



**Semiannual Full Membership and Board Meeting**  
**Leon County Human Services Building**  
**1000 Tharpe Street**  
**Tallahassee, FL 32304**

**Thursday, April 11<sup>th</sup>, 2024 – 11:00am-12:30pm**

**AGENDA**

**MEMBERSHIP MEETING**

1. **Call to Order** – Jeanne’ Freeman, Board Chair
2. **Audit Presentation-** Chris Moran and Ally Revell, Moran and Smith.... **Pg. 1**
3. **System Performance Measures 2023 Presentation** – Eric Layton, HMIS Training and Data Director..... **Pg. 22**
4. **Membership Roster and Big Bend CoC Code of Ethical Conduct** – Jeanne’ Freeman, Board Chair..... **Pg. 34**
5. **General Membership Announcements**
6. **Adjournment of Membership Meeting**

**BOARD MEETING**

1. **Call to Order** – Jeanne Freeman, Board Chair
2. **Consent Agenda**
  - a. BBCoC Financials..... **Pg. 36**
  - b. All BBCoC Funding Contracts Spending Update..... **Pg. 38**
  - c. CoC Staff Report..... **Pg. 40**
3. **Discussion Items**
  - a. PIT and HIC 2024 Draft and Vote Submit Report to HUD 4/30/24 – Johnna Coleman, Executive Director and Eric Layton, HMIS Training and Data Director..... **TBA**
  - b. BBCoC HUD CoC Competition Award- NOFA 2023..... **Pg. 44**
    - i. Call for Establishment of Adhoc Committee BBCoC HUD NOFO Workgroup
  - c. Committee Reports
    - i. Coordinated Entry Committee – Mandy Bianchi, Committee Chair
    - ii. HMIS Committee – Jim McShane, Committee Chair
    - iii. Needs Assessment and Planning Committee, Chair Needed
    - iv. Project Review and Performance Committee, Chair Needed
      - a) Call for the Establishment of NOFO Workgroup
    - v. Executive Committee-Jeanne’ Freeman, Board Chair
      - a) Call for Establishment of Finance Committee
    - vi. Racial Equity Work Group –Chair Needed
7. **County Updates**

a. Franklin	d. Leon	g. Taylor
b. Gadsden	e. Liberty	h. Wakulla
c. Jefferson	f. Madison	
8. **Public Comment/Announcements**
9. **Adjournment of Meeting**

**BIG BEND HOMELESS ASSISTANCE CONTINUUM OF CARE, INC.**  
**FINANCIAL STATEMENTS AND INDEPENDENT AUDITOR'S REPORT**  
**SEPTEMBER 30, 2023**

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**INDEPENDENT AUDITOR’S REPORT**

To the Board of Directors of  
Big Bend Homeless Assistance Continuum of Care, Inc.

**Report on the Audit of the Financial Statements**

***Opinion***

We have audited the accompanying financial statements of Big Bend Homeless Assistance Continuum of Care, Inc. (a nonprofit organization), which comprise the statement of financial position as of September 30, 2023, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements present fairly, in all material respects, the financial position of Big Bend Homeless Assistance Continuum of Care, Inc. as of September 30, 2023, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

***Basis for Opinion***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor’s Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Big Bend Homeless Assistance Continuum of Care, Inc. and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Big Bend Homeless Assistance Continuum of Care, Inc.’s ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

***Auditor’s Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not



detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Big Bend Homeless Assistance Continuum of Care, Inc.'s internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Big Bend Homeless Assistance Continuum of Care, Inc.'s ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### ***Supplementary Information***

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the financial statements as a whole.

### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated April 11, 2024, on our consideration of Big Bend Homeless Assistance Continuum of Care, Inc.'s internal control over

financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Big Bend Homeless Assistance Continuum of Care, Inc.'s internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Big Bend Homeless Assistance Continuum of Care, Inc.'s internal control over financial reporting and compliance.

Moran & Smith LLP  
Tallahassee, Florida  
April 11, 2024

**BIG BEND HOMELESS ASSISTANCE CONTINUUM OF CARE, INC.** DRAFT 3.29.2024  
**STATEMENT OF FINANCIAL POSITION**  
**SEPTEMBER 30, 2023**

ASSETS

CURRENT ASSETS

Cash	\$	113,669
Grants receivable		155,338
Prepaid expenses		1,875
Total current assets		270,882
Operating lease right of use asset, net		187,291
Deposits		3,400
		3,400

TOTAL ASSETS \$ 461,573

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

Accounts payable	\$	117,168
Deferred revenue		101,026
Operating lease liability - current portion		29,680
Total current liabilities		247,874

Operating lease liability - less current portion		157,611
Total liabilities		405,485

NET ASSETS

Without donor restrictions		56,088
Total net assets		56,088

TOTAL LIABILITIES AND NET ASSETS \$ 461,573

The accompanying notes to financial statements are an integral part of this statement.

**BIG BEND HOMELESS ASSISTANCE CONTINUUM OF CARE, INC.**  
**STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2023**

**DRAFT 3.29.2024**

Revenue and support	
Federal grants	\$ 1,238,964
State grants	195,232
Membership dues	5,916
Contributions	3,492
Other income	15,131
Total revenue and support	<u>1,458,735</u>
 Expenses	
Program services	1,320,422
Supporting services	89,508
Total expenses	<u>1,409,930</u>
 Change in net assets	48,805
 Net assets without donor restrictions, beginning of year	<u>7,283</u>
 Net assets without donor restrictions, end of year	<u><u>\$ 56,088</u></u>

The accompanying notes to financial statements are an integral part of this statement.

**BIG BEND HOMELESS ASSISTANCE CONTINUUM OF CARE, INC.**  
**STATEMENT OF FUNCTIONAL EXPENSES**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2023**

	<u>Supporting Services</u>			<u>Total</u>
	<u>Program Services</u>	<u>Management and General</u>	<u>Fundraising</u>	
Advertising	-	-	1,186	1,186
Contract services	591,605	70,834	-	70,834
Insurance	-	2,066	-	2,066
Miscellaneous	-	3,593	-	3,593
Occupancy	20,613	2,290	-	2,290
Professional fees	-	6,750	-	6,750
Program expense	19,285	-	-	-
Grants to subrecipients	669,710	-	-	-
Supplies	2,371	-	-	-
Technology and subscriptions	7,826	1,956	-	1,956
Telephone	3,333	833	-	833
Travel and meetings	5,679	-	-	-
Total expenses	<u>\$ 1,320,422</u>	<u>\$ 88,322</u>	<u>\$ 1,186</u>	<u>\$ 89,508</u>
				<u>\$ 1,409,930</u>

The accompanying notes to financial statements are an integral part of this statement.

**BIG BEND HOMELESS ASSISTANCE CONTINUUM OF CARE, INC.**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2023**

DRAFT 3.29.2024

Cash flows from operating activities	
Change in net assets	\$ 48,805
Adjustments to reconcile change in net assets to net cash provided by operating activities:	
Increase in grants receivable	(119,236)
Increase in prepaid expenses	(1,875)
Increase in operating lease right of use asset	(187,291)
Increase in deposits	(3,400)
Increase in accounts payable	33,563
Increase in deferred revenue	101,026
Increase in operating lease liability	187,291
Total adjustments	<u>10,078</u>
Net cash provided by operating activities	<u>58,883</u>
Net increase in cash and cash equivalents	58,883
Cash and cash equivalents at beginning of year	<u>54,786</u>
Cash and cash equivalents at end of year	<u><u>\$ 113,669</u></u>
Supplemental disclosures of cash flow information	
Cash paid during the year for:	
Interest	<u><u>\$ -</u></u>
Income taxes	<u><u>\$ -</u></u>

The accompanying notes to financial statements are an integral part of this statement.

**NOTE 1: NATURE OF OPERATIONS**

Big Bend Homeless Assistance Continuum of Care, Inc. (the “Organization”) is a nonprofit organization incorporated on February 28, 2017 in the state of Florida. They received a determination letter from the IRS to be treated as a 501(c)(3) tax exempt organization on February 15, 2020. The Organization operates as a membership planning and oversight body for the eight-county region of the Big Bend of Florida, which includes Franklin, Gadsden, Jefferson, Leon, Liberty, Madison, Taylor, and Wakulla counties. Their mission is to address homelessness through a proactive and integrated approach using their Homelessness Continuum of Care. They are dedicated to providing individuals experiencing homelessness with a comprehensive range of services and support, guiding them towards stable housing and self-sufficiency. The Organization is primarily supported through federal and state grants.

During the period February 28, 2017 until September 30, 2022, all financial activity was reported in a special revenue fund of the Apalachee Regional Planning Council (“ARPC”)(a local governmental agency). ARPC was a collaborative applicant to receive and manage all the grants of the Big Bend Homeless Assistance Continuum of Care, Inc (“BBCoC”). Effective October 1, 2022, the majority of grants were awarded directly to BBCoC. BBCoC is still working with the ARPC on several programs as contractors and grant subrecipients.

**NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The following is a summary of the more significant accounting policies and practices of the Organization:

**Basis of Accounting**

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America. Net assets and revenues, expenses, gains, and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets of the Organization and changes therein are classified and reported as follows:

- Net assets without donor restriction – Net assets available for use in general operations that are not subject to donor-imposed stipulations. Any restricted net assets that are received and expensed in the same fiscal year are classified as net assets without donor restrictions.
- Net assets with donor restrictions – Net assets subject to donor-imposed stipulations that may or will be met either by actions of the Organization and/or the passage of time. The Organization had no net assets with donor restrictions at September 30, 2023.

**Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**Liquidity**

Assets and liabilities are presented in the accompanying statement of financial position according to their nearness of conversion to cash and their maturity and resulting use of cash, respectively. See Note 5 for more information on liquidity and availability of assets.

**NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED**

**Grants Receivable**

All grants receivable are considered to be fully collectible and accordingly, no provision for allowance for doubtful accounts has been recorded in the statement of financial position.

**Prepaid Expenses**

The Organization records prepaid expenses on its statement of financial position when funds are expended in the current year for an expense of a subsequent period. In subsequent periods when the expense is actually incurred, the asset is removed from the statement of financial position and the expense is recognized.

**Accounts Payable**

Accounts payable consists of grants payable to subrecipients.

**Deferred Revenue**

Deferred revenue represents advances of grant revenue and membership revenue collected in advance of the membership year.

**Functional Allocation of Expenses**

The costs of providing the various programs and other activities have been summarized on a functional basis in the statement of functional expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited. Expenses that directly relate to a program are distributed to that program, while other expenses are allocated based upon management's estimate of the percentage attributable to each program.

