temporary shelter for persons experiencing homelessness in general, or for specific populations of persons experiencing								
		homelessness, and the use of which does not require occupants to sign leases or occupancy agreements. These may include								
		temporary emergency shelters, renovating buildings to be used as emergency shelter for families and individuals experiencing								
		homelessness, hotel/motel vouchers and operating emergency shelters.								
13	Goal Name	Unsheltered Increased identification/engagement								
	Goal	People experiencing homelessness are at risk for infection during community spread of coronavirus and lack of housing contributes								
	Description	to poor physical and mental health outcomes. Increasing identification and engagement will promote more comprehensive								
		housing connections, decrease the number of persons unsheltered and aid in NH's efforts to prevent, prepare for, or respond to								
		coronavirus. Housing focused street outreach services- for equitable identification and engagement with households experiencing								
		homelessness, aimed at putting them on a pathway to permanent housing while providing crisis assessments and referrals to								
		address immediate needs/ safety planning.								

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

LIHTC and HOME/HTF rental production of 150 new units annually, necessary rehabilitation to preserve of 75 units in program year 2021. Multiplied to five years, that would make 750 new units and 375 rehabilitated for preservation of affordability. Rough estimates of beneficiary incomes would be approximately half or 563 households at 60% of AMI, approximately a third or 336 households at 50% of median area income, and the remainder or 226 households at 30% of median area income.

SP-55 Barriers to affordable housing – 91.315(h)

Barriers to Affordable Housing

The preeminence of local decision-making on questions of land use in New Hampshire gives significantly added weight to the role of opponents of specific housing development proposals. Despite years of pro-housing policy advancements at the state level, local regulatory and process barriers continue to thwart housing development in many communities. This has the effect of concentrating development in those communities that are more accepting of new housing. With regard to low-income housing, this runs the risk of establishing patterns of undue concentration of poverty, though this has not yet occurred in a way that can be demonstrated statistically. Generally, though, measures that inhibit lower income households from moving to areas of greater opportunity serve to prevent beneficial socio-economic integration.

Widespread existence of local regulatory and process barriers serves to suppress private market response to demand for new housing construction. This has resulted in an artificial shortage of housing in New Hampshire that one study estimated to be approximately 20,000 units to meet current demand. In turn, this shortage results in increased housing costs that are especially burdensome to lower income households.

Strategy to Remove or Ameliorate the Barriers to Affordable Housing

New Hampshire Housing's Awareness Program continues to provide and resources to support ongoing education and advocacy efforts:

The **Housing Partnership Grants Program** will focus on the advocacy activities that are carried out by Authority partners as well as create opportunities for new partners. This program supports new or existing organizations, or programs within established nonprofit organizations, that wish to focus efforts on housing education and advocacy. The grants provide flexible funding that meets the needs of potentially diverse mix of providers. For-profits organizations and housing development organizations are not eligible for funding. Elements of the grant program:

Advancing understanding and engagement about housing issues.

- Housing Conferences: Will host conference and webinar presentations with nationally known speakers focused on homeownership, multi-family housing, and economic issues.
- Housing-Related Studies, Publications and Reports: Conduct various housing-related studies
 and develop reports and publications that address ongoing and emerging issues and topics that
 relate to housing. Topics could include incremental development, economics of development,

taxation and land value analysis, planning and zoning tools, and information related to demographics and housing needs and preferences.

Provide technical assistance to housing groups and municipalities.

- Support the work of regional housing coalitions and housing groups by providing funding and technical assistance.
- Provide towns and cities with assistance in assessing housing issues and addressing locally identified planning needs. Continue partnership with Plan NH to administer the Municipal Technical Assistance Grant program that enables municipalities to explore housing opportunities and make zoning changes that increase the opportunity for housing development.

SP-60 Homelessness Strategy – 91.315(d)

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The NH Coordinated Entry system provides a centralized method of identification for persons experiencing homelessness through 211. An individualized Prevention and Diversion assessment is conducted with each individual, then sent to a Regional Access Point, located throughout NH. The individual is connected to a homeless outreach provider, who connects with that individual both literally and figuratively; going to where the person is located and providing client centered services assessing individual needs. NH recognizes that not every individual will be identified through 211, so coordinated and robust outreach efforts are essential. These help in locating unsheltered individuals who may have additional barriers to access the Coordinated Entry system, such as no cell phone, no knowledge of the service, or other behavioral health/ healthcare conditions that could impair the CE assessment process. Outreach workers perform housing focused assessments of individuals and families experiencing homelessness to triage immediate basic needs such as food and crisis referrals, as well as additional needs such as healthcare, treatment, income, etc. and provide assistance in accessing these services on their pathway to permanent housing. Dynamic outreach strategies are also key components of engagement with persons experiencing homelessness. Outreach teams are trained in motivational interviewing, harm reduction, trauma informed care and other evidenced based practices that allow them to think creatively to best serve persons experiencing homelessness. Engagement strategies and comprehensive service delivery are provided through monthly outreach subcommittees.

Collaborative outreach across funding streams and fields of practice ensures a multidisciplinary approach to ending homelessness within each region. In addition to population specific outreach such

as Veteran and youth, outreach teams' partner with EMS, fire, police, faith-based providers, public health outreach, and more. Funded outreach teams include SAMHSA's PATH and GBHI grantees, Supportive Services for Veteran Families, VA Medical Center, Emergency Solutions Grant Outreach, State Opioid Response outreach, Healthcare for the Homeless and more. Regional Access Points also have physical locations, where individuals in need of accommodations can meet with a service provider as well. These strategies ensure equitable access and identification methods across New Hampshire.

Addressing the emergency and transitional housing needs of homeless persons

NH's network of 42 shelters includes 18 emergency shelter locations, 6 specialty shelters serving persons with identified special needs, 12 domestic violence shelters and 6 transitional shelter programs, and provide a diverse array of sheltering services to meet the needs of families, individuals, and various sub populations. BHS requires state-funded shelters to identify specific goals related to reducing the programs average length of stay and increasing outcomes to permanent housing. Through ESG-CV funding, emergency shelters were able to expand essential services and operations to help them in decompressing, abiding by CDC social distancing guidance and overall COVID-19 prevention, preparation for and response to the virus. Additionally, NH has subpopulation specific service intensive transitional housing such as Grant and Per Diem programs, serving Veterans experiencing homelessness and connecting them to pathways to permanent housing.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

Through NH's Coordinated Entry system, individuals are assessed using a common assessment tool and prioritized based on vulnerability. This method matches individuals and families with the appropriate level of service based on their needs and preserves those most intensive programs for the households with the highest vulnerabilities, such as those chronically homeless. This also ensures quick connection to Rapid Rehousing programs such as ESG and COC, who can quickly connect households to permanent housing. Additionally, BHS is partnering with NHHFA on a preference, opening up beds for Permanent and Supportive Housing- also prioritizing chronically homeless individuals. Use of the Coordinated Entry system ensures accurate measures of homeless identification to permanent housing placement. This information is then reviewed in the CoC subcommittees to strategize how to reduce the length of time spent homeless. An example strategy would be hiring housing navigators to communicate and mediate with landlords, building a pool of housing options for quick placement of households. Another

example includes breaking down the length of time it took to see where the process could be improved- such as reducing the time spent waiting on an inspection by the housing authority or streamlining applications by having agencies provide tenancy screening reports to avoid long background checks. Subpopulations such as Veteran, Youth and families are working on USICH initiatives to End Homelessness for their populations, which include metric breakdowns such as number of chronically/ long term homeless, length of time in the homeless experience and number of persons identified vs number of persons housed.

Another aspect of the Coordinated Entry system and Prioritization list include ensuring a housing plan matched for each individual identified. In addition to the private landlord connections discussed above, homeless service providers also provide long term connections to affordable housing options through public housing authorities and affordable housing properties. Key to this housing stability will be the household's ability to maintain the housing once the financial assistance ends. The supportive services provided include a housing stability case management component which is available during the time financial assistance is provided, and for six months following the end of financial assistance.

Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs

There are several strategies in place to help individuals and families avoid entering into homelessness after being discharged from publicly funded institutions. The ESG administrator chairs the DHHS Housing Integration Team, consisting of individuals from large systems of care such as the New Hampshire Hospital, the Department of Corrections, DCYF and the Bureau of Drug and Alcohol Services. Additionally, the Governor's Council on Housing Stability features a diverse stakeholder group with representatives from systems of care. Education is provided to these sites about discharge policies, Coordinated Entry and the housing resources available to vulnerable households who may be leaving their institutions into homelessness. Additionally, Homeless Prevention programs such as ESG and SSVF for Veterans, can assist households who have been in the system of care over 90 days. This allows them to start the housing and diversion strategies prior to discharge to reduce the need of the household to enter into the homelessness response system. New Hampshire has also been awarded Foster Youth Initiative vouchers, connecting youth discharging from foster care to housing choice vouchers and supportive services to help them sustain the housing.

COC and ESG funded RRH and ESG funded Homeless prevention Programs have service plans individualized to the Households needs. This includes ensuring the housing is affordable to the family after the assistance is over, budgeting skills, increasing household income through employment or job

training and mainstream benefits, and an overall self-sufficiency plan to exit the program. As the household stabilizes, the case management services typically lessen in intensity. At a minimum, at any stage the household must meet with the case manager at least monthly. Other state and local case management funds are then leveraged to follow up with the family after 12 months to ensure they do not fall back into homelessness. The additional leveraged case management funds are not only used to track previously served clients, but also to help connect or link to additional resources if the family is becoming unstable in their housing.

SP-65 Lead based paint Hazards – 91.315(i)

Actions to address LBP hazards and increase access to housing without LBP hazards

Using the "Housing units built before 1980 with children present" tables, we would estimate that 1/3 of the 27,690 households counted in owner-occupied units and 2/3 of the 6,770 renter-occupied units would likely contain lead-based paint hazards. This would give us 9,138 owner-occupied units and 4,468 renter-occupied units containing lead-based paint hazards.

New Hampshire Housing is administering its fourth consecutive (fifth historical) Lead-Based Paint Hazard Control Grant from HUD. This grant provides assistance to owners of privately-owned housing, both rental and ownership units, to address lead-based paint hazards where children under six years of age reside or are expected to reside in households who are low, very low, or extremely low income. Production slated for 2021 includes 112 inspections/risk assessments and 90 units made lead-safe and cleared for occupancy. Along with lead-safe unit production, grant-related activities include outreach and education to make parents, apartment owners, property managers, and painting/repair contractors aware of the dangers of childhood lead poisoning and how to prevent it through proper cleaning and work techniques. The State of New Hampshire also has allocated \$3M dollars to leverage with these federal funds to assist property owners in addressing lead-based paint hazards in units. Lead paint hazard control is an eligible CDBG activity. Recipients of Lead-Based Paint funding from New Hampshire Housing may also apply for CDBG funds.

How are the actions listed above integrated into housing policies and procedures?

Dating back over twenty years, New Hampshire Housing's Rehabilitation Construction Standards require lead testing for any pre-1978 properties rehabbed for affordable housing production or preservation, and that remains in effect. CDFA requires the same for any CDBG-funded rehab. Additionally, New Hampshire Housing has helped to inform and train painters and repair contractors for the EPA's RRP (Renovation, Repair, and Painting) requirements. Additionally, whenever a federal funding source is used in a rehabilitation project, NHHFA ensures that the construction is

performed pursuant to HUD's Lead Safe Housing Rule so that federal requirements for the abatement of lead-based paint hazards are followed to ensure safe housing for all households, but especially for families with young children who are highly susceptible to the dangers of lead-based paint.

Most of the rental production units produced with financing from New Hampshire Housing involve new construction, providing low, very low, and extremely low-income households with safe and affordable housing choice.

SP-70 Anti-Poverty Strategy – 91.315(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

In 2019, nearly 8 percent of all residents in New Hampshire are living in poverty. The poverty rate is lower for families (4.6%) and seniors aged over 65 years (5.7%). However, poverty rates are higher for children less than 18 years old with a poverty rate of 9.2 percent.

Reducing the number of New Hampshire residents who live in poverty is embedded in CDFA's five-year strategic goals:

- Creating and preserving affordable housing stabilizes residents in poverty by reducing cost burden and furthers personal investments in self-sufficiency such as child-care and adult education/job training;
- Emergency response funding helps prevent low-income households from falling further behind in other household expenses;
- Microenterprise investments enable low-income business owners to stabilize and growth their businesses—and provide jobs for other low income owners; and
- Economic development and public infrastructure investments enable New Hampshire's cities and towns to grow jobs and support the wellness and growth of residents.

New Hampshire Housing's Family Self-Sufficiency (FSS) program helps Housing Choice Voucher participants to increase their earned income, reduce their dependency on welfare assistance and rental subsidies, and become more self-sufficient through financial literacy training and education. Eligible Housing Choice Voucher participants can also take part in HUD's Prepurchase Housing Counseling program. They can purchase a home using a Mortgage Subsidy under the Voucher Assisted Mortgage Option or USDA programs.

Homeless Prevention and Rapid Rehousing Housing Stability Case Management services are provided to individuals and families at risk of or experiencing homelessness in conjunction with rental assistance. These services are focused on reaching housing stability with households served and

addressing all the other factors which may have contributed to their homelessness experience, such as limited income, or lack of resources. Many of the housing focused programs such as Rapid Rehousing are often designed to quickly end homelessness for that household- not solve poverty- so training providers on quality case management in connecting to long term services that can address reducing the number of families in poverty is essential. Services while in these housing programs include identifying precipitating factors for the housing crisis and referral to services such as healthcare, substance misuse services, mental health treatment, budgeting, employment related coaching, educational services, and coaching on issues related to being a good tenant. These would also include referral and connections to upstream services designed to help individuals move out of poverty into self-sufficiency.

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan

Timing and competitive scoring processes make direct coordination of Economic Development and affordable housing development activities difficult, but need/demand for affordable housing, which is considered during competitive project scoring, is enhanced by economic stability and growth.

4.6%

Family Poverty Rate

New Hampshire

9.2%

Child Poverty Rate (less than 18)

New Hampshire

Sources: US Census ACS 5-year 2015-2019

7.6%

Individual Poverty Rate

New Hampshire

5.7%

Senior Poverty Rate (more than 65)

New Hampshire

Poverty Rates

SP-80 Monitoring – 91.330

Describe the standards and procedures that the state will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The Bureau of Homeless and Housing Services is responsible for compliance and monitoring of the Emergency Solutions Grants. The BHS contract manager conducts on site and desk monitoring to ensure sub recipient compliance with HUD regulation 24 CFR parts 91 and 576 Homeless Emergency Assistance and Rapid Transition to Housing: Emergency Solutions Grant Program and Consolidated Plan Conforming Amendments. The monitoring is intended to: support sub recipients in successful program operations assuring that performance goals and objectives of the Consolidated Plan are being achieved; ensure all program activities are allowable and in compliance with HUD regulations; confirm there is proper documentation and recordkeeping; ensure funds are being expended and payment requests are occurring in a timely manner; and ensure sub recipients are in full compliance with their contract. Planned monitoring activities will include monthly review of HMIS data reports to monitor the use of funds and persons served, monitoring of performance standard outcomes, monthly billing statements/invoices, and annual site visits. Site visits are conducted annually, however if a sub recipient demonstrates a slow start up or has findings from a previous monitoring visit, more frequent monitoring visits may occur. Monitoring visits include a thorough review of client files and the sub recipient's general ledger to ensure fiscal compliance. At the end of the visit an exit interview is conducted with the sub recipient program manager and agency executive management, as applicable. A post review letter is sent to the sub recipient outlining the findings of the monitoring visit and required corrective action, as applicable.

The New Hampshire Community Development Finance Authority is responsible for compliance and monitoring with respect to the Community Development Block Grant program. The CDFA Webgrants system allows all project related documentation to be in one-place on-line and available to CDFA staff as well as the grantee. This allows for real time monitoring for program and finance procedures and regulations on individual projects. CDFA will continue to require semi-annual reporting by all sub-recipient municipalities and conduct annual monitoring visits to each active project. Checklists covering each major area of compliance continue to be used to assist in the reviews by CDFA and as a technical assistance tool for municipal staff. CDFA is developing a system of risk analysis to better target projects that will require more oversight.

New Hampshire Housing is responsible for compliance and monitoring for the entire affordability restriction periods in respect to HOME Investment Partnerships Program and the Housing Trust

Fund. As an organization with Project Based Contract Administration responsibilities for 143 affordable housing properties throughout the state, New Hampshire Housing is well-versed in the regulatory requirements of HUD project-based Section 8, Low Income Housing Tax Credits, HUD 811 and 202 programs, HTF and HOME in addition to other publicly supported programs. All HOME properties are monitored continuously, with tenant file and physical condition inspection reviews occurring at least every three years for each property, and or more frequently if required by a specific funding source. All properties are inspected against UPCS observable deficiencies. Any serious deficiency discovered in an occupied unit or common area must be remediated immediately.

Expected Resources

AP-15 Expected Resources – 91.320(c)(1,2)

Introduction

Anticipated Resources

Program	Source	Uses of Funds	Ехре	ected Amour	nt Available Y	ear 1	Expected	Narrative Description
	of Funds		Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$	Amount Available Remainder of ConPlan \$	
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	9,470,915	0	0	9,470,915	373,883,660	CDBG funds will be used for activities as outlined in the Consolidated Plan. Program income is not anticipated, and prior year resources are not yet known.

Program	Source	Uses of Funds	Ехре	ected Amour	nt Available Y	ear 1	Expected	Narrative Description
	of Funds		Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$	Amount Available Remainder of ConPlan \$	
HOME	public -	Acquisition						HOME funds, including Program Income
	federal	Homebuyer						and Prior Year Resources, will be utilized
		assistance						for Multifamily Rental Production in the
		Homeowner						form of both new construction and
		rehab						rehab of existing affordable housing
		Multifamily						stock in order to preserve and extend
		rental new						affordability.
		construction						
		Multifamily						
		rental rehab						
		New						
		construction for						
		ownership						
		TBRA	3,741,930	1,650,000	5,787,912	11,179,842	15,000,000	

Program	ram Source Uses of Funds Expected Amount Available Year 1 Expected					Narrative Description		
	of		Annual	Program	Prior Year	Total:	Amount	
	Funds		Allocation:	Income: \$	Resources:	\$	Available	
			\$		\$		Remainder	
							of ConPlan \$	
ESG	public -	Conversion and					<u> </u>	ESG funds will be used to fund Rapid
	federal	rehab for						Rehousing and Homeless Prevention
		transitional						Rental Assistance, Housing Stability Case
		housing						Management, HMIS, and admin to
		Financial						prevent, prepare for and respond to
		Assistance						coronavirus. Remaining ESG-CV funds
		Overnight						from the 2020 allocation will be used to
		shelter						prevent, prepare for, and respond to the
		Rapid re-housing						coronavirus pandemic (COVID-19)
		(rental						among individuals and families who are
		assistance)						homeless or receiving homeless
		Rental						assistance; and to support additional
		Assistance						homeless assistance and homelessness
		Services						prevention activities to mitigate the
		Transitional						impacts of COVID-19. Activities will
		housing						include Rapid Rehousing, Homelessness
								Prevention, Emergency Shelter, Street
			933,800	0	7,460,354	8,394,154	933,800	Outreach

Program	Source	Uses of Funds	Ехре	cted Amour	nt Available Ye	ear 1	Expected	Narrative Description
	of		Annual	Program	Prior Year	Total:	Amount	
	Funds		Allocation:	Income: \$	Resources: \$	\$	Available Remainder of ConPlan \$	
HTF	public -	Acquisition						HTF funds, including Program Income
	federal	Admin and						and Prior Year Resources, will be utilized
		Planning						for Multifamily Rental Production in the
		Homebuyer						form of both new construction as well as
		assistance						rehabilitation, as well as a competitive
		Multifamily						NOFA for supportive housing.
		rental new						
		construction						
		Multifamily						
		rental rehab						
		New						
		construction for						
		ownership	3,101,884	10,000	5,167,158	8,279,042	12,000,000	
HUD-	public -	Rental						New Hampshire Housing administers185
VASH	federal	Assistance						HUD-VASH vouchers including 25project
			1,137,000	0	0	1,137,000	4,200,000	based and 160 tenant based.
LIHTC	public -	Acquisition						Low Income Tax Credits are
	federal	Multifamily						administered by the Internal Revenue
		rental new						Service and are used for both
		construction						development and preservation of
		Multifamily						affordable rental housing inventory
		rental rehab	3,482,390	0	0	3,482,390	17,411,950	

Program	Source	Uses of Funds	Expe	ected Amour	nt Available Ye	ear 1	Expected	Narrative Description
	of Funds		Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$	Amount Available Remainder of ConPlan \$	
Section	public -	Rental						Section 811 PRA blends small numbers
811	federal	Assistance						of disabled households into new or
								existing affordable housing and provides
			500,000	0	0	500,000	2,500,000	project based rental assistance.

Table 54 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

HOME funds will be invested in new projects as development subsidy to "buy" deeper income targeting, leveraging private equity raised with Low Income Housing Tax Credits along with additional subsidy raised through a variety of sources including the Federal Home Loan Bank of Boston, private donations, and including, on some projects, State or local CDBG. Preservation activities accomplished with HOME will be limited to rehab activities to upgrade and replace building components and systems in existing affordable housing that will be required during the next contracted affordability period and will leverage 4% Low Income Housing Tax Credits and Tax-Exempt Bond financing.

Housing Trust Fund resources will be used as development subsidy to create long term affordability of rental units for extremely low-income households. Because of the 30-year minimum affordability restriction, commitment of project based rental assistance will also be necessary in order to make the projects financially feasible. Equity raised via sale of Low-Income Housing Tax Credits will contribute to the development of some units, and other private dollars may be raised to help plug financing gaps. The Housing Trust Fund program has no formal match requirements.

CDBG funds will leverage numerous resources depending on the type of project being funded. Water/Wastewater infrastructure will be leveraged with State Revolving Loan funds from the Department of Environmental Services, USDA and municipalities themselves. Housing rehab and related activities can include LIHTC, HOME, the New Hampshire Community Loan Fund, private equity, weatherization, FHLB and other funders. Economic development could leverage private equity, banks, regional development corporation revolving loan funds, SBA and others.

The formula allocation of HUD HEARTH Emergency Solutions Grant (ESG) funds to the state is \$933,800. Of this amount, \$763,130 will be matched with State Grant-in-Aid funds. New Hampshire (NH) funds the Bureau of Housing Supports Emergency Shelter Operations, and Homelessness Intervention at an annual level of approximately \$4 million. ESG-CV and annual ESG used for COVID response do not require match.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives – 91.320(c)(3)&(e)

Goals Summary Information

Sort	Goal Name	Start	End	Category	Geographic	Needs Addressed	Funding	Goal Outcome Indicator
Order		Year	Year		Area			
1	Multifamily Affordable	2021	2025	Affordable	New	Production of	HOME:	Rental units constructed:
	Rental Production			Housing	Hampshire	Affordable Rental	\$6,000,000	150 Household Housing
						Housing	HTF:	Unit
							\$3,000,000	
2	Preservation of Affordable	2021	2025	Affordable	New	Preservation of	HOME:	Rental units
	Rental Properties			Housing	Hampshire	Affordable Housing	\$1,000,000	rehabilitated: 75
								Household Housing Unit
3	TBRA/VASH for Homeless	2021	2025	Affordable	New	Homeless	HUD-VASH:	Homelessness
	Veterans			Housing	Hampshire	prevention	\$1,137,000	Prevention: 185 Persons
								Assisted
4	811 Project Rental	2021	2025	Affordable	New	Homeless	Section	Other: 150 Other
	Assistance for SMI			Housing	Hampshire	prevention	811:	
						Rental Housing	\$500,000	
						Affordable to		
						Extremely Low		
						Income		
5	Expand and Improve	2021	2025	Affordable	New	Housing Grants	CDBG:	Rental units constructed:
	Housing Opportunities			Housing	Hampshire		\$2,695,596	33 Household Housing
								Unit
								Rental units
								rehabilitated: 67
								Household Housing Unit

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Sort	Goal Name	Start	End	Category	Geographic	Needs Addressed	Funding	Goal Outcome Indicator
Order		Year	Year		Area			
6	Catalyze Economic	2021	2025	Non-Housing	New	Economic	CDBG:	Jobs created/retained:
	Development			Community	Hampshire	Development	\$1,770,596	90 Jobs
				Development		Support		
						Transformational		
						Change		
7	Strengthen Small Businesses	2021	2025	Non-Housing	New	Economic	CDBG:	Businesses assisted: 340
				Community	Hampshire	Development	\$925,000	Businesses Assisted
				Development				
8	Improve and Create Public	2021	2025	Non-Housing	New	Public Facilities	CDBG:	Public Facility or
	Facilities			Community	Hampshire		\$2,695,596	Infrastructure Activities
				Development				for Low/Moderate
								Income Housing Benefit:
								400 Households Assisted
9	Emphasize Building Capacity	2021	2025	Affordable	New	Capacity Building	CDBG:	Public Facility or
				Housing	Hampshire		\$600,000	Infrastructure Activities
				Non-Housing				for Low/Moderate
				Community				Income Housing Benefit:
				Development				24 Households Assisted
								Rental units
								rehabilitated: 20
								Household Housing Unit
								Jobs created/retained:
								10 Jobs
10	Respond to Unforeseen	2021	2025	Affordable	New	Economic	CDBG:	Public Facility or
	Challenges			Housing	Hampshire	Development	\$500,000	Infrastructure Activities
				Non-Housing		Public Facilities		for Low/Moderate
				Community		Housing Grants		Income Housing Benefit:
				Development				50 Households Assisted

Sort	Goal Name	Start	End	Category	Geographic	Needs Addressed	Funding	Goal Outcome Indicator
Order		Year	Year		Area			
11	Promote Housing Stability	2021	2025	Homeless	New	Rapid Re Housing	ESG:	Tenant-based rental
					Hampshire	Services	\$930,479	assistance / Rapid
						Homeless		Rehousing: 800
						prevention		Households Assisted
								Homelessness
								Prevention: 250 Persons
								Assisted
12	Emergency Shelter	2021	2025	Homeless	New	Emergency Shelter		Homeless Person
	Response				Hampshire			Overnight Shelter: 2000
								Persons Assisted
13	Unsheltered Increased	2021	2025	Homeless	New	Street Outreach		Other: 1000 Other
	identification/engagement				Hampshire			

Table 55 – Goals Summary

Goal Descriptions

1	Goal Name	Multifamily Affordable Rental Production
	Goal	HOME and HTF formula grants will be used along with Low Income Housing Tax Credits and other financing resources such as CDBG
	Description	to produce affordable rental units. There is no set amount of CDBG funds allocated to Multifamily Affordable Housing Production
		although about 45% of the total CDBG allocation is set aside in the general category of housing and public facility annually. CDFA
		will not know what the allocation will be until the application process is completed.

2	Goal Name	Preservation of Affordable Rental Properties
	Goal	HOME Program Income will be used for necessary rehabilitation work at properties that are being refinanced with other resources
	Description	including 4% Low Income Housing Tax Credits (not included in the budget projections because allocated non-competitively on a
		rolling application basis) in order to preserve affordability restrictions. Although \$1m of HOME resource is known to be available
		for this purpose in 2021, the availability of this resource during the following 4 years is unknown. Nonetheless a five year funding
		projection is required here, therefore we will project continued availability of this resource. There is no set amount of CDBG funds
		allocated to Preservation of Affordable Rental Housing although about 45% of the total annual CDBG allocation is set aside in the
		general category of housing and public facilities. CDFA will not know what the allocation will be until the application process is
		completed.
3	Goal Name	TBRA/VASH for Homeless Veterans
	Goal	Homeless veterans are housed via a HUD-VA partnership in which the VA provides the services and HUD provides tenant based
	Description	rental assistance.
4	Goal Name	811 Project Rental Assistance for SMI
	Goal	Project based rental assistance for persons with Severe Mental Illness (SMI) through the HUD 811 PRA grant. Households with a
	Description	person with Severe Mental Illness will be housed in existing or new affordable rental housing projects to ensure very low
		concentrations of persons needing services from the Community Mental Health Centers in affordable housing projects throughout
		the state.
5	Goal Name	Expand and Improve Housing Opportunities
	Goal	Improved housing opportunities can occur through new construction, preservation, rehabilitation of owner-occupied and rental
	Description	units
6	Goal Name	Catalyze Economic Development
	Goal	Catalyze economic investment, stabilize employment, facilitate job growth and support transformational change in New
	Description	Hampshire's cities and towns.
7	Goal Name	Strengthen Small Businesses
	Goal	Build economic resiliency of small business owners and start-up businesses through business technical assistance and
	Description	microenterprise business support.
8	Goal Name	Improve and Create Public Facilities
	Goal	Address gaps in public infrastructure and community facilities.
	Description	

9	Goal Name	Emphasize Building Capacity								
	Goal	Build capacity of New Hampshire's cities and towns to adapt and respond to changing community development and housing needs								
	Description	by funding single purpose and transformational planning grants.								
10	Goal Name	Respond to Unforeseen Challenges								
	Goal	Respond to emerging and unforeseen economic and community development challenges.								
	Description									
11	Goal Name	Promote Housing Stability								
	Goal	To assist individuals and families experiencing homelessness, or who are at risk of homelessness, to regain housing stability and								
	Description	provide comprehensive wraparound services to maintain housing stability. Strategies are intended to be used as part of a								
		community response system using a low barrier, housing focused approach to ensure that homelessness is rare, brief, and non-								
		recurring. The Emergency Solutions Grant supports a "Housing First" approach in addressing and ending homelessness. Housing								
		First establishes assistance to exit homelessness directly into permanent housing and promoting housing stability as the primary								
		intervention in working with people experiencing homelessness.								
		Homeless Prevention: Targeted to those at highest risk of entering into the homelessness experience- to resolve housing instability								
		quickly. Housing relocation and Stabilization Services and rental assistance provided for up to 24 months.								
		Rapid Rehousing: Targeted at households experiencing homelessness to obtain permanent housing quickly. Housing relocation and								
		Stabilization Services and rental assistance provided for up to 24 months.								
		ESG and ESG-CV funds will be used specifically to prevent, prepare for, or respond to coronavirus.								
12	Goal Name	Emergency Shelter Response								
	Goal	ESG-CV funds may be used for costs of providing essential services to families and individuals experiencing homelessness in								
	Description	emergency shelters with consistent standards for assessing, prioritizing, and reassessing individuals and families' needs for these								
		essential services related to emergency shelter. Emergency shelter means any appropriate facility that has the primary use of								
		providing temporary shelter for persons experiencing homelessness in general, or for specific populations of persons experiencing								
		homelessness, and the use of which does not require occupants to sign leases or occupancy agreements. These may include								
		temporary emergency shelters, renovating buildings to be used as emergency shelter for families and individuals experiencing								
		homelessness, hotel/motel vouchers and operating emergency shelters.								

13	Goal Name	Unsheltered Increased identification/engagement		
	Goal	People experiencing homelessness are at risk for infection during community spread of coronavirus and lack of housing contributes		
	Description	to poor physical and mental health outcomes. Increasing identification and engagement will promote more comprehensive housing		
		connections, decrease the number of persons unsheltered and aid in NH's efforts to prevent, prepare for, or respond to		
		coronavirus. Housing focused street outreach services- for equitable identification and engagement with households experiencing		
		homelessness, aimed at putting them on a pathway to permanent housing while providing crisis assessments and referrals to		
		address immediate needs/ safety planning.		

AP-25 Allocation Priorities – 91.320(d)

Introduction:

The planned utilization of the 2021 ESG funds will allow NH to build on and expand initiatives to prevent homelessness and rapidly re-house homeless persons. ESG-CV funds will expand eligible activities to include Emergency Shelter and Street Outreach activities in addition to Homelessness Prevention and Rapid Rehousing households.

The planned utilization of HOME funds will provide both the production of new affordable rental units and the preservation of existing units at risk of loss from the affordable housing inventory due to expiring affordability restrictions. The addition of resources from the Housing Trust Fund this year will contribute to production of rental units affordable to extremely low-income households.

The planed utilization of CDBG funds will provide direct benefit in the form of improved housing, public facilities and employment opportunities to low- and moderate-income individuals and households.

Funding Allocation Priorities

													Unshelte	
													red	
	Multifa	Preserva	TBRA/VA	811	Expand			Improve		Respond			Increase	
	mily	tion of	SH for	Project	and	Catalyze		and	Emphasi	to		Emergen	d	
	Affordab	Affordab	Homeles	Rental	Improve	Economi	Strength	Create	ze	Unforese	Promote	су	identific	
	le Rental	le Rental	S	Assistanc	Housing	С	en Small	Public	Building	en	Housing	Shelter	ation/en	
	Producti	Properti	Veterans	e for SMI	Opportu	Develop	Business	Facilities	Capacity	Challeng	Stability	Respons	gagemen	
	on (%)	es (%)	(%)	(%)	nities (%)	ment (%)	es (%)	(%)	(%)	es (%)	(%)	e (%)	t (%)	Total (%)
CDBG	0	0	0	0	30	20	10	30	6	4	0	0	0	100
HOME	75	25	0	0	0	0	0	0	0	0	0	0	0	100
ESG	0	0	0	0	0	0	0	0	0	0	60	0	40	100
HTF	100	0	0	0	0	0	0	0	0	0	0	0	0	100
HUD-														
VASH	0	0	100	0	0	0	0	0	0	0	0	0	0	100
LIHTC	90	10	0	0	0	0	0	0	0	0	0	0	0	100
Section														
811	0	0	0	100	0	0	0	0	0	0	0	0	0	100

Table 56 – Funding Allocation Priorities

Reason for Allocation Priorities

People experiencing homelessness are at high risk for infection during community spread of coronavirus and lack of housing contributes to poor physical and mental health outcomes. These services will allow ESG subrecipients to prioritize and serve households that are most in need of this assistance. They also allow for the development of strategies within NH's public health response to the immediate crisis needs of individuals and families experiencing homelessness, or at risk of homelessness as well as to develop plans of response to the economic effects of coronavirus for individuals and families experiencing homelessness and at risk of homelessness. The planned utilization of the 2021 ESG funds will allow NH to build on and expand initiatives to prevent homelessness and rapidly re-house homeless persons. These objectives and priorities are in alignment with the Opening Doors: Federal Strategic Plan to Prevent and End Homelessness; in particular, objectives 3.a., 3.c., and 6.a. The planned use of the 2021 ESG CV funds will expand these priorities into Street outreach and Emergency Shelter activities to help persons experiencing homelessness quickly connect to services on pathways to permanent housing to reduce the spread of COVID-19.

The need for housing affordable to low, very low, and extremely low-income households continue to exceed demand by two thirds, so development of new inventory is critical as is the avoidance of losing existing inventory through expiring use. National Housing Trust Fund resources are targeted solely to assist extremely low-income households. Homeless veterans served by HUD-VASH tenant based rental assistance; and extremely low-income households with severe mental illness (SMI) served by 811 project based rental assistance are both high priority groups.

Approximately 30% of the CDBG allocation will expand and improve housing, 30% will support community facilities, and 30% will support Economic Development emphasizing transformational investments (approximately 10% in support of small businesses). The remainder of the allocation will support both single purpose planning and transformational grants (6%) and support response to challenges (4%).

How will the proposed distribution of funds will address the priority needs and specific objectives described in the Consolidated Plan?

ESG Grant funds will be allocated to each category as follows: 3% HMIS; 7.5% Administrative Activities; 39.05% Prevention; and 50% Rapid re-Housing. All of NH state homeless assistance funding and CoC funding is dedicated to preventing homelessness and assisting homeless households regain stability and is used for planning, administration, coordination of services, homeless prevention and intervention, emergency shelter, transitional housing and permanent supportive housing. To best leverage available funding and community response to COVID-19, ESG-CV grant funds will be distributed as follows: 39% Street Outreach, 43% Emergency Shelter, 10% Rapid Rehousing, 8% on Homeless Prevention.

Priority needs and specific objectives for CDBG funds will be used to benefit low-to moderate income individuals by upgrading public facilities, improving housing stock, providing jobs and providing microenterprise skills training.

HOME funds will be awarded to projects that will address the needs of very low-income households, comprised of families, elderly, and those with special needs.

HTF funds are prioritized for housing affordable to extremely low-income households with preferences for those with disabilities, those who are chronically homeless or homeless, veterans, and those who are in recovery from a substance use disorder.

AP-30 Methods of Distribution - 91.320(d)&(k)

Introduction:

BHS conducts a competitive procurement process for the ESG Rapid Re-Housing, Homeless Prevention and Street Outreach Programs. The objectives and priorities outlined in the procurement process are in alignment with the USICH Federal Strategic Plan to Prevent and End Homelessness.

New Hampshire Housing distributes HOME Investment Partnership funds in accordance with 24 CFR Part 92 and New Hampshire Housing's Qualified Allocation Plan. HTF funds are allocated in accordance with 24 CFR Part 93, New Hampshire Housing's Qualified Allocation Plan and through competitive NOFAs seeking applicants who are building supportive housing.

State CDBG investments are not allocated on a geographic basis. Investments are awarded on a competitive basis based on along established criteria adopted pursuant to the state Administrative

Procedures Act. This process was amended beginning in 2020. In 2019, CDFA, which administers the NH small cities program (balance of state) on behalf of the state, was exempted from the state Administrative Procedures Act. CDFA developed a program and application guide which now governs how CDBG funds are allocated. The guide is available online at:

https://resources.nhcdfa.org/wp-content/uploads/2021/01/CDFA-CDBG-Application-and-Program-Guide-2021-and-CDBG-CV-FINAL.pdf

Distribution Methods

Table 57 - Distribution Methods by State Program

1	State Program Name:	Community Development Block Grant Program
	Funding Sources:	CDBG
	Describe the state	CDFA distributes CDBG based on its 2021 Program and Application Guide.
	program addressed by	The primary purpose of the CDBG program is the development of viable
	the Method of	communities by providing decent housing, suitable living environments,
	Distribution.	and expanding economic opportunities, principally for low-and-moderate-
		income people. The program is sponsored by the US Department of
		Housing and Urban Development (HUD).
		CDFA distributes CDBG grants to New Hampshire's cities, towns, and
		counties. A nonprofit agency may also apply through its municipality or
		county as a sub-recipient of CDBG money. All eligible municipalities and
		counties can apply for up to \$500,000 in CDBG funds per year. Grants may
		be applied for under the following categories.
		Economic Development
		 Housing, Permanent supportive Housing
		Public Facilities
		Emergencies and Unanticipated Events
		Planning Grants
	Describe all of the criteria	CDFA selects projects for funding based on the priorities noted above and
	that will be used to select	through its CDBG Application and Program Guide which includes detailed
	applications and the	selection criteria. This Application and Program Guide can be found on the
	relative importance of	CDFA website at nhcdfa.org. New Hampshire's 229 incorporated
	these criteria.	municipalities and the ten county governments are eligible for the State
		CDBG Program. CDFA requires that at least 51% of the funds requested
		for either Housing or Public Facilities and 60% for Economic Development
		shall be used for direct benefit to low- and moderate-income persons.

If only summary criteria	All applications are submitted online through the CDFA Grants
were described, how can	Management System (GMS). After registration, municipalities and their
potential applicants	representatives can access application materials and complete their
access application	applications online. CDFA also runs two application workshops annually
manuals or other	throughout the State. In 2019, CDFA released a new, online
state publications	implementation guide that is available to all applicants. The
describing the application	implementation guide includes online webinars for each section. Staff also
criteria? (CDBG only)	provides one-on-one pre-application meetings with any potential
, , , , ,	applicants, post-application meetings with awardees and technical
	assistance to grantees and subrecipients.
Describe the process for	N/A
awarding funds to state	
recipients and how the	
state will make its	
allocation available	
to units of general local	
government, and non-	
profit organizations,	
including community and	
faith-based	
organizations. (ESG only)	
Identify the method of	
selecting project	
sponsors (including	
providing full access to	
grassroots faith-based	
and other	
community-based	
organizations). (HOPWA	
only)	

Describe how resources will be allocated among funding categories.

A total of \$9,333,410 was allocated to New Hampshire for the State CDBG

Program for 2021. These funds will be allocated as follows:

Housing: \$2,744,470

Public Facilities: \$2,744,470

Economic Development: \$ 2,744,470 (Includes \$925,000 for

Microenterprise)

Planning Grants: \$600,000 Emergency Grants: \$500,000

Program Income shall be distributed in the Community Development Grants round immediately following its receipt. Other funds carried forward from previous federal fiscal years (including unused Emergency Grant and Economic Development Grant funds, Housing and Public Facility Grant funds, and recaptured funds returned to the state) shall be distributed in the Community Development Grants round immediately following its receipt, but a portion may be held and distributed in the second application round following its receipt for the purpose of balancing the amounts available in each application round. In addition, uncommitted Economic Development funds may also be held for projects under consideration at the end of the year or carried forward to be distributed in the next Economic Development Grant program year at the discretion of the Executive Director of CDFA. Administrative or Technical Assistance funds carried forward from previous federal fiscal years shall remain in their respective categories.

Describe threshold factors and grant size limits.

Grant size limits are as follows unless additional funds are necessary due to unforeseen conditions: Planning Grants: up to \$25,000 for single purpose planning grants and up to \$100,000 for transformational planning grants; Emergency Grants: up to \$350,000 (under 10,000 population) or \$500,000 (over 10,000 population); Housing Grants - up to \$500,000 per eligible community annually; Public Facility Grants - up to \$500,000 per eligible community annually; Economic Development Grants - up to \$500,000 per eligible community annually; Microenterprise Grants - up to \$500,000 per eligible county annually. Who is eligible to apply: All non-entitlement communities (200 +) in New Hampshire plus all 10 New Hampshire counties. Entitlement communities Manchester, Nashua, Portsmouth, Rochester and Dover may not apply. Threshold application requirements are outlined in the CDFA Application and Program Guide located on nhcdfa.org.

	What are the outcome	Grants are issued on a competitive basis and the estimated number and
	measures expected as a	type of beneficiaries is not known until applications are approved.
	result of the method of	Generally, CDBG funds will create or retain jobs with additional incentives
	distribution?	offered for jobs created in Opportunity Zones and New Market Tax Credit
		eligible areas, provide training and technical assistance to micro
		businesses, rehabilitate housing units and support the creation of
		additional units in community designated downtowns, support
		rehabilitation of public facilities and support planning for potential
		implementation projects and provide funds to address emergencies within
		the last 18 months. Outcome measures will be reported in the CAPER.
2	State Program Name:	Emergency Solutions Grant (ESG)
	Funding Sources:	ESG
	Describe the state	The ESG program objective is to assist individuals and families
	program addressed by	experiencing homelessness, or who are at risk of homelessness, to regain
	the Method of	stability through services provided under the eligible activities described
	Distribution.	in 24 CFR Part 576. ESG funds are intended to be used as part of a
		community response system to promote equity in using a low barrier,
		housing focused approach to ensure that homelessness is rare, brief, and
		non-recurring.
	Describe all of the criteria	ESG Proposals will be evaluated and ranked by a review committee
	that will be used to select	comprised of New Hampshire Department of Health and Human Services
	applications and the	staff from multiple divisions and non-applicant stakeholders. Proposals
	relative importance of	will be reviewed and ranked based on: consistency with the RFP
	these criteria.	requirements and review criteria, including how effective the proposed
		activity will be in providing homeless prevention and/or Rapid Re- Housing
		services; alignment with goals in the NH Strategic 5-Year Plan and the
		2021 Action Plan; Continuum of Care strategic goals; and the national
		goals and objectives outlined in the USICH Federal Strategic Plan to End
		Homelessness; agency capacity; cost effectiveness; and coordination with
		local CoC. The specific scoring criteria to be used are outlined below:
		Experience & Capacity (Q1) 20 Points
		Extent/Need/Region/Number Served (Q2) 30 Points
		Start Up (Q3) 45 Points
		Collaboration (Q4) 20 Points
		Staffing (Q5) 20 Points
		Compliance (Q6) 10 Points

If only summary criteria	N/A
were described, how can	
potential applicants	
access application	
manuals or other	
state publications	
describing the application	
criteria? (CDBG only)	
Describe the process for	Eligible applicants include units of local government and nonprofit
awarding funds to state	organizations including community and faith-based organizations. The
recipients and how the	Request for Applications (RFA) will be released for ESG Rapid Re-Housing
state will make its	and Prevention. Proposals were evaluated and ranked by a review
allocation available	committee comprised of New Hampshire Department of Health and
to units of general local	Human Services staff from multiple divisions and non-applicant
government, and non-	stakeholders. Proposals will be reviewed and ranked based on:
profit organizations,	consistency with the RFA requirements and review criteria, including how
including community and	effective the proposed activity will be in providing homeless prevention
faith-based	and/or Rapid Re- Housing services; alignment with goals in the NH
organizations. (ESG only)	Consolidated Plan 5-Year Plan and the 2021 Action Plan; and Continuum
	of Care strategic goals.
	Applications for funding include a summary of the activities proposed,
	including the dollar amount requested for each, whether the initiative is
	new or a continuation, the projected number of persons served, and the
	types of populations served. Applications also include: narrative
	describing the activities and use of funds; identification of the Continuum
	of Care existing in the community and the relationship of proposed
	activities to the Continuum of Care; and a budget which outlines ESG
	funds, State and local funding, full operating budget and matching
	resources.
Identify the method of	resources.
selecting project	
sponsors (including	
•	
providing full access to	
grassroots faith-based	
and other	
community-based	
organizations). (HOPWA	
only)	
Describe how resources	ESG Grant funds will be allocated to each category as follows: 3% HMIS;
will be allocated among	7% Administrative Activities; 22% Prevention; 36% Street Outreach; 32%
funding categories.	Rapid Re-Housing.

,		
	Describe threshold	BHS intends to ensure statewide availability of ESG funds for Homeless
	factors and grant size	Prevention, Street Outreach and Rapid ReHousing Activities. BHS
	limits.	anticipates funding up to 10 regional projects across the state with grants
		ranging from \$65,000 - \$100,000, based on demonstrated need.
	What are the outcome	Housing Stability
	measures expected as a	Goal: 70% of program participant households will achieve housing stability
	result of the method of	for six months following the end of rental assistance.
	distribution?	Measurement: Housing Stability will be measured by the percentage of
		program households who maintain their tenancy for six months following
		the end of rental assistance.
		Increased Permanent Housing Connections
		Goal: At least 70% of households that exit a Rapid Re-housing program or
		Homeless Prevention program exit to permanent housing.
		Measurement: This requires a calculation of the percentage of households
		who exit the rapid re-housing program or Homeless Prevention program
		to permanent housing
		Recidivism
		Goal: 70% of program participant households will experience housing
		stability as evidenced by no subsequent episode of homelessness.
		Measurement: Recidivism will be measured by the total number of adult
		program participants with successful exits from the program (with a
		successful housing outcome), that did not have an emergency shelter stay
		of at least one night within six months of exiting the program.
3	State Program Name:	HOME Affordable Rental Production and Preservation
	Funding Sources:	HOME
	Describe the state	HOME funds are utilized as development subsidy in Low Income Housing
	program addressed by	Tax Credit projects. To qualify as a HOME project, a project must maintain
	the Method of	a minimum set-aside of rent-restricted units for tenants in a targeted
	Distribution.	income group. At a minimum, at least 20% of the HOME-assisted units
		must be rented to very low-income households, defined as households
		with incomes at or below 50% of Area Median Income. All other HOME-
		assisted units must be rented to households earning at or below 60% of
		AMI.
		HOME funds are also utilized to pay for a portion of necessary
		rehabilitation of projects being refinanced in order to preserve
		- - - - - - -
		affordability. The need for such rehab will be determined by property

Describe all of the criteria Criteria used for scoring projects for awards of Low-Income Housing Tax that will be used to select Credits are found in the Qualified Allocation Plan which is developed every applications and the two years and approved by the Governor. Applications are due in August relative importance of so that formal scoring can be completed before winter so that projects these criteria. can close on financing and be ready to proceed early in spring. A full copy of the 2021-2022 QAP can be found here: https://www.nhhfa.org/developer-financing/low-income-housing-taxcredits-lihtc/ In addition to publishing the QAP, rental production program rules, construction standards, and underwriting standards on New Hampshire Housing's website, staff also requires early conceptual review of all projects and works with developers to help them put together the best project applications they can. New Hampshire Housing's Underwriting and Development Policies for Multi-Family Finance can be found here: https://www.nhhfa.org/developer-financing/underwriting-anddevelopment-policies/ HOME funding for preservation projects is also available through the QAP. N/A If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only) Not ESG. Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and nonprofit organizations, including community and faith-based organizations. (ESG only)

Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)	
Describe how resources will be allocated among	HOME funds are anticipated to be split as \$4,000,000 for rental production and \$1m for preservation rehab.
funding categories.	HOME program rules require a set-aside of at least 15% of the annual allocation for projects owned, developed, or sponsored by Community Housing Development Organizations (CHDOs), non-profit housing organizations meeting very stringent criteria defined by HUD in their HOME Investment Partnerships Final Rule. However, this requirement has been waived in 2020 through HUD's COVID-19 waivers. New Hampshire Housing has taken advantage of this waiver but has such strong CHDO partners that it may not be necessary to use this waiver. For-profit developers also have a significant role in the development of affordable housing projects, and they are able to obtain project financing on an even playing field through the QAP and allocation of tax credits.

	Describe threshold	The following are eligible to apply for project specific assistance under the
	factors and grant size	HOME program:
	factors and grant size limits.	 HOME program: Non-profit corporation with an approved 501(c)3 tax-exempt status. Local housing authorities. Units of local government. Limited partnerships, general partnerships, corporations, limited liability companies, proprietorships, and other business organizations. The following are not eligible to receive HOME funds: Primarily religious organizations, where residency would be limited to an exclusive denomination. Any person who is an employee, agent, consultant, officer, elected official, or appointed official of the State of New Hampshire, New Hampshire Housing Finance Authority, or state recipient or subrecipient receiving HOME funds (collectively Non-eligible Persons). This includes partnerships and corporations where the controlling partner, controlling member, or person(s) in control of such entity is a Non-eligible Person or Persons. Projects financed by HUD 202/811 programs. Assistance will be limited as follows: in investment limit for all projects of combined Authority capital subsidy funds and LIHTC equity is \$200,000 per unit with the exception of projects targeting households earning at or below 30% of Area Median Income, which will be evaluated on a case-by-case basis. Some minor adjustments may be approved to raise limits as a result of the COVID-19 pandemic.
	What are the outcome	We anticipate 150 units of new rental production and 75 units preserved
	measures expected as a	through rehab in conjunction with refinancing.
	result of the method of	
	distribution?	
4	State Program Name:	Housing Trust Fund
	Funding Sources:	HTF

Describe the state program addressed by the Method of Distribution.

National Housing Trust Fund (HTF) resources are to be utilized to create housing affordable to extremely low-income households for no less than 30 years.

