



**Virginia Balance of State
HUD 2022 Continuum of Care Supplement to Address
Unsheltered and Rural Homelessness Funding
Opportunity
Application Addendum (Due Date: August 26th, 2022 by 5:00 PM)**

Continuum of Care (CoC) Overview

The Department of Housing and Urban Development (HUD) CoC Program is authorized by the McKinney-Vento Homeless Assistance Act and is designed to:

- Promote a community-based solutions to ending homelessness;
- Provide funding to nonprofits, states, and local governments to prevent and quickly re-house individuals and families experiencing homelessness;
- Minimize the trauma and dislocation that individuals, families, and communities experience as a result of homelessness; and
- Promote the effective utilization of mainstream resources

A Continuum of Care (CoC) is a community-based entity composed of representation from a cross-section of providers, community organizations, representatives of mainstream resources, and individuals from one or more localities that is responsible for the coordination of services and resources to end homelessness in their designated jurisdiction. Localities across the country and within Virginia have organized into CoCs to develop community-based solutions to end homelessness and to access HUD CoC Program funding. There are 16 separate CoCs in Virginia. The Balance of State (BOS) is one of these 16 CoCs.

The BOS CoC is a continuum that includes 73 localities across the Commonwealth that extend as far east as the Eastern Shore of Virginia to the Southwest region of Virginia. The BOS CoC is organized into regionalized local planning groups (LPGs) that meet regularly and work to address local needs.

Virginia Balance of State CoC –Local Planning Groups	
Lenowisco (Planning District 1)	Lee, Scott, Wise, and Norton
Cumberland Plateau (Planning District 2)	Buchanan, Dickenson, Russell, Tazewell, Washington, and City of Bristol
Hope Inter-Agency Council of Homelessness (Planning District 3)	Bland, Carroll, Grayson, Smyth, Wythe, and City of Galax
Housing Partnership of the New River Valley (Planning District 4)	Giles, Floyd, Montgomery (including Blacksburg and Christiansburg), Pulaski, and City of Radford
Foothills Housing Network (Planning District 9)	Culpeper, Fauquier, Madison, Orange, and Rappahannock
Southside (Planning District 13)	Brunswick, Halifax, and Mecklenburg
Heartland (Planning District 14)	Amelia, Buckingham, Charlotte, Cumberland, Lunenburg, Nottoway, and Prince Edward
Crater Area Coalition on Housing	City of Colonial Heights, Dinwiddie, City of Emporia, Greenville, City of Hopewell, City of Petersburg, Prince George, Surry, and Sussex
Valley Homeless Connection	Augusta, Highland, City of Staunton, City of Waynesboro, Bath, Rockbridge, Lexington, Buena Vista

West Piedmont Better Housing Coalition	City of Danville, Franklin, Henry, City of Martinsville, Patrick, and Pittsylvania
Northern Neck Middle Peninsula Housing Partnership (Planning Districts 17/18)	Lancaster, Westmoreland, Northumberland, Richmond County, Essex, Gloucester, Mathews, Middlesex, King and Queen, King William
Community Partners of the Eastern Shore (Planning District 22)	Accomack and Northampton

CoC Application Process for the Supplement to Address Unsheltered and Rural Homelessness

In order to meet the requirements of HUD, the Virginia BOS CoC application process will consist of the following components:

1. Registration (Completed by DHCD)
2. Notification of Funding Opportunity (NOFO)
3. Project Application and Eligibility Review
4. Project Ranking and Review
5. Consolidated Application
 - a. CoC Application Narrative
 - b. Project Applications

Registration

DHCD serves as the lead organization and collaborative applicant of the Balance of State CoC. DHCD is responsible for completing the registration for federal funding opportunities that require a consolidated application on behalf of the CoC. Each organization that is eligible to submit an application for federal funding competitions must register their organization in eSnaps.

If recommended for funding, the organization’s project application will be included in the CoC’s consolidated application submission.

Notification of Funding Opportunity (NOFO)

The Notice of Funding Opportunity (NOFO) provides HUD’s required process for CoC’s to follow in order to access funding opportunities including the application deadline. It will also specify eligible projects and HUD priorities for funding. DHCD utilizes this document to ensure that the BOS CoC processes align with the requirements outlined by HUD. The 2022 BOS funding priorities are based on current state and federal homeless goals as well as including feedback from key stakeholders including persons with lived expertise, and individuals from traditionally marginalized populations.