**Revenue Recognition**

The Organization recognizes contributions of cash or other assets as restricted if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions. Donor-restricted contributions whose restrictions are met in the same reporting period are reported as revenue without donor restrictions.

Grant revenues include amounts derived from cost-reimbursement federal and state grants, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Revenues are recognized when the Organization has incurred expenditures in compliance with grant provisions.

**Income Taxes**

The Organization is exempt from federal income taxes under the provisions of Section 501(c)(3) of the Internal Revenue Code; therefore, no provision for income taxes has been made in these financial statements. The Organization has also been classified as an entity that is not a private foundation within the meaning of Section 509(a) and qualifies for deductible contributions as provided in Section 170(b)(1)(A)(vi).

The Organization has implemented the accounting guidance for uncertainty in income taxes. Management believes there are no uncertain tax positions that qualify for recognition or disclosure in the financial



**NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED**

statements. The Organization is not aware of any activities that would jeopardize their tax-exempt status. Tax years after September 30, 2020 remain subject to examination by taxing authorities.

**Contributed Services**

Many individuals volunteer their time to assist the Organization with conducting surveys and data entry for their annual Point in Time count. Management estimates that it receives approximately 788 hours of volunteer time from 50 volunteers throughout the week-long event. The volunteer hours have not been recorded in the statement of activities as these services do not meet the criteria for recognition as contributed services.

**New Accounting Pronouncements**

In February 2016, the FASB issued ASU 2016-02, *Leases (Topic 842)*, which supersedes existing guidance for accounting for leases under *Topic 840, Leases*. The FASB also subsequently issued the following additional ASUs, which amend and clarify Topic 842: ASU 2018-01, *Land Easement Practical Expedient for Transition to Topic 842*; ASU 2018-10, *Codification Improvements to Topic 842, Leases*; ASU 2018-11, *Leases (Topic 842): Targeted Improvements*; ASU 2018-20, *Narrow-scope Improvements for Lessors*; and ASU 2019-01, *Leases (Topic 842): Codification Improvements*; ASU 2020-05, *Leases (Topic 842): Lessors—Certain Leases with Variable Lease Payments*; and ASU 2021-09, *Leases (Topic 842): Discount Rate for Lessees That Are Not Public Business Entities*. The most significant change in the new leasing guidance is the requirement to recognize right-of-use (ROU) assets and lease liabilities for operating leases on the statement of financial position.

The Organization elected to adopt these ASUs effective October 1, 2022 and utilized all of the available practical expedients. The adoption had a material impact on the Organization's statement of financial position but did not have a material impact on the statement of activities. The most significant impact was the recognition of ROU assets and lease liabilities for operating leases. There was no impact on beginning net assets due to there being no material lease liability remaining on the lease of office space that expired during the year ended September 30, 2023. A new lease was entered into in September of 2023. See Note 7 for information regarding the new lease.

Under ASU 2021-09, *Leases (Topic 842): Discount Rate for Lessees That Are Not Public Business Entities*, the Organization has elected to use a risk-free rate as the discount rate for all leases if a rate is not implicit in the lease.

**NOTE 3: CONCENTRATION OF CREDIT RISK**

The Organization maintains its cash balances in one financial institution located in Tallahassee, Florida. The balances at the financial institution are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. At September 30, 2023, the Organization had no uninsured cash balances.

**NOTE 4: ECONOMIC DEPENDENCY**

The Organization receives a substantial amount of its support from federal and state grants (approximately 98% during the year ended September 30, 2023). The current level of the Organization's operations and program services may be impacted, or segments discontinued if the funding is not renewed.

**BIG BEND HOMELESS ASSISTANCE CONTINUUM OF CARE, INC.**  
**NOTES TO FINANCIAL STATEMENTS**  
**SEPTEMBER 30, 2023**

DRAFT 3.29.2024

**NOTE 5: LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS**

The Organization has \$269,007 of financial assets available for general expenditure within one year of the date of the statement of financial position, consisting of cash of \$113,669 and grants receivable of \$155,338.

**NOTE 6: ADVERTISING**

The Organization uses advertising to promote its programs and events among the audiences it serves. Advertising expenses are expensed as incurred. During the year ended September 30, 2023, advertising expense totaled \$1,186.

**NOTE 7: LEASES**

The Organization conducts its operations from a leased office space in Tallahassee, Florida. In September of 2023, the Organization entered into a five-year lease for office space. Escalating payments are due monthly beginning November of 2023 through October of 2028. The lease does not provide an implicit rate, therefore the Organization elected to use a discount rate of 4.67% which is the risk-free rate.

Future minimum lease payments as of September 30, 2023 were as follows:

Year Ending September 30:	
2024	37,125
2025	41,243
2026	42,073
2027	42,906
2028	43,759
2029	3,652
Total future minimum lease payments	210,758
Less: present value discount	(23,467)
Present value of future minimum lease payments	187,291

**NOTE 8: CONTRACT SERVICES**

The Organization contracts with Apalachee Regional Planning Council (“ARPC”) to provide personnel and oversight services for the Organization. During the year ended September 30, 2023, the amount paid to ARPC for these services was \$662,439.

**NOTE 9: SUBSEQUENT EVENTS**

Subsequent events were evaluated through April 11, 2024, which is the date the financial statements were available to be issued.

**BIG BEND HOMELESS ASSISTANCE CONTINUUM OF CARE, INC.  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED SEPTEMBER 30, 2023**

<b>FEDERAL GRANTOR / PASS-THROUGH GRANTOR / PROGRAM TITLE</b>	<b>ALN</b>	<b>Contract #</b>	<b>Grant Amount</b>	<b>Total Expenditures</b>	<b>Pass-through to Subrecipients</b>
<i>U.S. Department of Housing and Urban Development</i>					
<i>Passed Through the Department of Children and Families</i>					
Emergency Solutions Grant (ESG)	14.231	BPZ12	\$ 150,000	\$ 147,097	\$ 144,248
Emergency Solutions Grant - CV (ESG-CV)	14.231	BPZ12	237,791	88,766	85,080
<i>Passed Through the City of Tallahassee</i>					
Emergency Solutions Grant (ESG)	14.231	995112	158,153	41,148	-
Emergency Solutions Grant (ESG)	14.231	994242	157,307	157,307	-
<i>Passed Through Apalachee Regional Planning Council</i>					
Continuum of Care - Homeless Management Information System	14.267	FL0355L4H062112	130,292	130,292	-
Continuum of Care - Homeless Management Information System	14.267	FL0355L4H062213	130,292	45,427	-
Continuum of Care - Planning	14.267	FL0889L4H062100	74,278	74,278	-
Continuum of Care - Planning	14.267	FL0957L4H062200	74,278	5,982	-
			<u>1,112,391</u>	<u>690,297</u>	<u>229,328</u>
<i>U.S. Department of Treasury</i>					
<i>Passed Through the City of Tallahassee</i>					
Coronavirus State and Local Fiscal Recovery Funds (SLFRF)	21.027	995105	631,680	289,120	119,113
<i>Passed Through Leon County</i>					
Coronavirus State and Local Fiscal Recovery Funds (SLFRF)	21.027	995105	778,320	224,081	233,582
			<u>1,410,000</u>	<u>513,201</u>	<u>352,695</u>
<i>U.S. Department of Health and Human Services</i>					
<i>Passed Through the Department of Children and Families</i>					
Temporary Assistance for Needy Families	93.558	BPZ12	32,250	35,466	34,406
			<u>32,250</u>	<u>35,466</u>	<u>34,406</u>
<b>Total Federal Awards</b>			<u>\$ 2,554,641</u>	<u>\$ 1,238,964</u>	<u>\$ 616,429</u>

**BIG BEND HOMELESS ASSISTANCE CONTINUUM OF CARE, INC.**  
**NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2023**

**DRAFT 3.29.2024**

**Note 1 – Basis of Presentation**

The accompanying Schedule of Expenditures of Federal Awards (the “Schedule”) includes the federal grant activity of Big Bend Homeless Assistance Continuum of Care, Inc. (the “Organization”) and is presented on the accrual basis of accounting. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements of Federal Awards* (Uniform Guidance). Therefore, some amounts presented in this Schedule may differ from amounts presented in or used in the preparation of the basic financial statements.

**Note 2 – Summary of Significant Accounting Policies**

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

**Note 3 – Indirect Cost Rate**

The Organization has elected not to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance.

**Note 4 – Contingencies**

Grant monies received and disbursed by the Organization are for specific purposes and are subject to review by grantor agencies. Such audits may result in requests for reimbursements due to disallowance of expenditures. Based upon prior experience, the Organization does not believe that such disallowances, if any, would have a material effect on the financial position of the Organization.

**Note 5 – Subrecipients**

For the year ended September 30, 2023, the Organization passed \$616,429 through to subrecipients.

**BIG BEND HOMELESS ASSISTANCE CONTINUUM OF CARE, INC.  
 SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
 FOR THE YEAR ENDED SEPTEMBER 30, 2023**

**DRAFT 3.29.2024**

**Section I - Summary of Auditor's Results**

**Financial Statements**

1. Type of auditor's report issued: Unmodified
2. Internal control over financial reporting:
- Material weakness identified?      yes   X   no
- Significant deficiency identified?      yes   X   none noted
3. Noncompliance material to financial statements noted?      yes   X   no

**Federal Awards**

1. Internal control over major federal programs:
- Material weakness identified?      yes   X   no
- Significant deficiency identified?      yes   X   none noted
2. Type of auditor's report issued on compliance for major federal programs: Unmodified
3. Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?      yes   X   no

**Identification of Major Federal Programs**

Name of Federal Program(s)	Assistance Listing Number(s)
Coronavirus State and Local Fiscal Recovery Funds (SLFRF)	21.027

Dollar threshold used to distinguish between Type A and Type B programs: \$750,000

Auditee qualified as low-risk auditee?      yes   X   no

**Section II - Financial Statement Findings**

None noted for the year ended September 30, 2023.

**Section III - Findings and Questioned Costs - Federal Award Programs**

None noted for the year ended September 30, 2023.

**Section IV - Summary Schedule of Prior Audit Findings Relative to Federal Awards**

No prior audit findings.

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

To the Board of Directors of  
Big Bend Homeless Assistance Continuum of Care, Inc.

**Report on Compliance for Each Major Federal Program**

***Opinion on Each Major Federal Program***

We have audited Big Bend Homeless Assistance Continuum of Care, Inc.'s compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of Big Bend Homeless Assistance Continuum of Care, Inc.'s major federal programs for the year ended September 30, 2023. Big Bend Homeless Assistance Continuum of Care, Inc.'s major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, Big Bend Homeless Assistance Continuum of Care, Inc. complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2023.

