

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: MI-519 - Holland/Ottawa County CoC

1A-2. Collaborative Applicant Name: Greater Ottawa County United Way

1A-3. CoC Designation: CA

1A-4. HMIS Lead: Greater Ottawa County United Way

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	Yes
CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes	Yes
Law Enforcement	Yes	No	Yes
Local Jail(s)	No	No	Yes
Hospital(s)	No	No	Yes
EMS/Crisis Response Team(s)	No	No	Yes
Mental Health Service Organizations	Yes	Yes	Yes
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	Not Applicable	No	No
CoC Funded Youth Homeless Organizations	Not Applicable	No	No
Non-CoC Funded Youth Homeless Organizations	Yes	Yes	Yes

Youth Advocates	Yes	Yes	Yes
School Administrators/Homeless Liaisons	Yes	Yes	Yes
CoC Funded Victim Service Providers	Yes	Yes	Yes
Non-CoC Funded Victim Service Providers	Not Applicable	No	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	Yes
Mental Illness Advocates	Yes	Yes	Yes
Substance Abuse Advocates	Yes	Yes	Yes
Other:(limit 50 characters)			
Fair Housing	Yes	Yes	Yes
Community Collaborative	Yes	Yes	Yes
Veterans Organizations	Yes	Yes	Yes

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. The CoC Director, Executive Committee and CoC member agencies attend local community collaboratives (including county legislative decision-makers) in order to solicit opinions from groups not present on CoC. These groups, such as the Food Policy Council, SPOKE (cross-sector collaborative), and two Case Coordinator collaboratives, offer unique perspectives on meeting the needs of persons experiencing homelessness. Information is shared by all collaboratives regarding gaps in services. The CoC, including 27 member agencies and individuals, holds bi-monthly meetings and regularly updates the strategic plan utilizing input from a variety of sources.

2. The CoC provides updates at all public meetings about progress and strategies and asks for input to be used when creating action steps. Information about the CoC is shared via the CoC's facebook page and United Way facebook page and website. The CoC utilizes press releases, radio interviews and newspaper articles to inform the public about CoC activities.

3. Several needs assessments are conducted in the CoC's geographic area. The CoC reviews the data and identifies unmet housing needs. Input from public meetings is brought to the Executive Committee for review, shared with the membership and when appropriate incorporated into the strategic planning process.

4. All communication distributed by the CoC including agendas, meeting minutes and information is shared electronically. Recognizing the need to make information more available to a wider audience, the Collaborative Applicant is exploring the feasibility of adding a platform to its website, making the website more accessible to people with disabilities. The CoC makes documents machine readable as per Section 1557 of the Patient Protection and Affordable Care Act.

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. The CoC is open to any community organization, individual or business interested in membership and are invited on an annual basis. The Annual Meeting is publicly advertised through social media (facebook) and other networks (email and website) encouraging the broader community to attend and join the CoC.

2. Annually, the CoC Director and Executive Committee review the membership list to identify sectors of the community who do not attend CoC meetings. Agencies or individuals representing missing sectors are contacted via phone or e-mail in order to gauge interest in becoming a member of the CoC.

3. All communication from the CoC is available electronically in order to reach a broad cross-sector of the community. Information about the CoC is shared via the CoC's facebook page and the Collaborative Applicant's facebook page and website. The CoC utilizes press releases, radio interviews and newspaper articles to inform the public about CoC activities in order to solicit new members.

4. CoC member agencies are asked to recommend homeless or formerly homeless persons to join the CoC. These individuals are given the opportunity to attend regular bi-monthly meetings and invited to participate in CoC-led committees and task forces. The CoC Director will also meet regularly with the individual to provide guidance about CoC activities and structure.

5. Along with the strategies outlined in section 4 above, the CoC has implemented a work group to establish a Youth Action Board (YAB) in order to include people with lived experience in the CoC. The YAB will further the CoC's desire to incorporate consumer voice in it's design, planning and implementation of strategies to end homelessness.

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. On July 8, 2019 all CoC member organizations, including those not previously funded, were contacted via e-mail about the availability of funds. Information provided in the message includes the local application, score-sheet and instructions on how to apply. Applications are accepted electronically. The CoC is open to receiving applications from any agency that meets HUD's eligibility criteria. All application materials are available electronically via an online portal and through the Collaborative Applicant's website.

2. The Allocation and Accountability Committee (AAC) is the group charged with determining which project will be accepted or rejected. The AAC is made up of only CoC agencies not currently requesting funding. Once local applications are submitted, the members of AAC review and score each submitted application. The AAC then meets to determine priority listing based on objective scoring. If a project falls below the locally determined funding threshold the project is rejected.

3. The CoC publicly announced the opening of the local competition on July 8, 2019 and again on July 31, 2019.

4. All application materials are available electronically via an online portal and through the Collaborative Applicant's website.

