

## Before Starting the CoC Application

The CoC Consolidated Application consists of three parts, the CoC Application, the CoC Priority Listing, and all the CoC's project applications that were either approved and ranked, or rejected. All three must be submitted for the CoC Consolidated Application to be considered complete.

The Collaborative Applicant is responsible for reviewing the following:

1. The FY 2019 CoC Program Competition Notice of Funding Available (NOFA) for specific application and program requirements.
2. The FY 2019 CoC Application Detailed Instructions which provide additional information and guidance for completing the application.
3. All information provided to ensure it is correct and current.
4. Responses provided by project applicants in their Project Applications.
5. The application to ensure all documentation, including attachment are provided.
6. Questions marked with an asterisk (\*), which are mandatory and require a response.

## 1A. Continuum of Care (CoC) Identification

### Instructions:

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.

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**1A-1. CoC Name and Number:** MO-603 - St. Joseph/Andrew, Buchanan, DeKalb Counties CoC

**1A-2. Collaborative Applicant Name:** City of St. Joseph

**1A-3. CoC Designation:** CA

**1A-4. HMIS Lead:** City of St. Joseph

## 1B. Continuum of Care (CoC) Engagement

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**1B-1. CoC Meeting Participants.**

**For the period of May 1, 2018 to April 30, 2019, applicants must indicate whether the Organization/Person listed:**

- 1. participated in CoC meetings;**
- 2. voted, including selecting CoC Board members; and**
- 3. participated in the CoC’s coordinated entry system.**

Organization/Person	Participates in CoC Meetings	Votes, including selecting CoC Board Members	Participates in Coordinated Entry System
Local Government Staff/Officials	Yes	Yes	No
CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes	No
Law Enforcement	Yes	Yes	No
Local Jail(s)	No	No	No
Hospital(s)	Yes	Yes	No
EMS/Crisis Response Team(s)	Yes	Yes	No
Mental Health Service Organizations	Yes	Yes	No
Substance Abuse Service Organizations	Yes	Yes	Yes
Affordable Housing Developer(s)	Yes	Yes	Yes
Disability Service Organizations	Yes	Yes	Yes
Disability Advocates	Yes	Yes	Yes
Public Housing Authorities	Yes	Yes	Yes
CoC Funded Youth Homeless Organizations	Not Applicable	No	No
Non-CoC Funded Youth Homeless Organizations	Yes	Yes	Yes

Youth Advocates	Yes	Yes	No
School Administrators/Homeless Liaisons	Yes	Yes	No
CoC Funded Victim Service Providers	Yes	Yes	Yes
Non-CoC Funded Victim Service Providers	Yes	Yes	No
Domestic Violence Advocates	Yes	Yes	Yes
Street Outreach Team(s)	Yes	Yes	Yes
Lesbian, Gay, Bisexual, Transgender (LGBT) Advocates	Yes	Yes	Yes
LGBT Service Organizations	Yes	Yes	Yes
Agencies that serve survivors of human trafficking	Yes	Yes	Yes
Other homeless subpopulation advocates	Yes	Yes	Yes
Homeless or Formerly Homeless Persons	Yes	Yes	No
Mental Illness Advocates	Yes	Yes	Yes
Substance Abuse Advocates	Yes	Yes	Yes
Other:(limit 50 characters)			
Legal Aid	Yes	Yes	No
Community Action	Yes	Yes	Yes
NW Community Services	Yes	Yes	No

**1B-1a. CoC’s Strategy to Solicit/Consider Opinions on Preventing/Ending Homelessness.**

**Applicants must describe how the CoC:**

- 1. solicits and considers opinions from a broad array of organizations and individuals that have knowledge of homelessness, or an interest in preventing and ending homelessness;**
- 2. communicates information during public meetings or other forums the CoC uses to solicit public information;**
- 3. takes into consideration information gathered in public meetings or forums to address improvements or new approaches to preventing and ending homelessness; and**
- 4. ensures effective communication with individuals with disabilities, including the availability of accessible electronic formats, e.g., PDF. (limit 2,000 characters)**

1.HOW SOLICITS/CONSIDERS INPUT: CoC is open to all interested parties & continually invites new participants through at least annual public invitations & one-on-one invitations from current members to needed stakeholders. We engage a broad and large group, w/average of 25 people attending meetings in our small CoC, with many participants representing mainstream systems of care, including members representing MULTIPLE HEALTHCARE ORGANIZATIONS, BEHAVIORAL HEALTH, DOMESTIC VIOLENCE, COURTS, POLICE DEPARTMENT, LEGAL AID, DISABILITY, 211-EQUIVALENT, and COMMUNITY ACTION PARTNERSHIP. CoC has open committee meetings and hosts public-facing, evening community forums to encourage input.

2.PUBLIC MEETINGS: CoC website posts information about the CoC, but CoC finds PUSHING INFORMATION ABOUT MEETINGS and CoC needs more effective. In addition to sending via COC LISTSERV, a local listserv related to

community services with MORE THAN 600 RECIPIENTS sends announcements about CoC membership, funding, & important meetings.

3. TAKES INPUT INTO CONSIDERATION: CoC discusses input, information gathered, and outcomes at open-to-public CoC meetings to inform next steps. United Way hosts CoC meetings & meetings occur in roundtable format w/all input considered equally. When the relevant decision-maker is not the CoC (e.g. funders, law enforcement) info is gathered & presented. In 2019, CoC provided input on challenges & responses to emergency shelter closure, including documenting homelessness w/o ES (PD now supports), more complaints from business district, & opening/design of new shelter.

4. EFFECTIVE COMMUNICATION WITH PEOPLE w/DISABILITIES: CoC most commonly communicates via email with simple formatting/attachments that can be read with assisted technology. All meeting locations are ADA accessible. Interpretation or disability services available upon request to support meeting participation (e.g. large text handouts). Info on handouts presented orally & visually.

**1B-2. Open Invitation for New Members.**

**Applicants must describe:**

- 1. the invitation process;**
  - 2. how the CoC communicates the invitation process to solicit new members;**
  - 3. how the CoC ensures effective communication with individuals with disabilities, including the availability of accessible electronic formats;**
  - 4. how often the CoC solicits new members; and**
  - 5. any special outreach the CoC conducted to ensure persons experiencing homelessness or formerly homeless persons are encouraged to join the CoC.**
- (limit 2,000 characters)**

1/2/4 INVITATION/ COMMUNICATION/ HOW OFTEN: A) CoC leadership invites and recruits specific agencies or individuals to attend and participate EVERY MONTH. New members join by attending any meeting. B) An annual call for membership is posted on CITY/CoC WEBSITE & SENT TO LOCAL 211/COMMUNITY SERVICES RESOURCE CENTER EMAIL LIST with more than 600 recipients reaching broad swath of the community, including: businesses, nonprofits, government, volunteers, and citizens. C) Recipients of CoC, ESG, and Missouri Housing Trust Fund resources are required to attend at least 75% of meetings and recipients of CDBG or local funding are also encouraged to attend. SUCCESS: Most meetings include at least one new CoC member and approximately 25 participants at each meeting with more than 75 over the past year.

3. COMMUNICATION FOR PERSONS W/DISABILITIES: A) Written calls for participation via email or website are easily read with assistive technology, B) Disability service and advocacy organizations participate in CoC and assist with outreach and individual invitations.

5. LIVED EXPERIENCE: CoC board ensures consistent membership and representation by currently or recently homeless people, through one-on-one outreach and invitation. CoC Board reserves a spot for at least one homeless/formerly homeless individual. CoC goal is to include at least one consumer in every meeting, with providers asked to support through recruitment. CoC meetings are easily walkable from homeless service provider

locations, across parking lot from meals program. Related to safety/property concerns near new shelter, multiple meetings with business/neighbors/homeless people were held at City Hall in 2019.

**1B-3. Public Notification for Proposals from Organizations Not Previously Funded.**

**Applicants must describe:**

- 1. how the CoC notifies the public that it is accepting project application proposals, and that it is open to and will consider applications from organizations that have not previously received CoC Program funding, as well as the method in which proposals should be submitted;**
- 2. the process the CoC uses to determine whether the project application will be included in the FY 2019 CoC Program Competition process;**
- 3. the date(s) the CoC publicly announced it was open to proposal;**
- 4. how the CoC ensures effective communication with individuals with disabilities, including the availability of accessible electronic formats; and**
- 5. if the CoC does not accept proposals from organizations that have not previously received CoC Program funding or did not announce it was open to proposals from non-CoC Program funded organizations, the applicant must state this fact in the response and provide the reason the CoC does not accept proposals from organizations that have not previously received CoC Program funding.**  
**(limit 2,000 characters)**

1/3. PUBLIC NOTIFICATION & DATES: April/May 2019: CoC solicited interest in CoC fundss from new applicants at CoC Meeting and TA was offered to potential applicants. July 2019: CoC advertised widely CoC funding opportunity and METHOD TO APPLY by: Email to full CoC on 7/15 and announcement at July CoC meeting (asking for wide forwarding), post on City/CoC website, & email distribution to community services list (600+ persons). All notifications state ORGANIZATIONS WHO DO NOT RECEIVE COC FUNDING ARE ENCOURAGED TO APPLY. An open-to-the-public TA/information session held on 7/17 with written materials about local scoring, HUD requirements, and method to apply & special TA for new applicants. Session recorded & available to all; written materials distributed in hard copy, over email, & via web posting.

2. PROCESS TO SELECT/PRIORITIZE APPLICATIONS: CoC approved a review, rank and monitoring process (including reallocation and appeals process) & scoring tools for new and renewal projects at open meetings in April. All project applications submitted are reviewed & scored by nonconflicted panel and projects that score well are prioritized. Renewal scoring factors focus on contributions to system performance, administrative capacity, cost-effectiveness, utilization, & Housing First implementation. Renewal projects that are not performing well or are underspending are eligible for reallocation. New project scoring factors focus on: project design and supporting system performance improvement, support for CoC needs and priorities (based on CoC Committee data and needs analysis) & agency capacity. PRIOR EXPERIENCE WITH COC GRANTS IRRELEVANT.

4. COMMUNICATION w/PERSONS W/DISABILITIES: Funding announcements are simple text easily read w/ assistive technology. In-person TA/application support available to all applicants w/accommodations offered. TA session held in ADA accessible location w/disability/interpretation services available on request & info presented orally & visually

# 1C. Continuum of Care (CoC) Coordination

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## 1C-1. CoCs Coordination, Planning, and Operation of Projects.

**Applicants must select the appropriate response for each federal, state, local, private, other organizations, or program source the CoC included in the planning and operation of projects that serve individuals experiencing homelessness, families experiencing homelessness, unaccompanied youth experiencing homelessness, persons who are fleeing domestic violence, or persons at risk of homelessness.**

Entities or Organizations the CoC coordinates planning and operation of projects	Coordinates with Planning and Operation of Projects
Housing Opportunities for Persons with AIDS (HOPWA)	Yes
Temporary Assistance for Needy Families (TANF)	No
Runaway and Homeless Youth (RHY)	Not Applicable
Head Start Program	Yes
Funding Collaboratives	Yes
Private Foundations	Yes
Housing and services programs funded through U.S. Department of Justice (DOJ) Funded Housing and Service Programs	Yes
Housing and services programs funded through U.S. Health and Human Services (HHS) Funded Housing and Service Programs	Yes
Housing and service programs funded through other Federal resources	Yes
Housing and services programs funded through State Government	Yes
Housing and services programs funded through Local Government	Yes
Housing and service programs funded through private entities, including foundations	Yes
Other:(limit 50 characters)	
Community Action	Yes

VA/Vets	Yes
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**1C-2. CoC Consultation with ESG Program Recipients.**

**Applicants must describe how the CoC:**

- 1. consulted with ESG Program recipients in planning and allocating ESG funds;**
- 2. participated in the evaluating and reporting performance of ESG Program recipients and subrecipients; and**
- 3. ensured local homelessness information is communicated and addressed in the Consolidated Plan updates.**  
**(limit 2,000 characters)**

ESG RECIPIENT: State of Missouri.

1. COC CONSULTS WITH ESG PROGRAM RECIPIENT BY: A) CoC has standing representative on Missouri Governor’s Committee to End Homelessness (GCEH), a policy-making body for state that informs resource allocation planning at state level, B) Missouri Housing Development Commission (MHDC) staffs ESG allocation for Missouri and MHDC staff participate in monthly local CoC meetings to gather feedback about the distribution of ESG funds and give ESG report. C) CoC coordinates applications locally to ensure applications are submitted for most necessary services and housing.

2. EVALUATION AND REPORTING of ESG: CoC supports project reporting with regard to ESG through HMIS. HMIS Lead does onsite review and monitoring of all ESG-funded agencies related to compliance and data quality. CoC reviews ESG performance semi-annually as part of system performance analysis and discussion at CoC meetings. CoC creates policy for all ESG-program recipients and monitors as part of CE implementation and CoC activities. CoC representatives participate in statewide written standards task force to inform and design RRH and other ESG-related housing and services standards of service.

3. CoC ENSURES LOCAL INFO COMMUNICATED IN CON PLAN: CoC provides data and information to local and state Con Plan drafters. As member of GCEH, CoC has input into state Con Plan priorities. The Local Con Plan reflects CoC policy and priorities, as CoC membership and staff is closely involved in full plan development.

**1C-2a. Providing PIT and HIC Data to Consolidated Plan Jurisdictions.** Yes to both

**Applicants must indicate whether the CoC provided Point-in-Time (PIT) and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions within its geographic area.**

**1C-2b. Providing Other Data to Consolidated** Yes

### **Plan Jurisdictions.**

**Applicants must indicate whether the CoC ensured local homelessness information is communicated to Consolidated Plan Jurisdictions within its geographic area so it can be addressed in Consolidated Plan updates.**

#### **1C-3. Addressing the Safety Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.**

**Applicants must describe:**

- 1. the CoC’s protocols, including protocols for coordinated entry and the CoC’s emergency transfer plan, that prioritize safety and incorporate trauma-informed, victim-centered services; and**
- 2. how the CoC, through its coordinated entry, maximizes client choice for housing and services while ensuring safety and confidentiality. (limit 2,000 characters)**

1.PROTOCOLS FOR SAFETY.A) COORDINATED ENTRY: Homeless survivors of domestic violence et al (Survivors) have access to CE as follows: 1) Info is provided to Survivor about CE and potential data breach risk; 2-A) If chooses, Survivor referred to non-victim services provider (non-VSP) to complete CE’s assessment tool (which prioritizes on vulnerability to victimization, incl: physical assault, trafficking, or sex work) & enter By-Name list, & assessor will assess in a safe place using trauma-informed, victim centered practices; 2-B) Or Survivor can choose that VSP will assess and present the case at CE using only non-identifying info. If approved for housing, VSP will mediate the referral and obtain a signed ROI before sharing info. 3) All assessment staff are trained on safety planning & trauma-informed assessment. Survivors can access all CoC/ESG/DOJ/HHS-funded housing (except for shelter) through CE

B) CoC’s EMERGENCY TRANSFER PLAN: Plan allows emergency transfer, either within project or to other projects, for Survivors requesting transfer with belief of threat of imminent harm or recent sexual assault. Requirements include: all staff must maintain confidentiality, projects must complete eligible transfers ASAP, CE gives prioritization for transfers, & all projects have agency plan

C) DATA: Safeguards are taken with all Survivor data: VSP maintain a comparable database and non-VSPs ensure that Survivors are given full info about possible risks and option to exclude data from HMIS

D) REPRESENTATION: CoC & CoC Board include VSPs, and immediate past chair was VSP. Participation guides all CoC decisions to ensure safety

2.MAXIMIZE CLIENT CHOICE: CoC uses person-centered approach, including: A) consumers have choice in decisions such as location/type of housing, level/type of services including VSM and non-VSP, RRH and PSH, B) assessment processes that provide options & recommendations to guide not impose. Safety/confidentiality are protected using CoC protocols

#### **1C-3a. Training–Best Practices in Serving DV Survivors.**

**Applicants must describe how the CoC coordinates with victim services providers to provide training, at least on an annual basis, for:**

- 1. CoC area project staff that addresses safety and best practices (e.g., trauma-informed, victim-centered) on safety and planning protocols in serving survivors of domestic violence; and**
- 2. Coordinated Entry staff that addresses safety and best practices (e.g., Trauma Informed Care) on safety and planning protocols in serving survivors of domestic violence.**

**(limit 2,000 characters)**

The CoC ensures annual training to all CoC and coordinated entry staff relating to best practices, trauma-informed care, victim-centered practices, safety planning, and serving survivors of domestic violence, dating violence, sexual assault, stalking and trafficking (collectively, Survivors). The YWCA (the local victim services provider) trains CoC providers and all coordinated entry staff AT LEAST ANNUALLY after a CoC meeting to ensure wide attendance. The most recent CoC training occurred in August 2019 with all CoC-funded homeless providers represented and topics included addressing safety needs and providing trauma informed, victim centered services. YWCA also participates on CE Committee, Executive Committee, Returning to Homelessness Task Force, and other CoC bodies to provide ongoing information to all members about best practices for serving Survivors. HMIS Lead also provides training at least annually to all HMIS participating staff about data confidentiality and privacy policies and procedures related to Survivors.

**1C-3b. Domestic Violence–Community Need Data.**

**Applicants must describe how the CoC uses de-identified aggregate data from a comparable database to assess the special needs related to domestic violence, dating violence, sexual assault, and stalking.**

**(limit 2,000 characters)**

CoC collects data about survivors of domestic violence, dating violence, sexual assault, stalking and trafficking (collectively, Survivors) in multiple ways. First and primarily, our CoC’s one primary victim services provider: YWCA (applicant for DV Bonus, CoC Chair in 2017, current CoC Board). YWCA provides safe & confidential shelter, TH, PSH, and RRH in secure facilities (as relevant) & provides targeted health and benefits-related services, therapists, workforce development, immigrant-refugee support, advocacy, housing barrier removal, and a 24/7 hotline to meet different needs. YWCA collects data in ETO, a comparable database, about all housing & services provided which provides a broad scope of community Survivor need. This data is supported by YWCA turnaway data, HMIS data for Survivors who gave informed consent, data collected by police related to Survivor lethality assessment, & input from local Sexual Assault & Family Violence Council (SAVF, has substantial overlap w/CoC). EXAMPLE OF ASSESS & RESPONSE: Based on data, YWCA applied for and received RRH vouchers in last year’s competition and is submitting again to support transition to PH for people accessing ES and having difficulty exiting successfully. EXAMPLE OF ASSESS & RESPONSE: After review of YWCA data, in 2016, SAVF Council, YWCA, St. Joseph PD, Buchanan County Sheriff, & County Prosecuting Attorney’s Office implemented evidence-based Lethality Assessment Program (LAP). Trained police officers, on the scene of a DV call, assess a Survivor’s risk for serious injury or death using Lethality Assessment Screen. Officers immediately link “High-Danger” victims to the

community-based DV Services Program. LAP enables police & DV Programs to coordinate, communicate, & cooperate. In 2018, Savannah PD, Country Club PD and Andrew County Sheriff (all located within the CoC) were added to LAP. In 2019, data was used to create YWCA Advocate position that will be embedded in SJPD Family Crimes Division

**\*1C-4. PHAs within CoC. Attachments Required.**

**Applicants must submit information for the two largest PHAs or the two PHAs with which the CoC has a working relationship within the CoC’s geographic area.**

Public Housing Agency Name	% New Admissions into Public Housing and Housing Choice Voucher Program during FY 2018 who were experiencing homelessness at entry	PHA has General or Limited Homeless Preference	PHA has a Preference for current PSH program participants no longer needing intensive supportive services, e.g., Moving On
St Joseph Housing Authority	3.00%	Yes-Both	No
Grundy County Public Housing Agency	1.00%	No	No

**1C-4a. PHAs’ Written Policies on Homeless Admission Preferences.**

**Applicants must:**

**1. provide the steps the CoC has taken, with the two largest PHAs within the CoC’s geographic area or the two PHAs the CoC has working relationships with, to adopt a homeless admission preference—if the CoC only has one PHA within its geographic area, applicants may respond for one; or**

**2. state that the CoC does not work with the PHAs in its geographic area. (limit 2,000 characters)**

SJHA HAS A HOMELESS PREFERENCE. The CoC has met with the St Joseph PHA to identify ways the CoC and PHA can partner and share information. Recently, SJHA submitted a mainstream voucher request, supported by CoC MOU and MOUs with CoC agencies. The St Joseph PHA also participates in general CoC meetings and committee meetings and has recently agreed to participate in Coordinated Entry and case conferencing. Grundy County Public Housing Agency and Housing Authority of the City of Cameron (both very small rural PHAs with few units) has engaged with the CoC this year by phone.

**1C-4b. Moving On Strategy with Affordable Housing Providers.**

**Applicants must indicate whether the CoC has a Moving On Strategy with affordable housing providers in its jurisdiction.**

No

**1C-5. Protecting Against Discrimination.**

**Applicants must describe the actions the CoC has taken to address all forms of discrimination, such as discrimination based on any protected classes under the Fair Housing Act and 24 CFR 5.105(a)(2) – Equal Access to HUD-Assisted or -Insured Housing. (limit 2,000 characters)**

**COC ACTIONS TO ADDRESS DISCRIMINATION:**

**POLICY:** CoC adopted and implemented a revised anti-discrimination policy on 4/24/2019 to ensure that the CoC, all CoC- and ESG-funded agencies, and provider and coordinated entry staff avoid discrimination based on Fair Housing Act protected classes, including race, color, national origin, religion, sex, familial status, disability, or age, and comply with Equal Access to Housing rules and Notice CPD-15-02. If nondiscrimination complaint is received, CE provider with CoC Exec Committee will complete an investigation within 60 days, within 30 days after investigation CE provider will write report with action recommended. Reports are kept on file for 2 years. Required procedures for providers include avoiding involuntary family separation, ensuring equal access to program regardless of protected class, inclusive language in communications, supporting clients in understanding their rights, taking immediate action to resolve inappropriate behavior or harassment, among other related requirements.

**TRAINING:** CoC hosts a training AT LEAST ANNUALLY about Fair Housing and Equal Access. The most recent training was in July 2019 and covered Fair Housing, disparate impact, reasonable accommodation, definition of family, and Equal Access rule .

**ASSESSMENT:** CoC completed racial equity assessment.

**HOUSING AND SERVICES:** CoC agencies provide housing and services to all eligible people prioritized based on Coordinated Entry written standards that comply in all ways with the Fair Housing Act, Equal Access rules and other non-discrimination requirements. For example, CE access sites are staffed by bilingual/ASL staff and all providers serve families as they present and all eligible persons without regard to actual or perceived gender identity, sexual orientation, or marital status.

**\*1C-5a. Anti-Discrimination Policy and Training.**

**Applicants must indicate whether the CoC implemented an anti-discrimination policy and conduct training:**

1. Did the CoC implement a CoC-wide anti-discrimination policy that applies to all projects regardless of funding source?	Yes
2. Did the CoC conduct annual CoC-wide training with providers on how to effectively address discrimination based on any protected class under the Fair Housing Act?	Yes
3. Did the CoC conduct annual training on how to effectively address discrimination based on any protected class under 24 CFR 5.105(a)(2) – Equal Access to HUD-Assisted or -Insured Housing?	Yes

**\*1C-6. Criminalization of Homelessness.**

**Applicants must select all that apply that describe the strategies the CoC implemented to prevent the criminalization of homelessness in the CoC’s geographic area.**

1. Engaged/educated local policymakers:	<input checked="" type="checkbox"/>
2. Engaged/educated law enforcement:	<input checked="" type="checkbox"/>
3. Engaged/educated local business leaders:	<input checked="" type="checkbox"/>
4. Implemented communitywide plans:	<input checked="" type="checkbox"/>
5. No strategies have been implemented:	<input type="checkbox"/>
6. Other:(limit 50 characters)	
Public meetings w/neighbors	<input checked="" type="checkbox"/>
Partnering	<input checked="" type="checkbox"/>
Resource strategies	<input type="checkbox"/>

**1C-7. Centralized or Coordinated Assessment System. Attachment Required.**

**Applicants must:**

- 1. demonstrate the coordinated entry system covers the entire CoC geographic area;**
- 2. demonstrate the coordinated entry system reaches people who are least likely to apply for homelessness assistance in the absence of special outreach; and**
- 3. demonstrate the assessment process prioritizes people most in need of assistance and ensures they receive assistance in a timely manner. (limit 2,000 characters)**

1. 100% COVERAGE: CoC’s coordinated entry system (CES) covers 100% of the CoC’s geography. Providers across CoC do assessments & CE staff cover full geography. Local 211-like phone/web info service refers to CE.

2. REACHES LEAST LIKELY TO APPLY: In addition to CE sites, outreach teams assess & CoC has strong outreach, incl: low barrier shelter, community health worker team (w/specialty in disabilities), law enforcement outreach team, Project Connect 1x/yr, & vets outreach. State-funded CE Specialist travels full CoC to assess. Access sites take all reasonable steps to serve minority, ethnic, & groups with Limited English Proficiency; most have bi-lingual staff or interpretation services. Appropriate auxiliary aids and services are provided. Assessor travels to complete assessment w/mobility impaired.

3. PRIORITIZES MOST IN NEED OF ASSISTANCE/ SERVED TIMELY: CoC has a By-Name list generated during the prioritization process for transparency. List is sorted first by chronic homeless status, and then by score on vulnerability assessment tool (developed locally w/State Dept of Mental Health) (disability, ER/hospital use, interactions with corrections system, victimization). Tool does NOT screen people out or require disclosure of specific disabilities/diagnosis. CoC adopted priorities in Notice CPD-16-11. Additional prioritizing factors:

Functional impairments; High use of crisis services; unsheltered; vulnerability to illness/death; risk of cont'd homelessness; & vulnerability to victimization. 7 assessment sites across CoC; Providers house highest priority persons first. MATCHES MADE AS UNITS BECOME AVAILABLE. Monthly meeting held to streamline processes and follow-up on past referral. Referrals also made between meetings. To ensure TIMELY PROCESS, referrals are made from the top tier of persons (rather than specific individual at top of list) and providers get 2 referrals/vacancy to quickly fill unit with prioritized person.

# 1D. Continuum of Care (CoC) Discharge Planning

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## 1D-1. Discharge Planning Coordination.

**Applicants must indicate whether the CoC actively coordinates with the systems of care listed to ensure persons who have resided in them longer than 90 days are not discharged directly to the streets, emergency shelters, or other homeless assistance programs. Check all that apply (note that when "None:" is selected no other system of care should be selected).**

Foster Care:	<input checked="" type="checkbox"/>
Health Care:	<input checked="" type="checkbox"/>
Mental Health Care:	<input checked="" type="checkbox"/>
Correctional Facilities:	<input checked="" type="checkbox"/>
None:	<input type="checkbox"/>

# 1E. Local CoC Competition

## Instructions

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### \*1E-1. Local CoC Competition–Announcement, Established Deadline, Applicant Notifications. Attachments Required.

**Applicants must indicate whether the CoC:**

1. informed project applicants in its local competition announcement about point values or other ranking criteria the CoC would use to rank projects on the CoC Project Listings for submission to HUD for the FY 2019 CoC Program Competition;	Yes
2. established a local competition deadline, and posted publicly, for project applications that was no later than 30 days before the FY 2019 CoC Program Competition Application submission deadline;	Yes
3. notified applicants that their project application(s) were being rejected or reduced, in writing along with the reason for the decision, outside of e-snaps, at least 15 days before the FY 2019 CoC Program Competition Application submission deadline; and	Yes
4. notified applicants that their project applications were accepted and ranked on the CoC Priority Listing in writing, outside of e-snaps, at least 15 days before the FY 2019 CoC Program Competition Application submission deadline.	Yes

### 1E-2. Project Review and Ranking–Objective Criteria.

**Applicants must indicate whether the CoC used the following to rank and select project applications for the FY 2019 CoC Program Competition:**

1. Used objective criteria to review and rank projects for funding (e.g., cost effectiveness of the project, performance data, type of population served);	Yes
2. Included one factor related to improving system performance (e.g., exits to permanent housing (PH) destinations, retention of PH, length of time homeless, returns to homelessness, job/income growth, etc.); and	Yes
3. Included a specific method for evaluating projects submitted by victim services providers that utilized data generated from a comparable database and evaluated these projects on the degree they improve safety for the population served.	Yes

### 1E-3. Project Review and Ranking–Severity of Needs and Vulnerabilities.

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**Applicants must describe:**

**1. the specific severity of needs and vulnerabilities the CoC considered when reviewing and ranking projects; and**

**2. how the CoC takes severity of needs and vulnerabilities into account when reviewing and ranking projects.**

**(limit 2,000 characters)**

CoC Rank and Review process considers severity of needs in three ways. A) Per CoC’s approved process, Rank & Review Committee is instructed to keep in mind that performance outcomes will naturally be lower in a more difficult-to-serve population (such as chronically homeless people and homeless people with mental and/or addictive illnesses) and to score accordingly. Information about severity of need (data re CH, number and type of conditions, income at entry, where entering from) is provided to panel in web-based visual tool to support data analysis. Providers may also submit description of population served and specific vulnerabilities. B) RENEWAL projects are scored 10/100 points for serving persons with severe needs and vulnerabilities (SPECIFIC VULNERABILITIES: no income, substance use, criminal record (especially for certain infractions), domestic violence, LGBT+ status, health challenges, high utilization of crisis services, unsheltered youth/children, vulnerability to illness/death, vulnerability to victimization). Additionally, RENEWAL projects are scored 10/100 points on providing low barrier/Housing First projects and 3/100 points for prioritizing/dedicating beds to CH. 3) NEW projects are scored on extent to which the project plans to serve persons with highest need (10/115) or provide most needed services (15/115).

**1E-4. Public Postings–CoC Consolidated Application. Attachment Required.**

**Applicants must:**

**1. indicate how the CoC made public the review and ranking process the CoC used for all project applications; or**

**2. check 6 if the CoC did not make public the review and ranking process; and**

**3. indicate how the CoC made public the CoC Consolidated Application—including the CoC Application and CoC Priority Listing that includes all project applications accepted and ranked or rejected—which HUD required CoCs to post to their websites, or partners websites, at least 2 days before the FY 2019 CoC Program Competition application submission deadline; or**

**4. check 6 if the CoC did not make public the CoC Consolidated Application.**

Public Posting of Objective Review and Ranking Process		Public Posting of CoC Consolidated Application including: CoC Application, CoC Priority Listing, Project Listings	
1. Email	<input checked="" type="checkbox"/>	1. Email	<input checked="" type="checkbox"/>
2. Mail	<input type="checkbox"/>	2. Mail	<input type="checkbox"/>

3. Advertising in Local Newspaper(s)	<input type="checkbox"/>	3. Advertising in Local Newspaper(s)	<input type="checkbox"/>
4. Advertising on Radio or Television	<input type="checkbox"/>	4. Advertising on Radio or Television	<input type="checkbox"/>
5. Social Media (Twitter, Facebook, etc.)	<input checked="" type="checkbox"/>	5. Social Media (Twitter, Facebook, etc.)	<input checked="" type="checkbox"/>
6. Did Not Publicly Post Review and Ranking Process	<input type="checkbox"/>	6. Did Not Publicly Post CoC Consolidated Application	<input type="checkbox"/>

**1E-5. Reallocation between FY 2015 and FY 2018.**

**Applicants must report the percentage of the CoC’s ARD that was reallocated between the FY 2015 and FY 2018 CoC Program Competitions.**

**Reallocation: 0%**

**1E-5a. Reallocation–CoC Review of Performance of Existing Projects.**

**Applicants must:**

- 1. describe the CoC written process for reallocation;**
  - 2. indicate whether the CoC approved the reallocation process;**
  - 3. describe how the CoC communicated to all applicants the reallocation process;**
  - 4. describe how the CoC identified projects that were low performing or for which there is less need; and**
  - 5. describe how the CoC determined whether projects that were deemed low performing would be reallocated.**
- (limit 2,000 characters)**

1/2. At the CoC’s April public meeting, COC APPROVED PROCESS to select & prioritize projects for CoC funding, including reallocation policy. Policy directs neutral R&R Committee to consider renewal projects for reallocation if: >10% unspent for three years running, project underperforming or has monitoring findings after TA. 3. The CoC SHARED THE REALLOCATION PROCESS with all applicants at in-person training on July 17, 2019 (also taped & available after) and through written application materials distributed in hard copy, over email & via web. 4. A 4-member, nonconflicted R&R Committee was trained about project review, scoring & ranking process, including reallocation. Committee reviews all applications & performance using a visual, web-based tool that highlights contributions to system performance. Committee met 8/23 scoring each project independently using objective tool about performance and capacity & rank the projects. Tool performance targets were set using national SPM data. PROJECTS THAT SCORE POORLY ARE LOW PERFORMING. 5. Committee reviewed performance and reallocation options & found ALL RENEWAL PROJECTS WERE PERFORMING WELL AND CONTRIBUTING TO SYSTEM PERFORMANCE. No projects had HUD findings or other capacity concerns; no project that left > 10% of grant funds unspent for three years running. Committee elected not to reallocate based on poor performance or underspending. ALL RENEWAL PROJECTS ARE PSH PROJECTS SERVING

**MOST VULNERABLE PERSONS FROM CE BY-NAME LIST, AND PERFORMING WELL.** One project performed worse than in prior years; the panel asked the provider to request TA to ensure that performance is improved for next year. **WHY COC DID NOT REALLOCATE 20%:** Since 2014, this CoC prioritized funding ONLY for PSH for vulnerable people & HMIS; all perform well. Reallocating from an existing project would reduce current CoC capacity and cause a gap in system during contracting, & would not improve the CoC's performance or alignment with policy priorities.