***Basis for Opinion on Each Major Federal Program***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of Big Bend Homeless Assistance Continuum of Care, Inc. and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of Big Bend Homeless Assistance Continuum of Care, Inc.'s compliance with the compliance requirements referred to above.

***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to Big Bend Homeless Assistance Continuum of Care, Inc.'s federal programs.

***Auditor's Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion

on Big Bend Homeless Assistance Continuum of Care, Inc.'s compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about Big Bend Homeless Assistance Continuum of Care, Inc.'s compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding Big Bend Homeless Assistance Continuum of Care, Inc.'s compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of Big Bend Homeless Assistance Continuum of Care, Inc.'s internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of Big Bend Homeless Assistance Continuum of Care, Inc.'s internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

## **Report on Internal Control over Compliance**

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However,

material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Moran & Smith LLP  
Tallahassee, Florida  
April 11, 2024



**INDEPENDENT AUDITOR’S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Board of Directors of  
Big Bend Homeless Assistance Continuum of Care, Inc.

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Big Bend Homeless Assistance Continuum of Care, Inc. (a nonprofit organization), which comprise the statement of financial position as of September 30, 2023, and the related statements of activities, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated April 11, 2024.

**Report on Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Big Bend Homeless Assistance Continuum of Care, Inc.’s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Big Bend Homeless Assistance Continuum of Care, Inc.’s internal control. Accordingly, we do not express an opinion on the effectiveness of Big Bend Homeless Assistance Continuum of Care, Inc.’s internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements, on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

**Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Big Bend Homeless Assistance Continuum of Care, Inc.’s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express

such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of This Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Moran & Smith LLP  
Tallahassee, Florida  
April 11, 2024



# 2023 POINT-IN-TIME & SYSTEM PERFORMANCE MEASURES

A 6 YEAR COMPARISON

# THE MEASUREMENTS



**Measure 1:**  
Length of Time  
Homeless



**Measure 2:**  
Returns to  
Homelessness



**Measure 3:**  
Number of  
homeless persons



**Measure 4:**  
Jobs and  
Income Growth

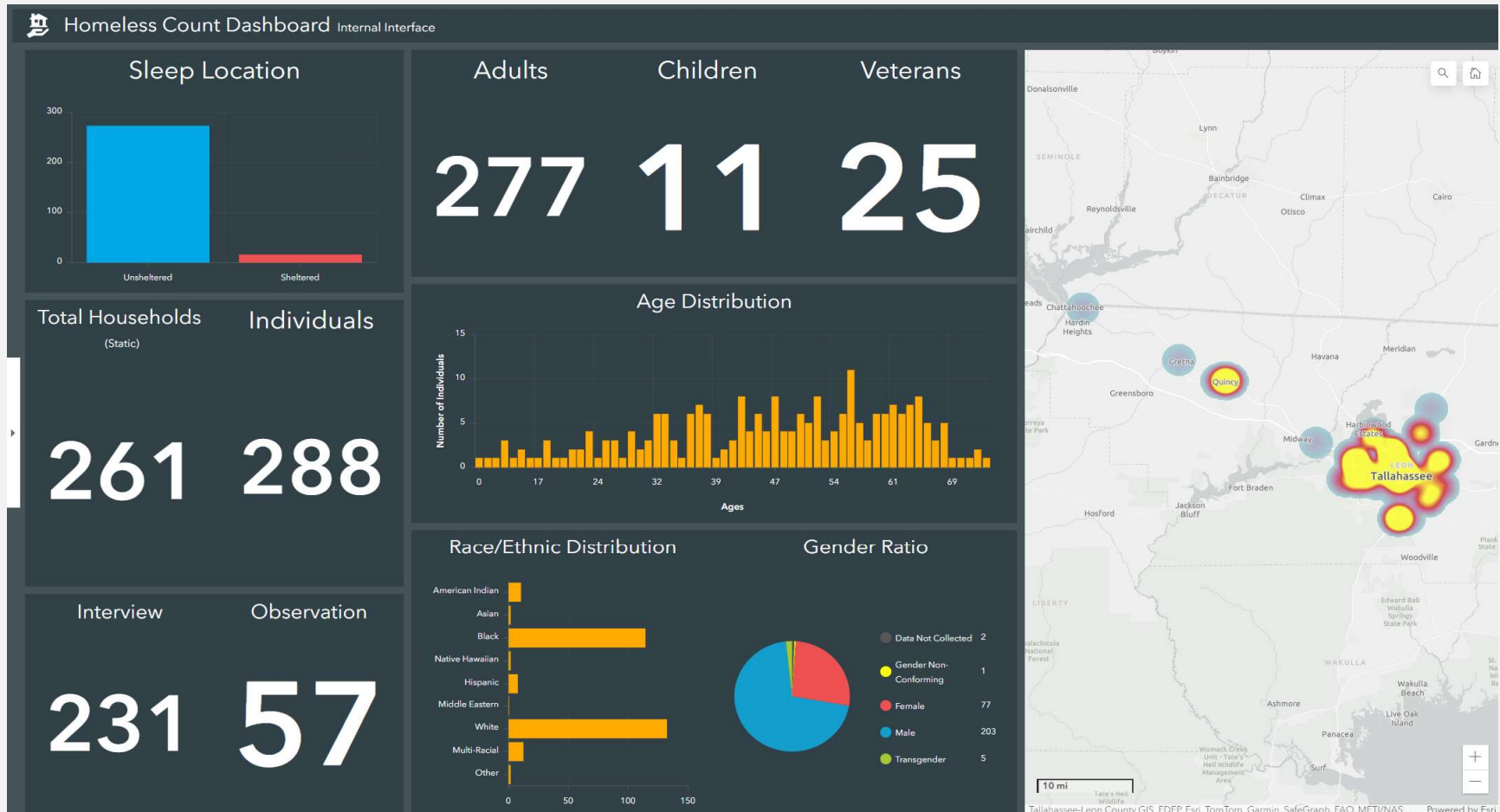


**Measure 5:**  
First Time  
Homeless



**Measure 7:**  
Successful Housing  
Placement

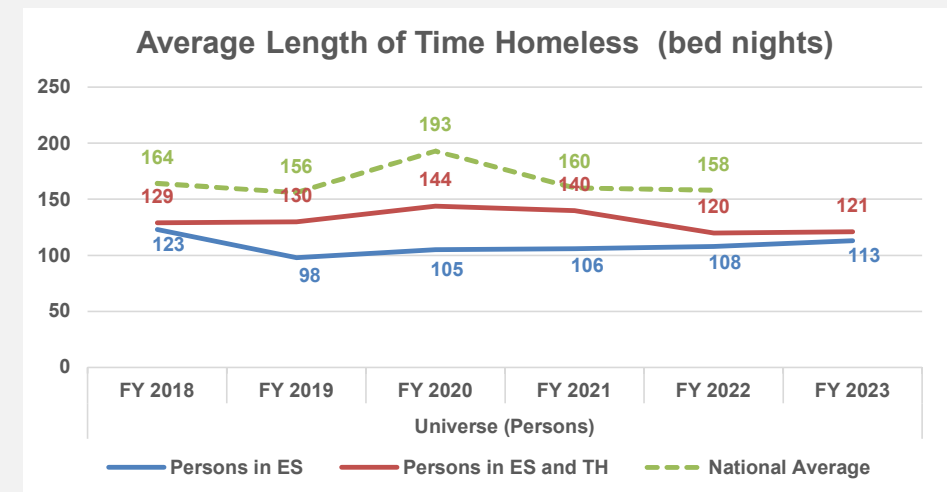
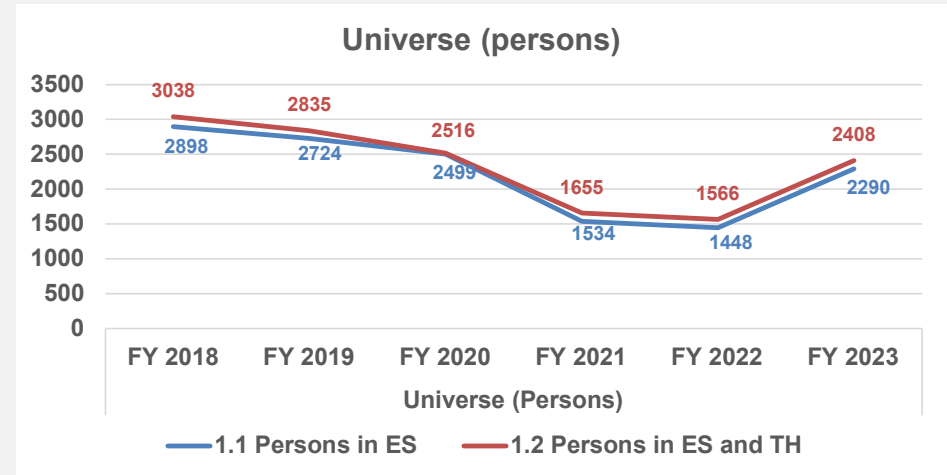
# 2024 Point in Time



# Measure 1: Length of Time Homeless

This report measures the number of clients active in the report date range along with their average and median length of time homeless across the relevant universe of projects. This includes time homeless during the report date range as well as prior to the report start date.

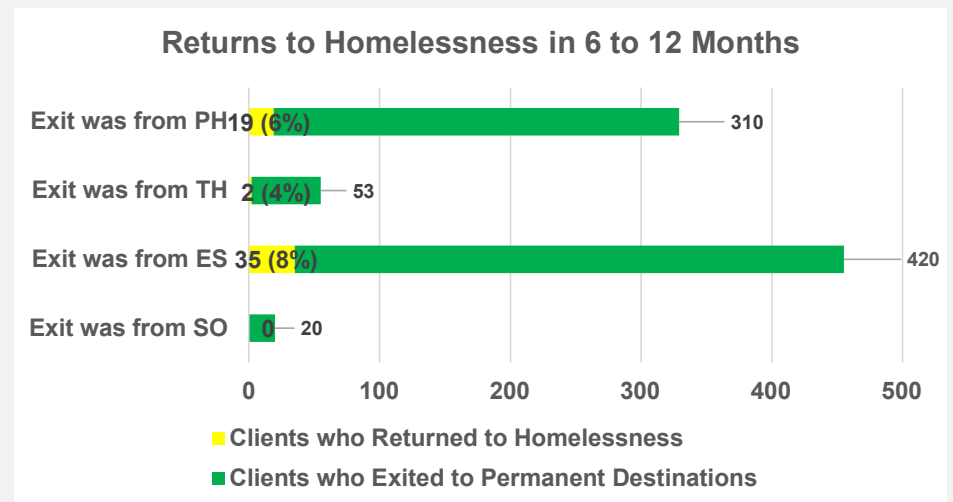
*Projects included in this metric: Emergency Shelters (ES) and Transitional Housing (TH)*



# Measure 2: Returns to Homelessness

This report begins with clients who have exited to a permanent destination in the date range two years prior to the report date range. Of those clients, the measure reports on how many of them returned to homelessness as measured in the HMIS for up to two years after the initial exit.

