

Lead Agency Meeting
Minutes
July 7, 2004
Harbor Homes
78 Main Street, Nashua, NH
Special SuperNOFA Meeting

PRESENT: Lisa Christie, Nashua Soup Kitchen Shelter, Inc., Chairperson
Klaas Nijhuis, Urban Programs
Ruth Morrisette, Marguerite's Place Inc.
Mariellen Durso, Nashua Area Health Center
Donnalee Lozeau, Southern New Hampshire Services
Miles Pendry, Harbor Homes, Inc.
Mary Auer, Harbor Homes, Inc.
Linda Jeynes, Urban Programs
David Cull, Soul Purpose Living
Grace Hicks-Grogan, Nashua Housing Authority
Carolyn McLaughlin, Harbor Homes
Bob Mack, Nashua Welfare

The meeting began at 8:00 am. Handouts included copies of CoC Ranking Process, SuperNOFA Project Performance Review Guide from FY2003, and the 2003 NOFA HUD Debriefing. M. Auer opened the meeting and served as facilitator for the discussion on the section from the 2004 NOFA concerning Priorities. Much discussion ensued concerning how the applicants' projects for funding should be presented.

D. Lozeau suggested the Lead Entity Committee present the projects to the CoC rather than have each agency make it's own presentation. After further discussion, it was decided to have each agency use the same fact list from last year's Project Performance Review Guide to help them in writing a two-page description of their project. These will be delivered to the Lead Entity Committee by Monday, July 12, 2004 (M. Auer at Harbor Homes). At the Lead Entity Meeting on July 13, 2004 these project descriptions will be reviewed and a recommendation made by this committee to the full CoC on July 14, 2004 for prioritizing the projects. The CoC, at the July 14th meeting, will also review any bonus projects submitted for this year.

Program staff would be present on July 14th to answer any questions about their projects. M. Pendry will notify program staff at Harbor Homes, D. Lozeau will notify Southern New Hampshire Services, Nashua Pastoral Care, and Keystone Hall, and K. Nijhuis will notify someone from HMIS.

The meeting was adjourned at 10:30 am.

Next meeting is scheduled for 7/13/04 at 8:00 am, at Nashua City Hall, 229 Main Street, in Room 208.