New Hampshire will limit the use of these funds to affordable rental housing due to very high demand for rental housing affordable to extremely low-income households and the challenge associated with creating viable and sustainable homeownership opportunities for extremely low-income households. A portion of the HTF resources will be distributed through a specific Notice of Funding Availability process that will finance projects to benefit extremely low-income households who need housing combined with services, including but not limited to homeless, households with a member with a disability, veterans, and housing for persons with substance use disorder. Applicants responding to the HTF NOFA will be requesting financing for development subsidy and potentially project-based rental assistance which will provide affordability to extremely low-income households for a minimum of 30 years. A portion of HTF funding will also be available for use in Low Income Housing Tax Credit (LIHTC) projects through New Hampshire Housing's traditional Multifamily Rental Housing Financing Application process. The 2021-2022 Qualified Allocation Plan for LIHTC, which was written to be compatible with the National Housing Trust Fund, awards points for projects that reserve at least 10% of the units for Extremely Low Income Households, as well as points for projects reserving between 10%-25% of their units for housing that includes a household member who is intellectually disabled, physically disabled, people suffering from severe mental illness (must also participate in the 811 program) a veteran or is homeless or at imminent risk of homelessness immediately prior to tenancy and be identified as needing services to maintain housing.

Describe all of the criteria that will be used to select applications and the relative importance of these criteria. The criteria used to select applications as well as their relative importance are found in New Hampshire's 2021-2022 Qualified Allocation Plan https://www.nhhfa.org/developer-financing/low-income-housing-tax-credits-lihtc/

The criteria used for the competitive supportive housing NOFA is attached in the Unique Appendices.

If only summary criteria	Not CDBG
were described, how can	
potential applicants	
access application	
manuals or other	
state publications	
describing the application	
criteria? (CDBG only)	
Describe the process for	Not ESG
awarding funds to state	
recipients and how the	
state will make its	
allocation available	
to units of general local	
government, and non-	
profit organizations,	
including community and	
faith-based	
organizations. (ESG only)	
Identify the method of	
selecting project	
sponsors (including	
providing full access to	
grassroots faith-based	
and other	
community-based	
organizations). (HOPWA	
only)	
Describe how resources	100% of resources will be utilized as development subsidy to
will be allocated among	support production of rental housing affordable to extremely low-income
funding categories.	households. Competitive scoring of Housing Trust Fund Projects applied
	for through both the Low-Income Housing Tax Credit and NOFA
	processes will prioritize resources to those considered most in need.

	Describe threshold	HTF is used primarily in supportive housing. It is not uncommon for the		
	factors and grant size	per unit total development cost to exceed the HOME Maximum Per Unit		
	limits.	Subsidy Limit because not all supportive housing projects are able to		
	iiiiits.	leverage the required additional resources necessary to meet their		
		development costs. NHHFA did an analysis of projects from 2014-2020 of		
		actual costs and determined that actual costs of square footage have been		
		increasing annually 2% per year. Additionally, increasing the HTF		
		Maximum Per Unit Subsidy Limit will allow the Authority to provide		
		additional capital financing to expedite the successful completion of		
		supportive housing projects that serve some of our most vulnerable		
		populations and are not able to leverage such funding. As a result of the		
		pandemic's economic effects, NHHFA has seen an exponential increase in		
		construction costs, threatening the financial viability of these		
		projects. Therefore, per unit subsidy limits are being increased to:		
		Per unit subsidy limits are:		
		0 Bedroom 176,311		
		1 Bedroom 202,115		
		2 Bedroom 245,776		
		3 Bedroom 317,892		
		4 Bedroom 349,014		
		These limits will be reassessed annually.		
	What are the outcome	Outcomes will be quantified as 25 new units of rental housing affordable		
	measures expected as a	to extremely low-income households to be generated with this year's		
	result of the method of	allocation.		
	distribution?			
5	State Program Name:	NH Homeless Services State Grant in Aid		
	Funding Sources:	ESG		
	Describe the state	The NH Homeless service system which consists of the CoC program, ESG		
	program addressed by	and NH's Emergency Shelter and Homeless Intervention Services.		
	the Method of			
	Distribution.			
	Describe all of the criteria	The following criteria were used to score applications for funding: Services		
	that will be used to select	(15pts); Need for Services (20 pts); Emergency Shelter Plan (35 pts);		
	applications and the	Policies/procedures (25 pts); Experience (15 pts); Staffing Plan (10 pts);		
	relative importance of	Goals (15 pts); Collaboration (20 pts); HMIS (10 pts); Budget (25 pts); and		
	these criteria.	Budget Narrative (15 pts).		

If only summary criteria	N/A
were described, how can	
potential applicants	
access application	
manuals or other	
state publications	
describing the application	
criteria? (CDBG only)	
Describe the process for	The RFP for State funding is released biennially and is for a 2-year funding
awarding funds to state	cycle.
recipients and how the	
state will make its	
allocation available	
to units of general local	
government, and non-	
profit organizations,	
including community and	
faith-based	
organizations. (ESG only)	
Identify the method of	
selecting project	
sponsors (including	
providing full access to	
grassroots faith-based	
and other	
community-based	
organizations). (HOPWA	
only)	
Describe how resources	State Grant in Aid (SGIA) funds emergency and specialty shelter
will be allocated among	operations and Homeless intervention services. Examples of homeless
funding categories.	intervention activities could include assessing a client's eligibility for
	shelter/housing placement, legal services, and drop-in centers or other
	facilities where clients have access to case managers as well as
	telephone/internet access for education, housing, employment purposes.
Describe threshold	N/A
factors and grant size	
limits.	
What are the outcome	Funded projects must establish goals related to increasing exits to
measures expected as a	permanent housing and reducing the average length of stay or program
result of the method of	participation.
distribution?	

6	State Program Name:	Project Based Rental Assistance for Disabled
	Funding Sources:	Section 811
	Describe the state	Section 811 provides project based rental assistance to severely mentally
	program addressed by	ill extremely low-income individuals utilizing units in either new or existing
	the Method of	affordable housing stock that does not otherwise provide project based
	Distribution.	rental assistance. Tenants are assisted with the search for an available
		section 811-subsidized apartment in their community of choice as well as
		connection with local community based mental health services. Extremely
		low-income households with a severely mentally ill member are screened
		for eligibility by the Bureau of Mental Health Services and referred to a
		property management agent who screens applicants for their specific
		projects.
	Describe all of the criteria	The owners or property management agents of existing affordable
	that will be used to select	housing are solicited for participation in the 811 PRA Program. QAP
	applications and the	scoring points in current or future competition for LIHTCs are offered as
	relative importance of	an incentive. Beneficiaries are screened for eligibility and appropriateness
	these criteria.	for the program but are not rated or scored beyond those
		requirements. Actual provision of project based rental assistance hinges
		on the presence of an eligible tenant in an approved rental unit.
	If only summary criteria	N/A
	were described, how can	
	potential applicants	
	access application	
	manuals or other	
	state publications	
	describing the application	
	criteria? (CDBG only)	
	Describe the process for	N/A
	awarding funds to state	
	recipients and how the	
	state will make its	
	allocation available	
	to units of general local	
	government, and non-	
	profit organizations,	
	including community and	
	faith-based	
	organizations. (ESG only)	

	Identify the method of	
	selecting project	
	sponsors (including	
	providing full access to	
	grassroots faith-based	
	and other	
	community-based	
	organizations). (HOPWA	
	only)	
	Describe how resources	These funds are utilized for the singular use of project based rental
	will be allocated among	assistance.
	funding categories.	
	Describe threshold	N/A
	factors and grant size	
	limits.	
	What are the outcome	Extremely low-income households with a severely mentally ill household
	measures expected as a	member will be provided with needed project based rental assistance,
	result of the method of	making their housing affordable.
	distribution?	
7	State Program Name:	State Community Development Tax Credits
	Funding Sources:	
	Describe the state	CDFA grants state tax credit awards on a competitive basis to qualified
	program addressed by	non-profit organizations for specific community development projects or
	the Method of	programs. CDFA is attracted to innovative projects that show a high
	Distribution.	degree of community support, build partnerships, and leverage other
		funds. CDFA gives a 75% state tax credit against a donation made by a
		business to any approved project. The tax credit may be applied against
		the New Hampshire business profits tax, business enterprise tax, and/or
		the insurance premium tax.
	Describe all of the criteria	The Tax Credit Program first uses a Letter of Intent to determine applicant
	that will be used to select	eligibility and then a full application process. Staff reviews full
	applications and the	applications including site visits as needed. After this process the staff and
	relative importance of	a subcommittee of the CDFA Board of Directors evaluate projects for
	these criteria.	conformance with the State RSA 162-L which governs the program and
		funds available. After this process is complete, awards are made to
		successful applicants.

	If only summary criteria	N/A
	were described, how can	
	potential applicants	
	access application	
	manuals or other	
	state publications	
	describing the application	
	criteria? (CDBG only)	
	Describe the process for	N/A
	awarding funds to state	
	recipients and how the	
	state will make its	
	allocation available	
	to units of general local	
	government, and non-	
	profit organizations,	
	including community and	
	faith-based	
	organizations. (ESG only)	
	Identify the method of	
	selecting project	
	sponsors (including	
	providing full access to	
	grassroots faith-based	
	and other	
	community-based	
	organizations). (HOPWA	
	only)	
	Describe how resources	The resources are not allocated among funding categories. The tax credit
	will be allocated among	program is a separate source of state funding and a separate although it is
	funding categories.	not unusual to see these funds combined with CDBG, HOME and LIHTC
		funds.
	Describe threshold	The Tax Credit Program receives an annual allocation of 5 million
	factors and grant size	Dollars. There are no grant size limits but it is typical to see requests
	limits.	between \$300,000 and \$500,000.
		Nonprofits, municipalities and cooperatives are eligible for application.
	What are the outcome	Outcome measures will vary by project funded. The program is very
	measures expected as a	flexible in what is eligible to be funded.
	result of the method of	
	distribution?	
8	State Program Name:	TBRA for Homeless Veteran

Funding Sources:	HUD-VASH
Describe the state	HUD VASH is a collaborative effort between the Veterans Administration
program addressed by	and the US Department of Housing and Urban Development providing
the Method of	tenant based and project based rental assistance to homeless veterans
Distribution.	who are receiving VA services.
Describe all of the criteria	Beneficiaries are referred by the Veterans' Administration. New
that will be used to select	Hampshire Housing completes the household application for housing
applications and the	assistance and administers the housing assistance in the form of Housing
relative importance of	Assistance Program payments to the property owner.
these criteria.	Assistance Program payments to the property owner.
	NI/A
If only summary criteria	N/A
were described, how can	
potential applicants	
access application manuals or other	
state publications	
describing the application	
criteria? (CDBG only)	11/4
Describe the process for	N/A
awarding funds to state	
recipients and how the	
state will make its	
allocation available	
to units of general local	
government, and non-	
profit organizations,	
including community and	
faith-based	
organizations. (ESG only)	
Identify the method of	
selecting project	
sponsors (including	
providing full access to	
grassroots faith-based	
and other	
community-based	
organizations). (HOPWA	
only)	
Describe how resources	Tenant based rental assistance is the only funding category in this
will be allocated among	program.
funding categories.	

Describe threshold	N/A
factors and grant size	
limits.	
What are the outcome	120 homeless extremely low-income homeless veterans to receive rental
measures expected as a	assistance each year, leading to greater housing affordability.
result of the method of	
distribution?	

AP-35 Projects

Introduction:

Projects are to be solicited, ranked and funded following receipt of formula allocations. They are to be added to this action plan once funding commitments are made.

AP-40 Section 108 Loan Guarantee – 91.320(k)(1)(ii)

Will the state help non-entitlement units of general local government to apply for Section 108 loan funds?

No

AP-45 Community Revitalization Strategies – 91.320(k)(1)(ii)

Will the state allow units of general local government to carry out community revitalization strategies?

Yes

State's Process and Criteria for approving local government revitalization strategies

The State of New Hampshire does not have a role in approving local government revitalization strategies. CDBG and HOME funds are awarded to projects that are part of a greater effort to revitalize neighborhoods, and competitive scoring systems for both programs favor this type of activity.

AP-50 Geographic Distribution – 91.320(f)

Description of the geographic areas of the state (including areas of low-income and minority concentration) where assistance will be directed

ESG-funded Rapid Re-Housing and Homeless Assistance Services will be distributed statewide through a competitive procurement process.

CDBG and HOME are also distributed statewide through competitive processes which send funds where they are needed throughout the state. New Hampshire's CDBG entitlement communities are ineligible to apply for state CDBG as they receive their own allocation directly from HUD. The project scoring system for the HTF competitive supportive housing NOFA will distribute project

funding to no more than the top two projects in the highest scoring county and single projects in descending order in other counties until all funds are distributed.

Geographic Distribution

Target Area	Percentage of Funds
New Hampshire	100

Table 58 - Geographic Distribution

Affordable Housing

AP-55 Affordable Housing - 24 CFR 91.320(g)

One Year Goals for the Number of Households to	be Supported
Homeless	711
Non-Homeless	375
Special-Needs	55
Total	1,141

Table 59 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	741
The Production of New Units	200
Rehab of Existing Units	200
Acquisition of Existing Units	0
Total	1,141

Table 60 - One Year Goals for Affordable Housing by Support Type

Discussion:

These numeric goals are an estimation based on previous years assisted households. They are a fair estimation for HOME and HTF funding commitments, but construction project completion timing can be unpredictable making end of the year beneficiary counts uncertain. Averaged over time, these are reliable expectations.

AP-60 Public Housing - 24 CFR 91.320(j)

Actions planned during the next year to address the needs to public housing

Public Housing Authorities are designated as eligible entities to apply for Low Income Housing Tax Credits, HOME Investment Partnerships, Housing Trust Fund under some circumstances, and other affordable housing subsidy and financing resources in New Hampshire. Several of New Hampshire's Public Housing Authorities have successfully competed for and utilized these resources in order to increase the inventory and thus availability of affordable housing within their locality. This has been especially important since no new public housing has been created for decades.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

New Hampshire Housing continues to operate a Voucher Assisted Mortgage program, and also offers financial literacy training and coaching to Housing Choice Voucher Holders. Those who participate in the Family Self Sufficiency/GOAL program can establish and contribute to Individual Development Accounts in which their savings contributions for education, vehicle purchase or home purchase are matched with federal funds as well as funds raised from the Community Development Finance Authority, New Hampshire Housing, and local financial institutions.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

No New Hampshire PHAs are designated as troubled.

AP-65 Homeless and Other Special Needs Activities – 91.320(h)

Introduction

The CoC, ESG, and state funded homeless assistance programs have coordinated efforts to both reduce the amount of time persons experience homelessness and increase exits from shelter to permanent housing. ESG continues to collaborate with emergency shelters to reduce the average length of stay and requires state funded programs to identify goals related to both reducing the overall average length of stay and increasing exits to permanent housing. This effort combined with an increase in ESG and CoC funding dedicated to Rapid Re-Housing has been key in achieving this. BoSCoC intends to continue efforts in this area and believes the implementation of coordinated entry and the use of a statewide By Name List that prioritizes the most vulnerable individuals or families for open permanent supportive housing beds will strengthen the system and assist in prioritizing need and assisting

homeless households who have spent the longest time homeless move more quickly into permanent housing.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

New Hampshire has implemented coverage of all regions of the state, even the most rural. Outreach workers are skilled in canvassing all environments to identify and engage persons experiencing homelessness using evidenced based approaches. There is an array of outreach programs, which range in scope and population served. Some examples: SAMHSA's Pathways for Transition from Homelessness focuses on households with severe and persistent mental illness and co-occurring disorders, Supportive Services for Veteran Families and the two VA Medical Centers offer street outreach to Veterans, Waypoint offers homeless outreach services to youth. Mobile health clinics travel throughout the state and some ESG and CoC providers have added health clinics within their facilities, with a full medical staff childcare, pharmacy etc. so that a one stop health and housing can be achieved. Some ESG subrecipients were also able to expand their Street Outreach programs to include medical staffing such as RNs to conduct street medicine outreach for urgent needs. During the COVID-19 pandemic, there has also been an increase in street outreach and public health connections, resulting in increased connections to healthcare services.

Through the statewide Coordinated Entry process, individuals and families experiencing homelessness are assessed and linked to housing navigators who are able to help the individual/ family navigate not only housing services, but the supportive services such as mental healthcare, employment/benefit supports and mainstream services that help keep household housed. NH uses a standardized common assessment which prioritizes those most vulnerable including chronically homeless individuals, unsheltered persons, veterans, youth and families and those with HIV. Additionally, there are two HOPWA Recipients in NH, who are integrated into the COCs and the Coordinated Entry process.

Addressing the emergency shelter and transitional housing needs of homeless persons

NH's network of 42 shelters includes 18 emergency shelter locations, 6 specialty shelters serving persons with identified special needs, 12 domestic violence shelters and 6 transitional shelter programs, and provide a diverse array of sheltering services to meet the needs of families, individuals, and various sub populations. BHS requires state-funded shelters to identify specific goals related to reducing the programs average length of stay and increasing outcomes to permanent housing. Through

ESG-CV funding, emergency shelters were able to expand essential services and operations to help them in decompressing, abiding by CDC social distancing guidance and overall COVID-19 prevention, preparation for and response to the virus. Additionally, NH has subpopulation specific service intensive transitional housing such as Grant and Per Diem programs, serving Veterans experiencing homelessness and connecting them to pathways to permanent housing.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Through NH's Coordinated Entry system, individuals are assessed using a common assessment tool and prioritized based on vulnerability. This method matches individuals and families with the appropriate level of service based on their needs and preserves those most intensive programs for the households with the highest vulnerabilities, such as those chronically homeless. This also ensures quick connection to Rapid Rehousing programs such as ESG and COC, who can quickly connect households to permanent housing. Additionally, BHS is partnering with NHHFA on a preference, opening up beds for Permanent and Supportive Housing- also prioritizing chronically homeless individuals. Use of the Coordinated Entry system ensures accurate measures of homeless identification to permanent housing placement. This information is then reviewed in the CoC subcommittees to strategize how to reduce the length of time spent homeless. An example strategy would be hiring housing navigators to communicate and mediate with landlords, building a pool of housing options for quick placement of households. Another example includes breaking down the length of time it took to see where the process could be improved - such as reducing the time spent waiting on an inspection by the housing authority or streamlining applications by having agencies provide tenancy screening reports to avoid long background checks. Subpopulations such as Veteran, Youth and families are working on USICH initiatives to End Homelessness for their populations, which include metric breakdowns such as number of chronically/ long term homeless, length of time in the homeless experience and number of persons identified versus number of persons housed.

Another aspect of the Coordinated Entry system and Prioritization list include ensuring a housing plan matched for each individual identified. In addition to the private landlord connections discussed above, homeless service providers also provide long term connections to affordable housing options through public housing authorities and affordable housing properties. Key to this housing stability will be the household's ability to maintain the housing once the financial assistance ends. The supportive services provided include a housing stability case management component which is available during the time

financial assistance is provided, and for six months following the end of financial assistance.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

There are several strategies in place to help avoid individuals and families from entering into homelessness after being discharged from a publicly funded institution. The ESG administrator chairs the DHHS Housing Integration Team, consisting of individuals from large systems of care such as the New Hampshire Hospital, the Department of Corrections, Department of Children, Youth & Families and the Bureau of Drug and Alcohol Services. Additionally, the Governor's Council on Housing Stability features a diverse stakeholder group with representatives from systems of care. Education is provided to these sites about discharge policies, Coordinated Entry and the housing resources available to vulnerable households who may be leaving their institutions into homelessness. Additionally, Homeless Prevention programs such as ESG and SSVF for Veterans, can assist households who have been in the system of care over 90 days. This allows them to start the housing and diversion strategies prior to discharge to reduce the need of the household to enter into the homelessness response system. New Hampshire has also been awarded Foster Youth Initiative vouchers, connecting youth discharging from foster care to housing choice vouchers and supportive services to help them sustain the housing. COC and ESG funded RRH and ESG funded Homeless prevention Programs have service plans individualized to the Households' needs. This includes ensuring the housing is affordable to the family after the assistance is over, budgeting skills, increasing household income through employment or job training and mainstream benefits, and an overall self-sufficiency plan to exit the program. As the household stabilizes, the case management services typically lessen in intensity. At a minimum, at any stage the household must meet with the case manager at least monthly. Other state and local case management funds are then leveraged to follow up with the family after 12 months to ensure they do not fall back into homelessness. The additional leveraged case management funds are not only used to track previously served clients, but also to help connect or link to additional resources if the family is becoming unstable in their housing.

AP-75 Barriers to affordable housing - 91.320(i)

Introduction:

Land use regulation is under the control of local governments through planning and zoning boards. Local ordinances that seek to preserve the character of a town and a quality of life associated

with it can sometimes create barriers to the development of affordable housing or taken to an extreme virtually any new housing. Restrictions on things like minimum lot sizes and minimum setbacks can require that a house lot be so large and costly that only the very largest and most expensive homes will be built on them.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

NHHFA's Housing Awareness Program continues to provide tools and resources to support ongoing education and advocacy efforts:

Program support to four regional workforce housing coalitions. NHHFA's Partnership Grants Program invests in focused efforts by housing advocates to address the local regulatory environment. In addition, the program supports new as well as existing organizations, housing coalitions and programs within established non-profit organizations or non-traditional partners that wish to focus efforts on housing education and advocacy. The program provides more flexible funding that meets the needs of a diverse mix of providers under this approach.

Funding for established organizations can be up to \$40,000 annually. Four housing coalitions exist that are eligible, and each have received \$40,000 this fiscal year to support advocacy efforts locally and regionally.

Discussion:

Activities planned by the organizations listed above include:

- **Design Charettes** which help increase understanding of housing design in a visual way involving local citizens and planning and design experts.
- Legislative Forums: Each coalition has worked to strengthen relations with local governing bodies and state legislators. These virtual forums connect legislators with a host of constituents including employers to help legislators understand the impact of housing supply and affordability on community and economic development.
- Business Leaders Breakfasts (virtual or in-person) will be conducted in the Upper Valley that draws local employers, state and local elected officials and the general public.
- Municipal Technical Assistance Grants: In partnership with Plan NH, we will provide grants to
 municipalities to audit existing land use regulations to determine barriers to housing diversity
 or to research and propose local land use regulations that reduce barriers to affordable housing

- creation. Up to \$25,000 is available to any municipal applicant. The program is funded with \$125,000 to cover administration, program and direct funding to municipalities.
- Mini Grants: New Hampshire Housing program provides up to \$5,000 per grant to support the efforts of local business groups, local economic development groups, regional economic development groups, local and regional ad hoc groups, business and community leaders, local governments, local service organizations, business owners and nonprofit organizations for housing education, and advocacy efforts. Eligible activities include funding technical assistance to explore housing-friendly land use regulations and may also be used for groups to research the feasibility of starting a local or regional housing advocacy initiative, which may include strategic planning efforts. These funds continue to be used for outreach, advocacy and to help support the potential creation of a housing coalition in the southwest region of New Hampshire.
- St. Anselm College, Center for Ethics in Business and Governance (CEBG): will be awarded the third installment of a three-year grant for an educational initiative titled "The Housing We Need." The initiative will focus on educating community decision-makers and others about the ways in which affordable housing can enhance their communities.
- Housing Conferences: each year New Hampshire Housing produces three Housing Conferences. In FY 2021 the goal is to produce three conferences which may all be virtual.
- Housing Needs Assessment: Following up on work already done to establish a market baseline in late 2019, staff will engage a consultant to evaluate ongoing trends in the housing market as society responds to the coronavirus pandemic crisis, and as the economy ultimately moves to recovery. A final report outlining market trends will be completed in late FY 2021.
- **Fiscal Impact Study/Density Analysis**: Work will be completed on a study of the fiscal impact on select municipalities of housing and other land uses that will help demonstrate the benefits and issues related to higher density development in a variety of municipalities.
- **North Country Housing Needs Study:** A study of housing needs in the North Country will be completed, supplemented with matching funds from the Neil and Louise Tillotson Fund.
- Small-Scale Developers Workshops: Working with Incremental Development Alliance and Build Maine, NH Housing will conduct workshops and trainings for those who want to enter the residential development business. Funds may also be used more broadly as other opportunities are identified.

AP-85 Other Actions - 91.320(j)

Introduction:

Actions planned to address obstacles to meeting underserved needs

The Governor's Interagency Council on Homelessness has recently reactivated under the direction of the Governor. Three workgroups are being organized with the individual goals of a) Integrating Supportive Housing into State Medicaid Policy, b) Ending Homelessness for People Living in Encampments, and c) Integrating Employment and Housing to End Homelessness.

The shrinkage of HUD-funded rental assistance and affordable housing development subsidy in the federal budget is counter-productive in efforts to better meet underserved needs as the gaps between resources and needs steadily grow larger. The private nonprofit sector shoulders a pretty big burden here but can't offset federal funding reductions.

Actions planned to foster and maintain affordable housing

New Hampshire Housing will continue to support local and regional workforce housing efforts to help municipalities eliminate barriers to affordable housing development; it will continue to track expiring use and try to refinance properties that could be at risk of being lost as affordable housing inventory. The method of distribution for HOME and Housing Trust Fund resources will be reexamined and adjusted as needed to address the most compelling needs.

Actions planned to reduce lead-based paint hazards

In addition to continuation of the Nashua, Manchester, Sullivan County and Balance of State Lead Hazard Control Grants, all of which have numerical annual production goals, training and education activities provided through all four of these grants will continue as well. This will lead to steadily increasing lead-safe rental housing inventory available to low, very low, and extremely low-income households with children under six years old, greater public awareness of residential lead-based paint hazards and how to control them, and a growing maintenance and repair workforce with knowledge and skills that will lower the risk of accidental lead poisoning from repair and remodeling work.

Actions planned to reduce the number of poverty-level families

Economic Development activities funded by Community Development Block Grant are expected to

create or preserve 542 jobs for low to moderate income individuals.

The GOAL/Resident Self-Sufficiency Program will make online educational and training resources available to participants in New Hampshire Housing's Section 8 Housing Choice Voucher program as well as access to Individual Development Accounts for some.

Actions planned to develop institutional structure

The Community Development Finance Authority, the Bureau of Homeless and Housing Services, and New Hampshire Housing make efforts to participate in each other's planning and advisory groups. For example, New Hampshire Housing participates in the Balance of State Continuum of Care and its Housing subcommittee, as well as the Bureau of Behavioral Health's Advisory Committee. The Bureau of Homeless and Housing Services is working closely with New Hampshire Housing and the Bureau of Mental Health Services on implementing the HUD 811 Project-Based Rental Assistance grant awarded in the second funding round of that program and will develop this relationship further as this long-term project grows. The Community Development Finance Authority has a seat on its Community Development Block Grant Advisory Committee for New Hampshire Housing. These relationships will continue to grow and advance a comprehensive approach to housing, homelessness, and community development.

Actions planned to enhance coordination between public and private housing and social service agencies

The Housing and Community Development Planning Council brings these three groups together to plan for the next year's use of CDBG, HOME, and ESG in the coming year and reviews accomplishments in the following year. Other planning efforts including the biennial update of the Qualified Allocation Plan, changes in HOME program rules, changes to the Housing Choice Voucher Program Admin Plan, and similar efforts actively solicit input and participation from partners and interested parties. Many of us serve on multiple committees and advisory groups, which also brings about more thorough knowledge and understanding of each other's programs and goals.

Discussion:

For further discussion see: 2020 Analysis of Impediments to Fair Housing Choice in the Unique Appendices.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.320(k)(1,2,3)

Introduction:

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.320(k)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

 The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. The amount of surplus funds from urban renewal settlements The amount of any grant funds returned to the line of credit for which the planned use has not been 	0 0 0
included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0
Other CDBG Requirements	
1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered	

HOME Investment Partnership Program (HOME) Reference 24 CFR 91.320(k)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

None

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

HOME funds will not be used for homebuyer activities.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

HOME funds will not be used for any homebuyer activities.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The Multi-Family New Production and Preservation Program will rehabilitate approximately 75 units annually statewide to preserve affordable housing through long term restrictions primarily benefitting households with income below 60% of the median area income. To help encourage preservation using Tax Exempt Bond Financing NHHFA provides partial subsidy for eligible HOME housing rehabilitation activities of existing properties. The minimum level of rehabilitation required for each unit will vary based upon thorough analysis of the capital needs for each property, but the amount of rehabilitation funds needed to address capital needs in each unit will exceed HOME funds made available. Other subsidy in the form of Operating Funds will also be available for leveraging and can also be utilized to address rehab needs in rental properties that are currently under HOME obligations. The aging of the entire portfolio requires a continuous review of management practices to ensure that disinvestment in any given property has not and will not occur. NHHFA will set aside a portion of HOME funds over each of the next five years to be used under this preservation initiative. These funds will not under any circumstances provide refinancing of multi-family loans made or insured by any federal programs, including the CDBG program.

Criteria used for scoring projects for awards of Low-Income Housing Tax Credits are found in the

Qualified Allocation Plan which is developed every two years and approved by the Governor. Applications are due in August so that formal scoring can be completed before winter so that projects can close on financing and be ready to proceed early in spring. A full copy of the 2021-2022 QAP can be found here: https://www.nhhfa.org/developer-financing/low-income-housing-tax-credits-lihtc/ In addition to publishing the QAP, rental production program rules, construction standards, and underwriting standards on New Hampshire Housing's website, staff also requires early conceptual review of all projects and works with developers to help them put together the best project applications they can. New Hampshire Housing's Underwriting and Development Policies for Multi-Family Finance can be found here: https://www.nhhfa.org/developer-financing/underwriting-and-development-policies/

HOME funding for preservation projects is also available through the QAP. The following are eligible to apply for project specific assistance under the HOME program: Non-profit corporation with an approved 501(c)3 tax-exempt status; Local housing authorities; Units of local government; Limited partnerships, general partnerships, corporations, limited liability companies, proprietorships, and other business organizations. Assistance will be limited as follows: The investment limit for all projects of combined Authority capital subsidy funds and LIHTC equity is \$200,000 per unit with the exception of projects targeting households earning at or below 30% of Area Median Income, which will be evaluated on a case-by-case basis. Some minor adjustments may be approved to raise limits as a result of the COVID-19 pandemic. In the QAP, NHHFA does give scoring points for providing preferences to a particular segment of the low-income population that requires supportive housing services.

Emergency Solutions Grant (ESG) Reference 91.320(k)(3)

1. Include written standards for providing ESG assistance (may include as attachment)

See ESG standards document in Grantee Specific Appendices.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

See Coordinated Entry document in Unique Appendices.

3. Identify the process for making sub-awards and describe how the ESG allocation available to

private nonprofit organizations (including community and faith-based organizations).

BHS conducts separate and distinct application processes for the ESG Rapid Re-Housing and Prevention Program. Eligible applicants include units of local government and nonprofit organizations including community and faith-based organizations.

BHS intends to utilize a competitive Request for Proposals (RFP) process to solicit applications for the funding of the ESG Rapid Re-Housing and Prevention Program. The RFP is widely distributed through email lists to the Balance of State, Manchester and Nashua Continuums of Care, as well as all known stakeholders (which includes faith-based organizations). Stakeholders are encouraged to forward the announcement as appropriate. Additionally, the RFP is posted on the NH Department of Health and Human Services (NH DHHS website).

Proposals will be evaluated and ranked by a review committee comprised of New Hampshire Department of Health and Human Services staff from multiple divisions and non-applicant stakeholders. Proposals will be reviewed and ranked based on: consistency with the RFP requirements and review criteria, including how effective the proposed activity will be in providing homeless prevention and/or Rapid Re- Housing services; alignment with goals in the NH Consolidated Plan 5-Year Plan; Continuum of Care strategic goals; and the national goals and objectives outlined in Opening Doors: Federal Strategic Plan to End Homelessness.

The specific scoring rubric is outlined below:

PROPOSAL EVALUATION

- 5.1. Technical Proposal
- a. Consistency (Q1, Q2) 13 Points
- b. Documentation (Q3) 10 Points
- c. Homeless Need (Q4 Q6) 20 Points
- d. Staff inspections (Q9) 13 Points
- e. Project Description (Q7, Q8, Q10, Q11) 15 Points
- f. Successful Outcomes (Q12) 14 Points
- g. Rental Assistance (Q13 Q15) 5 Points
- h. Federal Cost Principles (Q17) 15 Points
- i. HUD Reporting Standards (Q18) 15 Points
- j. Management of Funding (Q19) 15 Points
- k. Timely Start Up (Q20) 10 Points
- I. Participation in Coordinated Assessment (Q21) 10 Points
- m. Policies/Procedures (Q22) 6 Points
- n. Performance measures (Q23) 9 Points

Cost Proposal

Budget (Appendix C) 30 Points

Budget Narrative - 30 Points

Total Maximum number of points to be awarded is 230 Points.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The state of NH is able to meet the homeless participation requirement in 24CFR 576.405(a). The ESG Administrator consults with the Balance of State CoC which has a formerly homeless person on its board. Additionally, outreach in the form of listening sessions with both the Manchester and Nashua Continuums of Care which both have members who are homeless or formerly homeless.

5. Describe performance standards for evaluating ESG.

ESG Program Performance Standards

Program performance will be evaluated based on the following Performance Measurements:

Interim Housing Stability

Goal: 80% of program participant households will gain housing stability within 45 days of program entry.

Measurement: Percentage of program participant households who either maintain or obtain housing within 45 days of program entry.

Housing Stability

Goal: 70% of program participant households will achieve housing stability for six months following the end of rental assistance.

Measurement: Housing Stability will be measured by the percentage of program households who maintain their tenancy for six months following the end of rental assistance.

Increased Permanent Housing Connections

Goal: At least 70% of households that exit a Rapid Re-housing program or Homeless Prevention program exit to permanent housing.

Measurement: This requires a calculation of the percentage of households who exit the rapid rehousing program or Homeless Prevention program to permanent housing

Recidivism

Goal: 70% of program participant households will experience housing stability as evidenced by no subsequent episode of homelessness.

Measurement: Recidivism will be measured by the total number of adult program participants with successful exits from the program (with a successful housing outcome), that did not have an emergency shelter stay of at least one night within six months of exiting the program.

Housing Trust Fund (HTF) Reference 24 CFR 91.320(k)(5)

1. How will the grantee distribute its HTF funds? Select all that apply:

b Applications submitted by eligible recipients

 If distributing HTF funds through grants to subgrantees, describe the method for distributing HTF funds through grants to subgrantees and how those funds will be made available to state agencies and/or units of general local government. If not distributing funds through grants to subgrantees, enter "N/A".

N/A

- 3. If distributing HTF funds by selecting applications submitted by eligible recipients,
- a. Describe the eligibility requirements for recipients of HTF funds (as defined in 24 CFR § 93.2). If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

The following are eligible to apply for project specific assistance under the Housing Trust Fund program:

- 1. Non-profit corporations with an approved 501(c)3 tax-exempt status.
- 2. Local Public Housing Authorities.
- 3. Limited partnerships, general partnerships, corporations, limited liability companies, proprietorships, and other business organizations.

The following are not eligible to receive HTF funds:

- 1. Primarily religious organizations, where residency would be limited to an exclusive denomination.
- 2. Any person who is an employee, agent, consultant, officer, elected official, or appointed official of the state of New Hampshire, the Authority, or state recipient or sub-recipient receiving HTF funds (collectively Non-Eligible Persons). This includes partnerships and corporations where the

controlling partner, controlling member, or person(s) in control of such entity is a Non-eligible Person or Persons.

b. Describe the grantee's application requirements for eligible recipients to apply for HTF funds. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

New Hampshire Housing will use two application tracks depending upon project type: Projects blending some HTF units into LIHTC projects will utilize New Hampshire Housing's Low Income Housing Tax Credit Program Multifamily Rental Housing Financing Application found at http://www.nhhfa.org/financing-application . This application is used for all projects seeking Low Income Housing Tax Credits and various forms of capital subsidy from New Hampshire Housing including but not limited to Housing Trust Fund, HOME, the State Affordable Housing Fund and other subsidy resources. This application is very thorough, requiring the applicant to provide detailed information concerning the description of the proposed project, sources and uses of all funds, rents and operating expenses, LIHTC scoring, a project pro forma, analysis of funding gaps to determine subsidy needs and a management questionnaire to assess management capacity. The Qualified Allocation Plan (QAP) for the 2021-2022 Low Income Housing Tax Credit Program provides scoring incentives to reserve 10% or more (but less than all) units affordable to extremely low-income households, and also encourages through scoring incentives for the provision of supportive housing for the homeless, those at imminent risk of homelessness, and veterans. Other incentives in the scoring system may also encourage applicants to apply for HTF funding. The project scoring criteria in the 2021-2022 Qualified Allocation Plan contain the elements required by HUD and considerably more.

Projects not seeking Low Income Housing Tax Credits projects will use a separate competitive NOFA for supportive housing and New Hampshire Housing will make awards in accordance with the priorities which form the basis of the Threshold Requirements and Scoring Criteria for the Housing Trust Fund Request For Proposals found in the NOFA, a draft of which is in the Unique Appendices.

Housing Trust Fund NOFA projects may commit to serve persons who are homeless. A Homeless person is defined as an individual or family who lacks a fixed, regular, and adequate nighttime residence. This could include but is not limited to homeless families, families at risk of homelessness, homeless disabled persons or households, homeless veterans, and homeless persons who are in recovery from substance use disorder or severe mental illness. Project sponsors applying for development subsidy may also apply for project-based rental assistance administered by NHHFA which will be used to maintain affordability for extremely low-income households for at least the required minimum of 30 years. New Hampshire Housing has committed to provide up to 50 project-based vouchers to support this effort. Scoring preference will also be provided to projects with written

commitments from other Public Housing Authorities to provide project-based Housing Choice Vouchers for a minimum of 30 years. Tenants need for supportive services will be a threshold requirement.

NHHFA will require that all recipient applications contain a description of the eligible activities to be conducted with HTF funds as required in § 93.200 Eligible Activities.

NHHFA will require that each eligible recipient certify that housing assisted with HTF funds will comply with all HTF requirements.

c. Describe the selection criteria that the grantee will use to select applications submitted by eligible recipients. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

See HTF Threshold and Scoring Criteria in Draft NOFA in the Unique Appendices.

d. Describe the grantee's required priority for funding based on geographic diversity (as defined by the grantee in the consolidated plan). If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

New Hampshire does not target CPD block grants geographically generally but makes substantial efforts to distribute funds throughout the state as fairly as possible.

In addition to submission of a complete application form, all applications will be reviewed under the following Threshold Criteria. Failure to comply with any of the Threshold Criteria may, at the sole discretion of the Authority, result in the rejection of the application.

e. Describe the grantee's required priority for funding based on the applicant's ability to obligate HTF funds and undertake eligible activities in a timely manner. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

See Threshold criteria in Draft NOFA in the Unique Appendices.

f. Describe the grantee's required priority for funding based on the extent to which the rental project has Federal, State, or local project-based rental assistance so that rents are affordable to extremely low-income families. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

In addition to threshold and scoring categories of "Matching Resources in the Threshold Requirements and Scoring Criteria for Housing Trust Fund NOFA, rent subsidy, if needed, is provided by New Hampshire Housing Finance Authority.

New Hampshire Housing Finance Authority has committed to provide up to 50 project-based vouchers to support this effort.

g. Describe the grantee's required priority for funding based on the financial feasibility of the project beyond the required 30-year period. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

See Scoring criteria in Draft NOFA in the Unique Appendices.

h. Describe the grantee's required priority for funding based on the merits of the application in meeting the priority housing needs of the grantee (such as housing that is accessible to transit or employment centers, housing that includes green building and sustainable development features, or housing that serves special needs populations). If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

See Threshold criteria in Draft NOFA in the Unique Appendices.

i. Describe the grantee's required priority for funding based on the extent to which the application makes use of non-federal funding sources. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

Non-Federal and Federal match above threshold requirements will receive points in the scoring category under the NOFA.

4. Does the grantee's application require the applicant to include a description of the eligible activities to be conducted with HTF funds? If not distributing funds by selecting applications submitted by eligible recipients, select "N/A".

Yes

5. Does the grantee's application require that each eligible recipient certify that housing units assisted with HTF funds will comply with HTF requirements? If not distributing funds by selecting applications submitted by eligible recipients, select "N/A".

6. Performance Goals and Benchmarks. The grantee has met the requirement to provide for performance goals and benchmarks against which the grantee will measure its progress, consistent with the grantee's goals established under 24 CFR 91.315(b)(2), by including HTF in its housing goals in the housing table on the SP-45 Goals and AP-20 Annual Goals and Objectives screens.

Yes

7. Maximum Per-unit Development Subsidy Amount for Housing Assisted with HTF Funds. Enter or attach the grantee's maximum per-unit development subsidy limits for housing assisted with HTF funds. The limits must be adjusted for the number of bedrooms and the geographic location of the project. The limits must also be reasonable and based on actual costs of developing non-luxury housing in the area. If the grantee will use existing limits developed for other federal programs such as the Low Income Housing Tax Credit (LIHTC) per unit cost limits, HOME's maximum per-unit subsidy amounts, and/or Public Housing Development Cost Limits (TDCs), it must include a description of how the HTF maximum per-unit development subsidy limits were established or a description of how existing limits developed for another program and being adopted for HTF meet the HTF requirements specified above.

HTF is used primarily in supportive housing. It is not uncommon for the per unit total development cost to exceed the HOME Maximum Per Unit Subsidy Limit because not all supportive housing projects are able to leverage the required additional resources necessary to meet their development costs. NHHFA did an analysis of projects from 2014-2020 of actual costs and determined that actual costs of square footage have been increasing annually 2% per year. Additionally, increasing the HTF Maximum Per Unit Subsidy Limit will allow the Authority to provide additional capital financing to expedite the successful completion of supportive housing projects that serve some of our most vulnerable populations and are not able to leverage additional funding sources. As a result of the pandemic's economic effects, NHHFA has seen an exponential increase in construction costs, threatening the financial viability of these projects. These limits are not adjusted by geographic locations because our state is small and upon research of actual costs, there was not found to be a large variation of construction costs by area.

Therefore, per unit subsidy limits are being increased to:

Per unit subsidy limits are:

0 Bedroom 176,311 1 Bedroom 202,115 2 Bedroom 245,776 3 Bedroom 317,892 4 Bedroom 349,014

These limits will be reassessed annually.

8. Rehabilitation Standards. The grantee must establish rehabilitation standards for all HTF-assisted housing rehabilitation activities that set forth the requirements that the housing must meet upon project completion. The grantee's description of its standards must be in sufficient detail to determine the required rehabilitation work including methods and materials. The standards may refer to applicable codes or they may establish requirements that exceed the minimum requirements of the codes. The grantee must attach its rehabilitation standards below. In addition, the rehabilitation standards must address each of the following: health and safety; major systems; lead-based paint; accessibility; disaster mitigation (where relevant); state and local codes, ordinances, and zoning requirements; Uniform Physical Condition Standards; and Capital Needs Assessments (if applicable).

The following can be found in the following sections of the Unique Appendices:
See Design and Construction Policy Rules
See Technical Design and Construction Standards plus Rehab
See Hazard Mitigation
Uniform Physical Condition Standards

- 9. Resale or Recapture Guidelines. Below, the grantee must enter (or attach) a description of the guidelines that will be used for resale or recapture of HTF funds when used to assist first-time homebuyers. If the grantee will not use HTF funds to assist first-time homebuyers, enter "N/A".
- N/A. AT this time HTF funds will not be used to assist first time homebuyers.
- 10. HTF Affordable Homeownership Limits. If the grantee intends to use HTF funds for homebuyer assistance and does not use the HTF affordable homeownership limits for the area provided by HUD, it must determine 95 percent of the median area purchase price and set forth the information in accordance with §93.305. If the grantee will not use HTF funds to assist first-time homebuyers, enter "N/A".
- N/A. HTF funds will not be used to assist first time homebuyers.
- 11. Grantee Limited Beneficiaries or Preferences. Describe how the grantee will limit the beneficiaries or give preferences to a particular segment of the extremely low- or very low-

income population to serve unmet needs identified in its consolidated plan or annual action plan. If the grantee will not limit the beneficiaries or give preferences to a particular segment of the extremely low- or very low-income population, enter "N/A." Any limitation or preference must not violate nondiscrimination requirements in § 93.350, and the grantee must not limit or give preferences to students. The grantee may permit rental housing owners to limit tenants or give a preference in accordance with § 93.303(d)(3) only if such limitation or preference is described in the action plan.

The competitive HTF NOFA for supportive housing prioritizes the populations that benefit from the integration of such services with their housing. Providing supportive services to a specific population that would benefit from these services is a requirement for funding through this NOFA.

12. Refinancing of Existing Debt. Enter or attach the grantee's refinancing guidelines below. The guidelines describe the conditions under which the grantee will refinance existing debt. The grantee's refinancing guidelines must, at minimum, demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing. If the grantee will not refinance existing debt, enter "N/A."

N/A, HTF will not be used to refinance existing debt.

Attachments

Citizen Participation Comments



Southwest Region Planning Commission
37 Ashuelot Street, Keene, NH 03431 603-357-0557 Voice 603-357-7440 Fax

March 29, 2021

Christine Lavallee, Program Manager New Hampshire Housing Finance Authority 32 Constitution Drive Bedford, NH 03110

Re: State of New Hampshire 2021-2025 Consolidated Plan Update

Dear Ms. Lavallee:

As an organization that has provided administration services relative to the federal Community Development Block Grant (CDBG) Program to our member municipalities for many years, Southwest Region Planning Commission appreciates the opportunity to provide input on the update to the State of New Hampshire's 2021-2025 Consolidated Plan and 2021 Action Plan. Historically, the CDBG program has provided critical support in facilitating project implementation, and we hope that the program can continue to evolve to meet the housing, community facility and economic development needs of Southwest New Hampshire and the State. This letter serves to provide input on the policy priorities identified in the State's Consolidated Plan which we hope will be well aligned with the distribution of important federal funds. In no particular order of priority, the following are a list of suggestions offered for consideration:

- Prioritize projects that stem from, or are well aligned with, local and regional planning efforts.
 Currently, in the competitive scoring process for the CDBG program the alignment of a project with community planning efforts is not a factor in determining priority.
- For this particular update, prioritize the economic fallout from the COVID-19 pandemic and the subsequent recovery effort, including:
 - Essential services such as homeless shelters, food pantries, and transitional housing.
 - Flexibility in economic development to ensure job retention and to keep Main Street businesses open.
 - Emphasizing economic development in support of increasing the strength, diversity and self-sufficiency of local economies.
 - Relief for the acute economic impact of the pandemic on New Hampshire's vital microenterprise businesses and microentrepreneurs.
- Provide greater emphasis on supporting projects that address the issues of digital equity and broadband access, particularly in rural areas of New Hampshire.
- Allow for the creative application of feasibility studies to support planning efforts that address
 critical issues facing the State of New Hampshire including housing shortages and local economic
 resiliency.
- Prioritize support for facilities that address acute public health issues in New Hampshire, particularly in the realm of substance abuse treatment and mental health.

https://d.docs.live.net/6e65f54bcc3177b7/SWRPC Letter of Input March 2021.docx

TDD Access: Relay NH 1-800-735-2964 web site: www.swrpc.org

- Increase the level of support made available for providers of training and technical assistance to microenterprises in New Hampshire.
- Affirm priority for projects which address complex issues facing the State of New Hampshire, including:
 - Changing demographics in the State and related shifts in transportation, housing and employment needs.
 - Ongoing issues relative to workforce recruitment and retention by employers in the State.
 - o Aging and limited infrastructure across the State.
 - Energy efficiency and sustainability, particularly with regard to moving from the use of fossil fuels to renewable energy sources.
 - Food insecurity and the ability for local food systems to meet the needs of communities.

Thank you for the opportunity to provide comment on the final version 2021-2025 Consolidated Plan. Please feel free to contact me for clarification on any of these points or to discuss further.

Sincerely,

James Weatherly Planning Technician

JW/tm

Enclosures

Cc: Katherine Easterly Martey, Executive Director, Community Development Finance Authority

https://d.docs.live.net/6e65tS4bcc3177h7/SWRPC Letter of Input March 2021.docx



May 12, 2021

Mr. James Weatherly, Planning Technician Southwest Region Planning Commission 37 Ashuelot Street Keene, NH 03431

Re: State of New Hampshire 2021-2025 Consolidated Plan Update

Dear James,

We wanted to thank you again for taking the time to submit written input regarding the State of New Hampshire's Consolidated Plan and for participating in the public hearing. We very much appreciate your thoughtful feedback and value your participation in the planning process.

In addition to the brief email response we sent you on March 31, we wanted to provide additional follow-up regarding how your input helped inform the updates made to the Consolidated Plan.

Below is a summary of your suggestions with a brief response for each:

Suggestion: Prioritize projects that stem from, or are well aligned with, local and regional planning efforts. Currently in the competitive scoring process for the CDBG program the alignment of a project with community planning efforts is not a factor in determining priority.

Response: We recognize the importance of projects having strong community support which is demonstrated by inclusion in Regional Plans. The updated CDBG Housing and Public Facilities scoring criteria will include points projects can earn by demonstrating alignment with community planning efforts.

Suggestion: For this particular update, prioritize the economic fallout from the COVID-19 pandemic and the subsequent recovery effort, including:

- Essential services such as homeless shellers, food pantries, and transitional housing.
- Flexibility in economic development to ensure job retention to keep Main Street business open.
- Emphasizing economic development in support of increasing the strength, diversity, and self-sufficiency of local economies.
- Relief for the acute economic impact of the pandemic on New Hampshire's vital microenterprise businesses and micro entrepreneurs.

Response: We will continue to support projects that contribute to the long-term economic recovery from the COVID-19 pandemic, including prioritizing projects that support essential social services in the CDBG Housing & Public Facilities funding opportunities. We also anticipate updates to the CDBG Economic Development Program

14 Dixon Ave | Concord, NH 03301 | 603-226-2170 | www.nhcdfa.org

over the coming year that will further support this. We will be seeking additional feedback related to this from you and other stakeholders when this process gets underway.

Suggestion: Provide greater emphasis on supporting project that address the issues of digital equity and broadband access, particularly in rural areas of New Hampshire.

Response: We recognize the importance of broadband in economic and community development. We plan to focus on this area of need with our CDBG Planning Grants. We will be making a small number of larger grants (up to \$100,000 available) available to projects in three specific priority areas, one of these being broadband.

Suggestion: Allow for the creative application of feasibility studies to support planning efforts that address critical issues facing the State of New Hampshire including housing shortages and local economic resiliency.

Response: CDBG Planning Grants will be available in larger amounts (up to \$100,000) for projects in three priority areas, which include: broadband, childcare and housing. We hope to support broad level planning in these areas that will lead to transformational change.

Suggestion: Prioritize support for facilities that address acute public health issues in New Hampshire, particularly in the realm of substance abuse treatment and mental health.