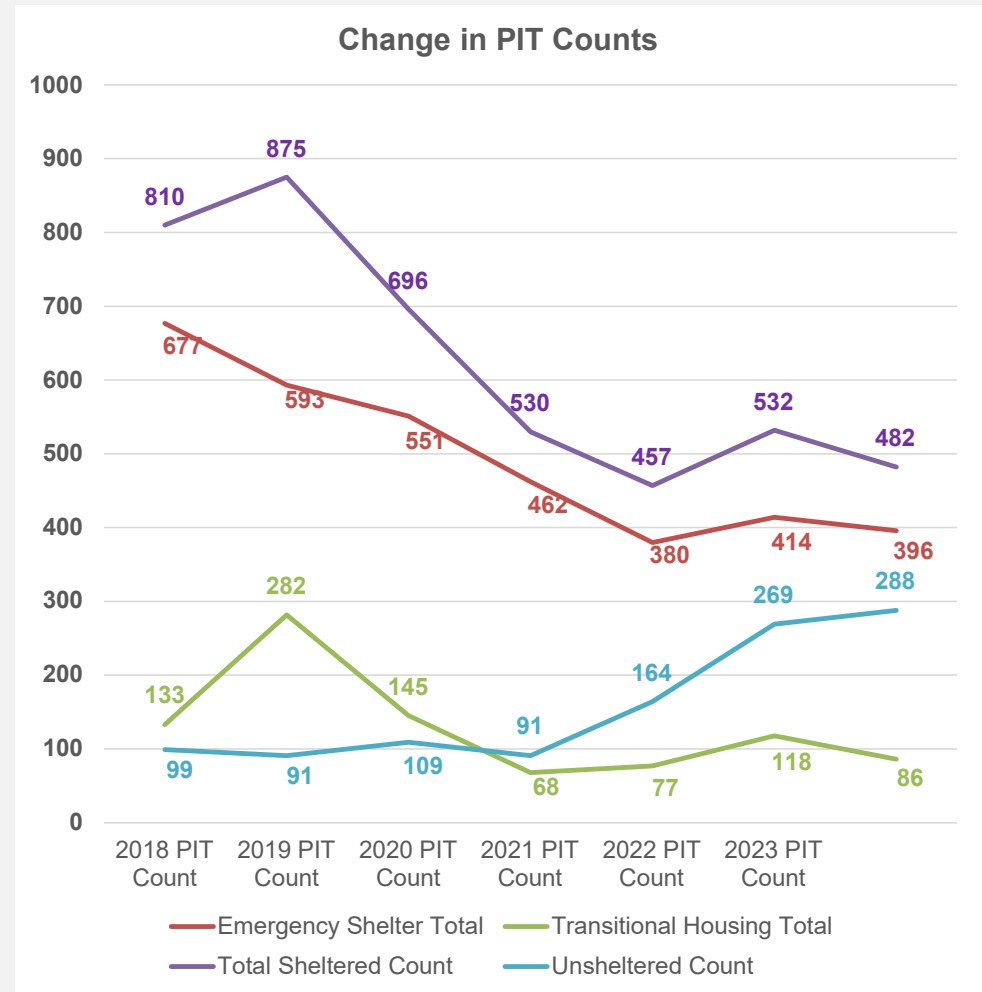
*Projects included in this metric: Emergency Shelter (ES), Permanent Supportive Housing (PSH), Rapid Rehousing (RRH), Transitional Housing (TH), Street Outreach (SO)*



# Measure 3: Number of Persons Homeless

This metric uses counts of client level HMIS data to show an unduplicated annual count of homeless clients served in Emergency Shelter, Safe Haven and Transitional Housing.

*Projects included in this metric: Emergency Shelter (ES), Transitional Housing (TH)*





# Measure 4: Jobs & Income Growth

This report looks at clients with an Entry or Exit from a CoC-funded project within a given operating year to determine the percentage of clients who have increased Earned, Other (non-earned) or total income during that timeframe. Metric 4 has (6) associated tables which focus on employment and income growth for our (3) CoC-funded projects.

*Projects included in this metric: HUD CoC Funded Permanent Supportive Housing (PSH), HUD CoC funded Rapid Rehousing (RRH)*

## System Stayers

Metric 4.1 – Change in earned income for adult system stayers during the reporting period						
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Universe: Number of adults (system stayers)	104	101	99	143	100	105
Number of adults with increased earned income	9	11	8	9	6	1
Percentage of adults who increased earned income	9%	11%	8%	6%	6%	1%

Metric 4.2 – Change in non-employment cash income for adult system stayers during the reporting period						
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Universe: Number of adults (system stayers)	104	101	99	143	100	105
Number of adults with increased non-employment cash income	44	64	63	67	69	8
Percentage of adults who increased non-employment cash income	42%	63%	64%	47%	69%	7%

Metric 4.3 – Change in total income for adult system stayers during the reporting period						
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Universe: Number of adults (system stayers)	104	101	99	143	100	105
Number of adults with increased total income	52	71	69	74	75	8
Percentage of adults who increased total income	50%	70%	70%	52%	75%	8%

# Measure 4: Jobs & Income Growth

This report looks at clients with an Entry or Exit from a CoC-funded project within a given operating year to determine the percentage of clients who have increased Earned, Other (non-earned) or total income during that timeframe. Metric 4 has (6) associated tables which focus on employment and income growth for our (3) CoC-funded projects.

*Projects included in this metric: HUD CoC Funded Permanent Supportive Housing (PSH), HUD CoC funded Rapid Rehousing (RRH)*

## System Leavers

Metric 4.4 – Change in earned income for adult system leavers						
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Universe: Number of adults who exited (system leavers)	16	23	28	26	48	23
Number of adults who exited with increased earned income	1	1	1	3	4	2
Percentage of adults who increased earned income	6%	4%	4%	12%	8%	9%

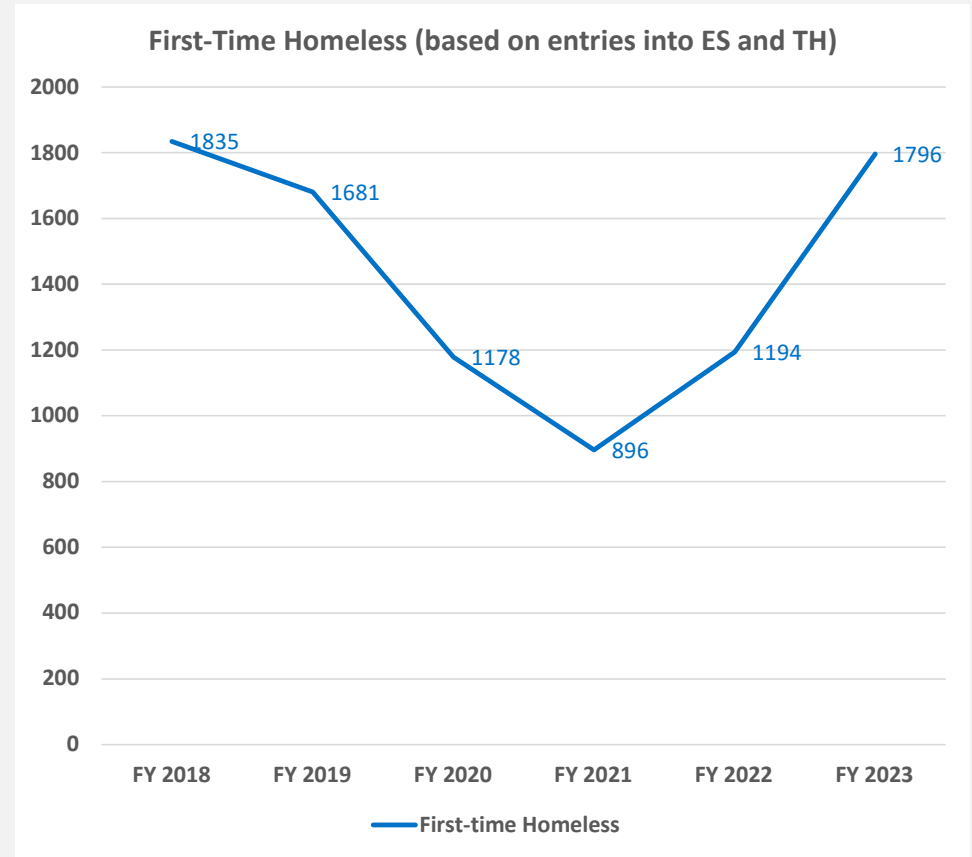
Metric 4.5 – Change in non-employment cash income for adult system leavers						
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Universe: Number of adults who exited (system leavers)	16	23	28	26	48	23
Number of adults who exited with increased non-employment cash income	4	15	17	8	16	12
Percentage of adults who increased non-employment cash income	25%	65%	61%	31%	33%	52%

Metric 4.6 – Change in total income for adult system leavers						
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Universe: Number of adults who exited (system leavers)	16	23	28	26	48	23
Number of adults who exited with increased total income	5	16	18	11	19	14
Percentage of adults who increased total income	31%	70%	64%	42%	40%	61%

# Measure 5: First Time Homeless

This metric uses a client’s entry date in relation to any prior project entries to determine whether the entry is a “new” homeless stay or whether the client was homeless in the prior 24 months.