Project Application and Eligibility Review

All organizations that are interested in applying for projects through the Supplement to Address Unsheltered and Rural Homelessness Funding Opportunity must complete the required documents outline in the application addendum. All documents must be received by the due date in order to be evaluated by DHCD’s Homeless and Special Needs program team and the Ranking Committee of the Balance of State CoC. Each project application will be reviewed and evaluated on the following criteria:

- Project eligibility –the project must be an eligible project as outlined in the FY 22 HUD CoC Program Supplement to Address Unsheltered and Rural Homelessness.
 - Eligible Project Types
 - Rapid Rehousing (RRH)
 - Permanent Supportive Housing (PSH)
 - Joint Transitional Housing – Rapid Rehousing Component (TH-RRH)
 - Supportive Services Only (SSO)
 - Homeless Management Information System (HMIS)

An initial project eligibility review will be completed by DHCD’s Homeless and Special Needs Housing Unit program staff dedicated to the Balance of State CoC. A written notification will be provided to applicant’s regarding their project’s eligibility.

- Local need –the project must meet an unmet need within the local planning group. This must be supported by local planning data, including point-in-time count data and be considered by the local planning group to be a project consistent with meeting local needs.
- Local Coordination –the project must be fully coordinated and integrated, as appropriate, within the local coordinated assessment system and linked to mainstream resources.
- Project Feasibility –the project will be evaluated on its overall feasibility. This includes factors such as the status of other funding sources including, if applicable, match sources and the relative capacity of the provider and partners involved in the project.
- 2022 Priorities –The project will be evaluated on how well it will help to quickly transition individuals and families to permanent housing and to what degree it is aligned with identified and specific BOS priorities.
 - To reduce the number of persons who become homeless,
 - To shorten the length of time persons are homeless, and
 - To reduce the number of persons that return to homelessness.

Please note that each project’s outcomes and housing focus will impact the overall HUD CoC application score and future funding levels.

Only projects that are submitted through the project application process will be considered eligible for the HUD CoC Application. Written feedback will be provided on each project application submitted. Only projects submitted through this process regardless of feedback may be submitted as a HUD CoC new project application. Applicants may also request a technical assistance meeting for further guidance. Please contact Ara Mendoza at ara.mendoza@dhcd.virginia.gov for additional support.

Project Ranking and Review

Once all eligible project documents have been submitted, DHCD is responsible for the facilitation of the Balance of State CoC Ranking Committee. The Balance of State CoC convenes a panel of community stakeholders (at least 5) including (but not limited to) persons with lived experience, individuals from traditionally marginalized populations, homeless

service providers, state employees, advocates, housing authority representatives, and local government representatives to review and assess funding requests for the HUD Continuum of Care Program. The panel, known as the Ranking Committee is an independent body (no conflicts of interest) tasked in the CoC charter as the entity responsible for accepting requests for funding and reviewing requests for consistency with meeting the federal, state, and local goals and priorities for addressing homelessness.

The ranking committee will review all project applications meeting deadline requirements. Projects will be ranked by the committee based on BOS funding priorities. The project rankings are then reviewed and approved by the Steering Committee. Applicants will receive notification of the outcome of the project ranking prior to the HUD specified deadline.

Appeals to the ranking committee decisions must be received in writing within ten days of notification. All appeals must be on letter letterhead signed by the authorized authority for the applicant organization.

Consolidated Application

CoC's are required to complete the Consolidated Application to be considered for federal funding opportunities. The Consolidated Application includes two primary parts:

- CoC Application Narrative
- Individual Project application(s)

The CoC Application Narrative - HUD requires information about the CoC planning body (steering committee), governance structure, overall CoC performance, and the strategic planning process. This portion is scored by HUD and has impact on the amount of funding awarded through the overall process. As the Collaborative Applicant of the Balance of State CoC, DHCD completes this portion of the application on behalf of all 12 local planning groups.

Individual Project Application

All parties interested in submitting a project application for a new project must submit the application addendum and all required application documents to DHCD prior to **August 26th, 2022 at 5:00PM**.

All projects are completed in eSnaps by the project applicants.

Once eSnaps is open, project applicants will receive further instructions from DHCD for completing their application in eSnaps.