5. N/A

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)	Not Applicable
Temporary Assistance for Needy Families (TANF)	Yes
Runaway and Homeless Youth (RHY)	Yes
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)	

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)**

1. The CoC makes local funding recommendations based on the Notice of Funding Availability issued annually by the ESG recipient, the Michigan State Housing Development Authority (MSHDA). The CoC participates in regional meetings where input is given re: funding decisions, target populations and performance goals. The CoC's main contact with the ESG recipient is a Homeless Program Specialist who has been assigned to the CoC. This liaison maintains regular communication with CoC staff, ESG local fiduciary and the lead agency for coordinated entry. The MSHDA liaison receives minutes and agendas and attends the CoC bi-monthly meetings as able.
2. The CoC submits quarterly reports to MSHDA, the ESG recipient, which includes tracking households entering rapid re-housing from the streets or emergency shelter, veterans exiting to housing, prevention and rapid re-housing clients exiting to housing, completion rate of the standardized assessment and decrease in the average length of time homeless. The CoC also submits quarterly CAPER reports to the ESG recipient. The CoC conducts monthly financial review to ensure compliance. The CoC also monitors the ESG sub-recipients on an annual basis by reviewing project level documentation and HMIS data entry.
3. Local homelessness information is shared with the Consolidated Plan Jurisdiction on an annual basis. The data is included in updates to the Consolidated Plan and is taken into consideration by the jurisdiction's Neighborhood Improvement Committee and the Community and Neighborhood Services Department.

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 Plan Jurisdictions. Yes

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. The CoC supports safety protocols put in place by Center for Women in Transition, (CWIT). the primary domestic and sexual violence services provider in Ottawa County. All service delivery is guided by an empowerment philosophy; each individual is presented with options and resources to make informed choices. Treating individuals with respect and dignity, honoring background and culture, and helping to increase their social and emotional well-being is central to all interactions and program planning. Evidence-based approaches (trauma-informed care, harm reduction, motivational interviewing) are used by staff, interns, and volunteers to build trust, to address safety issues and unique barriers of individuals who have experienced emotional, physical, and/or sexual violence. The CoC approved Emergency Transfer Plan moves program participants to shelter until safe housing can be identified. For households not yet in programming, the CoC encourages advocacy with landlords to break the lease so households can move to another unit.

2. CWIT adheres to VAWA confidentiality guidelines. Once a written release is in place, CWIT staff advocates directly with partner agencies on behalf of survivors including working closely with CE. Crisis services are available 24/7 and CWIT offers walk-in services 40 hours a week. No appointment is needed to meet face-to-face with a trained Advocate. Domestic and Sexual Violence Victim Advocates are available for off-site emergency response ensuring that services are available where and when survivors need them based on their unique safety needs. All CWIT services are voluntary and confidential. Goals are determined by each survivor. CWIT's RRH program for domestic violence survivors and their children uses a scattered site model, so that survivors have options about where they live, taking into account proximity of school and work, physical safety of the building and the likelihood of the perpetrator to stalk and harass the victim.

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)

1. The primary victim services provider, Center for Women in Transition (CWIT), hosts a comprehensive training for community members, staff, and volunteers three times a year. CoC area project staff are encouraged to attend. Training topics and format are approved by the Michigan Domestic and Sexual Violence Prevention and Treatment Board. Topics include: Best practices in empowerment and trauma-informed approaches, assessing for lethality, safety planning, the effects of domestic violence on children, power and control and roots of domestic violence, serving under-served victims/survivors, legal issues, and sexual assault. CWIT staff will also provide customized trainings to the CoC member agencies when specific needs arise.

2. Coordinated entry staff annually accesses specialized training offered through HUD (for example: Safety Planning with Survivors of Domestic and Sexual Violence: A Guide for Homeless/Housing Programs Webinar) and utilizes the packet of information provided by the primary victim service provider. Coordinated Entry staff has adopted the best practice of utilizing the packet which includes, power and control wheel, myths and fact about domestic violence, local resources for survivors and a safety planning tool.

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)

Center for Women in Transition (CWIT) gathers information about the needs of survivors through comprehensive screening and assessment processes that take place during client contact, both in person and over the phone. CWIT uses an Initial Services Screen and a Lethality Assessment to gather information about each individual's self-identified safety concerns. Questions about prior arrests, access to weapons, children in the home, and patterns of frequency and intensity of violent episodes are part of an open ended process. Data points and case notes are documented in a secure client database that is stored on a secured server. In compliance with the Violence Against Women Act, CWIT only shares aggregate demographic information with the broader CoC. No identifying information about victims/survivors is shared with any partner agency without a signed, time-limited release from the client. Additionally, information from the Michigan Incident Crime Report demonstrates the scope of domestic and sexual violence based on reports to law enforcement tracked by county. Finally, the United Way publishes a Community Needs Assessment which details the needs of the community in terms of housing, health, and basic needs. Representatives from several health and human service agencies take part in think tanks and provide data.