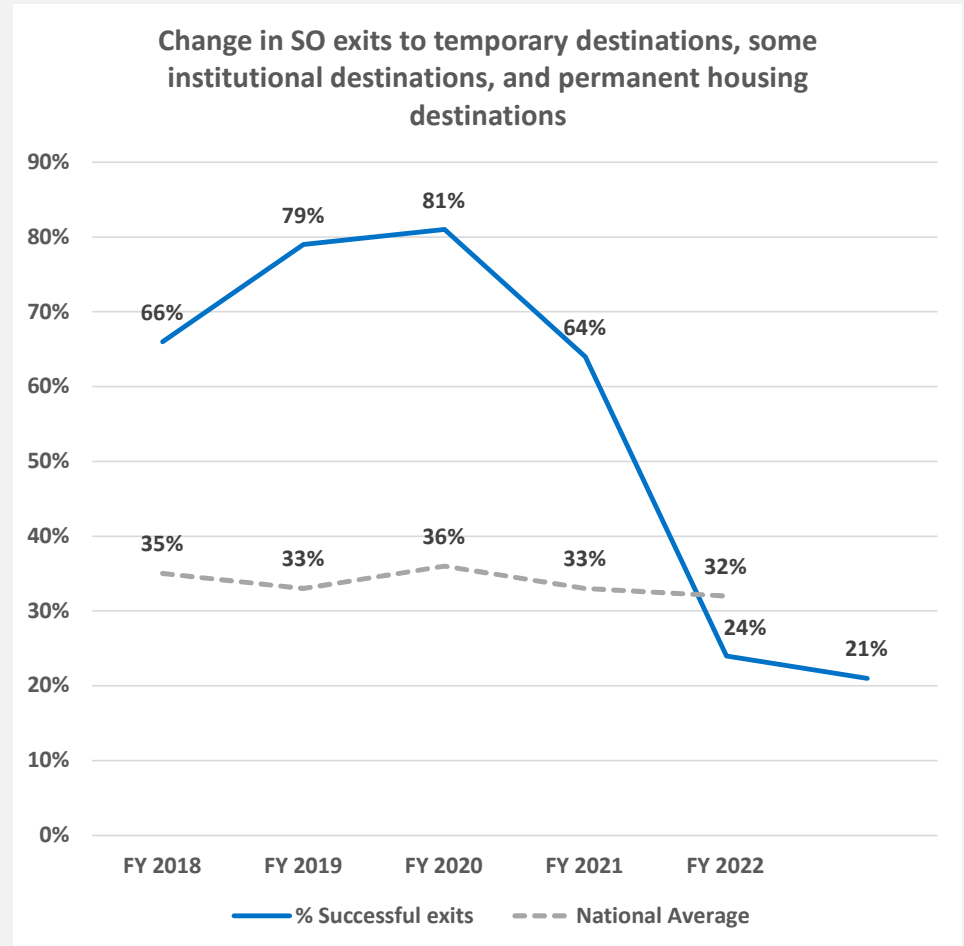
*Projects included in this metric: Emergency Shelter (ES), Permanent Supportive Housing (PSH), Rapid Rehousing (RRH), Transitional Housing (TH)*



# Measure 7: Successful Housing Placements (Street Outreach)

This metric uses counts of client level HMIS data to show placements from Street Outreach into Temporary and Permanent Housing and Permanent Housing Placements and Retention in PH projects. It includes three tables – this table focuses on placements to PH from Street Outreach.

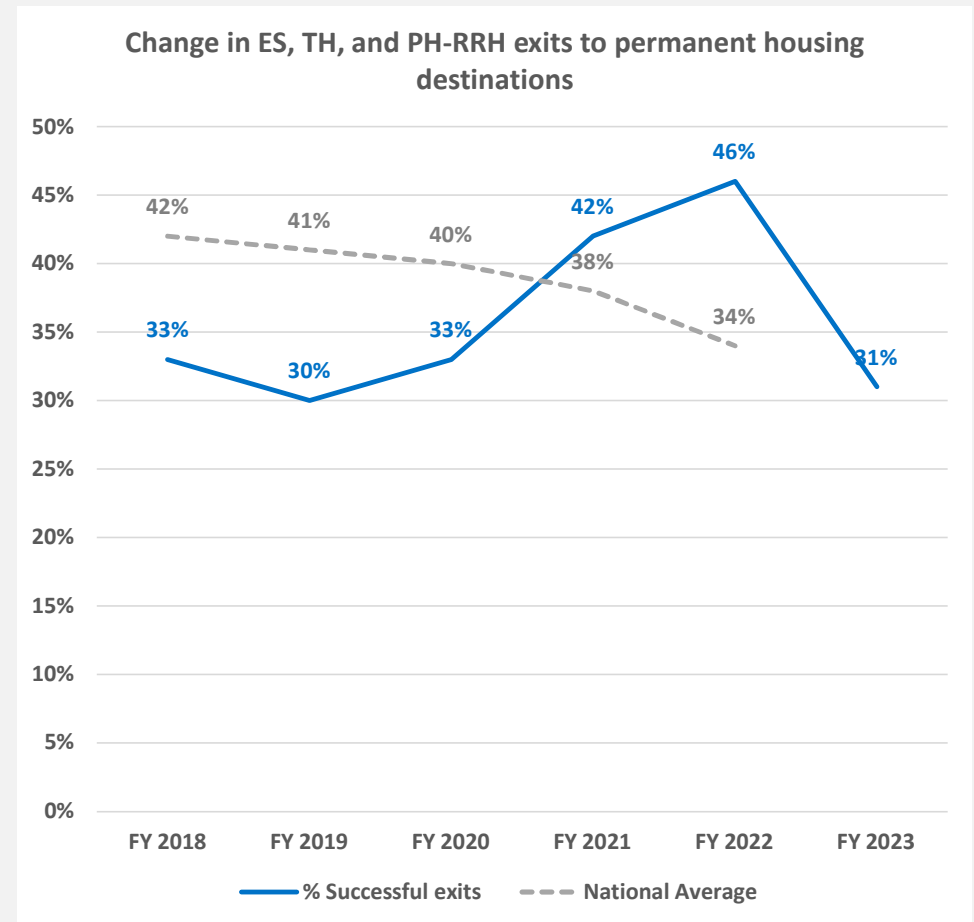
*Projects included in this metric: Street Outreach*



# Measure 7: Successful Housing Placements (ES, TH, RRH & PH)

This metric looks at clients exited from ES, SH, TH, RRH and PH projects who exited to permanent housing destinations

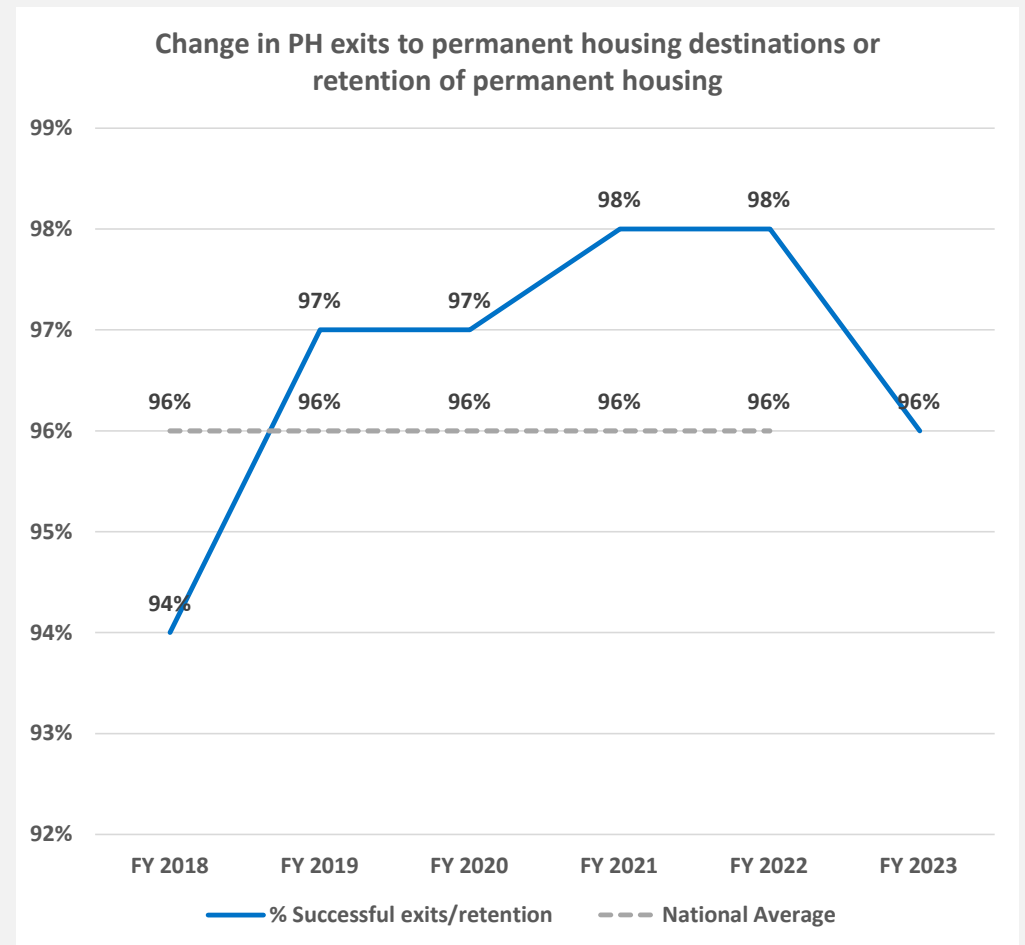
*Projects included in this metric: Emergency Shelter (ES), Safe Haven (SH), Transitional Housing (TH), Rapid Rehousing (RRH), and Other Permanent Housing (OPH).*



# Measure 7: Change in exit to or retention of permanent housing

This metric uses counts of clients in all PH projects except RRH, that either remained in the PH projects or exited to other permanent housing destinations.

*Projects included in this metric: all Permanent Housing (PH) except for RRH.*



# Big Bend Continuum of Care Board of Directors 2023-2024

Name	Seat Type	Date Elected or Appointed	CoC Board Seat	Employment	Alternate Representative	Board Committees	Term Ends
1. Diane Williams Cox	Appointed	2023	Tallahassee City Commission	City Commissioner	Kimble Thomas		2025
2. Rick Minor	Appointed	2023	Leon County Commission	County Commissioner	Shington Lamy		2023
3. Noah Lockley	Appointed	2023	Franklin County Commission	County Commissioner	Erin Griffith		2023
4. Ronterious Green	Appointed	2023	Gadsden County Commission	County Commissioner	Edward Dixon		2023
5. Steven Walker	Appointed	2023	Jefferson County Commission	County Commissioner	Parrish Barwick		2023
6. Doyle Brown	Appointed	2023	Liberty County Commission	County Commissioner			2023
7. Donnie Waldrep (District 2) Ronnie Moore (District 3)	Appointed	2023	Madison County Commission	County Commissioner			2023
8. Thomas Demps	Appointed	2023	Taylor County Commission	County Commissioner			2023
9. Chuck Hess	Appointed	2023	Wakulla County Commission	County Commissioner	Quincee Messersmith		2023
10. Johnna Coleman	Appointed	2022	CoC Lead Agency (non-voting)	Executive Director- Big Bend CoC			
11. Frank Norris	Elected	2022	Veterans Administration	Program Supervisor/VA - HUD VASH/		Executive Committee	2024
12. Jim McShane	Elected	2022	Employment Services	CEO/ CareerSource Capital Region		Executive Committee- Past Chair & Treasurer/ HMIS Committee Chair	2024
13. Jeanne Freeman	Elected	2022	Healthcare Provider	CEO, Neighborhood Medical Center, Inc.		Executive Committee- Chair	2024
14. Barbara Wills	Elected	2020	Higher Education	Vice President, Administrative Services & Chief Business Officer, Tallahassee Community College		Executive Committee	2024
15. Emily Mitchem	Elected	2022	State Certified Domestic Violence Provider	Executive Director/Refuge House		Executive Committee	2024
16. Mandy Bianchi	Elected	2022	Center for Independent Living	Executive Director/Ability 1 <sup>st</sup>			2024
17. Nick Maddox	Elected	2022	Family Emergency Shelter Provider	Executive Director/Big Bend Homeless Coalition			2024