Response: Projects that address public health issues are included as a priority area for CDBG Public Facility funding.

Suggestion: Increase the level of support made available for providers of training and technical assistance to microenterprises in New Hampshire.

Response: We will continue to strengthen our microenterprise support through the CDBG Economic Development program. We plan to review the economic development needs across the state and seek feedback from stakeholders in order to identify how we can best support these entrepreneurs. We look forward to your participation in that process.

Suggestion: Affirm priority projects which address complex issues facing the State of New Hampshire, including:

- Changing demographics in the State and related shifts in transportation, housing and employment needs.
- Ongoing issues relative to workforce recruitment and retention by employers in the State.
- Aging and limited infrastructure across the State.
- Energy efficiency and sustainability, particularly with regard to moving from the use of fossil fuels to renewable energy sources.
- Food insecurity and the ability for local food systems to meet the needs of communities.

Response: We will continue to work to identify and address the challenges facing the State of New Hampshire, including many of the issues that you outline. We hope that our updated priorities and scoring criteria will enable these projects to receive funding and make an impact in their communities.

Thank you again for your input and participation in this process. We look forward to your continued engagement in our planning process. Best Regards, Molli Kayn Mollie Kaylor Director of Housing and Community Development

Grantee Unique Appendices

State of New Hampshire 2021-2025 Consolidated Plan Unique Appendices

Links

2020-2021 Qualified Allocation Plan for the Low-Income Housing Tax Credit Program https://www.nhhfa.org/wp-content/uploads/2020/03/2021-2022-Qualified-Allocation-Plan FINAL.pdf

CDFA CDBG Application and Program Guide 2020 https://resources.nhcdfa.org/programs/community-development-block-grant/application/

2020 Analysis of Impediments to Fair Housing Choice
https://www.nhhfa.org/wp-content/uploads/2021/04/2020-Analysis-Impediments-Fair-Housing-

ChoiceNH.pdf

NH Housing Market Snapshot

https://www.nhhfa.org/wp-content/uploads/2020/12/HMS-November-December-2020.pdf

Housing Market Report 2020 https://www.nhhfa.org/wp-content/uploads/2020/10/Housing-Market-Report-October-2020.pdf

2020 New Hampshire Rental Cost Survey https://www.nhhfa.org/wp-content/uploads/2020/07/2020-Rental-Survey-Report.pdf

Housing Solutions for New Hampshire https://www.nhhfa.org/wp-content/uploads/2019/12/Housing-Solutions-for-NH-2019.pdf

Fair Market Rents, High and Low HOME Rents https://www.nhhfa.org/publications-data/nh-consolidated-planning-for-hud/

Unique Appendices

Documents

- Notice of October 15, 2020 Public Meeting for Housing & Community Development Planning Committee
- Notices of Balance of the State Continuum of Care Meetings on October 7, 2020 and November 10, 2020
- Notice of January 7, 2021 Public Meeting for Housing & Community Development Planning Committee
- Notice of Public Hearing on March 26, 2021
- Notice of April 1, 2021 Public Meeting for Housing & Community Development Planning Committee
- · 2021 HTF NOFA DRAFT with threshold and scoring criteria
- UPCS Property Standards
- NHHFA Technical Design & Construction Standards
- NHHFA Technical Design & Construction Standards for Rehabilitation
- MEMO Construction Costs Increase (for HTF subsidy limits)
- CDFA Summary of Online Survey Results
- Balance of State Continuum of Care Coordinated Entry System Policies & Procedures Manual

Notice Regarding October Meeting of the Housing and Community Development Planning Council

October 2, 2020

The Housing and Community Development Planning Council (HCDPC) will meet on the following date and time:

Thursday, October 15

12:30 p.m.

Emergency meeting provisions allow revised public meeting access during New Hampshire's current State of Emergency (Executive Order 2020-04).

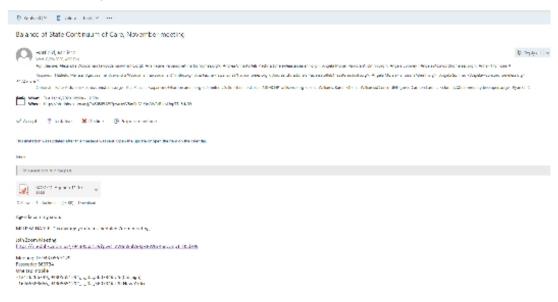
REVISED PUBLIC ACCESS: The following telephone number, 1(470) 869-2200, is provided to give the public audio access to the meeting. Callers will be prompted to enter the Meeting ID #, 1480939904.

Email Natalie Kenney at nkenney@nhhfa.org if experiencing problems accessing the meeting.

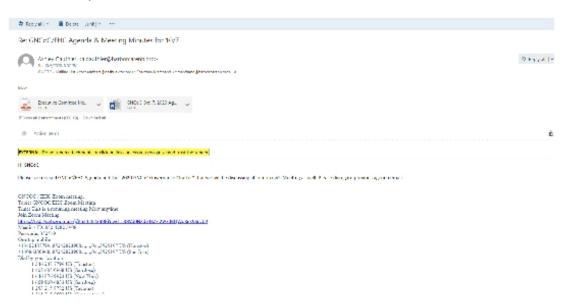
Copies of the meeting agenda are available for review upon request.

By: Dean J. Christon, Executive Director

November 10th, 2020 Balance of State COC



October 7, 2020 Greater Nashua Continuum of Care



Notice Regarding January 2021 Meeting of the Housing and Community Development Planning Council

January 4, 2021

The Housing and Community Development Planning Council (HCDPC) will meet on the following date and time:

Thursday, January 7

1:00 p.m.

Emergency meeting provisions allow revised public meeting access during New Hampshire's current State of Emergency (Executive Order 2020-04).

REVISED PUBLIC ACCESS: The following telephone number, 1(470) 869-2200, is provided to give the public audio access to the meeting. Callers will be prompted to enter the Meeting ID #, 148 093 9904.

Email Natalie K. at nkenney@nhhfa.org if experiencing problems accessing the meeting.

Copies of the meeting agenda are available for review upon request.

By: Dean J. Christon, Executive Director

Going Online? See more public notices at www.unionleader.com

Legal Notice

NOTICE OF MORTGAGEE'S SALE OF REAL ESTATE AND PERSONAL PROPERTY

By virtue and in execution of the POWER OF SALE contained in a certain mortigage given by LENCT, LLC ["Mortigager"], dated September 14, 2017 and recorded at the Hillsborrough County Registry of Deeds in Book 9007, Page 1566, which mortigage was satigated by an assignment given by MORTHERN BANK AND TRUST COMPANY to NEWMARRET TRANCILE, LLC and recorded at the Hillsborrough County Registry of Deeds in Book 9155, Page 2764, CMortigage of which Mortigage the Hillsborrough County Registry of Deeds in Book 9155, Page 2764, CMortigage of which Mortigage the bright of the conflictions of salid hortigage and the conflictions of salid hortigage, and the salid properties of the confliction By virtue and in executi-the POWER OF SALE contain

Emperity Description

Certain tracits or parcels of land, with the buildings thereon, to call the country of th LOWES HOME CENTERS, INC.
OF LAND OWNED BY HAVEY
NDUSTRIES, INC. TAX MAP
9666, LOTS 66, 66A, P/O 97, 98,
49, 635 & 725 HUSE ROAD,
MANCHESTER, NEW HAMPSHIRE; dated April 27, 2006, hast
revised September 11, 2007, prepared by JOSEPH M. WICHERT,
LL-S. INC. recorded in the
Hillsborough County Registry of
Deeds as Pan #35687, and being
more particularly bounded and
described as follows:
Tax Map #606 Lots 6, 6A P/O 7,
88,9

Extension a distance of 70.72' to a

Extension a distance of 70.72 to a point:
Thence N 26 10' 12' W continuing along Merrill Road Extension a distance of 138.27' to a point at a stone wall at the northerly line of Merrill Road and land of the City of Manchester;
Thence N 06 08' 13' W along a stone wall and land of the City of Manchester a distance of 279.42' to a drill hole at the corner of said stone wall and stand to Manchester Mall Really Trust;

LEGAL NOTICE Goffstown School District 27 Wallace Road, Goffstown, NH 03045 Public Hearing - Relative to Accepting A \$9,608.00 USDA National School Lunch Program (NSLP) Equipment Grant uant to RSA 189:68-V, the Goffstown School Board will conduc Pursuant to RSA 183:68-V, the Golfstown School Board will conduct a public hearing on Monday, March 1, 2021 at 7:00pm to accept public triput relative to Accepting a 89:080,00 USDA National School Lanch Program (PSLP Equipment Grant, A vote is scheduled ea-on the subject matter at the March 1, 2021 Public Hearing, Any person with questions about this public hearing is asked to call SAUF10 (497-4818 ext 5758).

SAUFI 9487-4818 ext 57:381.

If you wish to make a public comment at the beginning of the hearing, you are invited to call 160:01 766-5646 Participant Code 683662 followed by *9 and you will be directed to state your man and address prior to making your public comment. You may also e-mail your public comment to denise the state your man of the public hearing your public 2021 forfishionen School Brand public hearing in the subject line. Please include your name, address and limit your comments to none than 500 words. The Board reserves the right to read your public comment during the meeting however, any public comment will be included in the official meeting minutes. If you have questions regarding accessing the Board meeting or need special considerations, please contact Denise Morin at 497-4818 ext. 5758 by 3:00 PM on Monday, March 1, 2021.

continuing along land of said Manchester Mall Realty Trust and partly along a stone wall for a distance of 190.39 to a point:
Thence N 86 56 51° E continuing along land of said Manchester Mall Realty Trust and land of Public Service Company of the Mampshire for a distance of 212.39 to a point:
Thence N 12 23° 20° E continuing along land of Public Service Company of New Hampshire a distance of 31.12° to a point; thence

shire a distance of 31.12 to a point; thence N 86 56 51' E continuing along land of Public Service Company of New Hampshire for a distance of 318.62' to a rolint:

point: Thence S 03 03' 09" E continuing along land of said Public Service Company of New Hampshire for a distance 30.00' to a point:

a point:
Thence N 86 56 51' E continuing along land of said Public Service Company of New Hampshire for a distance of 96.17 to an iron road at the westerly side line of Huse Road:
Thence S 21 22 26' W along Huse Road for a distance of 547.82 to a point:
The nalong a cure to the right has been seen as a continuing along said fluxe Boad for a distance of 547.82 to a point of the point of beginning, said curve passes over granter bound a distance of 742.83' to the point of beginning, said curve passes over granter bound a distance of 123.82' from the beginning. Tax Mag 6868 P/O Lot 7
Beginning as all curve passes over granter bound a distance of 123.82' from the beginning of the point of the said of the more than the said of HT Manchester, LLC:
Thence Nalo 364 to 40 point at land of HT Manchester, LLC:
Thence S 86 54' to a point at land of HT Manchester, LLC:
Thence S 86 54' to a point of beginning.
The said of the said of HT Manchester, LLC a distance of 70.00' to a 4'xa' granter bound. up 4' on the west side of Merrill Road Extension.
Thence S 80 54' to a point of a distance of 25.75' to a point of beginning.
The said of the publication of this more along a curve to the right having a radius of 25.00' continuing along Merrill Road Extension of a distance of 25.75' to a point of beginning.
Together with the benefit of a retaining wall casement recorded at Book 51', Page 1923 of said Registry of Deeds, in accordance with the terms and conditions thereof.

In the creat of any typegraphical and interest of the Mortgage Premises (ii) all right, title and interest of the Mortgage of Premises and improvements situated on the Mortgage of Premises to the extent the same are part of the realty, and fifty all right, title and interest of the Mortgage of Premises and improvements.

one of the Mortgaged Premises and Manchester a distance of 279.4.2" and Mortgage, and

Page 0776, respectively ('Prior Mortgages'). Mortgages is the holder of said Prior Mortgages. Aside from the Prior Mortgages, Aside from the Prior Mortgages, said Mortgage Premises and any ordisteral will be soid and conveyed subject to any and all valid superior or prior liens on said Mortgaged Premises and/or any collateral. If any there be, including liens, coumbrauces, attending liens, commbrauces, attending liens, commbrauces, under the some companies, levies, unpaid taxes, tax titles, mortgages, security interests, occupancies, leases, tenancies, municipal charges, federal, state, district and municipal taxes, liens and assessments, rights.

cies, municipal charges, federal, state, district and municipal taxes, liens and assessments, rights of way restrictions, easements and owenants, to the extent in force and applicable to the Mortgaged Premises and/or any collateral. Any collateral will be soil together with and not separately from the Mortgaged Premises, the Boront and the soil together with and not separately from the Mortgaged Premises. The Boront of size of the notion of size of the notion of the size of the notion of the size of the notion of t TION OF LAW AND SUBJECT TO
ALL PRIOR EXCUMBRANCES. To
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and the transfer bereunder includes fixtures or other personal
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be conveyed "AS IS," AND
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SCHEDULED FORECLOSURE
SALE.

SALE.

Sald Mortgaged Premises will
salo be sold subject to all leases
and tenancies having priority over
said Mortgage, to tenancies or
rights of partices in prosession now
or at the time of said auction
which are subject to said Mortpersonal property installed by
tenants or former tenants now
located on the premises, and to
laws and ordinances including,
but not limited to, all building and
azoning laws and ordinances.

TERMS OF SALE. A deposit of
Two-Hundred and Fifty Thousand
Dullars (ESO)000.00 if is to be paid
by the successful bilder at the
time and place of sale as a

Deliars (1920-000-000) is to be paid by the successful bidder at the time and place of sale as a non-refundable earness money deposit to be held at the option of Mortgagee as liquidated damages for any default or breach by the successful bidder. Within three [3] business days after the sale an additional deposit shall be paid by the successful bidder sufficient to bring the aggregate deposit up to an amount equal to fire [3] by percent of the auction price. Each deposit shall be paid by the successful bidder to Shechan Plate [4] Part [4]

Phinney Bass & Green, PA ("Escrew Agent"), by certified or bank cashler's check, and held subject to the terms of a Memorandum of sale to the terms of a Memorandum of sale to the caccuted at the auction sale the stance of at the auction sale the data of sale to be exceuted at the auction sale that data of sale. TME WILL BE OF THE ESSENCE.

In the event that the successful bidder at the auction sale shall default in purchasing the within Mortgaged Premises according to the terms of this Notice of Mortgager's Sale of Real Estate and Personal Property and/or the terms of the Memorandum of Sale executed at the auction sale, the Mortgager reserves all of its rights at the sale of the sale of the terms of the Memorandum of Sale executed at the auction sale, the Mortgage reserves all of its rights at the sale of the s nor the operate as a waiver by Mortgagee of its rights and

operate as a waiver by the Mortaguage of its rights and remedies against the successful bidder at the auction sale.

The Mortaguage reserves the right to bid at the auction sale.

The Mortaguage reserves the right to bid at the auction sale. The Mortaguage reserves the right to self any parcel or collateral or any portion thereof separately, or in any order that Mortaguage may choose and/or to postpone this sale to a later time or date by public proclamation at the time and date appointed for the sale and to further postpone any adjourned sale date by public approximation at the time and date appointed for the adjourned sale.

Other terms, if any, will be annually the sale of the sale and the sale of the sale of the sale of the sale and the sale of the sal

(617) 897-5600

LEGAL PROBATE NOTICE THE STATE OF NEW HAMPSHIRE 10th Circuit - Probate Division - Brentwood 2/5/2021 thru 2/18/2021

Notice is bredy given that the following flutuciaries have been duly appointed by the Judge of Probate for Rockingham County.

All persons having claims against these decedents are requested to exhibit them for adjustment and all indebted to make payment.

All persons having claims against these decedents are requested to exhibit them for adjustment and all indebted to make payment.

NUMBERS LISTED ARE COURT DOCKET NUMBERS.

ARDAGRA, Peter L., late of Hampstoned, MH. Nancy Ardagins, 32 Veterans Way, Hampstead, MH C0841, 8118-2020-ET-01820 Set Veterans Way, Hampstead, MH C0841, 8118-2020-ET-01820 BENNETT, Patricia A, late of Epping, MH. James R Bennett, P.O. Box 23, Hubbans, M. 2089-85. Seephien A Bennett, P.O. Box 12, Pittsfield, 323, Hubbans, M. 2089-85. Seephien A Bennett, P.O. Box 12, Pittsfield, CURLEY, Terry Ann., late of Epping, MH. Christopher J. Curley, 22 Briarwood Drive, Salem, MH C0076, 8138-2020-ET-01820 BCAGHI, Leanna N, late of Londonderry, NH, Vetero Braght, 23 Hembock Street, Londonderry, NH 00036, 4318-2020-ET-01820 DUNIHAM, Sally, late of Derry, NH, Jelfrey B. Merrill, ESQ, Law office of Mark L. Janos Pt. C, Harris Street, Newburyport, MA 01950, Jeffrey B. Merrill, Resident Agent, 3 Jane Appleton Way, Hampton, NH 03842, 4318-2020-ET-01687

EASTWOOD, Deame, late of Salem, NH, Deame Eastwood, 32 Fairview Avenue, Melrose, MA 02176, Peter II. Bronstein, ESQ, Resident Agent, Soule Leslie Kidder Sayward & Loughman PLLC, 220 Main Street, Salem, NH 00379-31(6): 4318-2200-ET-01687

GOODWIN, SR, Jason M., late of Dondondery, NH, Michellie Boulanger, 1000 Ashiern Walk, Woodstock, GA 03168. Natines M Canalitmo, et al. 1981-1981 (1982) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981) (1981-1981

#318-2020-ET-01093 KLINK, Glenn David, late of Exeter, NH. Pamela McGrath, 19 Prentiss Way, Exeter, NH 03833, #318-2020-ET-01676

www.pesco. Auctioneer

(UL - Feb. 16, 23; Mar. 2)

Legal Notice

NOTICE OF PUBLIC HEARING
The New Hampshire Housing
and Community Development
Planning Council is developing the
2021-2025 Consolidated Plan
which includes the 2021 Action
Plan for the State of New Hampshire. The Consolidated Plan and
Action Plan will establish the
profittles for use of HOME Investment Partnerships Program. National Housing Trust Fund, Community Development Block Grant,
funds received from the US Department of Housing and Urban
Development and desertbes the
method of distribution of these
funds in 2021-2025. The Council
and the three agencies administer-NOTICE OF PUBLIC HEARING intention of distribution of these funds in 2021-2025. The Cultural hand the three agencies administering the funds, New Hampshire Community Development Finance Authority, New Hampshire Department of Health and Human Services, Bureau of Hoosing Supports) are soliciting comments on the Draft 2021-2025 Consolidated Plan and 2021 Action Plan. The Draft 2021-2025 Consolidated Plan which includes the 2021 Action Plan with consolidated Plan which includes the 2021 Action Plan with example of the property of the Plan with the Plan with the property of the Plan with the Plan wi

public by telephone. The following telephone number is provided in give the public audio access to the needing: (844) 837-8664. Callers still be peompted to enter the feet of the feet of the people of the feet of the feet

LEGAL PROBATE NOTICE THE STATE OF NEW HAMPSHIRE 9th Circuit - Probate Division - Nashua 2/5/2021 thru 2/18/2021

APPOINTMENT OF FIDUCIARIES

Notice is hereby given that the following fiduciaries have been duly appointed by the Judge of Probate for Hillsborough County.
All persons having claims against these decedents are requested to exhibit them for adjustment and all indebted to make payment.

ALL NUMBERS LISTED ARE COURT DOCKET NUMBERS

All persons having claims against these decederits are requested to exhibit them for adjustment and all indebted to make payment.

ALL NUMBERS LISTED ARE COURT DOCKET NUMBERS.

ADAMO, Foreald, late of Nashua. NH, Marilynn Bonnoli, 1300 Indian Oaks Dr., Melbourne, Ft. 23901, Carry J. Kinyon, ESQ., Resident Agent, Bradley & Faulkner PC, 50 Washington Street, PO Box 666, Keene, NH 06341, 8416–2020-ET-02643

SHE, Paul Edward, late of Hollis, NH, Laurel A. Ash, 12 Pullman Drive, Hollis, NH 06349, 8416–2020-ET-02644

ASH, Paul Edward, late of Hollis, NH, Laurel A. Ash, 12 Pullman Drive, Hollis, NH 06349, 8416–82026-ET-02644

ASHAM, Paul E., late of Manchester, NH, Jeana A. Brown, 943

Washington Food, Fye, NH 05970, v6116–2020-ET-02685

BUSISIA, Helen K, late of Manchester, NH, Jeana T. Browert, 4

Stephen Drive, Bedford, NH 0310, v616–2020-ET-02686 Waverly, Holes, Schenostady, NY 12308, Nancy Hickey, Resident Agent, Howise Law Office FLLC, One Stiles Road, Suite 103, Salem, NH 0379, v316–2020-ET-02766

COLBY, Donadd Michael, site of Manchester, NH, Clondy Wilkinson, 80 West Street, Concord, NH 03301, v816–2020-ET-02523

CORBON, Harold Earl, late of Misch, NH 18 Bonnie Lesniuk, 43A Federal Hill Road, Millord, NH 03055, x816–2020-ET-02522

CORBON, Harold Earl, late of Misch, NH 10 Bonnie Lesniuk, 43A Federal Hill Road, Millord, NH 03055, x816–2020-ET-02672

CUDDIPH, Norma, late of Wilton, NH Daniel B Valley, 354 Elm Street, Anatrim, NH 03440, x818–2020-ET-02710

DIMMONS, Jill, Edward S, late of Amberts, NH. E. Soxtt Cummings, 24 Parach Drumpike, Limit 14, Concord, NH 03301, 1816–2020-ET-02779

DOBENS, James Chester, late of Mashest, NH. E. Soxtt Cummings, 84 Branch Drumpike, Limit 14, Concord, NH 03301, 2816–2020-ET-02779

DOBENS, James Chester, late of Mashest, NH. Stephen J Doberty, 105 Bush Hill Road, Pelham, NH 003076, William F, Late of Paelbam, NH 03076, William F, Late of Paelbam, NH 20068

Sylle-200-ET-02179

DOBENS, James Chester, Late of Mashest, NH. Stephen J Doberty, 105 Bush Hill Road, Pelham, NH 003076,

184

Notice Regarding March Meeting of the Housing and Community Development Planning Council

March 29, 2021

The Housing and Community Development Planning Council (HCDPC) will meet on the following date and time:

Thursday, April 1

11:00 a.m.

Emergency meeting provisions allow revised public meeting access during New Hampshire's current State of Emergency (Executive Order 2020-04).

REVISED PUBLIC ACCESS: The following telephone number, 1(470) 869-2200, is provided to give the public audio access to the meeting. Callers will be prompted to enter the Meeting ID#, 148 031 9691.

Email Colette Provencher <u>clprovencher@nhhfa.org</u> if experiencing problems accessing the meeting.

Copies of the meeting agenda are available for review upon request.

By: Dean J. Christon, Executive Director

DRAFT

REQUEST FOR PROPOSALS FOR MULTI-UNIT SUPPORTIVE HOUSING RESIDENTIAL PROJECTS

New Hampshire Housing Finance Authority (the "Authority") is seeking applications for financing from qualified developers for projects that will provide supportive housing in any area of the state to extremely low-income individuals, with a priority for persons experiencing homelessness.

Eligible uses for this financing include purchase, rehabilitation, new construction, or conversion of existing housing into affordable permanent housing. The site for the proposed project must be finalized prior to application.

The source of funds for this RFP is the federal <u>Housing Trust Fund</u>. The competitive scores of respondents to this RFP will also be used to award up to 50 Project Based rental assistance Vouchers ("PBVs") to those projects which are eligible. It is the intent of the Authority to award both PBVs and deferred (non-amortizing, non-interest-bearing) loans funded with HTF to the highest scoring projects based on the scoring criteria in this RFP.

Proposed projects must meet the following qualifications:

- Program requirements of the federally funded Housing Trust Fund ("HTF") (24 CFR Parts 91 and 93)
- Program Rules for the Special Needs Housing Program (HFA:112) updated September 1, 2017.

If intending to apply for Project Based Vouchers, projects must also meet the eligibility requirements for federally funded PBVs (24 CFR Part 983). If applicants do not wish to apply for PBVs, or determine that their proposed project is not an eligible use of PBVs, they should indicate in the application cover letter that they are applying only for HTF financing and not for PBVs.

Applicants may apply for loans of \$150,000 up to \$1,250,000. At least \$1,250,000 will be available through this RFP. This program is for rental housing only.

All application materials must be uploaded electronically to Apricot Social Solutions, https://apricot.socialsolutions.com by 4:30 PM on Month, Day, 2021. Contact jcrowley@nhhf.org, no later than Month, Day, 2021, or (603) 310-9224 to set up an Apricot account.

Potential applicants are encouraged to attend an informational meeting at the offices of New Hampshire Housing at 32 Constitution Drive, Bedford, NH 03110 at 2:00 PM on Day, Month, 2021. Registration for this meeting is required; please contact Jess McCarthy at jmcarthy@nhhfa.org or (603) 310-9272 to be registered.

Threshold Requirements and Scoring Criteria for Housing Trust Fund Request For Proposals

In addition to submission of a complete application form, all applications will be reviewed under the following Threshold Criteria. Failure to comply with any of the Threshold Criteria may, at the sole discretion of the Authority, result in the rejection of the application.

Threshold Criteria:

- Feasibility and Appropriateness: The proposed project's characteristics or location must be considered feasible from a financial and regulatory standpoint including but not limited to compliance with:
 - NH RSA Chapter 204-C
 - NH RSA:48-A:14, minimum housing standards, and local minimum requirements for use and occupancy of housing
 - The 2018 Action Plan, State of New Hampshire (part of the State's Consolidated Plan)
 - The Authority's Underwriting Standards and Development Policies for Multi-Family Finance
 - The Authority's Design and Construction Policy Rules (HFA 111) Compliance with the Authority's <u>Technical Design and Construction Standards</u> or <u>Technical Design</u> and Construction Standards for Rehabilitation, as applicable.
 - The Authority's Rules for the Special Needs program (HFA 112)

Authority Rules and policies are available at: https://www.nhhfa.org/ https://www.nhhfa.org/

- 2. Eligible Projects: Per HFA:112.01 (c), except Transitional Housing.
- 3. Eligible Applicants: Per HFA:112.10.
- 4. Financial Sustainability: The Authority will review the sources and uses proposed for the project as well as the operating budget and pro forma. The level of funding requested must be sufficient but not exceed the amount needed to ensure the proposed project is financially viable and does not depend on later infusions of subsidy.
- Income Targeting and Rent Limits: all units assisted with the Housing Trust Fund must be
 reserved throughout the affordability period for extremely low-income (ELI) households as
 defined by HUD (this generally refers to households that do not have income in excess of 30% of
 the Area Median Income). Rents cannot exceed ELI rent limits published by HUD, adjusted for
 unit size, geographic area, and utility allowances.
- Beneficiary Targeting: Per <u>HFA: 112.01(d)</u>. Additionally, projects must prioritize persons
 experiencing homelessness ahead of all other prospective tenants. This priority for persons
 experiencing homelessness must apply for all HTF-assisted units. "Homeless" is defined as an
 individual or family who lacks a fixed, regular, and adequate nighttime residence.

- Site Control: Applicant must have secure site control in the form of a deed, executed option to purchase, or executed purchase and sales agreement. A long-term lease, the duration of which is not less than the affordability period, is acceptable.
- Cost Reasonableness: Project applications will be evaluated for cost reasonableness.
 Applications which indicate unreasonably high total or specific line item development or operating costs as determined at the discretion of the Authority may be rejected. Projects must comply with the following Maximum Per-unit Development Subsidy Amount:

# of Bedrooms	Maximum Per-Unit Subsidy
0 Bedroom	\$176,311
1 Bedroom	\$202,115
2 Bedroom	\$245,776
3 Bedroom	\$317,892
4+ Bedroom	\$349,014

These limits apply to the total Authority-administered subsidy included in the project's development budget divided by the total number of supportive special needs housing units.

- Development and Management Capacity: the members of the development and management organizations must:
 - Demonstrate the experience or ability to successfully complete and manage the project;
 - Be compliant or otherwise not in default with this or any other Authority program as determined by the Authority;
 - c. Not have a history of noncompliance in Authority programs;
 - d. Not have any significant negative history with other local, state or federal agencies.
- 10. Readiness: the project must be able to satisfy the following criteria for readiness at time of application:
 - a. Development and Operating Budgets prepared and submitted in NHHFA format;
 - b. Schematic design;
 - Permit status letter submitted (signed by applicant's attorney or local zoning official; letter must describe status of zoning and permitting but need not be a formal legal opinion). Points will be awarded for advanced readiness;
 - d. The project must satisfy the criteria of the Progress Phase Requirements (Appendix B) within 120 days of notification of a reservation of funding; and proposed development schedule (Appendix C to this RFP) must be submitted at time of application.
- 11. Matching Resources: The Authority requires the generation/investment of matching resources in an amount equal to 10% of awarded Housing Trust Fund financing. Donations in the form of cash, property, materials, etc. are eligible sources of match. So-called "sweat equity" is not an eligible matching resource.

Scoring Criteria:

Applications which have been evaluated and accepted into the application pool for scoring shall be scored in the categories below. Where appropriate, scoring shall be based on comparisons between applications received in the same round. Documentation that is received after the time of application will not be used in the scoring unless it is requested by the Authority. The Authority may reject any documentation deemed to be insufficient, unsupported, or inadequate for the particular scoring criteria.

 Development Capacity: Applications will be scored based on evidence that the Applicant can successfully develop the property. If applicant has no prior development experience, zero points will be awarded.

0-10 points

Management Capacity and Experience: Applications will be scored based on evidence that the Applicant can successfully operate the property. If applicant has no prior experience managing rental property, zero points will be awarded.

0-10 points

- Introduction of new units of Supportive Affordable Housing: each application must introduce new beds to the state supply of supportive affordable housing. These new beds may be created through either new construction or rehabilitation or conversion of existing units not currently in use as supportive affordable housing.
 - a. Eligible uses:
 - New housing that is supportive, and affordable (either through new construction or conversion of an existing building to a residential use).
 - Conversion of units from rent and/or income restricted affordable rental housing to supportive affordable housing.
 - Conversion of supportive housing that is not currently affordable (subject to rent and/or income restrictions) to supportive affordable housing.
 - b. Not eligible:
 - i. Rehabilitation of existing supportive affordable (rent and income restricted) housing.

0-20 points

1 point for each new unit up to a maximum of 20 points .5 point per bed for projects with shared bedrooms

- Advanced Readiness: Points will be awarded for projects that have achieved certain milestones in the development process:
 - a. Phase 1 Environmental Site Assessment completed in the last five years

5 points

b. All necessary local planning and zoning permits are in hand, including site plan approval. A site plan approval that requires additional planning board approvals will not be given these points. Projects that do not require planning and zoning approval will qualify for these points. Backup must be submitted in order to qualify for these points such as a permit status letter from the sponsor's attorney, project engineer, or

town planning official. The status letter need not be a formal legal opinion.

15 points

c. Design/Construction readiness. This category awards additional points to applicants whose projects have advanced in the design and construction procurement process. These points are cumulative; a project with a signed contract and complete documents will receive 10 points.

Design Development Documents Completed	3 points
100% Construction Documents Completed	3 points
(submit complete set marked FOR CONSTUCTION)	

Projects that do not require construction documents may qualify for these points provided that any work being done to the facility is adequately defined in a scope of work document to allow for bidding by trade contractors, in the sole determination of the Authority. Please note, construction contracts must be procured in accordance with Authority rules (HFA 111).

4. Service Plan: All applications will be evaluated for the quality of their plan to provide services to support residents' needs. While applicants proposing a higher level of services may have an advantage in scoring as compared to others with service plans of similar quality, the primary purpose of this scoring category is to evaluate the plans' ability to be implemented and consistency with industry best practices.

0-5 points

Projects which have a new Project Based Voucher rental assistance subsidy from a source other than the Authority for at least 66% of the units for at least five years.

5 points

 Duration of Affordability period: A Land Use Restriction Agreement (LURA) will be placed on properties to ensure compliance with occupancy, rent limitation, physical standards and other requirements for a minimum 30-year term. Applications will be awarded points for committing to a 40-year affordability period instead of the required 30-year affordability period.

5 points

7. Matching Non-Federal Resources: Applications will be awarded points qualifying non-federal matching resources that are committed or likely to be committed to the project. One point will be awarded for match equal to each full 5% amount of Housing Trust Funds requested. All matching resources claimed by the Applicant shall be approved by the Authority before points are awarded. Support and justification are to be provided by the Applicant. Maximum of 10 points.
0-10 points

8. Matching Federal Resources: Applications will be awarded points for qualifying federal matching resources committed or likely to be committed to the project. One point will be awarded for match equal to each full 5% amount of Housing Trust Funds requested. All matching resources claimed by the Applicant shall be approved by the Authority before points are awarded. Support and justification are to be provided by the Applicant. Maximum of 10 points.

0-10 points

Allocation Process:

- All applications are reviewed for completeness. Incomplete applications will be rejected; though
 minor variances may be deemed acceptable. The Authority may reject any documentation deemed
 to be insufficient, unsupported, or inadequate for the particular scoring criteria. The Authority is
 not required to notify the applicant of inconsistencies or missing information.
- Applications are scored and ranked in accordance with the Scoring Criteria in this RFP. Projects
 are recommended for a reservation of HTF funding and project based rental assistance (if
 applicable) based on the competitive scoring results; however, a project must received a minimum
 of 55(fifty-five) points to be eligible for reservation of financing. Reservations will be made by
 Authority Staff no later than Month, Day, 2021.
- When, after funding the highest scoring project or projects, insufficient funds are available for the
 next highest scoring project, the Authority retains the right to bypass that project and either fund a
 lower scoring project which can effectively use the remaining HTF available or retain the HTF in
 a future year.
- If, after every project that meets threshold criteria has been funded, additional funds are available, the Authority reserves the right to award additional funding to any of the applicants (in excess of \$1,250,000 per project, if necessary) in order to address changed circumstances or ensure project feasibility.
- Geographical distribution: New Hampshire does not target federal block grants geographically generally, but makes substantial efforts to distribute funds throughout the state as fairly as possible.
- 6. Waiver Authority: The Authority reserves the right to waive any of the provisions of this RFP, within the constraints of the applicable federal regulations. Applicants must submit a written request for a waiver. A hearing will be scheduled within 30 days of the request by Authority staff. Upon a finding of good cause, a waiver may be granted on a case-by-case basis by the Executive Director. A waiver of the provisions of this RFP can also be initiated by the Executive Director, in which case no hearing is necessary.
- Appeal Process: Applicants may appeal the Authority's decision, solely with regard to their
 application. The Authority will send letters to the Applicant via email informing them that a
 reservation is not being made by Month, Day, 2021. Applicants who want to appeal this
 decision must submit a formal request within five (5) business days. The appeal request is first

considered by the Authority's -Multi-Family Working Group. If the -Multi-Family Working Group upholds the original decision, the applicant will have five (5) business days from the written email notice of this decision to submit a formal notice of appeal to the Authority's Board of Directors.

- Project Representations: Representations made about the project relating to ownership or management, or factors that are used in the selection and scoring criteria may not be changed without the express written permission of the Authority. Funding reservations may be rescinded if the project changes in a way that reduces the competitive score.
- References: Applicants are required to provide authorization so that references and credit can be checked.
- 10. Warrant and Liability: The Authority intends to allocate no more HTF funding to any given project than is required to make the project economically feasible. This decision is made solely at the discretion of the Authority but does not represent or warrant to any applicant, developer, partner, investor, lender, or others that the project is feasible or risk free. No Board member, officer or employee of the Authority shall be personally liable concerning any matters arising out of or in relation to the allocation of funding or compliance monitoring. The Authority's obligation to monitor for compliance does not make the Authority liable for an owner's noncompliance.
- 11. New Hampshire Right to Know Law: The Authority is subject to RSA Chapter 91-A, which is known as the "Right-to-Know Law." Applicants should be aware that any information submitted as part of the application to the Authority may be considered public information.

APPENDIX A

REQUIRED APPLICATION SUBMISSIONS

Item #	Description
1	Cover letter with narrative description of proposed project
2	Completed Application for Reservation (Microsoft Excel workbook, NHHFA format)
3	Site Location Map and Site Plan
4	Evidence of Site Control (Deed, executed P&S, executed option to purchase)
5	Evidence of planning board approval/building permit or "will-issue" letter OR evidence that no permit is required OR permit status letter
6	Documentation of Matching Resources (acceptable forms include letters of commitment, letters of interest, and approved applications for other funding sources).
7	Construction Scope of Work with Cost Estimates and Identification of Estimator (if construction documents are provided, written scope of work is not required)
8	List of Developer's Other Real Estate
9	Resumes of Development Team
10	Management Agent Questionnaire on New Hampshire Housing form
11	Schematic Design plans and specifications
12	Proposed Development Schedule/Timeline (use Appendix C)
13	Tenant Selection Plan
14	Tenant Services Plan
15	Self-Scoring (explanation of which points categories the sponsor believes the project is entitled to, with explanations)



APPENDIX B PROGRESS PHASE REQUIREMENTS

The documents listed below must be submitted to the Authority within 120 days of emailed notification of a reservation of HTF financing.

Projects must meet the requirements of the progress phase to be eligible for a commitment of HTF funding. Progress requirement extensions may be granted at the sole discretion of the Authority. The HTF funding reservation may be rescinded at the sole discretion of the Authority for not meeting the progress phase requirements or for a failure to meet the general criteria in the RFP.

All requirements are "if applicable." It is the responsibility of the applicant to confirm with Authority staff which exhibits are not applicable for each project. This can be confirmed after reservation but before the 120-day progress phase deadline.

- Environmental site assessment, HUD checklists, and related reports (lead, asbestos, historic, archeological, etc.) if required by the Authority;
- Appraisal (if required by the Authority);
- Evidence of zoning/local approvals;
- Permanent financing letter of commitment;
- 5. Construction financing letter of commitment;
- 6. Executed grant agreements;
- Evidence of continued site control;
- 8. Soils and/or structural engineering report;
- Copy of the architect contract;
- Executed tenant services agreement binding on both parties;
- 11. Copy of contract for consultant services

APPENDIX C

PROJECTED DEVELOPMENT SCHEDULE

Date	Milestone	
Month 2021	HTF Funding reservation	
	Construction/ rehab plans and specifications completed	
	Construction pricing completed; contracts executed	
	Local permits obtained	
	Phase 1 Environmental Site Assessment completed	
	Statutory checklist / Environmental Assessment checklist (if	
	applicable)	
	NHHFA financing commitment	
	All other necessary financing commitments or grants obtained	
	Loan Closing	
	Construction start	
	Construction Completion	
	Project placed into service	

I have reviewed this schedule and concur that the representations and assumptions are reasonable and achievable.

Developer's initials		
Architect's initials (if applicable)		
actor/ Construction Manager initials (if applicable)	General Contr	

This is not a complete list of Authority requirements or project milestones. Sequence of events may not match the order in which milestones are listed.

		standards for Multifamily Housing Rehabilitation - March 2019
IOTE: Deficiencies highlighted in cron	ge are life-threatening and must be addressed investigately, if the housing	is accepted.
quirements for Site		
pectable New	Observable Deficiency	Type and Degree of Deficiency that must be addressed
ncing and Gates	Damaged/Falling/Leaning	Fence or gate is missing or damaged to the point it does not function as it should
	Holes	Hale in fance or gate is larger than 6 inches by 6 inches
	Missing Sections	An exterior fence, security fence or gate is missing a section which could threaten safety or security
ounds	Erosion/Rutting Areas	Awnoff has extensively displaced soils which has caused visible damage or potential failure to adjoining structures or threatens the safety of pedestroins or makes the grounds unusable
	Overgrown/Fenetrating Vegetation	Vegetation has visibly damaged a component, area as system of the property or has made them ususable or unpossable
	Ponding/Site Drainage	There is an accumulation of more than 5 inches deep and/or a large section of the grounds-more than 20%-is unusable for it's intended purpose due to poor drainage or ponding
lth & Safety	Air Quality - Sewer Delor Detected	Sever odors that could pase a health risk if inhaled for prolonged periods
	Air Quality - Propane/Natural Gas/Methane Gas Detected	Strong propone, natural gas or methone odors that could pose a risk of explosion/ fire and/or pose a health risk if inhaled
	Electrical Hazards - Exposed Wires/Open Panels	Any exposed bare wires or openings in electrical panels (aspeed wires do not pose a risk)
	Electrical Hazards - Water Leaks on/sear Electrical Equipment	Any water leaking, puddiling or panding on or interedistrily near any electrical apparatus that could pose a risk of fire, electrocution or explosion
	Flammable Materials - Improperly Stored	Figure make repterior are improperly stored, counting the potential risk of five or explanton
	Garbage and Debris - Outgloons	Too much gurbage has gathered-more than the planned storage capacity, or purbage has gathered in an onea not sanctioned for stoping or storing gurbage or debris
	Hazards - Other	Any conversi defects or housen's that page risk of boddle islamy
	Hazards - Sharp Edges	Any physical defect that could couse cutting or breaking of human skin or other bodily have
	Hazards - Tripping	Any physical defect to walkings or other travelled area that passes a trigging risk
	Infestation - Insects	pay properties agree or an automorphic state and enter because of the page of
	Infestation - Bats/Mice-Vermin	entering of registration of resident and or makes half, or drugsing substantial requires the and suply risk. Fullence of rists or residential, or or makes half, or drugsing substantial requires the and suply risk.
Books/Project Signs	Mailbox Missing/Darraged	Makhos connot be locked or to rehading
	Signs Darraged	The project sign is not ligible ar readoble because of deterioration or damage
king Lats/Oriveways/Roads	Cracks	Creaks that are large anough to affect traffic oblitty over more than 5% of the property's parking late/driveways/roads or pase a safety headed
	Ponding	3 inches or more of water has accumulated making 5% or more of a parking lat/driveway unusable or unsafe
	Potholes/Loose Material	Potholes or loose-material that have made a parking lot/driveway unusable/knipassbale for vehicles and/or pedestrians or could cause tripping or falling
	Settlement/Heaving	Settlement/heaving has made a parking lot/driveway unusable/unpassable or creates unsafe conditions for pedestrians and vehicles
Areas and Equipment	Damagod/Broken Equipment	More than 20% of the equipment is broken or does not operate as it should or any item that poses a safety risk
	Deteriorated Play Area Surface	More than 20% of the play surface area shows deterioration or the play surface area could couse tripping or falling and thus poses a safety risk
luse Disposal	Brokery/Damaged Enclosure-Inadequate Outside Storage Space	A single wall or gate of the enclosure has collapsed or is learning and in danger of falling or trash connot be stored in the designated area because it is too small to store refuse until disposal
aining Walls	Damaged/Folling/Leaning	A retaining wall is damaged and does not function as it should or is a safety risk
rm Drainage	Damaged/Obstructed	The system is partially or fully blocked by a large quantity of debnix, causing backup into adjacent areas or runoffs into areas where runoff is not intended
Bowan/Steps	Broken/Missing Hand Railing	The hand rail is missing, damaged, loase or otherwise smusshir
	Cracks/Settlement/Heaving	Cracks, hinging/filling or missing sections that office traffic ability over more than 5% of the property's walkways/steps or any elefact that creates a tripping or falling leasant
	Spalling/Exposed rebar	More than 5% of wollwars have large areas of spaling-larger than 4 inches by 4 inches-thay affects traffic ability
	ayer greyour reco	THE CONTROL OF THE CO
pulrements for Building Exterior		
ectable form	Observable Deficiency	
PS	Damaged Frames/Threshold/Limels/Trim	Any door that is not functioning or connot be locked because of damage to the frame, threshold, lintel or trim
	Damaged Hardware/Locks	Any door that does not function as it should be connect be locked because of demands to the door's hardware
	Damaged Surface (Holes/Paint/Rusting/Glass)	party above than costs toncy, participant has a second or common an except tensioned by committing to the object t
	Damaged/Missing Screen/Storm/Security Door	pay user and an universe transport or their greater and a contraction, payageant preceding payagean part or task and a payageant and a contraction and a con
	Deteriorated/Missing Caulking/Scals	The seolis/cautiling is missing an eny entry doar, or they one so domagnd that they do not function as they should
	Wissing Door	Any extenior door that is missing
Escapes	Blocked Egress/Ladders	Stored items or other darriers restrict or black people from existing
	Visibly Missing Components	Any of the functional components that affect the function of the fire excape—one section of a ladder or railing, for example—are missing
	Cracks/Gaps	Large cracks in foundation more than 3/8 Inches wide by 3/8 inches deep by 6 inches large that present a possible sign of a serious structural problem, or apportunity for water penetration or sections of wall or floor tha
indutions		broken aport
	Spelling/Exposed Rebar	Significent spelled onces effecting more than 20% of any foundation wall or any exposed reinforcing material-reduc or other
Ith and Safety	Electrical Hazards - Exposed Wires/Open Panels	Any exposed bare wires or openings in electrical panels (capped wires do not pose a risk)
	Electrical Hispards - Water Leaks on/Irear Electrical Equipment	Any water leaking, pudding or panding on or immediately near any electrical apparatus that could pase a risk of fire, electrocurion or explosion
	Emergency Fire Exits - Emergency/Fire Exits Blocked/Unusable	The exit cannot be used or exit is limited because a door or window in nalled shut, a lock is broken, panic bordware is chained, debris, storage, or other conditions block exit
	Ernergency Fire Exits - Missing Exit Signs	Est signs that clearly identify all emergency exits are relating or there is no illumination to the area of the sign
	Flammable/Combustible Materials - Improperly Stored	Figure make materials are improperly stored, cousing the potential risk of fire or explosion
	Garbage and Debris - Outdoors	Too much gerboar has authored more than the alterned storage appeals or authore has eithered in an error not sanctioned for storage or storing authore or debris
	Hazards - Other	Any general defects or hazards that pase risk of badily stury
	Hazards - Sharp Edges	Any privated depict that could cause satisfie or breaking of human skin or other baddly horm
	Hazards - Trioping	Any physical defect in walkings or other transited and their passes or tripping risk