The project application includes a description of the proposed project including details on who the project will serve, the type of housing that will be provided, and what budget activities are being requested. All project applications must be entered into eSnaps by the due date **(August 26th , 2022)** set forth by the steering committee in order to be ranked and not rejected by the CoC ranking committee.

2022 BOS Funding Priorities

Overall, the BOS CoC funding priorities are to:

- Address the limited availability of housing opportunities through:

- Increasing rapid re-housing resources
- Increasing the number of permanent supportive housing units – where data supports the need for chronic homeless units
- Increasing the number of physical housing stock available in communities through new construction, acquisition or rehabilitation
- Improve accessibility to services and housing through:
 - Addressing the needs of individuals and families who share multiple intersectional identities
 - Coordination with mainstream partners
 - Improve access points within the community
 - Addressing financial barriers that can create a burden for individuals to access housing
 - Equity in delivery of services
 - Focus on housing and housing first
- Maintain housing stability through:
 - Provision of individualized services to meet the basic needs of individuals and families experiencing homelessness, both during the housing search and while in permanent housing
 - Ensuring that supportive services are culturally competent in their administration of housing interventions
 - Coordination of housing services with other mainstream resources
 - Addressing the experience of intergenerational homelessness
- Continued planning and coordination

Addressing the limited availability of housing opportunities

For the 2022 Continuum of Care Supplement to Address Unsheltered and Rural Homelessness Funding Opportunity, projects that are dedicated to addressing the limited availability of housing opportunities will be a priority.

Rapid re-housing projects for Individuals or Families will be a priority for this application. These are projects that emphasize housing search and relocation services and short- and medium- term rental assistance to move people experiencing homelessness as rapidly as possible into permanent housing.

Additionally, permanent supportive housing (for chronically homeless Individuals or families) – will be a priority for the 2022 application. This is community based housing paired with services for formerly homeless individuals and families with disabilities living as independently as possible without a designated length of stay. Please note that the emphasis for new programs is on chronically homeless individuals.

Improving accessibility to services and housing

For the 2022 Continuum of Care Supplement to Address Unsheltered and Rural Homelessness Funding Opportunity, projects that are dedicated to improving accessibility to services and housing will be a priority.

Applicants must demonstrate how they will address the needs of individuals and families who share multiple intersectional identities that can contribute to their homelessness, coordinate with mainstream partners, build more access points within the community, and address the financial barriers that can create a burden for individuals to access housing through their projects. Additionally, projects must demonstrate how their projects will be dedicated to equity, housing and housing first, and reducing the number of individuals experiencing homelessness for the first time.

Equity in delivery of services will be a priority for the 2022 application. In alignment with Virginia's Fair Housing Law, applicants have a duty to affirmatively further fair housing opportunities for classes protected under the Fair Housing Act. Protected classes include race, color, national origin, religion, sex, disability and familial status. Projects and applicants will be evaluated based on how the project will contribute to the community's current efforts to deliver equitable services.

Focus on housing and housing first – projects that are committed to housing first approach will be given a priority. This priority is for projects whose HUD funding request is primarily for the housing component of the project.

Reducing the number of individuals experiencing homelessness for the first time will be a priority for the 2022 application. Projects will be evaluated on their ability to provide support in connecting individuals with natural and mainstream supports in lieu of entering the homelessness system.

Maintain housing stability

For the 2022 Continuum of Care Supplement to Address Unsheltered and Rural Homelessness Funding Opportunity, projects that are dedicated to maintaining an individual or family's stability in housing will be a priority.

Applicants must demonstrate how their projects will provide individualized services to meet the basic needs of individuals and families experiencing homelessness while in permanent housing, will ensure that supportive services are culturally competent in their administration of housing interventions, will coordinate housing services with other mainstream resources, and how projects will address the experience of intergenerational homelessness.

Planning and coordination resources

CoC responsibilities have grown since the Hearth Act regulations have been enacted. These responsibilities include but are not limited to the implementation of performance measures and a coordinated assessment system. As a result new project funding applications for planning and coordinated assessment will be submitted by the CoC lead agency.

Eligible New Projects/Activities

The BOS CoC is soliciting new project applications for rapid re-housing, permanent supportive housing, supportive services only projects and HMIS projects. New projects seeking funding through this opportunity must align with the Virginia Balance of State CoC's

plan to address individuals and families with severe service needs. All project types target homeless individuals and families.