# Big Bend Continuum of Care Board of Directors 2023-2024

Name	Seat Type	Date Elected or Appointed	CoC Board Seat	Employment	Alternate Representative	Board Committees	Term Ends
18. Horace Fred Thompson	Elected	2022	Homeless/Formerly Homeless Individual			Project Review Committee Member	2024
19. Brenda Williams	Elected	2022	Public Housing Authority Provider	Executive Director/ Tallahassee Housing Authority			2024
20. Jay Reeve	Elected	2022	Mental Health Services	President, CEO Apalachee Mental Health Center	Ashlee Barbel		2024
21. Gwen Virostek	Elected	2022	Homeless Youth Service Provider	Executive Director/ Capital City Youth Services	Gina Dozier		2024
22. Melissa Radey	Elected	2022	Higher Education	Professor, FSU School of Social Work			2024
23. Jessica Lowe	Elected	2022	Public School System	Homeless Liaison/Families in Transition Project Coordinator			2024
24. Sonya Wilson	Elected	2022	Emergency Shelter Provider	Executive Director/CESC, Inc	Vickie Butler		2024
25. Chuck White	Elected	2022	Private Business Sector	Affordable Housing Consultant/Beatitude Foundation Contractor, CESC, Inc.			2024
26. Taylor Biro	Elected	2022	Homeless/Formerly Homeless Individual				2024
27. Fatima Oleabhiele	Elected	2022	Policy and Planning Specialist	Capital Area Community Action Agency-Quality Assurance Manager			2024
28.	Elected		Homeless/Formerly Homeless Youth	CCYS Youth Council Member			
29. Matthew Knee	Elected	2022	Rapid Rehousing and Homeless Prevention Service Provider	Executive Director/Catholic Charities	Tracey Campbell		2024
30. Lizbeth Murphy	Elected	2022	Early Learning Provider	CEO/ Early Learning Coalition of the Big Bend Region			2024
31. Greg Downing	Elected	2022	At- Large	Former Gadsden County School Board		Project Review Committee Member	2024



# Big Bend Continuum of Care

## Profit & Loss

October 2023 through March 2024

Oct '23 - Mar 24

Ordinary Income/Expense

Income

43400 · Direct Public Support	2,451.06
44800 · Indirect Public Support	1,550.00
47200 · Program Income	
47210 · State Contracts	387,162.18
47220 · Local Government Contracts	163,562.92
47230 · Membership Dues	548.06
47250 · Federal Contracts/Funding	123,203.05
47260 · Background Screens	19.95
47200 · Program Income - Other	15,944.51

**Total 47200 · Program Income** 690,440.67

**Total Income** 694,441.73

**Gross Profit** 694,441.73

Expense

60800 · Bank Service Fees	57.00
60900 · Business Expenses	
60920 · Business Registration Fees	10.25
60930 · Memberships	3,925.69
60900 · Business Expenses - Other	389.72

**Total 60900 · Business Expenses** 4,325.66

62100 · Contract Services

62110 · Accounting Fees	2,000.00
62100 · Contract Services - Other	281,943.52

**Total 62100 · Contract Services** 283,943.52

62800 · Facilities and Equipment

62840 · Equip Rental and Maintenance	100.00
62890 · Rent, Parking, Utilities	24,260.03

**Total 62800 · Facilities and Equipment** 24,360.03

63000 · Program Expense -4,479.89

64000 · Specific Assist to Individuals 857.99

65000 · Operations

65010 · Books, Subscriptions, Reference	624.00
65020 · Postage, Mailing Service	66.00
65030 · Printing and Copying	705.53
65040 · Supplies	3,546.08
65050 · Telephone, Telecommunications	3,074.19
65060 · Information Technology	11,892.62
65070 · Advertising/Marketing	386.98
65000 · Operations - Other	2,293.19

**Total 65000 · Operations** 22,588.59

65100 · Other Types of Expenses

65120 · Insurance - Liability, D and O	2,146.91
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**Big Bend Continuum of Care**  
**Profit & Loss**  
October 2023 through March 2024

	<u>Oct '23 - Mar 24</u>
Total 65100 · Other Types of Expenses	2,146.91
66000 · Payroll Expenses	
66010 · FMIT	4,632.13
66020 · Health Insurance	33,434.13
66030 · Retirement -FRS	33,925.09
66040 · Life & Dental	1,752.67
66050 · Travel	50.00
66070 · Taxes	20,203.65
66000 · Payroll Expenses - Other	<u>267,987.28</u>
Total 66000 · Payroll Expenses	361,984.95
68300 · Travel and Meetings	
68310 · Conference, Convention, Meeting	334.16
68300 · Travel and Meetings - Other	<u>5,089.77</u>
Total 68300 · Travel and Meetings	<u>5,423.93</u>
Total Expense	<u>701,208.69</u>
Net Ordinary Income	<u>-6,766.96</u>
Net Income	<u><u>-6,766.96</u></u>

Ability 1st - ARPA																
Task Category	Project Budget \$	Current Expenditures \$												Cumulative Expenditures (Amount Spent To-Date) \$	Unexpended Budget (Remaining Funds) \$	
		Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24			
Task 1 - Street Outreach	\$120,000.00	\$2,876.25	\$11,588.12	\$7,335.02	\$7,656.94	\$3,483.40									\$32,939.73	\$87,060.27
<b>TOTALS</b>	<b>\$120,000.00</b>	<b>\$2,876.25</b>	<b>\$11,588.12</b>	<b>\$7,335.02</b>	<b>\$7,656.94</b>	<b>\$3,483.40</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$32,939.73</b>	<b>\$87,060.27</b>

BBCoC - ARPA																
Task Category	Project Budget \$	Current Expenditures \$												Cumulative Expenditures (Amount Spent To-Date) \$	Unexpended Budget (Remaining Funds) \$	
		Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24			
Task 1 - Street Outreach	\$126,637.01	\$6,160.60	\$7,306.28	\$4,399.91	\$4,329.49	\$5,066.62									\$27,262.90	\$99,374.11
Task 2 - Permanent Supportive Housing	\$161,024.35	\$9,033.18	\$9,864.28	\$5,063.80	\$4,767.32	\$5,674.25									\$34,402.83	\$126,621.52
Task 3 - Capacity Building	\$123,100.78	\$0.00	\$2,193.87	\$662.31	\$0.00	\$0.00									\$2,856.18	\$120,244.60
Community Liasion	\$100,000.00					\$2,820.00									\$2,820.00	\$97,180.00
Capacity Buidling Adv.	\$90,000.00		-\$2,193.87	-\$662.31											-\$2,856.18	\$92,856.18
															\$0.00	\$0.00
															\$0.00	\$0.00
<b>TOTALS</b>	<b>\$600,762.14</b>	<b>\$15,193.78</b>	<b>\$17,170.56</b>	<b>\$9,463.71</b>	<b>\$9,096.81</b>	<b>\$13,560.87</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$64,485.73</b>	<b>\$536,276.41</b>

CESC - ARPA																
Task Category	Project Budget \$	Current Expenditures \$												Cumulative Expenditures (Amount Spent To-Date) \$	Unexpended Budget (Remaining Funds) \$	
		Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24			
Task 1 - Street Outreach	\$120,000.00	\$0.00	\$0.00	\$0.00	\$15,281.02	\$3,866.90									\$19,147.92	\$100,852.08
<b>TOTALS</b>	<b>\$120,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$15,281.02</b>	<b>\$3,866.90</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$19,147.92</b>	<b>\$100,852.08</b>

ARPA - Total																
Task Category	Project Budget \$	Current Expenditures \$												Cumulative Expenditures (Amount Spent To-Date) \$	Unexpended Budget (Remaining Funds) \$	
		Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24			
Task 1 - Street Outreach	\$366,637.01	\$9,036.85	\$18,894.40	\$11,746.36	\$27,267.45	\$12,416.92									\$79,361.98	\$287,275.03
Task 2 - Permanent Supportive Housing	\$161,024.35	\$9,033.18	\$9,864.28	\$5,063.80	\$4,767.32	\$5,674.25									\$34,402.83	\$126,621.52
Task 3 - Capacity Building	\$123,100.78	\$0.00	\$2,193.87	\$662.31	\$7,656.94	\$0.00									\$10,513.12	\$112,587.66
Task 4 - Community Liasion	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,820.00									\$2,820.00	\$97,180.00
Capacity Buidling Adv.	\$90,000.00	\$0.00	-\$2,193.87	-\$662.31	\$0.00	\$0.00									-\$2,856.18	\$92,856.18
Adjustment SO				-\$11.43	\$0.00	\$0.00									-\$11.43	\$11.43
															\$0.00	\$0.00
<b>TOTALS</b>	<b>\$840,762.14</b>	<b>\$18,070.03</b>	<b>\$28,758.68</b>	<b>\$16,798.73</b>	<b>\$39,691.71</b>	<b>\$20,911.17</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$124,230.32</b>	<b>\$716,531.82</b>