	Infestation - Insects	Evidence of infestation of insects-including reaches and anti-shroughout a unit or room, food properation or storage once or other area of building substantial enough to present a health and safety risk
	Infestation - Insects Infestation - Bats/Mice/Marmin	presente di registativa di rescrizi-riculating riculters and inter-dissiplicar a una er riculti, pica preparation di sologio en ori di revier area di fusioni qualiferativa evolupi tra present a neatti ana sopre risi. Di differe di riculti di mini-cultificati, un in riculturi bindi, en dinazioni sulla bindistrativa evolupi tra presenti e neithi and archite risi.
Inhalia a	Broken Fixtures/Bults	presence of their other-springs, as or mosair nexts, or angipmay scattered in recogn to present a nearth and signify scattering from the present of the pres
Lighting Roofs	Carraged Soffits/Fascia	
pers		Soffst or fascia that should be there are missing or so domoged that water penetration is wisibly possible
	Damaged Vents	Vents are relisting or so visibly damaged that further roof damage is possible
	Darraged/Clogged Drains	The droin is dominged or portially clagged with debris or the droin no longer functions
	Demagod/Torn Membrane/Missing Bellast	Belast has shifted end no longer functions as it should or there is domage to the roof membrane that may result in water penetration
	Missing/Damaged Components from Downspout/Gutter	Drainage system components are missing or damaged cousing visibile damage to the roof, structure, exterior wall surface, or interior
	Missing/Damaged Shingles	Reafing stringles are missing or damaged enough to create a risk of water penetration
	Ponding	Evidence of standing water on road, causing potential or visible damage to road surface or underlying materials
Vels	Cracks/Gaps	Any large crack or gap that is more than 1/8 inches wide or deep and 6 inches long that presents a passible sign of serious structural problem or appartunity for water prestration
	Damaged Chimneys	Part or all of the chimney has visibly separated from the adjacent well or there are crecked or intuing pieces large enough to present a sign of chimney follow or there is a risk of falling pieces that could create a safety
	Missing/Damaged Caulking/Mortar	Any exterior wall caulking or mortar deterioration that presents a risk of water pentration or risk of structural damage
	Missing Pieces/Holes/Spalling	Any exterior wall deterioration or holes of any size that present a risk of water penetration or risk of structural damage
	Stained/Feeling/Needs Paint	More than 20% of the extensor paint is presting an point is missing and siding surface is exposed thronly exposing siding to water provincian and deterioration
rindows	Broken/Missing/Cracked Panes	Any missing pones of plass or cracked panes of plass where the crack is either greater than 4" and/or substantial enough to impact the structural integrity of the window pane
	Damaged Sills/Frames/Lintels/Trim	Sills, frames, Interis, or trim are missing or dampaset, exposing the inside of the surrounding walls and compromising its weather tightness
	Damaged/Missing Screens	Missing screens or screens with holes greater than I nich by I inch or tears greater than 2 inches in length
	Wissing/Deteriorated Caulking/Seals/Glazing Compound	There are missing or determinated could or seeks—with evidence of leaks or alternage to the window or surrounding structure
	Peeling/Weech Paint	More than 20% of the extenior vehicles point is preling or paint is missing and window frame surface is exposed threshy expasing window frame to water prentrative and deteriorative
	Security thes Prevent Ogness	The ability to exit through egress window is limited by security bars that do not function properly and, sharefore, pose sofirty risks
equirements for Building Systems		
speciable item	Observable Deficiency	
erroutic Water	Leaking Central Water Supply	Leoking weter from water sapply line is observed
	Missing Pressure Relief Yelve	There is no pressure relief valve or pressure relief valve does not drain down to the floor
	Rust/Corrosion on Heater Chimney	The water heater chimney shows evidence of floring, discoloration, pitting, or crevices that may create holes that could allow taxic gases to leak from the chimney
	Water Supply Inoperable	There is no running water in any area of the building where there should be
ectrical System	Blocked Access/Improper Storage	One or more filted items or items of sufficient size and weight impede access to the building system's electrical ponel during on emergency
	Durnt Breakers	Carbon insidue, melbad breakers or arcing scars are evident
	Evidence of Leeks/Corresion	Any corrosion that affects the condition of the components that carry current or any stoins or rust on the interior of electrical enclosures, or any evidence of water leaks in the enclosure or hardware
	Fraped Wiring	Any micks, obvasion, or fraying of the insolution that exposes any conducting wire
	Missing Breakers/Fuses	Any open and/or exposed breaker part
	Missing Outlet Covers	A cover is reissing, which results in exposed visible electrical connections
ewators	Not Operable	The elevator done not function at all or the elevator abors open when the cab is not there
nergency Power	Auditory Lighting Inoperable (if applicable)	Auxiliary lighting does not function
ire Protection	Missing Sprinkler Head	Any sprintifer head is relissing, visibly disables, painted over, blackes, or capped
	Missing/Damaged/Expired Extinguishers	There is reissing, damaged or expired fire extinguisher on any axea of the building where a fire extinguisher is required
ealth & Safety	Air Quality - Mold and/or Mildew Observed	Evidence of mold or mildew is observed that is substratial enough to pase a health risk
	Air Quality - PropansyNatural Gas/Methane Gas Detected	Strong propone, natural gas or methane odors that could pose a risk of explosion/ fire and/or pose a health risk if inhaled
	Air Quality - Sower Delor Detected	Sinner adors that could pose a health risk if inhaled for prolonged periods
	Electrical Hazards - Exposed Wires/Open Panels	Any exposed bare wires or openings in electrical panels (capped wires do not pose a risk)
	Electrical Hazards - Water Leaks on/Irear Electrical Equipment	Any water leaking, puddiling or panding on or immediately near any electrical apparatus that could pase a risk of fire, electrocurion or explosion
	Elevator - Tripping	An elevator is misaligned with the floor by more than 3/4 of on inch. The elevatoraises not level as it should, which causes a tripping boson?
	Ernergency Fire Exits - Ernergency/Fire Exits Blocked/Unusable	The exit cannot be used or exit is limited because a door or window is natiod shut, a lock is broken, panic bordware is chained, debris, storage, or other conditions block exit
	Emergency Fire Exits - Missing Exit Signs	Exit signs that clearly identify off emergency exits are missing or there is no illumination in the area of the sign
	Flammable Materials - Improperly Stored	Flammable materials are improperly stored, causing the potential risk of fire or explosion
	Garbage and Debris - Indoors	Too much gardinge has gathered-more than the planned storage capacity or garbage has pathered in an area not sectioned for storage or storing garbage or debris
	Hazards - Other	Any general defects or hazards that pase risk of baddy injury
	Hazards - Sharp Edges	Any physical defect that could couse outling or breaking of human skin or other bodily have
	Hazards - Tripping Hazards	Any physical deject in walkings or other transfer and they pass a triggery till
	Infestation - Insects	Ensistence of infestionals of insectio-including reaches and onto-throughout a unit or room, food presention or storage area or other area of building substantial enough to present a health and safety risk
	Infestation - Ratu/Mice/Vermin	Evaluate of instance which are the evaluation of
VAC	Baller/Fump Leaks	Evidence of vision term feeting in a playing or any probing
27%	Fuel Supply Leaks	Evidencing water or steam securing in paning or paring personing. Evidence of any security of lovel industrial from the supply dash or picking.
	General Rust/Corresion	Significant formations of metal axides, significant flating, discoloration, or the development of a naticable pit or crevice
	Misaligned Chimney/Ventilation System Roof Educat Facilia Inoperable	A misplightnesent of an exhaust system on a combustion (Lef-fired writ fail, matural gas, propone, wood pellets etc.) that causes improper or dangenous venting of gases
loof Exhaust System	Proof Establish angly Inoperative	The roof eukawat fan welt does not function

ionitary.System	Broken/Leaking/Clogged Pipes or Drains	Evidence of active leaks in or around the system components or evidence of stooding water, puddles or panding-a sign of leaks or clapped drains
	Wissing Drain/Cleanout/Manhole Covers	Applicative cover is reliating
	The state of the s	The second secon
equirements for Common Areas		
caectable frees	Observable Deliciency	
surreet/Garage/Carport	Baluster/Side Railings - Dumaged	Any damaged or missing belasters or side rolls that limit the safe use of an area
ovet/Utility/Mechanical	Cabinets - Missing/Dornaged	32% or man of cablent, doors, or shripes are missing or the laminate is separative
enmunity floom	Call for Aid - Inoperable	The matters does not function on it should
dis/Corridors/Stairs	Ceiling - Helos/Missing Tiles/Penels/Cracks	Are holes in colors, missing the ar large cracks wider than E/4 of an inch and greater than 11 inches long
tchen	Coiling - Peeling/Needs Paint	More than 10% of cellna lass seelina seint or it missian point.
undry Room	Ceiling - Water Stains/Water Damage/Mold/Mildew	invite train at a leaf, mold or militery-much as a familier of an end or related a leaf or militery and a leaf or
blay	Countertops - Wissing/Damaged	30% or more of the countering serving surface is missing, deterrinanted, or denegged below the leminate —not a sunitary surface to prepare food
Mon	Dishwasher/Garbage Disposal - Inoperable	The drivensher or producer to the control of the co
ther Community Spaces	Doors - Damaged Frames/Threshold/Lintels/Trim	Any door that is not preciously coupons ones not operate as it assumed. Any door that is not furnitioning or common be locked because of damage to the frame, threshold, listed or trine.
rtio/PordyBalcony	Doors - Damaged Hardware/Lods	any ocor that does not furthering or common or some or some or some or one primary, interprint, interprint, and or that of some or further or one of some or some or one of some or of some
etrooms	Doors - Damaged Farbace (Holes/Paint/Faxt/Glass)	pay door that obest not participate to its stronger or common the located processor or commander to the door's instrument. May door that has a face or holes greater share I sen't indicenter, subjected previously located processing/no paint or must that offects the letterprity of the door surface, or broken/inissing alloss.
	Doors - Damaged Suriace Order (Painty Nationals) Doors - Damaged Missing Screen/Storm/Security Door	
arage		Any acrees door or storm door that is damaged or is relating screens or glass—shown by on empty frames or flames or any security door that is not functioning or is relating
	Doors - Deteriorated/Missing Scals (Entry Only)	The work/coaking is enturing an eny-entry door, or they one or demograd that they do not function as they about d
	Doors - Missing Door	Any, door that is missing that is required for the functional use of the space
	Dryer Vent -Missing/Damaged/Inoperable	The disper went is missing as it is not functioning because it is blocked. Driver enhaust is not effectively vented to the autside
	Electrical - Blocked Access to Electrical Panel	One or more fixed items or items of sufficient size and weight impede access to the duilding system's electrical panel during an emergency
	Electrical - Burnt Breakers	Carbon residue, resilvad direatures or arcting scars are evident
	Electrical - Evidence of Leaks/Corresion	Any corrowine that effects the condition of the components that carry current or any atoins or read on the interior of electrical enclosures or any evidence of water leaks in the enclosure or hardware
	Electrical - Frayed Wiring	Any ricks, obrasion, or fraying of the insulation that exposes any conducting whe
	Electrical - Missing Breakers	Any open and/or exposed breaker part
	Electrical - Missing Covers	A cover is missing, which results in exposed visible electrical connections
	Floors - Bulging/Buckling	Any flooring that is bulging, buckling or sugging or a problem with alignment between flooring types
	Floors - Floor Covering Damaged	More than 20% of floor counting has stains, surface burns, shallow cats, smolf holes, tears, loase ornes or exposed searns.
	Floors - Missing Floor/Tiles	More than 5% of the flooring or tile flooring is reissing
	Floors - Peeling/Needs Paint	Any pointed flooring that has peeling or missing point on more than 20% of the surface
	Floors - Rot/Deteriorated Subfloor	Any notted or deteriorated subflooring greater than 6 inches by 6 inches
	Floors - Water Stains/Water Damage/Mold/Wildew	Evidence of a leak, mold or mildow—such as a darkened area—covering a flooring area greater than I foot square
	GFI - Inoperable	The GTI data not function
	Graffiti	Any graffiti on any expassed surface greater then 6 inches by 6 inches
	HVAC - Convection/Radiant Heat System Covers Missing/Damaged	Cover is missing ar substantially damaged, allowing contact with heating/surface elements ar associated fans
	HVAC - General Rust/Corrosion	Significant formations of metal axides, fishing, or disoslaration—or a pit or crevice
	HVAC - Inoperable	HIVE does not function. It does not provide the heating and coolingit should. The system does not respond when the controls are engaged
	HVAE - Misaligned Chimney/Ventilation System	Any misalignment that may cause improper or dangerous senting of gases
	HVAC - Naisy/Vibrating/Leaking	HVAC system shows signs of abnormal vibrations, other noise, or leaks when engaged
	Lavatory Sink - Damaged/Missing	Sink has extensive discolaration or cracks in over 50% of the basin or the the sink or associated handware have falled or are missing and the sink can't be used
	Lighting - Missing/Damaged/Inoperable Fixture	More than 10% of the permanent lighting flatures are missing or donneged so they do not function
	Malbox - Missing/Osmaged	The U.S Postal Service resilies connot be locked or is releated
	Outlets/Switches/Cover Plates - Missing/Broken	Castet or switch is missing or a cover plate is missing or broken, resulting in exposed witing
	Pedestrian/Wheelchair Ramp	A walkiway or reing is damaged and careot de asad by people on foot, in wheelchair, or osing welkers
	Plumbing - Clogged Drains	Draie is substantially or completely chapped or has suffered extensive decreasation
	Plumbing - Leaking Faucet/Pipes	A steady leak that is adversely affecting the surrounding area
	Range Hood /Exhaust Fans - Expensive Greate (Inoperable	A substantial accumulation of dat or greater that threatens the fires possage of air
	Range/Stove - Missing/Damaged/Inoperable	One or more harners are not functioning or storm or drawners are inspected or as gas ranges pilet is out and/or flormes are not distributed equally or overn not functioning
	Refrigerator - Damaged/Inoperable	The refrigerator has an extensive occumilation of ice or the seeds around the dears are deteriorated or is dominated which substantially impacts it is performance.
	Restroom Cabinet - Damaged/Wissing	Damaged or missing shelves, venity by distress, or does that are not functioning as they should for storage or their intended purpose.
	Shower/Tub - Damaged/Wissing	permagnose manung interest, entere operations of an extremit of an extremit effective and only an extremit of an extremit permagnose and an extremit permagn
	Sink - Missing/Osmaged	Any creates in any consider a resident water can pass or extractive discolaration over more than 10% of the sink surface or sixt in relating Any creates in sixth through which soder can pass or extractive discolaration over more than 10% of the sink surface or sixth in relating
	Smoke Detector - Missing/Inoperable	proj. craces in and inhough whitein indices can pass or extressed indicessration driver more than 11th of the large strategy. Service detected in indices and one of Architen in It Architen detected and indicessration driver more and 11th of the large strategy.
	Stairs - Broken/Dameged/Wissing Steps	Actions desired in minuting or now too parkition out it anowal. A stag is missing or broken.
	Stairs - BrokeryMissing Hand Rolling Ventilation/Exhaust System - Inoperable	The hand rail is reissing, damaged, loase or otherwise unusable
	Walls - Bulging/Buckling	exhaust flox is not functioning or window designed for vertilation does not apen
		Bulging, buoking or sagging walk or a lack of harkantal alignment
	Walls - Damaged	Any hole in well greater then 2 inches by 2 inches
	Walls - Damaged/Deteriorated Trim	30% or more of the well trim is damaged

	Walls - Peeling/Needs Paint	10% or more of interior wall paint is peeling or missing
	Walls - Water Stains/Water Damage/Mold/Mildew	Evidence of a lead, model or mildrer-such as a common area-counting a wall area greater than 1 foot square
	Water Closet/Tollet - Damaged/Clogged/Missing	Finisher elements—seat, than herein, cover atc.—one missing or demagned or the toolet sout is cracked or has a broken tings or defect connot be flushed
	Windows - Cracked/Broken/Wissing Panes	Any missing penes of plass or cracked poins of plass where the crack is officer product than 4° end/or substantial mough to impact the structural integrity of the window pene
	Windows - Dannaged Window Sill	The still is demagged enough to expose the inside of the surrounding walls and compromise its weather tightness
	Windows - inogerable/Not Lockable	Any window that is not functioning or cannot be secured broaser lists is bracken
	Windows - Missing/Deteriorated Coulking/Seals/Glazing Compound	There are reliating or determinated could or week-with evidence of highs or develope to the window or surrounding structure
	Windows - Peeling/Needs Paint	More than 30% of interior window paint is applica or mission
	Windows - Security Bars Prevent Egress	The stallar to asit through the window is himself by security bars that do not function properly and, therefore, page safety risks
Health & Safety	Air Quality - Mold and/or Mildew Observed	Evidence of model or mildow is observed that is substantial enough to pass a health risk
10011 0.001019	Air Quality - Progane/Natural Gas/Methane Gas Detected	Strong programs, natural gas or methods odors that could pose a risk of explosics (Sire and/or pase a health risk if inhaled
	Air Quality - Sewer Ddor Detected	Sear adon that could pose a health risk if inhaled for prolonged periods
	Electrical Hazards - Exposed Wires/Open Panels	Any exposed date wires or apenings in electrical panels (capped wires do not your a risk)
	Electrical Hazards - Water Leaks on/near Electrical Equipment	Any water legiting, pudding or ganding on or immediately near any electrical apparatus that could pase a risk of five, electrocution or explasion
	Emergency Fire Exits - Emergency/Fire Exits Blocked/Unusable	The exit connect be appelled each is limited because a shore or window is sailed shut, a lock is broken, panic frontagen is planted, above, stronge, or other conditions block exit
	Emergency Fire Exits - Missing Exit Signs	Exit signs that clearly identify of energy eye and are missing or there is no flumination in the area of the sign
	Flammable/Combustible Materials - Improperly Stored	Figure while or combustible materials are improperly stored, causing the autential risk of five or explosion
	Garbage and Debris - Indoors	Too much perbage has gatherned-more than the pleased strange capacity or gatheye has gatherned in an area not sectioned for staging or storing garbage or debris
	Garbage and Debris - Outdoors	Too much gerbage has gathered -more than the planned storage capacity or gathage has gathered in an error not sometioned for stopping or storing garbage or district
	Hazards - Other	Any general defects or hasterist that passe risk of badde vision.
	Hazards - Sharp Edges	Jany physical defects that could course natiling or breaking of human skiller or other bodily horm.
	Hazards - Trigging	Any physical defect in walkings or other travelled and that pours a trigging risk
	Infestation - Insects	Evidence of infections of insects-including reaches and onti-shraughout a sett or ream, feed proporation or storage erve or other area of building substantial errough to present a health and safety risk
	Infestation - Bats/Mice/Vermin	Evidence of ratio or mice-seletimas, at or magain holes, or disaging substantial mough to present a hole of the control of the
Pools and Related Structures	Fencing - Damaged/Not Intact	Any damage that could compromise the intensity of the force
Frash Collection Areas	Osutes - Damaged/Wissing Components	pay arrange own count country own country of the process of the country of the pay of the country of the cou
riani Concensi Nevan	Crans-senageonising corporatis	to any the second of the training actions the concentration of the concentration of confidence of the concentration of the confidence of t
Requirements for Unit		
Inspectable Item	Observable Deficiency	
Bathroom	Bothroom Cabinets - Domaged/Wissing	Damaged or missing shelves, vanity tops, drawers, or doors that are not functioning as they should for storage or their intended purpose
	Lavetory Sink - Damaged/Missing	Any creaks in sink through which water can pass or extensive discoloration over more than 10% of the sink surface or sink is missing
	Plumbing - Clogged Drains, Faucets	Drain or favort is substantially or completely clogged or has suffered extensive deterrioration
	Plumbing - Leaking Fascet/Pipes	A steady leak that is adversely affecting the surrounding area
	Shower/Tub - Damagad/Wissing	Any cracks in tab or shower through which water can pass or extensive discolaration over more then 20% of tub or shower surface or tub or shower is missing
	Vertilation/Exhaust System - Alssent/Inoperable	exhaust for is not functioning or window designed for ventilation does not open
	Water Closet/Toilet - Damaged/Clogged/Missing	Fixture elements—sext, flush handle, cover est.—are missing or domoged or the tolkt sext is cracked or last a broken hinge or toller connact be flushed
Call-for-Aid () f applicable		
	Insperable	The system does not function as it should
	Incperable Buiging/Bucking/Leaking	The system does not furtion as it should Subject to bothing or application or site out.
	Bulging/Budding/Leaking	Bulging, bucking or sagaing criting or problem with alignment
	Buiging/Bucking/Leaking Holes/Missing Tiles/Manels/Cracks	Bulging, bushing or sagging criting or problem with eligement Any holes in colling, missing blas or large crocks wider than 1/4 of an inch and greater than 6 inches long.
Celling	Bulging/Buckling/Lukking Holes/Missing Tiles/Yurels/Cracks Peeling/Needs Paint	Bulging, bedring or suppling certifying or profilem with adjustment. Are holis or eaking, misting follow or larger codes when has pill of on linch and prestor than 6 feeches long. Have man soll of certifying seeding with or or missing point.
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Celling	Bulgray/Bucking Lusking Holesy/Missing Tesy/Pandis/Cracks Precing/Nector Paint Water State/Water Danage/Mok/Middew Danaged Foremy/Testehols/Cirint Danaged Foremy/Testehols/Cirinte	Refuse, building or appaign certified per profess and subjective. Any final refused per profess and subject to the profess and su
	Durgeng/Bucking/Leading Telephonical Place/Purels Precise/Nicolary Telephonical Access Precise/Discourse Telephonical Water States Advantage Language/Model/Maldew Changed Forence/Teneholis/Lunels/Trine Changed Forence/Teneholis/Lunels/Trine Changed Forence/Teneholis/Lunels/Trine	Ruspie, building or waspaing continue or motion and subjection. Any other is existent from \$10 miles and present miles and the second present miles and the secon
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	Water Stains/Water Damage/Mold/Mildew	Evidence of a leak, mold or mildew—such as a dankened area—covering a flooring oneo greater than I floot square
Health & Safety	Air Quality - Mold and/or Mildew Observed	Evidence of mode or mildes is observed that is substantial enough to pase a health nisk
	Air Quality - Sewer Delor Detected	Senior arbon that could pose a breith risk if inhaled for prolonged periods
	Air Quality - PropensylVetural Gas/Wethane Gas Detected	Strang propone, natural gas or methane celors that could pose a risk of explosion/ (fire and/or pase a health risk if inhaled
	Electrical Hazards - Exposed Wires/Open Panels	Any exposed bare wires or openings in electrical panels (copped wires do not pose a risk)
	Electrical Hazards - Water Leaks orylnear Electrical Equipment	Any water leaking, puddling or passing as or inmediately near any electrical apparatus that could pase a risk of fire, electrocurion or explosion
	Emergency Fire Exits - Emergency/Fire Exits Blocked/Unusable	The exit connot be used or exit is limited because a door or window in nation shat, a look is broken, panic hardware is chained, debris, storage, or other conditions block exit
	Emergency Fire Enits - Missing Edit Signs	Exit signs that clearly identify of energency exits are relasing or there is no illumination in the area of the sign
	Flammable Materials - Improperly Stored	Flammable materials are improperly stories, cousing the potential risk of fire or explasion
	Garbage and Debris - Indoors	Too much gerbage has gathered-more than the planned storage capacity or garbage has gathered in an area not soctioned for staying or storing garbage or debris
	Garbage and Debris - Outdoors	Too much gorbage has gathered-more than the planned storage capacity or garbage has pathered in an area not sanctioned for staging or storing garbage or debris
	Hazards - Other	Any general defects or hazerds that pase risk of bodily injury
	Hazards - Sharp Edges	Any physical defect that could couse cutting or breaking of human skin or other bodily havro
	Hazards - Tripping	Any physical defect in walk ways or other travelled area that pases a tripping risk
	Infestation - Insects	Evidence of infestation of insects-including roaches and arts shroughout a unit or room, food preparation or storage area or other area of building substantial enough to present a health and safety risk
	Infestation - Rats/Mice/Vermin	Evidence of rats or rolce—sightings, rat or mouse holes, or droppings substantial enough to present a health and safety risk
Hot Water Heater	Misaligned Chimney/Ventilation System	Any misalignment that may cause improper or dangerous venting of gases
	Inoperable Unit/Components	Had water from hat water taps is no warmer their room temperature indicating hat water heater is not functioning properly
	Leaking Valves/Tanks/Mpes	There is evidence of active water leaks from hot water heater or related components
	Pressure Relief Valve Missing	There is no pressure relief valve or pressure relief valve does not drain down to the floor
	Rust/Corresion	Significant farmations of metal arides, flaking, or discoloration-or a sit or crevice
NAC System	Convection/Radiant Heat System Covers Missins/Dumaged	Court is missing at substractially damaged, allowing contact with heating/surface elements at associated form
	Inoperable	1994C does not function. It does not provide the heating and control should. The system does not respond when the controls are engaged
	Misakaned Chimney/Ventilation System	Any misalianment that may cause insenser or damperous venting of asses
	Noisu/Vibrating/Leaking	The HINAC system shows spars of absormal vibrations, other noise, or leads when enapped
	Bust/Corresion	Determination from part or continues on the HVMC system in the deviling unit
Eltchen	Cabinets - Missing/Damaged	15% or more of cabinet, doors, or shelves are missing or the laminate is exponsibly
	Countertops - Missing/Darraged	35% or more of the countertap working surface is reliaing, determinated, or demaged below the laminate not a suritary surface to prepare food
	Distrivesher/Garbase Disposal - Inoperable	The dishwooler or garbage disposal does not aperate as it should
	Plumbing - Clogged Drains	Drain is substantially or completely chapted or has suffered extensive descripation
	Plumbing - Leaking Faucet/Plaes	A steady leak that is othersely affecting the surrounding area.
	Range Hood/Eshaust Faru - Espessive Gresse/Inggerable	A substantial accumulation of dirt or grease that threatens the free possible of air
	Rurge/Stove - Missins/Durnaged/Incognible	One or more humans are not functioning or along an element of the manufacture of the property
	Refrigerator-Missing/Damaged/Inoperable	The refrigerator has an enterview accumulation of ice or the seeds around the doors are electromated or is dominated in any way which substantially impacts its performance
	Sink - Damaged/Wissing	Any crysts in shift through which water can pass or extensive discolaration over more than 10th of the sink surface shall be said to extensive discolaration over more than 10th of the sink sarface or shall be said to extensive discolaration over more than 10th of the sink sarface or shall be said to extensive discolaration over more than 10th of the sink sarface or shall be said to extensive discolaration over more than 10th of the sink sarface or shall be said to extensive discolaration over more than 10th of the sink sarface or shall be said to extensive discolaration over more than 10th of the sink sarface or shall be said to extensive discolaration over more than 10th of the sink sarface or shall be said to extensive discolaration over more than 10th of the sink sarface or shall be said to extensive discolaration over more than 10th of the sink sarface or shall be said to extensive discolaration over more than 10th of the sink sarface or shall be said to extensive discolaration over more than 10th of the sink sarface or shall be said to extensive discolaration over more than 10th of the sink sarface or shall be said to extensive discolaration over more than 10th of the sink sarface or shall be said to extensive discolaration over more than 10th of the sink sarface or shall be said to extensive discolaration over more than 10th of the sink sarface or shall be said to extensive discolaration of the sink said to extensive discolaration over the said to extensive discolaration of the sink said
Laundry Area (Room)	Orser Vent - Wissing/Damaged/Inoperable	The driver with it intoining or it is not functional decrease it is discissed. Once exhaust is not effectively verted to the outside
Lighting	Missing/Inoperable Fisture	or any own is insured in a real particular of the particular of th
Outlets/Switches	Musing	An earth of such of such as the such as th
DUTRELLYSWICERS	Missing/Broken Cover Mates	per active or service in service per cover plate over a suscion box or the cover alone in missing. An active or service has a broken cover plate over a suscion box or the cover alone in missing.
Patio/Porch/Rakcory	Baluster/Side Railings Damaged	An outer or amount or a oronan cover passes over a passes or manage. Any demografy missing behaviors over a passes of use of or among. Any demografy missing behaviors or side note that first the self on among.
Erroke Detector	Missing/Inoperable	yeary diamengacing missing production of season of facilities of production of the control of th
Stairs		
AURI S	Broken/Damaged/Missing Steps Broken/Missing Hand Railing	A stags is missing or droubers The benefit of all in missing observables are or otherwise sessionable.
-1-1-		
Malis	Bulging/Buckling	Sulging, brothing or sagging walls or a lack of harisantal alignment
	Darraged	Any hole in wall greater than 2 inches by 2 inches
	Damaged/Deteriorated Trim	10% or more of the wall trim is discusped
	Peeling/Needs Paint	10% or more of Jeterior well paint is preling or missing
	Water Stains/Water Damage/Mold/Mildow	Evidence of a leak, reald ar mildew covering a well area greater than 2 feet aquere
Mindows	Cracked/Broken/Missing Panes	Any missing penes of glass or cracked pains of glass where the crack is either greater than 4" and/or substantial enough to impact the structural integrity of the window pane
	Damaged Window Sill	The sill is damaged enough to expose the inside of the surrounding walls and compromise its weather tightness
	Missing/Deteriorated Caulking/Seals/Glazing Compound	There are missing or deteriorated caulic or seeks—with evidence of leaks or damage to the window or surrounding structure
	Inoperable/Not Lockable	Any solvebour that is not functioning or connect he secured because lock is describe
	Peeling/Needs Paint	More than 10% of Interior window paint is pening or relaxing
	Security Bars Provent Egress	The ability to exit through the window is limited by security bors that do not function properly and, therefore, page safety risks



NEW HAMPSHIRE HOUSING FINANCE AUTHORITY TECHNICAL DESIGN AND CONSTRUCTION STANDARDS

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Standards Issued January 24, 2020 by New Hampshire Housing Finance Authority Management & Development Division

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GENERAL

- 1.1. The purpose of this document is to provide standards and policies for design and construction of properties financed entirely or in part by the New Hampshire Housing Finance Authority (the "Authority"). These standards and policies are intended to ensure a basis for providing safe, sanitary, cost effective, energy efficient, and decent housing for all occupants as well as protecting the Authority's security interest in the property.
- 1.2. Construction documents for all developments will require, as applicable, architectural, civil, structural, fire protection, electrical, plumbing and HVAC drawings stamped by a licensed architect and/or professional engineer(s) registered with the State of New Hampshire per RSA 310-A.
- 1.3. All rehabilitation projects must comply with the Environmental Protection Agency's Safe Drinking Water Act (www.epa.gov/sdwa). No less than 10% of the units must be tested for lead and copper levels prior to occupancy.
- 1.4. Buildings constructed prior to 1978 must be tested for lead-based paint hazards via a full lead inspection (including the identification of paint and bare soil hazards) by a NH licensed lead paint inspector/risk assessor, otherwise all paint films will be assumed to contain lead. However, housing projects for the elderly, or a residential property designated exclusively for persons with disabilities are exempt from this requirement; except this exemption shall not apply if a child less than age 6 resides or is expected to reside in the dwelling unit. All identified or assumed lead paint/hazards must be mitigated during construction. The level of mitigation required for a project is dependent on the type and amount of funding source used to finance the project. All mitigation work will be performed by a contractor with the appropriate level of certification or license that is required by the applicable regulation for the project.
 - 1.4.1 All projects, regardless of funding type or amount, must comply with the following including any updates in effect at the time that the work is being done:
 - NH He-P 1600/RSA 130-A NH Lead Poisoning Prevention and Control Act;
 and.
 - U.S. Environmental Protection Agency Lead Regulations 40 CFR 745
 - 1.4.2 Additionally, any projects financed with federal funds must comply with the following regulations, including any updates in effect at the time that the work is being done:
 - a. HUD 24 CFR 35 regulations (The Lead Safe Housing Rule)
 - HUD's Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing (2nd Edition, July 2012) (HUD's Guidelines).
 - 1.4.3 Upon completion of construction, clearance testing for a Lead Safe Certificate, performed by a licensed risk assessor, must be conducted in conformance with NH

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He-P 1600/RSA 130-A NH Lead Poisoning Prevention and Control Act. However, projects deemed exempt under 1.4 do not require clearance testing.

- 1.5 Buildings constructed before 1978 must have an asbestos survey done by an independently licensed firm. All asbestos shall be abated in compliance with local, state, and EPA guidelines. Waste manifests and clearance testing results shall be provided prior to completion of the project.
- 1.6 Construction document review and inspection services will be commissioned by the Authority. A minimum of two inspections per month will be performed. Project review and inspections will be paid out of project funds.
- 1.7 Occupational Safety and Health Administration (OSHA) 10-hour construction safety training shall be completed by all on-site employees per New Hampshire RSA 277:5-a. Written documentation shall be kept on site and provided upon request.
- 1.8 Requirements for liquidated damages shall be included in the project manual. The minimum requirement is \$500/day. This is not required on projects where the contractor shares an identity of interest with the developer.
- 1.9 The project manual shall include a section dealing with winter conditions and job site security. Winter conditions shall be included in all construction contracts as part of the base bid, either as a developer specified allowance or as a fixed sum based on the anticipated start date provided by the Owner in Bid Documents. Any adjustment to Winter Conditions costs as a result of changes to project schedule shall be documented with fuel and/or rental invoices and approved by the Owner and the Authority.

WAIVERS

2.1. The Authority recognizes that due to unique or unusual circumstances in real estate and construction, strict application of the Authority's requirements may cause an undue burden. The Authority's Managing Director of Management and Development or designee may, for good cause, waive provisions of this document as appropriate. All requests must be submitted in writing.

CODES AND STANDARDS

- 3.1. All procurement, design and construction shall be done in accordance with the most current edition of the following standards and codes as they may apply. It is the responsibility of the developer, working with the design team, to determine which of the following codes and standards are applicable according to law and program rules.
 - 3.1.1. The requirements of Section 504 of the Rehabilitation Act of 1973 must be met using the Uniform Federal Accessibility Standards (UFAS) or the 2010 ADA Standards for Accessible Design. There are certain circumstances where the 2010 ADA cannot be used. They are identified in the appendix to 24 CFR Part 8, Docket Number FR-5787-N-01 (see www.hud.gov/sites/documents/5784 N 01 NOTICE 5 15 14.pdf).

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All buildings designed and constructed for first occupancy after March 13, 1991 with four or more units must meet the requirements of the Fair Housing Act (March 13, 1991).

All projects must design and construct 5% of the dwelling units, or at least one unit, to be fully Accessible for persons with mobility disabilities. Additionally, 2%, or at least one unit, must be accessible for hearing and visual disabilities.

- New Hampshire Fire Code (Saf-C 6000).
 (see www.gencourt.state.nh.us/rules/state_agencies/saf-c6000.html)
- New Hampshire Building Code (RSA 155-A).
 (see www.gencourt.state.nh.us/rsa/html/xii/155-a/155-a-mrg.htm)
- 3.1.4. New Hampshire Department of Environmental Services, Water Division, Env-Wq 700 Standards of Design and Construction for Sewerage and Wastewater Treatment Facilities, Env-Dw 405 Design Standards for Small Community PWS, and We 100-1000 Water Well Board Rules. (see www.des.nh.gov/organization/divisions/water/)
- 3.1.5. Title 24, Code of Federal Regulations procurement requirements.
- Modeling demonstrating Energy Star compliance is required prior to starting construction. Upon project completion Energy Star certification is required.

4. CONSTRUCTION DOCUMENTS

- 4.1. Construction documents shall be provided to the Authority for review. Specifications shall follow the format of MasterFormat-2016 by the Construction Specifications Institute (CSI) or a similar format. Drawings shall be prepared in conformance with these standards and shall be of uniform size and numbered consecutively. When applicable, a certified survey by a licensed surveyor registered in the State of New Hampshire shall accompany the construction documents. The project manual shall include a current copy of the Authority's Design and Construction Policy Rules (HFA:111), this document, and (if applicable) HUD Section 3 information.
- 4.2. The drawings shall, as applicable, include and show the following:
 - 4.2.1. Cover Sheet
 - Proposed buildings by occupancy, size (height and area) and construction type as defined by the NH Building Code.
 - 4.2.1.2. Dwelling unit distribution by floor, square footage, number of bedrooms/baths and number of required accessible units.

New Hampshire Housing Finance Authority

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- Square footage breakdown between commercial, residential, community and other occupancies in the building/development.
- 4.2.1.4. Number of parking spaces, parking ratio proposed and required by zoning, accessibility standards and the NH Building Code.
- 4.2.1.5. Dwelling units per acre proposed and allowed under zoning.
- 4.2.1.6. Percentage breakdown of the tract to be occupied by buildings, by parking and other paved vehicular areas, and by open areas.

4.2.2. Site Plan

- 4.2.2.1. Site location map.
- 4.2.2.2. Lot lines, streets, and existing buildings. Distances between the proposed building(s) and lot lines, streets (ROW) and existing buildings on the same lot (new construction only).
- Proposed building footprint, parking, site improvements and general dimensions.
- 4.2.2.4. Adjacent buildings' footprints and heights.
- Zoning restrictions, e.g. setback requirements, easements, height limits, etc. (new construction only).
- Environmental constraints, e.g. wetlands edge, ledge, existing vegetation, and aquifer protection zones.
- Proposed new site improvements including landscaping, fences, paving, retaining walls, etc.
- 4.2.2.8. Approval of stamped site plan by local jurisdiction.
- Location of test borings, with geotechnical reports (new construction only).

4.2.3. Floor Plans

- All plans if different; entry level, basement (if any) and typical floor plan if repetitive.
- 4.2.3.2. Square foot tabulations.

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- 4.2.3.3. ¼-inch scale typical unit(s), Accessible units, Type A units and Type B units as applicable, unit(s) plans with all required clearances shown, with elevations and dimensions. Accessible units as applicable shall be provided for each type (1 BR, 2 BR, etc.) and dispersed throughout a project to the greatest degree feasible.
- 4.2.3.4. Locations of all required braced wall lines and braced wall panels.
- Detailed door, window and finish schedules. Door schedules to include applicable fire-ratings and hardware.
- Reflected ceiling plans when suspended ceilings are proposed or when fixtures are mounted to ceilings.
- 4.2.4. Exterior Elevations, Perspective, or Photographs
 - 4.2.4.1. All exterior facades, window types, and exterior materials.
- 4.2.5. Typical Building, Wall, Floor and Roof Sections
 - Building materials, construction type, insulation levels with tabulation of R-values.
 - 4.2.5.2. Wall sections and floor/ceiling and roof/ceiling assemblies, with fire ratings, UL # and STC ratings as applicable. Include a copy of the UL test assemblies in the construction documents.
 - 4.2.5.3. Complete stair details with dimensions, showing rise/run, nosing profiles, handrail, guard and baluster details.
- A code summary is required on all architectural drawings.
- Complete HVAC, electrical, plumbing and fire protection drawings and specifications.
- 4.3. Upon receipt of the <u>completed construction documents</u>, the Authority or its designated representative (Construction Analyst) shall perform a review of the documents within twenty-one (21) days. The developer or architect shall notify the Authority's Construction Analyst when the documents are sent out for review, so they can be tracked. Incomplete construction documents shall not be accepted for review. The review is performed solely to assist the project design architect, developer, and potential contractor to ensure that the project conforms to all the standards and codes as stipulated in the Authority's Technical Design and Construction Standards. Review by the Authority Construction Analyst is intended to assist the design team. Responsibility for compliance with necessary standards and codes rests solely and entirely with the developer, design professionals, and the contractor.

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- 4.4. After a review of the construction documents by the Authority or its Construction Analyst, the design architect or engineer shall prepare stamped construction ready documents based upon the completed review. Upon receipt of the stamped construction ready documents, the Construction Analyst shall have seven (7) days to approve the final construction documents. At that time an appropriate time schedule shall be established and agreed to by all parties to determine final pricing for the project depending on the procurement method selected, either general contractor bidding or construction management. The project shall not be put out for final pricing until final construction documents have been approved by Authority staff.
- 4.5. If the developer does not agree with a determination or interpretation made by the Authority's Construction Analyst during review or construction, then the developer may contact the Authority's Director of Housing Development to request an appeal. The developer shall present written good cause with the appeal request. The Director of Housing Development shall have up to seven (7) days to render a decision in the appeal request. Failure to respond may be considered an approval of the appeal.

SITE

5.1. Borings shall be required for all new construction projects. A geotechnical report with recommendations and borings data shall be provided to the Owner and the Authority. Borings shall be required as a minimum at building corners, center of building footprint and infrastructure locations, i.e. along water and sewer line routes. Comply with Section 1803 of the NH Building Code.

5.2. Additional Requirements:

- 5.2.1. All non-age restricted developments consisting of 50 units or more shall have an appropriate, accessible on-site playground area. Construction documents for the playground area shall show the design, layout, size, fencing, surface and equipment to be installed.
- 5.2.2. All common areas (site office, community space, playgrounds, dumpsters, etc.) on the project site shall be on an accessible route and shall be designed for use by individuals with disabilities according to the applicable standards.
- 5.2.3. Fencing shall be installed at all areas that pose a safety hazard, as determined by the Authority. Fences over 6 feet in height shall comply with the NH Building Code.
- New and existing propane tanks larger than 100 gallons shall be installed below grade (per 24 CFR Part 51 Subpart C).

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5.3. Paving:

- 5.3.1. Roads, driveways, and parking lots shall be paved using the most recent edition of the NHDOT Standard Specifications for Road and Bridge Construction:
 - 5.3.1.1. 1-inch wearing course pavement.
 - 5.3.1.2. 2-inch base course pavement.
 - 5.3.1.3. 6-inch crushed gravel.
 - 5.3.1.4. 12-inch bank run gravel.
- 5.3.2. Sidewalks shall be paved using the following criteria:
 - 5.3.2.1. 2-inch wearing course pavement.
 - 5.3.2.1.1. 6-inch crushed gravel.

STRUCTURAL

- 6.1. The following standards shall be applied in the evaluation of existing and new structures. Correction of all structural damage, deficiencies, and their cause shall be included in the project scope of work.
 - 6.1.1. Foundations shall be sound, plumb and free from significant movement. Foundation sill height elevations and location on site shall be confirmed as soon as possible after installation. Any discrepancy with the approved documents shall be reported to the Owner and the Authority immediately.
 - 6.1.2. All concrete slabs in habitable areas shall be 4 inches thick minimum. All uninhabitable areas (i.e. crawl spaces) shall have a minimum 3-inch-thick concrete slab.
 - 6.1.3. Wood structural members shall be free from significant deflection and/or cracking, deterioration, rot or termite damage. Except in Grafton, Carroll, and Coos Counties, non-toxic treatment for termite control complying with AWPA U1 is required for all new construction sprayed a minimum of 4 feet up from the foundation on all exterior wood walls.
 - 6.1.4. Prior to final commitment, when possible, the Authority reserves the right to hire an independent structural engineer registered in the State of New Hampshire to perform a structural survey to verify the adequacy of structural members for current loads.
 - Exterior wall sheathing exposed to roof runoff and backsplash from impervious surfaces shall include a minimum 48-inch-high band of pressure treated plywood,

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- Advantech (or similar), or Zip sheathing at the foundation. The exposed uncoated edge of Zip Sheathing shall be sealed.
- Provide detailed snow load calculations for all roof trusses and/or conventional framed roofs.
- The structural engineer of record shall be responsible for inspecting the installation of engineered roof trusses including permanent bracing.

INSULATION, AIR SEALING, AND BUILDING SHELL

- 7.1. Insulation
 - Installation methods for insulation and requirements for air sealing shall follow the most current Energy Star Program Standards. (see www.energystar.gov/)
 - Batt insulation is not allowed in exterior walls unless it is used in combination with spray foam or continuous insulation.

7.2. Building Shell

- 7.2.1. Vinyl siding shall have a minimum thickness of .046".
- Membrane roofing shall have a minimum 20-year warranty. All other roof coverings (shingles, metal, etc.) shall have a minimum 30-year warranty.
- 7.2.3. An ice and water barrier shall be installed over roof sheathing a minimum of 72 inches up from the fascia. Valleys shall have a 36-inch membrane in the center, with an additional 36-inch membrane lapping each edge. Wall/roof intersections shall have a minimum 18-inch membrane extending up the wall and 18 inches over the roof sheathing. Ice and water barriers shall extend from the roof and run 1" over the fascia trim (prior to installing drip edge).
- Rafter or roof truss ventilation baffles shall measure a minimum of two vertical inches by the width of the bay.
- Metal drip edge shall be provided at the entire roof perimeter galvanized steel minimum thickness .026-inch and aluminum .032-inch thickness.
- Exterior wall/roof intersections shall have kick-out flashing installed at the bottom
 of the roof to prevent water from running down the building.
- 7.2.7. Where an entrance, exit, or sidewalk is in the path of snow runoff resulting from metal roofing and/or photovoltaic roof panels, snow-quards are required.

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- 7.2.8. All dwelling unit habitable spaces shall have operable windows with screens (kitchens and bathrooms are exempt except when required for light and/or ventilation by the NH Building Code).
- 7.2.9. All windows in each living space of Accessible and Type A dwelling units shall be provided with accessible controls (i.e. locks, opening hardware). Required opening force for accessible windows shall not exceed 5 pounds.
- 7.2.10. All new windows shall meet the latest requirements of Energy Star. All windows must have a 20-year comprehensive warranty, including glass.

INTERIOR

- 8.1. Acceptable dwelling unit and room sizes shall be evaluated by Authority Staff or designee (construction inspector/plan reviewer). Determining factors are the placement of furniture, tenant circulation, functional livability and adequate storage. Minimum room sizes as required by the NH Building Code and this document.
- 8.2. Bedrooms are to have four full walls from floor to ceiling and adequate closet space. Minimum dimensions of bedrooms (excluding closet space) are as follows:
 - 8.2.1. Primary bedroom 10 feet x 12 feet.
 - Studio or efficiency living space 10 feet x 12 feet.
 - Secondary bedrooms 8 feet x 10 feet.
- All painted surfaces are to receive primer plus two coats of finish paint.
 - 8.3.1. Kitchen and Bath wall surfaces shall be eggshell or satin finish.
 - Wood and metal surfaces shall be satin or semi-gloss enamel finish.
- 8.4. Mold and moisture resistant drywall shall be used on all walls in bath areas and wet walls in kitchens and utility rooms.

PLUMBING SYSTEMS

- Plumbing fixtures, equipment, insulation, and systems shall meet the latest Energy Star program requirements.
- 9.2. An engineered sub-slab piped ventilation system shall be designed and installed to provide radon mitigation. Each section of radon piping shall be clearly marked as such. Electric power shall be provided in the attic area to serve exhaust fans if required by test results. Both the designer and installer shall hold a current certification from either the National Radon Proficiency Program or the National Radon Safety Board (NH RSA 310-A:189-a).

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- All Accessible dwelling units shall be provided with a roll-in shower complying with accessibility standards. Bathroom floor drains are recommended adjacent to roll-in showers.
- 9.4. All piping is to be supported by metallic hangers properly sized to include pipe insulation where required. Non-metallic hangers may be used on PEX pipe less than one inch in diameter.

MECHANICAL SYSTEMS

- Mechanical equipment, insulation, and systems shall meet the latest Energy Star program requirements.
- Balanced mechanical ventilation is required within each unit and for the whole building.
- 10.3. All HVAC system balancing is to be performed by a third party balancing contractor regularly engaged in balancing work and who shall be independent of the HVAC system installer. All balancing work shall be done in accordance with the procedures of the Associated Air Balance Council (AABC) or the National Environmental Balancing Bureau (NEBB).

ELECTRICAL SYSTEMS

- Individual living units with two or more bedrooms are to have a minimum 100 AMP service disconnect.
- Service entrance wiring and feeders rated at 100 amps or more may be copper or aluminum.
 All branch circuit wiring shall be copper.
- 11.3. Wall switches shall be provided for the fan and light on all kitchen range hoods in all Accessible and Type A dwelling units.
- 11.4 All dwelling units shall be wired for, and include, at least one combination audible/visible fire alarm device wired to the common alarm. Accessible and Type A dwelling units shall have visible devices in each living space, bedroom, bathroom and hallway wired to the common alarm and to the dwelling unit smoke/heat detector.
- 11.5. Electric power shall be provided in the attic area to serve exhaust fans for the radon mitigation system if required by test results.
- 11.6. Emergency power generators capable of providing power for all water and sewer pumps and related equipment shall be provided for all projects using non-public water, sewer and fire protection.
- All units shall be wired for broadband internet.
- Units shall be metered individually when electricity is not included in a tenants rent.

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VOC LIMITS

- 12.1. Use of low VOC (Volatile Organic Compound) building materials is required. Limits for VOC content must comply with the following:
 - 12.1.1 South Coast Air Quality District Rules 1113 (architectural coatings) and 1168 (adhesives). www.agmd.gov
 - 12.1.2 Green Seal Standard GS-11 (paints, coatings, stains, and sealers). www.greenseal.org
- Hard surface flooring is recommended throughout the dwelling unit. If carpet is used it shall have the Green Label Approval from the Carpet and Rug Institute. www.carpet-rug.org/testing/green-label-plus/

PRECONSTRUCTION REQUIREMENTS

- 13.1. Prior to the construction closing the following documents shall be submitted for review and approval.
 - 13.1.1 Project manual and plans for review per 4.3 and 4.4 of this document.
 - 13.1.2 Submit a copy of the request for proposal (RFP) for construction management or general contracting services for review and comment.
 - 13.1.3 Schedule a pre-bid meeting for projects utilizing general contracting.
 - 13.1.4 Schedule a public bid opening for construction management projects and general contracting projects. The developer is to provide copies of all bids.
 - 13.1.5 Construction managers must provide a detailed project estimate that shows labor, material, subcontract, general conditions, and fee breakdowns. Construction Managers shall also provide material and subcontract bidding as outlined in HFA 111. 08.
 - 13.1.6 Critical path construction schedule.
 - 13.1.7 Copies of all permits.
 - 13.1.8 Insurance refer to our website.
 - 13.1.9 Draft copy of the performance and payment bond, letter of credit, or other forms of surety for review and comment. Final copy to be provided at closing. Refer to HFA 111.14.
 - 13.1.10 Provide a draft copy of the Owner-General Contractor or Owner-Construction Manager contract for review and comment. Upon execution provide a final copy.

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- 13.1.11 Provide an executed copy of the Owner-Architect contract and the Construction Administrative Services Agreement (prepared by the Authority).
- 13.1.12 Provide an executed copy of the Owner-Civil Engineer contract when the civil engineer is not under contract with the architect.
- 13.2 Prior to the commencement of any construction, the developer or developer's agent shall schedule a mandatory preconstruction conference. The developer shall notify all parties in writing of the time and place for the conference. The Authority shall provide an agenda to all parties prior to the meeting. The developer and contractor can add items to the agenda that they deem necessary.

APPLICATIONS FOR PAYMENT

- 14.1. Prior to the start of construction, the General Contractor or Construction Manager shall submit to the developer the Schedule of Values. The project manual Table of Contents shall be used as a guide to establish the format. The approved Schedule of Values shall become the Continuation Sheets (AIA Document G 703) for the Applications for Payment.
- 14.2. Each Application for Payment shall be consistent with previous applications and payments. All Authority funded payment requests shall require the title to be updated and paid for by the mortgagor out of the developer's budget.
- 14.3. The Architect of record is responsible for approving every requisition. Unless the civil engineer works directly for the architect, the civil engineer of record is required to approve and sign for civil work in excess of \$40,000.
- 14.4. Applications for Payment shall be completed, including notarization and execution by the General Contractor, Construction Manager, or their agent. Applications for payment must be submitted on AIA Document G702 and Continuation Sheet G703. Incomplete applications shall be returned without action.
- 14.5. One executed electronic copy of each application for payment shall be submitted to the developer or its agent and the Authority. Copies shall be complete, including affidavits and similar attachments. Copies must be transmitted listing attachments and recording information related to the application for payment.
- 14.6. With each application for payment, the General Contractor or Construction Manager shall submit a Contractor's Affidavit Regarding Mechanics' Lien along with Schedule A to the Contractor's Affidavit. The Schedule A must list every entity that may file a lien arising out of the contract and related to the work covered by the payment. Affidavit of waiver of lien release under RSA 447:12-A will be properly executed and signed by the General Contractor or Construction Manager prior to release of any payment. Material supplier and subcontract lien waivers will not be required until the final requisition on bonded projects.
- 14.7. Five percent retainage will be held on the total contract until a Certificate of Substantial Completion is issued. Upon completion of the contract and acceptance of the work by the

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- developer, surety, and the Authority, and compliance with all contract terms, the amount due the General Contractor or Construction Manager shall be paid including any remaining retainage.
- 14.8. Payments otherwise due may be withheld on account of defective work not remedied, liens filed, damage by the General Contractor or Construction Manager, or for failure to make payments properly to vendors or subcontractors.
- 14.9. Materials stored on site must be put in place in thirty days or less. Materials that are not put in place in less than thirty days must be inventoried by the developer or their architect. Photos and a complete inventory will be submitted with the payment request.
- 14.10. Payment for materials stored off site will be permitted with the approval of the developer and funding parties provided that the following items are provided:
 - 14.10.1. Bill of Sale and Transfer of Title to the developer for stored materials and equipment. The value on the Bill of Sale must match the value on the requisition;
 - Address where stored, name of the owner of the storage facility, contact information, and Right of Entry to the storage facility;
 - 14.10.3. Captioned photos of stored materials;
 - 14.10.4. Proof of insurance, current through the billing period, showing the stored material is insured for a sum not less than the amount that is being billed. The developer, the Authority, and any other funder shall be named as additional insured on the Certificate of Insurance. The General Contractor, Construction Manager and Developer shall be responsible for maintaining an inventory log of all stored material; and
 - 14.10.5. Off-site stored materials must be recorded in column F of AIA form G703 (Materials Presently Stored). As the materials are moved out of storage and put into place they will be deducted from this column and moved into column E (Completed Work). The itemized inventory and insurance certificate must be updated monthly.
- 14.11. When applicable, Davis-Bacon certified payrolls shall be submitted by the General Contractor or the Construction Manager, and all subcontractors prior to release of payment. Certified payrolls may lag two weeks behind the end date of the requisition. Pursuant to U.S. Department of Labor letter LR-96-01, self-employed individuals are required to be carried on the payroll of the contractor for whom they are working, except for a self-employed individual in a non-labor supervisory role.
- 14.12. HUD Section 3 forms shall be submitted with each requisition when a project is subject to Section 3 requirements as a result of federal funding.

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14.13. The completion of project closeout requirements shall precede or coincide with the submittal of the final payment application. All finish grading, seeding, sodding, landscape planting, and any off-site improvements shall be completed. When these improvements are not complete, the Authority shall establish an escrow or performance bond consisting of 150% of the estimated cost of completion and establish a deadline date.

CHANGE ORDERS

- Changes in the work shall be handled as described in Article 7 of AIA Document A201-2017 General Conditions.
- 15.2. All changes from the original contract shall be in writing and approved by the Authority. Claims by the General Contractor or Construction Manager for extra cost shall be made in writing to the developer, architect and the Authority for approval before executing the work involved.
- 15.3. The cost to the developer resulting from a change that increases the net Cost of the Work shall be calculated as follows:
 - 15.3.1. The General Contractor or Construction Manager is allowed a single markup line inclusive of overhead and profit which is calculated at up to 8% of the first-tier subcontractor's proposal amount; and
 - 15.3.2. Up to 10% markup (overhead and profit) for subcontractors. Subcontractor change order proposals shall be broken out to show material, hours, labor rates, and markups; and
 - 15.3.3. For work performed by second-tier subcontractors:
 - 15.3.3.1. The first-tier subcontractor is allowed a single markup line inclusive of overhead and profit which is calculated at up to 8% of the second-tier subcontractor's proposal amount.
- 15.4. The General Contractor or Construction Manager shall be reimbursed by the Developer for the bonding costs associated with change orders.
- 15.5. Upon the developer's and the Authority's approval of a change order proposal request, the architect or General Contractor or Construction Manager shall issue a change order for signatures of the developer, the architect, the Authority, and the General Contractor or Construction Manager on AIA Document G701.

