

Applicant Worksheet

1. Describe your organization's participation in the Coordinated Access System (CAS). Does 100% of your projects receive referrals from an Access Site or the By-Name List? If not, which projects receive referrals outside the CAS?
2. Describe how your organization operates in conformance with the CoC Written Standards? If not, please describe which written standards your organization does not conform to and why?
3. Has HUD issued any monitoring findings for the listed project? If yes, please list the individual monitoring findings and explain how these have been resolved with the HUD field office.
4. Do you have under-represented individuals (BIPOC, LGBTQ+, etc) in managerial or leadership positions? If yes, name the position(s).
5. Does your Board of Directors include representation from at least one person with lived experience? If more than one, how many? If not, what do plan to do to gain representation of at least one person with lived experience.
6. Describe how your organization receives and incorporates feedback from persons with lived experience?
7. Explain how your organization has reviewed your internal policies and procedures with an equity lens and what did you find?
8. What is your plan for developing and implementing equitable policies that do not impose undue barriers?
9. Have you reviewed program participation outcomes with an equity lens, including the disaggregation of data by race, ethnicity, gender identity, and/or age? If yes, please share outcomes below.
10. Have you identified programmatic changes needed to make program participant outcomes more equitable and developed a plan to make those changes?

Policies and Procedures Page References

For each element in the chart, please list the policies and procedures' page number(s) on which the item appears. If the element does not appear in the program's policies and procedures, mark the cell as N/A.

Program Design Element	Page Number(s)
Eligibility requirements	
Reasons for termination	
Housing location services	
Housing location policies	
Landlord support	
Staff supporting tenancy rights	
Staff programmatic onboarding and training	
Progressive approach	
Client choice	
Voluntary participation in services	
Employment or Mainstream Benefits connections	
Case management support	
Screening processes	
Low barrier program enrollment	
Standard leasing	
Targeting Subpopulations	
Anti-Discrimination Policy	
VAWA Emergency Transfer Plan	
HUD Notice CPD 16-011 (PSH only)	