## DV Bonus

### Instructions

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.

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### 1F-1 DV Bonus Projects.

**Applicants must indicate whether the CoC is Yes requesting DV Bonus projects which are included on the CoC Priority Listing:**

**1F-1a. Applicants must indicate the type(s) of project(s) included in the CoC Priority Listing.**

1. PH-RRH	<input checked="" type="checkbox"/>
2. Joint TH/RRH	<input type="checkbox"/>
3. SSO Coordinated Entry	<input type="checkbox"/>

**Applicants must click “Save” after checking SSO Coordinated Entry to view questions 1F-3 and 1F-3a.**

### \*1F-2. Number of Domestic Violence Survivors in CoC’s Geographic Area.

**Applicants must report the number of DV survivors in the CoC’s geographic area that:**

Need Housing or Services	524.00
--------------------------	--------

the CoC is Currently Serving	250.00
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**1F-2a. Local Need for DV Projects.**

**Applicants must describe:**

- 1. how the CoC calculated the number of DV survivors needing housing or service in question 1F-2; and**
  - 2. the data source (e.g., HMIS, comparable database, other administrative data, external data source).**
- (limit 500 characters)**

YWCA is the only provider of specialized services and emergency shelter to victims of domestic/sexual violence in the CoC service area. Because they are the only provider, YWCA Shelter’s service data was used to calculate the number of survivors in need of housing or services using the entry/exit data in their comparable database.

**1F-4. PH-RRH and Joint TH and PH-RRH Project Applicant Capacity.**

**Applicants must provide information for each unique project applicant applying for PH-RRH and Joint TH and PH-RRH DV Bonus projects which the CoC is including in its CoC Priority Listing—using the list feature below.**

Applicant Name	DUNS Number
Young Women’s Chr...	158924480

## 1F-4. PH-RRH and Joint TH and PH-RRH Project

### Applicant Capacity

DUNS Number:	158924480
Applicant Name:	Young Women’s Christian Association of St Joseph, Inc.
Rate of Housing Placement of DV Survivors–Percentage:	67.00%
Rate of Housing Retention of DV Survivors–Percentage:	91.30%

#### 1F-4a. Rate of Housing Placement and Housing Retention.

**Applicants must describe:**

- 1. how the project applicant calculated the rate of housing placement and rate of housing retention reported in the chart above; and**
- 2. the data source (e.g., HMIS, comparable database, other administrative data, external data source). (limit 500 characters)**

Placement rate reflects number of persons who exited to permanent destination from CoC-funded PSH in last operating year. Retention rate reflects number of persons who remained in or exited to PH from CoC-funded PSH in last operating year. Average length of stay for leavers was 1394 days, for stayers, 612 days. Data was sourced from submitted CoC program APR for Bliss PSH program, completed using ETO (comparable database).

#### 1F-4b. DV Survivor Housing.

**Applicants must describe how project applicant ensured DV survivors experiencing homelessness were assisted to quickly move into permanent housing. (limit 2,000 characters)**

Every adult residing in YWCA’s emergency shelter, is paired with a Case Manager who completes a thorough strengths/needs assessment. Based on the survivor’s unique situation and needs, a housing plan is developed and the Case Manager provides assistance in linking the survivor to available housing resources within the community. YWCA offers a continuum of housing services (transitional, PSH, RRH) and residents are referred to these programs as available and appropriate. In addition, YWCA participates in the CoC’s Coordinated Entry system to assist survivors with accessing other community housing programs.

#### 1F-4c. DV Survivor Safety.

**Applicants must describe how project applicant:**

- 1. ensured the safety of DV survivors experiencing homelessness by:**
  - (a) training staff on safety planning;**
  - (b) adjusting intake space to better ensure a private conversation;**
  - (c) conducting separate interviews/intake with each member of a couple;**
  - (d) working with survivors to have them identify what is safe for them as**

**it relates to scattered site units and/or rental assistance;**  
**(e) maintaining bars on windows, fixing lights in the hallways, etc. for**  
**congregate living spaces operated by the applicant;**  
**(f) keeping the location confidential for dedicated units and/or congregate**  
**living spaces set-aside solely for use by survivors; and**  
**2. measured its ability to ensure the safety of DV survivors the project**  
**served.**  
**(limit 2,000 characters)**

1 YWCA staff receive training on safety planning with survivors and discussions regarding safety are an integral part of all services provided. YWCA operates an apartment building with transitional housing and PSH for survivors that includes security cameras and a secured entrance requiring a pass code to enter the building. Scattered site housing programs collaborate with survivors to identify safe housing units and develop safety plans. YWCA has trained Application Assistants to enroll interested survivors in the Safe At Home address confidentiality program through the Missouri Secretary of State's Office. 2. YWCA gives program participants the opportunity to complete satisfaction surveys and, in 2018, 86% reported to having increased strategies for enhancing their safety as a result of participating in YWCA services.

**1F-4d. Trauma-Informed, Victim-Centered Approaches.**

**Applicants must describe:**

- 1. project applicant's experience in utilizing trauma-informed, victim-centered approaches to meet needs of DV survivors; and**
  - 2. how, if funded, the project will utilize trauma-informed, victim-centered approaches to meet needs of DV survivors by:**
    - (a) prioritizing participant choice and rapid placement and stabilization in permanent housing consistent with participants' preferences;**
    - (b) establishing and maintaining an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures program participant staff interactions are based on equality and minimize power differentials;**
    - (c) providing program participants access to information on trauma, e.g., training staff on providing program participant with information on trauma;**
    - (d) placing emphasis on the participant's strengths, strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans include assessments of program participants strengths and works towards goals and aspirations;**
    - (e) centering on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination;**
    - (f) delivering opportunities for connection for program participants, e.g., groups, mentorships, peer-to-peer, spiritual needs; and**
    - (g) offering support for parenting, e.g., parenting classes, childcare.**
- (limit 4,000 characters)**

YWCA utilizes trauma-informed, victim-centered approaches in all aspects of service provision. All services are provided on a voluntary basis and are survivor-driven. Staff approach service provision in a collaborative manner that respects client autonomy and choice. The survivor is viewed as being the expert on her/his own life and, therefore, chooses the services and interventions that best fit their needs. The Advocate/Case Manager is available to help the

survivor navigate various systems, connect to mainstream resources and provides needed support.

In order to minimize the traumatic impact of experiencing homelessness, rapid rehousing funding will be used to move the survivor into permanent housing, as quickly as possible. The Case Manager will assist with locating housing, but the client chooses the location of housing that best meets their/their family's needs. Ongoing, voluntary services are provided in a collaborative manner that is based on mutual respect and equality. In addition to the ongoing support and services provided by their Case Manager, survivors have access to a variety of services that address the impact of their trauma experiences, including a 24 hour crisis hotline, free individual counseling and support groups.

**1F-4e. Meeting Service Needs of DV Survivors.**

**Applicants must describe how the project applicant met services needs and ensured DV survivors experiencing homelessness were assisted to quickly move into permanent housing while addressing their safety needs, including:**

- Child Custody
- Legal Services
- Criminal History
- Bad Credit History
- Education
- Job Training
- Employment
- Physical/Mental Healthcare
- Drug and Alcohol Treatment
- Childcare

**(limit 2,000 characters)**

YWCA St. Joseph provides a continuum of services to meet the holistic needs of survivors of domestic and sexual violence. In addition to meeting the survivor's housing needs, specialized services are available, both within the organization and in collaboration with community partners, to address the individualized needs of program participants. Services provided by YWCA include court advocacy to assist in managing both criminal and civil legal issues; licensed, professional counseling services for both adult and child survivors; individual and group substance use disorder counseling and parenting education. The Case Manager provides referrals and assistance accessing services such as educational/vocational training, job training and employment assistance provided by community partners.

## 2A. Homeless Management Information System (HMIS) Implementation

**Intructions:**

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.

Please submit technical questions to the HUD Exchange Ask-A-Question at <https://www.hudexchange.info/program-support/my-question/>

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**2A-1. HMIS Vendor Identification.** Mid America Assistance Coalition

**Applicants must review the HMIS software vendor name brought forward from FY 2018 CoC Application and update the information if there was a change.**

**2A-2. Bed Coverage Rate Using HIC and HMIS Data.**

**Using 2019 HIC and HMIS data, applicants must report by project type:**

Project Type	Total Number of Beds in 2019 HIC	Total Beds Dedicated for DV in 2019 HIC	Total Number of 2019 HIC Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ES) beds	116	48	68	100.00%
Safe Haven (SH) beds	18	0	18	100.00%
Transitional Housing (TH) beds	68	33	35	100.00%
Rapid Re-Housing (RRH) beds	32	0	32	100.00%
Permanent Supportive Housing (PSH) beds	232	17	165	76.74%
Other Permanent Housing (OPH) beds	0	0	0	

**2A-2a. Partial Credit for Bed Coverage Rates at or Below 84.99 for Any Project Type in Question 2A-2.**

**For each project type with a bed coverage rate that is at or below 84.99 percent in question 2A-2., applicants must describe:**

- 1. steps the CoC will take over the next 12 months to increase the bed coverage rate to at least 85 percent for that project type; and**
  - 2. how the CoC will implement the steps described to increase bed coverage to at least 85 percent.**
- (limit 2,000 characters)**

COC HAS 100% COVERAGE IN 4 OF 5 PROJECT TYPES. At 76.74% for PSH beds, the only project that is not completely participating in HMIS is VASH. The CoC has engaged VASH staff in all elements of the CoC functioning and VASH staff attend all CoC meetings. A Veterans Leadership Group meets before every CoC meeting and CoC has been CERTIFIED BY USICH AS HAVING ENDED VETERAN HOMELESSNESS. However, VASH beds are administered outside of our CoC and the VA has not agreed to enter these beds into our HMIS. CoC has engaged VA staff to help advocate for HMIS participation, and in the next 12 months, CoC will continue to inquire of VA staff about what can be done to input these beds into HMIS. STEPS TAKEN will include offering to: undertake data entry, provide free licenses, or otherwise support their input.

**\*2A-3. Longitudinal System Analysis (LSA) Submission.**

**Applicants must indicate whether the CoC submitted its LSA data to HUD in HDX 2.0.** Yes

**\*2A-4. HIC HDX Submission Date.**

**Applicants must enter the date the CoC submitted the 2019 Housing Inventory Count (HIC) data into the Homelessness Data Exchange (HDX).** 04/30/2019  
**(mm/dd/yyyy)**

## 2B. Continuum of Care (CoC) Point-in-Time Count

### Instructions:

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.

Please submit technical questions to the HUD Exchange Ask-A-Question at <https://www.hudexchange.info/program-support/my-question/>

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**2B-1. PIT Count Date.** 01/30/2019

**Applicants must enter the date the CoC conducted its 2019 PIT count (mm/dd/yyyy).**

**2B-2. PIT Count Data–HDX Submission Date.** 04/30/2019

**Applicants must enter the date the CoC submitted its PIT count data in HDX (mm/dd/yyyy).**

**2B-3. Sheltered PIT Count–Change in Implementation.**

**Applicants must describe:**

**1. any changes in the sheltered count implementation, including methodology or data quality methodology changes from 2018 to 2019, if applicable; and**

**2. how the changes affected the CoC’s sheltered PIT count results; or**

**3. state “Not Applicable” if there were no changes.**

**(limit 2,000 characters)**

Due to 100% HMIS coverage rates and high data quality in emergency shelter and transitional housing, our sheltered count is very reliable and our methodology not changed for several years. In 2019, the biggest change in our sheltered count implementation related to the May 2019 closure of our only year-round general population shelter that The Salvation Army operated in our community, which is replaced with four scattered site units of family shelter. At the time of the January 2019 point in time count, a larger, lower barrier, locally-funded shelter was in operation, however, the shelter was not entering data into HMIS in real time. Volunteers undertook counts at the shelter the night of the

count. In addition, it was a bitterly cold night during this year PIT count, and across the community, providers encouraged people to come inside and tried to provide accommodations to make everyone comfortable and safe.

**\*2B-4. Sheltered PIT Count–Changes Due to Presidentially-declared Disaster.**

**Applicants must select whether the CoC added or removed emergency shelter, transitional housing, or Safe-Haven inventory because of funding specific to a Presidentially-declared disaster, resulting in a change to the CoC’s 2019 sheltered PIT count.** No

**2B-5. Unsheltered PIT Count–Changes in Implementation.**

**Applicants must describe:**

- 1. any changes in the unsheltered count implementation, including methodology or data quality methodology changes from 2018 to 2019, if applicable; and**
  - 2. how the changes affected the CoC’s unsheltered PIT count results; or**
  - 3. state “Not Applicable” if there were no changes.**
- (limit 2,000 characters)**

No changes in methodology. Our CoC has continued to offer a drop in center and multiple outreach teams (VA/PD/health workers), both of which resulted in better knowledge of and relationships with our unsheltered population. Because it was a very cold day the day of the PIT count, many of the homeless people who had slept outside did come to one of our service count sites, the Drop In Center or the Open Door Food Kitchen, to get a warm meal and warm up, and as a result we feel the count was very thorough this year.

**\*2B-6. PIT Count–Identifying Youth Experiencing Homelessness.**

**Applicants must:**

**Indicate whether the CoC implemented specific measures to identify youth experiencing homelessness in their 2019 PIT count.** Yes

**2B-6a. PIT Count–Involving Youth in Implementation.**

**Applicants must describe how the CoC engaged stakeholders serving youth experiencing homelessness to:**

- 1. plan the 2019 PIT count;**
- 2. select locations where youth experiencing homelessness are most likely to be identified; and**
- 3. involve youth in counting during the 2019 PIT count.**

**(limit 2,000 characters)**

1. The CoC partnered with the school district and youth providers Pivotal Point and YWCA to support a youth point-in time count. A St Joseph School District (SJSD) representative coordinated efforts with all school-level McKinney-Vento liaisons to identify any students or student families that met the CoC definition of homelessness.
2. SJSD, emergency shelter, and family providers, together with PIT count planners, shared information and attempted to identify places where youth may congregate (e.g. the known location count included libraries and the downtown area).
3. Despite training and outreach, only 12 unaccompanied youth and 2 youth-led families were identified as literally homeless through this process (most homeless families and youth in this community are couchsurfing or served by non-homeless-specific provider, Noyes Home). Youth represented 7% of the count. Currently homeless youth were unable to be identified to engage in the counting process.

**2B-7. PIT Count–Improvements to Implementation.**

**Applicants must describe the CoC’s actions implemented in its 2019 PIT count to better count:**

- 1. individuals and families experiencing chronic homelessness;**
- 2. families with children experiencing homelessness; and**
- 3. Veterans experiencing homelessness.**

**(limit 2,000 characters)**

- 1.CH: As a result of increasing engagement and available services overall and including a service-based component to our count methodology (i.e., providing catered breakfast at the Drop In Center, going to food kitchen over lunch), more persons were willing to engage with PIT volunteers and respond to surveys. The CoC has increased overall outreach services by increasing the number and type of outreach workers (health workers, VA), maintaining a Drop In Center, and opening a larger, lower barrier shelter. These efforts broadened engagement with unsheltered homeless people and households that are precariously housed. This was especially helpful for counting and ensuring full information was collected about **CHRONICALLY HOMELESS PERSONS**.
- 2.FAMILIES: SJSD’s outreach to all school liaisons supported a strong count of **HOMELESS FAMILIES**.
- 3.VETERANS: Our CoC reached functional zero for veterans homelessness this year. Our Vets Leadership Team has been very coordinated and aggressive about identifying and housing homeless veterans, so as a result our PIT count was very informed by their knowledge of local veterans who are unsheltered.

### 3A. Continuum of Care (CoC) System Performance

#### Instructions

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**\*3A-1. First Time Homeless as Reported in HDX.**

**Applicants must:**

Report the Number of First Time Homeless as Reported in HDX.

446

**3A-1a. First Time Homeless Risk Factors.**

**Applicants must:**

- 1. describe the process the CoC developed to identify risk factors the CoC uses to identify persons becoming homeless for the first time;**
- 2. describe the CoC’s strategy to address individuals and families at risk of becoming homeless; and**
- 3. provide the name of the organization or position title that is responsible for overseeing the CoC’s strategy to reduce the number of individuals and families experiencing homelessness for the first time. (limit 2,000 characters)**

DATA: From FY17 to FY18, the numbers of persons who were first time homeless (FTH) decreased by 104 (and also percentage of FTH for each year decreased by 5% in 2018).

1. ID RISK FACTORS: CoC’s outreach partners collect/track data about housing barriers and needs. CE Committee reviews HMIS data collected & identifies risk factors, and reports to CoC. CoC responds through CoC & provider activity. CoC’s main risk factors relate to unsafe housing, losing income, & domestic violence.

2. STRATEGY TO ADDRESS AT RISK HOUSEHOLDS:

A) DIVERSION: CoC implemented community-wide diversion protocol.

B) PREVENTION RESOURCE: United Way (CoC member) expanded Housing Stability Program flexible fund to pilot prevention program. Potential fund uses: utility bills/fees, rent/fees, court costs/legal fees, household items, & transportation.

C) DV INTERVENTION TO PREVENT FTH: YWCA & Law Enforcement implemented DV risk assessment and referral process (including PD calls both at homes and at hospital) that contribute to referrals to needed services and reducing FTH.

D) COORDINATE COMMUNITY RESOURCES TO RESPOND TO NEED: Emergency Response Task Force (including providers, partners, funders) meets weekly to address long-term strategies for crisis response (esp for FTH) & respond to immediate client needs.

E) HOTLINE: CoC member, Community Services, provides connection and referral to comprehensive services through Help Me Now hotline available community-wide to families at risk to support housing stability.

RESPONSIBLE: Homeless Strategy & Emergency Response Task Force

**\*3A-2. Length of Time Homeless as Reported in HDX.**

**Applicants must:**

Report Average Length of Time Individuals and Persons in Families Remained Homeless as Reported in HDX.

101

**3A-2a. Strategy to Reduce Length of Time Homeless.**

**Applicants must:**

1. describe the CoC’s strategy to reduce the length of time individuals and persons in families remain homeless;
  2. describe how the CoC identifies and houses individuals and persons in families with the longest lengths of time homeless; and
  3. provide the name of the organization or position title that is responsible for overseeing the CoC’s strategy to reduce the length of time individuals and families remain homeless.
- (limit 2,000 characters)

DATA: Performance reflects a reduction of 9 nights over prior year (-8%). Median reduced by 8 nights (-80%).

**2. STRATEGY TO ID/HOUSE LONGEST LOTH:**

A) COORDINATED ENTRY (CE): CoC fully implemented CE in Jan16 & efficiently assesses & targets housing resources to vulnerable people with longest LOTH.

B) OUTREACH TO ID PERSON WITH LONGEST LOTH: CoC has extensive street outreach (teams include health, vets, PD) & resource line, all of which assess and ID LOTH. CoC has 7 assessment sites (including one on under-resourced Southside) & a traveling CE Specialist to support additional outreach & assessment.

1. COC STRATEGY TO SHORTEN LENGTH OF TIME HOMELESS (LOTH): In addition to A and B,

C) STRONG PSH: CoC funds only PSH housing and all projects are Housing First and target to top of CE prioritized list to focus resources on longest LOTH. CoC supports training in motivational interviewing.

D) RRH: CoC's RRH assists with housing search & landlord outreach to reduce time from enrollment to housing and remove barriers.

E) HOUSING STABILITY SUPPORT: CoC created Housing Stability Program to assist with housing barrier removal (e.g. utility bills/fees, rent/fees, court costs/legal fees, deposits, household items, motel vouchers, transportation).

F) BARRIER REMOVAL: With City Municipal Court, law enforcement & local service agencies, CoC operates Homeless Court to give alternatives to sentencing and reduce or eliminate fines for homeless individuals, helping reduce barriers, and expedite housing for homeless people, many with long LOTH.

G) MOVE ON: PHA applied for Mainstream Vouchers to launch Move On program to create vacancies in PSH for highest priority (longest LOTH) homeless people.

H) HOUSING-FOCUSED SERVICES AT SHELTER: Hospital system is fully funding a low barrier, 24 hour shelter with housing-focused services embedded. Shelter serves previously unsheltered and provides opportunity for engagement.

RESPONSIBLE: InterServ, CE Coordinator

**\*3A-3. Successful Permanent Housing Placement and Retention as Reported in HDX.**

**Applicants must:**

	Percentage
1. Report the percentage of individuals and persons in families in emergency shelter, safe havens, transitional housing, and rapid rehousing that exit to permanent housing destinations as reported in HDX.	19%
2. Report the percentage of individuals and persons in families in permanent housing projects, other than rapid rehousing, that retain their permanent housing or exit to permanent housing destinations as reported in HDX.	82%

**3A-3a. Exits to Permanent Housing Destinations/Retention of Permanent Housing.**

**Applicants must:**

1. describe the CoC's strategy to increase the rate at which individuals and persons in families in emergency shelter, safe havens, transitional housing and rapid rehousing exit to permanent housing destinations;
  2. provide the organization name or position title responsible for overseeing the CoC's strategy to increase the rate at which individuals and persons in families in emergency shelter, safe havens, transitional housing and rapid rehousing exit to permanent housing destinations;
  3. describe the CoC's strategy to increase the rate at which individuals and persons in families in permanent housing projects, other than rapid rehousing, retain their permanent housing or exit to permanent housing destinations; and
  4. provide the organization name or position title responsible for overseeing the CoC's strategy to increase the rate at which individuals and persons in families in permanent housing projects, other than rapid rehousing, retain their permanent housing or exit to permanent housing destinations.
- (limit 2,000 characters)**

DATA: Reduction in performance related to successful exits is related to unforeseen closure of main shelter. Although PH performance reduced by minor amount, more people received PH this year (191 in FY18, 188 in FY17).

1. STRATEGY TO IMPROVE EXITS TO PH:

- A) INCREASE IN RRH: CoC's DV provider is opening new RRH units for survivors (beyond state-funded RRH already in CoC), which will provide a linkage to PH and increase exits to PH from DV ES.
- B) MAINSTREAM VOUCHERS: The PHA applied for Mainstream Vouchers and one priority population is currently homeless people. PHA has agreed to participate in CES which will provide increased access to PH units.
- C) IMPROVE HOUSING ACCESS: CoC's Housing Strategies Task Force works to increase PH opportunities for placement, including by working with the PHA to reduce barriers to entry.
- D) HOUSING-RELATED SERVICES: Catholic Charities (largest CoC provider) has enhanced services related to education of clientele to support housing access and maintenance, including working with landlords and workforce development.
- E) WORKFORCE SUPPORT: Community Health Worker Team (homeless outreach) is partnering with the State's Skill Up program to increase workforce success and support for persons exiting homelessness to PH.

2. RESPONSIBLE: YWCA

3. STRATEGY TO IMPROVE PSH RETENTION AND EXITS:

- A) MOVING ON PROGRAM: Mainstream Voucher program also prioritized people in PSH, supporting successful exits.
- B) HOUSING FIRST: CoC funds only effective, low barrier, Housing First permanent supportive housing, focusing on housing placement and retention.
- C) RESOURCES: PSH tenants are connected to stability supports, including behavioral health care, medical care, food, SSI/SSDI/other benefits, life skills, social activity or peer groups, Landlord/tenant education or mediation.

4. RESPONSIBLE: Community Missions Corporation

**\*3A-4. Returns to Homelessness as Reported in HDX.**

**Applicants must:**

	Percentage
1. Report the percentage of individuals and persons in families returning to homelessness over a 6-month period as reported in HDX.	36%
2. Report the percentage of individuals and persons in families returning to homelessness over a 12-month period as reported in HDX.	49%

**3A-4a. Returns to Homelessness—CoC Strategy to Reduce Rate.**

**Applicants must:**

- 1. describe the strategy the CoC has implemented to identify individuals and persons in families who return to homelessness;
- 2. describe the CoC's strategy to reduce the rate of additional returns to homelessness; and
- 3. provide the name of the organization or position title that is responsible for overseeing the CoC's strategy to reduce the rate individuals and persons in families return to homelessness.

**(limit 2,000 characters)**

1. STRATEGY TO ID RETURNS TO HOMELESSNESS (RTH): When persons present for housing, CoC & CE staff refer to Open HMIS to identify prior service provided. CE case conferencing discusses specific strengths & barriers for returning households & identifies housing strategy, including resources needed for success (e.g., different neighborhood). CoC staff, including especially the community health worker team maintains relationships and supports clients after housed, allowing them to identify resource needs as they arise.

2. STRATEGY TO REDUCE RTH: A) TASKFORCE: CoC formed RTH Task Force to analyze data, identify gaps in service, and address RTH. B) DIVERSION: CoC has system-wide diversion protocol & Housing Stability Program to fund wide variety of prevention/diversion costs to increase diversion success. C) CRISIS INTERVENTION: Multiple interventions to respond to household crises have been implemented to reduce housing loss, e.g. Emergency Room Enhancement Team responds to high utilizers, Mental Health Liaisons at SJPD supports crisis response, Mental Health Liaison at jail provides in-reach behavioral health services to support stabilization before release. D) STABILIZING SERVICES: Persons housed are connected to community resources prior to placement including income benefits, health benefits, & employment training and support to stabilize in housing, as well as info about what is available in a crisis. E) HOUSING FIRST: CoC's Housing First philosophy and focus on retention supports success. CoC competition rewards programs with strong housing stability. F) BEHAVIORAL HEALTH RESOURCES: CoC member, Northwest Health, operates clinic with on-site therapist easily sited for at-risk/homeless clients. Clinic also provides meds, medical & dental services. A center focused on opioid recovery operates downtown; Social Welfare Board provides medication. RESPONSIBLE: RTH Task Force (United Way led)

**\*3A-5. Cash Income Changes as Reported in HDX.**

**Applicants must:**

	Percentage
1. Report the percentage of individuals and persons in families in CoC Program-funded Safe Haven, transitional housing, rapid rehousing, and permanent supportive housing projects that increased their employment income from entry to exit as reported in HDX.	5%
2. Report the percentage of individuals and persons in families in CoC Program-funded Safe Haven, transitional housing, rapid rehousing, and permanent supportive housing projects that increased their non-employment cash income from entry to exit as reported in HDX.	4%

**3A-5a. Increasing Employment Income.**

**Applicants must:**

1. describe the CoC's strategy to increase employment income;
2. describe the CoC's strategy to increase access to employment;
3. describe how the CoC works with mainstream employment organizations to help individuals and families increase their cash income; and
4. provide the organization name or position title that is responsible for overseeing the CoC's strategy to increase jobs and income from

**employment.  
(limit 2,000 characters)**

- 1. STRATEGIES TO INCREASE EMPLOYMENT INCOME & SUPPORT CAREER DEVELOPMENT: A) ONSITE SERVICES: CoC engages Missouri Job Center & Catholic Charities to provide services onsite at CoC programs (e.g. workforce prep course at YWCA and Drop In Center) B) INNOVATIVE SERVICE COORDINATION: CoC supports Community Health Worker Team (serves homeless and formerly homeless) in partnering with Vocational Rehab, state Skill Up program, IMKO, Community Action Partnership, & Headstart to create employment training and support pilot project to increase income C) JOB CORPS: CoC partners with Job Corp programs (70 miles travel; recruiter comes on site) to enroll youth in residence and job training.
- 2. STRATEGIES TO INCREASE ACCESS TO EMPLOYMENT: A) WORK OPPORTUNITIES: CoC members provide work opportunities: i) CoC-funded Safe Haven has day labor/private construction program; ii) Urban Mission provides work opportunities at nutrition center, iii) CAP has day worker program (e.g. flood clean up); iv) Goodwill has Good Path program; and v) Drop In Center has day worker program B) TRAINING: CoC provides training to all CoC members about supporting and accessing employment. CoC received training about Job Corps programs and availability C) PARTNERSHIP: CoC-funded agencies have partnered with employers (e.g. Specialty Industries, a sheltered workshop providing labeling and packaging services) agencies providing employment support (e.g. Youth Alliance for youth apprenticeship program, Family Guidance Center for re-entry employment supports), and employment agencies (IMKO, Kelly, Express) to employ homeless/formerly homeless individuals.
- 3. WORKS WITH MAINSTREAM EMPLOYMENT ORGS: As described above, CoC engages and partners with workforce development organizations (MO Job Center, Catholic Charities, IMKO, Labor Max, Kelly, Express) in CoC events (e.g. Project Connect), meetings, and activities to provide support to homeless people to increase employment income.
- 4. RESPONSIBLE: Catholic Charities

**3A-5b. Increasing Non-employment Cash Income.**

**Applicants must:**

- 1. describe the CoC's strategy to increase non-employment cash income;
- 2. describe the CoC's strategy to increase access to non-employment cash sources;
- 3. provide the organization name or position title that is responsible for overseeing the CoC's strategy to increase non-employment cash income.

- 1. STRATEGY TO INCREASE NON-EMPLOYMENT CASH INCOME: CoC supports projects to evaluate & connect eligible clients to best available benefits, with goal of increasing income received. CoC-funded programs are scored on increasing income.
  - A) SOAR: SOAR, which increases access to disability income, is coordinated statewide by local CoC recipient MO Dept of Mental Health (DMH). DMH also provides Certified Benefits Planner & employment program.
  - B) DISABILITY: A medical-legal partnership coordinated by CoC member Legal Aid of Western MO increases access to full disability benefits. CoC-funded providers refer to Legal Aid for support with increasing disability benefits, and to VA for reassessment for veterans.

C) TAX: InterServ (CoC provider) provides free tax prep services to insure best filing/returns.

2. STRATEGY TO INCREASE ACCESS TO NON-EMPLOYMENT CASH SOURCES: CoC supports programs in understanding and accessing a full range of available sources.

A) TRAINING: CoC provides annual training about variety of non-employment cash sources (SSI/SSDI, TANF, SNAPs, Medicaid, Vets, WIC, refugees) re process, common barriers, eligibility. HMIS provider local conference trained on LIHEAP, 211, legal aid, and employment.

B) SERVICE: All CoC-providers, including CE assessment site, routinely assess and review benefits access and support/complete applications for possible benefits.

C) VETERANS: VA & veterans providers (all CoC members) assessment of income benefits for veterans.

D) ELECTED REPRESENTATIVE: Staff from local elected representative presented to CoC and support CoC providers in assisting with accessing Federal benefits.

3. RESPONSIBLE: Dept of Mental Health

**3A-5c. Increasing Employment. Attachment Required.**

**Applicants must describe how the CoC:**

**1. promoted partnerships and access to employment opportunities with private employers and private employment organizations, such as holding job fairs, outreach to employers, and partnering with staffing agencies; and**

**2. is working with public and private organizations to provide meaningful, education and training, on-the-job training, internship, and employment opportunities for residents of permanent supportive housing that further their recovery and well-being.**

**(limit 2,000 characters)**

COC PARTNERS W/EMPLOYERS & PRIVATE EMPLOYMENT ORGS: CoC has LOA with local WOIA board to do cross-referrals, info sharing, & other support for employment/education for homeless persons. CoC attached agreement with Catholic Charities to provide onsite employment services for Cat 4 homeless at YWCA. Also:

A) JOB FAIRS: CoC includes staffing agencies (MO Job Center, Catholic Charities, Labor Max, and IMKO) in Project Connect-type activities.

B) EMPLOYER PARTNERS: CoC engages employers like Specialty Industries and BMS to employ homeless persons.

C) COLOCATE SERVICES: Catholic Charities (CC) Workforce Development Service Area partners with employment agencies (IMKO Workforce Solutions, Kelly Services, and Express Employment) to assist program participants in obtaining employment. These agencies provide employment interviews on site.

D) PLANNING: Employment agencies (Jobs Center, Catholic Charities) participate in CoC meetings.

E) INFO SHARING: Community email distribution list alerts providers to job opportunities.

F) INNOVATION: CoC supports Community Health Worker Team (serves homeless and formerly homeless) in partnering with Vocational Rehab (often serves recently homeless persons with disabilities), state Skill Up program, IMKO employment agency, Community Action Partnership, & Headstart to

create employment training and support pilot project, including monthly classes on barriers to employment, inventory of available jobs, and wraparound resources and supports.

**COC WORKS TO PROVIDE EMPLOYMENT SUPPORT TO PSH RESIDENTS:**

- A) CO-LOCATED SERVICES: Catholic Charities is both largest provider of PSH and provider of employment services. DMH provides employment services to CoC residents.
- B) VOC REHAB: CoC provider coordinate Voc Rehab which provides services to PSH residents to support employment goals.
- C) UNITED WAY; United Way organizes cross-community volunteer opportunities, including for PSH residents.

**3A-5d. Promoting Employment, Volunteerism, and Community Service.**

**Applicants must select all the steps the CoC has taken to promote employment, volunteerism and community service among people experiencing homelessness in the CoC’s geographic area:**

1. The CoC trains provider organization staff on connecting program participants and people experiencing homelessness with education and job training opportunities.	<input type="checkbox"/>
2. The CoC trains provider organization staff on facilitating informal employment opportunities for program participants and people experiencing homelessness (e.g., babysitting, housekeeping, food delivery).	<input type="checkbox"/>
3. The CoC trains provider organization staff on connecting program participants with formal employment opportunities.	<input type="checkbox"/>
4. The CoC trains provider organization staff on volunteer opportunities for program participants and people experiencing homelessness.	<input type="checkbox"/>
5. The CoC works with organizations to create volunteer opportunities for program participants.	<input type="checkbox"/>
6. The CoC works with community organizations to create opportunities for civic participation for people experiencing homelessness (e.g., townhall forums, meeting with public officials).	<input type="checkbox"/>
7. Provider organizations within the CoC have incentives for employment.	<input type="checkbox"/>
8. The CoC trains provider organization staff on helping program participants budget and maximize their income to maintain stability in permanent housing.	<input type="checkbox"/>

**3A-6. System Performance Measures Data–HDX Submission Date** 05/24/2019

**Applicants must enter the date the CoCs submitted its FY 2018 System Performance Measures data in HDX. (mm/dd/yyyy)**

## 3B. Continuum of Care (CoC) Performance and Strategic Planning Objectives

### Instructions

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.

