

Ozarks Alliance to End Homelessness Monitoring Policy

Purpose

The City of Springfield, as Collaborative Applicant for the Ozarks Alliance to End Homelessness (OAEH), is mandated to monitor agencies receiving HUD- Continuum of Care funding at least annually to ensure agencies are not out of compliance with HUD regulations included in CFR Part 578.

Expectations

The OAEH expects that agencies submit at least one draw-down request in e-LOCCS per grant quarter AND each renewal project has a less than 10% variance between grant amount expended and grant period remaining. If a project has a more than 10% variance, the NOFA Committee may request more frequent spending updates. If a project or agency has continual significant underspending, consistently inadequate documentation in client files, on-going compliance issues with HMIS or the local Coordinated Entry System, and/or findings during a HUD audit, the OAEH may request a Quality Improvement Plan.

Monitoring Process

The City of Springfield's HUD – CoC Administrative Team will work with the OAEH NOFA Committee to monitor funded agencies via

- quarterly desk monitoring on spending, CES participation, and System Performance Measures
- minimum annual on-site monitoring of expenditures and client files

The CoC Administrative Team and/or the OAEH NOFA Committee may request additional follow-up program monitoring.

Feedback to Agencies

The NOFA Committee will communicate any concerns with spending within 15 days of their review of spending reports.

The HUD-CoC Administrative Team will send written feedback to agencies regarding on-site desk monitoring within 30 days of the monitoring.

Approved by OAEH Executive Board on 2/12/2020.