***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
Michigan State Housing Development Authority	100.00%	Yes-HCV	Yes-Both

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)

The CoC and the lead agency for Coordinated Entry follow the PHA's (MSHDA) protocol for the CoC's geographic area for homeless preference. MSHDA is dedicated to serving the needs of the homeless and very-low and extremely low income Michigan residents. This is demonstrated in its administration of the Housing Choice Voucher Program which includes designating a homeless preference for county HCV waiting lists.

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)

The CoC has adopted a non-discrimination policy for any agency requesting funds from the Emergency Solutions Grant, HUD CoC Program or local funding

opportunities. That policy states that all funding is open to all protected classes including marital status, perceived sexual orientation and gender identity. Agency's refusing to follow this policy are not eligible to apply for grant funding. The CoC strongly encourages all agency to adhere to this non-discrimination policy or to create a policy where none exists. The CoC conducts an annual training which includes orientation to non-discrimination policy and how to effectively address discrimination.

***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 type="checkbox"/>
5. No strategies have been implemented:	<input type="checkbox"/>
6. Other:(limit 50 characters)	
	<input type="checkbox"/>
	<input type="checkbox"/>
	<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. Per the Ottawa County CoC Coordinated Entry (CE) Policies and Procedures, the lead agency for CE covers the housing needs of the entire geographic area. Assessments are conducted daily in-office, and weekly throughout the county, in shelters, at community sites, and TH locations to provide for accessibility needs or safety concerns. Partnering CE agencies are equally accessible and provide reasonable accommodation (translation services, interpreters) to lessen barriers and provide consistent entry at multiple access points. CE agencies utilize affirmative marketing where housing service access points are marketed through multiple media outlets to reach a greater audience.

2. In accordance with CoC housing first expectations, CE agencies prioritize providing non-discriminatory services to households least likely to apply. There is a grievance process in place to address non-compliance activities and reduce bias in service delivery. The CoC has a designated street outreach team that reaches homeless persons least likely to apply for assistance. Community Health workers partner to connect with health agencies. Privacy protections are in place for proper consent, and CE agencies using the HMIS have sharing agreements to reduce need for multiple appointments. The CoC has an established Interagency Services Team to quickly move priority households into housing, and reduce barriers to entry.

3. All CE agencies are trained to use the Vulnerability Service Prioritization Decision Assistance Tool (VI-SPDAT), which quickly defines household's needs. The CoC has adopted an Order of Priority which directs assistance to the most in need (chronically homeless). The lead CE uses a phased assessment process to reduce timeframes. These include: initial assessment, vulnerability scoring, prioritization, and eligibility determination. The lead CE agency also practices diversion, prevention and referrals to decrease waitlists and allow room for serving prioritized households.

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="checked" type="checkbox"/>
Health Care:	<input type="checkbox"/>
Mental Health Care:	<input checked="checked" type="checkbox"/>
Correctional Facilities:	<input 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)

1. The review and ranking process requires applicants to indicate whether the project will serve a vulnerable population prioritized with the CoC's strategic plan including victims of domestic violence, chronically homeless, homeless youth and veterans. Projects serving vulnerable populations are given priority when determining funding distribution.

2. The local application specifically asks if the project will be serving a vulnerable population(s) and if the applicant has experience serving that population(s). The applicant receives additional points on the score-sheet. The CoC will also take into consideration identified service gaps and number of people potentially impacted when reviewing and ranking projects.

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: 43%

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. The policy provides a definition of reallocation, a timeline and types of reallocations including voluntary and involuntary. Involuntary reallocation may be performance based or priority based. The Allocation and Accountability Committee reviews the current grantees and makes a recommendation to the primary decision-making body.
2. The CoC approved and adopted a formal reallocation policy in September 2017.
3. All members of the CoC are informed of the allocation process and results are disseminated via e-mail and at a CoC bi-monthly meeting.
4. The challenge the Ottawa CoC faces is that all of the projects are high-performing and meet a specific need. There is no duplication of services. Funding has been reallocated to represent program types most needed in the CoC.
5. The CoC reviews project performance and will consider reallocation if an agency is under-performing as determined by performance measures such as exits to and retention of permanent housing, length of time homeless, returns to homelessness and job and income growth. The CoC will also take into consideration cost effectiveness.

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.

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

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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	2,644.00
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the CoC is Currently Serving	290.00
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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)

1.Ottawa County reported 2,644 victims of domestic violence in 2017. Last year, CWIT responded to 2,513 hotline calls and 633 victims walking in for services. Ottawa County has an estimated population of 290,484.
 2.Crime Data was collected from the Michigan Incident Crime Report, www.michigan.gov and population data from the US Census Bureau website. Service data is from our database, Apricot for Victim Services.