Please submit technical questions to the HUD Exchange Ask-A-Question at <https://www.hudexchange.info/program-support/my-question/>

**Resources:**

The FY 2019 CoC Application Detailed Instruction can be found at:

<https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources>

The FY 2019 CoC Program Competition Notice of Funding Availability at:

<https://www.hudexchange.info/programs/e-snaps/fy-2019-coc-program-nofa-coc-program-competition/#nofa-and-notices>

**Warning! The CoC Application score could be affected if information is incomplete on this formlet.**

### 3B-1. Prioritizing Households with Children.

**Applicants must check each factor the CoC currently uses to prioritize households with children for assistance during FY 2019.**

1. History of or Vulnerability to Victimization (e.g. domestic violence, sexual assault, childhood abuse)	<input checked="" type="checkbox"/>
2. Number of previous homeless episodes	<input checked="" type="checkbox"/>
3. Unsheltered homelessness	<input checked="" type="checkbox"/>
4. Criminal History	<input checked="" type="checkbox"/>
5. Bad credit or rental history	<input type="checkbox"/>
6. Head of Household with Mental/Physical Disability	<input checked="" type="checkbox"/>

### 3B-1a. Rapid Rehousing of Families with Children.

**Applicants must:**

**1. describe how the CoC currently rehouses every household of families with children within 30 days of becoming homeless that addresses both housing and service needs;**

**2. describe how the CoC addresses both housing and service needs to ensure families with children successfully maintain their housing once**

assistance ends; and

**3. provide the organization name or position title responsible for overseeing the CoC’s strategy to rapidly rehouse families with children within 30 days of them becoming homeless. (limit 2,000 characters)**

1. STRATEGY TO REHOUSE FAMILIES IN 30 DAYS: CoC makes continual improvements in CE processes, partners with mainstream providers, increases housing for families & commits to Housing First/low barrier methods. Also:
  - A) HOUSING FOCUSED SHELTER: Largest year-round family emergency shelter has 30 day model, supported by grant for housing-focused case management & barrier-removal fund. The Salvation Army has Pathways to Hope housing support program for homeless/at-risk families and newly renovated site opening soon.
  - B) INCREASING HOUSING: New CoC-funded RRH project is opening, providing units for families. The CoC is also increasing housing resources, including by supporting application for Mainstream Vouchers. CoC’s Housing Strategies Task Force works to increase access to quality housing.
  - C) DIVERT: CoC works closely w/school district to ID families becoming homeless & provide resources, including the CoC’s system-wide diversion program.
  - D) FLEXIBLE FUND: CoC Housing Stability Program flexible fund to provide resources to divert or quickly rehouse households (e.g. rent, utilities, deposits), and new this year, also to prevent homelessness.
2. SUPPORTING FAMILIES AFTER ASSISTANCE ENDS: All providers connect program participants to mainstream resources to support stabilization (e.g. health, income benefits, food, landlord supports, workforce development) and provide skills development so that families are prepared to maintain housing. Community Health Worker Team continues to provide services once household is housed with no predetermined expiration date, and stay in contact as long as support is needed. Families can get connected to needed services though service-intensive 211-like resource line which also tracks available resources (e.g. call ABC for utility assistance, because DEF ran out yesterday), follows up with callers, & will canvass for community funders for unavailable resources or specific needs (e.g. refrigerator).
3. RESPONSIBLE: YWCA

**3B-1b. Antidiscrimination Policies.**

**Applicants must check all that apply that describe actions the CoC is taking to ensure providers (including emergency shelter, transitional housing, and permanent housing (PSH and RRH)) within the CoC adhere to antidiscrimination policies by not denying admission to or separating any family members from other members of their family or caregivers based on any protected classes under the Fair Housing Act, and consistent with 24 CFR 5.105(a)(2) – Equal Access to HUD-Assisted or -Insured Housing.**

1. CoC conducts mandatory training for all CoC- and ESG-funded housing and services providers on these topics.	<input type="checkbox"/>
2. CoC conducts optional training for all CoC- and ESG-funded housing and service providers on these topics.	<input checked="" type="checkbox"/>

3. CoC has worked with ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients.	<input checked="" type="checkbox"/>
4. CoC has worked with ESG recipient(s) to identify both CoC- and ESG-funded facilities within the CoC geographic area that might be out of compliance and has taken steps to work directly with those facilities to come into compliance.	<input checked="" type="checkbox"/>

**3B-1c. Unaccompanied Youth Experiencing Homelessness–Addressing Needs.**

**Applicants must indicate whether the CoC’s strategy to address the unique needs of unaccompanied youth experiencing homelessness who are 24 years of age and younger includes the following:**

1. Unsheltered homelessness	Yes
2. Human trafficking and other forms of exploitation	Yes
3. LGBT youth homelessness	Yes
4. Exits from foster care into homelessness	No
5. Family reunification and community engagement	Yes
6. Positive Youth Development, Trauma Informed Care, and the use of Risk and Protective Factors in assessing youth housing and service needs	Yes

**3B-1c.1. Unaccompanied Youth Experiencing Homelessness–Prioritization Based on Needs.**

**Applicants must check all that apply that describes the CoC’s current strategy to prioritize unaccompanied youth based on their needs.**

1. History of, or Vulnerability to, Victimization (e.g., domestic violence, sexual assault, childhood abuse)	<input checked="" type="checkbox"/>
2. Number of Previous Homeless Episodes	<input checked="" type="checkbox"/>
3. Unsheltered Homelessness	<input checked="" type="checkbox"/>
4. Criminal History	<input checked="" type="checkbox"/>
5. Bad Credit or Rental History	<input type="checkbox"/>

**3B-1d. Youth Experiencing Homelessness–Housing and Services Strategies.**

**Applicants must describe how the CoC increased availability of housing and services for:**

- 1. all youth experiencing homelessness, including creating new youth-focused projects or modifying current projects to be more youth-specific or youth-inclusive; and**
- 2. youth experiencing unsheltered homelessness including creating new**

**youth-focused projects or modifying current projects to be more youth-specific or youth-inclusive.  
(limit 3,000 characters)**

STRATEGY USED TO INCREASE OR IMPROVE YOUTH RESOURCES: CoC works together to identify youth at-risk of or experiencing homelessness and provide quality housing and services.

A) MAINSTREAM RESOURCE: CoC is fortunate to have a privately funded non-profit (Noyes Home) focused on at-risk youth 0-18 that houses any child homeless or at-risk in this CoC. Noyes Home does not serve exclusively homeless youth or children and does not appear on HIC or other CoC reports (per HUD determination in 2011).

B) PILOT: New this year, CoC member Pivotal Point is providing 1-2 years of housing support and services for 17-22 year old homeless young adults in our pilot program to support establishment of an educational or career path.

C) CES REFERRALS: Saint Joseph School District collaborates with Housing Stability Program (providing prevention/diversion resources) to identify and refer families and youth eligible for resources.

C) JOB CORPS REFERRALS: Full CoC received training about Job Corps program and availability at CoC meeting. New partnership with Job Corps recruiter supports access for local youth. Recruiter travels 70 miles to provide intake services, including at Drop In Center and for youth in homeless court.

D) MODIFY: Current providers make arrangements to serve youth and support youth in age appropriate ways, with support of SJSD and other local resources. CoC providers have housed youth-led households in multiple programs, including under 18.

**STRATEGY TO INCREASE OR IMPROVE UNSHELTERED YOUTH RESOURCES:**

A) MODIFY: CoC's Drop In Center staff have worked with providers to serve youth in age appropriate ways for the few youth encountered, including accessing safe spaces & additional resources not normally available.

B) PARTNER: CoC developed partnerships with youth provider in neighboring county, which will take referrals and provide transport to support youth needs.

**3B-1d.1. Youth Experiencing Homelessness—Measuring Effectiveness of Housing and Services Strategies.**

**Applicants must:**

- 1. provide evidence the CoC uses to measure each of the strategies in question 3B-1d. to increase the availability of housing and services for youth experiencing homelessness;**
  - 2. describe the measure(s) the CoC uses to calculate the effectiveness of both strategies in question 3B-1d.; and**
  - 3. describe why the CoC believes the measure it uses is an appropriate way to determine the effectiveness of both strategies in question 3B-1d.**
- (limit 3,000 characters)**

1. EVIDENCE OF EFFECTIVENESS: 2019 PIT count included only 12 unaccompanied youth households (all 18-24) a 2 youth led households (7% of total PIT) with only 1 family unsheltered (2017 found 8 unaccompanied youth, with 1 unsheltered). CoC believes this is accurate based on SJSD & other data/experience. Out of 455 current people on By Name List, 11 are youth (2.4%)

2. MEASURES TO CALCULATE EFFECTIVENESS: Measures compare youth counted in PIT count to population as a whole & change in youth homelessness year over year, and monitor percentage of youth on By Name List and show very low levels of youth experiencing homelessness under the HUD definition with no significant increases in population.

3. WHY MEASURE IS APPROPRIATE: CoC tracks number of homeless youth using HUD definition through point-in-time count and coordinated entry because both are inclusive and reliable data sources that are community wide. CoC partners with mainstream providers, including Noyes Home and St. Joseph School District, to track and address couch-surfing population, which has much higher incidence.

**3B-1e. Collaboration–Education Services.**

**Applicants must describe:**

- 1. the formal partnerships with:**
  - a. youth education providers;**
  - b. McKinney-Vento LEA or SEA; and**
  - c. school districts; and**

- 2. how the CoC collaborates with:**
  - a. youth education providers;**
  - b. McKinney-Vento Local LEA or SEA; and**
  - c. school districts.**

**(limit 2,000 characters)**

**COLLABORATION AND FORMAL PARTNERSHIP WITH YOUTH EDUCATION PROVIDERS:** CoC providers, including InterServ and YWCA, also serve youth and children with early childhood education programs. Each has signed a formal Letter of Agreement with the CoC to partner with the CoC’s coordinated entry system and other CoC agencies to support access to resources and provide training. CoC member CAP, which runs Headstart and early Headstart in St Joseph works in partnership with CoC providers to ensure access to services. CoC member, United Way, coordinates Success by 6 Program with school district and childcare facilities, which provides education resources and support to all families with children 0-6. CoC providers refer families to Noyes Home (privately funded housing for all at-risk children), as needed. CoC also has representative on Governor’s Committee to End Homelessness, which meets with state Headstart representatives bimonthly.

**COLLABORATION AND FORMAL PARTNERSHIP WITH MCKINNEY-VENTO LIAISONS:** St Joseph School District McKinney-Vento liaison (LEA) is active partner in local homeless activities. Liaison signed a formal Letter of Agreement with CoC to share information, resources, attend meetings, provide access to resources and training. CoC also has representative on Governor’s Committee to End Homelessness, which meets with SEA bimonthly.

**COLLABORATION AND FORMAL PARTNERSHIP WITH SCHOOL DISTRICTS:** School district participates in CoC activities (including CoC review and rank in past years, and PIT count). Providers serving families work with school district and its employees to stabilize children in their educational setting. SJSD provides clothes, supplies, parenting classes, and on site child development support. CoC provider staff sign ROI to coordinate services and

ensure educational access, including access to counseling.

**3B-1e.1. Informing Individuals and Families Experiencing Homeless about Education Services Eligibility.**

**Applicants must describe policies and procedures the CoC adopted to inform individuals and families who become homeless of their eligibility for education services. (limit 2,000 characters)**

THE COC HAS A POLICY THAT ALL COC- AND ESG-FUNDED AGENCIES MUST PROTECT THE EDUCATION RIGHTS OF CHILDREN AS FOLLOWS: COC PROCEDURES: All emergency shelter, transitional housing, permanent housing, and other homeless providers have posters detailing the rights of homeless children, youth, and families and McKinney-Vento applications onsite. Every project serving youth or children has a designated staff member to ensure children or youth are enrolled in school and connected to the appropriate services within the community. Case managers at homeless programs enroll children in school and connect them to needed services, which may include Parents as Teachers (support for 0-3), home visits, childcare, HeadStart, tutoring, or other education related needs and participate in meetings with the school regarding Individualized Education Programs when appropriate and requested by the parent for the purpose of advocacy and collaboration. Monitoring of the students' adequate progression in school will occur at least annually.

To support this work, case managers in homeless programs can call the McKinney-Vento office St Joseph School District directly to seek assistance for homeless families. Also, a McKinney-Vento liaison trains CoC annually and visits all emergency shelters at least annually to review and train about available resources and process. LEA gives two city-wide parenting classes per year about homeless rights and impact on children, including trauma. In addition, St Joseph School District registration identifies students who are homeless or at-risk, St Joseph School District staff are trained on how to identify and engage with homeless students and families.

POLICIES AND PRACTICES ARE CONSISTENT WITH, AND DO NOT RESTRICT THE EXERCISE OF RIGHTS PROVIDED BY THE EDUCATION SUBTITLE OF THE MCKINNEY-VENTO ACT.

**3B-1e.2. Written/Formal Agreements or Partnerships with Early Childhood Services Providers.**

**Applicant must indicate whether the CoC has an MOU/MOA or other types of agreements with listed providers of early childhood services and supports and may add other providers not listed.**

	MOU/MOA	Other Formal Agreement
Early Childhood Providers	Yes	Yes
Head Start	No	No
Early Head Start	Yes	Yes
Child Care and Development Fund	No	No

Federal Home Visiting Program	No	No
Healthy Start	No	No
Public Pre-K	Yes	Yes
Birth to 3 years	No	No
Tribal Home Visting Program	No	No
Other: (limit 50 characters)		
School district MckV program	Yes	Yes

**3B-2. Active List of Veterans Experiencing Homelessness.**

**Applicant must indicate whether the CoC uses an active list or by-name list to identify all veterans experiencing homelessness in the CoC.** Yes

**3B-2a. VA Coordination–Ending Veterans Homelessness.**

**Applicants must indicate whether the CoC is actively working with the U.S. Department of Veterans Affairs (VA) and VA-funded programs to achieve the benchmarks and criteria for ending veteran homelessness.** Yes

**3B-2b. Housing First for Veterans.**

**Applicants must indicate whether the CoC has sufficient resources to ensure each veteran experiencing homelessness is assisted to quickly move into permanent housing using a Housing First approach.** Yes

**3B-3. Racial Disparity Assessment. Attachment Required.**

**Applicants must:**  
 1. select all that apply to indicate the findings from the CoC’s Racial Disparity Assessment; or  
 2. select 7 if the CoC did not conduct a Racial Disparity Assessment.

1. People of different races or ethnicities are more likely to receive homeless assistance.	<input type="checkbox"/>
2. People of different races or ethnicities are less likely to receive homeless assistance.	<input type="checkbox"/>
3. People of different races or ethnicities are more likely to receive a positive outcome from homeless assistance.	<input type="checkbox"/>
4. People of different races or ethnicities are less likely to receive a positive outcome from homeless assistance.	<input type="checkbox"/>
5. There are no racial or ethnic disparities in the provision or outcome of homeless assistance.	<input type="checkbox"/>

6. The results are inconclusive for racial or ethnic disparities in the provision or outcome of homeless assistance.	<input checked="" type="checkbox"/>
7. The CoC did not conduct a racial disparity assessment.	<input type="checkbox"/>

**3B-3a. Addressing Racial Disparities.**

**Applicants must select all that apply to indicate the CoC’s strategy to address any racial disparities identified in its Racial Disparities Assessment:**

1. The CoC is ensuring that staff at the project level are representative of the persons accessing homeless services in the CoC.	<input checked="" type="checkbox"/>
2. The CoC has identified the cause(s) of racial disparities in their homeless system.	<input type="checkbox"/>
3. The CoC has identified strategies to reduce disparities in their homeless system.	<input type="checkbox"/>
4. The CoC has implemented strategies to reduce disparities in their homeless system.	<input type="checkbox"/>
5. The CoC has identified resources available to reduce disparities in their homeless system.	<input type="checkbox"/>
6: The CoC did not conduct a racial disparity assessment.	<input type="checkbox"/>

## 4A. Continuum of Care (CoC) Accessing Mainstream Benefits and Additional Policies

**Instructions:**

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.

Please submit technical questions to the HUD Exchange Ask-A-Question at <https://www.hudexchange.info/program-support/my-question/>

**Resources:**

The FY 2019 CoC Application Detailed Instruction can be found at:

<https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources>

The FY 2019 CoC Program Competition Notice of Funding Availability at:

<https://www.hudexchange.info/programs/e-snaps/fy-2019-coc-program-nofa-coc-program-competition/#nofa-and-notices>

**Warning! The CoC Application score could be affected if information is incomplete on this formlet.**

### 4A-1. Healthcare—Enrollment/Effective Utilization

**Applicants must indicate, for each type of healthcare listed below, whether the CoC assists persons experiencing homelessness with enrolling in health insurance and effectively utilizing Medicaid and other benefits.**

Type of Health Care	Assist with Enrollment	Assist with Utilization of Benefits?
Public Health Care Benefits (State or Federal benefits, Medicaid, Indian Health Services)	Yes	Yes
Private Insurers:	Yes	Yes
Non-Profit, Philanthropic:	Yes	Yes
Other: (limit 50 characters)		
Voc Rehab, med/dental assist	Yes	Yes

#### 4A-1a. Mainstream Benefits.

**Applicants must:**

- 1. describe how the CoC systematically keeps program staff up to date regarding mainstream resources available for program participants (e.g., Food Stamps, SSI, TANF, substance abuse programs) within the geographic area;**
- 2. describe how the CoC disseminates the availability of mainstream resources and other assistance information to projects and how often;**
- 3. describe how the CoC works with projects to collaborate with healthcare organizations to assist program participants with enrolling in**

**health insurance;**

**4. describe how the CoC provides assistance with the effective utilization of Medicaid and other benefits; and**

**5. provide the name of the organization or position title that is responsible for overseeing the CoC’s strategy for mainstream benefits.**

**(limit 2,000 characters)**

COC KEEPS STAFF UP TO DATE by: A) Hosting onsite enrollment activities at CoC agencies for SNAP & Medicaid, B) Having social services resource center/2-1-1 (NW Community Services) distribute updates about resource access via large (600+ person) email distribution list, including all homeless staff, C) Providing trainings as needs are identified, including ANNUAL mainstream benefits training for program & CE staff, D) Sharing agency funding availability MONTHLY at CoC meeting, & E) Encouraging peer-based relationships & info sharing.

COC DISSEMINATES AVAILABILITY OF MAINSTREAM RESOURCES by providing info to NW Community Services who acts as a hub by sending out info via email list WEEKLY & by providing up-to-the-minute Info to any community members calling regarding resource availability.

COC SUPPORT FOR HEALTH CARE ENROLLMENT: CoC has particular strength in healthcare partners. A) Medical navigation services (insurance application/healthcare access) are provided by Mosaic (local hospital system) & homeless community health worker team. B) Mosaic partners with Legal Aid (both CoC members) in Medical-Legal Partnership to improve medical benefits access. C) NW Health Services (CoC member) has a Medicaid Enrollment Specialist at its downtown medical clinic. D) InterServ (CoC provider) has CLAIM to enroll in Medicare.

COC ASSISTANCE FOR USE OF HEALTH BENEFITS: CoC partners with providers to ensure access: A) The homeless community health worker team provides medical, dental, behavioral health, & case management services to unhoused and recently housed persons cross community, B) NW Health Services provides medical, dental, meds, & counseling services at its medical clinic which targets homeless clients and is sited near other programs. C) Provides transportation. D) InterServ (CoC provider) hosts Bi-National Health Fair targeting minority populations & providing medical services, screenings and access.

RESPONSIBLE: CAP Community Health Worker Team

**4A-2. Lowering Barriers to Entry Data:**

**Applicants must report:**

1. Total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in FY 2019 CoC Program Competition.	9
2. Total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in FY 2019 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.	9
Percentage of new and renewal PSH, RRH, Safe-Haven, SSO non-Coordinated Entry projects the CoC has ranked in its CoC Priority Listing in the FY 2019 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.	100%

**4A-3. Street Outreach.**

**Applicants must:**

- 1. describe the CoC’s street outreach efforts, including the methods it uses to ensure all persons experiencing unsheltered homelessness are identified and engaged;**
- 2. state whether the CoC’s Street Outreach covers 100 percent of the CoC’s geographic area;**
- 3. describe how often the CoC conducts street outreach; and**
- 4. describe how the CoC tailored its street outreach to persons experiencing homelessness who are least likely to request assistance. (limit 2,000 characters)**

**1. COC OUTREACH ACTIVITIES & METHODS:**

- A) Drop-In Center (transitioning to LowBarrier Shelter) (funded by hospital system) provides crisis services, case management, & CE/housing assessment & referral using low barrier, housing first strategies and supports.
- B) Community health worker team provides low barrier, client-centered case management, housing & health supports to clients who are unsheltered, sheltered, & housed, including through transitions.
- C) St Joseph PD outreach team employs best practices to address unsheltered homeless needs. CoC also works with rural law enforcement.
- D) Project Connect held annually.
- E) Veterans outreach to connect veterans to GPD, SSVF, VASH, using low barrier, trauma informed services, and new this year, rapid resolutions strategies. Also held, Vet-to-Vet event at Civic Arena.
- F) A traveling CE Specialist assesses for CE on location, reducing CES barriers.
- H) To identify homeless people/encampments for targeting services, CoC works with: railroads, lawn services, Dept of Conservation & Fire Dept (river outreach), Parks Dept, local business, & storage unit facilities.

2/3.COVERAGE/FREQUENCY: Through partnership with VA & law enforcement outreach occurs across CoC’s full geographic area. 100% of St Joseph city area is covered 5 days/week.

**4. CoC has been planful about TARGETING OUTREACH TO LEAST LIKELY TO ENGAGE:**

- A) Bilingual outreach workers/staff have been employed for all outreach strategies.
- B) Community health worker team has a specialty in working with persons who have physical & psychiatric disabilities.
- C) CoC engages mainstream agencies with experience with underserved populations to support outreach efforts (e.g. MERIL & Progressive Community Services for people with disabilities, Interfaith Alliance on Immigration for immigrants)
- D) Access points are ADA accessible or outreach teams will go to people with physical disabilities

**4A-4. RRH Beds as Reported in HIC.**

**Applicants must report the total number of rapid rehousing beds available to serve all household types as reported in the Housing Inventory Count (HIC) for 2018 and 2019.**

	2018	2019	Difference
RRH beds available to serve all populations in the HIC	32	32	0

**4A-5. Rehabilitation/Construction Costs–New Projects.** No

Applicants must indicate whether any new project application the CoC ranked and submitted in its CoC Priority Listing in the FY 2019 CoC Program Competition is requesting \$200,000 or more in funding for housing rehabilitation or new construction.

**4A-6. Projects Serving Homeless under Other Federal Statutes.** No

Applicants must indicate whether the CoC is requesting to designate one or more of its SSO or TH projects to serve families with children or youth defined as homeless under other federal statutes.

## 4B. Attachments

**Instructions:**

Multiple files may be attached as a single .zip file. For instructions on how to use .zip files, a reference document is available on the e-snaps training site:  
<https://www.hudexchange.info/resource/3118/creating-a-zip-file-and-capturing-a-screenshot-resource>

Document Type	Required?	Document Description	Date Attached
_ FY 2019 CoC Competition Report (HDX Report)	Yes	MO603 FY2019CoCCo...	09/25/2019
1C-4.PHA Administration Plan–Moving On Multifamily Assisted Housing Owners’ Preference.	No	MO603 No Moving O...	09/25/2019
1C-4. PHA Administrative Plan Homeless Preference.	No	MO603 PHA Admin P...	09/25/2019
1C-7. Centralized or Coordinated Assessment System.	Yes	MO603 CE Assessme...	09/25/2019
1E-1.Public Posting–15-Day Notification Outside e-snaps–Projects Accepted.	Yes	MO603 Projects Ac...	09/25/2019
1E-1. Public Posting–15-Day Notification Outside e-snaps–Projects Rejected or Reduced.	Yes	MO603 Projects Re...	09/25/2019
1E-1.Public Posting–30-Day Local Competition Deadline.	Yes	MO603 Local Compe...	09/25/2019
1E-1. Public Posting–Local Competition Announcement.	Yes	MO603 Local Compe...	09/25/2019
1E-4.Public Posting–CoC-Approved Consolidated Application	Yes	MO603 1E4 Consoli...	09/25/2019
3A. Written Agreement with Local Education or Training Organization.	No	MO603 Local Train...	09/25/2019
3A. Written Agreement with State or Local Workforce Development Board.	No	MO603 Local Workf...	09/25/2019
3B-3. Summary of Racial Disparity Assessment.	Yes	MO603 Racial Disp...	09/25/2019
4A-7a. Project List-Homeless under Other Federal Statutes.	No		
Other	No		
Other	No		

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Other	No		
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## **Attachment Details**

**Document Description:** MO603 FY2019CoCCompetitionReport

## **Attachment Details**

**Document Description:** MO603 No Moving On Preference

## **Attachment Details**

**Document Description:** MO603 PHA Admin Plan Preferences

## **Attachment Details**

**Document Description:** MO603 CE Assessment Tool

## **Attachment Details**

**Document Description:** MO603 Projects Accepted Notification

## **Attachment Details**

**Document Description:** MO603 Projects Reduced Notification

## **Attachment Details**

**Document Description:** MO603 Local Competition Deadline

## **Attachment Details**

**Document Description:** MO603 Local Competition Announcement

## **Attachment Details**

**Document Description:** MO603 1E4 Consolidated Application

## **Attachment Details**

**Document Description:** MO603 Local Training Agency Agreement

## **Attachment Details**

**Document Description:** MO603 Local Workforce Agreement

## **Attachment Details**

**Document Description:** MO603 Racial Disparity Assessment

## **Attachment Details**

**Document Description:**

## Submission Summary

**Ensure that the Project Priority List is complete prior to submitting.**

Page	Last Updated
<b>1A. Identification</b>	09/24/2019
<b>1B. Engagement</b>	09/24/2019
<b>1C. Coordination</b>	09/24/2019
<b>1D. Discharge Planning</b>	No Input Required
<b>1E. Local CoC Competition</b>	09/24/2019
<b>1F. DV Bonus</b>	09/25/2019
<b>2A. HMIS Implementation</b>	09/24/2019
<b>2B. PIT Count</b>	09/24/2019
<b>3A. System Performance</b>	09/25/2019
<b>3B. Performance and Strategic Planning</b>	09/25/2019
<b>4A. Mainstream Benefits and Additional Policies</b>	09/24/2019
<b>4B. Attachments</b>	09/25/2019

FY2019 CoC Application	Page 55	09/25/2019
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**Submission Summary**

No Input Required

# FY 2019 CoC Competition Report

Attachment for Questions 2A, 2B, 3A, 3B, 4A-6

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<b>Document Satisfying Requirement</b>	<b>Page</b>
1. 2019 HDX Competition Report	1-16

# 2019 HDX Competition Report

## PIT Count Data for MO-603 - St. Joseph/Andrew, Buchanan, DeKalb Counties CoC

### Total Population PIT Count Data

	2016 PIT	2017 PIT	2018 PIT	2019 PIT
Total Sheltered and Unsheltered Count	195	210	204	255
Emergency Shelter Total	105	115	104	134
Safe Haven Total	17	18	17	16
Transitional Housing Total	63	59	53	68
Total Sheltered Count	185	192	174	218
Total Unsheltered Count	10	18	30	37

### Chronically Homeless PIT Counts

	2016 PIT	2017 PIT	2018 PIT	2019 PIT
Total Sheltered and Unsheltered Count of Chronically Homeless Persons	45	62	62	92
Sheltered Count of Chronically Homeless Persons	41	48	41	70
Unsheltered Count of Chronically Homeless Persons	4	14	21	22

## 2019 HDX Competition Report

### PIT Count Data for MO-603 - St. Joseph/Andrew, Buchanan, DeKalb Counties CoC

#### Homeless Households with Children PIT Counts

	2016 PIT	2017 PIT	2018 PIT	2019 PIT
Total Sheltered and Unsheltered Count of the Number of Homeless Households with Children	28	28	33	28
Sheltered Count of Homeless Households with Children	28	28	33	27
Unsheltered Count of Homeless Households with Children	0	0	0	1

#### Homeless Veteran PIT Counts

	2011	2016	2017	2018	2019
Total Sheltered and Unsheltered Count of the Number of Homeless Veterans	43	20	9	14	13
Sheltered Count of Homeless Veterans	38	18	8	12	11
Unsheltered Count of Homeless Veterans	5	2	1	2	2

# 2019 HDX Competition Report

## HIC Data for MO-603 - St. Joseph/Andrew, Buchanan, DeKalb Counties CoC

### HMIS Bed Coverage Rate

Project Type	Total Beds in 2019 HIC	Total Beds in 2019 HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ES) Beds	116	48	68	100.00%
Safe Haven (SH) Beds	18	0	18	100.00%
Transitional Housing (TH) Beds	68	33	35	100.00%
Rapid Re-Housing (RRH) Beds	32	0	32	100.00%
Permanent Supportive Housing (PSH) Beds	232	17	165	76.74%
Other Permanent Housing (OPH) Beds	0	0	0	NA
Total Beds	466	98	318	86.41%

## 2019 HDX Competition Report

### HIC Data for MO-603 - St. Joseph/Andrew, Buchanan, DeKalb Counties CoC

#### PSH Beds Dedicated to Persons Experiencing Chronic Homelessness

Chronically Homeless Bed Counts	2016 HIC	2017 HIC	2018 HIC	2019 HIC
Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons identified on the HIC	19	19	24	217

#### Rapid Rehousing (RRH) Units Dedicated to Persons in Household with Children

Households with Children	2016 HIC	2017 HIC	2018 HIC	2019 HIC
RRH units available to serve families on the HIC	2	3	3	8

#### Rapid Rehousing Beds Dedicated to All Persons

All Household Types	2016 HIC	2017 HIC	2018 HIC	2019 HIC
RRH beds available to serve all populations on the HIC	19	12	32	32

# 2019 HDX Competition Report

## FY2018 - Performance Measurement Module (Sys PM)

### Summary Report for MO-603 - St. Joseph/Andrew, Buchanan, DeKalb Counties CoC

#### Measure 1: Length of Time Persons Remain Homeless

This measures the number of clients active in the report date range across ES, SH (Metric 1.1) and then ES, SH and TH (Metric 1.2) along with their average and median length of time homeless. This includes time homeless during the report date range as well as prior to the report start date, going back no further than October, 1, 2012.

*Metric 1.1: Change in the average and median length of time persons are homeless in ES and SH projects.*

*Metric 1.2: Change in the average and median length of time persons are homeless in ES, SH, and TH projects.*

a. This measure is of the client's entry, exit, and bed night dates strictly as entered in the HMIS system.

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Submitted FY 2017	FY 2018	Submitted FY 2017	FY 2018	Difference	Submitted FY 2017	FY 2018	Difference
1.1 Persons in ES and SH	561	408	82	84	2	9	2	-7
1.2 Persons in ES, SH, and TH	581	475	110	101	-9	10	2	-8

b. This measure is based on data element 3.17.

This measure includes data from each client's Living Situation (Data Standards element 3.917) response as well as time spent in permanent housing projects between Project Start and Housing Move-In. This information is added to the client's entry date, effectively extending the client's entry date backward in time. This "adjusted entry date" is then used in the calculations just as if it were the client's actual entry date.

The construction of this measure changed, per HUD's specifications, between FY 2016 and FY 2017. HUD is aware that this may impact the change between these two years.

## 2019 HDX Competition Report

### FY2018 - Performance Measurement Module (Sys PM)

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Submitted FY 2017	FY 2018	Submitted FY 2017	FY 2018	Difference	Submitted FY 2017	FY 2018	Difference
1.1 Persons in ES, SH, and PH (prior to "housing move in")	561	408	82	86	4	9	2	-7
1.2 Persons in ES, SH, TH, and PH (prior to "housing move in")	764	616	498	557	59	21	2	-19

## 2019 HDX Competition Report

### FY2018 - Performance Measurement Module (Sys PM)

#### Measure 2: The Extent to which Persons who Exit Homelessness to Permanent Housing Destinations Return to Homelessness

This measures clients who exited SO, ES, TH, SH or PH to a permanent housing destination in the date range two years prior to the report date range. Of those clients, the measure reports on how many of them returned to homelessness as indicated in the HMIS for up to two years after their initial exit.

After entering data, please review and confirm your entries and totals. Some HMIS reports may not list the project types in exactly the same order as they are displayed below.

	Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior)	Returns to Homelessness in Less than 6 Months		Returns to Homelessness from 6 to 12 Months		Returns to Homelessness from 13 to 24 Months		Number of Returns in 2 Years	
		FY 2018	% of Returns	FY 2018	% of Returns	FY 2018	% of Returns	FY 2018	% of Returns
Exit was from SO	34	9	26%	1	3%	3	9%	13	38%
Exit was from ES	400	178	45%	72	18%	77	19%	327	82%
Exit was from TH	35	12	34%	1	3%	0	0%	13	37%
Exit was from SH	14	8	57%	3	21%	1	7%	12	86%
Exit was from PH	125	11	9%	4	3%	2	2%	17	14%
TOTAL Returns to Homelessness	608	218	36%	81	13%	83	14%	382	63%

#### Measure 3: Number of Homeless Persons

##### Metric 3.1 – Change in PIT Counts

## 2019 HDX Competition Report

### FY2018 - Performance Measurement Module (Sys PM)

This measures the change in PIT counts of sheltered and unsheltered homeless person as reported on the PIT (not from HMIS).

