

Agency Name:	
Program Name:	

**2025 CoC Program Monitoring
ATTACHMENT F –SELF-ASSESSMENT CHECKLIST**

The 2025 CoC Program Monitoring includes a compliance review. Because the review cannot cover every topic for every agency, this Self-Assessment Form provides an opportunity for CoC-funded agencies to review their organizational policies and practices and identify compliance topics or areas where they would like additional information or guidance. **This form is not scored or evaluated. It is meant to be helpful!** For each topic, please indicate if you believe your program is generally in compliance and/or if you might benefit from training or technical assistance. **You can check both as appropriate.** The Monitoring Team will use the information gathered to recommend topics for training and technical assistance. Please note that some topics overlap and may appear in more than one place. Feel free to add any notes, questions, or other information in the Comments box, and you can list additional topics at the end of the form.

NOTE: This table does not cover every CoC regulation. To review all applicable CoC regulations, we recommend the [CoC Program Toolkit](#) available on the HUD website. HUD also provides sample [Monitoring Exhibits](#) for all HUD-funded programs, including the Continuum of Care program (Chapter 29).

General Compliance Areas	Pertinent Regulations	My program complies generally with these topics.	My program would benefit from training on one or more of these topics.	Please add any comments or specific questions you may have, including specific areas/topics of concern.
Program Eligibility/Intake Protocols: Written intake and eligibility protocols, definitions of homelessness and chronic homelessness, documentation of disability, documentation and recordkeeping, self-certifications, and other eligibility-related topics.	24 CFR 578.3 24 CFR 578.37 24 CFR 578.103 24 CFR 576.500	<input type="checkbox"/>	<input type="checkbox"/>	
Income Certification and Rent Calculation: Verifying participant income, calculating adjusted income, calculating participant rent, determining utility allowances, adjusting rent within RRH programs, and other topics related to participant income and rent calculation.	24 CFR 5.609 24 CFR 5.611 24 CFR 578.77 HUD Notice CPD-17-11	<input type="checkbox"/>	<input type="checkbox"/>	
Leasing: Eligible leasing costs, structuring leasing agreements, collecting participant rent, managing and accounting for program income, FMR versus rent reasonableness limits, accounting for security deposits, HQS inspections, unit vacancies, and other leasing-related topics.	24 CFR 578.49 24 CFR 578.75(b) 24 CFR 578.77 24 CFR 578.97 24 CFR 578.103	<input type="checkbox"/>	<input type="checkbox"/>	

General Compliance Areas	Pertinent Regulations	My program complies generally with these topics.	My program would benefit from training on one or more of these topics.	Please add any comments or specific questions you may have, including specific areas/topics of concern.
Rental Assistance: Eligible rental assistance costs, structuring leasing and subsidy agreements, rent reasonableness limits, accounting for security deposits, managing rental assistance budgets, HQS inspections, unit vacancies, and other topics specific to rental assistance programs.	24 CFR 578.51 24 CFR 578.77 24 CFR 578.103	<input type="checkbox"/>	<input type="checkbox"/>	
Housing First: Low-barrier intake and enrollment protocols, program agreements, staff training, lease violations, termination and grievance protocols, and other Housing First-related topics.	NOFO Announcements and CoC Program Agreements	<input type="checkbox"/>	<input type="checkbox"/>	
Program Termination: Policies relating to terminating program participation, grievance procedures, and length of stay limitations.	24 CFR 578.79 24 CFR 578.91	<input type="checkbox"/>	<input type="checkbox"/>	
Service Planning: Assessments and service plans, proper documentation of service encounters, time and activity reports for staff, RRH-specific service requirements, eligible supportive services costs, and other service-related topics.	24 CFR 578.37 24 CFR 578.53 24 CFR 578.75(e) 24 CFR 578.91 24 CFR 578.103	<input type="checkbox"/>	<input type="checkbox"/>	
Housing/Household Requirements: Ensuring appropriate unit sizes, addressing changes in household composition, addressing unit damages and repairs, lease bifurcation, and other related topics.	24 CFR 578.75(c)	<input type="checkbox"/>	<input type="checkbox"/>	
Operations: Eligible CoC-funded operating costs, utilities allowable under operations versus those covered by lease agreements, and other operations-specific topics.	24 CFR 578.55	<input type="checkbox"/>	<input type="checkbox"/>	
Administrative Costs and Indirect Costs: Allowable administrative costs, De Minimis Indirect Rate, administrative costs versus indirect costs, proper cost documentation, and other related topics.	24 CFR 578.59 24 CFR 578.63 2 CFR 200.412	<input type="checkbox"/>	<input type="checkbox"/>	