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
Center for Women ...	163952229

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

Applicant Capacity

DUNS Number:	163952229
Applicant Name:	Center for Women in Transition
Rate of Housing Placement of DV Survivors–Percentage:	100.00%
Rate of Housing Retention of DV Survivors–Percentage:	90.00%

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)

1. The rate of housing placement is the percentage of persons placed in housing within 30 days of program entry date (4 of 4 entering households); The rate of retention is the percentage of persons who exited to or retained permanent housing (8 of 9 households); both data points figured on the period 7/1/18 to 6/30/19.

2. The data source is Apricot for Victim Services (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)

All service delivery at Center for Women in Transition (CWIT) is guided by the empowerment of the individual survivor to most effectively reach goals, including housing. Each individual is presented with options and resources to make informed choices about their own lives. Treating individuals with respect and dignity, honoring their background and culture, and helping them increase their social and emotional well-being is central to all interactions and program planning. Evidence-based approaches such as trauma-informed care, harm reduction, and motivational interviewing are used by staff, interns, and volunteers to build trust and work to address the unique barriers of individuals who have experienced emotional, physical, and/or sexual violence.

Once a written release is in place, CWIT staff work directly with outside entities on behalf of survivors. This includes working closely with Coordinated Entry staff. In support of this process, crisis services are available around the clock and CWIT offers walk-in services and survivors in the housing program have opportunities to meet frequently with a trained Advocate. Domestic and Sexual Violence Victim Advocates are available for off-site emergency response as well, ensuring that services are available where and when survivors need them based on their unique safety needs. All CWIT services are voluntary and goals

are determined by each survivor. CWIT's Rapid Re-housing program for domestic violence survivors and their children uses a scattered site model, ensuring clients have options about where they live, taking into account proximity of school and work, physical safety of the building and the likelihood of the perpetrator to stalk and harass the victim. CWIT also uses its own donated resources to provide client assistance as possible for move in expenses.

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.(a) Any CWIT staff or volunteers providing direct services are required to complete 20 hours of training and on-site shadowing before providing direct services to survivors and their children. Intensive safety planning and assessing for lethality are two critical components of that training. Additionally, all full time staff are required to complete a minimum of 32 hours of training each year. Staff participate in webinars and other training opportunities hosted by our national and local partners. Topics include intimate partner risk assessments, recognizing and responding to stalking and home visitor safety. Agency staff has attended national conferences to remain current on emerging research and training.

(b) CWIT maintains private rooms for interviews, intake assessments, and individual and group services. Rooms are private and include sound cancelling devices. All private counseling rooms are located away from front reception activity. Child care is adjacent to those spaces and visible, but separated, so survivors have both privacy as well as reduced anxiety about child safety.

(c) N/A

(d) CWIT assesses each survivors housing needs as it relates to their safety plan. This includes discussing the variety of units available and the safety features included for each. Safety features may include gated communities, enhanced security technology on exterior doors, units on ground level versus units on upper levels, having neighbors or being more secluded. CWIT Advocates also walk alongside survivors as they work with landlords to explore their housing options.

(e) N/A

(f) N/A

2. Survivors safety is routinely assessed throughout their engagement in services. Safety plans are adapted as their needs evolve. Survivors also have the opportunity to respond to anonymous satisfaction survey questions regarding their perceptions on feelings of safety within the program. CWIT has

not had any incidents of compromised safety at its facilities.

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)**

1. Since its inception in 1977, CWIT has operated with a philosophy of empowerment and a survivor-centered approach. CWIT aims to provide safe and inclusive spaces for adults and children to heal and grow in it's voluntary and trauma informed services. Programming is designed to help survivors increase their social and emotional well-being. We draw on the harm reduction and stages-of-change principles that emphasize safety as well as client voice and choice. In 2018, CWIT established its first Survivor Advisory Council, a functioning committee of its Board of Directors. More than 30 survivors are engaged through the Council and provide input into CWIT's programs and services.

2.(a) Thoroughly understanding a survivor's unique situation is the most effective way to rapidly stabilize and place a survivor in permanent housing. In this process, the survivor's needs and preferences for job opportunities, transportation, school, and support system are prioritized and the survivor is presented with available scattered site units to review.

(b) Power and control are at the root of domestic and sexual violence thus CWIT has zero tolerance for punitive approaches to service delivery. All programs and services are evaluated with a lens of empowerment, equity and inclusion. CWIT partners with local organizations to provide our team with regular racial and ethnic diversity training. In 2017, CWIT contracted with Equality Michigan to provide a six-part training series on domestic and sexual violence in the LGBTQ community. More recently, the trauma therapy team conducted a two-part internal training on intersectionality which resulted in

CWIT's Board-adopted organizational values.

(c) CWIT Advocates and Therapists are the local experts in responding to the needs of survivors of domestic and sexual violence. This includes understanding the physical and psychological responses to trauma and educating survivors on the trauma response in order to minimize shame and validate survivors' experience.