	January 2017 PIT Count	January 2018 PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	210	204	-6
Emergency Shelter Total	115	104	-11
Safe Haven Total	18	17	-1
Transitional Housing Total	59	53	-6
Total Sheltered Count	192	174	-18
Unsheltered Count	18	30	12

### Metric 3.2 – Change in Annual Counts

This measures the change in annual counts of sheltered homeless persons in HMIS.

	Submitted FY 2017	FY 2018	Difference
Universe: Unduplicated Total sheltered homeless persons	581	475	-106
Emergency Shelter Total	541	388	-153
Safe Haven Total	29	29	0
Transitional Housing Total	144	106	-38

# 2019 HDX Competition Report

## FY2018 - Performance Measurement Module (Sys PM)

### Measure 4: Employment and Income Growth for Homeless Persons in CoC Program-funded Projects

Metric 4.1 – Change in earned income for adult system stayers during the reporting period

	Submitted FY 2017	FY 2018	Difference
Universe: Number of adults (system stayers)	129	158	29
Number of adults with increased earned income	13	14	1
Percentage of adults who increased earned income	10%	9%	-1%

Metric 4.2 – Change in non-employment cash income for adult system stayers during the reporting period

	Submitted FY 2017	FY 2018	Difference
Universe: Number of adults (system stayers)	129	158	29
Number of adults with increased non-employment cash income	39	40	1
Percentage of adults who increased non-employment cash income	30%	25%	-5%

Metric 4.3 – Change in total income for adult system stayers during the reporting period

	Submitted FY 2017	FY 2018	Difference
Universe: Number of adults (system stayers)	129	158	29
Number of adults with increased total income	51	50	-1
Percentage of adults who increased total income	40%	32%	-8%

## 2019 HDX Competition Report

### FY2018 - Performance Measurement Module (Sys PM)

#### Metric 4.4 – Change in earned income for adult system leavers

	Submitted FY 2017	FY 2018	Difference
Universe: Number of adults who exited (system leavers)	811	900	89
Number of adults who exited with increased earned income	77	43	-34
Percentage of adults who increased earned income	9%	5%	-4%

#### Metric 4.5 – Change in non-employment cash income for adult system leavers

	Submitted FY 2017	FY 2018	Difference
Universe: Number of adults who exited (system leavers)	811	900	89
Number of adults who exited with increased non-employment cash income	28	35	7
Percentage of adults who increased non-employment cash income	3%	4%	1%

#### Metric 4.6 – Change in total income for adult system leavers

	Submitted FY 2017	FY 2018	Difference
Universe: Number of adults who exited (system leavers)	811	900	89
Number of adults who exited with increased total income	98	72	-26
Percentage of adults who increased total income	12%	8%	-4%

## 2019 HDX Competition Report

### FY2018 - Performance Measurement Module (Sys PM)

#### Measure 5: Number of persons who become homeless for the 1st time

Metric 5.1 – Change in the number of persons entering ES, SH, and TH projects with no prior enrollments in HMIS

	Submitted FY 2017	FY 2018	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.	581	475	-106
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	168	158	-10
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time)	413	317	-96

Metric 5.2 – Change in the number of persons entering ES, SH, TH, and PH projects with no prior enrollments in HMIS

	Submitted FY 2017	FY 2018	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	784	681	-103
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	234	235	1
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time.)	550	446	-104

## 2019 HDX Competition Report

### FY2018 - Performance Measurement Module (Sys PM)

#### Measure 6: Homeless Prevention and Housing Placement of Persons defined by category 3 of HUD's Homeless Definition in CoC Program-funded Projects

This Measure is not applicable to CoCs in FY2018 (Oct 1, 2017 - Sept 30, 2018) reporting period.

#### Measure 7: Successful Placement from Street Outreach and Successful Placement in or Retention of Permanent Housing

Metric 7a.1 – Change in exits to permanent housing destinations

	Submitted FY 2017	FY 2018	Difference
Universe: Persons who exit Street Outreach	979	54	-925
Of persons above, those who exited to temporary & some institutional destinations	297	29	-268
Of the persons above, those who exited to permanent housing destinations	539	15	-524
% Successful exits	85%	81%	-4%

Metric 7b.1 – Change in exits to permanent housing destinations

## 2019 HDX Competition Report

### FY2018 - Performance Measurement Module (Sys PM)

	Submitted FY 2017	FY 2018	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing	974	942	-32
Of the persons above, those who exited to permanent housing destinations	467	177	-290
% Successful exits	48%	19%	-29%

#### Metric 7b.2 – Change in exit to or retention of permanent housing

	Submitted FY 2017	FY 2018	Difference
Universe: Persons in all PH projects except PH-RRH	225	234	9
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	188	191	3
% Successful exits/retention	84%	82%	-2%

## 2019 HDX Competition Report FY2018 - SysPM Data Quality

### MO-603 - St. Joseph/Andrew, Buchanan, DeKalb Counties CoC

This is a new tab for FY 2016 submissions only. Submission must be performed manually (data cannot be uploaded). Data coverage and quality will allow HUD to better interpret your Sys PM submissions.

Your bed coverage data has been imported from the HIC module. The remainder of the data quality points should be pulled from data quality reports made available by your vendor according to the specifications provided in the HMIS Standard Reporting Terminology Glossary. You may need to run multiple reports in order to get data for each combination of year and project type.

You may enter a note about any field if you wish to provide an explanation about your data quality results. This is not required.

## 2019 HDX Competition Report FY2018 - SysPM Data Quality

	All ES, SH				All TH				All PSH, OPH				All RRH				All Street Outreach			
	2014-2015	2015-2016	2016-2017	2017-2018	2014-2015	2015-2016	2016-2017	2017-2018	2014-2015	2015-2016	2016-2017	2017-2018	2014-2015	2015-2016	2016-2017	2017-2018	2014-2015	2015-2016	2016-2017	2017-2018
1. Number of non-DV Beds on HIC	68	75	68	49	29	36	40	40	170	211	220	218	69	19	12	32				
2. Number of HMIS Beds	68	75	68	49	29	20	40	40	134	169	184	178	69	19	12	32				
3. HMIS Participation Rate from HIC ( % )	100.00	100.00	100.00	100.00	100.00	55.56	100.00	100.00	78.82	80.09	83.64	81.65	100.00	100.00	100.00	100.00				
4. Unduplicated Persons Served (HMIS)	284	443	446	320	126	137	144	106	191	183	223	231	12	25	57	155			981	54
5. Total Leavers (HMIS)	200	329	359	307	53	51	55	47	27	26	28	35	4	5	32	70			671	27
6. Destination of Don't Know, Refused, or Missing (HMIS)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			0	0
7. Destination Error Rate (%)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00

# 2019 HDX Competition Report

## Submission and Count Dates for MO-603 - St. Joseph/Andrew, Buchanan, DeKalb Counties CoC

### Date of PIT Count

	Date	Received HUD Waiver
Date CoC Conducted 2019 PIT Count	1/30/2019	

### Report Submission Date in HDX

	Submitted On	Met Deadline
2019 PIT Count Submittal Date	4/30/2019	Yes
2019 HIC Count Submittal Date	4/30/2019	Yes
2018 System PM Submittal Date	5/24/2019	Yes

## PHA Administration Plan – Moving On

### Attachment 1C-4

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CoC does not currently have a PHA with a Moving On preference.

# PHA Administration Plan Preference

## Attachment 1C-4

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<b>Document Satisfying Requirement</b>	<b>Page</b>
1. St. Joseph Housing Authority Administration Plan Chapter 4	1-5
a. Local Preferences	2
b. Homeless Definition and Preference	2-3
2. St. Joseph Housing Authority Admissions and Continued Occupancy Plan Addendum 1: Local Preferences for PH Waitlist	6-8
a. Homeless Definition and Preference	6-7

# **Administrative Plan For The Section 8 Housing Choice Voucher Program**

## **Chapter 4**

### **MAINTAINING THE WAITING LIST**

*(24 CFR Part 5, Subpart D; 982.54(d)(1); 982.204, 982.205, 982.206)*

#### **INTRODUCTION**

It is SJHA's objective to ensure that families are placed in the proper order on the waiting list and selected from the waiting list for admissions in accordance with the policies in this Administrative Plan.

**This chapter explains the eligibility criteria and the system of applying.**

By maintaining an accurate waiting list, SJHA will be able to perform the activities which ensure that an adequate pool of qualified applicants will be available so that program funds are used in a timely manner.

#### **A. WAITING LIST** [24 CFR 982.204]

SJHA uses a single waiting list for admission to its Section 8 tenant-based assistance program.

Except for Special Admissions, applicants will be selected from SJHA waiting list in accordance with policies and income targeting requirements defined in this Administrative Plan.

SJHA will maintain information that permits proper selection from the waiting list.

The waiting list contains the following information for each applicant listed:

Applicant name

Family unit size (number of bedrooms family qualifies for under SJHA's subsidy standards)

Date of application

Racial or ethnic designation of the head of household

**Targeted program qualifications**

#### **B. SPECIAL ADMISSIONS** [24 CFR 982.54(d)(e), 982.203]

If HUD awards SJHA program funding that is targeted for specifically named families, SJHA will admit these families under a Special Admission procedure.

Special admissions families will be admitted outside of the regular waiting list process. They are not required to be on the program waiting list. SJHA maintains separate records of these admissions.

The following are examples of types of program funding that may be designated by HUD for families living in a specified unit:

A family displaced because of demolition or disposition of a public or Indian housing project;

A family residing in a multifamily rental housing project when HUD sells, forecloses or demolishes the project;

For housing covered by the Low Income Housing Preservation and Resident Home-ownership Act of 1990;

A family residing in a project covered by a project-based Section 8 HAP contract at or near the end of the HAP contract term; and

A non-purchasing family residing in a HOPE 1 or HOPE 2 project.

Applicants who are admitted under Special Admissions, rather than from the waiting list, are **identified by codes in the automated system and are not maintained on separate lists.**

**C. LOCAL PREFERENCES** [24 CFR 982.207]

St. Joseph Housing Authority (SJHA) has established a preference system for admission to its Public Housing program. SJHA uses the following local preference system:

**St. Joseph MO, Buchanan County Residency Preference**

Applicants who reside in St. Joseph, MO or Buchanan County will receive (50) preference points.

**Homeless Preference**

**Employed, Elderly, Disabled, Veteran or Homeless Preference**

An applicant qualifies for this preference if the family meets the definitions below. SJHA will only apply the preference points once to each family if the applicant family meets more than one definition under this preference. Applicants will receive (50) preference points.

- **Employed**

An applicant qualifies for this preference if the head of household or spouse, life partner of the applicant family is employed. For the purpose of this preference, an applicant is considered employed if they work at least 20 hours per week.

- **Elderly**

An applicant qualifies for this preference if the head of household, spouse or life partner of the applicant family is 62 years old or older.

- **Disabled**

An applicant qualifies for this preference if the head of household, spouse, life partner or sole member is a person with disabilities; or two or more adult persons with disabilities living together; or one or more persons with disabilities living with one or more live-in aides. A person who is under a disability, as defined in Section 233 of the Social Security Act (42 U.S.C. 423), or who has a developmental disability as defined in Section 102(7) of the Developmental Disabilities Assistance and Bill of Rights Act (42 U.S.C. 6001 (7)). People who are diagnosed with alcoholism or drug abuse

are not part of the definition of disabled. SJHA does recognize an applicant, family, or spouse, life partner with HIV as a disabled person.

- **Veteran**

An applicant qualifies for this preference if the head of household, spouse or life partner of the applicant is a person who served in the active military, naval, or air service, and who was discharged or released therefrom under conditions other than dishonorable.

- **Homeless**

**HUD Guidance on Homelessness:**

A household which lacks a fixed, regular and adequate nighttime habitation or the primary nighttime dwelling is one of the following: a supervised public or private shelter designed to provide temporary living accommodations (includes welfare hotels, congregate shelters and transitional housing); or a public or private place not designed for, or ordinarily used as, a regular sleeping place for human beings. An individual or family who lacks a fixed, regular and adequate nighttime residence meaning: Revised June 22, 2017 6-3 Resolution No. 2840

An individual or family living in a supervised publicly or privately-operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state or local government programs for low-income individuals)

An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution

A primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport or camping ground

Unaccompanied youth under 25 years of age or families with children and youth, who do not otherwise qualify as homeless under this definition, but who

Have experienced a long-term period, more than 60 days, without living independently in permanent housing; and

Have experienced persistent instability as measured by frequent moves, more than two moves in 60 days, over such period; and

Can be expected to continue in such status for an extended period of time because of chronic disabilities, chronic physical health or mental health conditions, substance addiction, histories of domestic violence or childhood abuse, the presence of a child or youth with a disability or multiple barriers to employment

## **Enrolled in or Recently Graduated from a Job Training or Educational Program Preference**

An applicant qualifies for this preference if the head of household or spouse, life partner of the applicant family is currently enrolled in or within the last 12 months has graduated from a job training or educational program.

SJHA defines a job training program as a learning process with goals and objectives, generally having a variety of components, and taking place in a series of sessions over a period of time. It is designed to lead to a higher level of proficiency and it enhances the individual's ability to obtain employment.

SJHA defines an educational program as a GED program or an institution of higher learning. To qualify, the applicant must be regularly attending a GED program and making progress toward attainment of a GED or they must be taking at least six credit hours at an institution of higher learning.

An applicant remains qualified for the preference if the applicant completed the job training program, obtained a GED or graduated from the institution of higher learning within the past 12 months.

### **Treatment of Single Applicants**

**Single applicants will be treated as any other eligible family on the waiting list.**

### **D. INCOME TARGETING**

In accordance with the Quality Housing and Work Responsibility Act of 1998, each fiscal year SJHA will reserve a minimum of seventy-five percent of its Section 8 new admissions for families whose income does not exceed 30 percent of the area median income. HUD refers to these families as "extremely low-income families." SJHA will admit families who qualify under the Extremely Low Income limit to meet the income targeting requirement.

SJHA's income targeting requirement does not apply to low income families continuously assisted as provided for under the 1937 Housing Act.

### **E. REMOVAL FROM WAITING LIST AND PURGING** [24 CFR 982.204(c)]

**The Waiting List will be purged once a year by a mailing to all applicants to ensure that the waiting list is current and accurate. The mailing will ask for confirmation of continued interest.**

**Any mailings to the applicant which require a response will state that failure to respond within 30 calendar days will result in the applicant's name being dropped from the waiting list.**

**An extension of 30 calendar days to respond will be granted, if requested and needed as a reasonable accommodation for a person with a disability. Verification of the disability will be required.**

**If the applicant did not respond to SJHA's request for information or updates because of a family member's disability, SJHA will reinstate the applicant in the family's former position on**

the waiting list, upon written verification of the family member's disability provided by a person licensed to provide such verification.

If a letter is returned by the Post Office, the applicant will be removed without further notice, and the envelope and letter will be maintained in the file.

Mail sent from SJHA to an applicant will not be forwarded. Mail returned to SJHA, which is not the result of post office error, will result in the removal of an applicant from the waiting list.

Documentation of postal service error is the responsibility of the applicant and must include a letter from the Postmaster explaining the error which caused the applicant's mail to be returned to SJHA. Applicants providing acceptable documentation will be returned to the waiting list with their original application date.

Mail sent from SJHA to an applicant is considered received. If an applicant claims to not have received a mailing from SJHA, SJHA will:

Verify the address on record; AND

Verify mail was sent to the address on record

If mail was sent to an incorrect address, the applicant will be returned to the waiting list with their original application date.

If mail was sent to the correct address, the applicant must submit a new application.

Families who wish to appeal the removal of their application from the waiting list must do so within thirty (30) calendar days from the date the application was removed.

## Addendum 1 SJHA Local Preferences for PH Waitlist

### SJHA LOCAL PREFERENCES

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#### **HUD Guidance on Homelessness:**

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Have experienced a long-term period, more than 60 days, without living independently in permanent housing; and

Have experienced persistent instability as measured by frequent moves, more than two moves in 60 days, over such period; and

Can be expected to continue in such status for an extended period of time because of chronic disabilities, chronic physical health or mental health conditions, substance addiction, histories of domestic violence or childhood abuse, the presence of a child or youth with a disability or multiple barriers to employment

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An applicant remains qualified for the preference if the applicant completed the job training program, obtained a GED or graduated from the institution of higher learning within the past 12 months.

# CE Assessment Tool

## Attachment 1C-7

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<b>Document Satisfying Requirement</b>	<b>Page</b>
1. Coordinated Entry Assessment Tool for Adults and TAY (created by Missouri Housing Development Corporation)	1-2

➤ St. Joseph CoC Assessment Form

Appendix A

	RESPONSE		AGENCY USE
What is your age?			
	YES	NO	
Do you have a serious mental illness?			
Do you have a drug use disorder?			
Do you have an alcohol use disorder?			
Do you have a developmental disability?			
Do you have HIV or AIDS?			
Do you have Post-Traumatic Stress Disorder (PTSD)?			
Do you have any cognitive impairments resulting from a brain or head injury?			
Do you have a physical disability?			
Do you have any of the following:	YES	NO	
Kidney disease, end-stage renal disease, or use of dialysis			
History of frostbite, hypothermia, or immersion foot			
History of heat stroke or heat exhaustion			
Liver disease or cirrhosis			
History of heart disease, heart attack, stroke, or irregular heartbeat			
Emphysema or chronic obstructive pulmonary disease (COPD)			
Diabetes			
Severe asthma or bronchitis			
Cancer			
Hepatitis C			
Tuberculosis			
	RESPONSE		
How many times have you been physically assaulted in the past year?			
In the past six months, how many times have you been to the emergency room?			
In the past six months, how many times have you used a crisis service such as a suicide hotline?			
In the past six months, how many times have you been hospitalized as an in-patient?			
In the past 12 months, how many separate times have you been in jail or prison?			
In the past three years, how many months total have you been in jail or prison?			
	YES	NO	

Do you have any legal stuff going on now that may result in you being locked up or having to pay fines?			
Since becoming homeless, have you ever been attacked or beaten up?			
Since becoming homeless, have you ever engaged in risky behavior, such as sharing needles, having unprotected sex with a stranger, or exchanging sex for money?			
How many times have you been homeless in the past three years? No score			
How long was your longest homeless episode? No score			<b>total</b>

Veteran: Y N

## Projects Accepted Notification

### Attachment 1E-1

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<b>Document Satisfying Requirement</b>	<b>Page</b>
1. September 13, 2019 email to all applicants in the local competition notifying them of recommended ranking and funding of projects to be included in the CoC's Priority Listing and submitted to HUD (with Priority Listing attached)	1
a. Priority Listing Attached to Above Email	2

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**Re: St Joseph CoC Final Priority Listing**

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**Bridget Dejong** <bridget@homebaseccc.org>

Fri, Sep 13, 2019 at 10:21 AM

To: Danielle Brown <dbrown@interservstjoe.org>, Randy Sharp <rsharp@interservstjoe.org>, Jan Motl <jmotl@ccharities.com>, Sunny Jones <sunnyjones@ccharities.com>, Meredith Mershon <mmershon@ccharities.com>, Kim Kempf <kkempf@ywcasj.org>, Tammy Killin <tkillin@ywcasj.org>, "Copeland, Amy" <Amy.Copeland@dmh.mo.gov>, "Hagar-Mace, Liz" <liz.hagar-mace@dmh.mo.gov>, Krista Kiger <kkiger@communitymissionscorp.org>, Mary Kay Griffin <mkgriffin@stjoemo.org>

Cc: Kim Collado <kcollado@communitymissionscorp.org>, NOFA Support <NOFAsupport@homebaseccc.org>

Dear St Joseph CoC Project Applicants,

Thanks so much for all your work on the CoC Rank and Review process this year! The CoC has approved the list created by the Rank and Review Committee and the final ranked list that will be submitted to HUD is attached to this email.

Thanks again for all you do to end homelessness in this community!

Take care,  
Bridget

***Email to all applicants in local competition notifying them of projects to be included in the CoC's Final Priority Listing and submitted to HUD (Final Priority Listing attached)***

--

 **Homebase | Bridget Kurtt DeJong | Director of State and Local Programs**

*Pronouns: she, her, hers*

**p:** 415-788-7961 ext. 324 **w:** www.homebaseccc.org

**a:** 870 Market Street, Suite 1228, San Francisco, CA 94102

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 **2019StJosephFinalPriorityRanking.pdf**  
21K

**St Joseph Continuum of Care  
2019 Continuum of Care Rank and Review Committee  
Final Recommendation for Priority Listing**

August 29, 2019

<b>Annual Renewal Demand:</b> \$1,393,131	<b>Tier 1:</b> \$1,316,823
<b>CoC Bonus Funding Available:</b> \$69,657	<b>Tier 2:</b> \$145,965
<b>DV Bonus Funding Available:</b> \$122,958	
<b>Total Ranked Funding Available:</b> <b>\$1,585,746</b>	
<b>CoC Planning Funding Available (not ranked):</b> \$41,794	
<b>Total Funding Available:</b> <b>\$1,627,540</b>	

Rank	Project	Agency	Type	New/ Renewal	Amount Awarded
<b>Tier One</b>					
1	Juda House	Community Missions Corporation	PSH	Renewal	\$ 102,083
2	SCJ - Shelter Plus Care St. Joseph	Missouri Department of Mental Health	PSH	Renewal	\$ 274,658
3	Bliss Manor	Young Women's Christian Association of St. Joseph	PSH	Renewal	\$ 73,018
4	St. Joseph's Haven	Community Missions Corporation	SH	Renewal	\$ 229,685
5	St. Joseph (PH)	Catholic Charities of Kansas City-St Joseph, Inc.	PSH	Renewal	\$ 219,086
6	YWCA Bridges	Young Women's Christian Association of St. Joseph	RRH	Renewal	\$ 121,315
7	St. Joseph HMIS Project	City of St. Joseph, Missouri	HMIS	Renewal	\$ 42,254
8a	Home Plus (PH)	Catholic Charities of Kansas City-St Joseph, Inc.	PSH	Renewal	\$ 254,724
<b>Tier Two</b>					
8b	Home Plus (PH)	Catholic Charities of Kansas City-St Joseph, Inc.	PSH	Renewal	\$ 76,308
9	InterServ HUD RRH	Interfaith Community Services, Inc.	RRH	New	\$ 69,657
<b>DV Bonus</b>					
10	Bridges Expansion	Young Women's Christian Association of St. Joseph	RRH	New	\$ 122,958
<b>Planning Grant</b>					
NA	Planning Grant	City of St. Joseph, Missouri	Plan	New	\$ 41,794

## Project Rejected/Reduced Notification

### Attachment 1E-1

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<b>Document Satisfying Requirement</b>	<b>Page</b>
1. September 13, 2019 Email Notification to Interfaith Community Services, Inc. of Funding Reduction (With Priority Listing Attached)	1
<ul style="list-style-type: none"><li>• Priority Listing Attached to Above Email</li></ul>	2

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## Notification of Reduced Project

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**Bridget Dejong** <bridget@homebaseccc.org>

Fri, Sep 13, 2019 at 10:28 AM

To: Randy Sharp <rsharp@interservstjoe.org>, Danielle Brown <dbrown@interservstjoe.org>

Dear Randy and Danielle,

Thank you for participating in the 2019 St Joseph CoC Local Competition. We appreciate all the hard work you and your staff devoted to preparing and submitting your applications. Please note that the local competition has now concluded. Attached please find the 2019 Priority Listing as approved by the CoC.

Please note that your new project application, Interserv RRH, was selected for funding at the amount of \$69,657. This is a reduction from your submitted proposal request of \$70,581. The reason for the reduction is because the total amount of bonus funding available is \$69,657 and no renewal projects were selected for reallocation by the Committee.

Again, thank you for all your time and effort in preparing your project applications!

Sincerely,  
Bridget

--

 **Homebase | Bridget Kurtt DeJong | Director of State and Local Programs**

*Pronouns: she, her, hers*

**p:** 415-788-7961 ext. 324 **w:** www.homebaseccc.org

**a:** 870 Market Street, Suite 1228, San Francisco, CA 94102

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 **2019StJosephFinalPriorityRanking.pdf**  
21K

**St Joseph Continuum of Care  
2019 Continuum of Care Rank and Review Committee  
Final Recommendation for Priority Listing**

August 29, 2019

<b>Annual Renewal Demand:</b> \$1,393,131	<b>Tier 1:</b> \$1,316,823
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Rank	Project	Agency	Type	New/ Renewal	Amount Awarded
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3	Bliss Manor	Young Women's Christian Association of St. Joseph	PSH	Renewal	\$ 73,018
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6	YWCA Bridges	Young Women's Christian Association of St. Joseph	RRH	Renewal	\$ 121,315
7	St. Joseph HMIS Project	City of St. Joseph, Missouri	HMIS	Renewal	\$ 42,254
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<b>Tier Two</b>					
8b	Home Plus (PH)	Catholic Charities of Kansas City-St Joseph, Inc.	PSH	Renewal	\$ 76,308
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<b>DV Bonus</b>					
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<b>Planning Grant</b>					
NA	Planning Grant	City of St. Joseph, Missouri	Plan	New	\$ 41,794

## Local Competition Deadline

### Attachment 1E-1

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<b>Document Satisfying Requirement</b>	<b>Page</b>
1. Local Competition Timeline extracted from Public Solicitation (showing 8.14.19 deadline for new and renewal projects) and from CoC Local Competition Review Process	1-2
2. 7.19.19 Local Funding Competition Kickoff Training Agenda where local competition time and deadlines were discussed	3
3. New Project Checklist showing 8.14.19 deadline for submission	4
4. New Project Application cover page showing 8.14.19 deadline for submission	5
5. Renewal Project Checklist showing 8.14.19 deadline for submission	6
6. Renewal Project Application cover page showing 8.14.19 deadline for submission	7
7. August 5, 2019 screenshot of posting of Technical Assistance Workshop materials on City of St Joseph (collaborative applicant) website including Local Competition Timeline	8

## 2019 ST JOSEPH/ANDREW, BUCHANAN, DEKALB COUNTIES

### COC NOFA PROCESS AND TIMELINE

Event/ Activity	Responsible	Date/Time	Place	Notes
Draft Project Evaluations	HomeBase	May 22, 2019	Via email	HomeBase provides Draft Project Evaluations for renewal projects to agencies for review.
NOFA Released	HUD	July 3, 2019	N/A	HUD releases the Notice of Funding Availability (NOFA)
NOFA Kickoff Meetings/Trainings for Applicants (with special session for new applicants)	HomeBase	July 19, 2019, 1-2 PM	United Way	Release information about local priorities and HUD guidelines for proposals. Agencies will be given a proposal package and training on how to complete the application.
Project Evaluations Returned to HomeBase	Agencies	July 19-August 14 (but sooner may support your ability to complete project applications better)	Via PRESTO/email	Projects return Draft Project Evaluations with edits.
Agencies write Proposals	Agencies	July 19 - August 14, 2019	N/A	Includes HUD Project Application and local supplemental information.
CoC NOFA Committee meets	HomeBase	TBD	United Way	CoC Application preparation
July CoC Meeting	CoC	July 31, 2019 at 10:00 AM	United Way	Review of System Performance Measures and planning; adoption of policies.
Agency Proposals are due	Agencies	August 14, 2019 at noon	Via email	
Rank & Review Committee Training	HomeBase	August 16, 2019 at TBD	Online/United Way	Rank & Review Committee receives training for scoring projects using PRESTO.
Rank & Review Committee reviews Proposals	HomeBase, Committee	August 16-23, 2019	N/A	Rank & Review Committee reads and scores proposals individually.
Rank & Review Committee meets for Rank & Review	HomeBase	August 23, 2019 at TBD	United Way	Rank & Review Committee meets to discuss proposals and determine how projects will be ranked. Approval of approving ranked list via email vote.
Distribution of Preliminary Priority Listing	HomeBase	By 1:00 PM on August 26, 2019	Via e-mail	Preliminary priority list emailed to agencies.
Notification of Appeal	Agencies	August 27, 2019 at 5:00 pm	Via e-mail	Applicants who intend to appeal their ranking on the Preliminary Priority Listing must notify HomeBase of their intent to appeal.

August CoC Meeting	CoC	August 28, 2019, 10:00 am	United Way	Additional trainings, TBD.
Appeals due	Agencies	August 29, 2019 at 2:00 pm	Via e-mail	Agencies may inspect their scores and formulate a written appeal based on appeal policy.
Appeal Committee meets	Appeal Committee	August 30, 2019 at TBD	Online/TBD	Review appeals and recalculate scores, if necessary.
Priority Listing is distributed to applicants	HomeBase	September 3, 2019	Via e-mail	
CoC approves ranked list	CoC	September 4-6, 2019	Via email	
HomeBase reviews project applications	HomeBase	August 14 - September 16, 2019	N/A	HomeBase works with agencies to finalize project applications for submission.
Final Project Applications to e-snaps	Agencies	By September 16, 2019 at 5:00 pm	Online	Agencies upload final applications to e-snaps, including all necessary attachments.
CoC Consolidated Application Posting	HomeBase	By September 27, 2019	Online	CoC consolidated application is posted on CoC website.
Application is due to HUD	Collaborative Applicant	September 30, 2019	N/A	Application is packaged and submitted to HUD.

# 2019 HUD COC PROGRAM NOTICE OF FUNDING AVAILABILITY

## Local Funding Competition Kickoff Training

FRIDAY, JULY 19, 2019

3:00 – 4:00 P.M.

### AGENDA

- I. Welcome
- II. 2019 HUD CoC Notice of Funding Availability (NOFA)
- III. Local Competition Process and Timeline *Local competition timeline document included above on page 1 distributed as part of this discussion.*
- IV. Renewal Projects
  - a. Local Scoring and Application
  - b. E-SNAPS and HUD Project Application
- V. New Projects
  - a. Overview of HUD Priorities and CoC Program Requirements
  - b. New Project Types and DV Bonus Funding
  - c. Local Scoring and Application

## ST JOSEPH COC FY2019 CONTINUUM OF CARE PROGRAM COMPETITION

### NEW PROJECT SUBMISSION CHECKLIST

<b>AGENCY:</b>
<b>PROJECT NAME:</b>
<b>CONTACT PERSON'S NAME:</b>
<b>PHONE:</b>
<b>E-MAIL:</b>

### ON OR BEFORE NOON ON AUGUST 14:

Please e-mail each of the documents listed below to [bridget@homebaseccc.org](mailto:bridget@homebaseccc.org)

#### LOCAL DOCUMENTS

<input type="checkbox"/>	This Submission Checklist and Local Application Materials for New Projects form (see page 2-5 of this document)
<input type="checkbox"/>	Current Audit (covering a fiscal period that ended not more than 18 months prior to January 2019)
<input type="checkbox"/>	Current 990
<input type="checkbox"/>  If no findings, check here: <input type="checkbox"/>	<b>Only if unresolved HUD monitoring findings and/or any history of sanctions imposed by HUD:</b> Written communication between HUD and the project

#### HUD DOCUMENTS

<input type="checkbox"/>	e-snaps HUD Project Application (also known as Exhibit 2)
<input type="checkbox"/>	e-snaps Applicant Profile
<input type="checkbox"/>  If not applicable, check here: <input type="checkbox"/>	Applicant Code of Conduct (if not already on HUD's website)
<input type="checkbox"/>  If not applicable, check here: <input type="checkbox"/>	Non-profit documentation showing applicant and subrecipient eligibility
<input type="checkbox"/>  If not applicable, check here: <input type="checkbox"/>	<b>Only if requesting indirect costs and agency has negotiated an approved indirect cost rate:</b> Approved Indirect Cost Rate Proposal
<input type="checkbox"/>	Match letters demonstrating eligible match for the project of at least 25%

## ST JOSEPH COC FY2019 CONTINUUM OF CARE PROGRAM COMPETITION

### LOCAL APPLICATION MATERIALS FOR NEW PROJECTS

New project applicants should respond to the following questions and submit this form with their other materials by **August 14 at noon** to [bridget@homebaseccc.org](mailto:bridget@homebaseccc.org). Please note that reviewers will score your project based on this this document together with your HUD Project Application.

