

TN-502 Knoxville Knox County Continuum of Care 2026 CoC HMIS Project Applicant Questionnaire

The Knoxville Knox County Continuum of Care seeks to provide a coordinated, inclusive and outcome-oriented community process for the solicitation, objective review, ranking and selection of project applications for inclusion with our CoC Collaborative Application package we submit to the US Department of Housing and Urban Development.

To score and then rank Continuum of Care project applications, the CoC Ranking and Review panel will use information from this Project Applicant Questionnaire, as well as relevant information from other sources, including but not limited to KnoxHMIS, the Coordinated Entry System, HUD LOCCS, CoC Project Applications, SAGE, and Agency Annual Performance Reviews. The Ranking and Review panel will use these scoring factors as well as HUD's CoC rules, regulations and objectives as well as local objectives to make a final determination of the acceptance and rank-order of applications we submit in our Collaborative Application.

Agency:

Project Name:

Name, phone email of contact:

Project Info
CoC Application Project Type:
☐ Renewal Project ☐ New Project ☐ New Project - Expansion ☐ New Project – Transition or Replacement ☐ New Project - Reallocation ☐ Renewal Project - YHDP ☐ Renewal Project - Consolidation ☐ Renewal Project - Reallocation
CoC Application Project Category: ☐ This form is for HMIS only
Briefly describe how you will start and fully implement the proposed project, including your timeline for when the project will be open and operating at its full capacity:

Project Administration and Threshold Check		
For <i>Renewal Projects</i> only:	Yes	No
Did you submit your previous year's Annual Performance Report (APR) on time?	☐	☐
Do you have any unresolved HUD or OHS Monitoring or OIG Audit finding(s) concerning any previous grant term related to this renewal project request? If yes, explain:	☐	☐
Do you draw funds at least quarterly for your current renewal project?	☐	☐
Have any funds remained available for recapture by HUD for the most recently expired grant term related to this renewal project request? If yes, explain:	☐	☐
For <i>New Projects</i> only:	Yes	No
Does your project have any unresolved monitoring or audit findings from any other grant source?	☐	☐

For HMIS Projects: New HMIS project applications must receive at least 3 out of the 4 points available for this project type. New HMIS projects that do not receive at least 3 points will be rejected.

A	Describe how the HMIS funds will be expended in a way that furthers the CoC's HMIS implementation.
B	Describe how the HMIS collects all Universal Data Elements as set forth in the HMIS Data Standards.
C	Describe the ability of the HMIS to un-duplicate client records.
D	The HMIS produces all HUD-required reports and provides data as needed for HUD reporting (e.g., APR, quarterly reports, data for CAPER/ESG reporting) and other reports required by other federal partners.

Objective Criteria		
Applicant Experience:		
Which types of persons does this project serve?		
☐ N/A - Project Serves All Subpopulations ☐ Domestic Violence ☐ Veterans ☐ Substance Abuse ☐ Youth (under 25) ☐ Mental Illness ☐ Families with Children ☐ HIV/AIDS ☐ Chronic Homeless ☐ Other (please explain)		
Does your organization have past experience working with the populations noted above?		
☐ No Experience ☐ 1 Year or Less ☐ 1-5 Years ☐ 5 Years or More		
	Yes	No
Does your organization have past experience carrying out the specific program type described in your application?	☐	☐
Does your organization have past experience in carrying out federally funded grant activities?	☐	☐
Cost Effectiveness and Match Funding (We understand different types of projects have different types of services that serve different types of clients):		
What is your total CoC grant request amount for this project?		
Match – Please enter your total match funding for this project. (On your project application, this is the number in question 6D for renewals and 6I for new projects)		
Describe the program budget and general costs for operating the HMIS, including licenses, and overall number of average users.		
Coordinates with System Providers		
Describe how HMIS helps facilitate utilization of the system by different agencies and across participating and non-participating projects.		

Describe how HMIS proactively provides data to the community and projects to help align systemwide goals.		
Describe how HMIS demonstrates the capacity to train, problem solve, and work alongside providers to establish community wide data standards.		
System Performance Measures- NEW PROJECTS		
Describe how HMIS will track system level performance measures and impacts.		
Describe whether this project has information and data on client outcomes provided on website.		
Describe whether your organization has a dedicated data specialist or similar role		
Describe how this project intends to monitor program performance, and how any negative system impacts would be addressed.		
System Performance Measures- RENEWALS (These questions identify the extent to which your project furthers CoC strategies to improve CoC-wide performance measures):		
	Yes	No
Did HMIS submit complete Housing Inventory Count (HIC) data in a timely manner?	☐	☐
Did HMIS submit complete Point in Time Count (PIT) data in a timely manner?	☐	☐
Did HMIS engage youth serving organizations and youth experiencing homelessness in the PIT count planning process?	☐	☐
Did HMIS work with youth serving organizations and the Youth Action Board to select PIT locations where youth experiencing homelessness are most likely to be identified?	☐	☐
Did HMIS include youth experiencing homelessness in the actual count?	☐	☐
Does HMIS have in place, or is it developing or coordinating a comparable database with DV providers to collect required data element for reporting de-identified information to the CoC?	☐	☐
Is the HMIS Bed Coverage Rate for housing types within the CoC that includes emergency shelter, Safe Haven, transitional housing, rapid rehousing, and permanent supportive housing above 85%?	☐	☐
Did the HMIS Lead submit the 2025 Longitudinal Systems Analysis (LSA) data in a complete and timely manner?	☐	☐
Did HMIS Lead publish an HMIS community report in the last 12 months?	☐	☐
Community Collaboration		
	Yes	No
Does HMIS Lead provide a quarterly, public-facing online homelessness dashboard?	☐	☐
Does HMIS Lead provide data support for the Coordinated Entry System?	☐	☐

Does HMIS Lead participate in and provide data support to the Homeless Coalition/CoC Organizational Body?	☐	☐
End of questionnaire – Thank you		