



FY19 HUD CoC Local Application

Renewal Permanent Housing Projects

Voluntary Reallocation: Guide for Consideration

This document is not a required attachment for the FY19 HUD CoC Local Renewal Application. It is intended to assist applicants in completing a response to Question 14.

Defining Capacity:

Consider the following questions as they relate to the current project design.

- What level of staffing does the project support through its budget?
- How does staffing compare to the geographic area served by this project?
- What number of households are written into this project for service?
- How does the number of households served compare to the geographic area of the project?
- Is there 25% match available to support the project budget?
- Is there administrative staffing available to review expenditures and HMIS reports on a quarterly basis (at a minimum)?

Defining Utilization:

Consider the following questions from the perspective of the last completed project year. If the project does not have a completed project year, consider all completed quarters and the anticipated utilization at the end of the project year.

- How many households were effectively served by this project compared to the project design?
- Were staffing dollars spent at the same pace as rental or leasing assistance?
- How long was each household served by this project (i.e. number of months of rental or leasing assistance)?
- How did expenditures measure out over each quarter of the project year?
- Were LOCCs submissions completed in a timely manner for each quarter (at a minimum)?
- Were HMIS reports reviewed on at least a quarterly basis?

Considering Reallocation:

- Is this project able to effectively serve the defined geographic area and number of households under the current project design?
- If not, how could this project be reallocated to increase the effectiveness of service?
Reallocation means that a New Project Application will be necessary to detail the project type (Permanent Supportive Housing, Rapid Re-Housing, etc), geographic area of coverage, and number of units (or households served) based on a new budget.