PROGRESS MEETINGS

16.1. The Developer shall schedule progress meetings and requisition meetings. Meetings shall be conducted and minutes taken by the architect, developer, General Contractor or Construction Manager or their assigned representative.

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- 16.2. The developer, agent, architect/engineer(s), General Contractor or Construction Manager, the Authority, and any other entity concerned with the progress or involved in the planning, coordination, or performance of future activities shall be represented by persons familiar with the project and authorized to conclude matters relating to progress.
- 16.3. The General Contractor or Construction Manager shall submit and keep an updated construction schedule pursuant to Article 3.10.1 of the AIA Document A201-2017 General Conditions.
- 16.4. Copies of the minutes of a meeting shall be distributed to each party present and to parties who should have been present no later than five (5) calendar days after each meeting. The minutes shall include a summary, in narrative form, of progress made since the previous meeting.

17. OUALITY CONTROL SERVICES

- 17.1. The developer shall engage and pay for services of an independent agency to perform inspections and tests for all masonry, concrete, or civil work and any other work requiring testing or inspection.
- The General Contractor or Construction Manager is responsible for repair and protection regardless of the assignment of responsibility for inspection and testing.
- 17.3. The General Contractor or Construction Manager shall guarantee and re-execute any work that fails to conform to the requirements of the contract and that appears during the progress of the work, and shall remedy any defects due to faulty material or workmanship which appear within a period of one year from the date of final acceptance of all work required by the contract.
- 17.4. The provisions of this article apply to work done by all agents and/or direct employees of the General Contractor or Construction Manager. Furthermore, the General Contractor or Construction Manager shall furnish the developer with all manufacturers' and suppliers' specifications, written guarantees, and warranties covering materials and equipment furnished under the contract.
- 17.5. The General Contractor or Construction Manager shall permit and facilitate observation of the work by the Authority and its duly authorized representative.
- 17.6. Inspections shall be conducted at the rough-in and finish stages of construction by the architect and engineers of record. Written approval by the architect or engineer of record of work in place shall be required for all inspections.
- 17.7. The developer may, at its discretion, hire a qualified third party to serve as Clerk of the Works. The Clerk's fees shall be paid out of the Developer's Fee.

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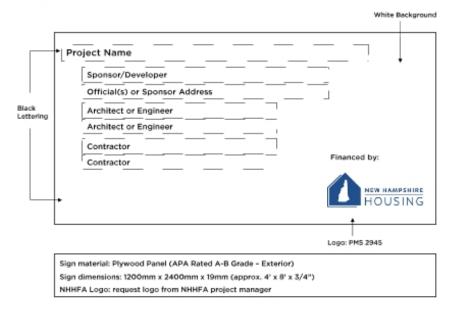
PROJECT CLOSEOUT

- 18.1. Before requesting final acceptance and final payment by the Authority, the Developer, Architect, and General Contractor or Construction Manager shall provide the following:
 - 18.1.1. Final payment request and final change order;
 - Final lien waivers pursuant to Article 14.6;
 - 18.1.3. Executed AIA Document G704, Certificate of Substantial Completion;
 - 18.1.4. Certificate of Occupancy;
 - 18.1.5. Final Consent of Surety, if applicable;
 - 18.1.6. Copy of oil burner permits, if applicable;
 - 18.1.7. Copy of elevator inspection certificate, if applicable;
 - 18.1.8. The Architect and applicable engineers shall provide a statement of compliance. The forms are included in Articles 20, 21, and 22;
 - As-built construction plans, operations & maintenance manuals, warranties, workmanship bonds, and maintenance agreements submitted to the developer;
 - 18.1.10. Written final occupancy permit approval from local authorities having jurisdiction;
 - 18.1.11. Start-up and systems training;
 - 18.1.12. Test & balance reports;
 - 18.1.13. Generator load test results, if applicable;
 - 18.1.14. Blower door test results;
 - 18.1.15. Energy Star certification;
 - 18.1.16. The developer shall test for radon and provide results to the Authority. Testing shall include a minimum of 20% of all ground floor units or a minimum of two units per building. Water shall be tested for radon in all projects not using a public water supply;
 - 18.1.17. For projects identified as containing hazardous materials, provide waste manifests, clearance reports, lead safe certificates, etc.
 - 18.1.18. Change-over permanent locks and transmit keys to the developer; and

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- 18.1.19. Final meter readings for utilities, a record of stored fuel, and similar data as of substantial completion.
- Refer to Article 14.13 for provisions governing the procedures for incomplete work at the time of final completion.
- GUIDELINES FOR TEMPORARY CONSTRUCTION SIGNAGE FOR PROJECTS FUNDED BY NEW HAMPSHIRE HOUSING FINANCE AUTHORITY
 - 19.1. For projects in which New Hampshire Housing is the major funder (1st mortgage, tax credits or construction financing) signage shall adhere to the following guidelines:
 - 19.1.1. NHHFA requests that developers or their designee e-mail the project signage file to the NHHFA Senior Construction Analyst for review PRIOR TO installation of the project sign. This should be done for each new project.
 - 19.1.2. When the NHHFA logo is used on a construction sign, it should be as large as that of any other financing partner. Adhere to the specs in the graphic below.
 Download logo >>

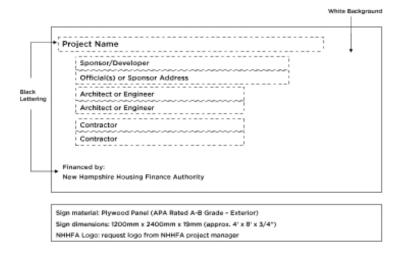


 For projects in which New Hampshire Housing Finance Authority is one of multiple funders: Use the NHHFA logo (color PMS 2945, RGB 0/83/137)

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- 19.2.1. Logo size: should be as large or larger than that of any other financing partner Download logo >>
- 19.2.2. When logos of project financing sources are not used on the signage: Per example below, spell out in type NHHFA's full name: New Hampshire Housing Finance Authority



- Projects that include U.S. Department of Housing and Urban Development (HUD) program funding (e.g., the HOME program or Housing Trust Fund):
 - Use the HUD logo and typeface underneath it to specify the HUD program, per below.
 - 19.3.2. If funding is provided by both programs, use one logo and typeface for both programs stacked under the logo. <u>Download logo >></u>



HOME Investment Partnerships

New Hampshire Housing Finance Authority



Housing Trust Fund

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20. AS-BUILT ARCHITECT'S CERTIFICATION

I have inspected the development know as	(city, state) and hereby tion documents dated
Based upon previous inspections and this final inspection, to the best of n belief, the development has been constructed in conformance with all applaws designated as the development standard for the project, including, be portions of the ADA; Section 504 and Fair Housing Laws as they pertain and adaptability; all state and local health, safety and building codes; and in the Authority's Design and Construction Standards.	olicable local, state and federal at not limited to, applicable to handicapped accessibility
Date	
Architect	
(Seal)	

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21. AS-BUILT ENGINEER'S CERTIFICATION

I have inspected the development know as	
(project name) located in	(city, state) and hereby
state that the development has been built in accordance with prepared by	the construction documents dated
Based upon previous inspections and this final inspection, to belief, the development has been constructed in conformance amended by construction directives or change orders, all appl Hampshire; and those requirements as set forth in the Author	with the construction documents as licable codes adopted by the State of New
Date	
Engineer	
(Seal)	

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22. AS-BUILT STRUCTURAL ENGINEER'S CERTIFICATION

I have inspected the development know as (project name) located in state that the development has been built in accordance prepared by	(city, state) and hereby with the construction documents dated
Based upon previous inspections and this final inspection belief, the development has been constructed in conformamended by construction directives or change orders, all Hampshire; all relevant test reports; and those requirem Construction Standards.	nance with the construction documents as I applicable codes adopted by the State of New
Date	
Engineer	
(Seal)	

New Hampshire Housing Finance Authority

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P.O. Box 5087 | Manchester, NH 03108 603-472-8623 | NHHFA.org | info@nhhfa.org

As a self-supporting public corporation created by the state legislature, New Hampshire Housing Finance Authority promotes, finances, and supports affordable housing.







Design and Construction Standards for Rehabilitation New Hampshire Housing Finance Authority December 12, 2017

- A. Purpose: The purpose of this document is to provide standards and policies for physical improvements to existing properties that receive financing from the New Hampshire Housing Finance Authority (the "Authority"). These standards and policies are intended to ensure a basis for providing safe, sanitary, cost effective, energy efficient, and decent housing for all occupants and to protect the Authority's security interest in the property without imposing an undue burden on property owners seeking financing.
- B. Applicability: These standards will be applied to existing multifamily residential properties that are being refinanced through the Authority or are being acquired with financing from the Authority. Properties receiving extensive rehabilitation to convert from a nonresidential to a residential use are subject to the Authority's Technical Design and Construction Standards.
- C. Capital Needs Assessments (CNAs)
 - a. All buildings that are more than ten years old at the time of application that are refinanced or finance through acquisition by New Hampshire Housing Finance Authority ("The Authority") are required to submit a Capital Needs Assessment (CNA) at the time of application. In order for the Authority to accept a CNA, certain conditions must be met:
 - i. The CNA must be less than three years old at the time of application.
 - The CNA must include a 20-year forecast of capital improvements, with cost estimates for all recommended capital improvements in the first ten years.
 - iii. The CNA must include an assessment of the property's accessibility
 - An accessibility study along with a statement of compliance shall be included in the CNA. The study shall include all accessible units, all common areas, and all public areas.
 - The Authority will review the CNA and inspect the property. The Authority reserves the right to request changes to the CNA.
- D. Funds shall be reserved according the CNA.
 - Maintenance or replacement work shall not be inferior to, or make a building less conforming than it was before the repair was undertaken.
 - b. Alterations, Change of Occupancy, and Additions shall be subject to all applicable codes as well as The Authority's construction rules and technical standards. Alterations, as defined by the International Existing Building Code are considered, "any construction, or renovation to an existing structure other than a repair or addition".
 - c. CNAs shall be updated every ten years throughout the life of the loan.

E. Environmental

- Buildings constructed prior to 1978 must be tested for lead-based paint hazards via risk
 assessment by a NH licensed risk assessor, otherwise all paint films will be assumed to
 contain lead and will be removed during construction by a licensed lead abatement contractor
 in accordance with the following regulations:
 - a. NH He-P 1600/RSA 130-A NH Lead Poisoning Prevention and Control Act
 - b. HUD 24 CFR 35 regulations
 - c. U.S. Environmental Protection Agency Lead Regulations 40 CFR 745
 - Title X Residential Lead-Based Paint Hazard Reduction Act of 1992
 - e. OSHA Lead Construction Standard 1926.62
 - Exception Testing will not be required for buildings that already have a clearance certificate.
- Soil testing for lead-based hazards will be required per a-e above. Generally, the areas to be tested will include:

Consolidated Plan NEW HAMPSHIRE 223

- a. Playgrounds
- b. Within five feet of the foundation area
- Within one hundred feet of the foundation when the total surface area of the exposed soil
 is greater than or equal to nine square feet.
- Total and complete abatement of asbestos is required. Note that encapsulation is considered a form of abatement.
- Water All projects must ensure that lead and copper levels in tap water are below the levels imposed in the Environmental Protection Agency's Lead and Copper Rule. No less than 5% of the units shall be tested.
- F. Life Safety Full compliance with NFPA101, Life Safety Code, Chapter 31 Existing Apartment Buildings (2015 edition) is required.
- G. Accessibility Regardless of the funding source, the following shall apply to all rehabilitation projects.
 - All buildings completed after January 26, 1993 are subject to Title III of the ADA Standards for Accessible Design. Title III covers areas of public accommodation like rental offices.
 - 2. All buildings completed after March 13, 1991 are subject to The Fair Housing Act.
 - a. Buildings with less than four units are excluded.
 - Buildings with four or more ground units without an elevator are subject to The Fair Housing Act.
 - c. The Fair Housing Act does not apply to multi-story units like townhouses.
 - Repairs and maintenance shall not be subject to accessibility requirements. The repairs or maintenance shall not make a building less accessible.
 - Examples would include roof replacement, siding replacement, flooring replacement, etc.
 - Regardless of funding sources Alterations shall comply with article 4.1.6 of the Uniform Federal Accessibility Standards (UFAS).
 - a. An Alteration as defined by UFAS is, "As applied to a building or structure, means a change or rearrangement in the structural parts of elements, or in the means of egress or in moving from one location or position to another. It does not include normal maintenance, repair, reroofing, interior decoration, or changes to mechanical and electrical systems."
 - Regardless of funding sources Additions shall comply with article 4.1.5 of the Uniform Federal Accessibility Standards.
 - a. An Addition as defined by UFAS is, "An expansion, extension, or increase in the gross floor area of a building or facility."
 - Regardless of funding sources Historic Preservation shall comply with article 4.1.7 of the Uniform Federal Accessibility Standards.
 - a. "Qualified" buildings shall be eligible for listing in the National Register of Historic Places or designated as historic under a statute of the local government body.
 - When the requirements above conflict with the International Building Code or the International Existing Building Code the more stringent shall apply.
 - 8. New Hampshire State Building Code Amendments shall apply when applicable.
- H. Structural Repairs shall comply with the latest adopted addition of the International Existing Building Code.

Consolidated Plan NEW HAMPSHIRE 224



MEMORANDUM

TO: Development File

FROM: Shaun Malone, Construction Analyst

DATE: February 19, 2021

RE: Construction Costs Comparison - Expected increases

According to the RS Means, national construction costs have increased at an average of 4.51% from 2000 to 2017.

Month	Year	RS Means National Index	% Increase	
July	2017	213.60	3.04%	
July	2016	207.30	0.53%	
July	2015	206.20	0.63%	
July	2014	204.90	1.84%	
July	2013	201.20	3.39%	
July	2012	194.60	1.78%	
July	2011	191.20	4.20%	
July	2010	183.50	1.89%	
July	2009	180.10	-0.17%	
July	2008	180.40	6.49%	
July	2007	169.40	4.57%	
July	2006	162.00	6.86%	
July	2005	151.60	5.50%	
July	2004	143.70	8.86%	
July	2003	132.00	2.56%	
July	2002	128.70	2.88%	
July	2001	125.10	3.47%	
July	2000	120.90		
Average 20	00 2017		4.51%	per year

NEW HAMPSHIRE HOUSING FINANCE AUTHORITY

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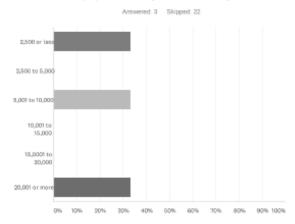


For NHHFA projects, multi-family construction costs have increased between an average of 4.12% to 6.18% from 2014 to 2020. Due to the pandemic, however, we are expecting costs to keep rising at a rapid rate for the coming year.

Year	Average	Average	\$/Unit	\$/Unit	\$/SF w/o Site	\$/SF Total
Teal	# of	Square	w/o Site Work	Total	Work	⊅/SF TOtal
	Units	Footage	Work			
2014	42.00		114,971		\$ 101.00	\$ 117.61
		47,810		133,882		
2015	23.50		113,292		\$ 114.01	\$ 135.79
		23,352		134,937		
2016	32.00		148,871		\$ 132.06	\$ 157.94
		36,356		178,050		
2017	57.00		126,120		\$ 121.58	\$ 137.11
		54,137		142,064		
2018	38.00		135,867		\$ 143.24	\$ 170.48
		36,182		161,709		
2019	38.00		160,166		\$ 144.15	\$ 164.65
		41,166		182,941		
2020	48.00		143,412		\$ 134.30	\$ 161.22
		51,256		172,156		
Gross Inc	crease		24.74%	28.59%	32.97%	37.08%
Average	2014 -		4.12%	4.76%	5.50%	6.18%

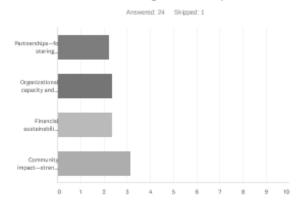
Consolidated Plan NEW HAMPSHIRE 226

Q4 4. If you are responding on behalf of a town or a city, what is the population of your community



ANSWER CHOICES	RESPONSES	
2,500 or less	33.39%	1
2,500 to 5,000	0.00%	0
5,001 to 10,000	33, 33%	1
10,001 to 15,000	0.00%	0
15,0001 to 20,000	0.00%	0
20,001 or more	33.33%	1
TOTAL		3

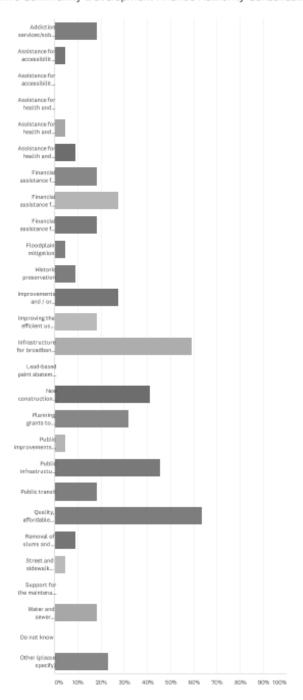
Q5 Considering the following strategic priorities within that Strategic Plan, please rank those that you are most important for the communities you serve, with 1 being the most important.



	1	2	3	4	TOTAL	SCORE
Partnerships—fostering collaborative, dynamic partnerships	16.67% 4	20.83% 5	29.17% 7	33.33% 8	24	2.21
Organizational capacity and governance—improving customer service to ensure excellence in resource deployment	12.50% 3	33.33% 8	29.17% 7	25.00% 6	24	2.33
Financial sustainability—attracting and stewarding diverse types of capital for CDFA's partners	21.74% 5	17.39% 4	34.78% 8	26.09% 6	23	2.35
Community impact—strengthening the resiliency and vibrancy of the state's communities	47.83% 11	30.43% 7	8.70% 2	13.04%	23	3.13

Q6 Think about the most urgent community development needs in your service area. Among the following activities, where should funds be directed to meet urgent needs? (Select up to 5.)

Answered: 22 Skipped: 3



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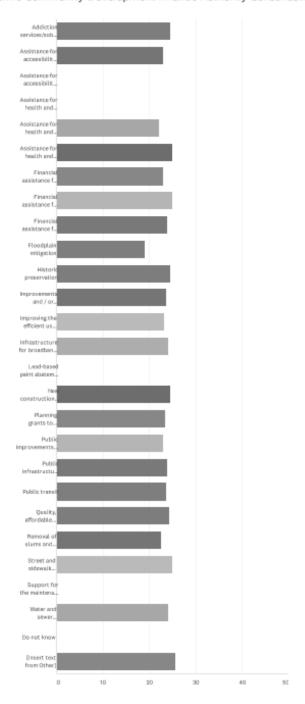
ANSWER CHOICES	RESPON	SES
Addiction services/sober living	18.18%	4
Assistance for accessibility modifications (ramps, grab bars in bathrooms, sensory improvements) for low income nenters and/or homeowners	4.59%	1
Assistance for accessibility modifications (ramps, grab bars in bathrooms, sensory improvements) for low income homeowners	0.00%	0
Assistance for health and safety repairs for low- and moderate-income homeowners	0.00%	0
Assistance for health and safety repairs for low- and moderate-income renters and/or homeowners	4.55%	1
Assistance for health and safety repairs to community/public facilities	9.09%	2
Financial assistance for business expansion	18.18%	- 4
Financial assistance for job creation	27.27%	
Financial assistance for small business and microenterprises	18.18%	4
Floodplain mitigation	4.55%	1
Historic preservation	9.09%	2
improvements and / or development of public facilities and community services	27.27%	-
improving the efficient use of water and energy	18.18%	
infrastructure for broadband internet access	59.09%	13
Lead-based paint abatement and control	0.00%	(
New construction to support economic development and neighborhood revitalization	40.91%	-
Planning grants to support community, economic development, and housing needs identification and strategies	31.82%	
Public improvements to commercial / industrial sites	4,59%	1
Public infrastructure in support of housing development.	45.45%	10
Public transit	18.18%	
Quality, affordable childoare	63.64%	14
Removal of slums and blight/beautification	9.09%	2
Street and sidewalk improvements	4,5596	- 1
Support for the maintenance of a housing inspection program	0.00%	(
Water and sewer improvements	18.18%	4
Do not know	0.00%	
Other (please specify)	22.73%	
Total Respondents: 22		

Q7 Of the following activities you selected to address urgent needs in your service area, how would you prioritize them? Where would you direct resources to first—i.e., your #1, 2nd and 3rd priority, and so on?

Answered: 22 Skipped: 3

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Consolidated Plan NEW HAMPSHIRE 232



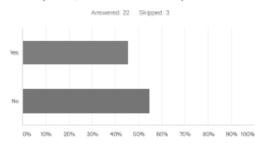
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	1	2	3	4	5	6	7	8	9	10	11	12	13	1
Addiction services/sober living	0.00%	50.00% 2	50.00% 2	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Assistance for accessibility modifications (vamps, grab bars in bathrooms, sensory improvements) for low income renters and/or homeowners	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Assistance for accessibility modifications /vamps, grab bars in bathrooms, sensory improvements) for low income homeowners	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Assistance for health and safety repairs for low- and moderate-income homeowners	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Assistance for health and safety repairs for low- and moderate-income renters and/or homeowners	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Assistance for health and safety repairs to community/public facilities	50.00%	0.00%	50.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Financial assistance for business expansion	0.00%	50.00%	0.00%	0.00%	25.00% 1	0.00%	25.00%	0.00% 0	0.00%	0.00%	0.00%	0.00%	0.00%	
Financial assistance for job creation	50.00% 3	16.67%	16.67% 1	0.00%	16.67% 1	0.00%	0.0016	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Financial assistance for small business and microenterprises	25.00%	0.00%	25.00%	25.00%	25.00% 1	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Floodplain mitigation	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	-
Historic preservation	0.00%	50.00%	50.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
improvements and f or development of public facilities and community services	16.67%	16.67%	16.67%	16.67%	33.33% 2	0.00%	0.00%	0.00% 0	0.00%	0.00%	0.00%	0.00%	0.00%	
Improving the efficient use of water and energy	0.00%	0.00%	50.00%	25.00%	25.00% 1	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	- 1
inhastructure for broadband internet access	23.08% 3	15.38% 2	23.08%	15.38% 2	23.08% 3	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Lead-based paint abatement and control	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
New construction to support economic development and neighborhood revitalization	44.44%	0.00%	22.22% 2	22.22% 2		11.11%	0.00%	0.00%	0.0016	0.00%	0.00%	0.00%	0.00%	
Planning grants to support community, economic development, and housing needs	0.00%		57.14% 4	28.57% 2	14.29% 1	0.00%			0.00%					0

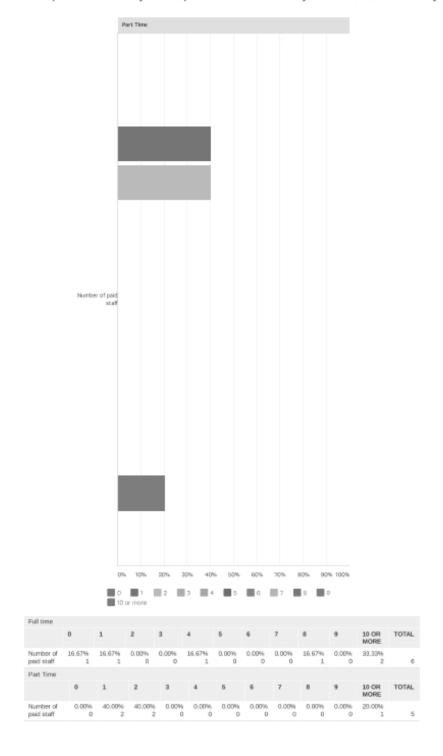
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identification and strategies														
Public improvements to commercial / industrial sites	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	C
Public Infrastructure in support of hausing development	20.00% 2	40.00% 4	0.00%	30.00%	0.00%	0.00%	0.00%	0.00%	10.00%	0.00%	0.00%	0.00%	0.00%	C
Public transit	0.00%	25.00%	25.00% 1	25.00% 1	25.00% 1	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	C
Quality, affordable childcare	28.57% 4	21.43% 3	7.14%	28.57% 4	14.29% 2	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	C
Removal of slums and blight/beautification	0.00%	0.00%	0.00%	50.00%	50,00% 1	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	C
Street and sidewalk improvements	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00% 0	0.00%	0.00% 0	(
Support for the maintenance of a housing inspection program	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	C
Water and sewer improvements	0.00%	50.00%	25.00% 1	0.00%	25.00% 1	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	¢
Do not know	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	C
[Insert text from Other]	60.00% 3	40.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	Ć

Q8 Does your community have paid professional planning, community development, or economic development staff?

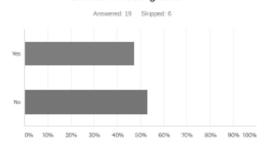


ANSWER CHOICES	RESPONSES	
Yes	45.45%	10
No	54.56%	12
TOTAL		22



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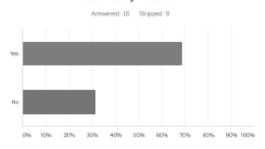
Q10 Is municipal capacity a limiting factor in your ability to plan, apply for, and administer grants?



ANSWER CHOICES	RESPONSES	
Yes	47.37%	9
No	52.63%	10
TOTAL		19

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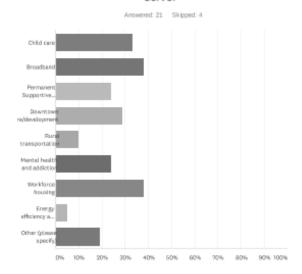
Q11 Does your community have a Master Plan or a widely accepted Community Vision?



ANSWER CHOICES	RESPONSES	
Yes	68.79%	11
No	31.29%	5
TOTAL		16

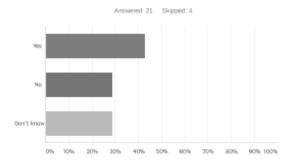
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Q12 If CDFA planning grants were expanded to include funding to further advance project concepts beyond the needs assessment phase—e.g., to secure zoning and land use approvals, develop organizational and staff structures—in which of the following areas would you prioritize those grants? Please select the two most important for the communities you serve.



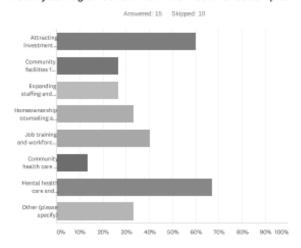
ANSWER CHOICES	RESPONSES	
Child care	33.33%	7
Broadband	38.10%	8
Permanent Supportive Housing (PSH)	23.81%	- 5
Downtown re/development	28.57%	6
Rural transportation	9.52%	2
Mental health and addiction	23.81%	5
Workforce housing	38.10%	8
Energy efficiency and sustainable energy improvements	4.76%	1
Other (please specify)	19.09%	4
Total Respondents: 21		

Q13 Does the current allocation of funds across community development programs meet the needs of your community and/or region?



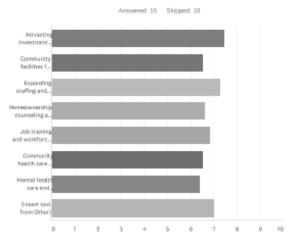
ANSWER CHOICES	RESPONSES	
Yes	42.89%	9
No	28.57%	6
Don't know	28.57%	6
TOTAL		21

Q19 Of the following possible community development activities, which would your region benefit from the most? Choose up to five.



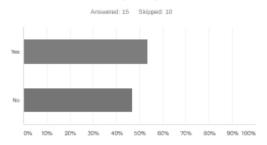
ANSWER CHOICES	RESPONS	SES
Attracting investment capital to support economic development.	60.00%	9
Community facilities for Head Start or Early Childhood Education (ECE) programs	26.67%	4
Expanding staffing and organizational capacity for Head Start or Early Childhood Education (ECE) programs	26.67%	4
Homeownership counseling and downpayment assistance for microenterprise/small business owners	33.33%	5
Job training and workforce development programs to assist residents transition out of public assistance benefits	40.00%	6
Community health care and other facilities	13.33%	2
Mental health care and addiction services	66.67%	10
Other (please specify)	33.33%	5
Total Respondents: 15		

Q21 Please rank the five needs you selected above from 1 to 5 with 1 being highest priority.



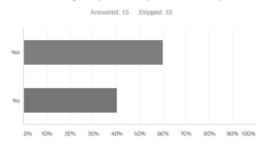
	1	2	3	4	5	6	7	8	TOTAL	SCORE
Attracting investment capital to support economic development.	77.78% 7	11.11%	0.00%	0.00%	11.11%	0.00%	0.00%	0.00%	9	7.44
Community facilities for Head Start or Early Childhood Education (ECE) programs	25.00% 1	0.00%	75.00% 3	0.00%	0.00%	0.00%	0.00%	0.00%	4	6.90
Expanding staffing and organizational capacity for Head Start or Early Childhood Education (ECE) programs	25.00% 1	75.00% 3	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	4	7.25
Homeownership counseling and downpayment assistance for microenterprise/small business owners	40.00% 2	0.00%	40.00% 2	20.00%	0.00% 0	0.00%	0.00%	0.00%	5	6.60
Job training and workforce development programs to assist residents transition out of public assistance benefits	16.67%	50.00%	33.33% 2	0.00%	0.00%	0.00%	0.00%	0.00%	6	6.83
Community health care and other facilities	0.00%	50.00%	50.00% 1	0.00%	0.0096 0	0.00%	0.00%	0.00%	2	6.50
Mental health care and addiction services	10.00%	50.00% 5	10.00%	30.00%	0.00%	0.00%	0.00%	0.00%	10	6.40
[Insert text from Other]	40.00% 2	20.00%	40.00%	0.00%	0.0096 D	0.00%	0.00%	0.00%	5	7.00

Q22 Would your region benefit from community planning and/or community needs assessment grants (e.g., A needs assessment to help determine the extent of child care needs and the effect on economic development)?



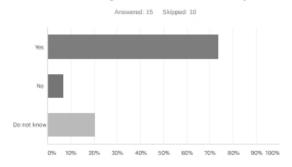
ANSWER CHOICES	RESPONSES	
Yes	53,3396	8
No	46.67%	7
TOTAL		15

Q23 Would your region benefit from training or technical assistance (e.g., How to repurpose underutilized or vacant commercial properties, How to effectively respond to opioid addiction)?



ANSWER CHOICES	RESPONSES	
Yes	60.00%	9
No	40.0096	6
TOTAL		15

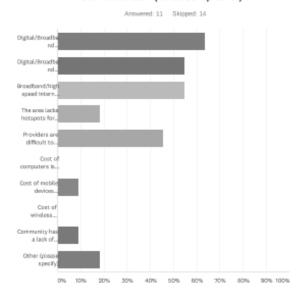
Q24 Are there barriers to Digital/Broadband access in your service area?



ANSWER CHOICES	RESPONSES	
Yes	73.3396	11
No	6.67%	1
Do not know	20.00%	3
TOTAL		15

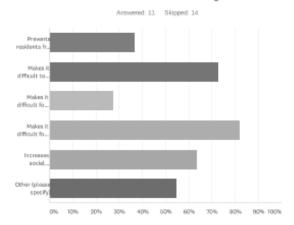
OMB Control No: 2506-0117 (exp. 09/30/2021)

Q25 What are the primary barriers to accessing Digital/Broadband in your service area? (Choose up to 3.)



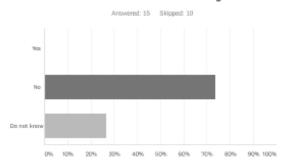
ANSWER CHOICES	RESPONS	SE!
Digital/Broadband wiring/connection is not available in general	63.64%	
Digital/Broadband wiring/connection is not available from the local Internet provider(s) to the buildings where low income and/or special need population residents live	54.55%	
Broadband/high speed Internet is available but not affordable to low income residents	54.55%	
The area lacks hotspots for wireless access	18.18%	
Providers are difficult to findition few providers	45.45%	
Cost of computers is too high	0.00%	
Cost of mobile devices (tablet, smart phone) too high	9.09%	
Cost of wireless routers is too high	0.00%	
Community has a lack of digital literacy (e.g., basic computer, internet, email skills)	9.09%	
Other (please specify)	18.18%	
Total Respondents: 11		

Q26 What are the economic and social difficulties experienced by residents and businesses due to the challenges selected above?



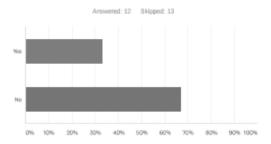
ANSWER CHOICES	RESPONSES	
Prevents residents from getting health care information and assistance	36.36%	4
Makes it difficult to apply for a job	72.73%	8
Makes it difficult for apply for housing assistance	27.27%	3
Makes it difficult for small business to succeed	81.82%	9
Increases social isolation for the elderly or other vulnerable populations	63.64%	- 7
Other (please specify)	54.95%	- 6
Total Respondents: 11		

Q27 Has your region or your clients experienced damage or property loss (including declining home equity) due to natural disasters, natural hazards, or future risks of climate change?



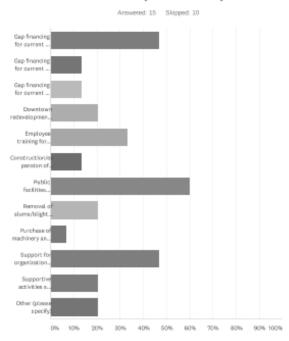
ANSWER CHOICES	RESPONSES	
Yes	0.00%	0
No	73.39%	11
Do not know	26.67%	4
TOTAL		15

Q30 Have prevention and/or mitigation strategies been put into place in your region to reduce the risk of damage from natural disasters, hazards, or future climate change risks?



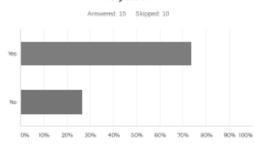
ANSWER CHOICES	RESPONSES	
Yes	33.33%	4
No	66.67%	8
TOTAL		12

Q31 What types of economic development initiatives do you feel would most benefit your community?



ANSWER CHOICES	RESPONSES	
Sap financing for current or new businesses to support acquisition of land and buildings	46.67%	7
Sap financing for current or new businesses to support construction/expansion of commercial buildings	13.33%	2
Sap financing for current or new businesses to support purchase of machinery and equipment.	13.33%	2
Downtown redevelopment purchase of machinery and equipment	20.00%	1
Employee training for current or new business	33.33%	5
Construction/expansion of commercial buildings for current or new business	13.33%	2
Public facilities improvements (water, sever, streetscape, sidewalks, lighting, facades, etc.)	60.00%	9
Removal of slumortriighted areas to enable redevelopment	20.00%	1
Purchase of machinery and equipment	6.67%	
Support for organizations that provide a full range of entrepreneurial training and technical assistance services to low- and moderate-income microenterprise business owners and start-ups.	46.67%	
Supportive activities such as child care provision and housing provision	20.00%	-
Other (please specify)	20.00%	-
Total Respondents: 15		

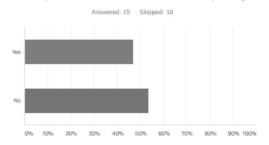
Q32 Have you utilized the CDBG funds administered by CDFA in the last five years?



ANSWER CHOICES	RESPONSES	
Yes	73.33%	11
No	26.67%	4
TOTAL		15

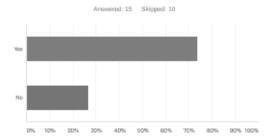
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Q33 Do you have experience with CDFA's Microenterprise grant program?



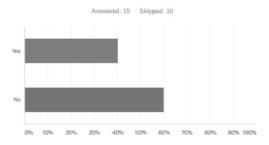
ANSWER CHOICES	RESPONSES	
Yes	46.67%	7
No	53.33%	
TOTAL		15

Q37 Do you have experience with CDFA's Planning Grants program?



ANSWER CHOICES	RESPONSES	
Yes	73.3396	11
No	26.67%	4
TOTAL		15

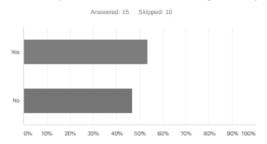
Q41 Do you have experience with CDFA's Public Facilities grant program?



ANSWER CHOICES	RESPONSES	
Yes	40.0096	6
No	60.00%	9
TOTAL		15

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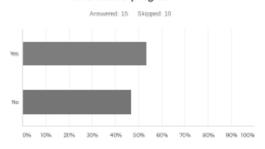
Q45 Do you have experience with CDFA's Housing Grants program?



ANSWER CHOICES	RESPONSES	
Yes	53.3396	8
No	46,6796	7
TOTAL		15

OMB Control No: 2506-0117 (exp. 09/30/2021)

Q49 Do you have experience with CDFA's Economic Development Grants and Loans program?



ANSWER CHOICES	RESPONSES	
Yes	58.39%	8
No	46.67%	7
TOTAL		15

New Hampshire (NH-500)

Balance of State Continuum of Care

Coordinated Entry System

Policy and Procedures Manual

CoC Co-Chair (print name): Melissa Hatfield

CoC Co-Chair (title): BHS Bureau Administrator & COC Co-Chair

CoC Co-Chair (signature): Mil Hithurs

DATE: 12.31.2020

Adopted on: 12.31.2020

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Section 1: Coordinated Entry System (CES)

The Continuum of Care (CoC) Program interim rule(24 CFR Part 578-

https://www.hudexchange.info/resources/documents/CoCProgramInterimRule_FormattedVersion.pd f) requires that all CoCs' implement a Coordinated Entry System (CES) in collaboration with any projects funded by the CoC Program, Emergency Solutions Grant Program (ESG), and HOPWA Program. Projects and agencies that are not funded by HUD or the Bureau of Housing Supports that otherwise provide services to people at risk of or experiencing homelessness are strongly encouraged to participate in coordinated entry as well. CES is defined to mean a centralized or coordinated process designed to coordinate program applicant(s) intake, assessment, and provision of referrals for housing and services. Coordinated entry works by establishing a common process to understand the situation of all individuals, youth, and families who request assistance through the housing/ homeless system.

The core elements of this process include:

- 1. Establishing system access points, referred to as Regional Access Points;
- The use of standardized assessment processes;
- 3. Prioritization of individuals, youth, and families; and
- 4. Referrals to appropriate and available housing resources.

In 2016, the NH Balance of State Continuum of Care (BoSCoC) approved the CoC's Written Standards, (https://www.dhhs.nh.gov/dcbcs/bhhs/documents/nh-500-written-standards-sig.pdf) and the BoSCoC's coordinated entry planning group began designing and implementing the CES. With feedback from multiple stakeholders, participation in the Built for Zero initiative through Community Solutions, and HUD technical assistance for coordinated entry, a set of guiding principles were established, which served as a framework for developing the key components of the CES. All three CoCs' within NH have implemented CES in an effort to improve access and services to NH's most vulnerable neighbors. The policies & procedures (P&P) outlined in this document will guide the general operations and day-to-day activities of the BoSCoC CES, including all agencies who are state/ BHS funded. All providers participating in the CES must follow the policies and procedures (P&P) outlined in this document and any specific agency policies and procedures must not conflict with the policies, procedures and guiding principles described here.

Balance of State Continuum of Care (BoSCoC) shall provide systems of care to individuals, youth, and families who are experiencing homelessness or at risk of becoming homeless by unifying community efforts to end and prevent homelessness, and ensuring that every person has access to safe, decent, permanent housing.

Section 1.1 Coordinated Entry Overview

The terms Coordinated Access, Centralized Intake, Coordinated Intake, Common Assessment, and Coordinated Assessment are often used interchangeably, and mean different elements of the same goal: transitioning from a "first come, first served" standard operating procedure at the program level to a system of prioritizing highest need households first for housing interventions. For the purposes of

implementation, the BoSCoC has chosen to refer to this entire system as the Coordinated Entry System (CES).

CES is defined as a process to coordinate applicant access, intake, assessment, linkages to housing, and provision of referrals. The BoSCoC has designed the CES described in this manual to coordinate and strengthen access to housing for families and individuals who are experiencing homelessness or at risk of homelessness throughout the Balance of State CoC (BoSCoC) geography in coordination with the Manchester CoC (MCoC), and Greater Nashua CoC (GNCoC). The Balance of State Geography includes Coos, Carroll, Grafton, Merrimack, Rockingham, Sullivan, Cheshire, and parts of Hillsborough County. See <u>Appendix 6</u> for a map of the COCs' coverage in NH. Each region within the BoSCoC has implemented a local process in collaboration with the statewide process. BoSCoC CES has integrated 211-NH as the "single access point" for all of NH's neighbors.

CE, when implemented correctly, can help prioritize individuals and families who need housing the most across communities. The CES process outlined in this document is intended to serve all individuals, youth, and/or families experiencing homelessness and those who are at imminent risk of homelessness who reside in the NH. Homelessness and imminent risk of homelessness will be defined in accordance with the HUD definition of homelessness.

CES can create a collaborative, objective environment across a community that can provide an informed way to target housing and supportive services to:

- 1. Prevent people from becoming literally homeless;
- 2. Divert people who have alternatives to living on the street or emergency shelter;
- 3. Quickly move people experiencing unsheltered homelessness to permanent housing;
- 4. Support a more defined and effective role for emergency shelters and transitional housing;
- Create an environment for less time, effort, and frustration on the part of case managers through the targeting of resources;
- Use the correct and most accessible housing intervention the first time for a household, particularly for chronic and high-acuity populations;
- Reduce the length of time homeless by moving people quickly to available housing interventions; and
- 8. Increase housing stability by targeting the appropriate intervention to corresponding needs.

Traditionally, the system of entry and referral to housing and service supports was based on "first come, first served" approach, and in some places, still is. But years of research and evidence-based practice has shifted the way CES operates.

Historic Practice is Program Centric	Coordinated Entry is Applicant(s) Centric
Should we accept this family into our program?	What housing and service intervention is the best fit for each family and individual?
Unique entry, assessment forms, and eligibility	Standardized forms, assessment, and eligibility
requirements for each program	requirements
Uneven knowledge about existing programs,	Accessible information about housing and
eligibility, and purpose in communities	service options in the CoC

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Section 1.2 Balance of State Continuum of Care's CES

BoSCoC's CES is designed to:

- To create a system where experiencing homelessness is a brief, rare, and nonrecurring;
- To strive for reducing the length of time a household experiences homelessness to 30 days or less:
- Ensure that anyone who needs assistance to know where to go to get that assistance, to be
 assessed in a standard and consistent way, and to connect with the housing/services that best
 meet their needs:
- Ensure clarity, transparency, consistency, and accountability for anyone at risk or experiencing homelessness, referral sources and housing service providers throughout the assessment and referral process;
- Facilitate exits from homelessness to stable, permanent housing in the most rapid manner possible given available resources;
- Ensure that anyone can gain access as efficiently and effectively as possible to the type of available intervention most appropriate to their immediate and long-term housing needs; and
- Ensure that people who have experienced homelessness the longest and/or are the most vulnerable have priority access to scarce permanent housing resources.

To achieve these objectives, BoSCoC's CES includes:

- A uniform and standard assessment approach to be used for all those seeking assistance and
 procedures for determining the appropriate next level of assistance to resolve any housing
 crisis, including those who are at risk of homelessness, living in shelters, on the streets, or
 places not meant for human habitation;
- Establishment of uniform guidelines among components of housing assistance (Rapid Rehousing, and Permanent Supportive Housing) regarding: eligibility for services, priority populations, expected outcomes, and targets for length of stay;
- · Agreed upon priorities for accessing housing assistance; and
- Referral policies and procedures from the Coordinated Entry System to housing services providers to facilitate access to services.

Section 1.3 Definitions

See Appendix 1

Section 1.4 Guiding Principles

See Appendix 2

Section 1.5 BoSCoC Coordinated Entry Requirements

A. Fair and Equal Access

BoSCoC CES will ensure that housing and supportive services are available to all eligible persons regardless of race, color, national origin, religion, sex, age, familial status, handicap,

or who are least likely to apply in the absence of special outreach. All people of different populations and subpopulations within the State of NH, including people experiencing chronic homelessness, veterans, and families with children, youth, and survivors of domestic violence, must have fair and equal access to the coordinated entry process within BoSCoC.

B. Reasonable Accommodation

CES staff provide variation to the process, e.g., a different access point, when needed as a reasonable accommodation for a person with disabilities. For example, a person with mobility impairment may request a reasonable accommodation in order to complete the coordinated entry process at a different location.

C. Limited English Proficiency

All Regional access points may have staff members who speak other languages in order to assist applicants or will have the capacity to communicate with persons speaking other languages through a telephone-based or in person interpreter service.

D. Non-Discrimination

Any recipients or subrecipients of Federal and State funds will comply with applicable civil rights, and fair housing laws and requirements. Recipients and subrecipients of CoC Program and ESG program funded projects must comply with the nondiscrimination and equal opportunity provisions of Federal civil rights laws, including the following:

- Fair Housing Act prohibits discriminatory housing practices based on race, color, religion, sex, national origin, disability, or familial status;
- Section 504 of the Rehabilitation Act prohibits discrimination on the basis of disability under any program or activity receiving Federal financial assistance;
- Title VI of the Civil Rights Act prohibits discrimination on the basis of race, color, or national origin under any program or activity receiving Federal financial assistance;
- 4. Title II of the Americans with Disabilities Act prohibits public entities, which includes State and local governments, and special purpose districts, from discriminating against individuals with disabilities in all their services, programs, and activities, which include housing, and housing-related services such as housing search and referral assistance; and
- Title III of the Americans with Disabilities Act prohibits private entities that own, lease, and operate places of public accommodations providing housing, from discriminating on the basis of disability.

In addition, HUD's Equal Access Rule at 24 CFR 5.105(a)(2) prohibits discriminatory eligibility determinations in HUD-assisted or HUD-insured housing programs based on actual or perceived sexual orientation, gender identity, or marital status, including any projects funded by the CoC Program, ESG Program, and HOPWA Program. The CoC Program interim rule also

contains a fair housing provision at 24 CFR 578.93. For ESG, see 24 CFR 576.407(a) and (b), and for HOPWA, see 24 CFR 574.603.

E. Affirmative Fair Marketing

The CES will be affirmatively marketed throughout the BoSCoC geography to ensure housing and supportive services are available to all eligible persons regardless of race, color, national origin, religion, sex, age, familial status, or handicap who are least likely to apply. Marketing of the CES is the responsibility of the CES committee, in conjunction with Regional Access Points and will include the following:

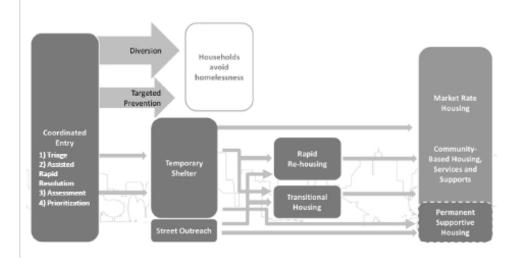
- Distribution of flyers in both English and Spanish to be posted at all regional access points and participating agencies;
- Information about the BoSCoC's Coordinated Entry System including Regional Access Points, will be provided on the CoC's website at https://www.dhhs.nh.gov/dcbcs/bhhs/boscoc.htm;
- Informational sessions with potential referral sources and community partners such as the VA, shelters, food banks, public housing agencies, Department of Human Services, etc.
- 4. Tracking of marketing materials distributed and information sessions; and
- 5. Marketing through coordination with 211-NH.

To further ensure fair and equal access, the CES requires that all Regional Access Points be accessible to persons with disabilities (including physical disabilities) and have or access to staff who possess bilingual capabilities and various cultural competencies. If Regional Access Point's staff do not possess capacity in a language to communicate directly with a person, then interpretive services will be arranged.

F. Violence Against Women Act

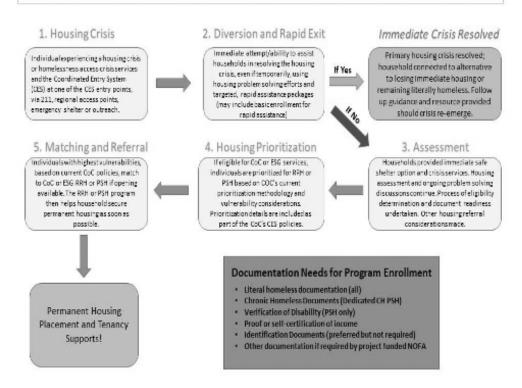
All agencies participating in CES will ensure they are following The Violence Against Women Act of 1994 (VAWA) https://www.law.cornell.edu/cfr/text/24/92.359. Under the HUD Final Rule Implementing VAWA Reauthorization Act of 2013, the BoSCoC adopted policies to include provisions for protection of victims of domestic violence, dating violence, sexual assault, sexual battery or stalking, regardless of sex, gender identity, gender expression or actual or perceived sexual orientation. These policies and procedures apply to CoC-funded projects, including, Supportive Services Only (SSO) projects, Rapid Re-Housing (RRH) and Permanent Supportive Housing (PSH) programs. ESG-funded programs are subject to VAWA policies issued by the administrator of ESG funds. As a part of these policies and procedures, the BoSCoC has put in place a policy for emergency transfers. The full details of the policy can be found in the BoSCoC Written Standards. For program applicants who qualify for an emergency transfer, under VAWA, but a safe unit is not immediately available for an internal emergency transfer, the individual or family shall have priority over all other applicants for rental assistance and permanent supportive housing projects at another housing provider within the coordinated entry system, provided that the individual or family meets all eligibility criteria for such assistance.

COMPONENTS OF A COORDINATED ENTRY SYSTEM



*Source: HUD Training on *Notice Establishing Additional Requirements for Coordinated Entry" (March 2017)

Basic Coordinated Entry Workflow



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Section 2: Coordinated Entry Roles and Functions

Section 2.1 Roles and Functions within CES

These are the roles and functions within the CES process:

1. Applicant

People experiencing literal homelessness including individuals, youth, and families (of more than one person) needing permanent housing. Applicants must be within the State of New Hampshire, and their current living situation meet the definition of homelessness according to the Homelessness Emergency and Rapid Transition to Housing (HEARTH) Act. Youth under the age of 25 who are unstably housed will meet the homeless definition for programs funded to serve this population.

a) Applicant Rights

Applicants have the right to complete a Coordinated Entry standardized housing assessment process and have the right to request an Assessment Partner who speaks their native language or translation services.

As part of this process, applicants will be asked to sign a Homeless Management Information System (HMIS) consent/ and or Comparable Database Client Acknowledgement that will ask what level of sharing, if any, they approve of. This consent will be explained and the applicant has the right to ask questions related to how their data will be used or shared so that they can make an informed decision.