<b>Agency</b>	
<b>Project</b>	
<b>Contact Name</b>	
<b>Contact Telephone</b>	
<b>Contact Email</b>	

### GENERAL PROJECT INFORMATION

1. What type of project are you applying for?
  - Permanent supportive housing for chronically homeless people or DedicatedPLUS
  - Rapid rehousing
  - Joint Transitional Housing and Rapid Rehousing Component project
2. Which funding are you applying for? (Please check all that apply.)
  - Bonus funding
  - Domestic Violence (DV) Bonus funding
  - Reallocated funding
3. What population do you intend to serve with this project?
  - Chronically homeless
  - Survivors of domestic violence
  - Other: \_\_\_\_\_
  - Other: \_\_\_\_\_

ST JOSEPH COC FY2019 CONTINUUM OF CARE PROGRAM COMPETITION

**RENEWAL PROJECT SUBMISSION CHECKLIST**

<b>AGENCY:</b>
<b>PROJECT NAME:</b>
<b>CONTACT PERSON'S NAME:</b>
<b>PHONE:</b>
<b>E-MAIL:</b>
<b>FAX:</b>

**ON OR BEFORE NOON ON AUGUST 14:**

Submit comments on draft project evaluations (PRESTO reports) for your project to [bridget@homebaseccc.org](mailto:bridget@homebaseccc.org)

**ON OR BEFORE NOON ON AUGUST 14:**

Please e-mail each of the documents listed below to [bridget@homebaseccc.org](mailto:bridget@homebaseccc.org)

**LOCAL DOCUMENTS**

<input type="checkbox"/>	This Submission Checklist and Local Application Materials for Renewal Projects form (see page 2-5 of this document)
<input type="checkbox"/> If no findings, check here: <input type="checkbox"/>	<b>Only if unresolved HUD monitoring findings and/or any history of sanctions imposed by HUD:</b> Written communication between HUD and the project

**HUD DOCUMENTS**

<input type="checkbox"/>	e-snaps HUD Project Application (also known as Exhibit 2)
<input type="checkbox"/>	e-snaps Applicant Profile
<input type="checkbox"/> If not applicable, check here: <input type="checkbox"/>	Applicant Code of Conduct (if not already on HUD's website)
<input type="checkbox"/> If not applicable, check here: <input type="checkbox"/>	Non-profit documentation showing applicant and subrecipient eligibility
<input type="checkbox"/> If not applicable, check here: <input type="checkbox"/>	<b>Only if requesting indirect costs and agency has negotiated an approved indirect cost rate:</b> Approved Indirect Cost Rate Proposal

ST JOSEPH COC FY2019 CONTINUUM OF CARE PROGRAM COMPETITION

LOCAL APPLICATION MATERIALS FOR RENEWAL PROJECTS

Renewal project applicants should respond to the following questions for each renewal project and submit this form with their other materials by **August 14 at noon** to [bridget@homebaseccc.org](mailto:bridget@homebaseccc.org).

<b>Agency</b>	
<b>Project</b>	
<b>Contact Name</b>	
<b>Contact Telephone</b>	
<b>Contact Email</b>	

**1. Threshold Requirements**

Please check each box to confirm that the following statements are true:

- The project applicant’s performance meets the plans and goals established in the initial application (as amended).
- The project applicant demonstrated all timeliness standards for grants being renewed, including that standards for the expenditure of grant funds have been met.
- The project applicant’s performance assists program participants to achieve and maintain independent living.
- The project applicant has been willing to accept technical assistance, has not had a history of inadequate financial accounting practices, has no indications of project mismanagement, has not had a drastic reduction in the population served, has not made program changes without prior HUD approval, and has not lost a project site.
- Project meets HUD threshold requirements for renewal projects including that the project has **none** of the following:
  - Outstanding obligation to HUD that is in arrears or for which a payment schedule has not been agreed upon;
  - Audit finding(s) for which a response is overdue or unsatisfactory;
  - History of inadequate financial management accounting practices;
  - Evidence of untimely expenditures on prior award;
  - History of other major capacity issues that have significantly impacted the operation of the project and its performance;

Posted August 5, 2019. Projects due August 14, 2019.

Monday, August 5, 2019

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Continuum of Care | St. Joseph

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## Continuum of Care

Serving St. Joseph, Buchanan, Andrew and DeKalb Counties MO-603

- [Summary of 2019 Continuum of Care for St. Joseph \(PDF\)](#)
- [Continuum of Care 2019 Funding Availability \(PDF\)](#)
- [Continuum of Care 2019 Local Process Materials \(PDF\)](#)
- [Continuum of Care 2019 Technical Assistance \(TA\) Handbook for Applicants \(PDF\)](#)

**Past Documents:**

- [FY2018 Notice of Funding Availability \(PDF\)](#)

Select Language

Link to Local Process Materials includes local competition timeline document included above on page 1.

# Local Competition Public Posting Announcement

## Attachment 1E-1

---

<b>Document Satisfying Requirement</b>	<b>Page</b>
1. Announcement and Public Posting of Local Competition Review and Ranking Criteria	1
a. April 24, 2019 Minutes of open, public CoC meeting where CoC selection policies and New and Renewal Scoring Tools were adopted and where new funding opportunity and CoC NOFA Kickoff Training was announced (where the objective ranking, rating, review and selection criteria were presented)	1
b. July 19, 2019 screenshot of posting of local Notice of Funding Availability on City of St Joseph (collaborative applicant) website	3
c. July 15, 2019 email to CoC listserv with Public Solicitation attached (which includes invitation to 7.19.19 Kickoff Training, where the objective ranking, rating, review and selection criteria were presented)	4-5
d. July 30, 2019 email to AFL-CIO Community Services Information and Referral email distribution list (reaches 600+ persons community wide) with Public Solicitation attached (which includes invitation to 7.19.19 Kickoff Training, where the objective ranking, rating, review and selection criteria were presented)	6

e. July 19, 2019 Agenda of CoC NOFA Kickoff training where local process, ranking and rating process, and new and renewal scoring tools were presented)	8
f. July 24, 2019 email to Kickoff Training participants (and others who requested materials) attaching application forms, policies, timelines, and scoring criteria	9
g. August 5, 2019 screenshot of posting of local Notice of Funding Availability on City of St Joseph (collaborative applicant) website	10
2. Final Score Forms	
a. Overview of St Joseph CoC NOFA Process- <b>describes process how DV are scored on equivalent basis</b> , goal of improving System Performance and relation to scoring factors, appeals process, and reallocation process, followed by timeline.	11
b. <b>Renewal Project Scoring Tool</b> – scoring tool used to evaluate all renewal housing project applications, including specific objective criteria and point values <ul style="list-style-type: none"> <li>i. Objective criteria for reviewing and ranking [pages 16-20]</li> <li>ii. Factors related to improving system performance [pages 17-29]</li> <li>iii. Specific method for evaluating projects submitted by VSPs that utilized data from a comparable database and evaluated DV projects based on the degree they improve safety for the population they serve [page 19]</li> </ul>	16
c. Example of completed score card for a Renewal PSH application	21
d. <b>New Project Scoring Tool</b> – scoring tool used to evaluate all new and expansion housing project applications, including specific objective criteria and point values <ul style="list-style-type: none"> <li>i. Objective criteria for reviewing and ranking [pages 27-28]</li> </ul>	26

<ul style="list-style-type: none"> <li>ii. Factors related to improving system performance [page 28]</li> <li>iii. Specific method for evaluating projects submitted by VSPs that utilized data from a comparable database and evaluated DV projects based on the degree they improve safety for the population they serve [page 27]</li> </ul>	
<ul style="list-style-type: none"> <li>e. Application Materials for Renewal and New Projects- reflecting information applicants submit</li> </ul>	<p style="text-align: center;">29</p>

**Continuum of Care**  
**April 24, 2019**  
**10:00 am**  
**United Way-Bradley Room**

In attendance: Kim Collado-Community Missions; Regina Shelton-YWCA; April O'Callaghan-InterServ; Richard Romero-MAAC; Amy Copeland-DMH; Danielle Brown-InterServ; Trish Edwards-InterServ; Sheila Mendez-Community Missions; Frank Hurt-Community Missions; Jan Motl-Catholic Charities; Allison Lippard-The Salvation Army; LuAnn Ross-Hillcrest; Stephanie Culter-Hillcrest; Stacey Gilbert-Catholic Charities; Mark Dobbs-NW Health Services; Penny Adams-Community Services; Carolyn Cooper-Community Services; Kris Madden-YWCA; Randy Sharp-InterServ; Bridget Kurtt Dejong-HomeBase; Stacy Downey-VA; Andrea Jennings-InterServ; and Jodi Bloemker-United Way.

Kim Collado opened the meeting with a welcome and attendees made self-introductions.

Motion by Regina Shelton to approve February 27, 2019 minutes and March 27, 2019 minutes with the addition of Kris Madden to those in attendance on March 27. Seconded by Jodi Bloemker. Motion approved.

Standing Reports:

- ESG
  - CAPER is due May 1.
- MHTF/ESG
  - Three things to track in Trust Fund Grants:
    - Average days from program entry to housed.
    - Success rate.
    - Program participant increased income.
- HMIS
  - Reminder-do not share MAACLink log-in information.
  - Refresher training will be held later in the year.
  - HUD is making data standard changes that are not known at this time.
  - SAGE is having a lot of issues.
  - HMIS will be monitored by HUD.
  - Motion by Regina Shelton to reaffirm the City of St. Joseph is designated at HMIS Lead Agency and InterServ is the subcontractor. Seconded by Penny Adams. Motion approved.
- Law Enforcement
  - De-Escalation training will be held May 23 at United Way.
- COC Executive Committee
  - Have combined past policies into one document and ensured it is in compliance with HUD. Added new needed policies including a program transfer policy.
  - Proposed Coordinated Entry (CE) Implementation Entities and Responsibilities were presented. The CoC has authorized the CE Committee as the policy oversight entity and the evaluation entity for the CE System. The CE Committee establishes reviews policies and procedures on participation and data collection/sharing expectations and protocols, for approval by the CoC. The CE Committee also assesses the performance of the system and creates a feedback loop to the CoC. The CE Committee is made up of agencies participating in the

CE System and is led by a chair chosen by the Committee. CE Staff cited at InterServ are the CE management entity, staff implement day-to-day workflow, support infrastructure of CE process, and supports CE Committee functions. Motion by Jodi Bloemker to approve the Proposed CE Implementation Entities and Responsibilities as presented. Seconded by Regina Shelton. Motion approved.

- Project Connect
  - Project Connect will be held on June 12 from 4-6pm at Patee Park.
- Veterans Leadership Group
  - Achieved Functional 0 and had a press event at City Hall on April 8 to recognize the accomplishment.
  - Stacy Downey is now the Veterans Justice Outreach Coordinator and will work with courts and law enforcement.
- Homeless Court
  - The release of information form and case management report on clients was shared.
  - The forms may be uploaded to the City website.
  - Homeless Court will be May 15 due to a State holiday.
- Coordinated Entry
  - An agenda for the bi-monthly calls was distributed.
  - The Homeless Dashboard was shared.

#### Point In Time Count:

- Data has been submitted.
- Randy Sharp will share summaries with the CoC.

#### Agency Updates:

- MAAC Annual Training Conference will be September 25.
  - Motion by Jodi Bloemker to move the CoC meeting from September 25 to October 2. Seconded by Danielle Brown. Motion approved.
- Poor People's Campaign is April 25 at Bartlett Center.
- YWCA shelter numbers continue to go down. They are using VOCA funding to get people housed.
- YWCA shared documents regarding homeless information request which could aid in homeless verification.
- Frank Hurt is a new 8<sup>th</sup> Street Drop In Center case manager.
- Sheila Mendez does street outreach and can do homeless verification.

#### HomeBase/HUD Updates:

- Expect that HUD COC funding opportunities will be released soon.
- We would like to have agencies apply for the bonus project.
- **Bridget Kurtt Dejong presented the process and tools for HUD grant application prioritization. Motion by Amy Copeland to approved the process and tools. Seconded by Jodi Bloemker. Motion approved.**
- Match letters will be needed for the Planning Grant.

Meeting adjourned.

Friday, July 19, 2019

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CAPER (PDF)

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Continuum of Care

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## Continuum of Care

Serving St. Joseph, Buchanan, Andrew and DeKalb Counties MO-603

- [Summary of 2019 Continuum of Care for St. Joseph \(PDF\)](#)
- [Continuum of Care 2019 Funding Availability \(PDF\)](#)

### Past Documents:

- [FY2018 Notice of Funding Availability \(PDF\)](#)
- [FY 2017 Continuum of Care NOFA TA Handbook St. Joseph \(PDF\)](#)

Select Language

## St Joseph CoC Funding Competition *Email to CoC Listserv*

**Bridget Dejong** <bridget@homebaseccc.org>

Mon, Jul 15, 2019 at 6:02 AM

To: Kim Collado <kcollado@communitymissionscorp.org>

Cc: "kacklin@ccharities.com" <kacklin@ccharities.com>, "penny.adams@helpmenow.org" <penny.adams@helpmenow.org>, "rose\_aker@usc.salvationarmy.org" <rose\_aker@usc.salvationarmy.org>, "Allison\_Lippard@usc.salvationarmy.org" <Allison\_Lippard@usc.salvationarmy.org>, "rachaelbittiker@socialwelfareboard.org" <rachaelbittiker@socialwelfareboard.org>, "sarah\_blattel@usc.salvationarmy.org" <sarah\_blattel@usc.salvationarmy.org>, "jodi.bloemker@stjosephunitedway.org" <jodi.bloemker@stjosephunitedway.org>, "jboyce@lawmo.org" <jboyce@lawmo.org>, "dbradley@ci.st-joseph.mo.us" <dbradley@ci.st-joseph.mo.us>, Danielle Brown <dbrown@interservstjoe.org>, "busby@ebs.k12.mo.us" <busby@ebs.k12.mo.us>, "ccanchola@sb40pcs.com" <ccanchola@sb40pcs.com>, "helen.chaffin@ssa.gov" <helen.chaffin@ssa.gov>, "mchurchill@ccharities.com" <mchurchill@ccharities.com>, "evacook@nwhealth-services.org" <evacook@nwhealth-services.org>, "Amy.Copeland@dmh.mo.gov" <Amy.Copeland@dmh.mo.gov>, Mechelle Cox <mcox@communitymissionscorp.org>, "sculter@hillcrestkc.org" <sculter@hillcrestkc.org>, "wdent@hillcrestkc.org" <wdent@hillcrestkc.org>, "bderr@derrequipment.com" <bderr@derrequipment.com>, "tderr@stjoemo.org" <tderr@stjoemo.org>, "markdobbs@nwhealth-services.org" <markdobbs@nwhealth-services.org>, "stacy.downey@va.gov" <stacy.downey@va.gov>, "michelee@pivotalpointstjoseph.org" <michelee@pivotalpointstjoseph.org>, "kevans@ccharities.com" <kevans@ccharities.com>, "devenson@endpov.com" <devenson@endpov.com>, "pamelafelder@nwhealth-services.org" <pamelafelder@nwhealth-services.org>, "melissaf@pivotalpointstjoseph.org" <melissaf@pivotalpointstjoseph.org>, "lisag@meril.org" <lisag@meril.org>, "dangach@gmail.com" <dangach@gmail.com>, "jgentry@fgcnw.org" <jgentry@fgcnw.org>, "haylee.gentry@noyeshome.org" <haylee.gentry@noyeshome.org>, "sgilbert@ccharities.com" <sgilbert@ccharities.com>, "Bobbi.Good@dmh.mo.gov" <Bobbi.Good@dmh.mo.gov>, "Dale.Good@doc.mo.gov" <Dale.Good@doc.mo.gov>, "mkgriffin@ci.st-joseph.mo.us" <mkgriffin@ci.st-joseph.mo.us>, "jgross@ccharities.com" <jgross@ccharities.com>, "hfhstjoe@gmail.com" <hfhstjoe@gmail.com>, "dianalynne53@gmail.com" <dianalynne53@gmail.com>, "khannon@fgcnw.org" <khannon@fgcnw.org>, "inhisstepsrh@yahoo.com" <inhisstepsrh@yahoo.com>, David Howery <dhowery@interservstjoe.org>, "chelseahowlett@noyeshome.org" <chelseahowlett@noyeshome.org>, "rodneymhdc@nwhealth-services.org" <rodneymhdc@nwhealth-services.org>, Andrea Jenkins- <ajenkins@mhdc.com>, "ajohnson@lawmo.org" <ajohnson@lawmo.org>, "ajolly@youth-alliance.org" <ajolly@youth-alliance.org>, "lindajudah@socialwelfareboard.org" <lindajudah@socialwelfareboard.org>, "kkempf@ywcasj.org" <kkempf@ywcasj.org>, "kkibirige@ci.st-joseph.mo.us" <kkibirige@ci.st-joseph.mo.us>, "tkillin@ywcasj.org" <tkillin@ywcasj.org>, Brett King <bking@interservstjoe.org>, "mkirkpatrick@fgcnw.org" <mkirkpatrick@fgcnw.org>, "mattkneib56@gmail.com" <mattkneib56@gmail.com>, "miriam.koontz@ssa.gov" <miriam.koontz@ssa.gov>, "jlangston@stjoemo.org" <jlangston@stjoemo.org>, "wlanning@endpov.com" <wlanning@endpov.com>, "mjilind47@gmail.com" <mjlind47@gmail.com>, "karla.long@redcross.org" <karla.long@redcross.org>, "kilynch\_kimberly@uhc.com" <kilynch\_kimberly@uhc.com>, "dan\_madinger@usc.salvationarmy.org" <dan\_madinger@usc.salvationarmy.org>, "cate@stjoehabitat.org" <cate@stjoehabitat.org>, "Amanda.Maretoli-Shimmin@mymlc.com" <Amanda.Maretoli-Shimmin@mymlc.com>, "marcus.martinez@va.gov" <marcus.martinez@va.gov>, Sheila Mendez <smendez@communitymissionscorp.org>, Jill Miller <jmiller@communitymissionscorp.org>, "rmiller@mhdc.com" <rmiller@mhdc.com>, "Dolly.Mitchell2@med.va.gov" <Dolly.Mitchell2@med.va.gov>, "jmotl@ccharities.com" <jmotl@ccharities.com>, "amurphy@mhdc.com" <amurphy@mhdc.com>, "stefanie.nold@mymlc.com" <stefanie.nold@mymlc.com>, April OCallaghan <aocallaghan@interservstjoe.org>, "John.O'Rourke@va.gov" <John.O'Rourke@va.gov>, "rachel\_pederson@usc.salvationarmy.org" <rachel\_pederson@usc.salvationarmy.org>, "danapeters@nwhealth-services.org" <danapeters@nwhealth-services.org>, "jporrello@lawmo.org" <jporrello@lawmo.org>, "linda.reardon@doc.mo.gov" <linda.reardon@doc.mo.gov>, "rromero@maaclink.org" <rromero@maaclink.org>, "tsadler@lawmo.org" <tsadler@lawmo.org>, "rschwartz1562@gmail.com" <rschwartz1562@gmail.com>, "amandas@pivotalpointstjoseph.org" <amandas@pivotalpointstjoseph.org>, Randy Sharp <rsharp@interservstjoe.org>, "sshay@ywcasj.org" <sshay@ywcasj.org>, "rshelton@ywcasj.org" <rshelton@ywcasj.org>, "ronna.shelton@mymlc.com" <ronna.shelton@mymlc.com>, "kim.siela@sjsd.k12.mo.us" <kim.siela@sjsd.k12.mo.us>, "frank.sindelar@mymlc.com" <frank.sindelar@mymlc.com>, "jstephens@lawmo.org" <jstephens@lawmo.org>, "abe\_tamayo@usc.salvationarmy.org" <abe\_tamayo@usc.salvationarmy.org>, "jennifer.vonbohlend@uhc.com" <jennifer.vonbohlend@uhc.com>, "donna.wilson@mymlc.com" <donna.wilson@mymlc.com>, "cassie.sipos-haas@mhdc.com" <cassie.sipos-haas@mhdc.com>, "stacy@sosstjoe.org" <stacy@sosstjoe.org>

Good morning St Joseph CoC Members!

On Wednesday, July 3, HUD released its [Notice of Funding Availability \(NOFA\) for the 2019 Continuum of Care \(CoC\) Program Competition](#). In FY 2018, St Joseph CoC received \$1,430,323 in funding through the CoC Program for housing and services for persons experiencing homelessness, as well as for some of the infrastructure to support our system of care. **A summary of this year's NOFA is attached for your information.**

If your agency may be interested in applying for this funding, please join us for a **local competition kickoff meeting on Friday, July 19 from 3:00- 4:00 PM**. This workshop will provide attendees with an overview of the local application process, as well as instructions for completing the local project applications.

Information will be provided about renewal project applications as well as applications for new housing projects. **We encourage all organizations interested in applying for CoC funding to attend, including organizations that have not previously received CoC funding.** The CoC can apply for approximately **\$69,657** in new projects for families or individuals experiencing homelessness, in addition to **\$122,958** in new projects to survivors of domestic violence, dating violence, and stalking.

### **Competition Kickoff**

Friday, July 19, 2019, 3:00-4:00 PM

Location: United Way, 118 S. 5<sup>th</sup> Street in St Joseph

\*\*If you cannot attend, a recording can be made available, please send request to [Bridget@homebaseccc.org](mailto:Bridget@homebaseccc.org).

If you have any questions, I'm happy to answer them. Please contact me at 415.788.7961 ext 324 or [bridget@homebaseccc.org](mailto:bridget@homebaseccc.org).

Thank you!



**Bridget Kurtt DeJong** | Director of State and Local Programs  
870 Market Street | Suite 1228 | San Francisco, CA 94102  
ph 415.788.7961 ext. 324 | fax 419.788.7965  
[www.homebaseccc.org](http://www.homebaseccc.org)

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 **2019 CoC NOFA SummaryStJoforCoC.pdf**  
116K

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## Funding for housing available for people experiencing homelessness

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**AFL-CIO Community Services Agency** <afl-mail@helpmenow.org>

Tue, Jul 30, 2019 at 9:58 AM

Reply-To: afl-mail@helpmenow.org

To: bridget@homebaseccc.org

*Email to AFL-CIO Listserv*



## Area Agency Announcement

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**From:** Bridget Dejong [<mailto:bridget@homebaseccc.org>]

**Sent:** Friday, July 26, 2019 3:31 PM

**Subject:** Funding Available for Housing for People Experiencing Homelessness

On Wednesday, July 3, HUD released its [Notice of Funding Availability \(NOFA\) for the 2019 Continuum of Care \(CoC\) Program Competition](#). In FY 2018, St Joseph CoC received \$1,430,323 in funding through the CoC Program for housing and services for persons experiencing homelessness, as well as for some of the infrastructure to support our system of care.

If your agency may be interested in applying for this funding, we **encourage all organizations interested in applying for CoC funding to attend, including organizations**

**that have not previously received CoC funding.** The CoC can apply for approximately **\$69,657** in new projects for families or individuals experiencing homelessness, in addition to **\$122,958** in new projects to survivors of domestic violence, dating violence, and stalking.

If you wish to apply or have questions, please contact [bridget@homebaseccc.org](mailto:bridget@homebaseccc.org) for more information or application requirements.

Thank you!

## **Bridget Kurtt DeJong** **Director- State and Local Programs**

e: [bridget@homebaseccc.org](mailto:bridget@homebaseccc.org) w: [www.homebaseccc.org](http://www.homebaseccc.org) p: 415-788-7961 ext. 324 a: 870 Market Street, Suite 1228, San Francisco, CA, 94102

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AFL-CIO Community Services Agency | 1203 North 6th Street, St Joseph, MO 64501

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# 2019 HUD COC PROGRAM NOTICE OF FUNDING AVAILABILITY

## Local Funding Competition Kickoff Training

FRIDAY, JULY 19, 2019

3:00 – 4:00 P.M.

### AGENDA

- I. Welcome
- II. 2019 HUD CoC Notice of Funding Availability (NOFA)
- III. Local Competition Process and Timeline
- IV. Renewal Projects
  - a. Local Scoring and Application
  - b. E-SNAPS and HUD Project Application
- V. New Projects
  - a. Overview of HUD Priorities and CoC Program Requirements
  - b. New Project Types and DV Bonus Funding
  - c. Local Scoring and Application

---

## St Joseph CoC NOFA Application Materials

---

**Bridget Dejong** <bridget@homebaseccc.org>

Wed, Jul 24, 2019 at 4:20 AM

To: Bridget Dejong <bridget@homebaseccc.org>

Cc: Danielle Brown <dbrown@interservstjoe.org>, Randy Sharp <rsharp@interservstjoe.org>, Jan Motl <jmotl@ccharities.com>, Sunny Jones <sunnyjones@ccharities.com>, Kim Kempf <kkempf@ywcasj.org>, tkillin@ywcasj.org, Mary Kay Griffin <mkgriffin@stjoemo.org>, kkiger@communitymissionscorp.org, "Copeland, Amy" <Amy.Copeland@dmh.mo.gov>, "Hagar-Mace, Liz" <liz.hagar-mace@dmh.mo.gov>

Hello,

Thank you for attending the St Joseph CoC NOFA Kickoff Training last week. Attached please find electronic copies of the application materials for your use.

Take care,  
Bridget

--

 Homebase | Bridget Kurtt DeJong | Director- State and Local Programs

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e: bridget@homebaseccc.org w: www.homebaseccc.org p: 415-788-7961 ext. 324 a: 870 Market Street, Suite 1228, San Francisco, CA, 94102

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*Advancing Solutions to Homelessness* | Legal and Technical Assistance | Policy | Advocacy | Planning

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### 4 attachments



**StJoCoCFY2019NEWProjectLocalApplicationMaterials.docx**

26K



**StJoCoCFY2019RENEWALProjectLocalApplicationMaterials.docx**

23K



**Fy2019 StJoCoC Local Competition Materials.pdf**

392K



**Fy2019 StJoCoC TA Handbook FINAL.pdf**

661K

Continuum of Care | St. Joseph

Monday, August 5, 2019

www.stjoemo.info/854/Continuum-of-Care

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## Continuum of Care

Serving St. Joseph, Buchanan, Andrew and DeKalb Counties MO-603

- [Summary of 2019 Continuum of Care for St. Joseph \(PDF\)](#)
- [Continuum of Care 2019 Funding Availability \(PDF\)](#)
- [Continuum of Care 2019 Local Process Materials \(PDF\)](#)
- [Continuum of Care 2019 Technical Assistance \(TA\) Handbook for Applicants \(PDF\)](#)

*Links to local competition materials, including scoring tools*

**Past Documents:**

- [FY2018 Notice of Funding Availability \(PDF\)](#)

CAPER (PDF)

CDBG Activity Summary Report (PDF)

Continuum of Care

Annual Plan (PDF)

FAQs

Select Language

## 2019 OVERVIEW OF THE ST JOSEPH COC NOFA PROCESS

### RENEWAL PROJECTS PREPARATION

- HomeBase collected APRs printed out of Sage from each renewal applicant, including domestic violence projects which have used a comparable database to collect data. *Focus on data for objective scoring factors, comparable database used for DV data*
- HomeBase enters performance data in its Project Evaluation and Scoring Tool (PRESTO), including APR data and other information provided by both the applicant and HMIS lead agency.
- PRESTO project summaries will be included in the Review and Rank materials as a part of the local competition. *DV data*
- HomeBase distribute draft PRESTO program summaries to applicants for review and comment prior to using them in Rank and Review process.

### NEW PROJECTS PREPARATION

- Starting at April CoC meeting, the CoC began circulating information about the potential to apply for new project funding, and offering technical assistance to interested agencies.
- After NOFA release, the CoC advertised the new project funding available in this CoC widely by:
  - Circulating information to CoC membership, and asking members to post at their agencies and share widely
  - Distributing information via AFL-CIO Community Services listserv (widely used in this community to advertise grant opportunities and other information, inclusive of 600+ individuals)
  - Posting information on the City's website and on the City's information channel.

### ALL PROJECTS APPLICATION PROCESS

- The CoC will host a CoC NOFA Kickoff Training to orient applicants to the process for reviewing and ranking applications, including supplemental local application materials, the scoring tools and relevant dates. Applicants will also have a chance to ask any questions about both the local and HUD application processes. Technical assistance will be available during the application preparation period.
- Qualified, non-conflicted Rank & Review Committee members are being recruited.
- Renewal applicants will submit comments on draft PRESTO project summaries.
- All applicants will submit HUD project applications and local application materials.
- At submission, if there is a lack of eligible new project applications, compared to the amount of funding available, additional new project applications will be sought from the community.
- Rank & Review Committee members will be oriented to the review and ranking process, scoring tools, CoC monitoring procedures, and PRESTO. *Scoring factors use objective criteria for review and ranking and relate to specific SPMs*
  - The CoC has a goal of improving St Joseph CoC's System Performance by strengthening the overall system of care, through data collection, coordination, prioritization and increasing resources available to end homelessness in our CoC. Certain scoring factors relate to specific System Performance Measures (SPM), as enumerated in each factor.
- Rank & Review Committee members will receive all local application and scoring materials and review and score each program's application in PRESTO.
  - Committee members will also review overall performance data of each project and provide feedback about annual performance as part of the CoC's monitoring process.

- Rank & Review Committee members will keep in mind that performance outcomes will naturally be lower in a more difficult-to-serve population (such as chronically homeless people and homeless people with mental and/or addictive illnesses). However, in the St Joseph CoC in 2019, all renewal projects are permanent housing projects serving people from the prioritized Coordinated Entry list, so the population served may be quite similar among the competing projects.
- The Rank & Review Committee will meet to jointly review project applications. Committee members will individually score applications based on the scoring tools, and scores will be aggregated to create a ranked list.
  - New project applicants will have a scheduled phone appointment with the Rank and Review Committee to answer any questions about their proposal. The Rank & Review Committee will determine if any renewal project should receive a decrease in funding due to substandard performance or utilization of funds. (See Reallocation Policies below.) Any funding captured from an existing project will be made available for reallocation to a new project that meets the requirements in the NOFA.
  - Any new project that is expanding a renewal project will be scored and ranked like all other new projects, however after project selection and ranking, if the new project is not ranked below the renewal project on the priority list, it will be placed directly below the renewal project on the priority list.
  - Renewal HMIS projects are a necessary part of this CoC and will be ranked at the bottom of Tier 1 above the straddling project.
  - Renewal projects that are newly operating and have not yet submitted an APR will be ranked at the bottom of Tier 1 about the HMIS project.
  - New projects will be ranked in renewal project list according to priority order as determined by Rank & Review Committee.
- Ranked list and scoring results will be sent to applicants with a reminder of the appeals process.
- Appeals, if any, will be considered. (See appeals policy below).
- A final ranked project list will be submitted to the CoC electronically, the CoC will discuss, and non-conflicted members will approve it via e-survey.
- HomeBase will provide technical assistance to all ranked applications to ensure that applications meet HUD technical standards.
- HomeBase will collect all final Project Applications and prepare them for submission to HUD, along with the Priority Listing, as part of the CoC's Consolidated Application.

## REALLOCATION POLICIES

### REALLOCATION POLICY FOR UNEXPENDED FUNDS

The CoC, Executive Committee and/or Rank & Review Committee will work with grantees that show a history of not expending the full amount of HUD funding are subject to an annual reallocation process as part of the NOFA Rank and Review committee. Specifically: If a program has 10 percent or greater of HUD funds remaining at the end of the program year and has established a 3 year trend of having 10 percent or greater of HUD funds remaining at the end of the program year, the Rank & Review Committee in conjunction with the Executive Committee reserves the right to reallocate a portion of the funds from that program to another program or a new project.

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## REALLOCATION FOR UNDERPERFORMING PROGRAMS

The CoC, Executive Committee and/or Rank & Review Committee will work with grantees that have been deemed to be underperforming or have had HUD Monitoring findings that call into question the project's ability to meet performance or financial management standards. The CoC will assess the project and set up goals and objectives to bring a failing project up to standards and/or answer any HUD findings. If the agency is unable or unwilling to meet standards or satisfy HUD findings, the CoC will work with the funding agency to mitigate the findings. If the project continues to underperform, cannot meet the stated objectives and goals or cannot comply with HUD findings then that project will be recommended for Reallocation in the next HUD NOFA process.

## APPEALS PROCESS

The Rank & Review Committee reviews all applications and ranks them for funding recommendations to HUD. Applicants may appeal the decision by following the process set forth below. All appeals must be based on the information submitted by the application due date. No new or additional information will be considered. Omissions to the application cannot be appealed. The decision of the Appeal Panel will be final.

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### WHO MAY APPEAL

A project may appeal if the Rank & Review Committee recommends a renewal project for full or partial reallocation or for Tier 2, or if a new project is not selected for funding.

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### INITIATING A FORMAL APPEAL

Any agency desiring to appeal must contact the CoC Chair by August 27, 2019 at 5:00 pm to state its intent to appeal of the Rank & Review Committee's decision regarding their rank. The Formal Appeal must consist of a short, clear, written statement (no longer than 1 page) of the agency's appeal of the Rank & Review Committee's decision. The statement can be in the form of a letter, a memo, or an email transmittal. The Formal Appeal must be transmitted to Collaborative Applicant (or its designee). ***The Formal Appeal must be emailed or delivered so that it is received by August 29 at 2:00 pm***

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### THE FORMAL APPEAL PROCESS

Upon timely receipt of the Formal Appeal, an Appeal Panel will be formed as described below. The Appeal Panel may make inquiries of the Rank & Review Committee members concerning the issues raised in the appeal. The Appeal Panel will meet by telephone or video conference with a representative(s) of the party making the appeal to discuss the issue(s) at an Appeal Hearing set at a date taking in consideration the date the application is due to be filed with HUD. The Collaborative Applicant and/or Appeal Panel may consider the possible effect their decision may have on another agency's rank and contact potentially affected agencies to invite them to become involved in the appeal process and hearing. The decision of the Appeal Panel will be final.

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### MEMBERS OF THE APPEAL PANEL

A 3-member Appeal Panel will be selected and can consist of individuals from non-profits, foundations, consumers, government, and private agencies and similar organizations. Representatives will not have a conflict of interest with any of the agencies or parties applying for CoC Program funding as defined by the existing Review and Rank Panel conflict of interest rules.