**2023-2024 DCF PROVIDER BALANCES**

Agency	Funding Stream	Activity	Contract Amounts	July 2023	August 2023	September	October 2023	November	Dec 2023	Jan 2024	Feb 2024	Balance	% Complete
				Invoices	Invoices	2023 Invoices	Invoices	2023 Invoices	Invoices	Invoices	Invoices		
Ability 1st	DCF Challenge +2	Rapid Rehousing	\$ 25,462.50								\$ 7,208.07	\$ 18,254.43	72%
	DCF Challenge +2	Admin	\$ 787.50								\$ -	\$ 787.50	100%
	DCF ESG	Street Outreach	\$ 23,000.00	\$ 2,139.55	\$ 1,896.00	\$ 1,896.00	\$ 1,896.00	\$ 1,896.00	\$ 1,896.00	\$ 1,897.96	\$ 1,897.94	\$ 7,584.55	33%
	DCF ESG CV3	Rapid Rehousing	\$ 25,000.00	\$ -	\$ 2,910.00	\$ 7,052.00	\$ 4,969.79	\$ -	\$ 767.00	\$ 2,134.00	\$ 4,360.00	\$ 2,807.21	11%
BBCoC	DCF Staffing	CoC Staffing	\$ 185,894.85	\$ 8,928.57	\$ 8,928.57	\$ 8,928.57	\$ 8,928.57	\$ 18,772.56	\$ 18,772.56	\$ 18,772.56	\$ 18,772.56	\$ 75,090.33	40%
	DCF TANF	Admin	\$ 966.00	\$ 54.78	\$ 95.71	\$ 129.03	\$ 100.52	\$ 50.07	\$ 69.39	\$ 73.14	\$ 58.39	\$ 334.97	35%
	DCF Challenge	Admin	\$ 8,600.00	\$ 47.46	\$ 329.14	\$ 1,490.85	\$ 276.19	\$ 421.95	\$ 431.61	\$ 588.88	\$ 413.21	\$ 4,600.71	53%
	DCF Challenge Base +	Housing Need	\$ 53,317.91								\$ -	\$ 53,317.91	100%
	DCF Challenge Base +	Program Need	\$ 151,200.14								\$ -	\$ 151,200.14	100%
	DCF Challenge Base +	Admin	\$ 22,724.23								\$ -	\$ 22,724.23	100%
	DCF Challenge +1	Admin	\$ 7,391.99								\$ -	\$ 7,391.99	100%
	DCF Challenge +2	Rapid Rehousing	\$ 98,608.51								\$ 374.99	\$ 98,233.52	100%
	DCF Challenge +2	Admin	\$ 27,600.95								\$ 2,884.02	\$ 24,716.93	90%
	DCF ESG	HMIS	\$ 3,750.00		\$ -	\$ -	\$ -	\$ 2,896.00	\$ 465.37	\$ -	\$ -	\$ 388.63	10%
	DCF ESG	Admin	\$ 7,500.00	\$ 319.88	\$ 376.81	\$ 376.81	\$ 413.23	\$ 523.30	\$ 605.75	\$ 514.81	\$ 650.79	\$ 3,718.62	50%
	DCF ESG	Emergency Shelter	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,503.25	\$ -	\$ -	\$ 12,496.75	83%
	DCF ESG CV3	Street Outreach	\$ 27,700.00	\$ -	\$ -	\$ 766.32	\$ 1,482.64	\$ 1,611.66	\$ 1,657.16	\$ 1,415.86	\$ 1,661.62	\$ 19,104.74	69%
	DCF ESG CV3	HMIS	\$ 23,369.12	\$ -	\$ 8,123.30	\$ -	\$ 3,301.73	\$ 4,015.48	\$ 2,610.24	\$ 2,390.53	\$ 1,899.20	\$ 1,028.64	4%
DCF ESG CV3	Rapid Rehousing	\$ 9,250.00	\$ -	\$ -	\$ 1,700.00	\$ 245.67	\$ 340.25	\$ 1,601.03	\$ 1,034.94	\$ 2,977.97	\$ 1,350.14	15%	
DCF ESG CV3	Admin	\$ 13,778.08	\$ 607.02	\$ 1,993.35	\$ 1,520.18	\$ 2,246.27	\$ 2,055.10	\$ 380.24	\$ 2,049.00	\$ 2,071.60	\$ 855.32	6%	
BBHC	DCF Challenge	Housing Need	\$ 4,898.20	\$ -	\$ 785.59	\$ 291.02	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,821.59	78%
	DCF Challenge	Program Need	\$ 33,221.80	\$ -	\$ -	\$ 8,368.82	\$ -	\$ 3,406.42	\$ 3,662.29	\$ 3,406.43	\$ 1,495.49	\$ 12,882.35	39%
	DCF ESG	Emergency Shelter	\$ 36,000.00	\$ -	\$ 1,157.24	\$ 3,198.68	\$ -	\$ 3,403.31	\$ 3,403.30	\$ 3,403.30	\$ 5,270.57	\$ 16,163.60	45%
	DCF ESG CV3	Emergency Shelter	\$ 29,100.00	\$ 6,109.19	\$ 3,570.87	\$ 468.82	\$ -	\$ 2,818.54	\$ 2,707.94	\$ 2,706.00	\$ 2,587.65	\$ 8,130.99	28%
	DCF ESG CV3	Admin	\$ 900.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 900.00	100%
Catholic Charities	DCF TANF	Financial Assistance	\$ 19,385.00	\$ 1,598.45	\$ 2,279.59	\$ 2,600.00	\$ 2,412.50	\$ 1,200.00	\$ 1,375.00	\$ 1,500.00	\$ 1,148.90	\$ 5,270.56	27%
	DCF TANF	Case Management	\$ 11,899.00	\$ 227.62	\$ 910.83	\$ 1,700.84	\$ 938.14	\$ 468.90	\$ 938.14	\$ 938.14	\$ 797.29	\$ 4,979.10	42%
	DCF Challenge	Housing Need	\$ 15,280.00	\$ 474.62	\$ 1,465.41	\$ 3,960.00	\$ 1,634.45	\$ 813.04	\$ 653.77	\$ 750.00	\$ 934.44	\$ 4,594.27	30%
	DCF Challenge	Program Need	\$ 14,000.00	\$ -	\$ 1,040.42	\$ 2,288.64	\$ 1,127.45	\$ -	\$ -	\$ 1,732.39	\$ 1,702.15	\$ 6,108.95	44%
	DCF Challenge +1	Prevention	\$ 40,000.00								\$ -	\$ 40,000.00	
	DCF Challenge +1	Rapid Rehousing	\$ 51,134.06								\$ -	\$ 51,134.06	
	DCF Challenge +1	Admin	\$ 2,734.02								\$ -	\$ 2,734.02	
	DCF Challenge +2	Prevention	\$ 20,000.00								\$ -	\$ 20,000.00	
	DCF Challenge +2	Rapid Rehousing	\$ 30,925.00								\$ -	\$ 30,925.00	
	DCF Challenge +2	Admin	\$ 1,575.00								\$ -	\$ 1,575.00	
	DCF ESG	Prevention	\$ 28,750.00	\$ 2,948.76	\$ 978.95	\$ 2,450.82	\$ 3,361.31	\$ 2,458.32	\$ 1,293.31	\$ 2,359.93	\$ 2,416.61	\$ 10,481.99	36%
DCF ESG	Rapid Rehousing	\$ 36,000.00	\$ 1,309.20	\$ 3,503.95	\$ 1,740.12	\$ 3,007.31	\$ 2,708.32	\$ 3,019.11	\$ 2,634.93	\$ 3,430.58	\$ 14,646.48	41%	
CESC Inc.	DCF ESG CV3	Emergency Shelter	\$ 29,100.00						\$ 5,516.28	\$ 4,402.17	\$ 4,589.60	\$ 14,591.95	50%
	DCF ESG CV3	Admin	\$ 900.00						\$ -	\$ -	\$ -	\$ 900.00	100%
ECHO	DCF Challenge +2	Prevention	\$ 94,817.50								\$ 17,518.56	\$ 77,298.94	
	DCF Challenge +2	Admin	\$ 2,932.50								\$ 525.56	\$ 2,406.94	
	DCF ESG CV3	Prevention	\$ 53,350.00	\$ -	\$ 4,063.27	\$ 6,199.46	\$ 12,529.64	\$ 13,622.25	\$ 11,083.33	\$ 5,852.05	\$ -	\$ -	0%
	DCF ESG CV3	Admin	\$ 1,600.60	\$ -	\$ 121.90	\$ 185.98	\$ 375.89	\$ 408.67	\$ 332.50	\$ 175.56	\$ -	\$ 0.10	0%
IOY	DCF Challenge +2	Prevention	\$ 16,375.00								\$ 12,334.46	\$ 4,040.54	
	DCF Challenge +2	Rapid Rehousing	\$ 20,000.00								\$ -	\$ 20,000.00	
	DCF Challenge +2	Admin	\$ 1,125.00								\$ 334.03	\$ 790.97	
	DCF ESG CV3	Rapid Rehousing	\$ 24,250.00	\$ 586.00	\$ 3,550.00	\$ 1,250.00	\$ 3,235.00	\$ 3,200.00	\$ 1,050.00	\$ 3,300.00	\$ 3,630.00	\$ 4,449.00	18%
DCF ESG CV3	Admin	\$ 750.00	\$ 62.50	\$ 106.50	\$ 37.50	\$ 97.05	\$ 97.05	\$ 97.05	\$ 99.00	\$ 99.00	\$ 54.35	7%	
<b>CoC Wide Totals</b>			\$ 1,325,654.46	\$ 25,413.60	\$ 48,187.40	\$ 58,600.46	\$ 52,579.35	\$ 67,187.19	\$ 66,891.62	\$ 64,131.58	\$ 104,045.25	\$ 845,826.08	

# COC STAFF REPORT

October 2023- March 2024

## HIGHLIGHTS

### BOARD MEETING

1. Board Meeting minutes were completed from October 12, 2023, and included with packet for review.

### HOUSING ASSISTANCE INQUIRIES

1. During the months of October 2023- March 2024 there were an influx of calls and email inquiries requesting housing assistance:
  - Homeless Prevention – 220 inquiries
  - Rapid Rehousing – 270 Inquiries
  - Emergency Shelter Assistance:
    - CESC/Kearney Center – 115
    - HOPE Community – 65

\*We have seen about 30% increase in the number of homelessness assistance inquiries since October 2023.

### FINANCIAL, BUDGET and GRANT RELATED ACTIVITIES

1. Completed invoices for HUD, DCF, Leon County and City of Tallahassee funded programs October 2023- March 2024.
2. Completed Status and Roll-Up Reports for DCF funded programs for October 2023- March 2024.
3. CoC staff attended DCF Office on Homelessness OFFICE HOURS bi-weekly calls.
4. Completed BBCoC 1<sup>st</sup> independent audit with Moran and Smith LLP.
5. Continuous research on resource development for additional more diverse funding opportunities for BBCoC.
6. Executed contract agreement amendments for DCF ESG, Challenge, and Challenge Plus funds with sub-providers.
7. Executed contract agreements with City of Tallahassee for 23-24 ESG Funding.
8. Executed 3<sup>rd</sup> party amendment with City of Tallahassee and Leon County for 23-24 ARPA funding.
9. Staff participate in monthly meetings with HUD TA for guidance on HUD contracts.