As needed, applicants have the right to update their Coordinated Entry Assessment either with the Assessment Partner who completed the assessment with the household or with any Assessment Partner.

- To update your contact information, please either connect with the Assessment Partner who completed your assessment; or
- Any Assessment Partner at any project such as a shelter, drop-in center, or Regional Access Point. For a listing of Regional Access Points, please visit https://www.dhhs.nh.gov/dcbcs/bhhs/boscoc.htm or call 211 and ask for information about Coordinated Entry Regional Access Points.

Applicants may opt out of sharing information on HMIS/ Comparable Database and doing so, will not prevent the household from being matched to housing. They may also opt out of completing an assessment while retaining the right to receive any and all necessary emergency services.

b) Applicant Responsibilities

While completing the housing assessment process, applicants are responsible for sharing information as accurately as possible. Applicants are responsible for updating their information such as contact information, new hospitalizations or the diagnosis of a disabling condition, change in family composition, and change in income. These updates allow for a more accurate understanding of eligibility for housing programs and when matched to housing, updated contact information allows the housing provider to reach the household.

When applicants are contacted by a housing provider, they are responsible for responding to the provider, and should share if they need supports to connect such as for a housing intake appointment, accessing documents, etc.

If an applicant obtains housing without support by the Coordinated Entry System, they should notify any project they are involved with, the Regional Access Point, and/ or Assessment Partner to share this information including if the housing is subsidized, affordable, or market rate housing or if they have moved in with friends or family permanently or temporarily.

2. Authorized User Agencies

Housing providers who wish to or are required to participate in the CES.

3. Coordinated Entry System Committee (CESC)

This entity is the governing body of the CES. Previously, this subcommittee of the BoSCoC served in a planning capacity and has shifted to oversight of the planning, implementation, and evaluation of CES. The coordinated entry process will be governed by the CES Committee of the BoSCoC. This group will be responsible for:

- Providing information and feedback to the BoSCoC, BoSCoC Executive Committee, and the community at-large about coordinated entry;
- Evaluating the efficiency and effectiveness of the coordinated entry process;
- Reviewing performance data from the coordinated entry process; and
- Recommending changes or improvements to the process, based on performance data, to the BoSCoC and BoSCoC Executive Committee.

4. Coordinated Entry Lead

BHS is the lead agency for the Coordinated Entry Supportive Services Only (SSO) grant. BHS serves as the project manager for CES implementation for the BoSCoC. One member of BHS will be the co-chair of the Coordinated Entry System's subcommittee. The Bureau of Housing Supports (BHS) is requiring participation in CES for all state and federally funded providers that have current contracts with the State of NH. The BHS program administrators responsible for CES oversight will conduct ongoing compliance monitoring and site visits to ensure that local CES programs are in compliance with state and HUD expectations.

5. Emergency Services

Emergency services such as shelters and drop-in centers may serve as Regional Access Points to the Coordinated Entry System by connecting people to an Assessment Partner as a Referral Partner, or by being an Assessment Partner. People will be able to access emergency services independent of the operating hours of the system's intake assessment process for CES.

6. Diversion Specialist

Regional Access Point staff members' will work to divert households from shelter as appropriate. People who cannot be assisted with identifying and accessing safe housing will be welcomed into the shelter system. The purpose of diversion is to prevent the need for homeless resources with connections to mainstream resources, support with identifying

potential members of the applicant's support network, and conflict resolution or mediation if needed.

7. HMIS Administrator

Institute for Community Alliances (ICA) is the CoC HMIS Lead Agency, in collaboration with the Bureau of Housing Supports. The Institute for Community Alliances provides training for new users of the HMIS system and Coordinated Entry System. Institute for Community Alliances creates agency and staff new user profiles. Bureau of Housing Supports, with assistance from ICA, manages the CES Prioritization List, which is used to prioritize and match applicants to housing opportunities. The Institute for Community Alliances provides reporting on outcomes as requested by the Coordinated Entry Lead and CESC.

8. Housing System Navigator

Once a housing option is identified, a Housing System Navigator assists the Applicant with reaching housing. Housing System Navigators may assist applicants with gathering the necessary documentation needed to complete formal housing applications. Families, individuals, youth, and people experiencing chronic homelessness who require navigation support and are not already linked to an Outreach Worker or Case Manager able to provide this level of support will be matched to a Housing System Navigator as capacity allows.

9. Outreach Worker

Outreach Workers assist the applicant in accessing the CES, including assisting the applicant in getting to a Regional Access Point or Assessment Partner to complete a Standardized Housing Assessment. Outreach workers may also be Assessment Partners or housed at a Regional Access Point. Once a housing option is identified, Outreach Workers may serve as a secondary contact between agencies and applicants. Outreach Workers may assist applicants with gathering the necessary documentation needed to complete formal housing applications.

10. Shelters and Interim Housing

Access to emergency shelter and interim housing resources will not change. Crisis response programs will not create barriers to entry such as requiring a CES assessment for entry. Emergency services staff will connect households to the CES by offering space to Assessment Partners, informing applicants of the CES process and how to complete a CES assessment, and in some instances serving as a Regional Access Point or Assessment Partner.

11. Assessment Partner

Trained staff member of a housing agency who can complete the Standardized Housing Assessment with applicants. Assessment Partners are trained to complete the coordinated entry assessments, enter data into HMIS/ Comparable Database, and obtain signed required confidentiality agreements.

12. System Coordination - Matchers

The Lead Agency will identify one staff member who will be a matcher. Matchers utilize HMIS to review assessments and send appropriate matches to housing providers with vacancies and in need of referrals. The matching entity reviews the response to the referral and will connect the individual to subsequent housing options as needed.

Section 2.2 Coordinated Entry Partnership

The New Hampshire BoSCoC is diverse in its local needs and has a large geography, therefore, access to the CES occurs through local providers, Regional Access Points, as well as through NH 2-1-1 statewide.

- An applicant can seek housing assistance through any of the participating providers, NH 211, and Regional Access Points to have access to the Coordinated Entry System process;
- Applicants will have equal access to information and advice about the housing assistance for which they are eligible to assist them in making informed choices;
- Providers may participate in any of the above mentioned roles. Departments or divisions within large agencies may have different roles; and
- Participating housing providers will work collaboratively to achieve responsive and streamlined access services and cooperate to use available resources to achieve the best possible housing outcomes for clients, particularly for those with high, complex or urgent needs

Section 2.3 Local Coordinated Entry Partnership (LCEP)

BoSCoC will provide a Local Coordinated Entry Partnership Agreement template that will include the following:

- Identify the participating providers and their role in the Local Coordinated Entry Partnership;
- Describe the Purpose and Guiding Principles of BoSCoC Coordinated Entry System;
- · Describe Coordinated Entry Core Components and Activities;
- List shared responsibilities and partner responsibilities that relate to: advertisement, training, outreach, planning, evaluation, joint-problem solving and communication, confidentiality, client grievance, safety protocols, and nondiscrimination policies;
- Confidentiality Principles and Policies, including optional staff certification to use with partner staff; and
- Housing Inventory Maintenance- each Local Coordinated Entry Partnership should maintain an
 inventory of local homeless/ housing assistance projects, including the number of beds or
 subsidies available, open slots or vacancies, and eligibility criteria. Maintaining this
 knowledgeable inventory is key to expediting referrals and assisting clients with
 documentation to support eligibility verification. BHS will provide support in maintaining this
 inventory, which will include current BoSCoC COC funded and ESG funded projects.

The Local Coordinated Entry Partnership Agreement is in <u>Appendix Eleven-Forms</u>. This template is considered part of the BoSCoC's written policies and procedures for the Coordinated Entry System.

Local CoCs' may only alter the Partnership Agreement with approval of the BoSCoC Coordinated Entry System subcommittee.

Section 2.4 Outreach and Advertisement

Agency Outreach

At least once annually, each local Coordinated Entry Partnership is required to contact local agencies and community partners who come in contact with persons who are experiencing

homelessness or at risk of experiencing homelessness to provide them with education on the Coordinated Entry System process and how to participate.

Participating providers will take steps to ensure that coordinated entry is available to all eligible persons regardless of race, color, national origin, religion, sex, age, familial status, disability, actual or perceived sexual orientation, actual or perceived gender identity, or marital status. Partners will work to make access points accessible to individuals with disabilities, including wheelchair accessibility and auxiliary aids and services to assist communication. All partners will take reasonable steps to offer materials and instruction in other languages to meet the needs of people with limited English proficiency.

Advertisement

The Local CE Partnership will advertise the Coordinated Entry process in order to inform people how to get connected to housing resources for people experiencing homelessness or at-risk of homelessness. At a minimum, advertisement will include: flyers posted at locations where clients may present (e.g., hospitals, clinics, local Economic Services office, WIC offices, community meal sites, churches, food shelves, check cashing locations, etc.) Resources and information, about the CES & 211-NH, will be provided to 24 hour establishments, restaurants, hospitals, hot meal programs, churches, schools, check cashing locations, and other places known to be frequented by the target population. In addition, each access point is encouraged to explore various outreach activities such as hosting a booth at local community events, resource fairs, festivals and county fairs to provide information and resources.

The Local CE Partnership is encouraged to explore other venues of advertising such as during the Point in Time Count, a booth at local events, newspaper ads, participating provider websites, or radio. Local CE Partnerships will use plain language to advertise, such as "Look for help to get or keep housing? Contact < INSERT NAME OF Regional Access Point> to get connected".

The Local CE Partnership is responsible for actively working to ensure all persons, regardless of language or disability, know how to access help through the Coordinated Entry process. This includes but is not limited to physical accessibility of access sites, provision of appropriate auxiliary aids and services necessary to ensure effective communication such as Braille, audio, large type, assistive listening devices and sign language interpreters and reasonable steps to offer material in multiple languages. Auxiliary aids and services can be provided through a third-party that is accessible to staff performing Coordinated Entry duties.

BoSCoC will include information on accessing Coordinated Entry on its website, https://www.dhhs.nh.gov/dcbcs/bhhs/index.htm

Section 2.5 Agencies Providing Housing and Services

All CoC, ESG, State Grant in Aid (SGIA), and VA SSVF-funded homelessness assistance programs must seek and accept referrals exclusively through the CES as described below. Participating agencies may develop additional policies and procedures specific to their agency and programs, however they must not conflict with those outlined here and must not add any unnecessary barriers to accessing BoSCoC CES, housing, and/or services.

Other organizations, providers, and programs are encouraged and welcome to join. They can join by contacting the Lead Agency within the LCEP, establishing what role they will serve within their Local Coordinated Entry Partnership, and signing a Partnership Agreement.

Providers will participate in one of the roles listed in Section 2.1.

Participating housing and/ or other providers will work collaboratively to achieve responsive and streamlined access to services and cooperate to use available resources to achieve the best possible housing outcomes for applicants, particularly for those with high, complex, or urgent needs.

Section 3: Coordinated Entry Steps



Section 3.1 Access

Access to the BoSCoC Coordinated Entry System can occur through several ways for applicants, and the main access points are described below. If an applicant is having difficulty accessing the coordinated entry system, they can also access the system through contacting BHS (BOSCoordinatedEntry@dhhs.nh.gov or 603-271-9196), any Regional Access Point (https://www.dhhs.nh.gov/dcbcs/bhhs/index.htm), or NH-211 (call 211 in NH, or 1.866.444.4211 or visit www.211nh.org).

Section 3.1.1 NH 211

NH 211 is the single point of entry for the entire State of New Hampshire's Coordinated Entry System. 2-1-1 New Hampshire is a free health and human service information and referral helpline that serves as the primary entry point for people experiencing a housing instability or crisis. Please call 211 in NH, or 1.866.444.4211 or visit www.211nh.org. NH-211 will refer the applicant to the appropriate Regional Access Point, or other provider(s) as appropriate, after completing the New Hampshire Prevention and Diversion Tool.

Section 3.1.2 Designated Regional Access Points

Each region will have an identified Regional Access Point to lead Coordinated Entry locally, including but not limited to management of the local Prioritization List and be the main point of contact for the BoSCoC Coordinated Entry System Committee.

Each Regional Access Point has their own physical location and designated outreach worker/ housing navigator, which 211-NH will refer people to after conducting the initial Prevention & Diversion Assessment Tool (NH PDT).

Regional Access points are listed on our website, which includes physical location, contact person, and hours of operation: https://www.dhhs.nh.gov/dcbcs/bhhs/boscoc.htm

Responsibilities of all Regional Access Points within the BoSCoC are as follows:

- a) Serve as the main Regional Access Point to the CES in the community;
- b) Serve as the Lead Agency for the Local Coordinated Entry Partnership;
- Submit households assessed with the appropriate VI-SPDAT or other identified prioritization tool, in NH HMIS and/or complete the Local Prioritization Inclusion Form to the LCEP as people present at individual programs as this action generates the LCEP's Prioritization List;
- Manage referrals for all local housing programs, as required through CES, solely from the Prioritization List;
- e) Hold monthly LCEP review meetings, which shall include case conferencing;
- f) Honor participant choice in making and taking referrals; and
- Provide or arrange for the provision of housing-focused case management and voluntary supportive services.

In the event that households are unable to access a Regional Access Point to meet with a Housing Navigator/ Outreach Worker/ Case Manager, the Regional Access Point is responsible for deploying staff to meet with households in the community.

Regional Access Points are responsible for outreach within their region to engage households experiencing homelessness who may not be accessing services. Individuals, households, advocates, and other stakeholders should contact their local Regional Access Point directly for more information.

Additional community partners, including schools, jails, libraries, community centers, hospitals, and street outreach workers can refer households to a Regional Access Point or NH 211. Community partners and outreach workers apply triage and conduct housing assessments in compliance with the same guidelines establishes for the Regional Access Point.

Section 3.1.3 Outreach Services

Providers will coordinate with existing outreach programs to receive referrals to ensure that people in unsheltered locations are prioritized for assistance in the same manner as other applicants accessing CES. Any outreach efforts funded under ESG, PATH, or the COC program are linked to CES. The BoSCoC outreach programs serve people who are experiencing literal homelessness, or at-risk of homelessness through engagement with emergency shelters, other providers, outreach to unsheltered. Outreach staff will meet with people in the best location for the person, which may be the woods, office, or community location, where they will build rapport and complete a thorough housing assessment (with applicant permission). CES outreach workers partner with NH-211, local service agencies, and local welfares offices (and other service providers) to locate and outreach to the hardest to reach applicants experiencing homelessness.

Section 3.2 Assessment Approach and Process

The BoSCoC's standardized phased assessment approach and accompanying tools have been designed to be delivered in stages to determine when assistance is needed and to progressively engage an applicant over time, as needed. It is referred to as the Housing Assessment process throughout the BoSCoC CES policies and procedures.

It is the goal of CES that all individuals, youth, and families (anyone experiencing homelessness) have the opportunity to complete the Housing Assessment process as quickly as possible.

To this end, BoSCoC has set the following:

Assessment Partners and Regional Access Points as required to complete the following, as applicable:

- NH 211 will complete the New Hampshire Prevention and Diversion Tool with each applicant;
- Regional Access Points will reach out to all households referred through Coordinated Entry System process to schedule a housing assessment within three days of referral receipt;
- Provide clients the opportunity to complete the housing assessment within one week of referral or "walk in"; and
- Add (or "refer") all individuals, youth, and families who have completed the assessment in HMIS/ Comparable Database within 5 days of completion in the applicable Coordinated Entry Project in HMIS or through the use of the BoSCoC Prioritization Inclusion Form.

Housing Assessments:

- Will be offered to all individuals, youth, and families experiencing homelessness and administer by an Assessment Partner or Regional Access Point;
- Will be conducted by trained assessor;
- · May be conducted in an office or community-based setting, such as through outreach;
- Includes the Homeless Management Information System (HMIS) Universal Data Elements, which may be updated for returning clients;
- Collects all information, as possible, needed to determine prioritization for housing interventions:
- Includes some optional sections and provides instructions to the assessor on how to conduct the interview; and
- · May be first recorded on paper or directly inputted within HMIS.

Assessment partners are responsible to respond to the range of applicants' needs, including acting as the primary contact, aka "housing navigator", for applicants who complete the Housing Assessment Process within their organization, unless, or until another provider(s) assumes that roles. This includes providing proactive help to facilitate applicants applying for assistance or accessing services from other providers.

Section 3.3 Phased Assessment Approach

BoSCoC uses two standardized tools for screening and assessment, which is call the the Housing Assessment Process: NH's Prevention and Diversion Tool and the Vulnerability Index-Service Prioritization Decision Assistance Tool (VI-SPDAT), unless an alternative assessment tool is to be used to response during public health outbreaks, such as COVID-19 pandemic. BoSCoC CES subcommittee will actively evaluate policies and procedures affecting access and interventions for different subpopulations based on vulnerability during public health outbreak. BoSCoC reserves the right to alter/ change the assessment tools in order to respond appropriately to any public health, or other emergencies, in order to protect the most vulnerable during those emergencies. The BoSCoC CES system may be reviewed and adapted the workflow, intake, assessment, and service approaches that may impact an applicants' access to services and housing during the emergency/ crisis period. BoSCoC

will work with local public health departments, Healthcare for the Homeless agencies, and other local health partners to ensure the unique needs and opportunities related to the homeless service system are incorporated into the BoSCoC CES as needed.

Progressive Assessment Engagement Chart

Assessment Stage	Description	Timeframe
Stage 1	Diversion, Prevention, Emergency Shelter Needs (NH PDT)	Upon request for housing services
Stage 2	Evaluating Vulnerability/ VI- SPDAT or other identified assessment tool to be utilized during public health crisis	Within 14 days, but no later than 30 days of homelessness
Stage 3	Program Eligibility	-Initial documentation/information gathered by shelter, housing navigator, and/ or outreach worker -Final determination by project staff after referral

Section 3.3.1 Prevention and Diversion

Prevention

The BoSCoC CES seeks to assist those at imminent risk of literal homelessness, but who are still residing in housing, therefore preventing homelessness. <u>ESG Homelessness Prevention is not just an eviction prevention program.</u> It is intended to prevent individuals and their families from losing all housing and ending up in emergency shelter or on the street. Some households who apply for ESG Homelessness Prevention assistance may be losing their housing, but they have another safe and appropriate housing option – including temporary options – where they can stay while they work to obtain their own housing. Or, an applicant may have another resource they can use to maintain current housing or obtain new housing. Such households <u>would not</u> be considered at immediate risk of literal homelessness and would not be eligible for ESG Homelessness Prevention assistance.

Projects with ESG Prevention resources will prioritize persons "at risk" or experiencing Category 2, Category 3 or Category 4 of the homeless definition by completing Stage 1 and Stage 2 of the Emergency Solutions Grant Homelessness Prevention Screening Form. This will determine the households at the highest risk of literal homelessness but for Homelessness Prevention Assistance. Please see Appendix 11: Forms list, for ESG Homelessness Prevention Screening Companion Guide and Fillable Form.

Diversion

Diversion is a strategy that prevents homelessness at the front door by helping people identify immediate, alternative housing arrangements to emergency shelters, and if necessary, connecting them with services and financial assistance to help them return to permanent/ stable housing. Diversion is for those individuals, youth, and/ or families who are actively seeking emergency shelters and services, and who believe they have no other option for housing TONIGHT. BoSCoC values provision of assistance prior to emergency shelter entry, recognizing that emergency shelter stays can be destabilizing and traumatic. Diversion can reduce the number of households becoming literally homeless, the demand for emergency shelter beds, and the size of program wait lists. The BoSCoC CES offers case management services and financial assistance to households seeking shelter, when these resources can prevent entry to shelter through community agencies, outreach workers, and other housing service providers

NH 211 completes New Hampshire's Prevention and Diversion Tool (NH PDT) with every household at risk or experiencing homelessness. The initial screen reviews for basic eligibility (e.g. housing status) and offers a referral to the local Domestic Violence Service Provider and the Domestic Violence Coordinated Entry project, if appropriate. NH PDT is completed within HMIS. Once the NH PDT has been completed, NH 211 sends an email to the regional access point and/ or Domestic Violence Coordinated Entry Project making them aware of the household, in order for the Regional Access Point to make contact with the household to provide assistance.

The BoSCoC may be able to offer financial assistance to households who at risk of literal homelessness in order to prevent eviction or other housing displacement. NH's Prevention and Diversion Tool is used to determine appropriate services and assistance needed along with the ESG Homelessness Prevention Screening Companion Guide and Fillable Form.

Stage 1: NH's Prevention and Diversion Tool

The initial assessment, NH's Prevention and Diversion Tool (NH PDT), is utilize to divert households from entering shelter when possible and prevent those households at risk of literal homelessness. If homelessness cannot be prevented or diverted, and the individual/ household does not have housing, shelter and housing needs will be assessed.

- 211 Staff/ Designated assessors (housing navigators) will administer NH PDT to people seeking assistance at the regional access points or via phone call.
- 2. If it is determined that person is not experiencing homelessness or at imminent risk of homelessness, then they should be referred to local resources. If it is determined that the person is experiencing homelessness and in need of crisis services, the Housing Navigator at the Regional Access Point must make arrangements for the provision of emergency shelter. For housing navigators at Regional access points that provide Emergency Shelter, the intake procedures can begin at this point. For Regional Access Points that do not provide shelter, the necessary referral(s) must be made by the housing navigator in consultation with the applicant. Once Emergency Shelter has been arranged or if the person refuses shelter services, the housing navigator must conduct the next phase of the assessment within 14 days or earlier if deemed appropriate.

The CoCs' offers financial assistance to households who are at risk of literal homelessness in order to prevent eviction or other housing displacement. NH's Prevention and Diversion Tool is used to determine appropriate services and assistance needed, along with the ESG Homelessness Prevention Screening Companion Guide and Fillable Form, as applicable.

Section 3.3.2 Mainstream Resource Connections

All agencies will be expected to link applicants to mainstream resources and community based emergency assistance services in their community. All referrals to mainstream resources must be documented within HMIS/ Comparable Database. Each Regional Access Point will be required to have a documented process in place by which referrals are made and received for the above mentioned services. All Non-HMIS agencies will assist clients with the call to NH-211 or Regional Access Point, for initial assessment (NH'S PDT).

All HMIS agencies must document contacts and referrals in the HMIS. Providers will follow all HMIS policies and procedures. The extent to which agencies connect applicants to mainstream resources is determined by the program and the resources available at that time. Agencies are encouraged to use statewide resources available to them like SSI/ SSDI Outreach, Access, and Recovery (SOAR), municipal welfare, and other local resources.

Section 3.4 Prioritization Assistance Assessment Tool

BoSCoC CES actively evaluates policies and procedures affecting access and interventions for different subpopulations based on vulnerability to public health outbreaks. Communities are always encouraged to evaluate and adjust their prioritization policies based on evolving information and circumstances, including new or improved data, changing needs and priorities, and available resources.

During non-public health outbreaks, BoSCoC utilizes the Vulnerability Index- Service Prioritization Decision Assistance Tool (VI-SPDAT) as part of the housing assessment process. During the current COVID-19 pandemic, BoSCoC is utilizing the BoSCoC COVID-19 Coordinated Entry Assessment.

Section 3.4.1 <u>Vulnerability Index- Service Prioritization Decision Assistance</u> Tool (VI-SPDAT)

If an individual, youth, and/ or family contacts an Assessment Partner, or Regional Access Point, the Regional Access Point/ Assessment Partner will reach out to the applicant(s) as soon as possible to schedule an appointment to complete the Vulnerability Index-Service Prioritization Decision Assistance Tool (VI-SPDAT) within 14 days (if not earlier) of experiencing homelessness and to connect the household to services needed.

It is the goal of the BoSCoC that all individuals, youth, and families have the opportunity to complete the assessment process as quickly as possible. To this end, BoSCoC has set the following:

Assessment Partners and Regional Access Points will aim to:

- Reach out to all households referred through the Coordinated Entry process to schedule a meeting within three days of referral receipt;
- Provide clients the opportunity to complete the VI-SPDAT within 14 days of referral or "walkin": and
- Place all individuals and families to who have completed the VI-SPDAT on the Prioritization List via HMIS applicable Coordinated Entry Project/ Inclusion Form submission to LCEP within three days of completion.

A. Evaluating Vulnerability

What Is the VI-SPDAT?

The Vulnerability Index-Service Prioritization Decision Assistance Tool (VI-SPDAT) is the common assessment, prescreen, and triage tool adopted by the BoSCoC and designed to be used by all providers within the BoSCoC to quickly assess the health and social needs of homeless persons and match them with the most appropriate and available support and housing interventions.

The VI-SPDAT allows housing service providers to similarly assess and prioritize the universe of people who are homeless in their community and identify or treat first based on the acuity (severity) of their needs. It is a brief survey that service providers, outreach workers, and volunteers can use to determine an acuity score for each literally homeless person who participates. The scores can be compiled and used to identify and prioritize people for housing interventions based on acuity. Using the VI-SPDAT as scripted, providers can move beyond only assisting those who present at their particular agency and begin to work together to prioritize all homeless people in the community, regardless of where they are assessed, in a consistent and transparent manner.

The VI-SPDAT:

- · The VI-SPDAT is a triage tool;
- VI-SPDAT usage required online training;
- · The VI-SPDAT is a self-reported tool;
- · Do not change the script of the tool;
- · Do not change the order of the questions; and
- · The BoSCoC requires the use of the VI-SPDAT among providers.

The VI-SPDAT:

- Will be offered to all individuals, youth, and families experiencing homelessness and administered by an Assessment Partner or Regional Access Point.
- Will only be conducted by a trained assessor.
- · May be conducted in an office or community-based setting, such as through outreach.
- Includes the Homeless Management Information System (HMIS) Universal Data Elements, which may be updated for returning clients.

- Collects all the information needed to determine prioritization for housing interventions.
- Screens for whether a household would be served well by short-term, medium-term
 or long-term assistance to regain stability in permanent housing. This division of shortterm, medium-term or long-term assistance is referred to as "level of assistance".
- May be first recorded on paper or directly inputted within HMIS.

B. Training Requirements

Before using the VI-SPDAT as a triage tool with clients, program staff members in the BoSCoC are required to complete:

- 1. Watch the following videos on how to administer and complete the VI-SPDAT:
 - a) VISPDAT HOW TO: https://www.bing.com/videos/search?q=vi+spdat+training&docid=607994590821944 770&mid=E60F57B43F092CDA7E11E60F57B43F092CDA7E11&view=detail&FORM=VI RE&adlt=strict
 - b) VISPDAT Youth video: https://www.bing.com/videos/search?q=vi+spdat+training&docid=608047479059123 661&mid=003265F28A831B65DBDE003265F28A831B65DBDE&view=detail&FORM=VI RE&adlt=strict
 - c) VISPDAT Family: https://www.bing.com/videos/search?q=vi+spdat+training&docid=608036750233568 091&mid=7C75F72E92A6572EF9B17C75F72E92A6572EF9B1&view=detail&FORM=VIR E&adlt=strict
- Complete ICA's CE training, which includes a step by step workflow manual, https://icanewengland.helpscoutdocs.com/article/168-nh-hmis-coordianted-entry-workflow-manual,
 on how to enter the subassessment into ServicePoint, which can be used online.

By submitting a household into the appropriate HMIS COC CE project, staff members are acknowledging that they have completed the required training. Staff member must email BOSCoordinatedEntry@dhhs.nh.gov in order to review the initial submitted CE submission in HMIS, prior to moving forward in adding further households to the CE project. The staff member must be approved by BHS for completing VI-SPDAT training prior to be able to enter further households into HMIS under the CE project.

B. VI-SPDAT and Coordinated Entry Consent

Agencies must obtain informed consent from participating households prior to completing the VI-SPDAT, which means:

- a) Obtain a verbal or written Release of Information (ROI) or Client Acknowledgement Form for Comparable Databases. Oral ROI/ Client Acknowledgement Form is sufficient for data collection, but written is required to share the information;
- b) Do not complete the VI-SPDAT without the respondent's knowledge and explicit agreement;

- Do not complete the VI-SPDAT through observation or other non-self-reported information;
- If you cannot obtain a ROI/ Client Acknowledgement Form as directed below, do not conduct the VI-SPDAT.

For general population providers conducting the VI-SPDAT face-to-face: complete the NH Homeless Management Information System (NHHMIS) ROI or Comparable Database Client Acknowledgement Form.

For general population providers conducting VI-SPDAT over the phone: complete the verbal ROI/ Client Acknowledgement. Oral ROI/ Client Acknowledgement is sufficient for data collection, but written is required to share the information.

For Victim Service Provider agencies (VSP): VSPs do not include client information in any shared database (i.e. NH HMIS) and as such should NOT utilize the standard NHHMIS ROI, instead utilizing a Client Acknowledgement Form. The New Hampshire Coalition against Domestic and Sexual Violence Violence (NHCADSV) subcontracts with their member programs have language regarding in the event of the use of computer-generated case notes or client records, it is the responsibility of each domestic violence program and the Domestic Violence Coordinated Entry Project to assure confidentiality of information. Each program/ project must maintain a written policy and accompanying procedures that reflect security measures.

C. When to Administer the VI-SPDAT

The CES process requires eligible referrals of people experiencing Category 1 or 4 of the HEARTH homeless definition (experiencing homelessness on the street or in shelter, or fleeing/attempting to flee domestic violence). Categories 2 and 3 are not eligible.

- Emergency shelters should administer the appropriate VI-SPDAT with residents who have not solved their own homelessness within 14 days after shelter entry if the applicant(s) is not able to self-resolve their housing crisis;
- Other Assessment Partners should administer the appropriate VI-SPDAT immediately for people who are unsheltered; and
- Any Assessment Partner conducting the appropriate VI-SPDAT for inclusion on the prioritization list should begin documentation for chronic homelessness (or homelessness) and disability immediately.

D. Which VI-SPDAT to Use?

All three versions of the triage tool are available in NH HMIS, online, and in paper version.

- 1. VI-SPDAT Individuals
 - Providers should use the Individual VI-SPDAT as the appropriate assessment for any single adult.
 - Providers should use the Individual VI-SPDAT when a childless couple presents; providers complete 2 separate VI-SPDATs and take the highest score as the acuity for prioritization purposes.
- 2. VI-F-SPDAT Families

- For pregnant individuals, use the VI-SPDAT (Individual), unless woman has additional children in the household.
- Providers should only administer a Family VI-SPDAT if there are minor children (under the age of 18) who are currently in the household at the time assignment.
- If the state has removed children from parental custody, the provider should perform an Individual VI-SPDAT. If the children are returned to the household while awaiting housing referral, the provider would then administer the Family VI-SPDAT.
- 3. VI-TAY-SPDAT Youth for singles <24 years of age

Providers should use the Youth VI-SPDAT for the any single adult under 24 years of age.

- The tool can be used by non-youth providers.
- The Youth VI-SPDAT has the same scoring schedule as the Individual VI-SPDAT.

E. How to Administer the VI-SPDAT

- Participating assessment partners are responsible to respond to the range of applicant needs and act as the primary contact for applicant(s) who complete the VI-SPDAT with their organization, unless or until another provider assumes that role. This includes providing proactive help to facilitate the applicant(s) applying for assistance or accessing services from other providers.
- If an applicant experiences homelessness after losing housing obtained through Coordinated Entry System, the Local Coordinated Entry Partnership is required to conduct a VI-SPDAT and put forth an effort to connect them with appropriate housing interventions, which may be placement in the same program type (RRH or PSH) again.
- Providers Participating in NH HMIS: Whenever possible, the provider where the household sought assistance should complete the tool in NH HMIS, using the applicable CE Project after completing the tool with the participant in person using the paper forms. When not possible, the provider should complete the tool on paper and transfer the information into the applicable CE Project in NH HMIS.
- DV CE Project, VSPs, and Other Non-NH HMIS Providers: The provider where the household sought assistance should complete the tool on paper, record the score, and household type (single/family/youth), and remit to Regional Access Point for inclusion in CES and the prioritization list with the applicant's permission to do so.
 - F. Step-by-Step Protocol for NH HMIS Participating Agencies Making CE Referrals Please reference https://icanewengland.helpscoutdocs.com/article/168-nh-hmis-coordianted-entry-workflow-manual
 - G. Step-by-Step Protocol for DV CE Project, VSP, or Non-NH HMIS Agencies Making CE Referrals to the Regional Access Point:
 - Obtain the applicable ROI/ Client Acknowledgement Form;
 - Make an initial determination whether the household is Category 1, 2, or 4 of the homeless definition;
 - 3. Choose the appropriate VI-SPDAT to conduct; and

 Enter the household into the CE Project by completing the Prioritization List Inclusion Form and remitting to the appropriate regional access point/ LCEP.

G. Administration of Additional VI-SPDAT(s)

- For persons who already have a completed VI-SPDAT, a new one may only be conducted by following the process outlined below.
- If a case manager believes that the VI-SPDAT score in HMIS is not consistent with the person's current circumstances (i.e. could be higher or lower than what seems appropriate), the case manager is required to contact the person who conducted the previous VI-SPDAT to obtain more information.
- All providers who have HMIS access should check HMIS PRIOR TO conducting a VI-SPDAT
 with a person. Please note that providers without access to HMIS should reach out to the
 CoC to find out if a VI-SPDAT has been completed. Best practice is to only do the VI-SPDAT
 ance!
- If the score in HMIS does not seem to accurately reflect the person's circumstances, then
 the case manager must contact the person who conducted the VI-SPDAT to obtain more
 information about the situation.
- Prior to a new VI-SPDAT being conducted, documentation of the conversation between providers is required in HMIS along with the reason why a new VI-SPDAT needs to be completed.
- Additionally, the documentation must indicate who is responsible for conducting the new VI-SPDAT. If a person is in shelter, the shelter case manager would conduct the VI-SPDAT.

Section 3.4.2 NH CE COVID-19 Assessment Tool

In response to the COVID-19 outbreak, temporary changes and requirement suspensions have been made to BoSCoC Coordinated Entry System. Our intention is to give agencies flexibility to lower barriers in order to respond to this crisis, while ensuring the safety of staff and the households they serve. The BoSCoC Expedited Housing Policy was passed at the July 14th, 2020 BoSCoC Meeting, and will be in effect during the COVID-19 health crisis. DHHS Department of Public Health will determine the end of the COVID-19 crisis for purposes of this policy. Please see Appendix 9- COVID-19 Expedited Housing Brief for further information.

What populations need to be prioritized for permanent housing due to COVID-19?

During this public health crisis, people at high risk of developing severe COVID-19 symptoms (those 65+ and people of all ages with underlying medical conditions, per the CDC) are at higher risk of death than most others living in congregate settings or unsheltered. Rehousing this high-risk population will limit the spread and impact of COVID-19, so prioritization policies should support swift assessment and rehousing for anyone meeting ANY of the risk factors indicated by the CDC. CoCs should continue working with local health partners, including public health authorities, and monitoring CDC guidance to maintain an updated understanding of who is most vulnerable to severe illness or death from COVID-19 and adjust prioritization criteria as appropriate. The science is changing as we learn more about COVID-19 and the CE assessment and prioritization process needs to adapt accordingly- per https://files.hudexchange.info/resources/documents/Changes-to-Coordinated-Entry-Prioritization-to-Support-and-Respond-to-COVID-19.pdf

Per HUD's guidance, found here:

https://files.hudexchange.info/resources/documents/Changes-to-Coordinated-Entry-Prioritization-to-Support-and-Respond-to-COVID-19.pdf,

- BHS, as the collaborative applicant for the BoSCoC, is taking steps to implement community
 changes to further protect and prioritize youth, families, and individuals experiencing
 homelessness. Coordinated entry remains a requirement for ESG and COC projects and will be
 used to meet urgent housing needs associated with COVID-19 factors.
- BoSCoC CE revised policies will have the potential to protect those most vulnerable to the virus' severe effects by speeding up connections to permanent housing for people at high risk of COVID-19 complications.
- In adopting the COVID-19 prioritization criteria, the BoSCoC will be able to accurately target resources to families and individuals impacted by or at high risk of being impacted by COVID-19.
- · It is a crucial moment to makes these changes in order to response to the outbreak.
- Re-housing this high risk population will limit the spread and impact of COVID-19, therefore
 the prioritization policy supports swift assessment and rehousing.

The updated COVID-19 Coordinated Entry Assessment which goes into effect as of July 15, 2020. As of July 27th, the prioritization list for BoSCoC will be utilizing this assessment for prioritization. This document was developed in accordance with CDC guidance, review by TAC, lawyers, and federal partners, and review of other CoCs' implementation of changes necessary to coordinated entry prioritization in order to respond to COVID-19 to ensure that the most vulnerable to the pandemic are being connected to permanent housing. The document has been vetted by another CoC and shown to be effective in preventing the spread of COVID-19. The HMIS recorded training will be available shortly, in order to agencies participating in coordinated entry to accurately enter the required information into HMIS. The NH COVID-19 CE Assessment Tool will be evaluated monthly by the BoSCoC CES subcommittee.

1. Training Requirements

All staff members must watch ICA's NH CE COVID Assessment Training, which can be found here, https://icanewengland.helpscoutdocs.com/article/168-nh-hmis-coordianted-entry-workflow-manual prior to completing any NH CE COVID-19 Assessment Tools with applicants. Staff members must submit the initial completed NH CE COVID-19 Assessment Tool to BOSCoordinatedEntry@dhhs.nh.gov for review and approval to continue to administer the tool. Once, approval, assessment partners can move forward with administering the NH COVID-19 Assessment tool to those applicants who are eligible and willing.

NH COVID-19 Coordinated Entry Assessment Tool- See the <u>Appendix 11- Forms List</u>.

Specific Protocol for VSP Agencies

Before beginning the script above, please use the language below, which was developed by the New Hampshire Coalition Against Domestic and Sexual Violence in partnership with BoSCoC.

"One thing I'd like to do before we begin is see if you'd like information about our local domestic violence program? So, for instance, if a partner has ever threatened to hurt you, or made you afraid, or hit, slapped, kicked, or otherwise physically hurt you or made you do something sexual you did not want to, it might be helpful for you to talk to someone confidentially. Our local domestic violence program can help you with advocacy and assistance. We can also provide you with a referral to the BoSCoC Domestic Violence Coordinated Entry Project, who can assist you in connecting with housing resources and complete the housing assessment process with you, in order to be a part of the coordinated entry system, which includes prioritization for permanent housing options. The answers you give will be kept confidential and not become part of the shared database. This level of confidentiality could be really important at some point in the future, because some of these questions that must be asked are very personal.

Would you like to speak to someone at that Domestic Violence Coordinated Entry program and perhaps complete the housing assessment process with them? If the answer to question above is "yes," then the service provider will ask if they may make a referral to the Domestic Violence Coordinated Entry program so that the program can continue the assessment in a manner that is sensitive to survivors' needs and offer additional services. If the respondent declines, the service provider will continue with the assessment process, if they are willing."

Section 4: Prioritization List

Section 4.1: Best Practice for Consideration

As part of a client-centered approach, BoSCoC believes that each individual, youth, and/ or family experiencing or at-risk of homelessness should have an individualized housing plan developed jointly by housing staff and the applicant. A housing plan should be based on the strengths, needs and desires of the household, and guided by the Housing Assessment Process. A housing plan outlines the type, amount, and length of services and assistance for a household, as well as housing preferences. Each Local Coordinated Entry Partnership will determine the protocol for ensuring that all applicants receive the help necessary to develop an individualized housing plan.

Once a household experiencing homelessness is included on the Prioritization List, the identified case manager/ housing navigator/ outreach worker should provide services to include support for the following:

- · Development of a housing stability plan;
- · Close work with housing providers regarding eligibility documentation/verification;
- · Follow-up on referrals to housing to support enrollment;
- Completion of housing applications;
- Assistance with submitting rental applications and understanding leases;
- Housing search and placement, sometimes in conjunction with local Landlord Liaisons;
- Education and training on the role, rights and responsibilities of the tenant and landlord;
- Finding resources to support move-in (security deposit, moving costs, furnishings, other one-time costs);
- Ensuring living environment is safe and ready for move in (facilitate inspections);
- Assistance in arranging for/supporting move (set up utilities, moving arrangements, etc.);
- Work to address barriers to project/housing admissions (e.g., criminal record, credit report, utility arrears, and unfavorable references);

- Development of a housing support crisis plan that includes early prevention/intervention when housing is jeopardized; and
- Identification of other service needs/ongoing retention support needs and connect/refer to these mainstream services and benefits.

Section 4.2 Prioritization List

Each Local Coordinated Entry Partnership (LCEP) will maintain a local Prioritization List that includes all households experiencing homelessness that have participated in the housing assessment process, with the applicant(s) permission.

Households who meet with an assessment partner, even if they do not complete the full assessment are considered to be participating and will be added to the Prioritization List with their consent.

The Prioritization List guides referrals to the following housing interventions:

- · Rapid Re-housing (RRH); and
- Permanent Supportive Housing (PSH).

Regional Prioritization Lists recognize that entrance into a program is based on both eligibility and availability for both the rental subsidy/unit and services. Service capacity is inherently local and thus necessitates a Regional prioritization list.

The Regional Prioritization List:

- Will be populated by the local Lead Agency using the Coordinated Entry process. Only assessment
 partners and the local Lead Agency can refer directly to the list;
- · Is the responsibility of the Lead Agency and they will manage the list(s);
- May be generated in and exported from HMIS, and other households can be added to the list manually, outside of HMIS (e.g., those working with a victim service provider);
- May have households added to it prior to and at a monthly review meeting;
- Will be (re)generated/updated and reviewed at least monthly by all relevant providers (e.g. shelters, PH providers, etc.);
- May use unique IDs in place of names, etc., for confidentiality purposes;
- May be included in the generation of a Full BoSCoC geographical area Prioritization List, as needed, which is managed by BHS;
- May only be accessed if a Local CE Partnership Agreement is in place. Respective agencies who are part of the Local CE Partnership will have signed the agreement; and
- Will only include households who have executed a HMIS ROI or Comparable Database Client Acknowledgement form.

Regional Access Point/ Lead Agency LCEP:

- Will use the Regional and Full geographical BoSCoC Prioritization Lists to fill all openings in housing programs that elect or are required to use the Coordinated Entry process and prioritization policy;
- Will review the Prioritization Lists to match households with openings within the housing inventory for BoSCoC and its subsequent region, based on prioritization AND eligibility for services and housing subsidy;
- Will review the Prioritization List to assess how agencies can work together to enroll an applicant(s) quickly;
- · May and should enroll households from the Prioritization List in between meetings, as needed;

- Will develop systems to anticipate openings in services and vouchers availability, and review list prior to program opening and identify priority client(s);
- Will review of the Prioritization List at least monthly to provide updates on household status during the monthly review meeting;
- Are part of a system of shared accountability for enrolling households into a Permanent Supportive Housing or Rapid Re-housing project according to the prioritization policy;
- The HMIS Lead agency will work with local Lead Agencies to create the local Prioritization List.
 Lead Agencies and Assessment Partners that use ServicePoint will be able to "refer" to the
 ServicePoint Prioritization List using the "Referrals" feature. Households do not need to be
 enrolled in a program at the agency that refers them to the Prioritization List. For additional
 guidance on using the Prioritization List in ServicePoint, a pre-recorded training is available at
 https://icanewengland.helpscoutdocs.com/article/168-nh-hmis-coordianted-entry-workflow-manual.
- Agencies making referrals to the Prioritization List are responsible for following up with the
 households they refer to determine whether they are still in need of permanent or transitional
 housing, until another provider has assumed this responsibility. Follow-up contact will occur at a
 once a week for a time period of 90 days- Please see <u>Section 4.3</u>. If an applicant(s) still in need of
 housing, the agency should update contact information, if needed. If they no longer need housing,
 the agency can close the referral and to remove the individual or family from the Prioritization
 list
- Providers that contact an individual or family to offer services and find out the household is no longer in need, can close the referral to the Prioritization List in ServicePoint, even if that provider did not make the referral to the Prioritization List.

Section 4.3 Active and Inactive Lists

Maintaining an active Prioritization List ensures that a Local Coordinated Entry Partnership is able to contact and connect with households as soon as a housing opportunity is available. The loss of contact with households means that it is difficult to determine whether households on the Prioritization List are still in need of housing. In some situations, these households may have self-resolved their housing crisis or relocated to another area.

Without an Inactive policy, the Local Coordinated Entry Partnership can experience delays in housing referral procedures due to the time spent searching for households in the community who they have not been able to reach through multiple attempts, often for many months.

Moving a Household to the Inactive List

If a household has had no contact with any Coordinated Entry Provider AND they have had no services or shelter stays in HMIS/ Comparable Database for the past 90 days, the household will be removed from the Active List and placed on the Inactive List. In HMIS, the household is "exited" from Coordinated Entry, or if the household was added to the prioritization list via the Inclusion form, they will be moved to the inactive list manually.

Prioritization List Inactive/Active status updates will be done at least once a month to ensure the Active List is accurate. For households who have not been contacted within the last 90 days, the assigned Housing Navigator, or the agency where the household completed an assessment in cases where there is no Housing Navigator, will make three attempts to contact the household to inquire about housing status before moving the household to Inactive. The Housing Navigator or the agency where the household was assessed will update the household's Active/Inactive status.

Efforts to locate a household are required by the housing navigator/ case manager/ outreach work at least once a week may include:

- Physical outreach to the last known location and/or last known associates;
- Phone calls to the last know phone number or other contacts;
- Check the nearest medical clinic or hospital (With understanding of HIPPA barriers);
- · Contact last service provider or original assessor (211 or regional point);
- · Check HMIS/ Comparable Database for recent entries in other projects; or
- Letters/ phone calls to the individual to any known contacts

If a household on the Inactive list makes contact with any Coordinated Entry Partner, they are moved from the Inactive list to the Active list and can be referred to housing services and resources. The household may be reassessed at this time in order to update household information, including housing and service needs. The date of the initial housing assessment remains the date used in any determination of prioritization.

Efforts to locate an individual are required by the housing navigator at least once a week may include:

- Physical outreach to the last known location and/or last known associates;
- Phone calls to the last know phone number or other contacts;
- · Check the nearest medical clinic or hospital (With understanding of HIPPA barriers);
- Contact last service provider or original assessor (211 or regional point);
- · Check HMIS/ Comparable Database for recent entries in other projects; or
- Letters/ phone calls to the individual to any known contacts

Section 4.4 Prioritization

HUD has released specific guidance for the prioritization of chronically homeless individuals and families, which was adopted by the Continuum of Care upon its release is outlined in the following notice: Notice CPD 16-11: Notice on Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons in Permanent Supportive Housing. This Notice supersedes Notice CPD-14-012 and provides guidance to Continuums of Care (CoC) and recipients of Continuum of Care (CoC) Program (24 CFR part 578) funding for permanent supportive housing (PSH) regarding the order in which eligible households should be served in all CoC Program-funded PSH. This Notice reflects the new definition of chronically homeless as defined in Coe Program interim rule as amended by the Final Rule on Defining "Chronically Homeless" (herein referred to as the Definition of Chronically Homeless final rule) and updates the orders of priority that were established under the prior Notice.

The goal of this notice is to ensure that individuals, youth, and families experiencing homelessness with the most severe service needs within a community are prioritized in housing, eventually ending chronic homelessness.

As such the NH BoSCoC has established the following order of priority for individuals, youth, and families:

- Chronic Homelessness+ Highest Acuity (VI-SPDAT) + Length of Time Homeless
- 2. Highest Acuity + Longest Time Homeless (non CH) + Disability
- Acuity Score + Homeless + Disability
- Exiting Transitional Housing (Category 1 and 4 prior to TH entry) or persons fleeing or attempting to flee domestic violence+ Disability

In the event of "tie-breaking" among priorities, case conferencing will be utilized to determine the person(s) with:

- Highest vulnerability score, CES will start with the highest VI-SPDAT score and work down in order of score.
- Most severe service needs;
- 3. In a Place not meant for Human Habitation.

NOTE: Prioritization may be modified during public health crisis.

Section 5: Permanent Housing Referrals through CES

Projects that receive the following funding for housing/homeless assistance may only enroll individuals, youth, and/or families experiencing homelessness if they are on the Prioritization List as the highest priority:

- Continuum of Care (CoC) Program-funded: Permanent Housing, Shelter Plus Care, Rapid Rehousing;
- · Emergency Solutions Rapid Re-Housing; and
- Other Rapid Re-housing, Transitional Housing and Permanent Supportive Housing Programs are encouraged to utilize the Prioritization List as their sole referral source and to participate formally in Coordinated Entry by signing the Local Partnership Agreement.

Section 5.1 Process:

CES refers eligible households to COC, ESG, and SSVF housing options based on the CES prioritization policy, unique population based vulnerabilities, and risk factors raised at case conferencing, and program eligibility. When housing resources are available, all programs will provide safe, affordable housing that meets applicants' needs in accordance with CES, based on overall prioritization, geography, other conditions, and case conferencing. All programs will also provide the most barrierfree, rapid, and successful entry into housing for each eligible client, by order of prioritization. The CoC/ ESG programs will not concentrate on only the applicants eligible for their specific program, but the ability of all applicants in a community to access the appropriate housing.

Section 5.2 Policy

The Lead Agency identifies the next eligible household for an open unit in CES based on the prioritization policy and tiebreakers, then a referral is made to a housing program based on:

- Appropriate / Best Match Unit eligibility and available services are right fit to applicant need;
 and
- Applicant choice Households have the right to reject housing and service options without retribution or limiting their access to additional housing options.

Case Managers are authorized to accept a housing referral for their applicant, with permission.

Specialized programs serving unique populations follow the same prioritization guidelines as other CES programs.

- Program eligible households that answer yes to "are you interested in being referred to
 programs that specialize in serving [specific population]" will be prioritized for the open,
 specialized resource.
- If there is no match with a household that is interested in a particular specialized program, the next eligible households will be offered the resource.

Section 5.3 Housing Providers Responsibilities

- a) Responsibilities of the agency submitting the household to the CES Project:
 - Document the household's eligibility for housing assistance using BoSCoC's required program forms, if possible- see <u>Appendix 11</u>.
 - Update the household's information as necessary between CE Project submission and housing referral/placement, using NH HMIS or other method designated by the Lead Agency.
 - Maintain the ROI/ Client Acknowledgement form and privacy of all pertinent client information through NH HMIS or secure office location.
- Responsibilities of the accepting agency are:
 - Work with referring agency to ensure eligibility is documented. Minimize or, to the extent possible, eliminate barriers to participation in the agency's program. This includes:
 - Income
 - Rental history
 - Criminal background
 - Sex offender status- please contact the local police department for assistance and questions in regards to an individual's status.
 - Housing providers must accept a household who is referred and meets established eligibility criteria.
- Provide or arrange for the provision of housing-focused case management and voluntary supportive services.

Section 5.4 Unsuccessful Referrals

One of the guiding principles of the BoSCoC Coordinated Entry Process is applicant choice. Individuals, youth, and families will be given information about the programs available to them and have choice about which programs they want to participate in. If an individual, youth, or family declines a referral to a housing program, their name remains on the Prioritization List until the next housing opportunity is available.