General Compliance Areas	Pertinent Regulations	My program complies generally with these topics.	My program would benefit from training on one or more of these topics.	Please add any comments or specific questions you may have, including specific areas/topics of concern.
Match Documentation: How HUD defines match, what can count as match, in-kind versus cash match, using program income for match, proper match documentation/accounting, and other related topics.	24 CFR 578.73	<input type="checkbox"/>	<input type="checkbox"/>	
HMIS Requirements: Eligible HMIS activities, HMIS requirements, using a comparable database (for DV/IPV providers), ensuring confidentiality of electronic records, and other related topics.	24 CFR 578.57 24 CFR 578.73 HMIS Data Standards	<input type="checkbox"/>	<input type="checkbox"/>	
Subsidy Layering: Using multiple funding sources to support program costs, including multiple sources of rental subsidy, and other topics related to laying subsidy funding.	24 CFR 4 Subpart A 24 CFR 578.29 42 USC 3545	<input type="checkbox"/>	<input type="checkbox"/>	
Environmental Review: Which program components/activities require environmental review, how to conduct environmental review, and other related topics.	24 CFR 50 24 CFR 578.31	<input type="checkbox"/>	<input type="checkbox"/>	
Fair Housing/Equal Opportunity: Alignment with applicable fair housing and equal opportunity legislation, affirmatively furthering fair housing, serving subpopulations without discriminating, ensuring accessibility for people with disabilities, avoiding involuntary family separation, and other topics.	24 CFR 5.105 24 CFR 578.93	<input type="checkbox"/>	<input type="checkbox"/>	
Conflicts of Interest: Avoiding conflicts of interest related to procurement, CoC Board membership and funding decisions, lease agreements, and other areas of potential conflicts.	24 CFR 578.95	<input type="checkbox"/>	<input type="checkbox"/>	
Roles of Formerly Homeless Individuals: Ensuring representation of people with lived experience (PLE) on decision-making/leadership entities, appropriate roles for PLEs, best practices, and other related topics.	24 CFR 578.75(g)	<input type="checkbox"/>	<input type="checkbox"/>	

General Compliance Areas	Pertinent Regulations	My program complies generally with these topics.	My program would benefit from training on one or more of these topics.	Please add any comments or specific questions you may have, including specific areas/topics of concern.
Privacy/Confidentiality/Safety: Ensuring protection of personally identifying information (PII) in all program files, basic confidentiality and privacy provisions, privacy standards for Victim Service Providers, VAWA compliance, and other topics.	24 CFR 578.23 24 CFR 578.99(j)	<input type="checkbox"/>	<input type="checkbox"/>	
Subgrantee Contracting/Monitoring: Ensuring annual monitoring of subgrantees, key topics for monitoring subgrantees, including match and performance reporting, and other related topics.	2 CFR 200.331 24 CFR 578.23 24 CFR 578.99 24 CFR 578.103	<input type="checkbox"/>	<input type="checkbox"/>	
Limitations on Use of Funds: Maintenance of effort, combining budget line items, and program fees.	24 CFR 578.87	<input type="checkbox"/>	<input type="checkbox"/>	
Other Required Certifications: Understanding other certifications required by HUD, including Drug-Free Workplace, Disclosure of Lobbying Activities, Non-Construction Assurances, and all Fair Housing/Nondiscrimination certifications.	42 U.S.C. 3601-19 42 U.S.C. 2000(d) 24 CFR 135 24 CFR 8 24 CFR 146 24 CFR 578	<input type="checkbox"/>	<input type="checkbox"/>	
Please use this space to list or describe any other compliance or regulatory topics about which your agency would like additional information, training, or technical assistance:				

If you have questions or need any help with this checklist, please contact the consulting team at nv500monitoring@gmail.com.