### COC ADMINISTRATION AND GOVERNANCE

1. Hosted monthly BBCoC Partner calls each month- October 2023- March 2024.
2. Conducted weekly CoC staff meetings with all CoC staff.
3. ED attends bi-weekly CoC Coordination Calls hosted by Florida Coalition to End Homelessness.
4. Participated in monthly TA meetings with HUD TA and Florida Housing Coalition.
5. ED attended NOFO office hours when available.
6. Hired a Community Engagement Liaison and Program Coordinator.
7. Attended State of Florida Emergency Management Strategic Planning workshop focused on disaster planning.
8. Assisted partner agencies with various solutions to programmatic and operational issues.
9. ED and Contracts and Finance Director attended FCEH Conference in October 2024.
10. Distribution of 4<sup>th</sup> Quarterly Newsletter on January 2, 2024. ***If anyone would like to share news/updates for September-November in our next Newsletter, please submit your articles to the CoC ([sgrindlerollins@bigbendcoc.org](mailto:sgrindlerollins@bigbendcoc.org)) by June 7, 2024.***

## **PIT and HIC 2024**

1. Conducted the 2024 Point in Time Count.

## **HMIS**

1. Working with our HMIS software vendor, Wellsky, to beta test a new HMIS portal for clients. This portal will allow homeless clients to update their HMIS profile information, check availability of shelter and homeless resources, and present digital ID cards which will assist agencies with client check-in.
2. Created new Annual HMIS Recertification Training, which reinforces the critical importance of client data privacy and security and covers common HMIS data quality errors and best practices, as well as HUD's upcoming data standards updates for FY2024. This training can be found on our official Learning Management System – [www.learnhmis.org](http://www.learnhmis.org).
3. Updated CHSP report to better detail new client entries per quarter.
4. Data quality preparations are underway for our upcoming annual reporting season – System Performance Measures (SPM), and Longitudinal Systems Analysis (LSA) are first up – covering CoC-wide performance from 10/1/2022 – 9/30/2023. Significant data quality reviews and data analysis goes into these reports, which are typically due in February.
5. Reconnected with the Built for Zero movement. Built for Zero is a methodology which allows communities to provide targeted, data-driven housing investments, identify and understand racial inequities, and drive homelessness to functional zero.
6. Supported 81 HMIS users and trained 23 new users.
7. Five-year background screenings were emailed to employees whose terms had expired for their continued use of the HMIS System. All have been screened and up to date.

## **LANDLORD ENGAGEMENT**

1. Landlord Liaison continues to update our housing list/database of corporate-owned apartment complexes, private owners of residential properties, 55+ over communities, and affordable housing communities in Leon County and the surrounding Big Bend counties.
2. Added 9 new Landlords to our database during the October-March timeframe and is currently working with 9 other prospective additional new Landlords.
3. Provided email blast list of Housing Leads to 151 + Case Managers from various agencies in Tallahassee and the surrounding Big Bend counties. These Housing Leads are emailed weekly to assist Case Managers with their clients' housing needs and are current leads with many Landlords that are willing to work with the various agencies and our client population. These leads can also be printed out for the client to contact the Landlord themselves if they choose. In addition to providing these Housing Leads to the Case Managers and a group of 31+ Leon County School Social Workers.
4. Engaged potential landlords and visits to various apartment communities and private landlords on a weekly basis. For the months of October 2023 to March 2024, Landlord Liaison has made 240 visits throughout Tallahassee and Crawfordville. In addition to visiting properties and making connections with Landlords, Landlord Liaison has sent out 315+ emails to potential landlords that advertise on Facebook Marketplace, Zillow, Trulia, and 25+ other various apartment rental sites (from October 2023-March 2024).
5. Attended the Florida Coalition to End Homelessness Conference with our Executive Director and Contract and Finance Director in Orlando. Participated in Point in Time Count.
6. Continue to work on our Landlord Library and Tenant Resource Library on the CoC website.
7. Provided direct housing assistance to Case Management staff with The Kearney Center, BBHC, Ability First, VA, and the ECHO, and Family Promise regarding the MOU set aside units.
8. Landlord Liaison made 20 referrals and successfully filled 15 MOU Units with clients from various agencies.
9. Negotiated with our newest affordable housing community, Jackson Forest to acquire 11 additional 2-bedroom MOU units listed at 33% AMI (one of which we leased immediately) on top of 4 1 bedrooms at 22% AMI. Landlord Liaison was able to fill all 4 MOU units within a week.

## **STREET OUTREACH**

1. Responded to multiple outreach requests (for emergency supplies/connection to housing assistance/referrals/clothing needs and transportation needs).
2. Coordinated and participated in 2 weekly outreach efforts in Leon County with Service Providers (Ability 1st, CCYS, CESC and BBHC's Outreach Teams) and Community Partners (Leon County Human Services, City of Tallahassee Parks & Recreation, COT Department of Housing and Community Resilience, Leon County Sherriff's Office HOST Unit).
3. Street outreach specialists canvassed Leon County weekly to assess household's needs and interest in services in targeted areas - Downtown Tallahassee, Pensacola Street, and the North Monroe Corridor.
4. Escorted HOME Street Medicine Team to visit unsheltered individuals in need of medical care at their campsites (11/23, 1/24, 01/29, 02/06, 02/20, 02/23, 03/22).
5. Continuously supported and coordinated with City of Tallahassee and Leon County staff to address citizen complaints related to unsheltered homelessness.
6. Provided guidance and support to COT Parks & Rec and LCSO HOST Unit for dismantling camps using Trauma Informed Care.
7. Coordinated joint efforts to find housing solutions for over 10 households.
8. Collaborated with CESC to help multiple clients obtain driver's licenses and ID's.
9. Established connections with local businesses to foster partnerships and pool resources, aiding our unhoused communities. (Partners include Good Samaritan, Calvary Church, Catholic Charities, salvation Army, Grace Mission)
10. Teamed up with neighboring agencies to supply clothing, food, and shelter referrals to 10 plus families and over 20 individuals.
11. Collaborated with the City of Tallahassee to help relocate individuals to areas with family support and available housing options.
12. Participated in bi-weekly Outreach Meetings hosted by the City of Tallahassee.

## **COORDINATED ENTRY**

1. Coordinated and facilitated Permanent Supportive Housing community case conferencing each month on 1st and 3rd Thursdays.
2. Provided Consistent Telecommunications support to partnering agencies that aided their efforts in proficiently participating in Coordinated Entry project.
3. Coordinated and Facilitated Families case conferencing on 1st Thursday of each month.
4. Coordinated individual and family referral placements into PSH and RRH programs.
5. Hosted several TA sessions for partnering agencies relative to CES training and available housing intervention overviews. (10/19, 11/1, 12/1, 12/5, 12/7, 1/17, 2/21, 2/26)
6. Coordinated and facilitated community RRH case conferencing on the 2nd Wednesday of each month.
7. Referred 10 households for Permanent Supportive Housing program all housed within this FY
8. Identified 7 homeless youth via the collegiate Unconquered Scholars program.
9. Referred 3 youth households successfully housed by receiving agencies.

## **COMMUNITY ENGAGEMENT COORDINATOR**

1. Facilitated meetings with 6 churches to plan for collaboration to assist unsheltered individuals. Met with supervisor over Urban Farm to discuss partnership and community needs.
1. Met with staff from Leroy Collins Library to discuss their concerns, needs, experiences, need for collaboration, and planned for training for all library branches in Leon County. Met with staff at RISE Center to discuss re-entry resources available to individuals' leaving incarceration and picked up clothing donation.
2. Regularly attended/attends Homeless Outreach Data Management meetings with BBCoC, LCSO HOST, and City of Tallahassee staff.
3. Attended Hope Florida Homelessness meeting as well as Enhanced Services meeting with Miami Dade County.
4. The liaison attended Community Engagement Breakfast at a local church and met with various social service agencies throughout Leon County.

5. Attended bi-weekly meetings for Permanent Supportive Housing program.
6. Met with staff at the Challenger Learning Center to discuss partnership/scholarship opportunities for youth experiencing homelessness.
7. Liaison met with BBCoC Executive Director and Leon County admin staff for Corridor Planning Meeting. Met with BBCoC Executive Director and DCF staff to discuss needs/resources for an unsheltered mother and children currently in an active DCF investigation and participated in several meetings with BBCoC Executive Director, Coordinated Entry Director, Street Outreach Coordinator, Comptroller, and Program Director to discuss funding and referral workflows.
8. Attended the State Disaster Housing Task Force Strategic Planning conference to discuss preparations and impacts of natural disasters in the state of Florida.
9. Attended a co-sheltering conference through the agency My Dog is My Home to learn more about the importance of keeping people experiencing homelessness with their animals and discuss the need/resources for co-sheltering in our local community.
10. Completed coordinated and individual outreach regularly throughout Leon County. Assisted Street Outreach with providing clothing, shoes, food, and medical supplies to unsheltered clients. and assisted with facilitating several hotel stays.
11. Met with new property manager to discuss pricing and availability for clients in need of affordable housing.
12. Completed training presentation to present to churches and all Leon County Public Library branches.
13. Completed a street card/resource guide for individuals experiencing homelessness, businesses, and faith-based organizations.
14. Contacted 50+ businesses and faith-based organizations to introduce my role, the BBCoC, inquire about concerns/needs, and offers assistance/partnership if they are interested.
15. Completed crisis intervention and trauma-informed care training.

**PROGRAM COORIDINATOR**

1. Online Inquiries: October 2024- March 2024

- 156 submissions



**State**

**CoC Name**

<b><u>Project Name</u></b>	<b><u>Program</u></b>	<b><u>Awarded Amount</u></b>
CoC Planning Project Application FY2023	CoC	\$20,634
CoC RRH FY2023	CoC	\$184,678
HMIS Renewal 2023	CoC	\$52,552
Independent Living 2023	CoC	\$462,680
SSO-CE Renewal 2023	CoC	\$49,084

**FL-505 Total :** **\$769,628**

**FL-506 - Tallahassee/Leon County CoC**

A Place Called Home	CoC	\$669,161
APCH for Families Renewal FY 2023	CoC	\$183,164
CoC Planning Project Application FY2023	CoC	\$148,025
HMIS Renewal FY2023	CoC	\$130,292
Home Plate Renewal 2023	CoC	\$797,266
Youth Launch Renewal	CoC	\$191,832

**FL-506 Total :** **\$2,119,740**

**FL-507 - Orlando/Orange, Osceola, Seminole Counties CoC**

2023 CES	CoC	\$456,124
2023 Covenant House CMO	CoC	\$91,003
2023 Covenant House ROPAL	CoC	\$154,449
2023 EFS Beacon of Light	CoC	\$131,846
2023 GAECDC Homes for New Beginnings	CoC	\$73,486
2023 HMIS	CoC	\$337,565
2023 Housing and Healthcare 1	CoC	\$95,760
2023 Housing and Healthcare 2	CoC	\$118,634
2023 HT-DV	CoC	\$442,000
2023 Orange Co S+C	CoC	\$1,118,373
2023 Osceola Co S+C	CoC	\$339,871
2023 Pathways TBRA	CoC	\$368,713