## 2019 ST JOSEPH/ANDREW, BUCHANAN, DEKALB COUNTIES

### COC NOFA PROCESS AND TIMELINE

Event/ Activity	Responsible	Date/Time	Place	Notes
Draft Project Evaluations	HomeBase	May 22, 2019	Via email	HomeBase provides Draft Project Evaluations for renewal projects to agencies for review.
NOFA Released	HUD	July 3, 2019	N/A	HUD releases the Notice of Funding Availability (NOFA)
NOFA Kickoff Meetings/Trainings for Applicants (with special session for new applicants)	HomeBase	July 19, 2019, 1-2 PM	United Way	Release information about local priorities and HUD guidelines for proposals. Agencies will be given a proposal package and training on how to complete the application.
Project Evaluations Returned to HomeBase	Agencies	July 19-August 14 (but sooner may support your ability to complete project applications better)	Via PRESTO/email	Projects return Draft Project Evaluations with edits.
Agencies write Proposals	Agencies	July 19 - August 14, 2019	N/A	Includes HUD Project Application and local supplemental information.
CoC NOFA Committee meets	HomeBase	TBD	United Way	CoC Application preparation
July CoC Meeting	CoC	July 31, 2019 at 10:00 AM	United Way	Review of System Performance Measures and planning; adoption of policies.
Agency Proposals are due	Agencies	August 14, 2019 at noon	Via email	
Rank & Review Committee Training	HomeBase	August 16, 2019 at TBD	Online/United Way	Rank & Review Committee receives training for scoring projects using PRESTO.
Rank & Review Committee reviews Proposals	HomeBase, Committee	August 16-23, 2019	N/A	Rank & Review Committee reads and scores proposals individually.
Rank & Review Committee meets for Rank & Review	HomeBase	August 23, 2019 at TBD	United Way	Rank & Review Committee meets to discuss proposals and determine how projects will be ranked. Approval of approving ranked list via email vote.
Distribution of Preliminary Priority Listing	HomeBase	By 1:00 PM on August 26, 2019	Via e-mail	Preliminary priority list emailed to agencies.
Notification of Appeal	Agencies	August 27, 2019 at 5:00 pm	Via e-mail	Applicants who intend to appeal their ranking on the Preliminary Priority Listing must notify HomeBase of their intent to appeal.

August CoC Meeting	CoC	August 28, 2019, 10:00 am	United Way	Additional trainings, TBD.
Appeals due	Agencies	August 29, 2019 at 2:00 pm	Via e-mail	Agencies may inspect their scores and formulate a written appeal based on appeal policy.
Appeal Committee meets	Appeal Committee	August 30, 2019 at TBD	Online/TBD	Review appeals and recalculate scores, if necessary.
Priority Listing is distributed to applicants	HomeBase	September 3, 2019	Via e-mail	
CoC approves ranked list	CoC	September 4-6, 2019	Via email	
HomeBase reviews project applications	HomeBase	August 14 - September 16, 2019	N/A	HomeBase works with agencies to finalize project applications for submission.
Final Project Applications to e-snaps	Agencies	By September 16, 2019 at 5:00 pm	Online	Agencies upload final applications to e-snaps, including all necessary attachments.
CoC Consolidated Application Posting	HomeBase	By September 27, 2019	Online	CoC consolidated application is posted on CoC website.
Application is due to HUD	Collaborative Applicant	September 30, 2019	N/A	Application is packaged and submitted to HUD.

## 2019 PRIORITIZATION SCORING SHEET FOR RENEWAL PROJECTS

### THRESHOLD REQUIREMENTS

Project must meet all of HUD's threshold requirements for renewal projects (including eligibility requirements). If threshold requirements are not met, the Review Committee reserves the right to request additional information, amend back for revision, or choose not to consider the application in the ranking process.

Local Threshold Requirement:

- **PARTICIPATION IN THE COORDINATED ENTRY SYSTEM (CES) including that** the agency is currently participating in the implementation of CES at the monthly meetings and is both accepting all referrals from CES and currently doing vulnerability assessments and entering them into the HMIS system (or bringing them to the monthly CES meeting)

### SCORING FACTORS

#### CAPACITY AND COMPLIANCE (37 POINTS)

1. **AGENCY CAPACITY:** Does the agency currently have any findings from a HUD monitoring review that have been open for a period greater than six months, for which the agency has missed a HUD-stated deadline or has the agency experienced HUD sanctions in the past year? **-This section is worth up to 6 points**
  - If the agency does not have open findings or sanctions, add 6 points
  - If the agency has an open finding, but has submitted a plan for corrective action to HUD, add 3 points
  - If no plan has been submitted or the agency has sanctions, 0 points and see reallocation policy
2. **HMIS COMPLIANCE (related to all SPM)-This section is worth up to 6 points**
  - If the agency currently in compliance with HMIS (as determined by HMIS lead), add 2 points
  - If the agency has been in compliance with HMIS (as determined by HMIS lead) for the past year (12 months prior to release of NOFA), add 2 points
  - DV projects: if agency is in compliant with HUD requirements for compliant database, add 4 points.
  - If HIC data was accurate and submitted on time, add 2 points
3. **CoC PARTICIPATION & SUPPORT:** Does the Agency Participate in the CoC? **-This section is worth 5 points**
  - If the agency attended at least 75% of CoC meetings (12 months prior to release of NOFA), add 5 points.

Scoring factors use objective criteria for review and ranking

Scoring factors have equivalent scoring for DV projects

4. **LOW BARRIER AND HOUSING FIRST FOR ALL HOUSING PROGRAMS (related to SPM 1, 3, 7): This section is worth up to 10 points based on application and APR information**
- Was the agency able to check off all boxes for low barrier and project termination allowing the agency to qualify for "Housing First" compliance in the project application?
  - Does the program description in the renewal application have any elements or language that would be in conflict with Housing First and Low Barrier housing policies?
  - Residence prior to entry indicates low barrier/Housing First practices
5. **UNEXPENDED FUNDS: Amount left from Previous Grant-This section is worth up to 10 points**
- If the agency expended all HUD grant funds and made at least quarterly draw downs, add 10 points. The project will lose two points for every percent of the grant remaining. If 5% or more, 0 points will be awarded. If quarterly draw downs are not made, reduce final score by 2 points, without incurring a negative score. \*Please note- if the program had greater than 10% of funds remaining at the end of the program year, and has established a 3 year trend of not expending funds, the review committee reserves the right to reallocate a portion of the funds.

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PERFORMANCE AND OUTCOMES (80 POINTS)

6. **SYSTEM PERFORMANCE OUTCOME (related to SPM 2, 7)- Housing-This section is worth up to 20 points**

**Permanent Supportive Housing/Safe Haven/Rapid Rehousing: Housing Destination Upon Exit** (The percentage of all leavers who either passed away or exited the program to a permanent housing destination)

- If 90% or more of those leaving went to positive destinations (i.e., permanent housing and death) upon leaving, add 10 points
- If between 85% and 89.9% of those leaving went to positive destinations upon leaving, add 8 points
- If between 80% and 84.9% of those leaving went to positive destinations upon leaving, add 6 points
- If between 75% and 79.9% of those leaving went to positive destinations upon leaving, add 4 points
- If between 70% and 74.9% of those leaving went to positive destinations upon leaving, add 2 points

**Rapid Rehousing: Length of Stay**

- If the average length of stay is less than 180 days, add 10 points
- If the average length of stay is less than 360 days, add 7 points
- If the average length of stay is less than 540 days, add 4 points.

**Permanent Supportive Housing: Permanent Housing Retention or Exit**

- If 95% or more of persons served remained in the permanent housing program as of the end of the operating year or exited to permanent housing (subsidized or unsubsidized), add 10 points

Scoring factors use objective criteria for review and ranking and relate to specific SPMs. Scoring benchmarks were selected based on review of national averages for performance.

- If between 90 and 94.9% of persons served remained in the permanent housing program as of the end of the operating year or exited to permanent housing (subsidized or unsubsidized), add 8 points
- If between 85% and 89.9% of persons served remained in the permanent housing program as of the end of the operating year or exited to permanent housing (subsidized or unsubsidized), add 6 points
- If between 80% and 84.9% of persons served remained in the permanent housing program as of the end of the operating year or exited to permanent housing (subsidized or unsubsidized), add 4 points
- If between 75% and 79.9% of persons served remained in the permanent housing program as of the end of the operating year or exited to permanent housing (subsidized or unsubsidized), add 2 points

#### Safe Haven: Positive Housing Outcome

- If more than 90% of those served remained in the housing program housing or exited to a more stable housing destination, add 10 points
- If between 85% and 89.9% of those served remained in the housing program housing or exited to a more stable housing destination, add 8 points
- If between 80% and 84.9% of those served remained in the housing program housing or exited to a more stable housing destination, add 6 points
- If between 75% and 79.9% of those served remained in the housing program housing or exited to a more stable housing destination, add 4 points
- If between 70% and 75.9% of those served remained in the housing program housing or exited to a more stable housing destination, add 2 points

Scoring factors use objective criteria for review and ranking and relate to specific SPMs. Scoring benchmarks were selected based on review of national averages for performance.

**SYSTEM PERFORMANCE OUTCOME (related to SPM 4)- Earned Income for Stayers** (The percentage of adults who remained in the program who maintained the same amount of employment income (unless \$0 at entry) or increased their employment income from entry to their most recent annual assessment) -This section is worth up to 3 points

- If the agency had 15% or greater of adult stayers that maintained or increased earned income (excluding participants who have been in the program less than a year), add 3 points
- If at least 7% but less than 15% of adults that maintained or increased earned income (excluding participants who have been in the program less than a year), add 1.5 points
- If less than 7% of adults maintained or increased earned income (excluding participants who have been in the program less than a year), 0 points

8. **SYSTEM PERFORMANCE OUTCOME (related to SPM 4)- Earned Income for Leavers** (The percentage of adults who exited the program who maintained the same amount of employment income (unless \$0 at entry) or increased their employment income from entry to exit) -This section is worth up to 3 points

- If the agency had 27% or greater of adults that maintained or increased earned income, add 3 points
- If at least 19% but less than 27% of adults that maintained or increased earned income, add 1.5 points
- If less than 19% of adults maintained or increased earned income, 0 points

Scoring factors use objective criteria for review and ranking and relate to specific SPMs. Scoring benchmarks were selected based on review of national averages for performance.

9. **SYSTEM PERFORMANCE OUTCOME (related to SPM 4)- Non-Employment Cash Income for Stayers** *(The percentage of adults who remained in the program who maintained the same amount of non-employment income (unless \$0 at entry) or increased their non-employment income from entry to their most recent annual assessment) -This section is worth up to 3 points*

- If the agency had 26% or greater of adult stayers that maintained or increased non-employment cash income (excluding participants who have been in the program less than a year), add 3 points
- If at least 18% but less than 26% of adults that maintained or increased non-employment cash income (excluding participants who have been in the program less than a year), add 1.5 points
- If less than 18% of adults maintained or increased non-employment cash income (excluding participants who have been in the program less than a year), 0 points

10. **SYSTEM PERFORMANCE OUTCOME (related to SPM 4)- Non-Employment Cash Income for Leavers** *(The percentage of adults who exited the program who maintained the same amount of non-employment income (excluding \$0 at entry) or increased their non-employment income from entry to exit) -This section is worth up to 3 points*

- If the agency had 30% or greater of adults that maintained or increased non-employment cash income, add 3 points
- If at least 22% but less than 30% of adults that maintained or increased non-employment cash income, add 1.5 points
- If less than 22% of adults maintained or increased non-employment cash income, 0 points

11. **SYSTEM PERFORMANCE OUTCOME (related to SPM 2, 7b)- Mainstream Benefits (not including health insurance)** *(The percentage of adults with at least one non cash benefit at exit or follow up assessment (excluding stayers not yet required to have an assessment)- This section worth up to 8 points*

- If at least 85% of the participants receive non-cash mainstream benefits, add 8 points
- If between 60% and 85% of participants receive non-cash mainstream benefits, add 4 points

12. **SEVERITY OF NEEDS-This section is worth up to 10 points**

- If at program entry, more than 50% of adults have no earned or unearned income, add 5 points
- If the program serves other populations with severe needs or vulnerabilities with strong outcomes, add 5 points. Such populations may include:
  - Current or past substance use,
  - Criminal record (esp for certain infractions),
  - Survivor of domestic violence,
  - LGBTQ status,
  - Significant health or behavioral health challenges that impede housing maintenance,
  - High utilization of crisis/emergency services,
  - Unsheltered youth/children,
  - Vulnerability to illness/death,
  - Vulnerability to victimization (e.g. trafficking, sex work).

Scoring factors about evaluating DV projects based on degree to which they improve safety for the population they serve

For example, projects serving survivors of domestic violence, dating violence, sexual assault, trafficking, stalking, or other persons that meet the definition of homeless in Category 4, must show they improve safety for the population they serve.

Scoring factors use objective criteria for review and ranking - cost effectiveness, utilization.

13. **Cost Effectiveness- Cost Per Service-This section is worth up to 6 points**
- Is the cost per permanent housing outcome consistent with the type of programming provided? Add 3 points
  - Is the cost per household served consistent with the type of programming provided? Add 3 points
14. **Chronic Prioritization and Dedication-This section is worth up to 3 points**
- If 90-100% of turnover beds are prioritized for use by the chronically homeless, add 15 point
  - If 75-90% of turnover beds are prioritized for use by the chronically homeless, add 5 points
  - If less than 75% of turnover beds are prioritized for use by the chronically homeless, 0 points
15. **Utilization Rate (related to SPM 1, 3)-This section is worth up to 4 points**
- If the average daily bed utilization rate is more than 90%, add 2 points
  - If the average daily bed utilization rate is between 80% and 90%, add 1 point
  - If the average unit utilization rate is more than 90%, add 2 points
  - If the average unit utilization rate is between 80% and 90%, add 1 point

**TOTAL POSSIBLE POINTS: 100**

# Score Card for HUD FY2019 Continuum of Care NOFA

	Scaled Score	Max Points	Average for Project Type	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Average Panel Score
<b>01. Agency Capacity</b>	N/A	6.00	6.00	6.00	6.00	6.00	6.00	<b>6.00</b>
<b>02. HMIS Compliance (related to all SPM)</b>	N/A	6.00	6.00	6.00	6.00	6.00	6.00	<b>6.00</b>
<b>03. CoC Participation &amp; Support</b>	N/A	5.00	5.00	5.00	5.00	5.00	5.00	<b>5.00</b>
<b>04. Low Barrier and Housing First for All Housing Programs (related to SPM 1, 3, 7)</b>	N/A	10.00	9.75	10.00	9.00	10.00	10.00	<b>9.75</b>
<b>05. Unexpended Funds</b>	N/A	10.00	4.40	10.00	10.00	10.00	10.00	<b>10.00</b>

	Scaled Score	Max Points	Average for Project Type	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Average Panel Score
<b>06a. Permanent Supportive Housing/Safe Haven/Rapid Rehousing: Housing Destination Upon Exit</b>	(0 Points)	10.00	1.60	0.00	0.00	0.00	0.00	<b>0.00</b>
	<i>Housing performance evaluation using APR data involved use of Objective Criteria- projects objectively measured on percent of clients who retain permanent housing. Projects with high rates of exits to PH improve CoC's score on SPM 7b</i>							
<b>06c. Permanent Supportive Housing: Permanent Housing Retention or Exit</b>	(8 Points)	10.00	6.40	8.00	8.00	8.00	8.00	<b>8.00</b>
<b>07. System Performance Outcome (related to SPM 4) - Earned Income for Stayers</b>	(3 Points)	3.00	2.80	3.00	3.00	3.00	3.00	<b>3.00</b>

	Scaled Score	Max Points	Average for Project Type	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Average Panel Score
<b>08. System Performance Outcome (related to SPM 4) - Earned Income for Leavers</b>	(3 Points)	3.00	2.10	3.00	3.00	3.00	3.00	<b>3.00</b>
	<i>Services performance evaluation using APR data involved use of Objective Criteria for earned and cash income, specifically, projects that ensure that clients have earned and/or cash income improve CoC's score on SPM 4.</i>							
<b>09. System Performance Outcome (related to SPM 4) - Non-Employment Cash Income for Stayers</b>	(3 Points)	3.00	2.10	1.50	1.50	1.50	1.50	<b>1.50</b>
<b>10. System Performance Outcome (related to SPM 4) - Non-Employment Cash Income for Leavers</b>	(3 Points)	3.00	1.80	3.00	3.00	3.00	3.00	<b>3.00</b>

	Scaled Score	Max Points	Average for Project Type	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Average Panel Score
<b>11. System Performance Outcome (related to SPM 2, 7b) - Mainstream Benefits (not including health insurance)</b>	(0 Points)	8.00	2.40	0.00	0.00	0.00	0.00	<b>0.00</b>
<b>12a. Severity of Needs - Income</b>	(5 Points)	5.00	1.00	5.00	5.00	5.00	5.00	<b>5.00</b>
<b>12b. Severity of Needs - Other Populations</b>	N/A	5.00	5.00	5.00	5.00	5.00	5.00	<b>5.00</b>
<b>13. Cost Effectiveness - Cost Per Service</b>	N/A	6.00	5.95	5.00	6.00	6.00	6.00	<b>5.75</b>
<b>14. Chronic Prioritization and Dedication</b>	N/A	3.00	1.80	3.00	3.00	3.00	3.00	<b>3.00</b>

*Improving SPM 1, Reducing Length of Time Homeless by Serving Chronically Homeless*

*Improving SPM 1, Reducing Length of Time Homeless by Serving Chronically Homeless*

	Scaled Score	Max Points	Average for Project Type	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Average Panel Score
<b>15a.</b>	<i>Objective measurement of cost effectiveness</i>							
<b>Utilization Rate (related to SPM 1, 3) - Bed Utilization</b>	(2 Points)	2.00	1.60	2.00	2.00	2.00	2.00	<b>2.00</b>
<b>15b.</b>								
<b>Utilization Rate (related to SPM 1, 3) - Unit Utilization</b>	(2 Points)	2.00	1.80	2.00	2.00	2.00	2.00	<b>2.00</b>
<b>Total Project Score</b>	<b>29.00</b>	<b>100.00</b>	<b>67.50</b>	<b>77.50</b>	<b>77.50</b>	<b>78.50</b>	<b>78.50</b>	<b>78.00</b>



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 WEB homebaseccc.org | EMAIL info@homebaseccc.org | PHONE 415.788.7961

## 2019 PRIORITIZATION SCORING SHEET FOR NEW HOUSING PROJECTS

### THRESHOLD REQUIREMENTS

If any of the HUD threshold requirements or local threshold requirements are not met, the Review Committee reserves the right to request additional information, amend back for revision, or choose not to consider the application in the ranking process.

- A. **Eligible:** Is this project eligible for funding? Is the applicant eligible to receive CoC funding (i.e. valid applicant type, SAM registered, has DUNS number, no outstanding delinquent federal debt, has fully disclosed any violations of Federal criminal law, and no debarments/suspensions)? Is the project type eligible for funding under this CoC NOFA and this CoC's local competition rules? Is the project consistent with the local Consolidated Plan? Will the project be ready to start by HUD's statutory deadlines? Does this project propose to serve an eligible population, with eligible costs? Does the project have adequate match?
  - a. HomeBase will be available to help panelists complete this assessment.
- B. **Low Barrier and Housing First:** Was the agency able to check off all boxes for "Low Barrier" and "Housing First Approach" box in the project application? Were the project application narratives aligned with Housing First practices?
- C. **HMIS Participation:** Does the agency currently participate, or has it acknowledged and agreed to participate, in the HMIS of the CoC or comparable database if a DV provider?
- D. **Coordinated Entry Participation:** Does agency actively participate in or will participate in the COC Coordinated Intake meetings? Does the agency have an adequate strategy detailing how they will use Coordinated Entry?
- E. **Program Capacity - Financial:** Does the applicant have an accounting system that meets federal standards? Did the applicant provide a current audit (must cover a fiscal period that ended not more than 18 months prior to January of the year in which the application is submitted) and current 990 (must cover the same fiscal period as the audit)?
- F. **Projects serving survivors of domestic violence** must demonstrate trauma-informed, victim-centered approaches.

## SCORING FACTORS<sup>1</sup>

### COMMUNITY NEEDS (30 POINTS)

1. **Unmet Need** (5 points)

- Will the project address an unmet need by serving an underserved population, providing services that are less available, or serving an underserved geography of the CoC?
- For DV projects, can the project quantify need?

Equivalent factors  
for DV projects

2. **Does the Agency Participate in the CoC or otherwise support community activities to end homelessness?** (10 points)

- Has the agency attended at least 75% of CoC meetings from July 4, 2019 to July 3, 2019 (12 months prior to release of NOFA) or otherwise support community activities to end homelessness?

Objective scoring  
factors

3. **Bonus Points for Community Need** (up to 15 points total)

- If the project submitted meets a priority community need, the project will be awarded 15 bonus points.

**Priority Community Needs:** housing for survivors of domestic violence, housing for chronically homeless people, housing to meet gap in crisis housing, permanent supportive housing.

Equivalent factors  
for DV projects

### IMPROVING SYSTEM PERFORMANCE (60 POINTS)

4. **Population Served** (10 points) (related to SPM 1, 7)

- Is the population to be served well defined?
- Will the project prioritize serving project participants with the highest need?
- Does the applicant or subrecipients (if any) have experience serving the targeted population (including if DV)?
- Does the applicant or subrecipients (if any) understand the needs of the clients to be served?

Equivalent factors  
for DV projects

5. **Program Design** (10 points) (related to SPM 2, 3, 7b)

- Will the project meet the needs of program participants?
- Do the services described and staffing pattern seem adequate and appropriate?
- Will staff be adequately trained to support the population?
- Does the applicant or subrecipients (if any) have experience providing housing similar to that proposed in the application?

Equivalent factors  
for DV projects

- For DV projects, will project meet safety outcomes?

6. **Outreach** (10 points) (related to SPM 1, 4, 5, 7)

- Does the agency adequately describe a strategy to outreach to special populations that may include LGBT, unaccompanied youth, or families?

<sup>1</sup> All of the scoring factors in this tool measure projects' anticipated contribution to improving System Performance by strengthening the overall system of care, through data collection, coordination, prioritization and increasing resources available to end homelessness our CoC. Certain scoring factors relate to specific Performance Measures, as enumerated in each factor.

- Does the agency strategy affirmatively further fair housing by providing outreach to special populations?
- Does the agency provide clear strategies that affirmatively further fair housing as detailed in 24 CFR 578.93(c) (see below), and ensure that outreach is conducted to homeless individuals and families who are least likely to request housing or services in the absence of special outreach?

Objective scoring factors ties to SPM

**System Performance Improvement: Reduce Length of Time People are Homeless (10 points) (SPM 1)**

- If PSH: Does the agency provide an adequate strategy to reduce barriers to housing? Does the agency provide an adequate strategy to provide ongoing services? Does the agency provide an adequate strategy to partner with property management?
- If RRH: Does the agency provide an adequate strategy to identify, recruit and retain landlords? Does the agency provide an adequate strategy to reduce barriers to housing? Does the agency provide an adequate strategy to administer rent and move-in assistance?

**8. System Performance Improvement: Increase Exits to/Maintenance of Permanent Housing (10 points) (SPM 2, 7)**

- Does the agency provide an adequate strategy to provide supportive services to clients to assist in locating housing and obtaining employment and/or benefits?
- Does the agency strategy emphasize client choice?

**9. System Performance Improvement: Limit Returns to Homelessness (10 points) (SPM 2)**

- Does the agency have an adequate strategy for follow up after placement or program exit?

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**AGENCY CAPACITY (25 POINTS)**

**10. Program Capacity (15 points)**

- Does the applicant have the expertise, staff, procedural, and administrative structure needed to meet all administrative requirements?
- Does the agency have experience operating similar programs and receiving similar grants, specifically federal grants?
- Does the agency have a staffing plan that covers both grant management and performance of grant activities?

**11. Agency Compliance (10 points)**

- Does the agency have any outstanding financial audit findings or concerns?
- Does the agency have any outstanding HUD monitoring findings or concerns and/or any history of sanctions imposed by HUD, including – but not limited to – suspending disbursements (e.g., freezing LOCCS), requiring repayment of grant funds, or de-obligating grant funds due to performance issues? If yes, what steps is the agency taking to resolve the findings or concerns?

**TOTAL POSSIBLE POINTS: 115 Points**

ST JOSEPH COC FY2019 CONTINUUM OF CARE PROGRAM COMPETITION

LOCAL APPLICATION MATERIALS FOR RENEWAL PROJECTS

Renewal project applicants should respond to the following questions for each renewal project and submit this form with their other materials by **August 14 at noon** to [bridget@homebaseccc.org](mailto:bridget@homebaseccc.org).

<b>Agency</b>	
<b>Project</b>	
<b>Contact Name</b>	
<b>Contact Telephone</b>	
<b>Contact Email</b>	

**1. Threshold Requirements**

Please check each box to confirm that the following statements are true:

- The project applicant’s performance meets the plans and goals established in the initial application (as amended).
- The project applicant demonstrated all timeliness standards for grants being renewed, including that standards for the expenditure of grant funds have been met.
- The project applicant’s performance assists program participants to achieve and maintain independent living.
- The project applicant has been willing to accept technical assistance, has not had a history of inadequate financial accounting practices, has no indications of project mismanagement, has not had a drastic reduction in the population served, has not made program changes without prior HUD approval, and has not lost a project site.
- Project meets HUD threshold requirements for renewal projects including that the project has **none** of the following:
  - Outstanding obligation to HUD that is in arrears or for which a payment schedule has not been agreed upon;
  - Audit finding(s) for which a response is overdue or unsatisfactory;
  - History of inadequate financial management accounting practices;
  - Evidence of untimely expenditures on prior award;
  - History of other major capacity issues that have significantly impacted the operation of the project and its performance;

- History of not reimbursing subrecipients for eligible costs in a timely manner, or at least quarterly; or
- History of serving ineligible persons, expending funds on ineligible costs, or failing to expend funds within statutorily established timeframes.

Applicant's past performance in managing funds reflects:

- The ability to account for funds appropriately
- Timely use of funds received from HUD
- Timely submission and quality of reports submitted to HUD
- That projects meet program requirements
- That projects meet performance targets as established in the grant agreement
- Strong organizational capacity, including staffing structures and capabilities
- That timelines for completion of activities and receipt of promised matching or leveraged funds are met; and
- That the correct number of persons to be served or targeted for assistance is served.

The project applicant is currently participating in the implementation of CES at the monthly meetings and is both accepting all referrals from CES and currently doing vulnerability assessments and entering them into the HMIS system (or bringing them to the monthly CES meeting).

## 2. Threshold Explanation

If you are unable to check one of the boxes above, please provide an explanation (one page limit).

## 3. HUD Monitoring

Are there any unresolved HUD monitoring findings or concerns or outstanding HUD audit findings related to any project of your agency?

Yes       No

## 4. Sanctions

Has HUD instituted any sanctions on any project of your agency, including, but not limited to, suspending disbursements (*e.g.*, freezing eLOCCS), requiring repayment of grant funds, or de-obligating grant funds due to performance issues?

Yes       No

## 5. Sanctions Explanation

If yes to either (1) or (2) above, please provide the written communications between HUD and the project concerning those matters and describe the issue and status here, including the extent to which you have advised the Collaborative Applicant of the outstanding HUD findings or concerns (one page limit).

**6. Low Barrier and Housing First**

Does your CoC project application state that your agency qualifies as Housing First in your Project Application (including, specifically, on Page 3B of the application)?

- Yes                       No

**7-13. Unexpended Funds (Questions 7 through 13)**

a. Please complete this chart:

FY2014 CoC Grant Amount	
FY2014 Total Amount Expended	
FY2015 CoC Grant Amount	
FY2015 Total Amount Expended	
FY2016 CoC Grant Amount	
FY2016 Total Amount Expended	
FY2017 CoC Grant Amount	
FY2017 Total Amount Expended (if grant year is finished)	

b. Please list the dates that you drew down funds from eLOCCS during your most recently completed grant operating year:

- 
- 
- 
- 

**14. Program Budget:** Please provide your total program budget for this project during your most recently completed grant year (including all resources that support the project, not just CoC resources): \_\_\_\_\_ (This number will support cost-effectiveness calculations related to scoring factor 13.)

- 15. Context:** Per the scoring sheet, the Rank and Review Committee will be provided with:
- a. Information from the CoC Chair and HMIS Lead about HMIS compliance (scoring factor 2) and CoC participation (scoring factor 3), and
  - b. Information about performance outcomes for your project based on your most recently completed APR (which will inform scoring for scoring factors 4 - 15).

If you would like to provide additional information that may inform the Rank and Review Committee about your agency’s performance on these scoring factors, you may provide a narrative to supplement. Applicants can use this opportunity to provide the Rank and Review Committee members explanatory or qualifying information regarding those scoring factors on which their project may not score perfectly and to encourage members to exercise discretion in changing the scores for those factors. Applicants may use data and past performance information to support their arguments, including, e.g., information regarding the special nature of the population served, unusual or unforeseeable circumstances beyond the project’s control, or other reasons the project’s data does not adequately reflect its work. (Please keep your answer to less than two pages.)

## ST JOSEPH COC FY2019 CONTINUUM OF CARE PROGRAM COMPETITION

### LOCAL APPLICATION MATERIALS FOR NEW PROJECTS

New project applicants should respond to the following questions and submit this form with their other materials by **August 14 at noon** to [bridget@homebaseccc.org](mailto:bridget@homebaseccc.org). Please note that reviewers will score your project based on this this document together with your HUD Project Application.

<b>Agency</b>	
<b>Project</b>	
<b>Contact Name</b>	
<b>Contact Telephone</b>	
<b>Contact Email</b>	

### GENERAL PROJECT INFORMATION

1. What type of project are you applying for?
  - Permanent supportive housing for chronically homeless people or DedicatedPLUS
  - Rapid rehousing
  - Joint Transitional Housing and Rapid Rehousing Component project
2. Which funding are you applying for? (Please check all that apply.)
  - Bonus funding
  - Domestic Violence (DV) Bonus funding
  - Reallocated funding
3. What population do you intend to serve with this project?
  - Chronically homeless
  - Survivors of domestic violence
  - Other: \_\_\_\_\_
  - Other: \_\_\_\_\_

## THRESHOLD REQUIREMENTS

Please check each box to confirm that the following statements regarding eligibility for receiving CoC funding from HUD are true:

### ALL PROJECTS (Questions 104 through 117):

- The applying agency is eligible to receive CoC Program funding.
- Our agency can demonstrate financial and management capacity and experience to carry out the project and to administer Federal funds.
- This proposal will serve an eligible population for the project type, as designated by the CoC Program Interim Rule and the NOFA.
- This project is cost-effective, with costs not deviating substantially from the norm in that locale for similar project activities.
- This project will participate in HMIS (except for victim service providers who must use a comparable database).
- The housing and services in this proposal are appropriate to the needs of the program participants and the community.
- This project adheres to a Housing First model.
- Project applicants and potential subrecipients with existing grants have satisfactory capacity, drawdowns, and performance for existing grant(s), as evidenced by timely reimbursement of subrecipients, regular drawdowns, and timely resolution of any monitoring findings. If project applicant and subrecipients have no exiting grants, check here .
- For expansion projects, project applicants have clearly articulated the part of the project that is being expanded. Additionally, the project applicants have clearly demonstrated that they are not replacing other funding sources. If not an expansion project, check here .
- This project will meet all timeliness standards per 24 CFR 578.85.
- The project applicant has no significant issues related to capacity, performance, or unresolved audit/monitoring finding related to one or more existing HUD grants. Additionally, HUD reserves the right to withdraw funds if no APR is submitted on a prior CoC grant. If project applicant and subrecipients have no exiting grants, check here .
- The project applicant has a DUNS number and active registration in SAM
- This proposal is consistent with the local Consolidated Plan.
- Agency has no issues with any of the following Federal requirements:
  - Resolution of Civil Rights Matters
  - Outstanding Delinquent Federal Debts
  - Debarments and/or Suspensions
  - Pre-selection Review of Performance
  - Sufficiency of Financial Management System
  - False Statements
  - Mandatory Disclosure Requirement
  - Conducting Business in Accordance with Ethical Standards/Code of Conduct
  - Prohibition Against Lobbying Activities
  - Equal Protection for Faith-based and Community Organizations

### FOR PERMANENT SUPPORTIVE HOUSING AND RAPID REHOUSING PROJECTS (Questions 118 – 121):

- The type of housing, number, and configuration of units in this proposal will fit the needs of the program participants (e.g., two or more bedrooms for families.)

- The type of the **supportive services offered** (regardless of funding source) in this proposal will help to obtain and retain permanent housing, including all supportive services.
- The proposed project has a specific plan for ensuring program participants will be individually assisted to **obtain the benefits of mainstream** health, social, and employment programs for which they are eligible to apply meets the needs of program participants (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education).
- In this proposal, participants will be assisted to **obtain and remain in permanent housing** in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing).

**FOR JOINT TH/PH-RRH COMPONENT PROJECTS (Questions 122 – 126):**

- The type of housing, number, and configuration of units in this proposal will fit the needs of the program participants (e.g., two or more bedrooms for families).
- The proposed project will provide enough rapid re-housing assistance to ensure that at any given time a **program participant may move from transitional housing to permanent housing**. This may be demonstrated by identifying a budget that has twice as many resources for the rapid re-housing portion of the project than the TH portion, by having twice as many PH-RRH units at a point in time as TH units, or by demonstrating that the budget and units are appropriate for the population being served by the project.
- The type of the **supportive services offered** (regardless of funding source) in this proposal will help to obtain and retain permanent housing, including all supportive services.
- The proposed project has a specific plan for ensuring program participants will be individually assisted to obtain the **benefits of mainstream** health, social, and employment programs for which they are eligible to apply meets the needs of program participants (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education).
- In this proposal, participants will be assisted to **obtain and remain in permanent housing** in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing).

**THRESHOLD EXPLANATION (Question 127):**

If you are unable to check one of the boxes above, please provide an explanation (one page limit).