(d) CWIT's programs and services are based on the understanding that survivors of domestic and sexual violence are resourceful adults who have been the victims of someone else's behavioral choices. Our role is to listen and support, not to lead, and to provide a variety of resources depending on each individual's unique situation and self-identified goals. Our mission and philosophy promote empowerment; each survivor is the expert in their own life. All services are voluntary and free of charge. We continuously strive to provide safe spaces that are both inclusive to all survivors and rooted in trauma-informed approaches. Drawing on principles of harm reduction and an understanding of the Stages of Change, we meet each person where they are--honoring their individual's process and timeline and providing support as allies and advocates in their journey.

(e) All staff, volunteers and interns attend New Entry Training which emphasizes cultural competence. We provide access to ongoing trainings on diversity, inclusivity, and intersectionality in the form of webinars, external training, guest speakers, and Brown Bag Lunch & Learn sessions. We also partner with the Lakeshore Ethnic Diversity Alliance, Lighthouse Immigration Associates, Out on the Lakeshore, Equality Michigan, and the Migrant Outreach Council to ensure that we are connected to underserved populations.

(f) CWIT provides support groups focused on domestic violence education and support, self-empowerment and survivor-led peer-to-peer groups. Trauma therapy groups are also provided throughout the year.

(g) Children who are exposed to domestic violence often display symptoms of post-traumatic stress disorder, often creating unique parenting challenges. CWIT's Children's Therapy program provides individual and group therapy services to non-offending parents. Child care is also consistently provided in order to reduce barriers to accessing services.

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)

Center for Women in Transition (CWIT) provides a broad continuum of services to ensure the comprehensive needs of survivors are met. Specially trained advocates provide around-the-clock services through our 24-hour help-line. Survivors can call anytime to obtain support or information they may need at any time of the day. CWIT has formal and informal partnerships with organizations throughout the community who join us in walking alongside survivors to ensure that barriers relative to the needs above can be removed.

Legal services & child custody: each week, West Michigan Legal Aid holds office hours at CWIT's main program location to provide free legal services to survivors. CWIT advocates also provide support and advocacy related to child custody issues, may assist with completing paperwork or paying court fees.

Criminal history and bad credit: Neither criminal history nor bad credit are factors used in determining eligibility for rapid rehousing services at CWIT. Our staff advocate with local landlords as appropriate when either present a barrier to accessing housing.

Education, job training, and employment: Service planning and goal setting with survivors includes vocational related goals. Survivors are often referred to local adult educational programs or MI Works! for job assessment and employment opportunities.

Physical/mental health care and drug/alcohol treatment: CWIT provides trauma therapy to adult survivors and their children while also ensuring the holistic health needs of survivors are met. This often means referring to local community health and dental programs and to the local substance abuse provider, OAR, when there is a co-occurring substance use disorder.

Child care is often provided during individual and group services at CWIT. Other partners include Great Start to Quality of Western Michigan. Survivors may also access financial assistance through CWIT to cover enrollment fees which may present a barrier to accessing child care.

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.

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2A-1. HMIS Vendor Identification. Mediware

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	140	16	124	100.00%
Safe Haven (SH) beds	0	0	0	
Transitional Housing (TH) beds	140	20	120	100.00%
Rapid Re-Housing (RRH) beds	71	24	47	100.00%
Permanent Supportive Housing (PSH) beds	128	0	128	100.00%
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)**

N/A

***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).
(mm/dd/yyyy)** 04/30/2019

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.

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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)

Not Applicable

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

Applicants must select whether the CoC added or removed emergency shelter, No

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.

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)**

Not Applicable

***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. No

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)**

Not Applicable

3A. Continuum of Care (CoC) System Performance

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

Applicants must:

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

849

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)

1. The CoC reviews data gathered across the CoC geographic region from CALL-211, FMR tables, countywide assessments, discussions at collaborative meetings, the lead agency for Coordinated Entry, and from agencies of the CoC that provide basic services such as food and clothing. Provider expertise is key to accurately assessing and identifying risk factors. The CoC also relies on people with lived experience, such as the Survivors Advisory Council. This review identified the following factors for first time homelessness: rent increases, reduction in income, eviction history, incarceration of family members and/or criminal history, medical emergencies and domestic violence.
2. The CoC offers a variety of prevention services to ensure households do not

become homeless including financial empowerment training, financial assistance for back rent, utilities, security deposit and advocacy with landlords. All households in housing crisis are directed to the Coordinated Entry (CE) for assessment which includes a determination of eligibility for ESG funded homelessness prevention services. The CoC encourages all non-ESG funded agencies to refer persons experiencing homelessness to the CE. In addition, the lead agency for CE maintains a referral relationship with the district court. CE Staff provides in-person screenings directly at the District Eviction Courts at least once a month. The court refers households facing eviction to the CE for intake and assessment for services. Eligible households are referred directly to MDHHS for State Emergency Relief which provides financial assistance for eviction prevention and relocation.

3. The lead agency for Coordinated Entry, Good Samaritan Ministries, along with the CoC Director, is responsible for overseeing the CoC's work to reduce first time homelessness.

