

Instructions for McKinney-Vento Technical Assistance (MV-TA) Personnel Expertise Form

Applicants should list the last name and first name initial of each person (not to exceed 40 persons) who will be conducting needs assessments providing direct TA, developing technical assistance products and/or delivering training courses or group learning. Then for each person list the applicant should insert appropriate code in each column.

C = Current practitioner with extensive knowledge

P = Past practitioner with extensive knowledge

E = Extensive knowledge

L = Limited knowledge

N = No knowledge

In-house staff is defined as the current staff of the applicant, including co-applicants for **joint applications**.

Subcontractor staff and consultants are defined as organizations or persons with whom the applicant has a written contract or agreement in at the time of application submission for conducting technical assistance activities and for whom the applicant actually expects to task work.

For all in-house, subcontractor and consultant staff identified as Current Practitioner, Past Practitioner or having extensive knowledge, the narrative must briefly describe how the knowledge was gained, including organization name(s), role(s) and timeframe(s) in which the knowledge was gained.

Public reporting burden for this collection of information is estimated to average 4.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

APPLICANT ORGANIZATION:																								
Personnel								Web Tech.				Administration/Management				Skill Areas			Planning/Implementati			Reporting/Data Sys		
LAST NAME, FIRST INITIAL																								
IN HOUSE STAFF																								
SUBCONTRACTOR STAFF																								
CONSULTANT																								
				Fair Housing & Equal Opportunity																				
				ESG Rules & Requirements																				
				HPRP Rules & Requirements																				
				S+C Rules & Requirements																				
				SHP Rules & Requirements																				
				SRO Rules & Requirements																				
				HEARTH: ESG																				
				HEARTH: COC																				
				HEARTH: RHS																				
				Projects for Special Populations																				
				Prevention Projects																				
				Rapid Re-housing Projects																				
				Increasing Access to Mainstream Programs																				
				Website/portal development																				
				Website Management																				
				Developing Web-Based Tools																				
				Help desk - hosting																				
				Help desk - staffing																				
				Staffing/Organizational Structures																				
				Project Monitoring/Compliance																				
				Timeliness/Program Efficiency																				
				Oversight & Mentoring of Subrecipients																				
				Recordkeeping/Financial Mgmt.																				
				Asset and Property Management																				
				Evaluating Performance																				
				Accounting Principles/Indirect Costs																				
				OMB Circulars and Uniform Admin Req (A-87, A-110, A-133, Part 85)																				
				Fund Award/Subrecipient Procurement																				
				Conflict Resolution/Negotiation																				
				Data Analysis																				
				Needs Assessments																				
				Program Evaluation																				
				Research																				
				CoC Structure, Governance & Planning																				
				Strategic Planning																				
				Data Collection, Quality & Analysis																				
				Structure & Governance																				
				Reporting																				
				Data Warehousing																				
				Software Selection Process																				
				Provider Participation																				
				Privacy & Confidentiality																				
				Security & Data Protection																				
				CAPER																				
				CoC APR																				
				HPRP QPR/APR																				
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				HDX																				
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	IN HOUSE STAFF								
	SUBCONTRACTOR STAFF								
	CONSULTANT								
	LAST NAME, FIRST INITIAL	Fair Housing & Equal Opportunity	Projects for Special Populations	Website/portal development	Staffing/Organizational Structures	Conflict Resolution/Negotiation	Data Collection, Quality & Analysis	CAPEP	
		ESG Rules & Requirements	Prevention Projects	Website Management	Project Monitoring/Compliance	Data Analysis	Structure & Governance	CoC APR	
		HPRP Rules & Requirements	Rapid Re-housing Projects	Developing Web-Based Tools	Timeliness/Program Efficiency	Needs Assessments	Reporting	HPRP QPR/APR	
		S+C Rules & Requirements	Increasing Access to Mainstream Programs	Help desk - hosting	Oversight & Mentoring of Subrecipients	Program Evaluation	Data Warehousing	e-shaps	
		SHP Rules & Requirements		Help desk - staffing	Recordkeeping/Financial Mgmt.	Research	Software Selection Process	IDIS	
		SRO Rules & Requirements			Asset and Property Management	CoC Structure, Governance & Planning	Provider Participation	HDX	
		HEARTH: ESG			Evaluating Performance	Strategic Planning	Privacy & Confidentiality	GMP	
		HEARTH: COC			Accounting Principles/Indirect Costs		Security & Data Protection		
		HEARTH: RHS			OMB Circulars and Uniform Admin Req (A-87, A-110, A-133, Part 65)				
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