**LOCAL ELIGIBILITY REQUIREMENTS FOR ALL PROJECTS (Questions 128 – 131):**

Please complete the questions below regarding local project eligibility requirements:

- A. **Low Barrier and Housing First:** Will this project operate using a Low Barrier and Housing First model?
  - Yes
  - No
- B. **HMIS Participation:** Does your agency currently participate, or do you acknowledge and agree to participate, in the HMIS of the CoC (or comparable database if a DV provider)?
  - Yes
  - No
- C. **Coordinated Entry Participation:** Does your agency actively participate in or will your agency participate in the CoC Coordinated Intake meetings?

Yes  No

D. **Program Capacity - Financial Audit:** Did your agency provide a current audit (must cover a fiscal period that ended not more than 18 months prior to January of the year in which the application is submitted) and current 990 (must cover the same fiscal period as the audit) with your application materials?

Yes  No

## SCORING FACTORS

**The page limit for the Scoring Factors section of the application is 5 pages in total, with 1 inch margins and at least 11 point font.**

## COMMUNITY NEEDS

**Scoring Factor 1 (Question 132):** As applicable, describe how the project will address an unmet need by serving an underserved population, providing services that are less available, or serving an underserved geography of the CoC. (For DV projects, quantify need for this project.)

**Scoring Factor 2 (Question 133):** Has your agency attended at least 75% of CoC meetings from July 4, 2018-July 3, 2019 (12 months prior to release of NOFA) or otherwise support community activities to end homelessness? Please describe community activities in detail.

**Scoring Factor 3** will be scored based on information in the HUD project application.

## IMPROVING SYSTEM PERFORMANCE

**Scoring Factor 4 (Question 134):** Please describe the population to be served, including how the project will prioritize serving project participants with the highest need. Describe your agency's (and any subrecipient) experience with serving this population and how you understand the needs of the clients to be served.

**Scoring Factor 5 (Question 135):** Please describe your program design (especially any elements that are not clear in the HUD Project Application form), including specifically:

- How the project will meet the needs of program participants,
- How the services described and staffing pattern will be adequate and appropriate,
- How staff will be adequately trained to support the population,
- Any experience your (and your subrecipient) have providing housing similar to that proposed in the application, and
- **For DV projects, how the project will meet safety outcomes.**

**Scoring Factor 6 (Question 136):** Please describe your project's outreach strategy, including specifically:

- Your strategy to outreach to special populations that may include LGBT, unaccompanied youth, or families,
- Your strategy to affirmatively further fair housing by providing outreach to special populations,

**Scoring tools included factors for the evaluation of victim service providers**

- Your strategy to affirmatively further fair housing as detailed in 24 CFR 578.93(c), and ensure that outreach is conducted to homeless individuals and families who are least likely to request housing or services in the absence of special outreach.

**Scoring Factor 7 (Question 137 or Question 138): System Performance Improvement: Reduce Length of Time People are Homeless**

- If proposing a **PSH** project (**#137**): Please describe your strategies:
  - To reduce barriers to housing,
  - To provide ongoing services, and
  - To partner with property management.
- If proposing a **RRH** or **TH-RRH** project (**#138**): Please describe your strategies:
  - To identify, recruit and retain landlords,
  - To reduce barriers to housing, and
  - To administer rent and move-in assistance.

**Scoring Factor 8 (Question 139): System Performance Improvement: Increase Exits to/Maintenance of Permanent Housing.** Please describe your strategies to:

- Provide supportive services to clients to assist in locating housing and obtaining employment and/or benefits
- Emphasize client choice.

**Scoring Factor 9 (Question 140): System Performance Improvement: Limit Returns to Homelessness**

- Please describe your strategy for follow up after placement or program exit.

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**AGENCY CAPACITY**

**Scoring Factor 10: Program Capacity (Question 141).** Please describe how your agency’s expertise, staff, procedural, and administrative structure will allow this project all administrative requirements, including any experience your agency has operating similar programs and receiving similar grants and a staffing plan that covers both grant management and performance of grant activities.

**Scoring Factor 11: Agency Compliance (Question 142).** *This scoring factor will be scored in part based on the audit you submit.*

- Does your agency any outstanding HUD monitoring findings or concerns and/or any history of sanctions imposed by HUD, including – but not limited to – suspending disbursements (e.g., freezing LOCCS), requiring repayment of grant funds, or de-obligating grant funds due to performance issues?

**Yes**                       **No**

- **(Question 143)** If yes, what steps is the agency taking to resolve the findings or concerns?

# Consolidated Application

## Attachment 1E-4

Document Satisfying Requirement	Page
1. Final Score Forms	
<ul style="list-style-type: none"> <li>a. Renewal Project Scoring Tool – scoring tool used to evaluate all renewal housing project applications, including specific objective criteria and point values                             <ul style="list-style-type: none"> <li>i. Objective criteria for reviewing and ranking [page 1-5]</li> <li>ii. Factors related to improving system performance [page 2-4]</li> <li>iii. Specific method for evaluating projects submitted by VSPs that utilized data from a comparable database and evaluated DV projects based on the degree they improve safety for the population they serve [page 1,4]</li> </ul> </li> </ul>	1-5
<ul style="list-style-type: none"> <li>b. Example of completed score card for a Renewal PSH application</li> </ul>	6-10
<ul style="list-style-type: none"> <li>c. New Project Scoring Tool – scoring tool used to evaluate all new and expansion housing project applications, including specific objective criteria and point values                             <ul style="list-style-type: none"> <li>i. Objective criteria for reviewing and ranking [page 12,13]</li> <li>ii. Factors related to improving system performance [page 13]</li> <li>iii. Specific method for evaluating projects submitted by VSPs that utilized data from a comparable database and evaluated DV projects based on the degree they improve safety for the population they serve [page 12]</li> </ul> </li> </ul>	11-13

2. Application of Ranking Process	
a. Final Priority List with final project scores based on CoC's Scoring Tools and Local Review and Rank Process	14
b. [DATE] screenshot of posting of Final Priority List on City of St Joseph (collaborative applicant) website <b>TO BE ADDED AFTER POSTING 9/25</b>	
c. [DATE] email to CoC membership email list with posting of Final Priority List <b>TO BE ADDED AFTER POSTING 9/25</b>	
3. Public Notice and Posting: CoC Consolidated Application	
a. [DATE] screenshot of posting of CoC Consolidated Application on City of St Joseph (collaborative applicant) website <b>TO BE ADDED AFTER POSTING 9/25</b>	
b. [DATE] email to CoC membership email list with posting of CoC Consolidated Application <b>TO BE ADDED AFTER POSTING 9/25</b>	

## 2019 PRIORITIZATION SCORING SHEET FOR RENEWAL PROJECTS

### THRESHOLD REQUIREMENTS

Project must meet all of HUD's threshold requirements for renewal projects (including eligibility requirements). If threshold requirements are not met, the Review Committee reserves the right to request additional information, amend back for revision, or choose not to consider the application in the ranking process.

Local Threshold Requirement:

- **PARTICIPATION IN THE COORDINATED ENTRY SYSTEM (CES) including that** the agency is currently participating in the implementation of CES at the monthly meetings and is both accepting all referrals from CES and currently doing vulnerability assessments and entering them into the HMIS system (or bringing them to the monthly CES meeting)

### SCORING FACTORS

#### CAPACITY AND COMPLIANCE (37 POINTS)

1. **AGENCY CAPACITY:** Does the agency currently have any findings from a HUD monitoring review that have been open for a period greater than six months, for which the agency has missed a HUD-stated deadline or has the agency experienced HUD sanctions in the past year? **-This section is worth up to 6 points**
  - If the agency does not have open findings or sanctions, add 6 points
  - If the agency has an open finding, but has submitted a plan for corrective action to HUD, add 3 points
  - If no plan has been submitted or the agency has sanctions, 0 points and see reallocation policy
2. **HMIS COMPLIANCE (related to all SPM)-This section is worth up to 6 points**
  - If the agency currently in compliance with HMIS (as determined by HMIS lead), add 2 points
  - If the agency has been in compliance with HMIS (as determined by HMIS lead) for the past year (12 months prior to release of NOFA), add 2 points
  - DV projects: if agency is in compliant with HUD requirements for compliant database, add 4 points.
  - If HIC data was accurate and submitted on time, add 2 points
3. **CoC PARTICIPATION & SUPPORT:** Does the Agency Participate in the CoC? **-This section is worth 5 points**
  - If the agency attended at least 75% of CoC meetings (12 months prior to release of NOFA), add 5 points.

Scoring factors use objective criteria for review and ranking

Scoring factors have equivalent scoring for DV projects

4. **LOW BARRIER AND HOUSING FIRST FOR ALL HOUSING PROGRAMS (related to SPM 1, 3, 7): This section is worth up to 10 points based on application and APR information**
- Was the agency able to check off all boxes for low barrier and project termination allowing the agency to qualify for "Housing First" compliance in the project application?
  - Does the program description in the renewal application have any elements or language that would be in conflict with Housing First and Low Barrier housing policies?
  - Residence prior to entry indicates low barrier/Housing First practices
5. **UNEXPENDED FUNDS: Amount left from Previous Grant-This section is worth up to 10 points**
- If the agency expended all HUD grant funds and made at least quarterly draw downs, add 10 points. The project will lose two points for every percent of the grant remaining. If 5% or more, 0 points will be awarded. If quarterly draw downs are not made, reduce final score by 2 points, without incurring a negative score. \*Please note- if the program had greater than 10% of funds remaining at the end of the program year, and has established a 3 year trend of not expending funds, the review committee reserves the right to reallocate a portion of the funds.

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PERFORMANCE AND OUTCOMES (80 POINTS)

6. **SYSTEM PERFORMANCE OUTCOME (related to SPM 2, 7)- Housing-This section is worth up to 20 points**

**Permanent Supportive Housing/Safe Haven/Rapid Rehousing: Housing Destination Upon Exit** (The percentage of all leavers who either passed away or exited the program to a permanent housing destination)

- If 90% or more of those leaving went to positive destinations (i.e., permanent housing and death) upon leaving, add 10 points
- If between 85% and 89.9% of those leaving went to positive destinations upon leaving, add 8 points
- If between 80% and 84.9% of those leaving went to positive destinations upon leaving, add 6 points
- If between 75% and 79.9% of those leaving went to positive destinations upon leaving, add 4 points
- If between 70% and 74.9% of those leaving went to positive destinations upon leaving, add 2 points

**Rapid Rehousing: Length of Stay**

- If the average length of stay is less than 180 days, add 10 points
- If the average length of stay is less than 360 days, add 7 points
- If the average length of stay is less than 540 days, add 4 points.

**Permanent Supportive Housing: Permanent Housing Retention or Exit**

- If 95% or more of persons served remained in the permanent housing program as of the end of the operating year or exited to permanent housing (subsidized or unsubsidized), add 10 points

Scoring factors use objective criteria for review and ranking and relate to specific SPMs. Scoring benchmarks were selected based on review of national averages for performance.

- If between 90 and 94.9% of persons served remained in the permanent housing program as of the end of the operating year or exited to permanent housing (subsidized or unsubsidized), add 8 points
- If between 85% and 89.9% of persons served remained in the permanent housing program as of the end of the operating year or exited to permanent housing (subsidized or unsubsidized), add 6 points
- If between 80% and 84.9% of persons served remained in the permanent housing program as of the end of the operating year or exited to permanent housing (subsidized or unsubsidized), add 4 points
- If between 75% and 79.9% of persons served remained in the permanent housing program as of the end of the operating year or exited to permanent housing (subsidized or unsubsidized), add 2 points

#### Safe Haven: Positive Housing Outcome

- If more than 90% of those served remained in the housing program housing or exited to a more stable housing destination, add 10 points
- If between 85% and 89.9% of those served remained in the housing program housing or exited to a more stable housing destination, add 8 points
- If between 80% and 84.9% of those served remained in the housing program housing or exited to a more stable housing destination, add 6 points
- If between 75% and 79.9% of those served remained in the housing program housing or exited to a more stable housing destination, add 4 points
- If between 70% and 75.9% of those served remained in the housing program housing or exited to a more stable housing destination, add 2 points

Scoring factors use objective criteria for review and ranking and relate to specific SPMs. Scoring benchmarks were selected based on review of national averages for performance.

**SYSTEM PERFORMANCE OUTCOME (related to SPM 4)- Earned Income for Stayers** (The percentage of adults who remained in the program who maintained the same amount of employment income (unless \$0 at entry) or increased their employment income from entry to their most recent annual assessment) -This section is worth up to 3 points

- If the agency had 15% or greater of adult stayers that maintained or increased earned income (excluding participants who have been in the program less than a year), add 3 points
- If at least 7% but less than 15% of adults that maintained or increased earned income (excluding participants who have been in the program less than a year), add 1.5 points
- If less than 7% of adults maintained or increased earned income (excluding participants who have been in the program less than a year), 0 points

8. **SYSTEM PERFORMANCE OUTCOME (related to SPM 4)- Earned Income for Leavers** (The percentage of adults who exited the program who maintained the same amount of employment income (unless \$0 at entry) or increased their employment income from entry to exit) -This section is worth up to 3 points

- If the agency had 27% or greater of adults that maintained or increased earned income, add 3 points
- If at least 19% but less than 27% of adults that maintained or increased earned income, add 1.5 points
- If less than 19% of adults maintained or increased earned income, 0 points

Scoring factors use objective criteria for review and ranking and relate to specific SPMs. Scoring benchmarks were selected based on review of national averages for performance.

9. **SYSTEM PERFORMANCE OUTCOME (related to SPM 4)- Non-Employment Cash Income for Stayers** *(The percentage of adults who remained in the program who maintained the same amount of non-employment income (unless \$0 at entry) or increased their non-employment income from entry to their most recent annual assessment) -This section is worth up to 3 points*

- If the agency had 26% or greater of adult stayers that maintained or increased non-employment cash income (excluding participants who have been in the program less than a year), add 3 points
- If at least 18% but less than 26% of adults that maintained or increased non-employment cash income (excluding participants who have been in the program less than a year), add 1.5 points
- If less than 18% of adults maintained or increased non-employment cash income (excluding participants who have been in the program less than a year), 0 points

10. **SYSTEM PERFORMANCE OUTCOME (related to SPM 4)- Non-Employment Cash Income for Leavers** *(The percentage of adults who exited the program who maintained the same amount of non-employment income (excluding \$0 at entry) or increased their non-employment income from entry to exit) -This section is worth up to 3 points*

- If the agency had 30% or greater of adults that maintained or increased non-employment cash income, add 3 points
- If at least 22% but less than 30% of adults that maintained or increased non-employment cash income, add 1.5 points
- If less than 22% of adults maintained or increased non-employment cash income, 0 points

11. **SYSTEM PERFORMANCE OUTCOME (related to SPM 2, 7b)- Mainstream Benefits (not including health insurance)** *(The percentage of adults with at least one non cash benefit at exit or follow up assessment (excluding stayers not yet required to have an assessment)- This section worth up to 8 points*

- If at least 85% of the participants receive non-cash mainstream benefits, add 8 points
- If between 60% and 85% of participants receive non-cash mainstream benefits, add 4 points

12. **SEVERITY OF NEEDS-This section is worth up to 10 points**

- If at program entry, more than 50% of adults have no earned or unearned income, add 5 points
- If the program serves other populations with severe needs or vulnerabilities with strong outcomes, add 5 points. Such populations may include:
  - Current or past substance use,
  - Criminal record (esp for certain infractions),
  - Survivor of domestic violence,
  - LGBTQ status,
  - Significant health or behavioral health challenges that impede housing maintenance,
  - High utilization of crisis/emergency services,
  - Unsheltered youth/children,
  - Vulnerability to illness/death,
  - Vulnerability to victimization (e.g. trafficking, sex work).

Scoring factors about evaluating DV projects based on degree to which they improve safety for the population they serve

For example, projects serving survivors of domestic violence, dating violence, sexual assault, trafficking, stalking, or other persons that meet the definition of homeless in Category 4, must show they improve safety for the population they serve.

Scoring factors use objective criteria for review and ranking - cost effectiveness, utilization.

13. **Cost Effectiveness- Cost Per Service-This section is worth up to 6 points**
- Is the cost per permanent housing outcome consistent with the type of programming provided? Add 3 points
  - Is the cost per household served consistent with the type of programming provided? Add 3 points
14. **Chronic Prioritization and Dedication-This section is worth up to 3 points**
- If 90-100% of turnover beds are prioritized for use by the chronically homeless, add 15 point
  - If 75-90% of turnover beds are prioritized for use by the chronically homeless, add 5 points
  - If less than 75% of turnover beds are prioritized for use by the chronically homeless, 0 points
15. **Utilization Rate (related to SPM 1, 3)-This section is worth up to 4 points**
- If the average daily bed utilization rate is more than 90%, add 2 points
  - If the average daily bed utilization rate is between 80% and 90%, add 1 point
  - If the average unit utilization rate is more than 90%, add 2 points
  - If the average unit utilization rate is between 80% and 90%, add 1 point

**TOTAL POSSIBLE POINTS: 100**

# Score Card for HUD FY2019 Continuum of Care NOFA

	Scaled Score	Max Points	Average for Project Type	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Average Panel Score
<b>01. Agency Capacity</b>	N/A	6.00	6.00	6.00	6.00	6.00	6.00	<b>6.00</b>
<b>02. HMIS Compliance (related to all SPM)</b>	N/A	6.00	6.00	6.00	6.00	6.00	6.00	<b>6.00</b>
<b>03. CoC Participation &amp; Support</b>	N/A	5.00	5.00	5.00	5.00	5.00	5.00	<b>5.00</b>
<b>04. Low Barrier and Housing First for All Housing Programs (related to SPM 1, 3, 7)</b>	N/A	10.00	9.75	10.00	9.00	10.00	10.00	<b>9.75</b>
<b>05. Unexpended Funds</b>	N/A	10.00	4.40	10.00	10.00	10.00	10.00	<b>10.00</b>

	Scaled Score	Max Points	Average for Project Type	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Average Panel Score
<b>06a. Permanent Supportive Housing/Safe Haven/Rapid Rehousing: Housing Destination Upon Exit</b>	(0 Points)	10.00	1.60	0.00	0.00	0.00	0.00	<b>0.00</b>
	<i>Housing performance evaluation using APR data involved use of Objective Criteria- projects objectively measured on percent of clients who retain permanent housing. Projects with high rates of exits to PH improve CoC's score on SPM 7b</i>							
<b>06c. Permanent Supportive Housing: Permanent Housing Retention or Exit</b>	(8 Points)	10.00	6.40	8.00	8.00	8.00	8.00	<b>8.00</b>
<b>07. System Performance Outcome (related to SPM 4) - Earned Income for Stayers</b>	(3 Points)	3.00	2.80	3.00	3.00	3.00	3.00	<b>3.00</b>

	Scaled Score	Max Points	Average for Project Type	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Average Panel Score
<b>08. System Performance Outcome (related to SPM 4) - Earned Income for Leavers</b>	(3 Points)	3.00	2.10	3.00	3.00	3.00	3.00	<b>3.00</b>
	<i>Services performance evaluation using APR data involved use of Objective Criteria for earned and cash income, specifically, projects that ensure that clients have earned and/or cash income improve CoC's score on SPM 4.</i>							
<b>09. System Performance Outcome (related to SPM 4) - Non-Employment Cash Income for Stayers</b>	(3 Points)	3.00	2.10	1.50	1.50	1.50	1.50	<b>1.50</b>
<b>10. System Performance Outcome (related to SPM 4) - Non-Employment Cash Income for Leavers</b>	(3 Points)	3.00	1.80	3.00	3.00	3.00	3.00	<b>3.00</b>

	Scaled Score	Max Points	Average for Project Type	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Average Panel Score
<b>11. System Performance Outcome (related to SPM 2, 7b) - Mainstream Benefits (not including health insurance)</b>	(0 Points)	8.00	2.40	0.00	0.00	0.00	0.00	<b>0.00</b>
<b>12a. Severity of Needs - Income</b>	(5 Points)	5.00	1.00	5.00	5.00	5.00	5.00	<b>5.00</b>
<b>12b. Severity of Needs - Other Populations</b>	N/A	5.00	5.00	5.00	5.00	5.00	5.00	<b>5.00</b>
<b>13. Cost Effectiveness - Cost Per Service</b>	N/A	6.00	5.95	5.00	6.00	6.00	6.00	<b>5.75</b>
<b>14. Chronic Prioritization and Dedication</b>	N/A	3.00	1.80	3.00	3.00	3.00	3.00	<b>3.00</b>

*Improving SPM 1, Reducing Length of Time Homeless by Serving Chronically Homeless*

*Improving SPM 1, Reducing Length of Time Homeless by Serving Chronically Homeless*

	Scaled Score	Max Points	Average for Project Type	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Average Panel Score
<b>15a.</b>	<i>Objective measurement of cost effectiveness</i>							
<b>Utilization Rate (related to SPM 1, 3) - Bed Utilization</b>	(2 Points)	2.00	1.60	2.00	2.00	2.00	2.00	<b>2.00</b>
<b>15b.</b>								
<b>Utilization Rate (related to SPM 1, 3) - Unit Utilization</b>	(2 Points)	2.00	1.80	2.00	2.00	2.00	2.00	<b>2.00</b>
<b>Total Project Score</b>	<b>29.00</b>	<b>100.00</b>	<b>67.50</b>	<b>77.50</b>	<b>77.50</b>	<b>78.50</b>	<b>78.50</b>	<b>78.00</b>

 Homebase (<https://www.homebaseccc.org>)

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## 2019 PRIORITIZATION SCORING SHEET FOR NEW HOUSING PROJECTS

### THRESHOLD REQUIREMENTS

If any of the HUD threshold requirements or local threshold requirements are not met, the Review Committee reserves the right to request additional information, amend back for revision, or choose not to consider the application in the ranking process.

- A. **Eligible:** Is this project eligible for funding? Is the applicant eligible to receive CoC funding (i.e. valid applicant type, SAM registered, has DUNS number, no outstanding delinquent federal debt, has fully disclosed any violations of Federal criminal law, and no debarments/suspensions)? Is the project type eligible for funding under this CoC NOFA and this CoC's local competition rules? Is the project consistent with the local Consolidated Plan? Will the project be ready to start by HUD's statutory deadlines? Does this project propose to serve an eligible population, with eligible costs? Does the project have adequate match?
  - a. HomeBase will be available to help panelists complete this assessment.
- B. **Low Barrier and Housing First:** Was the agency able to check off all boxes for "Low Barrier" and "Housing First Approach" box in the project application? Were the project application narratives aligned with Housing First practices?
- C. **HMIS Participation:** Does the agency currently participate, or has it acknowledged and agreed to participate, in the HMIS of the CoC or comparable database if a DV provider?
- D. **Coordinated Entry Participation:** Does agency actively participate in or will participate in the COC Coordinated Intake meetings? Does the agency have an adequate strategy detailing how they will use Coordinated Entry?
- E. **Program Capacity - Financial:** Does the applicant have an accounting system that meets federal standards? Did the applicant provide a current audit (must cover a fiscal period that ended not more than 18 months prior to January of the year in which the application is submitted) and current 990 (must cover the same fiscal period as the audit)?
- F. **Projects serving survivors of domestic violence** must demonstrate trauma-informed, victim-centered approaches.

## SCORING FACTORS<sup>1</sup>

### COMMUNITY NEEDS (30 POINTS)

1. **Unmet Need** (5 points)

- Will the project address an unmet need by serving an underserved population, providing services that are less available, or serving an underserved geography of the CoC?
- For DV projects, can the project quantify need?

Equivalent factors  
for DV projects

2. **Does the Agency Participate in the CoC or otherwise support community activities to end homelessness?** (10 points)

- Has the agency attended at least 75% of CoC meetings from July 4, 2019 to July 3, 2019 (12 months prior to release of NOFA) or otherwise support community activities to end homelessness?

Objective scoring  
factors

3. **Bonus Points for Community Need** (up to 15 points total)

- If the project submitted meets a priority community need, the project will be awarded 15 bonus points.

**Priority Community Needs:** housing for survivors of domestic violence, housing for chronically homeless people, housing to meet gap in crisis housing, permanent supportive housing.

Equivalent factors  
for DV projects

### IMPROVING SYSTEM PERFORMANCE (60 POINTS)

4. **Population Served** (10 points) (related to SPM 1, 7)

- Is the population to be served well defined?
- Will the project prioritize serving project participants with the highest need?
- Does the applicant or subrecipients (if any) have experience serving the targeted population (including if DV)?
- Does the applicant or subrecipients (if any) understand the needs of the clients to be served?

Equivalent factors  
for DV projects

5. **Program Design** (10 points) (related to SPM 2, 3, 7b)

- Will the project meet the needs of program participants?
- Do the services described and staffing pattern seem adequate and appropriate?
- Will staff be adequately trained to support the population?
- Does the applicant or subrecipients (if any) have experience providing housing similar to that proposed in the application?

Equivalent factors  
for DV projects

- For DV projects, will project meet safety outcomes?

6. **Outreach** (10 points) (related to SPM 1, 4, 5, 7)

- Does the agency adequately describe a strategy to outreach to special populations that may include LGBT, unaccompanied youth, or families?

<sup>1</sup> All of the scoring factors in this tool measure projects' anticipated contribution to improving System Performance by strengthening the overall system of care, through data collection, coordination, prioritization and increasing resources available to end homelessness our CoC. Certain scoring factors relate to specific Performance Measures, as enumerated in each factor.

- Does the agency strategy affirmatively further fair housing by providing outreach to special populations?
- Does the agency provide clear strategies that affirmatively further fair housing as detailed in 24 CFR 578.93(c) (see below), and ensure that outreach is conducted to homeless individuals and families who are least likely to request housing or services in the absence of special outreach?

Objective scoring factors ties to SPM

**System Performance Improvement: Reduce Length of Time People are Homeless (10 points) (SPM 1)**

- If PSH: Does the agency provide an adequate strategy to reduce barriers to housing? Does the agency provide an adequate strategy to provide ongoing services? Does the agency provide an adequate strategy to partner with property management?
- If RRH: Does the agency provide an adequate strategy to identify, recruit and retain landlords? Does the agency provide an adequate strategy to reduce barriers to housing? Does the agency provide an adequate strategy to administer rent and move-in assistance?

**8. System Performance Improvement: Increase Exits to/Maintenance of Permanent Housing (10 points) (SPM 2, 7)**

- Does the agency provide an adequate strategy to provide supportive services to clients to assist in locating housing and obtaining employment and/or benefits?
- Does the agency strategy emphasize client choice?

**9. System Performance Improvement: Limit Returns to Homelessness (10 points) (SPM 2)**

- Does the agency have an adequate strategy for follow up after placement or program exit?

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**AGENCY CAPACITY (25 POINTS)**

**10. Program Capacity (15 points)**

- Does the applicant have the expertise, staff, procedural, and administrative structure needed to meet all administrative requirements?
- Does the agency have experience operating similar programs and receiving similar grants, specifically federal grants?
- Does the agency have a staffing plan that covers both grant management and performance of grant activities?

**11. Agency Compliance (10 points)**

- Does the agency have any outstanding financial audit findings or concerns?
- Does the agency have any outstanding HUD monitoring findings or concerns and/or any history of sanctions imposed by HUD, including – but not limited to – suspending disbursements (e.g., freezing LOCCS), requiring repayment of grant funds, or de-obligating grant funds due to performance issues? If yes, what steps is the agency taking to resolve the findings or concerns?

**TOTAL POSSIBLE POINTS: 115 Points**

**St Joseph Continuum of Care**  
**2019 Continuum of Care Rank and Review Committee**  
**Final Recommendation for Priority Listing**  
 August 29, 2019

<b>Annual Renewal Demand:</b> \$1,393,131	<b>Tier 1:</b> \$1,316,823
<b>CoC Bonus Funding Available:</b> \$69,657	<b>Tier 2:</b> \$145,965
<b>DV Bonus Funding Available:</b> \$122,958	
<b>Total Ranked Funding Available:</b> <b>\$1,585,746</b>	
<b>CoC Planning Funding Available (not ranked):</b> \$41,794	
<b>Total Funding Available:</b> <b>\$1,627,540</b>	

Rank	Project	Agency	Score	Type	New/ Renewal	Amount Awarded
<b>Tier One</b>						
1	Juda House	Community Missions Corporation	78	PSH	Renewal	\$ 102,083
2	SCJ - Shelter Plus Care St. Joseph	Missouri Department of Mental Health	72.5	PSH	Renewal	\$ 274,658
3	Bliss Manor	Young Women's Christian Association of St. Joseph	72	PSH	Renewal	\$ 73,018
4	St. Joseph's Haven	Community Missions Corporation	59.8	SH	Renewal	\$ 229,685
5	St. Joseph (PH)	Catholic Charities of Kansas City-St Joseph, Inc.	58	PSH	Renewal	\$ 219,086
6	YWCA Bridges	Young Women's Christian Association of St. Joseph	Auto*	RRH	Renewal	\$ 121,315
7	St. Joseph HMIS Project	City of St. Joseph, Missouri	Auto*	HMIS	Renewal	\$ 42,254
8a	Home Plus (PH)	Catholic Charities of Kansas City-St Joseph, Inc.	57	PSH	Renewal	\$ 254,724
<b>Tier Two</b>						
8b	Home Plus (PH)	Catholic Charities of Kansas City-St Joseph, Inc.	57	PSH	Renewal	\$ 76,308
9	InterServ HUD RRH	Interfaith Community Services, Inc.	115**	RRH	New	\$ 69,657
<b>DV Bonus</b>						
10	Bridges Expansion	Young Women's Christian Association of St. Joseph	115**	RRH	New	\$ 122,958
<b>Planning Grant</b>						
NA	Planning Grant	City of St. Joseph, Missouri	NA	Plan	New	\$ 41,794

\* These projects were ranked according to the CoC's written rating and ranking process. Projects that are auto ranked in the bottom of Tier 1 include the HMIS renewal project and first time renewal housing projects.

\*\* Please note that new and renewal project scoring tools differ, and resulting scores are not equivalent reflection of either local priority or project quality. These projects were scored and then ranked according to the CoC's written rating and ranking process to meet community priorities and need.

# Local Education or Training Organization Agreement

## Attachment 3A-5c

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<b>Document Satisfying Requirement</b>	<b>Page</b>
1. February 18, 2016 Memorandum of Understanding with YWCA, InterServ, Legal Aid of Western Missouri and Catholic Charities of Kansas City- St Joseph	1-9
<ul style="list-style-type: none"><li>• Prioritization Language for Those Experiencing Homelessness (Category 4)</li></ul>	3, 8
<ul style="list-style-type: none"><li>• Education and Skill-Building Language for Those Experiencing Homelessness (Category 4)</li></ul>	5-6

### Memorandum of Understanding

WHEREAS, YWCA St. Joseph (YWCA) and InterServ, Legal Aid of Western Missouri (Legal Aid), and Catholic Charities of Kansas City – St. Joseph (Catholic Charities), collectively known as the Partners, have come together to collaborate and to make an application for OVW Transitional Housing Assistance Grants for Victims of Sexual Assault, Domestic Violence, Dating Violence, and Stalking; and

WHEREAS, the partners listed below have agreed to enter into a collaborative agreement in which YWCA will be the lead agency and named applicant and the other agencies will be partners in this application; and

WHEREAS, the partners herein desire to enter into a Memorandum of Understanding setting forth the services to be provided by the collaborative; and

WHEREAS, the application prepared and approved by the collaborative through its partners is to be submitted to the Office on Violence Against Women on or before February 24, 2016;

#### **I) Description of the Partner Agencies**

##### **YWCA St. Joseph,**

The project is implemented by YWCA St. Joseph, Missouri. YWCA St. Joseph is an affiliated member association of YWCA USA. The St. Joseph association was established as a not-for-profit corporation in Missouri in 1888. YWCA operates several major programs which include Shelter for Abused and Homeless Women and Children (opened in 1981), Rape Crisis Center (developed in 1984), Bliss Manor Housing Program (implemented in 2011), Women's Resources, Licensed Discovery Childcare and Child Care Resources.

YWCA St. Joseph has operated a domestic violence shelter in the community for 35 years and rape crisis services for 32 years. In 2011, services to victims were expanded to include long-term, supportive housing. Bliss Manor Housing Program includes 29 subsidized apartment units - 20 units of transitional housing and 9 units of permanent, supportive housing. In 2015, housing services were further expanded to include scattered site, housing first/rapid rehousing services which includes assistance with rental deposits, rent, utility payments and utility arrears to assist low-income victims with achieving and maintaining safe, permanent housing.

Child Care  
Health/Aquatics  
Shelter/Rape Crisis  
Women & Teen Resources

Services provided to victims of domestic and sexual violence by YWCA include: protective shelter for women and children; transitional housing; permanent, supportive housing for survivors with disabilities; 24-hour crisis hotline; safety planning; crisis intervention; individual counseling; support groups; case management and personal advocacy; education regarding domestic and sexual violence dynamics; specialized children's program; court advocacy, hospital advocacy and law enforcement advocacy.

**InterServ,**

InterServ, founded in 1909, provides comprehensive social services that reach vulnerable populations in Northwest Missouri. Individual & Family Assistance, Counseling and Case Management, Immigration Services, In-Home Services, Professional Medical Services, Elderly Nutrition, Infant/Childcare, Youth Programs and Volunteer Opportunities address issues that impact the individuals and families that make the St. Joseph community, and region, strong.

InterServ's Immigration Services program helps immigrants/refugees and their families obtain legal documentation and support services to become active members of the community. Services provided include, but are not limited to, application to replace permanent resident card, visa petition for alien relative, application to adjust status, refugee/asylee and Cuban adjustment of status, application for employment authorization, application for naturalization, application for immigrant visa and alien registration and deferred action for childhood arrivals.