***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.	61
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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)**

1. The CoC's development of a coordinated entry and the use of standardized assessment tool has helped in making right-sized housing referrals and diverting people from emergency shelter. The CoC has increased resources for rapid re-housing to assist people with attaining housing more quickly. The CoC has adopted an order of priority for beds dedicated to chronically homeless persons as well as those not dedicated. Shelters are required to refer all clients to the coordinated entry provider within 48 hours. The CoC has implemented an Interagency Services Team (IST) that includes the lead agency for coordinated entry, Community Mental Health, Volunteers of America, Veterans Administration, Shelter providers, DHHS representatives and CoC staff. The IST uses a by-name list generated through the HMIS to identify the hardest to house and work collaboratively to locate housing and supportive services for those households.

2. The CoC has adopted the VI- SPDAT, a standardized assessment which identifies those households with the greatest barriers. Housing agencies work to identify, recruit and educate local landlords who provide secure, safe, affordable housing to create greater opportunities for success for households that would

usually be screened out during the initial rental application/screening process.

3. The Lead Agency for CE, Good Samaritan Ministries, has implemented a policy of housing people within 24 days. The HMIS System Administrator is responsible for tracking and reporting data and the Data Committee recommends strategies for improving outcomes. The HMIS Agency Administrators includes all agencies in the HMIS implementation.

***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.	48%
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.	94%

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)

1. The CoC's development of a coordinated entry system, the use of the vulnerability index (SPDAT) and increasing resources for RRH has helped the CoC to make appropriate housing referrals, often diverting people from emergency shelter and moving households directly to permanent housing. The CoC has implemented an Interagency Services Team (IST) to address the needs of specific hard to house individuals and families which will increase collaboration between homeless services providers. The IST includes CoC member agencies with access to housing and that serve veterans and chronically homeless individuals and families and other hard to house populations that face significant barriers.
2. The Lead Agency for Coordinated Entry, Good Samaritan Ministries, and

CWIT, the primary victim service provider, as providers of RRH and TH services are responsible for ensuring an increase in the rate individuals and families exiting to permanent housing.

3. The CoC's strategy is to ensure all CoC member agencies that provide permanent housing offer high quality strength-based case management and landlord engagement. Home maintenance and tenant education should also be offered to ensure long term housing stability. The CoC also conducts regular HMIS review to assess returns to homelessness.

4. The CoC funded agencies, Good Samaritan Ministries, Community Mental Health of Ottawa County and CWIT, the primary provider of services to victims of domestic violence, are responsible for ensuring placement and retention; the HMIS administrator will provide data. On-going monitoring of programming and data quality by the CoC ensures long-term effectiveness.

***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.	14%
2. Report the percentage of individuals and persons in families returning to homelessness over a 12-month period as reported in HDX.	9%

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. The CoC gathers data across the CoC geographic area primarily through HMIS to identify individuals and persons in families who return to homelessness.

2. The CoC uses a standardized vulnerability index (VI-SPDAT) and case management best practices (including regular follow-ups) to ensure appropriate referrals are made based on the needs of the household. The CoC offers a variety of prevention services to ensure households do not return to homelessness including financial empowerment training, financial assistance for back rent and utilities and advocacy with landlords. All households in housing crisis are directed to the CE for assessment which includes a determination of eligibility for ESG funded homelessness prevention services. In addition, the lead agency for CE maintains a referral relationship with the district court. CE Staff provides in-person screenings directly at the District Eviction Courts at least once a month. The court refers households facing eviction to the CE for

intake and assessment for services. Eligible households are referred directly to MDHHS for State Emergency Relief which provides financial assistance for eviction prevention and relocation. The primary victim service provider explores stable housing options, safety planning, and strengthening social supports. The CoC has implemented an Interagency Services Team to address the needs of hard to house people thus increasing agency collaboration. The CoC has recently established an enhanced landlord property management which includes relationship building between landlord and tenant to ensure long term housing stability.

3. The HMIS System Administrator is responsible for reviewing system performance measures and sharing the information with the CoC. The HMIS Agency Administrators are responsible for analyzing the data and making recommendations

***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.	8%
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.	16%

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. All CoC funded agencies complete an intake with participants upon entry to programming and subsequently on a quarterly basis. This includes an assessment of financial resources. Case managers work with participants to create an action plan which identifies goals and objectives for increasing employment income. Participants are connected to community resources. Some projects conduct annual assessments.

2. The CoC's strategy to increase access to employment is by ensuring the Area Community Services Employment and Training Council (ACSET) staff maintains membership in the CoC, regularly attend CoC meetings and providing opportunities for information sharing and training to members of the CoC and homeless provider organizations regarding education and training for people experiencing homelessness. The CoC will encourage and promote a direct referral system from homeless assistance programs to the Wagner-Peyser and

Workforce Innovation and Opportunities Act (WOIA) services administered through ACSET. The CoC has a strong relationship with Michigan Rehabilitation Services (MRS). Michigan Rehabilitation Services (MRS) provides specialized employment and education-related services and training to assist teens and adults with disabilities in becoming employed or retaining employment.