Grant terms

The initial grant term for projects awarded through this funding opportunity will be 3 years. For the rural set aside, the initial grant term for projects for new construction, rehabilitation, and acquisition will be 3 to 5 years.

Rapid Re-housing

Rapid re-housing projects must be designed to help homeless individuals and families move as quickly as possible into permanent housing and achieve stability in housing. Please note rapid re-housing is limited to literally homeless households. These are households who at intake lack a fixed, regular, and adequate nighttime residence. This includes those currently residing in a shelter and those exiting an institution (where they resided temporarily) with no housing resources. These projects provide short-and/or medium-term assistance up to 24 months. The program participants keep the housing when the assistance ends.

This is community-based housing without a designated length of stay that permits formerly homeless individuals or families to live as independently as possible. Services may not be required, however case management must be provided at least once monthly.

Eligible activities under this project type include:

- Project Administration (limits apply)
- Support services including case management (limits apply)
- Rental Assistance

Project administration –up to ten percent of any grant may be used for project administrative costs related to project planning and execution. Match requirement of 25 percent applies.

Eligible costs included:

- General management
- Oversight
- Coordination
- Training of program requirements

Supportive services costs –include costs of providing the services, the salaries and benefits of the staff providing the services, and any required materials and supplies. Match requirement of 25 percent applies. Eligible services are limited to:

- Annual assessments of service needs
- Assistance with moving costs
- Case management
- Child care
- Education services
- Employment assistance
- Job training
- Food
- Housing search

- Counseling services
- Legal services
- Life skills training
- Mental health services
- Outpatient health services
- Substance abuse treatment
- Transportation
- Utility deposits

Please note that services must be available and design to meet the needs of the participants. Participation in services must not be required. Projects funding request are evaluated based the utilization of mainstream resources and overall housing focus.

Rental assistance – Is tenant –based, project-based, or sponsor-based rental assistance. It must be administered by unit of local government or public housing authority. The grant amount is based on the number and size of the units requested and the Fair Market Rent (FMR). Program participants must have a lease with the property owner. A match requirement of 25 percent applies.

Permanent Supportive Housing

Eligible new permanent supportive housing project must increase the number of available units for chronic homeless individuals and/or families with disabilities. This is community-based housing without a designated length of stay that permits formerly homeless individuals or families to live as independently as possible. Services must be available, but may not be required.

Eligible activities under this project type include:

- Project Administration (limits apply)
- Support services including case management
- Leasing*
- Rental Assistance*
- Operating Costs

*Please note projects cannot have both leasing and rental assistance.

Project administration –up to ten percent of any grant may be used for project administrative costs related to project planning and execution. Eligible costs included:

- General management
- Oversight
- Coordination
- Training of program requirements

Supportive services costs –include costs of providing the services, the salaries and benefits of the staff providing the services, and any required materials and supplies. Match requirement of 25 percent applies. Eligible services are limits to:

- Annual assessments of service needs

- Assistance with moving costs
- Case management
- Child care
- Education services
- Employment assistance
- Job training
- Food
- Housing search
- Counseling services
- Legal services
- Life skills training
- Mental health services
- Outpatient health services
- Substance abuse treatment
- Transportation
- Utility deposits

Please note that services must be available and design to meet the needs of the participants. Participation in services must not be required. Projects funding requests are evaluated based the utilization of mainstream resources and overall housing focus.

Leasing – funds may be used to lease property or portions of property, for use in providing housing or to provide supportive services. Rents paid must be reasonable to rents for comparable space. Program participants must have occupancy agreements or subleases. While the grantee may charge an occupancy fee (not more than 30 percent of household income), they may not charge a program fee. In the case of leasing, the lease is between the grantee and the property owner. Leasing fees may not be used to lease units or structures owned by the grantee, subgrantee, their parent organization, a subsidiary, or partner organization. No match requirement applies.

Rental assistance – Is tenant –based, project-based, or sponsor-based rental assistance. It must be administered by unit of local government or public housing authority. The grant amount is based on the number and size of the units requested and the Fair Market Rent (FMR). Program participants must have a lease with the property owner. A match requirement of 25 percent applies.