- Housing providers must accept a household who is referred and meets established eligibility criteria.
- The housing provider must enter the reason for the unsuccessful referral in the HMIS database according to the program status definitions and include details regarding the reason the referral was unsuccessful in the notes section.

See Policy #26 in Appendix 4 for further information.

Section 5.5 Transfers

- Transfers may be made from PSH to PSH program if the applicant has chronic homeless documentation in place prior to program entry, if applicable.
- Transfers may be made from RRH to PSH if the applicant needs more intensive support services.
 There must be documentation of chronic homeless status prior to RRH program entry. Transfers from RRH to PSH should not be made only for affordability reasons. Participants should apply to mainstream housing subsidies while in RRH if affordability is the sole issue.

Transfers will be granted based on consensus of those present at Case Conferencing Meeting and must be approved by BHS's CoC Program Administrator. All requests for transfers will be sent to the CoC Program Administrator within 48 hours of the case conferencing meeting via BOSCoordinatedEntry@dhhs.nh.gov .The CoC Program Administrator will approve the request within 5 business days.

Referral Transfers

When a household wants to transfer from one CoC to another, or from one Local CE Partnership of the NH BoSCoC to another, the following steps will be taken:

- 1. The referring agency contacts the Local CE Partnership Agency.
- The LCEP Lead Agency contacts the other region's Lead Agency or CoC Lead for inclusion into the other region's CE process.
- 3. The LCEP moves the household to the Inactive Prioritization List.

Section 5.6 Information & Data Sharing

The Local CE Partnership Agreement, Form #15, (<u>Appendix 11</u>) and the HMIS Client Release of Information-Form #14 (<u>Appendix 11</u>), provide the specific details on when and how client data is collected in the Coordinated Entry System.

Housing Assessment

As part of the Housing Assessment process, staff will review the HMIS Release of Information (ROI)/ Client Acknowledgement Form with clients after the Housing Assessment is completed. Staff will be responsible for ensuring applicants understand their rights as far as release of information and data confidentiality, as outlined in the Release of Information, and the Confidentiality Principles & Policies of the Coordinated Entry Partnership Agreement.

On the ROI, clients may request that none of their information be shared with one or more agencies, or that certain types of information not be shared.

Respecting Client Consent

Sharing of applicant information and data occurs both "in" and "out" of NH HMIS/ Comparable Database as part of Coordinated Entry. It is the responsibility of all Partners to ensure that applicant permission is reviewed and followed. The Partner who initially collects the Release of Information/ Client Acknowledgement Form from the applicant is responsible for tracking the expiration date of the release and renewing, as needed. Any applicant whose name is on the Prioritization List must have signed the ROI/ Client Acknowledgement that guides the information shared on the list. The Local Coordinated Entry Partnership is required to include a list of agencies with who have signed the LCEP

Partnership agreement. All Assessment Partners and the local Lead Agency should be included in this list. As agencies within the local Coordinated Entry Partnership change, or as Referral Partners elect to participate in a Prioritization List review process, it is incumbent on the Lead Agency and all Partners, to ensure that applicant releases are honored with respect to the permission provided by the applicant regarding both the specific agencies and information allowed (or to update the client release). For this reason, it is recommended that attendance at any group review of the Prioritization List include a regular group of partners that is closely monitored by the Lead Agency. This may include asking staff from one or more organizations to exit a meeting when a specific case is reviewed. Prioritization List review meetings (e.g., Housing Review Team) should include only those agencies that have signed a Local Partnership Agreement. The date of the ROI execution for each applicant will be included on the Prioritization List.

All Partners participating in NH HMIS/ Comparable Database are required to meet the NH HMIS Security Standards and all users are required to complete the annual security training.

Victim service providers must never enter information into NH HMIS about survivors of domestic or sexual violence served by their agency. There may be other times when it is not in the best interest of the applicant (e.g., safety) to have their data in NH HMIS or shared with others. It is the responsibility of participating providers to support applicants in making their own informed consent.

Section 6: Domestic Violence, Sexual Violence, Dating Violence, and stalking

Section 6.1 Access:

- The Coordinated Entry System process will be voluntary and will have an option for survivors to remain anonymous. All agencies involved in CES will strive to make the process trauma-informed.
- Victim service providers (VSP) and non-victim services providers' shall work together to ensure that all survivors have fair and equal access to CES through the BoSCoC Coordinated Entry DV Project.
- Applicants may not be denied access to CES on the basis that the applicant is or has been a survivor of domestic violence, sexual violence, dating violence, or stalking.
- Individuals, youth, and/ or families who are fleeing, or attempting to flee, domestic violence, dating violence, sexual assault or stalking will have the option of working with and seeking services from the Coordinated Entry DV project subrecipient agency, victim service providers and non-victim service providers.

Section 6.2 Victim-Service Provider Involvement

- Victim service providers will continue to be included in the design and implementation of the BoSCoC CES.
- · Victim service providers shall be included in all local coordinated entry partnerships.

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Section 6.3 Safety

- The BoSCoC CES does not in any way interfere with the current process for survivors who are
 experiencing homelessness seeking emergency shelter through a local victim service provider. The
 BoSCoC CES also allows for triage of needs by victim service providers in order to ensure that
 survivors have access to emergency victim provider services.
- Non-victim services providers will be trained in the CES process for survivors. The New Hampshire
 Coalition Against Domestic and Sexual Violence and VSPs' are available to provide further training
 around safety planning and unique needs for survivors in order to ensure that services are
 inclusive and trauma-informed.

Individuals Actively Fleeing Domestic Violence: When an individual actively fleeing domestic violence presents to Coordinated Entry DV Project, 2-1-1 or a Regional Access Hub, the organization will make every effort to connect the individual to one of the Coalition's member program VSPs by using the statewide hotline: 1-866-644-3574 or connecting directly with the VSP nearest the individual. If a household is determined to be at imminent risk of harm due to domestic violence when an assessment is being conducted, the housing navigator should immediately connect the individual/household to the above mentioned 24 hour crisis number or local VSP. The call must be made with the individual and plans made to tend to their immediate transportation and security needs. The statewide catchment map for all VSPs in NH can be found here: https://www.nhcadsv.org/uploads/1/0/7/5/107511883/nhcadsv_catchment_map.pdf

 The Coordinated Entry DV project subrecipient agency will assist in providing training to all BoSCoC providers on the process for survivors who are experiencing homelessness and fleeing domestic violence in access and receiving services through CES.

Section 6.4 Procedures

The BoSCoC, Community Action Program of Strafford County (CAPSC), New Hampshire Coalition Against Domestic and Sexual Violence and its member programs are working together to create a Coordinated Entry process that is inclusive, safe and accessible for survivors fleeing or attempting to flee domestic violence, sexual violence, dating violence and stalking.

The following procedures aim to allow survivors to enter into the Coordinated Entry System through a single entry point, make informed decisions about how they would like to navigate through the system and the level of personal information they choose to share.

A survivor may enter the Coordinated Entry system by accessing with the Coordinated Entry DV Project subrecipient agency, a victim service provider, or starting with a non-victim service agency, such as 2-1-1 or a housing service provider.

Section 6.4.1 Provider Procedure

Referral Partners:

1. Non-victim service providers - Referral partners within the Coordinated Entry Partnership

will offer a referral first to the local domestic/sexual violence agency, if the survivor discloses that they are fleeing or attempting to flee domestic violence, sexual violence, dating violence or stalking. The referral form will be sent to the assessment partner chosen by the survivor.

*Note: DV/SV providers are the only ones with expertise to determine eligibility for their services. Even if a nonvictim service provider refers someone to a DV/SV organization, it is still up to that organization to determine if the participant is a survivor and is eligible for their services. If it is found that the participant is not eligible, the DV/SV provider will refer them to the local Lead Agency.

Victim service providers - If a DV/SV agency is a referral partner they may complete the referral form and attach with it a unique ID for the survivor, generated in Comparable Database (a database used by victim service providers). They will explain the Coordinated Entry Process and their choices around confidentiality and anonymity. The referral form will be sent to the assessment partner. If the local victim service provider is an Assessment Partner, the survivor may choose to continue the Coordinated Entry process with the victim service provider or they may choose to continue the process with another (non-victim service provider) assessment partner. The referral form will be sent to the assessment partner chosen by the survivor.

A. Victim Service Provider (VSP)

- Victim Services Providers will inform the survivor of the option to participate in the CES system and obtain consent to do so, if granted by the survivor;
- If consent to participate in BoSCoC CES is granted, the VSP provider will make a referral to the Coordinated Entry DV project provider within 24 hours;
- The VSP provider will include contact information for the survivor, and include the VSP provider as a contact source;
- At this point, VSP Provider will work with survivor to determine whether or not they
 would like to receive continued Case Management for victim services through the VSP
 provider or through CAPSC.
- VSP provider should anticipate and respond to communication from the Coordinated Entry DV Project provider, as able with valid consent, which serves as the Coordinated Entry Regional Access Housing HUB for DV, as part of the process of linking households to housing;
- If survivor chooses not to participate in CES, they are free and able to continue working with VSP Provider. The VSP Provider can access the Coordinated Entry DV Project provider for additional housing supports and resources, as needed.

B. Non-victim Service Providers (Non VSP)

- If the survivor discloses that they are fleeing or attempting to flee domestic violence, sexual violence, dating violence or stalking, make a referral to the local victim service agency;
- Ensure that there is a warm hand off to a VSP and connect the survivor with an advocate, if the survivor so chooses;

- Non-Victim Services Providers will inform the survivor of the option to participate in the CES system and obtain consent to do so, if granted by the survivor;
- If consent to participate in BoSCoC CES is granted, the non- VSP provider will make a referral to the Coordinated Entry DV project provider within 24 hours;
- The Non-VSP provider will include contact information for the survivor, and include the VSP provider as a contact source;
- If the survivor chooses to continue with the non-victim service provider, the nonvictim service provider and/ or the Regional Access Point will move forward with completing the housing assessment process; and
- 7. CAPSC would continue to provide support on an as-needed basis

C. Coordinated Entry DV Provider:

CAPSC will offer a referral first to the local domestic/sexual violence agency, if the survivor discloses that they are fleeing domestic violence, sexual violence, dating violence or stalking.

If survivor chooses to work with the CE DV Provider, the assigned Case Manager will:

- Review all HMIS/ Comparable Database consent options with the Applicant;
- 2. Complete Coordinated Entry Assessment and follow protocol to lock the file;
- Follow protocol regarding not using names of DV programs the Applicant participates in within the Standardized Housing Assessment Process

D. HMIS/ Comparable Database Entry

- The difference between the process of entering a household into HMIS or the comparable database will be explained to the survivor; Providers will explain the confidentiality forms and survivors may choose if they wish to have their information entered and/ or shared in HMIS, or not
- The survivor will be referred and included on the prioritization list, which is generated by HMIS or the survivor will be added to the list using the BoSCoC Inclusion Form using a Unique Identifier.
- 3. If the survivor chooses NOT to have information shared with HMIS, but would like to continue being a part of CES, the Coordinated Entry DV Provider will generate a Survivor ID from the HMIS-Comparable Database and complete the housing assessment. The Coordinated Entry DV project will refer the survivor (using only the Survivor ID) to the Prioritization List using the BoSCoC Inclusion Form. The BoSCoC Inclusion Form will be submitted to the LCEP within 24 hours.

Section 7: Veteran Provider Referrals

LCEPs will make housing placement referrals to various veteran providers in the community through the LCEP Meeting. Veteran referrals identified will be referred to veteran providers prior to being offered CoC/ESG housing resources. If a veteran referral is not eligible for the resource due to

program eligibility requirements, then the household will remain on the LCEP Prioritization List for the next available resource. Please see Appendix 6 for the full policy and procedure.

Section 8: Youth Services-See Appendix 7

Section 9: Emergency Shelter

Emergency shelter refers to any temporary shelter for people experiencing homelessness in general or for a specific population of people experiencing homelessness. Emergency shelter is sometimes provided in a facility, scattered site apartments, host homes for youth, or through a publicly-funded motel stay. By design, emergency shelter programs work to help individuals and families move into permanent or transitional housing as quickly as possible.

When Regional Access Points are closed, individuals, youth, and families can access emergency shelters since they are not prioritized through the coordinated entry system. Applicants can access those services on a first-come, first serve basis. However, via direct communications or marketing materials, staff at emergency shelters can actively connect participants to the Regional Access Points.

The BoSCoC Coordinated Entry system does not interfere with the current process for individuals, youth, or families to seek emergency shelter or services, including domestic violence shelters and other short-term crisis residential programs. The BoSCoC Coordinated Entry system also allows for a triage of needs to ensure that all individuals, youth, and families have access to emergency services and shelter, regardless of whether they have first completed the BoSCoC Inclusion Form or Housing Assessment Process.

The BoSCoC Coordinated Entry system emergency crisis response programs that do not utilize Coordinated Entry System prioritization include:

- Adult Emergency Shelters;
- · Family Emergency Shelters; and
- Domestic Violence Emergency shelters.

If someone is seeking shelter immediately, a referral should be made to:

- Local Shelter(s); or
- NH 2-1-1

In cases of a person fleeing domestic or sexual violence, a referral should be made to:

New Hampshire Coalition Against Domestic and Sexual Violence,

24 Hour Domestic Violence Hotline ph # 866-655-3574

24 Hour Sexual Assault Hotline phone # 1800-277-5570

Or on Online: https://www.nhcadsv.org/

Section 9.1- Coordinated Access to Local Emergency Shelters

In each local Continuum of Care within the BoSCoC, there is a written protocol for coordination and communication between local shelter providers, and 2-1-1 (developed by these parties) to ensure streamlined access to emergency shelter.

· An optional template is provided by the BoSCoC Coordinated Entry System Committee.

At a minimum, the protocol must include:

- contact info for each agency,
- intake hours,
- shelter hours,
- population(s) served, and
- The intake process for each agency.

Protocols should emphasize ease of access for those seeking emergency shelter.

Local emergency shelter coordinated access protocols are submitted to and reviewed by the BoSCoC

Section 9.2: Emergency Shelter Programs and Housing Assessment

If an emergency shelter provider is a referral partner, they make must a referral to the local Lead Agency/ Regional Access Point within 3 calendar days.

It is strongly recommended that referrals occur as soon as possible after entry into the emergency shelter program.

If an emergency shelter provider is a Local Lead Agency/ Regional Access Point, or an Assessment Partner:

 They provide an opportunity for the client to complete the Housing Assessment within one week of entry into shelter program.

Section 10: Evaluation

Once the Local Coordinated Entry Partnership has been implemented, the LCEP and the BoSCoC will regularly evaluate its effectiveness. Lessons derived from these evaluations will be used to further improve the coordinated entry process. BoSCoC will evaluate the coordinated entry process primarily through local CoC implementation, but will also consider aggregate data.

At least annually, each Local CE Partnership will:

- Survey all local Partners to solicit feedback on how well the Local CE Partnership is being implemented, and
- Collect feedback on the coordinated entry process from consumers through a focus group or survey.

The BoSCoC will establish uniform questions to support this evaluation process.

Every year, the BoSCoC Coordinated Entry Committee will review the following data points for each local CoC and the aggregate Balance of State CoC:

- The number of Coordinated Entry Partners, and type (by services provided, not unduplicated: Outreach, Prevention, Emergency Shelter, Transitional Housing, Rapid Re-housing, Permanent Supportive Housing; and by Coordinated Entry Role: Lead, Assessment, Referral);
- · # of referrals received by the Lead Agency
- #/% of households with an initial outreach date within 3 days
- · Average # of days between referral and initial outreach
- The number of assessments completed (e.g., the number of households placed on the Prioritization List during the time period), including:
 - > #/% of assessments completed by Lead Agency

- > Average # of days between referral to Lead Agency and assessment
- #/% of assessments completed by Assessment Partners
- the number who were literally homeless (category 1)
- the number of households returning to the Prioritization List;
- The number of households on the Prioritization List, including the number that are unsheltered (point in time);
- The number (and %) of households on the Prioritization List more than 3 months, including
 - the # who are chronically homeless
 - the # who were rejected or not referred to a project and a summary of the reasons;
- The average length of time a household (HH) is on the Prioritization List (date of assessment to date exit due to being inactive or housed) during the reporting period for: (LEAVERS)
 - all HH
 - all HH, compared as identified as needing long-term, medium-term or short-term assistance
 - all HH, compared by race, family status, age (head of household), disability status
- The average length of time a household is on the Prioritization List (date of assessment to date
 of report) during the reporting period for" (STAYERS)
 - all HH
 - > all HH identified as needing long-term assistance
 - > all HH identified as needing medium-term assistance
 - > all HH identified as needing short-term assistance
 - > all HH, by comparison of race, family status, age and disability status
- · The number of households exiting coordinated entry:
 - > To a Permanent Housing Destination
 - Removed to the inactive list, and a summary of the reasons
 - Removed self from list
 - > Transferred to another Continuum of Care

The BoSCoC Coordinated Entry System Committee will provide an annual summary report and analysis to the BoSCoC Executive Committee.

Section 11 Grievance Procedures

Section 11.1: Provider Grievances

Providers should address any concerns about the process to the CES Committee, unless they believe a person is being put in immediate or life-threatening danger, in which case they should deal with the situation immediately in coordination with local police. A summary of concerns should be provided via email to the co-chairs of the CES Committee, BOSCoordinatedEntry@dhhs.nh.gov. The Co-Chairs of the CES Committee should then schedule for that provider's representative to come to the next available CES Committee meeting so the issue can be resolved. If it needs more immediate resolution, the chair will be in charge of determining the best course of action to resolve the issue.

Section 11.2 CoC Appeals Procedure

All CoC funded projects, including the Coordinated Entry Grant, will adhere to the Bureau of Housing Supports Appeals Procedures, Appendix 9.

Section 12 Appendices

Appendix 1: Definitions

Acuity

When utilizing the VI-SPDAT Prescreens (triagetool), acuity speaks to the presence of a presenting issue based on the prescreen score. In the case of an evidence- informed common assessment tool like the VI-SPDAT (Single), Family VI-SPDAT, TAY-VI-SPDAT (youth), acuity is expressed as a number with a higher number representing more complex, co-occurring issues that are likely to impact overall housing stability.

Assessment Partners

Assessment partners are staff based at Regional Access Points, and include community based housing assessors, (outreach workers, housing navigators, and case managers). In order to help ensure access for households who face physical or other barriers to accessing Regional Access Points or those who are disconnected from services, additional assessment partners are designated outside of Regional Access Points to administer assessments.

Households can have a Housing Assessment completed via telephone with 211, at community based locations, and Regional Access Points. Regional Access Points are published at the Bureau of Housing Supports website: https://www.dhhs.nh.gov/dcbcs/bhhs/index.htm

Responsibilities-All Housing Assessment Partners have the ability to complete a HMIS intake and the Housing Assessment with eligible households. Assessment Partners responsibilities include, but are not limited to the following:

- Exploring resources other than homeless housing program, such as diversion or employment/ education;
- Administering the Housing Assessment and documenting the household's response into HMIS/ comparable database, as applicable;
- Communicate the types of resources the household may be referred to;
- Ensuring information is input into HMIS/ comparable database accurately;
- · Assisting households in obtaining the necessary documentation required for housing;
- Collecting necessary documentation, securing additional financial assistance if needed, providing transportation, accompanying to potential housing options, etc.;
- Assisting households in navigating any challenges related to the housing process (application and/ or inspection process, etc.); and
- Responding to requests by Regional Access Points, LCEP, and BHS.

Common Assessment Tool

A comprehensive and standardized assessment tool used for the purposes of informing housing prioritization and placement within a Coordinated Entry System. The BoSCoC has adopted the

VI-SPDAT (Vulnerability Index Service Prioritization Decision Assistance Tool) at the Common Assessment Tool

Chronically Homeless (Final Definition 24 CFR 578.3, effective January 15, 2016) -

- (1) A "homeless individual with a disability," who: (i) lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; and (ii) has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter continuously for at least 12 months or on at least 4 separate occasions in the last 3 years where the combined occasions must total at least 12 months
 - Occasions separated by a break of at least 7 nights;
 - Stays in an institution of fewer than 90 days do not constitute a break.
- (2) An individual who has been residing in an institutional care facility for fewer than 90 days and met all of the criteria in paragraph (1) of this definition, before entering that facility; or
- (3) A family with an adult head of household (or if there is no adult in the family, a minor head of household) who meets all of the criteria in paragraphs (1) or (2) of this definition, including a family whose composition has fluctuated while the head of household has been homeless.

Disability: is described as:

- 1. Substance use disorder;
- 2. Serious mental illness:
- Developmental disability (as defined in section 102 of the Developmental Disabilities Assistance Bill of Rights Act of 2000 (42 USC 15002));
- 4. Post-traumatic stress disorder (PTSD);
- 5. Cognitive impairments resulting from brain injury; or
- 6. Chronic physical illness or disability 24 CFR 578.3.

Coordinated Entry

A centralized or coordinated process designed to coordinate program applicant intake, assessment, and provision of referrals across a geographic area. The system covers the geographic area (designated by the CoC), is easily accessed by individuals and families seeking housing or services, is well advertised, and includes a comprehensive and standardized assessment tool." 24 CFR Section 578.7. It is the responsibility of each CoC to implement Coordinated Entry in their geographic area.

Disabling Condition

(1) a condition that: (i) is expected to be long-continuing or of indefinite duration; (ii) substantially impedes the individual's ability to live independently; (iii) could be improved by the provision of more suitable housing conditions; and (iv) is a physical, mental, or emotional impairment, including an impairment caused by alcohol or drug abuse, post-traumatic stress disorder, or brain injury; or (2) a development disability, as defined above; or (3) the disease of Acquired Immunodeficiency Syndrome (AIDS) or any conditions arising from the etiologic agent for Acquired Immunodeficiency Syndrome, including infection with the Human Immunodeficiency Virus (HIV). 24 CFR 583.5.

Diversion

Diversion is a strategy that prevents homelessness for people seeking shelter by helping them identify immediate alternate housing arrangements and, if necessary, connecting them with

services and financial assistance to help them return to permanent housing. Diversion programs can reduce the number of families becoming homeless, the demand for shelter beds, and the size of program prioritization lists. The main difference between diversion and other permanent housing-focused interventions centers on the point at which intervention occurs. Prevention targets people at imminent risk of homelessness, diversion targets people as they are applying for entry into shelter, and rapid re-housing/permanent supportive housing targets people who are already homeless.

Dynamic System Management in coordinated entry systems promotes the following:

- Dynamic priority list management: account for changing priority order as new people
 present and are added to the priority list (BNL); continually readjusting to identify highest
 need persons.
- Effective inflow management: use of diversion and progressive assistance strategies to reduce demand for the most intensive CoC assistance.
- Flexible use of CoC assets: adjust service strategies (i.e. amount, intensity, duration and type of assistance) to effectively serve the greatest number of people.

Family - includes, but is not limited to the following, regardless of actual or perceived sexual orientation, gender identity, or marital status:

- A single person, who may be an elderly person, displaced person, disabled person, near-elderly person, or any other single person; or
- (2) A group of persons residing together, and such group includes, but is not limited to: (i) A family with or without children (a child who is temporarily away from the home because of placement in foster care is considered a member of the family); (ii) An elderly family; (iii) A near- elderly family; (iv) A disabled family; (v) A displaced family; and (vi) The remaining member of a tenant family. 24 CFR 5.403.

Homeless

- Category 1: Literally Homeless- An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:
 - An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground;
 - ii. An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, State, or local government programs for low- income individuals); or
 - An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution;
- Category 2: Imminent Risk of Homelessness- An individual or family who will imminently lose their primary nighttime residence, provided that:
 - The primary nighttime residence will be lost within 14 days of the date of application for homeless assistance;

- ii. No subsequent residence has been identified; And
- The individual or family lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, needed to obtain other permanent housing;
- Category 3: Homeless Under Other Statues- Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who:
 - Are defined as homeless under section 387 of the Runaway and Homeless Youth Act (42 U.S.C. 5732a), section 637 of the Head Start Act (42 U.S.C. 832), section 41403 of the Violence Against Women Act of 1994 (42 U.S.C. 14043e 2), section 330(h) of the Public Health Service Act (42 U.S.C. 254b(h)), section 3 of the Food and Nutrition Act of 2008

(7 U.S.C. 2012), section 17(b) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)), or section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a):

- Have not had a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the date of application for homeless assistance;
- Have experienced persistent instability as measured by two moves or more during the 60day period immediately preceding the date of applying for homeless assistance; and
- iv. Can be expected to continue in such status for an extended period of time because of chronic disabilities; chronic physical health or mental health conditions; substance addiction; histories of domestic violence or childhood abuse (including neglect); the presence of a child or youth with a disability; or two or more barriers to employment, which include the lack of a high school degree or General Education Development (GED), illiteracy, low English proficiency, a history of incarceration or detention for criminal activity, and a history of unstable employment; or
- Category 4: Fleeing or Attempting to Flee Domestic Violence Any individual or family who:
 - i. Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence;
 - ii. Has no other residence; and
 - iii.Lacks the resources or support networks, e.g., family, friends, and faith-based or other social networks, to obtain other permanent housing.

Housing First

An approach to quickly and successfully connect individuals and families experiencing homelessness to permanent housing without preconditions and barriers to program/housing entry, such as sobriety, treatment or service participation requirements. Supportive services such as housing-focused case management are offered to maximize housing stability and prevent returns to homelessness as opposed to addressing predetermined treatment goals prior to permanent housing entry.

New Hampshire Homeless Management Information System (HMIS)

The New Hampshire Homeless Management Information System (NH HMIS) uses a software

program from WellSky called ServicePoint. The NH HMIS is a Client information database that provides a standardized assessment of Client needs, creates individualized service plans, and records the use of housing and services. Communities can use the data to determine the utilization of services of participating agencies, identify gaps in the local service continuum, and develop outcome measurements. The NH HMIS is designed to collect data and provide information on persons in compliance with all federal and state requirements regarding Client confidentiality and data security. The NH HMIS will meet the data collection specifications mandated by HUD, BHS, and/or other funders. The NH HMIS will provide a system for the collection of information on services and programs provided to Clients statewide, as well as provide referral capabilities and Client historical data. The NH HMIS can improve the services and programs offered to Clients in New Hampshire by providing documented assurances of what service levels are met and in demand throughout the various types of agencies and programs in the state.

Local Coordinated Entry Partnership (LCEP)

Regional and/or geographical committees comprised of all CoC and ESG funded agencies, and Veterans Administration (VA). It is best practice to invite as many service providers and non CoC, ESG, and/ or state funded funded agencies to the table in order to identify and serve as many individuals, youth, and/ or families experiencing homelessness as possible, (i.e. community mental health providers, veteran providers, law enforcement, non HUD funded shelters, faith based organizations, McKinney-Vento school district representatives, etc....). The regional LCEP makes and takes referrals to/from the Prioritization List of eligible, high acuity individuals, youth, and families seeking CoC and ESG funded housing interventions (such as Rapid Re-Housing and Permanent Supportive Housing). LCEP must adhere to priorities set forth by HUD and this document.

No Wrong Door Approach

Describes the experience of accessing the housing assistance and service system in a Continuum of Care from the client's perspective and is a system that is designed so that the client only has to go one place for a housing referral to the appropriate housing assistance. Any service or housing provider may be trained to administer the VI- SPDAT Common Assessment Tool to eligible community members presenting for housing and service, if they are trained as an Assessment Partner. Presently, agencies who receive CoC and/or ESG funds serve as agents of the Coordinated Entry System by administering the Housing Assessment Process to those experiencing homelessness who present for housing and/or services. It is the goal of the BoSCoC to work toward a strategy to achieve a state-wide access to a Common Assessment initiative (such as a call system), however currently the No Wrong Door Approach will be utilized through each Local Coordinated Entry Partnership across Continuum of Care.

Permanent Supportive Housing (PSH)

Community-based housing without a designated length of stay, and includes both permanent supportive housing. Permanent supportive housing means long term permanent housing in which supportive services are provided to assist homeless persons with a disability to live independently.

Prioritization List

A list generated by entry into the New Hampshire Homeless Management Information System (NH HMIS). The Prioritization List is thought of as a universal registry within NH HMIS. Each LCEP will receive access via NH HMIS for inclusion on the Prioritization list for purposes of informing Local Coordinated Entry Partnership prioritization and housing placement. All programs participating in CES accept the highest priority applicant(s) for the housing opening.

Rapid Re-Housing (RRH)

An intervention designed to help individuals and families exit homelessness as quickly as possible, return to permanent housing, and achieve stability in that housing. Rapid re-housing assistance, operating in a Continuum of Care, Emergency Solutions Grant, and/or Housing First model, is offered without preconditions (such as employment, income, absence of criminal record, or sobriety) and the resources and services provided are typically tailored to the unique needs of the household. The core components of a rapid re-housing program are housing identification and relocation, short-and/or medium term rental assistance and move-in (financial) assistance, and case management and housing stabilization services. This assistance is subject to the definitions and requirements set forth in 24CFR§576.2 "Homeless" paragraph (1) and paragraph (4) who are residing in a place set forth in (1), 24CFR§576.105, 24CFR§576.106 and 24CFR§576.400. (24CFR§576.104 & Core Components of Rapid Re-Housing, National Alliance to End Homelessness).

State Grant in Aid Program

RSA 126-A:25 through RSA 126-A:32 establishes the State Grant-In-Aid to provide emergency shelter services, which emergency, specialty and transitional shelter facilities whose primary purpose is to provide temporary shelter for the homeless in general, or for specific subpopulations of homeless individuals.

Severity of Service Needs

(a) For the purposes of Notice (CPD-16-11), this means an individual for whom at least one of the following is true:

- History of high utilization of crisis services, which include but are not limited to, emergency rooms, jails, and psychiatric facilities;
- Significant health or behavioral health challenges, substance use disorders, or functional impairments which require a significant level of support in order to maintain permanent housing:
- For youth and victims of domestic violence, high risk of continued trauma or high risk of harm or exposure to very dangerous living situations; and/ or
- iv. When applicable CoCs' and recipients of CoC Program-funded PSH may use an alternate criteria used by Medicaid departments to identify high-need, high cost beneficiaries.

(b) Severe service needs as defined in paragraphs i.-iv. above should be identified and verified through data-driven methods such as an administrative data match or through the use of a standardized assessment tool and process and should be documented in a program applicant's case file. The determination must not be based on a specific diagnosis or disability type, but only on the severity of needs of the individual. The determination cannot be made based on any factors that would result in a violation of any nondiscrimination and equal opportunity requirements, see 24 C.F.R. § 5.105(a)

Supportive Services for Veteran Families (SSVF)

Section 604 of the Veterans' Mental Health and Other Care Improvements Act of 2008, Public Law 110-387, authorized VA to develop the SSVF Program. Supportive services grants will be awarded to

selected private non-profit organizations and consumer cooperatives that will assist very low-income Veteran families residing in or transitioning to permanent housing. Grantees will provide a range of supportive services to eligible Veteran families that are designed to promote housing stability.

Transitional Housing (TH)

Housing to facilitate the movement of individuals and families experiencing homelessness into permanent housing within 24 months. 24 CFR 578.3.

VI-SPDAT

(Vulnerability Index-Service Prioritization Decision Assistance Tool) the evidence- based Common Assessment or Prescreen Triage Tool utilized by all projects in the BoSCoC to determine initial acuity (the presence of an issue) and utilized for housing triage, prioritization and housing placement. Note there are three versions of VI-SPDAT, the Individual, Youth, and Family, all of which are available in NHHMIS.

Appendix 2: Guiding Principles

1. Housing First

Approach to quickly and successfully connect individuals and families experiencing homelessness to permanent housing without preconditions and barriers to entry, such as sobriety, treatment or service participation requirements. The coordinated entry system primarily refers to programs using a Housing First model. The BoSCoC uses the Housing First model for its rapid rehousing and permanent supportive housing programs. Note: As of December 2018, one renewal project, Dover Permanent Housing Project, has not been required to transition to Housing First practices due to the initial project design and requirements that are fulfilling an identified need in the community.

2. Promote person-centered practices

Every person experiencing homelessness should be treated with dignity, offered at least minimal assistance, and participate in their own housing plan. Individuals, youth and families should be provided with ongoing opportunities for participation in the development, oversight, and evaluation of coordinated assessment and CES. People should be offered person-centered choices and solutions whenever possible. The BoSCoC is committed to reinforcing a person-centered approach throughout the coordinated entry process. Components of this approach include:

- Use of an assessment process developed using trauma-informed principles, which
 are based in part on an applicant's strength, goals, risk, and protective factors;
- Use of tools and processes which are clearly explained and easily understood, provision for modifications to processes where needed for accessibility, and availability of interpretation, translation, and screening for applicants who are non-English speaking in order to provide a sustained focus on the provision of culturally and linguistically appropriate services;
- Provision of training for referral partners, assessment partners, and housing navigators regarding trauma-informed communication and minimization of risk and harm;
- Provision of choice to applicants regarding decisions such as location and type of housing, level and type of services, and other program characteristics, as well as assessment processes that provide options and recommendations that guide and inform applicant choice; and
- Clear and understandable referral protocols which ensure that applicants will be able to easily understand to which program they are being referred, what the program expects of them, what they can expect of the program, and evidence of the program's rate of success.

Prioritize longest homeless and most vulnerable BoSCoC Priorities;

In accordance with CPD Notice 16-11,

https://www.hudexchange.info/resources/documents/notice-cpd-16-11prioritizing-persons-experiencing-chronic-homelessness-and-other-vulnerablehomeless-persons-in-psh.pdf

the BoSCoC has established the following order of priority for housing/ homeless assistance:

- i. Chronic Homelessness+ Highest Acuity (VI-SPDAT) + Length of Time Homeless
- ii. Highest Acuity + Longest Time Homeless (non CH) + Disability
- iii. Acuity Score + Homeless + Disability
- Exiting Transitional Housing (Category 1 and 4 prior to TH entry) or persons fleeing or attempting to flee domestic violence+ Disability

4. Low Barrier

The CoC's coordinated entry process does not screen people out of the process due to perceived barriers related to housing or services, including, but not limited to:

- limited or no income;
- active or historical substance use;
- domestic violence history;
- resistance to receiving services;

- · the type or extent of disability-related services or supports that are needed;
- history of evictions or poor credit;
- · lease violations or history of not being a leaseholder; or
- Criminal record—with exceptions for state or local restrictions that prevent projects from serving people with certain convictions.

The CES process, in conjunction with BoSCoC, will work to **eliminate barriers** to housing by identifying system practices and individual project or shelter eligibility criteria which may contribute to excluding people from services and work to eliminate those barriers.

Transparency

CES committee and the BoSCoC will make thoughtful decisions and communicate directives openly and clearly.

6. Cultural and Linguistic Competency

The BoSCoC is committed to ensuring that coordinated entry incorporates culturally and linguistically competent practices. The CoC will incorporate cultural and linguistic competency training into the required annual training protocols for participating projects and staff members. The BoSCoC strives to reduce cultural and linguistic barriers to housing and services for special populations, including immigrants, refugees, and other first generation populations; youth; individuals with disabilities; and lesbian, gay, bisexual, transgender, queer or questioning (LGBTQ) persons.

Appendix 3: Current Notices/Rules in effect for NH BoSCoC Coordinated Entry System

- CPD Notice 17-01 regarding implementation of a Coordinated Entry system
- CPD Notice 14-012 regarding recordkeeping requirements
- HEARTH Act Homeless Definition Final Rule

. HUD Continuum of Care (CoC) Interim Rule

https://www.hudexchange.info/resources/documents/CoCProgramInterimRule.pdf 578.7 (a) (8)

In consultation with recipients of Emergency Solutions Grants program funds within the geographic area, establish and operate either a centralized or coordinated assessment system that provides an initial, comprehensive assessment of the needs of individuals and families for housing and services. The Continuum must develop a specific policy to guide the operation of the centralized or coordinated assessment system on how its system will address the needs of individuals and families who are fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, or stalking, but who are seeking shelter or services from non-victim

service providers. This system must comply with any requirements established by HUD by Notice.

HUD Emergency Solutions Grant (ESG) Interim Rule

https://www.hudexchange.info/resources/documents/HEARTH_ESGInterimRule&ConPlanCo nformingAmendments.pdf

576.400 (d) Centralized or coordinated assessment. Once the Continuum of Care has developed a centralized assessment system or a coordinated assessment system in accordance with requirements to be established by HUD, each ESG-funded program or project within the Continuum of Care's area must use that assessment system. The recipient and subrecipient must work with the Continuum of Care to ensure the screening, assessment and referral of program applicants are consistent with the written standards required by paragraph (e) of this section. A victim service provider may choose not to use the Continuum of Care's centralized or coordinated assessment system.

The Bureau of Housing Supports is the ESG recipient for the state of New Hampshire. ESG funds are administered as part of the Housing Opportunity Grant Program (HOP).

- HUD Coordinated Entry Policy Brief (2015)
 https://www.hudexchange.info/resources/documents/Coordinated-Entry-Policy-Brief.pdf
- HUD Coordinated Entry Notice CPD-17-01 Notice Establishing Additional Requirements for a Continuum of Care Centralized or Coordinated Assessment System (2017) https://www.hudexchange.info/resource/5208/notice-establishing-additional-requirementsfor-a-continuumof- care-centralized-or-coordinated-assessment-system/
- HUD Prioritization Notice CPD-16-11 Notice on Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons in Permanent Supportive Housing (2016) https://www.hudexchange.info/resources/documents/notice-cpd-16-11-prioritizing-persons-experiencingchronic-homelessness-and-other-vulnerable-homeless-persons-in-psh.pdf
- HUD Equal Access rule: 24 CFR 5.105(a)(2) and 5.106(b)
 https://www.hudexchange.info/resource/1991/equal-access-to-housing-final-rule/

Appendix 4: Policies

		Form
1.	Housing Inventory Maintenance	Housing Inventory Maintenance.docx
2.	Exceptions to Participation	Exception To Participation.docx

		Form
3.	Housing Tool Disability Accommodation	Housing Assessment Disability Accommod
4.	Flag Review	Flag Review.docx
5.	Tiebreakers	Tiebreaker.docx
6.	Housing Referrals	Housing Referrals.docx
7.	Shelter Referrals	Shelter Referrals.doox
8.	When to Conduct a New Assessment/ Triage Tool	When to Conduct at New Assessment- Trii
9.	When to Update an Existing Assessment	When to Update an Existing Assessment 1
10.	Sending Non-Consenting Households Information to CES for Purposes of making a referral	Sending Non-Consenting Hou
11.	New Housing Program Lease Up	Coming Soon!
12.	Agency Denials	Coming Soon!
13.	Households Refusals	Coming Soon!
14.	Mobility Policy	Mability Policy.docx
15.	Reasonable Accommodations	Reasonable Accommodation.docx
16.	External Fill	External Fill.docx

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	Form
17. Inactive Households	Inactive Households.docx
18. Grievanace	Grievance Policy.docx
19. Mandatory Reporting	Mandatory Reporting Policy.docx
20. CES Assessor Training	CES Assessor Training.docx
21. Framework for Community Based Housing Assessors	Framework for Assessment Partners
22. Accessing Emergency Services	Accessing Emergency Services.docx
23. Accessing Emergency Services After Hours	Coming Soon!
24. Outreach and Community Assessors	Outreach and Assessment Partners
25. Inactive Policy	Inactive Policy.docx
26. Unsuccessful Referrals	Unsuccessful Referrals.docx

Appendix 5: Emergency Homeless Shelters Within New Hampshire

Bureau of Housing Supports

Homeless shelter beds as reported to the US Department of Housing and Urban Development on the Housing Inventory Count in January 2019*

A. State Funded Shelters

Belknap County

- Salvation Army, Carey House 40 beds
- · New Beginnings (DV shelter) -

16 beds Coos County

- Tyler Blain House 13 beds
- RESPONSE (DV shelter) –

8 beds Carroll County

· Starting Point (DV shelter) -

10 beds Cheshire County

- Hundred Nights, Inc 35 beds
- Southwestern Community Services (2 shelters) 34 beds
- · Monadnock Center for Violence Prevention (DV shelter) -

11 beds Grafton County

- Bridge House 20 beds
- Voices Against Violence (DV shelter) 12 beds
- Support Center at Burch House (DV shelter) 15 beds
- WISE (DV shelter) –

7 beds Hillsborough

County (Manchester)

- Families In Transition New Horizons 108 year round beds, 30 overflow beds (effective 10/1/2019)
- Families In Transition Lowell St. 24 beds
- · Families In Transition Manchester Emergency Housing, Family Place 20 beds
- Helping Hands Outreach 32 beds
- Waypoint 8

beds Hillsborough

County (Nashua)

- Nashua Soup Kitchen & Shelter 30 beds
- Bridges (DV shelter) -

12 beds Merrimack County

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- Salvation Army, McKenna House 42 beds
- Friends Emergency Housing 29 beds
- · Crisis Center of Central NH (DV shelter) -

21 beds Rockingham County

- · Cross Roads House 96 year round beds, 6 overflow beds
- New Generations 22 beds
- Seacoast Family Promise 14 beds
- · Haven (DV shelter) -

12 beds Strafford County

Mv Friend's Place –

21 beds Sullivan County

- Southwestern Community Services (2 shelters) 42 beds
- · Turning Point (DV shelter) 21 beds

State Funded Transitional Shelters

Belknap County

· Lakes Region Community Developers -

19 beds Hillsborough County (Manchester)

- · Families In Transition Family Willows 31 beds
- · The Way Home -

19 beds Hillsborough

County (Nashua)

- Marguerite's Place 23 beds
- Front Door Agency –

44 beds Merrimack County

• Families In Transition - Market St. Transitional shelter - 23 beds

Non-DHHS Funded Shelters

Carroll County

· Families In Transition, Hope House - 25 beds of emergency

shelter Grafton County

· Bancroft House - 8 beds of emergency

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shelter Merrimack County

- Family Promise of Greater Concord 15 beds of emergency shelter
- · Concord Coalition to End Homelessness 40 beds of cold weather emergency

shelter Strafford County

- Waypoint 4 beds of emergency shelter
- · Homeless Center for Strafford County 26 beds of cold weather emergency

shelter Hillsborough County (Manchester)

- Families In Transition, Lowell St. Specialty Emergency Shelter 2 bedsemergency
- · Families In Transition, Manchester Emergency Housing 10 beds emergency shelter
- YWCA 13 beds emergency

shelter Hillsborough County

(Nashua)

Southern NH Rescue Mission – 30 beds emergency shelter

Appendix 6: Veterans Coordinated Entry System Policies and Procedures

Veterans at risk of, or experiencing homelessness in New Hampshire will quickly connect to stable permanent housing through a coordinated process that links them with customized interventions based on individual needs. This "no wrong door" approach aims to quickly identify Veteran households in need of housing, and match households to an appropriate intervention.

The VA Deputy under Secretary for Health for Operations and Management published a memo in the fall of 2017, issuing guidance to VAMC staff and staff of VA funded homeless assistance programs regarding their roles in supporting local CoC CES, which are required by the U.S. Department of Housing and Urban Development. This guidance from the VA to the VHA medical centers is meant to support community planning and CES efforts within CoCs by clearly outlining the expectations of VAMC involvement. https://files.hudexchange.info/resources/documents/VA-Participation-in-Coordinated-Entry-Guidance.pdf

Effectively Ending Veteran Homelessness

The United States Interagency Council on Homelessness (USICH) and its member agencies have adopted a vision through the federal strategic plan of what it means to end all homelessness, ensuring that it is a rare, brief, and one-time experience. USICH, the Department of Housing and Urban Development (HUD), and the Department of Veterans Affairs (VA) have also developed specific criteria and benchmarks for ending Veteran homelessness in order to help guide communities as they take action to achieve the goal.

The criteria and benchmarks work together to provide an ongoing assessment of a community's response to homelessness. While the criteria focus on describing essential elements and accomplishments of the community's response, benchmarks serve as important indicators of whether and how effectively that system is working on an ongoing basis. Together, these criteria and benchmarks are intended to help communities drive down the number of Veterans experiencing homelessness to as close to zero as possible, while building systems that support long-term, lasting solutions that can effectively and efficiently respond to future needs. (USICH, 2019).

New Hampshire is committed to achieving the USICH vision of an Effective End to Veteran Homelessness through use of the criteria and benchmarks. To achieve and sustain this goal, providers facilitate both direct care and systemic interventions aimed at ending homelessness among Veterans in New Hampshire.

System Facilitation and Management:

The Prioritization list Coordinator provides support with system facilitation and tracking to the Veteran Steering Committee, and 3 Veteran subcommittees. The role manages the statewide Prioritization list and Benchmark Generation Tool by adding Veterans when referral packets are received; completing updates to the Prioritization List when received, pulling weekly CES reports and sending to all Veteran community homeless providers for review. The PRIORITIZATION LIST Coordinator pulls COC specific reports for each Veteran subcommittee meeting, and runs the benchmark generation tool per COC for review by members. The role also assists the VA and other non-HMIS entities in implementation and operation of CES data integration for Veterans who are at risk of, or experiencing homelessness. The Prioritization List

Coordinator also attends Veteran Steering and Subcommittees; preparing and presenting data at these meetings and taking minutes.

Leadership and Coordination

Ending Veteran Homelessness Steering Committee

"Our goal is to End Veteran Homelessness by making it rare, brief, and non-recurring".

The purpose of the Ending Veteran Homelessness Steering Committee is to achieve the above goal by providing systemic direction and support for the community at large who serve Veterans experiencing homelessness. The committee meets bimonthly and oversees the New Hampshire initiative to effectively end Veteran homelessness.

Veteran and program level data shall be shared at least quarterly with the Steering Committee by way of the Prioritization list Coordinator and the chairs of the 3 COC Veteran subcommittees. This will assist with transparency of data at the program and agency level, and track progress towards achieving the Federal Benchmarks and Criteria. This will also assist all parties in reviewing system level barriers identified by the subcommittees, review trends and facilitate discussions about how resources should be used based on current needs. The Steering committee is tasked with implementing appropriate policies and protocols as needed, communicating key decisions, and collaborating with the Veteran subcommittees to evolve or change the course when data supports the need to do so. By tracking what needs to be accomplished and how, the committees together positively impact system level changes.

Steering Committee membership includes providers from all 3 of NH's COCs including but not limited to: representatives from the Manchester VA Medical Center, White River Junction VA Medical Center, Supportive Services for Veteran Families through Harbor Homes and Veterans Inc., Easter Seals Military and Veteran Services, Liberty House, Grant and Per Diem, VFW, NH Bar Association, NH Department of Health and Human Services, NH Department of Military Affairs and Veteran Services, HUD, Veterans Northeast Outreach Center, Broadleaf Care Coordination, state legislatures, program management/leadership staff from emergency shelters, transitional housing, outreach, and housing providers.

Balance of State Veteran Subcommittee

The Balance of State Veteran Subcommittee reports to both the Balance of State Continuum of Care and the statewide NH Veterans Homelessness Steering Committee. This team's purpose is to ensure that each Veteran household is appropriately served through CES matching, monitor each Veteran's progress toward housing for efficiency and effectiveness, and provide a forum for support and accountability in rapidly housing Veterans experiencing homelessness in New Hampshire. This is achieved through coordination of the BOSCOC Veterans Prioritization list, monthly review of the USICH benchmarks and criteria, case conferencing and planning efforts addressing services and resources for Veterans at risk, or experiencing homelessness.

Subcommittee role structure:

<u>Chair</u>

Responsibilities:

- Facilitate meetings
- Run and provide HMIS reports to members for subcommittee meetings
- Coordinate with CoC
- Quarterly report out to Veteran Steering Committee

Prioritization list Coordinator

Responsibilities:

- · Add updates to the By-Name-List
- Coordinate referrals to list from non-HMIS users
- Ensure HMIS data is correct and coordinate with agencies for data quality
- Communicate with HMIS System Administration to manage By-Name-List reporting from HMIS

Outreach/ Case Manager Navigators

Responsibilities

- Point of contact for local access points (emergency shelters, transitional housing, soup kitchens, city welfare...etc.).
- Determine ROI status, complete assessment.

Communications

Responsibilities

- Completion of subcommittee meeting minutes
- Time keeper during subcommittee meetings

General Members

The Veteran subcommittee consists of staff from multiple agencies directly working with Veteran
households experiencing homelessness. Membership includes, but is not limited to representation
from the following service types: Rapid Re-Housing (RRH) providers and Permanent Supportive
Housing (PSH) providers including the Department of Veterans Affairs (VA), Transitional Housing
(TH) providers, emergency shelters, outreach, municipalities, housing providers, and homeless
service providers.

Subcommittee meeting structure:

- i. Key data updates:
 - USICH benchmarks and criteria review; number of newly identified Veterans since last meeting, number of Veterans permanently housed since last meeting, and average length of time from identification to permanent housing move in (system-wide).
- ii. Navigator Matching:
 - Ensure all individuals and families on the Prioritization List are matched to a navigator. Follow up to last meeting's action items.
- iii. Housing Plan:

Ensure all individuals and families on the Prioritization List have been offered PH intervention.

iv. Case conference:

See below for explanation.

Case Conferencing:

The BOS Veteran Subcommittee incorporates inclusive, consistent case conferencing to support coordination and problem solving with services to Veterans experiencing homelessness in effort to prevent and end Veteran homelessness. The committee provides a forum for reviewing progress and barriers related to each Veteran's housing goal; identifies and tracks systemic barriers to present to the Veterans Steering Committee, and clarifies roles and responsibilities to reduce duplication of services.

Each member agency appoints staff to attend who have in-depth knowledge about the status, needs and preferences of each Veteran being reviewed and who are also able to make decisions regarding provision of shelter, services, or housing assistance. Agencies with multiple programs can have representatives from each project, or identify one or two staff members to share updates and insights on Veterans across their programming. In the event that a program or project is not able to attend, the program is responsible for providing any updates or requests for assistance to the Prioritization List Coordinator in advance of the meeting.

Veterans discussed in case conferencing are determined in advance of the meeting through the Prioritization List coordinator and service providers associated with Veterans highest in vulnerability as determined through subpopulation priorities and VISPDAT score. Sub-population priority groups include:

- · Veterans experiencing chronic and long-term homelessness.
- · Unsheltered Veterans.
- Veterans who have been on the Prioritization List for 100+ days.
- Veterans enrolled in RRH and not yet housed.
- Veterans who are matched to PSH and are not yet housed.
- Veterans in TH; over 90 days.
- Veterans who are matched to a Housing Track but need another Track match.

Coordination of appropriate agencies and providers to be present for case conferencing is done in advance, and appropriate ROI's completed for non- HMIS agencies.

Case Conferencing structure:

1.) Current status:

Where the Veteran is currently located and what the homelessness status is- including active in shelter, active unsheltered, missing and whether that status has changed since the last case conference review

2.) Veteran Preferences:

Housing plans and next steps guided by the Veteran's preferences.

