

**Volusia- Flagler County Continuum of Care  
Application Committee Meeting Minutes**

October 20, 2015

1:00-3:00 p.m.

The Salvation Army, 1555 LPGA Blvd., Daytona Beach

I. Welcome and Introductions – Pam Woods, Chair

Ms. Woods called the meeting to order at 1:05 p.m. Introductions were made.

II. Review Prior Minutes – Pam Woods, Chair

Minutes were reviewed and approved with corrections.

III. Final Questions

Robin King asked if all the projects have started. Mr. White explained the project have either started or will start before the end of the year.

IV. Application Distribution

Jeff White distributed the applications to the Committee. All applicants submitted a letter of intent. There were more applications submitted than grants. All applicants submitted a coordinated assessment agreement in their applications. Mr. White explained the disk layout to the Committee. Mr. White passed out and explained the format of the scoring sheets. Mr. White provided the agency breakdown worksheet as requested by the Committee and explained the format. Ms. Woods stated the applications should add up to less than 100, not over 100. The Committee's scores are due Tuesday, October 27<sup>th</sup>. The deadline for appeals is October 30<sup>th</sup>. Victoria Brown-Searle has not received any questions from applicants. The total HUD funds:

- Renewals and new: \$1,031,012
- Bonus: \$246,023

Action Items: Mr. White will email the Grant Inventory Worksheet to the Committee.

## V. Issues Identified

A discussion took place about threshold requirements. The issue identified is should the Committee continue to review the application if the applicant doesn't meet the threshold portion. Carl Falconer suggested the Committee should mark it and score the application; when the Committee gathers as a group, a decision can be made then. The Committee agreed with this suggestion.

Part E on the renewal scoring sheet was not targeted in goal. The percentages will be used. The percentages are:

- 56% non-employment benefits
- 56% non-cash benefits
- 20% people employed

### Action Items:

1. Mr. White will email the Grant Inventory Worksheet to the Committee.

## VI. Adjourn: 1:58 p.m.

Minutes prepared by: Victoria Brown-Searle, AmeriCorps VISTA

**Application Chair:** \_\_\_\_\_