Operating costs –Funds may be used to pay the operating costs of a permanent supportive housing project within a single structure or individual housing units. Funds may not be used for mortgage payments. Operating costs funds may not be used in the same project where rental assistance funds are being applied. Eligible costs include:

- Maintenance
- Repair of housing
- Property taxes and insurance
- Scheduled payments to a reserve for replacement of major systems of the housing
- Building security
- Utilities
- Furniture

- Equipment

A match requirement of 25 percent applies.

Joint Component Transitional-Rapid Rehousing

Joint Transitional-Rapid Rehousing Component project to help communities provide crisis housing with financial assistance and wrap around supportive services needed by program participants to quickly move into permanent housing.

Eligible activities under this project type include:

- Project Administration (limits apply)
- Support services including case management
- Leasing*
- Rental Assistance*
- Operating Costs

*Please note projects cannot have both leasing and rental assistance.

Project administration –up to ten percent of any grant may be used for project administrative costs related to project planning and execution. Eligible costs included:

- General management
- Oversight
- Coordination
- Training of program requirements

Supportive services costs –include costs of providing the services, the salaries and benefits of the staff providing the services, and any required materials and supplies. Match requirement of 25 percent applies. Eligible services are limited to:

- Annual assessments of service needs
- Assistance with moving costs
- Case management
- Child care
- Education services
- Employment assistance
- Job training
- Food
- Housing search
- Counseling services
- Legal services
- Life skills training
- Mental health services
- Outpatient health services
- Substance abuse treatment
- Transportation
- Utility deposits

Please note that services must be available and design to meet the needs of the participants. Participation in services must not be required. Projects funding requests are evaluated based the utilization of mainstream resources and overall housing focus.

Leasing – funds may be used to lease property or portions of property, for use in providing housing or to provide supportive services. Rents paid must be reasonable to rents for comparable space. While the grantee may charge an occupancy fee (not more than 30 percent of household income), they may not charge a program fee. In the case of leasing, the lease is between the grantee and the property owner. Leasing fees may not be used to lease units or structures owned by the grantee, subgrantee, their parent organization, a subsidiary, or partner organization. No match requirement applies.

Rental assistance – Is tenant –based, project-based, or sponsor-based rental assistance. It must be administered by unit of local government or public housing authority. The grant amount is based on the number and size of the units requested and the Fair Market Rent (FMR). Program participants must have a lease with the property owner. A match requirement of 25 percent applies.

Operating costs –Funds may be used to pay the operating costs of a permanent supportive housing project within a single structure or individual housing units. Funds may not be used for mortgage payments. Operating costs funds may not be used in the same project where rental assistance funds are being applied. Eligible costs include:

- Maintenance
- Repair of housing
- Property taxes and insurance
- Scheduled payments to a reserve for replacement of major systems of the housing
- Building security
- Utilities
- Furniture
- Equipment

A match requirement of 25 percent applies.

Supportive Services Only Projects

Supportive services only projects are projects that only provide services—such as conducting outreach to sheltered and unsheltered homeless persons and families and providing referrals to other housing or other necessary services—to families and individuals experiencing homelessness.

Supportive services projects include costs of providing the services, the salaries and benefits of the staff providing the services, and any required materials and supplies. Match requirement of 25 percent applies. Eligible services are limits to:

- Annual assessments of service needs
- Assistance with moving costs
- Case management
- Child care
- Education services
- Employment assistance
- Job training

- Food
- Housing search
- Counseling services
- Legal services
- Life skills training
- Mental health services
- Outpatient health services
- Substance abuse treatment
- Transportation
- Utility deposits

Homeless Management Information System

Projects that are dedicated to maintaining and operation of the local information database used to collect client-level data and data on the provision of housing and services to homeless individuals and families and persons at risk of homelessness. Eligible services are limited to:

- Computer hardware
- Software or software licenses
- Obtaining Technical Support
- Leasing Office Space and operation costs dedicated to the operation of HMIS
- Salaries for staff supporting the operation of HMIS
- Paying for costs of staff travel to and attend HUD sponsored and HUD approved training on HMIS
- Administration (up to 10%)

HMIS for the Virginia Balance of State CoC is maintained and operated by DHCD in collaboration with Homeward.

Planning

CoC planning projects - the project applications for CoC planning must be submitted by the Collaborative Applicant, which must match the organization listed as the Collaborative Applicant in the CoC Applicant Profile in e-snaps. This project type must request a 3-year grant term. A Collaborative Applicant may apply for one CoC planning grant as part of the Unsheltered Homelessness Set Aside.