**Legal Aid of Western Missouri,**

Legal Aid of Western Missouri provides free civil legal assistance to people who need it most and can afford it least. With offices in downtown Kansas City, Joplin, St. Joseph, Warrensburg and a neighborhood office on Kansas City's west side, they serve a 40-county area where 288,000 people live in poverty. In order to serve those with the greatest need, the Legal Aid Board of Trustees, with considerable input from the client and provider communities, the private bar and Legal Aid staff established strict priorities for cases that are accepted. It has been determined by the Board of Trustees that the cases that are taken have the greatest importance and impact on the lives of clients. Priority cases include public benefits, housing, immigration, domestic violence, consumer problems and health issues.

Legal Aid is the only holistic legal service provider for low-income victims of domestic violence in the St. Joseph area. Legal Aid has been representing victims of domestic violence in their efforts to free themselves from their abusers for more than 50 years. Legal Aid also provides advice on immigration issues to the immigrant victims of domestic violence, as well as training for caseworkers at domestic violence shelters and others assisting battered immigrants and those who are victims of violent crime and human trafficking.

**Catholic Charities of Kansas City – St. Joseph,**

Catholic Charities of Kansas City – St. Joseph has a mission to care for the vulnerable, honor the life and dignity of all persons, and engage community in compassionate services. Catholic Charities began serving children and adults in 1879 with the opening of a small orphanage in downtown Kansas City, Missouri. Today it is a diversified social services organization with its headquarters in metropolitan Kansas City and service offices in St. Joseph and Warrensburg,

MO. Programs and services began in the St. Joseph service area in 1977 and continue to expand throughout fifteen counties.

Core services include programming related to housing, workforce development, education, support, health and emergency assistance. Catholic Charities is a former OVW Transitional Housing Assistance grantee.

## II) History of Relationship

The applicant agency, YWCA St. Joseph, has long-standing collaborative relationships with the partners.

- YWCA and InterServ have served together in the St. Joseph community for more than a century. Both organizations are United Way partner agencies and have a long-standing history of collaborating to meet the diverse and complex needs of individuals, children and families. Currently, the organizations serve together on the United Way Unmet Needs Committee, Continuum of Care Housing Coalition and Executive Board, NAACP, Interfaith Alliance and Hispanic Outreach Committee.
- YWCA and Legal Aid partner to meet the legal needs of individual victims of domestic violence, as well as serving together on several community collaborations. Both organizations are United Way partner agencies and serve together on the United Way Unmet Needs Committee, Continuum of Care Housing Coalition and Sexual Assault & Family Violence Council.
- YWCA and Catholic Charities partner to meet the housing and other needs of battered women in the St. Joseph community. YWCA is a primary referral source for Catholic Charities' HOME Plus Program, which provides permanent supportive housing services to disabled women and women with children. Catholic Charities formerly provided transitional housing services, through an OVW grant, and partnered with YWCA on that project. In addition, both organizations serve on the United Way Unmet Needs Committee, Continuum of Care Housing Coalition and Sexual Assault & Family Violence Council.

Long range goals of the project partnership are to provide victims of sexual assault, domestic violence, dating violence and/or stalking with the services and support they need to heal from the abuse and achieve their goals.

*Establishes priority for services for those experiencing homelessness (Category 4)*

Previous MOU partners, Addiction Awareness, LLC and Social Welfare Board, continue to be supportive of the project, but are not longer partners in this transitional housing project.

Services provided by Addiction Awareness, relapse prevention and financial education groups, were under-utilized by transitional housing participants. Due to the lack of interest from participants and in an effort to make the best use of grant funding, the decision was made to discontinue the partnership and, instead, focus on providing workforce development education through Catholic Charities.

Social Welfare Board, Buchanan County's free health clinic, is no longer an MOU partner, but will continue to provide health services to participants, as needed. Public transportation bus passes are being requested in this grant proposal to assist participants in accessing the medical provider of their choice.

### III) Development of Application

Recognizing the need for immigrant victims of domestic violence to have access to expert legal advice and representation, YWCA turned to our community partners, InterServ and Legal Aid, to provide services to this underserved population. In addition, YWCA identified employment skills as a critical component to self-sufficiency and turned to Catholic Charities due to their established curriculum and workforce development services in the community. All partners were eager to participate and readily committed their respective expertise to create a successful transitional housing program designed to meet the long-term needs of participants. With years of experience serving vulnerable populations, the partners provided valuable input into the transitional housing program design and implementation.

InterServ, Legal Aid and Catholic Charities provided consultation and feedback to YWCA regarding their perspective related to the needs of the population served through the transitional housing project and how their organizations could best meet those needs.

As the applicant agency, YWCA took the lead role in developing the transitional housing application. Each of the partners reviewed the application and was given the opportunity to provide feedback regarding all aspects of the proposed project.

### IV) Roles and Responsibilities

NOW, THEREFORE, it is hereby agreed by and between the partners as follows:

1. As the lead agency and experts in providing services to victims of domestic violence, dating violence, sexual assault, and stalking, YWCA will assume all primary responsibilities for program development, implementation, oversight and operation. YWCA will assume fiscal responsibility and will be responsible for submitting all required financial and program outcome reports. Services provided to transitional housing participants by YWCA include:
  - a. Safe, affordable, subsidized housing for an anticipated period of 6 months to 2 years.
  - b. Safety planning beginning with the victim's first contact with YWCA Staff and continuing throughout their participation in transitional housing and into permanent housing.
  - c. Safe At Home Address Confidentiality Program application assistance.
  - d. On-site individual therapy and support groups provided by YWCA staff related to their experiences as victims of domestic violence, dating violence, sexual assault, and/or stalking.
  - e. On-site case management services provided by YWCA staff designed to build on the strengths of participants and to provide assistance, support, and advocacy in

achieving their self-defined goals. Information, referrals and personal advocacy in regards to a host of applicable community resources will be provided to meet the needs and desires of the participant.

- f. Access to an on-site fitness center and monthly health/wellness challenges.
  - g. Community-building groups designed to enhance participant's social support system.
  - h. Incentives to reward/encourage group participation and cab vouchers for accessing off-site medical appointments.
  - i. Access to 24-hour support through the YWCA Crisis Hotline and on-call staff.
2. InterServ will provide immigrant/refugee transitional housing participants with quality legal representation in need of assistance with respect to immigration and nationality law. Legal services will be limited to those services necessary to locate and secure housing and integrate into the community.
- a. InterServ will accept referrals of immigrant/refugee transitional housing participants in need of assistance with documentation needs from YWCA. Services provided by InterServ may include application to replace permanent resident card, application to adjust status, refugee/asylee and Cuban adjustment of status, application for employment authorization, application for naturalization, application for immigrant visa and alien registration and deferred action for childhood arrivals.
  - b. In addition to accepting referrals of YWCA transitional housing participants, InterServ will also assess the needs of immigrants/refugees who are coming to them for services, unrelated to this project, to determine any needs for transitional housing or other victim services and will make referrals as appropriate.
  - c. InterServ's Immigrant Services Coordinator, who is fluent in both English and Spanish, will also be available to provide in-person interpretation and/or translation services, as needed.
  - d. InterServ understands the critical need to maintain victim confidentiality and agrees to keep the identity and all information regarding transitional housing participants confidential.
3. Legal Aid will provide legal representation to immigrant victims in this transitional housing program who are seeking relief through U-Visa or VAWA petitions.
- a. Legal Aid will accept referrals of eligible immigrant transitional housing participants in need of assistance with U-Visa or VAWA petitions from YWCA.
  - b. In addition to accepting referrals of YWCA transitional housing participants, Legal Aid will also assess the needs of immigrants/refugees who are coming to them for services, unrelated to this project, to determine any needs for transitional housing or other victim services and will make referrals as appropriate.
  - c. Legal Aid understands the critical need to maintain victim confidentiality and agrees to keep the identity and all information regarding transitional housing participants confidential.

4. Catholic Charities will provide group and/or individual education/skill-building in the area of Workforce Development to transitional housing participants.

*Education/  
Skill-Building  
for Category 4  
Persons  
Experiencing  
Homelessness*

- a. Catholic Charities will provide group/individual education 4 hours per month at the transitional housing facility.
- b. Educational activities will be conducted using their agency's employment preparation program, Career and Financial Pathways (CFP) program.
- c. Services will help individuals identify career strengths/potential; prepare to seek/attain employment (e.g., job search, interview skills, resume development, interview attire); build employable skills and soft skills (e.g., hygiene, promptness, customer service etiquette); and access education (e.g., GED, credentialing, post-secondary education).
- d. ~~Catholic Charities understands the critical need to maintain victim confidentiality and agrees to keep the identity and all information regarding transitional housing participants confidential.~~

5. YWCA and InterServ will collaborate in the following manner:

- a. YWCA and InterServ will consult regularly regarding program implementation, outcomes and any unmet needs of program participants.
- b. YWCA will utilize \$2,000 per year in grant funding to reimburse InterServ costs related to time spent on project consultation, outreach presentations and referrals.
- c. YWCA will utilize grant funds to reimburse legal representation and/or interpretation/translation services performed by the Board of Immigration Appeals (BIA) Accredited Representative [REDACTED]

6. YWCA and Legal Aid will collaborate in the following manner:

- a. YWCA and Legal Aid will consult regularly regarding program implementation, outcomes and any unmet needs of program participants.
- b. [REDACTED] a grant funding to reimburse Legal Aid's costs related to time spent on project consultation, outreach presentations and referrals.
- c. YWCA will utilize grant funds to reimburse legal representation related to U-Visa or VAWA petition application [REDACTED]

7. YWCA and Catholic Charities will collaborate in the following manner:

- a. YWCA and Catholic Charities will consult regarding days and times to conduct workforce development education at the transitional housing facility.
- b. YWCA will provide Catholic Charities with meeting space at the transitional housing facility which is suitable for conducting group and/or individual education services.
- c. YWCA will utilize grant funds to reimburse costs related to providing workforce development education services [REDACTED]

8. YWCA, InterServ and Legal Aid will collaborate to reach out to immigrant/refugee victims of domestic violence, sexual assault, dating violence and/or stalking to provide education regarding legal remedies and available services.

- a. The partners will conduct a series of outreach presentations throughout the contract period.
- b. The partners will collaborate to create relevant brochures and/or literature which will be available and disseminated in the primary languages in the region, English and Spanish.
- c. The partners will utilize in-person and/or telephonic interpreters to ensure language access for all victims of domestic violence, sexual assault, dating violence and/or stalking.

### **Planning & Development Team:**

The following individuals will be responsible for planning, developing and implementing project activities and are committed to working together to achieve the stated project goals:

**Jean Brown, Executive Director of YWCA St. Joseph:** Ms. Brown is responsible for the administration and management of the project, which includes ensuring that the goals and objectives of this grant program are fulfilled by all parties as represented in the MOU and the accompanying grant proposal.

**Ramona Steele, Finance Director of YWCA St. Joseph:** Ms. Steele is responsible for ensuring that all of the awarded funds are distributed as outlined in this grant proposal and in accordance with Federal financial guidelines. She will be responsible for ensuring that all financial reports are accurately completed and submitted within the required reporting periods.

**Kim Kempf, Victim Services Director of YWCA St. Joseph:** Ms. Kempf provides oversight of the transitional housing program, approves all policies and procedures and provides direct supervision of the Housing Manager.

**Regina Shelton, Housing Manager of YWCA St. Joseph:** Ms. Shelton supervises the day-to-day operations of the transitional housing program; reviews participant applications, conducts interviews and makes decisions regarding disposition of applicants in collaboration with the Victim Services Director; provides direct services to program participants; facilitates community building and/or educational groups as needed; and supervises program staff including the Transitional Housing Case Manager and Facility Manager.

**Jan Motl, Workforce Development Program Manager of Catholic Charities of Kansas City – St. Joseph:** Ms. Motl is responsible for supervising the activities of the Workforce Development Specialist, Deborah Smith, and ensuring that educational services are provided as outlined in the MOU and accompanying grant application.

**Donna Salcido, Immigrant Services Coordinator of InterServ:** Ms. Salcido will provide immigrant/refugee transitional housing participants with quality legal representation to address matters necessary to locate and secure housing and integrate into the community. She will also assist with interpretation, outreach presentations and make referrals to the transitional housing program, as appropriate.

Nhu Nguyen, Director of Orders of Protection, Jennifer Wieman Charles, Immigration Attorney and Ronald Nguyen, Supervising Immigration Attorney of Legal Aid of Western Missouri:

Legal Aid will provide legal representation to immigrant victims in this transitional housing program who are seeking relief through U-Visa or VAWA petitions. In addition, they will also assist with outreach presentations and make referrals to the transitional housing program, as appropriate.

In the event that grant funds are no longer available, the Planning & Development Team agree to collaborate in an attempt to sustain the transitional housing project.

#### V) Timeline

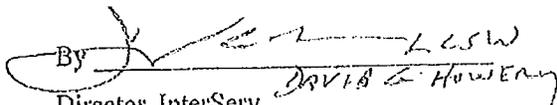
The roles and responsibilities described above are contingent on YWCA St. Joseph receiving funds requested for the project described in the OVW grant application. Responsibilities under this Memorandum of Understanding would coincide with the grant period, anticipated to be October 1, 2016 through September 30, 2019.

#### VI) Commitment to Partnership

1. The collaboration service area includes the transitional housing facility, Bliss Manor, located in St. Joseph, Missouri.
2. The partners agree to collaborate and provide transitional housing services to victims of sexual assault, domestic violence, dating violence, and stalking pursuant to the program narrative of the grant application attached to this agreement.
3. Compensation for partners' contribution to this project will be provided as outlined in the attached OVW budget detail worksheet.
4. We, the undersigned have read and agree with this MOU. Further, we have reviewed the proposed project narrative and budget and approve it.

**Prioritization  
Language for  
People  
Experiencing  
Homelessness  
(Category 4)**

By   
Director, YWCA St. Joseph  
Date 2-18-16

By   
Director, InterServ  
Date 2/22/16

By [Signature]

Director, Legal Aid of Western Missouri

Date 2/23/16

By [Signature]

Director, Catholic Charities of Kansas City -- St. Joseph

Date 2/18/2016

## State or Local Workforce Agreement

### Attachment 3A-5c

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<b>Document Satisfying Requirement</b>	<b>Page</b>
1. Letter of Agreement Between St. Joseph Continuum of Care and Northwest Workforce Development Board regarding Access to Employment Opportunities and Enrollment in Workforce and Homeless Assistance Programs for People Experiencing Homelessness, dated September 24, 2019	1-2

## Letter of Agreement Between St Joseph Continuum of Care and Northwest Workforce Development Board

The St. Joseph Continuum of Care ("CoC") has an interest in ensuring that people experiencing homelessness in DeKalb, Buchanan, and Andrew Counties have access to education, employment and training. Employment provides people experiencing homelessness with income to afford housing. Employment also improves recovery outcomes for individuals with mental illness or addiction. CoC desires to work with local employment agencies and employers to prioritize training and employment opportunities for people experiencing homelessness and to promote partnerships with public and private organizations that promote employment.

Northwest Workforce Development Board ("NW WDB") is the local Workforce Innovation and Opportunity Act Board, an appointed group of community leaders responsible for developing and directing employment – related opportunities, with the goal of creating an economically self-sufficient, productive and skilled workforce through partnerships with community, business, and the workforce.

In order to ensure people experiencing homelessness have access to education, training and employment opportunities, the CoC hereby enters into this written agreement with NW WDB as of September 25, 2019.

Under this agreement, the CoC will:

- Ensure that housing and service programs in the CoC are informed of NW WDB's services, and how to access them
- Partner with NW WDB to ensure continued access to these resources for people experiencing homelessness
- Identify a representative to participate in local OneStop Team Meetings, as needed
- Provide information to ensure that all available CoC resources can be listed accurately in the Missouri Service Navigator web portal.

NW WDB will:

- Provide access to employment opportunities for people experiencing homelessness (or formerly homeless residents of permanent supportive housing)
- Provide access to workforce training programs for people experiencing homelessness (or formerly homeless residents of permanent supportive housing)

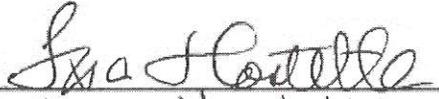
- Provide access to education programs for people experiencing homelessness (or formerly homeless residents of permanent supportive housing)
- Provide referrals to the CoC coordinated entry system from one stop partners and job center staff
- Co-host job fair with CoC
- Outreach to employers for people experiencing homelessness
- Inform the CoC of opportunities and changes in resources
- Participate in CoC meetings and/or provide training to the CoC, upon request.

This agreement may be terminated upon written notice of either party.

Agreed to on behalf of the CoC:

Agreed to on behalf of NW WDB:

Signatures: 



Name: Kim Callado

Lisa Hostetler

Titles: Chair, St Joseph  
Continuum of Care  
As Representative of the CoC

Executive Director

9-24-19

9-24-19

Date

Date

# Racial Disparity Assessment Summary

## Attachment 3B-3

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<b>Document Satisfying Requirement</b>	<b>Page</b>
1. Racial Disparity Assessment Summary	1-8

BACKGROUND:

Nationally, research has found significant racial disparities in rates of homelessness. Specifically, blacks and Native Americans experience homelessness at disproportionately higher rates. Racial disparity can occur when there is a significant difference between the percentage of a racial group represented in the general population and the percentage of the same group represented in a certain situation, for purposes of this assessment: homelessness.

GENERAL POPULATION

Information from the 2018 census estimates<sup>1</sup> indicates that the majority of people living in St Joseph are white (87.1%) and non-Hispanic/Latino (82.2%).

The screenshot shows the 'Race and Hispanic Origin' section for St. Joseph city, Missouri. The total population is 75,959. The racial and ethnic breakdown is as follows:

Race and Hispanic Origin	Percentage
White alone, percent	87.1%
Black or African American alone, percent (a)	6.4%
American Indian and Alaska Native alone, percent (a)	0.4%
Asian alone, percent (a)	1.1%
Native Hawaiian and Other Pacific Islander alone, percent (a)	0.3%
Two or More Races, percent	3.5%
Hispanic or Latino, percent (b)	7.1%
White alone, not Hispanic or Latino, percent	82.2%

The census also reports that the percentage of households where a language other than English spoken at home is 6.5%.

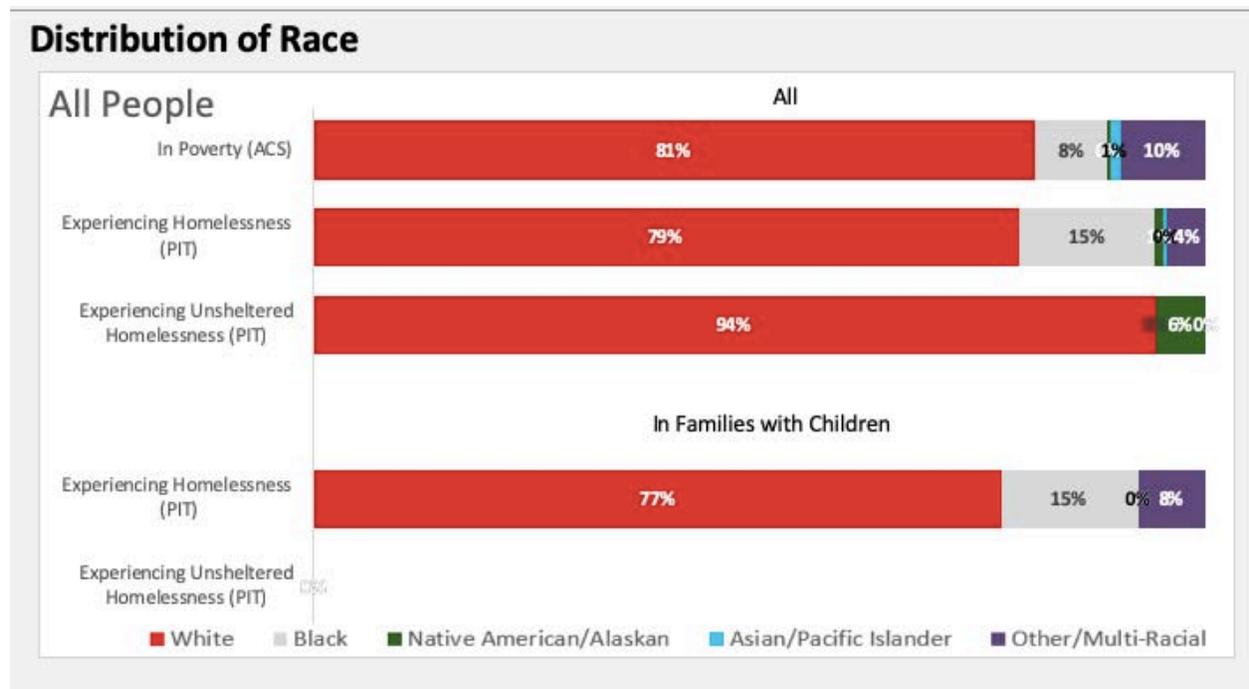
<sup>1</sup> <https://www.census.gov/quickfacts/fact/table/stjosephcitymissouri,US/PST045217>

## HOMELESS POPULATION

Quantifying and understanding the homeless population is imperfect given the transitory nature of the population and how they present. For purposes of this assessment, we have gathered a variety of data to support a fuller understanding of the homeless population in this CoC.

### ACS DATA

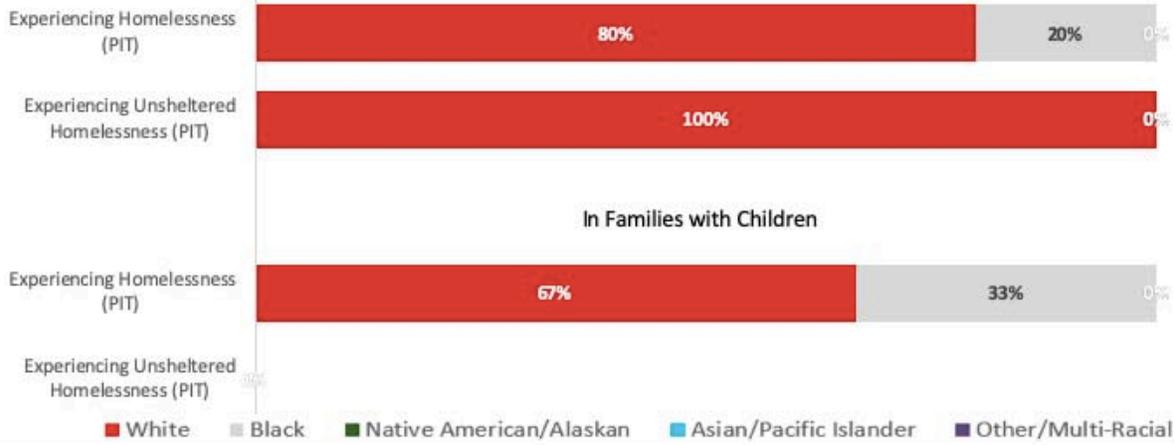
The American Community Survey (ACS) provides detailed population and housing information. Unfortunately it was last released in 2017, however the information is helpful and on point to this analysis.



## Youth\*

All

Youth Poverty Data Not Available

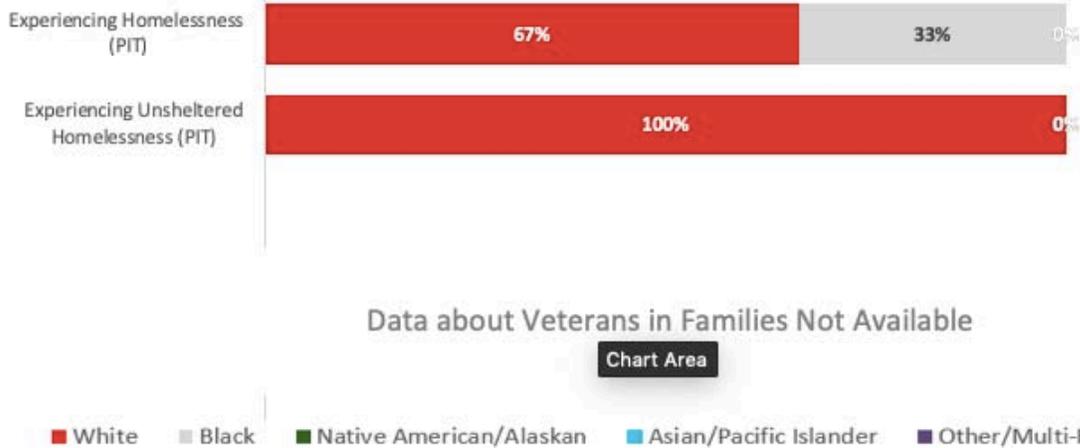


\*Youth are individuals under the age of 25 who are unaccompanied or parenting.

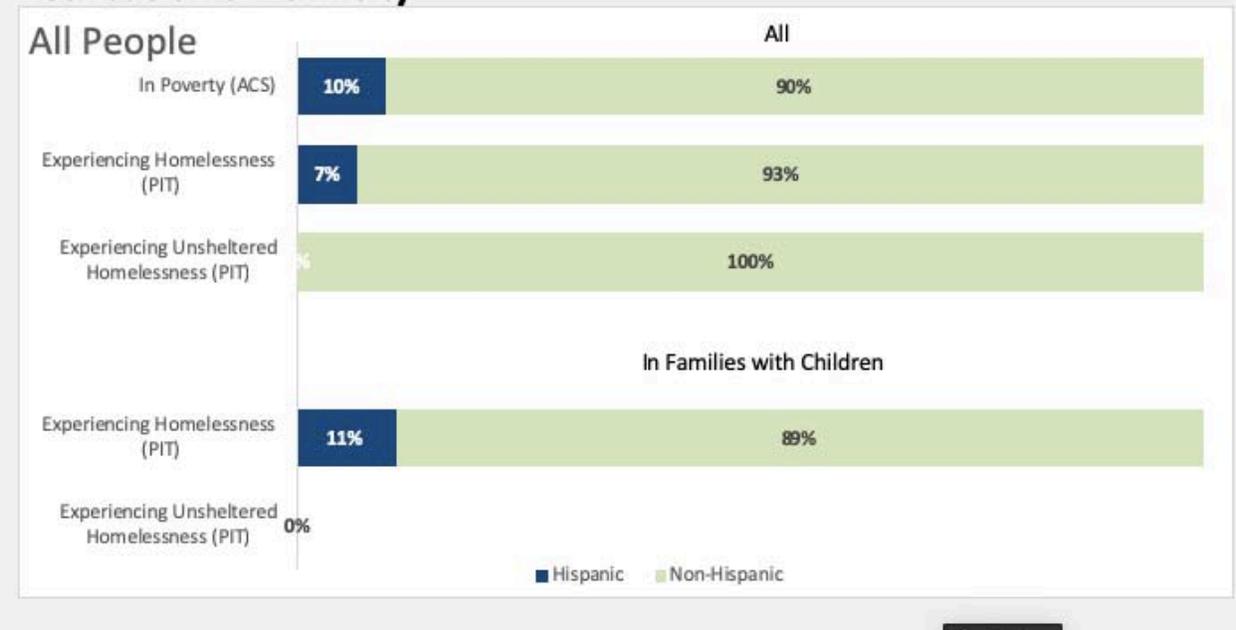
## Veterans

All

Veteran Poverty Data Not Available



## Distribution of Ethnicity



### POINT IN TIME COUNT

In January of each year, St Joseph CoC conducts a Point in Time (PIT) Count, a single-night count of homeless people and families. In 2019, the number people experiencing homelessness was 255, with 218 of those staying in shelters or transitional housing programs, and 37 unsheltered, or in cars, parks, tents, sidewalks or other places not meant for habitation. The racial and ethnic breakdown for the PIT count was as follows:

#### 2019 St Joseph CoC Point In Time Count, January 2019, Total

Race	Homeless Population: Families	Homeless Population: Households with no children	Homeless Population: Total
White	70%	75%	73%
Black or African-American	7%	16%	13%
American Indian and Alaska Native	2%	4%	4%
Asian	0%	0%	0%
Native Hawaiian or Pacific Islander	5%	0%	2%
Two or more races	16%	4%	8%
Ethnicity			
Hispanic/Latino	12%	2%	5%
Non-Hispanic/Latino	88%	98%	95%

**2019 St Joseph CoC Point In Time Count, January 2019, Unsheltered**

<b>Race</b>	Homeless Population: Families	Homeless Population: Households with no children	Homeless Population: Total
White	100%	94%	95%
Black or African-American	0%	3%	3%
American Indian and Alaska Native	0%	0%	0%
Asian	0%	0%	0%
Native Hawaiian or Pacific Islander	0%	0%	0%
Two or more races	0%	3%	3%
<b>Ethnicity</b>			
Hispanic/Latino	0%	0%	0%
Non-Hispanic/Latino	100%	100%	100%

**DATA FROM COMPARABLE DATABASE OF VICTIM SERVICES PROVIDER (YWCA)**

As a victim services provider, YWCA does not participate in HMIS but does collect data about persons served and is an important part of the homeless system of care. For 2018, its racial and ethnic breakdown of persons served in its shelter follows. Note that some individuals identify as multi-race so total is more than 524 served.

**YWCA Shelter Stayers, CY 2018**

<b>Race</b>	Homeless Population: Total	Homeless Population: Total
White	78%	409
Black or African-American	24%	128
American Indian and Alaska Native	3%	15
Asian	1%	3
Native Hawaiian or Pacific Islander	3%	18
<b>Ethnicity</b>		
Hispanic/Latino	10%	52
Non-Hispanic/Latino	90%	472

## HOUSING PROGRAMS

The PIT Count data draws a picture of the population living precariously or on the streets of the St Joseph CoC geography. Data gathered by the permanent housing programs funded by the CoC Program and by the coordinated entry committee for persons housed off the By Name list provides a fuller window into the persons who are served by the CoC.

### ***Persons Served with Housing and Services, 2018-2019***

<b><i>Race</i></b>	<b>Total Persons Served by CoC-Funded Programs <i>Source: APRs for most recent completed grant year</i></b>	<b>Range of Percentages Served by CoC-Funded Programs <i>Source: APRs for most recent completed grant year</i></b>
White	76%	65%-89%
Black or African-American	18%	4%-21%
American Indian and Alaska Native	1%	0%-6%
Asian	0%	0%
Native Hawaiian or Pacific Islander	1%	0%-4%
Two or more races	4%	0%-9%
Information Missing	0%	0%
<b><i>Ethnicity</i></b>		
Hispanic/Latino	1%	0%-2%
Non-Hispanic/Latino	99%	97%-100%
Information Missing/Don't Know/Refused	0%	0%

**METHODOLOGY:**

The data from the various data sources was compared, looking for disparities in service or access. A CoC committee reviewed the data to provide insight and context to the data.

<i>Summary Chart</i>	<b>General Population</b>	<b>Poverty</b>	<b>Homeless Population-Total</b>	<b>Homeless Population-Unsheltered</b>	<b>YWCA Total</b>	<b>Served by CoC-funded Programs</b>
<b>Race</b>	<i>General Population, Source: US Census, 2018</i>	<i>ACS</i>	<i>Source: PIT Count, Jan 2019</i>	<i>Source: PIT Count, Jan 2019</i>	<i>Source: YWCA shelter stayers, CY2018</i>	<i>Source: APRs for most recent complete grant year</i>
White	87.10%	81%	73%	95%	78%	76%
Black or African-American	6.40%	8%	<b>13%</b>	3%	<b>24%</b>	<b>18%</b>
American Indian and Alaska Native	0.40%	0%	<b>4%</b>	0%	<b>3%</b>	<b>1%</b>
Asian	1.10%	*	0%	0%	1%	0%
Native Hawaiian or Pacific Islander	0.30%	1%	<b>2%</b>	0%	<b>3%</b>	<b>1%</b>
Two or more races	3.40%	10%	8%	3%	NA	4%
<b>Ethnicity</b>						
Hispanic/Latino	7.10%	10%	5%	0%	10%	1%
Non-Hispanic/Latino	82.20%	90%	95%	100%	90%	99%

**ASSESSMENT:**

The data collected begins to sketch a picture of the racial disparity for the St Joseph CoC.

- 1. Disparity in Homeless Population:** The data shows that people who are African-American or Black are more likely to experience homelessness compared to the general population or impoverished population. While other populations of people of color had smaller changes that were inconclusive as to the disparity between the homeless population and the general population, the percentages of persons who are African-American or Black are notably higher across the sources of homeless data (13-24%) compared to the general population (6.4%) or the impoverished population (8%), except that persons who are African-American or Black are less likely to be unsheltered compared to the general population. American Indian/Alaska Native and Native Hawaiian/Pacific Islander are both relatively small populations, both in the general population and in the homeless population. While the data indicates there may be disparities, it is difficult to affirmatively state that there are disparities based on a PIT count of 9 people who are American Indian/Alaska Native and 4 people who are Native Hawaiian/Pacific Islander.
- 2. Disparity in Homeless Assistance:** While data varied, overall, the data did not reflect a racial or ethnic disparity between people who are homeless (i.e. PIT count) and the people who received homeless assistance, except that people who were white were more likely to be unsheltered.

## LIMITATIONS OF THE DATA

Quantifying and understanding the homeless population is imperfect given the transitory nature of the population and how they present. First, the data presented above come with important limitations: the racial categories used by YWCA differ slightly from those used by the US Census. In addition, a racial group that is over-represented in the Point-in-Time Count may be suffering from disproportionate rates of homelessness, or may simply be more likely to make contact with PIT Count interviewers. The Census data is not broken down by income level, so this data does not provide evidence about how strongly any racial disparities are influenced by high rates of poverty among certain subpopulations. Finally, some of these data sources present quite small universes and a difference of only a few people could skew the data.