3.The CoC has a Memorandum of Understanding with ACSET in regards to promoting and increasing employment for those experiencing homelessness. Resources include access to WOIA services which automatically provide a priority of service for low income individuals and access to the Weekly Hot Jobs list which provides information on both in-demand job opportunities and hiring events in the area.

4.The CoC Director is responsible for ensuring the ACSET staff is scheduled for at least annual trainings with the CoC membership.

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.The CoC's strategy for increasing non-employment cash income includes assessing participants on program entry for existing financial resources and create strength-based plans to increase access to additional income. Participants work with case managers who assist in applying for mainstream resources such as TANF, disability benefits, social security benefits, child support or alimony.

2.The CoC's strategy for increasing access includes ensuring eligible persons are connected to the one SSI/SSDI Outreach and Recovery (SOAR) trained case manager who can provide assistance to people experiencing homelessness in applying for disability benefits. The CoC disseminates information about non-employment cash resources and reviews data to determine if those resources are being accessed and utilized.

3.The CoC Director, along with representatives of the HUD Program grantee (Community Mental Health of Ottawa County, the Center for Women in Transition and Good Samaritan Ministries) are responsible for ensuring the CoC's strategy for increasing non-employment income is implemented.

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)**

1. The CoC's promotes partnerships and access to employment by ensuring Area Community Services Employment and Training Council (ACSET) staff maintains membership in the CoC and regularly attends CoC meetings. The CoC provides opportunities for information sharing and training to members of the CoC and homeless provider organizations regarding education and training for people experiencing homelessness. The CoC will encourage and promote a direct referral system from homeless assistance programs to the Wagner-Peyser and Workforce Innovation and Opportunities Act (WIOA) services administered through ACSET.

2. The CoC has a Memorandum of Understanding with ACSET in regards to promoting and increasing employment for those experiencing homelessness. Resources include access to WIOA services which automatically provide a priority of service for low income individuals and access to the Weekly Hot Jobs list which provides information on both in-demand job opportunities and hiring events in the area. Community Mental Health (CMH), the primary provider of permanent supportive housing offers supported employment, transitional employment and employment skills training to participants based on the Individual Plan of Service (IPOS). CMH has a cash match agreement with Michigan Rehabilitation Services to pay for job development and short term follow along for consumers. This formal partnership provides meaningful support for consumer and leverages local funding.

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 05/31/2019 Data-HDX Submission Date

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:

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<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-notice>

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 checked="" 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. Rapid rehousing programs use a low barrier eligibility process, and Coordinated Entry is streamlined to reduce service entry timeframes. All families are prioritized based on the Vulnerability Index-Service Prioritization Decision Assistance Tool, and families with higher vulnerability scores within rapid rehousing range are the first to receive rental assistance, housing search supports, and housing case management services. The following is used to rehouse families within 30 days:

Day 2-10: Initial assessment and program eligibility determination is completed
Day 11-25: Staff secures documentation, locates unit, and family is offered case manager, volunteer team, and home maintenance educator to address housing needs

Day 16-30: Housing inspections completed and final documents collected

Other strategies include: reimbursement to shelters for bed nights and the requirement that shelter staff refer all new shelter residents to the CE within 48 hours. The victim service provider uses intensive case management to connect survivors of domestic violence with housing needs to local housing providers.

2. CoC member agencies that provide permanent housing offer strength-based case management and landlord engagement. Aftercare services provide links to landlord mediation, trained home-visiting volunteers, connections to mainstream benefits, and agencies that offer food distribution, car repair services, child respite options, and other services. Eligible families are assisted with transitioning onto longer-term voucher programs to help ensure permanency. Partnerships with Head Start and local businesses help address child care and employment barriers for families.

3. The lead agency for coordinated entry, Good Samaritan Ministries, is responsible for the largest rapid-re-housing program and the CoC Director ensures the other programs make referrals and rehouse families as quickly as possible.

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 checked="checked" 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 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	Yes
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 checked="" 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)

1. Arbor Circle, a youth-serving agency and member of the CoC provides emergency shelter to minors, a critical support for minor youth. As an extension, Arbor Circle provides host home transitional housing through the Family Youth Services Bureau. The Ottawa County CoC was one of only two counties approved for the Family Unification Program (FUP). The FUP provides short term housing vouchers for youth experiencing homelessness after aging out of Foster Care.

2. The CoC secured funding to establish a Youth Action Board (YAB) in an effort to incorporate consumer voice into the dialogue about ending youth homelessness. In addition to identifying new ways to address the needs of homeless youth, the YAB will assist the CoC in exploring ways the existing projects could be more youth-focused.