3.) Critical Housing Placement Barriers:

Review and problem-solving of any barriers to housing placement.

- 4.) Critical Service Barriers:
 - Review and problem-solving of any challenges with connecting Veterans to critical services.
- 5.) Current Safety:
 - Ensuring any unsheltered Veteran has a safe place to stay tonight and in near term.
- 6.) Next Steps:
 - Identification of any immediate or critical action items related to the Veteran, including roles and timelines.

Veteran CES Policies and Procedures

A. Policy: Identification

All Veterans experiencing literal homelessness in New Hampshire will be identified.

Procedure:

Coordinated outreach is conducted in all 3 CoCs across the state of New Hampshire. The Balance of State Veterans subcommittee collaborates with outreach subcommittees, youth subcommittees, Rapid Rehousing and Data subcommittees in all New Hampshire COCs to ensure comprehensive coverage. Service providers are trained to identify, assess, and connect Veterans within the CES. Coordinated efforts focus on Veterans to effectively engage them, offer them permanent housing options and make appropriate resources available.

B. Policy: Access

All Veterans have access to homeless and housing services. The New Hampshire CES is a low barrier, person- centered, easily accessible, and standardized system. Housing providers will offer housing first and assist in navigation of long-term supports. Veterans may access homeless services by calling 211, connection through outreach, calling or going to a regional access point. The CES utilizes a hybrid approach by having a referral call center and physical access point locations.

Procedure:

When a Veteran is identified by CES as being at risk of, or experiencing homelessness, they will be directed to the Veteran access point. If a Veteran declines the Veteran access point, they will be directed to a CoC Regional access point.

C. Policy: Assessment

All Veterans at risk of, or experiencing homelessness will be assessed following the BOSCOC's standardized phased assessment approach.

Veterans who are at risk of, or experiencing homelessness complete an initial assessment (NH PDT) across all access points. When an individual is directed to the Veteran's access point, additional questions concerning service era, length of service, and discharge status will be asked. Veteran status will be verified

for all individuals identified to determine potential VA eligibility and to match to a permanent housing intervention.

Recognizing that entering into the homelessness experience can be stressful and traumatic for Veterans, CES is committed to diversion and prevention efforts to avoid Veterans entering the homeless system whenever possible. For literally homeless Veteran households entering through the Veterans Access Point, the PDT is combined with Rapid Resolution.

If unable to be diverted from the homelessness experience through Rapid Resolution, the Vulnerability Index-Service Prioritization Decision Assistance Tool (VI-SPDAT) will be conducted and housing intervention offered.

Procedure:

Phase 1: NH's Prevention and Diversion Tool- see page xx for full explanation

<u>Phase 2:</u> Veteran Status Confirmation- When conducting assessments, the Veteran regional access point will determine the following information about the Veteran's status:

- · Dates of active military duty
- Discharge type
- Veteran status eligibility for various Veterans' programs including SSVF, VASH, ESG, GPD,
 VA Medical Care
- . HOMES (VA database) Chronic Status and date of that status

This can be achieved through interview and SQUARES inquiry. SQUARES (Status Query and Resources Exchange System) is a system allowing CoC providers a very basic, preliminary avenue to verify Veteran status without contacting the VA. This resource is not completely conclusive. The Department of Veteran's Affairs requires always securing a DD-214 (document of a Veteran's discharge from service) to enroll an individual in services. SQUARES is intended to assist CoC providers in identifying Veterans being served by the CoC in order to target their enrollment in eligible services.

If determined to not meet Veteran status, the individual will be referred to a COC regional access point.

Phase 3: Rapid Resolution:

Rapid Resolution is an engagement method to try to prevent Veterans from becoming homeless, or immediately resolve a household's homelessness once they enter shelter, transitional housing or an unsheltered situation. Providers work with Veteran households to try to identify an alternative to homelessness through problem-solving conversations that explores any safe temporary or permanent housing opportunities in the Veteran's own network of family, friends, social or community supports. The Rapid Resolution compliance guide can be found: https://www.va.gov/HOMELESS/ssvf/docs/SSVF Rapid Resolution Compliance Guide.pdf

 Rapid Resolution includes both Diversion and Rapid Exit strategies with the aim of ensuring that homelessness is avoided or is as brief as possible when it does occur.

 Rapid Resolution will be attempted with every Veteran regardless of their perceived barriers

<u>Phase 4:</u> If not successfully diverted- completion of the VISPDAT to indicate prioritization for housing track.

D. Policy: Housing Tracks

Initial VI-SPDAT scores will indicate prioritization for referrals to the following identified housing tracks:

- Self-Funded Housing Track: Veteran is likely to self-resolve homeless situation with minimal support needed.
- 2. Rapid Rehousing Track: An intervention that rapidly connects families and individuals experiencing homelessness to permanent housing through a tailored package of assistance that may include the use of time-limited financial assistance and targeted supportive services. Referrals may be referred to Housing Choice Voucher (HCV) for ongoing rental subsidy if appropriate.
- 3. Permanent Supportive Housing Track: Permanent housing assistance with indefinite leasing or rental assistance paired with supportive services to assist homeless persons with a disability or families with an adult or child member with a disability achieve housing stability. Highest level of case management supports needed.

Procedure:

Self-Funded Housing:

Veterans who score in the "No Housing Supports" range on the VI-SPDAT are least likely to require intensive services, are most likely to self-resolve and/or are over income and therefore are not prioritized for any CoC-funded resources. Veterans in this category are still referred to SSVF for further screening and will be evaluated on eligibility and/or level of need.

Rapid Rehousing Track:

Veterans are offered RRH referrals if they score between 0-7 on the VI-SPDAT for singles and 0-8 for families. The Veteran will be screened by SSVF to determine the level of services needed. If ineligible for SSVF (due to over income, Guard/Reserve status without active duty...etc.), the Veteran will be referred to Easter Seals ESG for screening.

Permanent Supportive Housing Track: If a Veteran scores above an 8 or above on the VI-SPDAT indicating a need for intensive case management services then the Veteran would be placed on the Permanent Supportive Housing Track. Chronically homeless Veterans will also be placed on the PSH Track regardless of VI-SPDAT score.

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E. POLICY: Providing transitional housing to Veterans experiencing homelessness only in limited Instances

CES will prioritize Veterans for the use of TH, including Grant and Per Diem (GPD) as a short term link to permanent housing.

New Hampshire GPD programs have the following Bed Type Models:

- Hospital to Housing addresses the housing and recuperative-care needs of Veterans experiencing homelessness who have been hospitalized and/or evaluated in an emergency room.
- Clinical Treatment provides residential substance use and/or mental health treatment in conjunction with services to help Veterans experiencing homelessness secure permanent housing and increase income through benefits and/or employment.
- Service-intensive Transitional Housing residential services that facilitate stabilization and transition to permanent housing.

Veterans experiencing homelessness are only assisted with TH in the following situations:

- The Veteran has declined an offer of permanent housing assistance because Veteran is
 experiencing some challenges that could be addressed and resolved by a particular VA TH
 program. This is reported to the Prioritization list Coordinator via the LCM and noted in the
 Prioritization List notes section.
 - Once an offer of permanent housing has been made, accepted, and documented on the Prioritization List by the appropriate provider, additional offers of permanent housing do not need to made or documented.

PROCEDURE:

- 1. Harbor Homes/ HCHV staff completes an assessment and the level of need is determined (Hospital to Housing, Clinical Treatment or Service intensive).
- Harbor Homes/ HCHV staff reviews the available beds via the daily census and/or has consultation with the site/liaison.
- If preferred/required bed is available, Harbor Homes/ HCHV staff completes application and referral to TH site.

Once at Veteran is residing at the TH site:

When a Veteran moves into a TH program and declines a permanent housing intervention, the TH program must make new offers of permanent housing on a bi-weekly basis.

 The TH program's case managers are responsible for offering permanent housing and providing updates to the prioritization list on at least a biweekly basis.

- 2. The Veteran will be assigned a bed type upon entering a TH program. The Veteran is responsible for following the criteria and expectations of that bed type. The goal is to move Veterans to permanent housing as swiftly as possible. However, if there are mitigating circumstances that arise such as an unexpected illness, emergency etc. the Veteran may determine that they are unable to pursue permanent housing for a period of time. This will be discussed and address by TH staff. The case manager will notify the prioritization list coordinator to update the prioritization list as not having accepted a permanent housing offer.
- The TH program does not need to wait until the bi-weekly check in to record an offer of permanent housing on the prioritization list.

Offers of Permanent Housing Intervention

The practices described here comply with the guidance provided by United States Interagency Council on Homelessness (USICH) Federal Benchmarks and Criteria. https://www.usich.gov/tools-for-action/criteriafor-ending-Veteran-homelessness. The offer of permanent housing intervention must be made to all Veterans experiencing homelessness at the time of, or soon after the date of identification.

F. Policy: Prioritization list Management and updates

A registry called the Prioritization list is managed by the prioritization list Coordinator. This list is used to track the progress of Veterans as they move through the system from homelessness to housed. By using this list, we know how many Veteran households are experiencing literal homelessness in New Hampshire, the programs in which they are currently enrolled (e.g., emergency shelters, transitional housing, outreach affiliations), the housing track to which they have been matched, and their progress towards permanent housing.

This registry includes both an active list of all Veterans in the process of moving towards permanent housing as well as an inactive list of Veterans. Inactive defined Veterans are those who are permanently housed or have lost contact with our system. This is a way of maintaining data on Veterans in the event they engage again.

Procedure:

The Prioritization List Coordinator will be responsible for placing Veterans on the Prioritization List. The Prioritization List Coordinator will pull HMIS reports weekly to update the Prioritization List with Veterans who have been assessed through CES. The Prioritization List coordinator will also update the list with any referral packets received from non-HMIS providers that week. The complete Veterans Prioritization List will be sent out to the community weekly for review and updates.

The Veteran's housing track will be noted on the Prioritization List and assigned housing program case managers (such as SSVF, HUD VASH, ESG, GPD...etc.) are responsible for providing updates on the status of enrollment, where the Veteran is during their housing search, permanent housing offers and date of move into permanent housing. Housing program staff are expected to provide updates on Veteran's progress towards permanent housing (including housing offers) at least every two weeks.

Once the offer is accepted staff does not need to update the offer unless circumstances change and the Veteran decides to decline permanent housing at this time (such as: going to substance use treatment, having surgery with a long recovery period, or the Veteran wants to focus on income stability first).

Households will be ranked on the lists based upon vulnerability, severity of service needs and length of time homeless. Veterans will be reviewed at monthly case conferencing meetings based on this rankings and the prioritization groups listed in the Veteran subcommittee section above. The Prioritization List Coordinator will work with providers to identify Veterans to be reviewed monthly with the subcommittee.

D. POLICY: PRIORITIZATION LIST Inactive - Loss of Contact

A Veteran is considered to be Inactive Unknown/Missing when they are no longer in contact with our system and HMIS reflects no active engagement, or a change in status. The *Inactive* designation indicates that there has been no contact 90 consecutive days, after continual documented attempts by providers to contact the Veteran. Veterans remain on the Inactive List indefinitely.

PROCEDURE:

Provider updates Prioritization List Coordinator at 30, 60 and 90 days of no contact with the system, indicating attempts made at contact. Prioritization List Coordinator will note this on the Prioritization List. At 90 days, the Prioritization List coordinator will change the Veteran's status to Inactive on the Prioritization List.

E. POLICY: PRIORITIZATION LIST Inactive - Housed

A Veteran is considered to be housed when they have obtained a permanent residence and HMIS reflects the date of the permanent housing placement. Veterans remain on the Inactive List indefinitely.

PROCEDURE:

When a Veteran is permanently housed:

- The housing program provider notifies the Prioritization List Coordinator of housing placement and date.
- The Prioritization List Coordinator updates the Prioritization List indicating Veteran as permanently housed and status is changed to inactive.

G. POLICY: Refusal of Assessment

A Veteran has the right to refuse to complete an assessment with a Veteran provider and still receive permanent housing services. Veterans will be referred to COC regional access point for services.

PROCEDURE:

1. Veteran declines opportunity to complete an assessment with a Veteran provider

- Staff refers Veteran to a regional access point so that alternate plans can be made.
- 3. Veteran will follow protocol for CoC permanent housing placement.
- COC provider updates Prioritization List coordinator of housing progress, housing offers and housing move in dates.

Appendix 7: Youth Services Section

Section A: General Information

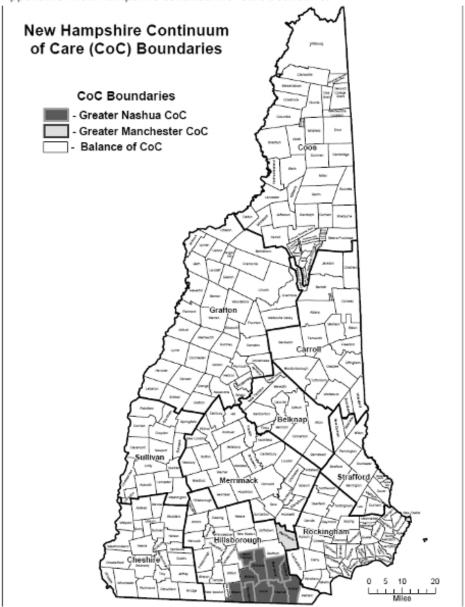
The Balance of State Continuum of Care in New Hampshire provides a crisis response to youth experiencing homelessness by utilizing a partnership between the Runaway and Homeless Youth (RHY) provider, the adult homeless services system, and NH 211. Waypoint of New Hampshire is an independent non-profit organization and the only provider in the state specifically funded to serve RHY.

Section B: Youth Under the Age of 18 years:

CES-New Hampshire's current coordinated entry system does include a separate coordinated entry process for youth in two parts of the state. In the City of Manchester or the Seacoast region, if a youth under the age of 18 years of age is identified, the information or call is sent to Waypoint, the state's only Runaway and Homeless Youth Prevention funded agency. Youth in either of those areas also have access to both a physical site and outreach workers for assistance as well. If it is determined that the youth is unaccompanied and homeless, Waypoint will place the youth in a licensed foster home, which serves as a host home. Waypoint also has agreements with three residential child care agencies for assistance including beds and supportive services: Webster House, Chase Home and Dover Children's Home. Currently, the identified youth has to be in a geographic area where Waypoint is able to provide case management to youth under 18 and the beds/ services are completely voluntary. Waypoint attempts to contact parent/legal guardian to receive permission immediately to provide care for the youth, but have 72 hours to do so based on the federal statute. The youth can stay for up to 3 weeks, during which time, Waypoint may engage in family mediation to determine next steps if possible. If the family or guardian does not engage, a phone call and subsequent follow up occurs with the Division of Children, Youth, and Families.

Section C: Youth 18-25yrs of age:

The BoSCoC Coordinated Entry system's entry points and regional access points has been designated to work with this population. It is the intent to further develop the entire coordinated entry system to ensure that the youth coordinated entry system elements are aligned with trauma informed practices.



Appendix 8: New Hampshire Continuum of Care Boundaries

Appendix 9: Bureau of Housing Supports Appeals Procedure

BUREAU OF HOUSING SUPPORTS APPEALS PROCEDURES

Per 24 CFR § 578.91 Continuum of Care Program Interim Rule &

Continuum of Care Program Policies and Procedures Manual

The CoC Program is designed to link permanent housing opportunities for individuals and families experiencing homelessness. BHS administers both permanent supportive housing (PSH) and rapid rehousing (RRH) projects in partnership with subrecipient agencies who receive Continuum of Care funding.

PSH provides permanent housing and services assistance for those with disabilities experiencing homelessness and chronic homelessness, primarily those with serious mental illnesses and chronic problems with alcohol and/or other drugs.

The Bureau of Housing Supports (BHS) appeals procedures reinforces the community's approach to proactively engage with participants in solutions to maintain their housing. The policy protects participants from arbitrary reasons of termination and limits the use of termination to manage programs. It is also a goal of the Continuum of Care (CoC) to prevent occurrences of experiencing homelessness.

Provider-initiated termination of housing assistance should be rare and used only as a last resort to ensure safety or compliance with regulations, laws, or the signed lease agreement. Subrecipient agencies and programs are expected to maintain a low-barrier, housing—first approach (as applicable to CoC funded projects) and only terminate assistance in the most severe cases.

The program may terminate assistance to a program participant who violates program requirements or conditions of occupancy, however, termination does not bar the project from providing further assistance later to the same household.

Due process must be given to each participant when terminating assistance which includes providing a formal process that recognizes the rights of individuals receiving assistance.

The federal law, 24 CFR § 578.91, requires that recipients receiving housing supports through CoC funded projects have due process protections if the BHS or the agency that receives CoC funding terminates the recipient from the housing project. The regulation, 24 CFR § 578.91 provides the following:

- "(a) Termination of assistance. The recipient may terminate assistance to a participant who violates program requirements or conditions of occupancy. Recipients must exercise judgment and examine all extenuating circumstances in determining when violations are serious enough to warrant termination, so that a participant's assistance is terminated only in the most severe cases. Recipients are not prohibited from resuming assistance to a participant whose assistance has been terminated.
- (b) Due process. In terminating assistance to a participant, the recipient must provide a formal process that recognizes the rights of individuals receiving assistance to due process of law. This process, at a minimum, must consist of:
- (1) Written notice to the participant containing a clear statement of the reasons for termination;
- (2) A review of the decision, in which the participant is given the opportunity to present written or oral objections before a person other than the person (or a subordinate of that person) who made or approved the termination decision; and
- (3) Prompt written notice of the final decision to the participant."

Subrecipient agencies are required to develop termination policies that include appeals and grievance procedures. These policies will identify subrecipient procedures related to the range of program violations from minor infractions to threats to property and personal safety.

TERMINATION PROCEDURE:

A. Termination by Participant

The participant may elect to leave the CoC Program at any time and may do so by informing their housing case manager, and the landlord. Participants who are currently receiving rental assistance must provide their landlord with a 30 day notice (or longer according to their lease) prior to vacating a unit.

B. Termination by CoC Program

Grounds for Termination

Assistance may be terminated or a participant may be put on probation if the participant violates program requirements or conditions of occupancy. Examples of program violations are:

Repeated complaints from the landlord due to violations of the lease agreement, such as disturbing the quiet enjoyment of the neighbors, allowing unauthorized persons to visit or live in the unit, property damage, repeated failure of Housing Quality Standards inspections, or non-payment of rent;

Violent or threatening behavior, or other behavior that seriously threatens the health and safety of the community;

Illegal activities, including illicit drug-related activities; and/ or

Vacating the unit without notice for more than 30 consecutive days.

The CoC Program shall exercise judgment in determining when violations are serious enough to warrant probation or termination. The program will do as much as possible to ensure the adequacy of support services so that a participant's assistance is terminated only in the most severe cases [24 CFR § 578.91]. Whenever possible the program will give participants written warning prior to termination so that they have an opportunity to take appropriate action to resolve the problems and thus continue their participation in the program.

The subrecipient agency will not terminate a participant's assistance simply because the landlord or service provider feels the participant is "difficult." In requesting that a subrecipient initiate termination procedures, the landlord must demonstrate that the participant has committed repeated and serious violations of the lease. The subrecipient agency may request that a participant be terminated due to lack of participation in services, but only if the service provider can demonstrate that the refusal to participate is the underlying cause of repeated and serious lease violations.

Extremely serious program violations (including violent behavior, drug sales, or other criminal behavior) will result in moving immediately to termination proceedings. In all other cases, the participant will first be placed on probation.

Roles and Responsibilities of Parties in Termination Process

There are four parties that have roles and responsibilities relating to a participant's participation in the CoC program and any decisions regarding termination of the participant's CoC assistance:

<u>Bureau of Housing Supports (BHS):</u> As a recipient of the CoC funds, the BHS is ultimately responsible for determining whether a participant continues to receive CoC assistance and for termination of assistance in cases where it is warranted. BHS will, in all cases, consult extensively with the other parties (i.e. the subrecipient agency) prior to terminating a participant from the program. In the event that BHS and the subrecipient agency disagree, BHS's decision will prevail.

<u>Landlord:</u> as sponsor for the program and landlord for the assisted units, the landlord will advise the subrecipient agency as to whether a participant should be placed on probation or terminated from the program for repeated, serious lease violations. In the event that BHS/ subrecipient agency elects not to terminate program participation and/or the participant refuses to leave the unit following termination of assistance, the landlord may terminate

tenancy by undertaking an eviction procedure in accordance with state and local law (see Section C, below). In the event that the participant is evicted but BHS chooses not to terminate participation in CoC, BHS and the subrecipient agency may assist the participant in locating a new unit.

<u>Subrecipient Agency:</u> the service provider will advise BHS as to whether a participant should be placed on probation or terminated from the program for failure to participate in needed services. Participant: throughout the probation and termination process, the participant has a right to be treated respectfully, fairly and to be afforded due process under the law.

3. Termination Process

Termination is a formal process that recognizes the rights of individuals receiving assistance in accordance with due process.

At a minimum, if the subrecipient terminates a participant from the CoC Program than the subrecipient must maintain on file at the agency, per 24 CFR § 578.91, the following:

Written notice to the participant containing a clear statement of the reason for the termination;

A review of the decision, during which the participant has the opportunity to present written or verbal objections before someone other than the person (or a subordinate of the person) who made or approved the termination decision; and

Prompt written notice of the final decision to the participant.

In addition to the minimum HUD requirements for termination, BHS also requires that subrecipients to:

Notify BHS prior to a final termination letter being mailed via email;

Maintain documentation of action steps taken to resolve the conflict with the participant and list all persons involved at the subrecipient agency;

Maintain documentation of the reason for termination along with the steps taken and the timeline involved.

Include copies of all letters to the participant related to the termination at the subrecipient agency;

Maintain documentation that the participant was given ample opportunity to appeal the decision to terminate assistance at the subrecipient agency;

Maintain documentation of steps taken to find the participant housing upon termination at the subrecipient agency or documentation as to why finding alternative housing was not possible;

Provide a copy of the final termination letter to BHS; and

Ensure that all participants are provided with information on how to contact free or reduced fee legal services if they are being terminated by the subrecipient agency or evicted by the landlord.

The termination process is as follows:

Step One: Informal Resolution. The Housing Case Manager and/or the case manager will meet informally with the participant to address the problem. Both the Housing Case Manager and the case manager should document in the participant's file efforts to resolve the problem informally. In the case of serious criminal or violent acts, the subrecipient agency may proceed to termination procedures (Step 3) of the participant and not engage in an informal resolution or issue a written warning.

Step Two: Written Warning. If the behavior cannot be corrected informally, the Housing Case Manager will send the participant written notice specifying the reasons his or her participation in the program may be in jeopardy, and that if the issues are not resolved, the next step may be to terminate their housing assistance. Copies of the letter will be sent to the Housing Case Manager.

If the participant disagrees with the warning notice, s/he may request an informal conference with the CoC Program Manager, and the Housing Specialist to review the matter. The participant must request an informal conference in writing to the subrecipient agency within 10 days of the warning notice.

Step 3: Written Notice of Termination.

If the participant does not fulfill the terms of the written warning, the Housing Case Manager shall either proceed with a termination, or postpone the written notice of termination for up to 30 days if the participant has demonstrated a willingness to address the problems and has partially corrected the issue. If the termination will be postponed for 30 days, the subrecipient agency will document the steps the participant will be taking to address any problems, or any corrections of the issues in a postponement letter to the participant. If the matter proceeds to termination, the Housing Case Manager shall notify the participant in writing that he or she is being terminated from the program. The notice must contain a clear statement of the reason(s) for termination.

The written notice of termination must also contain a statement that the participant has a right to an Informal Hearing for a review of the decision, in which the participant is given the opportunity to present written or oral objections and may be represented by a third party advocate. To request an Informal Hearing, the participant must do so in writing within ten (10) days of the date of the termination letter. A participant who fails to request an informal hearing waives this right, and the decision to terminate him or her from the program becomes final.

Once the participant receives a Notice of Termination, the subrecipient agency will send the landlord a 30-day Notice of Termination and will place a hold on the account, effective the last day of the 30 day period.

If the participant requests a hearing within the allotted time period, the subrecipient agency will remove the hold on the account and will pay for the unit throughout the hearing, BHS appeal, and state fair hearing if applicable.

Step 4: Informal Hearing.

The participant will submit a written appeal will include the participant's name and contact information, an explanation of the action being appealed, the reason for the appeal (why it is unjust or inaccurate), and any corroborating documents that support their position to the subrecipient agency within ten business (10) days of the termination letter.

The subrecipient agency will provide for a review of the decision, during which the participant has the opportunity to present written or verbal objections before someone other than the person (or a subordinate of the person) who made or approved the termination decision; and

If the participant requests an informal hearing, the subrecipient agency must schedule an Informal Hearing within ten (10) business days of receipt of the request. The Informal Hearing shall be a meeting between the participant, the Housing Case Manager, and the hearing committee. Additional groups of people may also attend as deemed necessary by the participant and the subrecipient agency, including legal representation, family supports, relevant witnesses or character references, and/or the partner agency case manager.

The Hearing Committee is comprised of 2 or more subrecipient agency's employees who are unrelated to the decision for termination and can assess the situation objectively. The Hearing Committee will make its decision based on the Continuum of Care HUD regulations as well as BHS's and subrecipient agency's policies and procedures.

The hearing committee shall issue prompt written notification of the decision to the participant within 10 business days, including a clear statement of the reason(s) for the decision. The finding of the Hearing Committee is final and may not be further appealed.

Subrecipient agency will also be responsible to pay it's potion of rent to the Landlord for the month the hearing proceedings take place.

BHS Appeals Policy and Procedure

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All subrecipient agencies appeals procedures and notices must include the following language regarding BHS Appeals Procedure requirements:

Subrecipient Agency

Termination/Action appeals should first be requested by the participant and reviewed by the subrecipient

agency;

All appeals that do not find resolution at the subrecipient agency level will be submitted by the participant

to BHS in writing within 30 days of the termination/action being appealed;

If a participant wishes to appeal the termination decision by the subrecipient agency to BHS:

The participant must submit a written appeal, will include the participant's name and contact information, an explanation of the action being appealed, the reason for the appeal (why it is unjust or inaccurate), and

any corroborating documents that support their position.

BHS Appeals Procedure

BHS will interview subrecipient agency staff, speak to the participant, any other relevant parties, and

review all participant file(s) and any other related documentation to the appeal;

BHS will make a determination on all appeals within 45 days of receiving the written appeal and will notify

both the program recipient and the subrecipient agency involved in the determination in writing;

CoC Program assistance will continue during the appeals process.

Appeals should be submitted in writing to:

Kristi Schott, BHS CoC Program Administrator

105 Pleasant St. Concord, NH 03301

Phone: (603) 271-9194

Fax: (603) 271-5159

When the subrecipient determines that risk to property or personal safety are present, the subrecipient agency can proceed to Step 3 (Bypassing Step 1 and 2). The subrecipient agency should notify BHS that

adherence to the above timeframes is not possible and why, immediately.

DHHS State Fair Hearing

If the Participant wants to appeal BHS's decision to the DHHS Administrative Appeals Unit

If the program participant disagrees with BHS's decision the participant may submit a written request for a hearing (an adjudicative proceeding). Such a request must be submitted within 30 days of the receipt of the Notice. The written request must identify the specific issues the participant will intend to raise at the hearing.

The participant shall submit the request to:

Commissioner of Health and Human Services

C/o Administrative Hearings Unit

Attention: Lynne Smith

Main Building

105 Pleasant Street

Concord, NH 03301

If the participant fails to request a hearing within 30 days, BHS's notice of decision shall be considered final. If the participant does request a hearing, the participant will be notified of the schedule for the hearing and CoC program assistance will continue until the final decision is issued by the AAU.

Returning to the CoC Program Following Termination

After termination, the participant may be given the opportunity to continue with the CoC project provided through their existing subrecipient agency or another agency. By showing responsibility, motivation, and readiness, the participant may become eligible for reinstatement into the program. In order to qualify for reinstatement, at a minimum the participant must have continued to participate in services at the partner agency, and resolved any outstanding financial liabilities associated with the program. If BHS and the subrecipient agency determine that the participant qualifies for reinstatement, the participant will be placed on the By Name List for permanent housing. Once the participant reaches the top of the By Name List, his or her eligibility for the program must be verified prior to re-admission.

E. Termination of Tenancy by Landlord

All CoC program participants have the same tenancy rights as any tenant in the State of New Hampshire. If the landlord decides to evict a tenant in a CoC subsidized unit, they must follow the legal requirements governing the

eviction of tenants under New Hampshire law, as well as any applicable local laws governing the landlord-tenant relationship.

As noted above, a decision by the landlord to evict the participant from his or her unit does not necessarily mean that the participant will be terminated from the CoC program. Depending on the circumstances, BHS/ Subrecipient agency may elect to continue CoC program participation and offer the participant alternative housing and/or services.

F. Grievance Procedures

Informal Grievance Process

Participants who have a complaint or problem relating to their participation in the CoC Program may communicate their grievance to the CoC Program by completing a Grievance Form and submitting it to the Housing Case Manager. The Manager will meet with the participant and any other relevant parties to discuss the issue and will gather any relevant information needed to make a decision. The Manager's decision will be communicated in writing to the participant and cannot be appealed.

The informal grievance process is not applicable for participants who are being terminated from the program.

Participants may not submit a grievance request for the following types of actions or decisions:

- · General policy issues; and
- Actions by BHS/ subrecipient agency which are required under CoC regulations (e.g. limiting security deposit amounts to a maximum of one month's rent).

Appendix 10: COVID-19 Expedited Housing Initiative

Brief Overview July 14, 2020

The Balance of State Continuum of Care (BoSCoC) acknowledges that we can mitigate the spread of COVID-19 among people experiencing homelessness by ensuring that as many citizens as possible are in safe, healthy homes where they can shelter in place, ensure social distancing, and comply with isolation and quarantine guidelines.

Therefore, we are launching the COVID-19 Expedited Housing Initiative.

At the July 2020 CoC Meeting, the Continuum of Care membership unanimously endorsed a series of adjustments to the way people access permanent housing (permanent supportive housing and rapid

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re- housing), with the goal of expediting housing placements as much as possible, and ensuring our system remains nimble as we house our most vulnerable neighbors in light of COVID-19.

BHS has been tasked by the CoC membership with the responsibility to facilitate the adjustments reflected in the brief outline provided below. BHS will release more information about each point as it becomes available.

Provider Adjustments

System Adjustments

BHS will provide technical assistance, create guidance, and manage accountability for these areas

BHS, and BoSCoC will coordinate these efforts through the BoSCoC Coordinated Entry System subcommittee, regional access hubs partnerships

Providers should begin to:

- Leverage available waivers to bypass regulatory requirements to house people quickly (i.e. disability documentation, FMR, etc.).
- Waive any internal agency requirements to accessing housing units and document the changes being made.
- Identify ways to connect to this system effort (ideas are outlined in Provider Next Steps below).

BHS and its partners will begin working on:

- Changing coordinated entry prioritization and expedited matching.
- System-wide landlord engagement with community support.
- Increasing the usage and flexibility of rapid re-housing.
- Supporting efforts to reduce systemwide barriers to housing (i.e. ID and documentation requirements).

The Expedited Housing Policy

This policy was passed at the July 14th, 2020 CoC Meeting and will be in effect during the COVID-19 health crisis. DHHS Department of Public Health will determine the end of the COVID-19 crisis for purposes of this policy.

 Continuum of Care homeless assistance programs will continue housing participants in permanent and rapid re-housing programs. Providers must actively work, and demonstrate their efforts, to expedite housing placements.

Last Updated: July 14, 2020

- 2. Housing providers must remove any barrier that impedes the rapid placement of participants in housing; housing providers must apply for applicable waivers that expedite the housing process. Barriers may include, but is not limited to, removing or waiving documentation requirements (such as identification and income verification) and background checks. Housing providers will need to implement creative solutions and utilize technology to ensure housing continues, such as live streaming or video call for intakes, case management and housing inspections and/or utilizing electronic signatures.
- 3. The current Coordinated Entry Prioritization can be set aside so that the system remains nimble as the BoSCoC and its partners determine the best course of action to keep the homeless population as safe as possible. This could potentially mean that participants of the homeless system who are placed in quarantine or isolation housing or otherwise deemed at high-risk due to the COVID-19 health crisis will be prioritized for Permanent Housing (PH) programs (including both rapid rehousing, permanent supportive housing or other PH program types) to avoid moving back into shelter or other congregate living environments, and/or so they can practice self-quarantining.

Next Steps for Providers

- CoC-funded providers should apply for COC Interim Emergency COVID-19 Policies and Procedures through BHS, in order to utilize the waivers issued by HUD and implement emergency recordkeeping protocols.
- Identify any extra capacity for staff to redirect efforts to the CoC's centralized engagement efforts or help get people housed. Notify BHS by emailing BOSCoordinatedEntry@dhhs.nh.gov if you can contribute to this effort.
- Start tracking and documenting the updates your agency makes to internal procedures to align with the expedited housing guidance.

Next Steps for BoSCoC

- Work with BHS as the Coordinated Entry Lead, and with the BoSCoC Coordinated Entry subcommittee, to identify if any amendments to coordinated entry prioritization are necessary to account for vulnerability due to COVID-19.
- BHS will re-convene the BoSCoC coordinated entry subcommittee, which will include providing guidance on how people get into PH (RRH and PSH) and identify ways the process can be expedited or changed.
- Work with Regional Access Points, community partners, and other CoC partners to coordinate and continue to improve landlord engagement effort including the development and implementation of a collaborative unit identification process to expedite housing placement.

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Appendix 11: Forms List

		Form
1.	BoSCoC	
	Prioritization	TO BE ADDED ONCE COMPLETE
	Inclusion Form	
2.	Emergency	ESG Homelessness Prevention Screening
	Solutions Grant	
	Homelessness	
	Prevention	
	Screening	
	Companion	
	Guide	
3.	Emergency	ESG_HP_Screening_F orm_Fillabledocx
	Solutions Grant	
	HP Screening	
	Form	
4.	NH COVID-19	COVID Assessment Sample Draft 7.14.20;
	CE Assessment	
	Tool	
5.	BHS Appeals	POT
	Policy	Appeals policy
		12.10.19 FINAL.pdf
6.	BHS CoC	
	Program	Chronic-Homelessn ess-Documentation
	Chronic	
	Homeless	
	Documentation	
	Checklist	
7.		, .
	Single-US- Fillable	VI-SPDAT-v2.01-Sing
		le-US-Fillable.pdf
8.	VI-SPDAT v2.01	2.
	Family-US Fillable	VI-SPDAT-v2.01-Fam
	rinabic	ily-US-Fillable.pdf

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	Form
9. VI-SPDAT Family Spanish	VI SPDAT Family Spanish.docx
10. VI-SPDAT Single Spanish	VI SPDAT Family Spanish.docx
11. TAY-VI-SPDAT v1.0-US-Fillable	TAY-VI-SPDAT-v1.0- US-Fillable-Amended
12. NH HMIS ROI	NH Sharing Client Consent - UPDATED 1
13. NH CE Prevention and Diversion Tool Form	NH-CE-Prevention-a nd-Diversion-Tool-Fo
14. NH HMIS Forms- Coordinated Entry	https://icanewengland.helpscoutdocs.com/category/106- nh-hmis-forms
15. Local Coordinated Entry Partnership Agreement	BoSCoC LCEP Partnership agreemer

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Appendix - Alternate/Local Data Sources

1 Data Source Name

2013 ACS data

List the name of the organization or individual who originated the data set.

American Communities Survey.

Provide a brief summary of the data set.

Standard ACS data set.

What was the purpose for developing this data set?

Developed by ACS.

Provide the year (and optionally month, or month and day) for when the data was collected.

2013.

Briefly describe the methodology for the data collection.

Standard ACS methodology.

Describe the total population from which the sample was taken.

Total NH population sample.

Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.

See ACS data sets.

2 Data Source Name

Manchester Survey Data

List the name of the organization or individual who originated the data set.

City.

Provide a brief summary of the data set.

City Needs Assessment for regional plan

What was the purpose for developing this data set?

Support development of regional plan for Manchester

Provide the year (and optionally month, or month and day) for when the data was collected.

Not included in plan.

Briefly describe the methodology for the data collection.

Not included in plan.

Describe the total population from which the sample was taken.

Not included in plan.

Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.

Not included in plan.

3 Data Source Name

ACS 2008-2012 CHAS Data

List the name of the organization or individual who originated the data set.

American Communities Survey and HUD

Provide a brief summary of the data set.

Standard ACS CHAS data sets including HUD CHAS sort.

What was the purpose for developing this data set?

For CPD program planning.

Provide the year (and optionally month, or month and day) for when the data was collected.

2008-2012.

Briefly describe the methodology for the data collection.

Standard ACS

Describe the total population from which the sample was taken.

Total NH population sampled.

Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.

Household characteristics.

4 Data Source Name

2000 Census (Base Year), 2013 ACS 1 year estimate

List the name of the organization or individual who originated the data set.

US Census

American Communities Survey

Provide a brief summary of the data set.

Standard Census and ACS data set.

What was the purpose for developing this data set?

Government planning.

Provide the year (and optionally month, or month and day) for when the data was collected.

2000 and 2013.

Briefly describe the methodology for the data collection.

Standard ACS survey.

Describe the total population from which the sample was taken.

Total statewide population.

Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.

Households, housing units, etc.

5 Data Source Name

2008-2012 CHAS Data Tables 7, 5, and 13

List the name of the organization or individual who originated the data set.

US Census

American Communities Survey

HUD

Provide a brief summary of the data set.

HUD CHAS sort of ACS data.

What was the purpose for developing this data set?

CPD program planning purposes.

Provide the year (and optionally month, or month and day) for when the data was collected.

2008-2012.

Briefly describe the methodology for the data collection.

Standard ACS survey methodology.

Describe the total population from which the sample was taken.

NH total population.

Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.

Households, homes, incomes, etc.

6 Data Source Name

2008-2012 CHAS Data Table 3

List the name of the organization or individual who originated the data set.

HUD

American Communities Survey

Provide a brief summary of the data set.

Standard ACS data sorted by HUD for CHAS use

What was the purpose for developing this data set?

CPD program planning.

Provide the year (and optionally month, or month and day) for when the data was collected.

2008-2012.

Briefly describe the methodology for the data collection.

Standard ACS survey methodology.

Describe the total population from which the sample was taken.

NH total population.

Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.

Households, incomes, housing units, etc.

7 Data Source Name

2008-2012 CHAS Data Table 7

List the name of the organization or individual who originated the data set.

HUD

American Communities Survey

Provide a brief summary of the data set.

Standard ACS data with HUD CHAS sort.

What was the purpose for developing this data set?

CPD program planning.

Provide the year (and optionally month, or month and day) for when the data was collected.

2008-2012.

Briefly describe the methodology for the data collection.

Standard ACS methodology.

Describe the total population from which the sample was taken.

NH total population.

Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.

Households, incomes, housing, etc.

8 Data Source Name

2008-2012 CHAS Data Table 10

List the name of the organization or individual who originated the data set.

HUD

American Communities Survey

Provide a brief summary of the data set.

CHAS sort of ACS data.

What was the purpose for developing this data set?

CPD program planning.

Provide the year (and optionally month, or month and day) for when the data was collected.

2008-2012.

Briefly describe the methodology for the data collection.

Standard ACS methodology.

Describe the total population from which the sample was taken.

Total NH state population.

Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.

Households, incomes, housing, etc.

9 Data Source Name

NH BHHS PIT and HIC

List the name of the organization or individual who originated the data set.

Not included in plan.

Provide a brief summary of the data set.

Not included in plan.

What was the purpose for developing this data set?

Not included in plan.

Provide the year (and optionally month, or month and day) for when the data was collected.

Not included in plan.

Briefly describe the methodology for the data collection.

Not included in plan.

Describe the total population from which the sample was taken.

Not included in plan.

Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.

Not included in plan.

10 Data Source Name

NH Homeless Management Information System (HMIS)

List the name of the organization or individual who originated the data set.

NH HMIS is administered by the Institute for Community Alliances (ICA), through grants administered by NH BHHS.

Provide a brief summary of the data set.

Client-level data and data on the provision of housing and services to homeless individuals and families and persons at risk of homelessness.

What was the purpose for developing this data set?

Each Continuum of Care (CoC) is responsible for selecting an HMIS software solution that complies with HUD's data collection, management, and reporting standards.

How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?

Data collection extends across populations and geographic regions.

What time period (provide the year, and optionally month, or month and day) is covered by this data set?

Data provided year by year.

What is the status of the data set (complete, in progress, or planned)?

Ongoing.

11 Data Source Name

2008 to 2012 CHAS

List the name of the organization or individual who originated the data set.

US Census

ACS

HUD

Provide a brief summary of the data set.

CHAS sort of ACS data.

What was the purpose for developing this data set?

CPD program planning.

Provide the year (and optionally month, or month and day) for when the data was collected.

2008-2012.

Briefly describe the methodology for the data collection.

Standard ACS methodology.

Describe the total population from which the sample was taken.

Total NH population.

Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.

Households, incomes, housing, etc.

12 Data Source Name

NH BHHS HIC and PIT

List the name of the organization or individual who originated the data set.

The office of NH BHHS conducts 2 HUD required surveys on an annual basis; the Point-In-Time (PIT) and the Housing Inventory Chart (HIC). These surveys assess the region of the NH Balance of State Continuum of Care (BOSCOC). The BOSCOC is a statewide Continuum of Care that faces the challenge of covering an extensive, complex geography comprising urban and rural communities. This survey provides critical data to the BOSCOC to help identify needs and develop a strategy to eliminate chronic homelessness and overall homelessness. The surveys referenced in this plan were conducted on January 28, 2015.

Provide a brief summary of the data set.

In January of 2015, New Hampshire reported 2,210 homeless individuals across the State. Of that number, 1,241 were sheltered, 394 were unsheltered, and 575 individuals were doubled up (temporarily residing with family or friends). The total of 2,210 includes 358 families.

What was the purpose for developing this data set?

This is a HUD requirement for jurisdictions receiving CoC and ESG funding.

Provide the year (and optionally month, or month and day) for when the data was collected. January 28, 2015

Briefly describe the methodology for the data collection.

The New Hampshire Department of Health and Human Services' Bureau of Homeless and Housing Services (BBHS), together with service providers who serve homeless individuals and families, will identify the number of sheltered and unsheltered persons within a 24-hour period. This is a combined effort between the three local homeless Continuums of Care (Nashua, Manchester and the "Balance of State") that BHHS coordinates with the NH Coalition to End Homelessness. It is based on information reported from city/town welfare offices, homeless shelters, hospitals, hotels, police departments, faith based organizations, outreach workers, 2-1-1 Call Center, and other organizations serving people experiencing homelessness in the State. Respondents could complete the and submit the required survey through an online portal or by completing paper forms.

Describe the total population from which the sample was taken.

This count was conducted to identify all persons experiencing homelessness in NH, it is not a sample set.

Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.

This is a combined effort between the three local homeless Continuums of Care (Nashua, Manchester and the "Balance of State") that BHHS coordinates with the NH Coalition to End Homelessness. It is based on information reported from city/town welfare offices, homeless shelters, hospitals, hotels, police departments, faith based organizations, outreach workers, 2-1-1 Call Center, and other organizations serving people experiencing homelessness in the State.

13 Data Source Name

CHAS 2013-2017

List the name of the organization or individual who originated the data set.

Provide a brief summary of the data set.

What was the purpose for developing this data set?

Provide the year (and optionally month, or month and day) for when the data was collected.

Briefly describe the methodology for the data collection.

Describe the total population from which the sample was taken.

Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.

14 Data Source Name

HUD Point in Time Count 2020

List the name of the organization or individual who originated the data set.

U.S Department of Housing and Urban Development (HUD)

Provide a brief summary of the data set.

This report is based on point-in-time information provided to HUD by Continuums of Care (CoCs) as part of their CoC Program application process, per the Notice of Funding Availability (NOFA) for the Fiscal Year 2019 Continuum of Care Program Competition. Continuum of Care (CoC) Homeless Assistance Programs Homeless Populations and Subpopulations Reports provide counts for sheltered and unsheltered homeless persons by household type and subpopulation, available at the national and state level, and for each CoC. The reports are based on Point-in-Time (PIT) information provided to HUD by CoCs in the application for CoC Homeless Assistance Programs. The PIT Count provides a count of sheltered and unsheltered homeless persons on a single night during the last ten days in January

What was the purpose for developing this data set?

CoCs are required by HUD to provide an unduplicated count of homeless persons according to HUD standards. These data are used to measure homelessness on a local and national level and are published annually on HUD's HUD Exchange website, which can be viewed by CoCs and the general public. PIT count data are also provided annually to Congress as part of the Annual Homeless Assessment Report (AHAR). The AHAR is used by Congress, HUD, other federal departments, and the general public to understand the nature and extent of homelessness. HUD's PIT count data has become increasingly important as a measure of our local and national progress related to preventing and ending homelessness, especially with relation to our progress towards meeting the goals of Opening Doors: Federal Strategic Plan to Prevent and End Homelessness. Therefore, it has become necessary to ask for more detailed information and to ensure that the data submitted to HUD are as complete and accurate as practicable. In addition to informing national priorities and HUD funding decisions, PIT count data are an extremely important source for local program and system planning. To be responsive to the needs of persons experiencing homelessness in the community, CoCs need to understand how many individuals and families are being served by their homeless services system, as well as how many are unsheltered and might still need access to services

Provide the year (and optionally month, or month and day) for when the data was collected. January 29, 2020

Briefly describe the methodology for the data collection.

Explained in HUD's annual HIC and PIT count notice and HUD's Point-in-Time Count Methodology Guide: https://www.hudexchange.info/hdx/guides/pit-hic/

Describe the total population from which the sample was taken.

New Hampshire conducts a complete census count for the Point in Time. A census count is an enumeration of all homeless people or a distinct subset of homeless people (e.g., households with adults and children) in CoCs. This counting approach provides a direct and complete count of all people and their characteristics, does not require any estimates, and can be used as a benchmark for future PIT counts. A census count should incorporate the entire CoCs' geography.

Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.

15 Data Source Name

HUD Housing Inventory Chart- New Hampshire 2020

List the name of the organization or individual who originated the data set.

U.S Department of Housing and Urban Development (HUD)

Provide a brief summary of the data set.

Continuum of Care (CoC) Homeless Assistance Programs Housing Inventory Count Reports provide a snapshot of a CoC's HIC, an inventory of housing conducted annually during the last ten days in January, and are available at the national and state level, as well as for each CoC. The reports tally the number of beds and units available on the night designated for the count by program type, and include beds dedicated to serve persons who are homeless as well as persons in Permanent Supportive Housing. New for this year, the reports also include data on beds dedicated to serve specific subpopulations of persons.

What was the purpose for developing this data set?

he Housing Inventory Count (HIC) is a point-in-time inventory of provider programs within a Continuum of Care that provide beds and units dedicated to serve people experiencing homelessness categorized by five Program Types: Emergency Shelter; Transitional Housing; Rapid Re-housing; Safe Haven; and Permanent Supportive Housing.

Provide the year (and optionally month, or month and day) for when the data was collected. January 29, 2020

Briefly describe the methodology for the data collection.

Described in https://files.hudexchange.info/resources/documents/PIT-Count-Methodology-Guide.pdf

Describe the total population from which the sample was taken.

Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.

16 Data Source Name

2020 Point in Time by COC- Balance of State NH-500

List the name of the organization or individual who originated the data set.

U.S Department of Housing and Urban Development (HUD)

Provide a brief summary of the data set.

This report is based on point-in-time information provided to HUD by Continuums of Care (CoCs) as part of their CoC Program application process, per the Notice of Funding Availability (NOFA) for the Fiscal Year 2019 Continuum of Care Program Competition. CoCs are required to provide an unduplicated count of homeless persons according to HUD standards

What was the purpose for developing this data set?

Continuum of Care (CoC) Homeless Assistance Programs Homeless Populations and Subpopulations Reports provide counts for sheltered and unsheltered homeless persons by household type and subpopulation, available at the national and state level, and for each CoC. The reports are based on Point-in-Time (PIT) information provided to HUD by CoCs in the application for CoC Homeless Assistance Programs. The PIT Count provides a count of sheltered and unsheltered homeless persons on a single night during the last ten days in January.

Unlike the statewide data used in the 2020 Point in Time survey also attached to this Con Plan, this data set is broken out by Continuum of Cares.

Provide the year (and optionally month, or month and day) for when the data was collected.

January 29, 2020

Briefly describe the methodology for the data collection.

Explained in: https://files.hudexchange.info/resources/documents/PIT-Count-Methodology-Guide.pdf

Describe the total population from which the sample was taken.

Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.

17 Data Source Name

2020 System-Performance-Measures-Data NH

List the name of the organization or individual who originated the data set.

U.S Department of Housing and Urban Development (HUD)

Provide a brief summary of the data set.

CoCs are required to provide the jurisdictions with the information necessary to complete the section in the Con Plan(s) on homeless assistance provided to persons within the Con Plan jurisdictions' geographic area, including data on performance measures. SPM include:

The length of time individuals and families remain homeless

The extent to which individuals and families who leave homelessness experience additional spells of homelessness.

The thoroughness of grantees in reaching homeless individuals and families.

Overall reduction in the number of homeless individuals and families.

Jobs and income growth for homeless individuals and families.

Success at reducing the number of individuals and families who become homeless.

Successful placement from street outreach.

Successful housing placement to or retention in a permanent housing destination

What was the purpose for developing this data set?

CoCs are charged with designing a local "system" to assist sheltered and unsheltered people experiencing homelessness and providing the services necessary to help them access housing and obtain long-term stability. More broadly, CoCs are to promote community-wide planning and strategic use of resources to address homelessness; enhance coordination and integration with mainstream resources and other programs targeted to people experiencing homelessness; and improve data collection and performance measurement.

How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?

Data spans across geographic and populations, but is limited to entities who use the Homeless Management Information System (HMIS)

What time period (provide the year, and optionally month, or month and day) is covered by this data set?

Yearly

What is the status of the data set (complete, in progress, or planned)?

Complete

18 Data Source Name

2020 State of Homelessness in New Hampshire Report

List the name of the organization or individual who originated the data set.

New Hampshire Coalition to End Homelessness

Provide a brief summary of the data set.

These reports provide an examination on homelessness in the state, information on related economics and demographic facts, and changes in data at the state and county levels.

What was the purpose for developing this data set?

As concern about the increasing numbers of individuals and families facing homelessness was intensifying among policymakers, service providers, and concerned citizens, it became clear that effectively addressing the problem would require strong leadership that could ensure the development of collaborative, thoughtful and informed solutions to this troubling problem.

How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?

Statewide data collection through the Homeless Management Information System and Point in Time data

What time period (provide the year, and optionally month, or month and day) is covered by this data set?

2020

What is the status of the data set (complete, in progress, or planned)?

Complete