Special Activities for Rural Set Aside

In the FY 2022 NOFO for the 2022 Continuum of Care Supplement to Address Unsheltered and Rural Homelessness Funding Opportunity, special activities were outlined for projects that are seeking funding through the rural set aside. These activities must be a component of an eligible project. The special activities are:

- Rent or utility assistance – Rent or utility assistance after 2 months of nonpayment of rent or utilities to prevent eviction or loss of utility service. Funds may be used to pay rent or utility arrear payments up to 6 months on behalf of program participants residing in permanent housing.
- Short-term emergency lodging in motels or shelters, either directly or through vouchers
 - Eligible costs include lodging costs in motels or hotels for program participants; pro-

rata share of sheltering program participants in existing shelters so long as the costs are actual costs of creating new and temporary beds in emergency shelters and not to permanently increase the capacity of the shelter. No funds may be used to shelter program participants in existing shelter beds.

- Repairs – Repairs (such as insulation, window repair, door repair, roof repair, and repairs) that are necessary to make housing habitable to be used for transitional or permanent housing by people experiencing homelessness. The total cost of repairs may not exceed \$10,000 per structure.
- Capacity building activities - Capacity building activities are those activities that maintain or improve the skills of recipients. Eligible capacity building activities include employee education, job training, staff retention activities such as financial incentives to staff, paying for continuing education opportunities, cross training within an organization, staff training and professional licensing or certification, and other professional development activities. An applicant may apply for up to 20% of funds requested as part of the project, including project administrative costs, for capacity building activities.
- Emergency food and clothing assistance - The cost of providing meals or groceries and clothing to program participants are eligible costs.
- Costs associated with making use of Federal Inventory property programs to house homeless individuals and families. Federal Inventory property programs means the Use of Federal Real Property to Assist the Homeless program authorized by title V of the Act, and implemented by 24 CFR part 581, and the Single Family Property Disposition Program authorized by section 204(g) of the National Housing Act (12 U.S.C. 1710(g)) and implemented at 24 CFR part 291



Virginia Balance of State – FY 22 HUD CoC Program Supplement to Address Unsheltered and Rural Homelessness

Please complete the questions below to supplement and expand on the information provided in the HUD ESNAPS Application.

Organization Name:

Project Name:

Project Type: Choose an item.

Application: Unsheltered Set Aside

Rural Set Aside

Total Amount Requested (3 year grant term):

Budget Detail (3-year allocation request)

	Year 1	Year 2	Year 3	Match	Match requirement	Total for Budget Category
Administration (10% max)					(25%)	
Operating Costs (if applicable)					(25%)	
Leasing (if applicable)						
Rental Assistance					(25%)	
Services					(25%)	
Construction					(25%)	
Rehabilitation					(25%)	
Acquisition					(25%)	
Total					(25% without leasing)	

Detailed Project Description:

Target Population:

How will your project address the following (where applicable):

- Ending Family Homelessness
- Ending Youth Homelessness
- Ending Veteran Homelessness
- Ending Chronic Homelessness

Will your project use a Housing First Model? How will your project implement housing first practices?

Describe how your project is/will be connected to the coordinated entry system.

Explain your financial capacity to administer this project (i.e. financial structures, etc.).

Addressing limited availability of housing opportunities:

Please explain how your community identified the need for this project.

How does this new project address identified needs of the LPG?

Improving Accessibility to Services and Housing

How will households with multiple intersectional identities that may contribute to their homelessness (i.e. households with substance use and a serious mental illness, households with members who are justice involved, those who are experiencing homelessness along with experiences of sexual and domestic violence, etc.) access your project?

How will this project improve access to services in your community? Please describe how your organization currently coordinates with mainstream resources to obtain benefits to mainstream health, social and employment programs for which they are eligible.

Please describe landlord engagement strategies that your organization has implemented.

Maintain Housing Stability

What supportive services (regardless of funding sources) will be available to program participants?

How will your project provide individualized housing location and stabilization services to ensure program participants obtain and maintain housing?

How will your project promote cultural competency and address the experience of intergenerational homelessness?

Racial Equity

How will your project promote racial equity in your community? (Please include your evaluation process for racial disparities and the results of this evaluation)