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. The development of the host homes model was planned due to qualitative data collected through the True Colors research project. The model was rooted in the youth voice and input and now is seen as a best practice model for housing transitional aged youth. A cross sector of community leaders conducted a six-month study about ensuring a safe, secure community exists for homeless LGBTQ youth. The group conducted listening sessions with affected populations, administered surveys, spoke with key stakeholders like law enforcement and reviewed existing data. The result was a series of recommendations, like hosts homes, grounded in the identified needs of the community.

2. HMIS data will be utilized to ensure swift housing placement, targeting within 30 days, zero exits to homelessness and increases in income. The FUP program will be measured first by the number of youth placed on the waiting list and then by how quickly they can be housed once a name is pulled from that list. The success of the YAB will be measured in the CoC's ability to identify youth who are interested in being a part of the board and actively participate by attending at least 50% of the regularly scheduled meetings once the Youth Action Board is established. Progress will also be measured by the governance charter revisions to provide equity in voice and decision-making ability.

3. Going forward effectiveness will be measured by the creation of action steps designed to address youth homelessness. These measurements will point to the actual ability of the CoC to provide housing and services and to strategically

plan for the future. Key will be annually capturing the level of member satisfaction.

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)

1. The CoC has a Collaborative Community Partner Agreement with the Ottawa Area Intermediate School District in place establishing a commitment to address the needs of children experiencing homelessness.

2. The McKinney-Vento grant coordinator is a member of the CoC and is the contact person between the state coordinator and the districts as well as local agencies. The Grant Coordinator is a member of the Ending Youth Homelessness strategic work group. The grant coordinator holds quarterly meetings for the district homeless liaisons and invites at least one local agency to attend/present about homeless services. The grant coordinator speaks with local liaisons on a daily basis. A web site was developed to disseminate information to liaisons, community partners and parents.:

<http://www.livebinders.com/play/play?id=1490432>

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 adopted an "Education for Children and Youth" policy in order to ensure households with children including unaccompanied youth, are identified, informed of educational rights and available educational resources and assisted in accessing those services. All recipients of HUD CoC Program, ESG and local funding must document that they collaborate with local educational agencies, consider the educational needs of children, establish policies and procedures that are consistent with the education subtitle of the McKinney-Vento Act and designate a staff person to ensure children are enrolled in school and are connected to appropriate services. Grantees are encouraged to create Memorandum's of Understanding with education related community partners.

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	No	No
Head Start	No	No
Early Head Start	No	No
Child Care and Development Fund	No	No
Federal Home Visiting Program	No	No
Healthy Start	No	No
Public Pre-K	No	No
Birth to 3 years	No	No
Tribal Home Visiting Program	No	No
Other: (limit 50 characters)		

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

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

3B-2a. VA Coordination—Ending Veterans Homelessness.

Applicants must indicate whether the CoC is **Yes**
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.

3B-2b. Housing First for Veterans.

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

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 checked="" 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 checked="" 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 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 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 checked="" 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 checked="" 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.

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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)		

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)

1. The county office of the Michigan Department of Health and Human Services (MDHHS) is an integral part of the CoC as a member of the primary decision-making body. MDHHS has incorporated staff in the schools, within key local businesses and non-profit agencies to ensure easy access to mainstream benefits. For example, Community Mental Health of Ottawa County has a 1.0 FTE MDHHS Eligibility Specialist at their office monitoring benefit applications and coordinates annual applications. MDHHS also offers resources and access online for eligible households.

2. There is an opportunity during each bimonthly CoC meetings for announcements and updates from member agencies. When MDHHS provides updates the information is disseminated electronically to all CoC member agencies. Monthly Case Coordinator meetings are held in different parts of the county and are also an opportunity for providing updates on available resources. The lead agency for coordinated entry publishes an index of community resources in Ottawa/Allegan Counties, Michigan, that serves as a tool for connection and collaboration that can be used to best serve our community. Housing Specialists and key staff are trained in resource referral and attend regularly scheduled collaborative meetings of area agencies to keep up to date on programming and services. MDHHS offers training to agency staff on how to apply online for mainstream resources as well as an regular listserv for updates on programming.

4.

5. The HMIS System Administrator is responsible for tracking performance measures.

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.	7
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.	7
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. The CoC is providing street outreach services to all residents of Ottawa County. Street outreach services include: engagement-establishing rapport and building relationships with individuals experiencing homelessness; case management-providing assistance in obtaining identification documents necessary to access shelter/housing opportunities (such as homeless verification, ID, Social Security card, birth certificate, school records, etc.), shelter and/or affordable housing; and working with local housing and housing-related service providers to both identify and address the needs of individuals experiencing homelessness; providing access to free bikes, bike lights and bike repairs, bus passes, shower and mail services, warming and cooling centers in extreme weather.

2. There is now 1.5 FTE's dedicated to daily street outreach services that covers 100% of the CoC's geographic area. Street Outreach workers will continue "mapping" the county to show where individuals and families experiencing homelessness are known to be living.

3. Best practices show that consistently visiting locations where known individuals/families struggling with homelessness tend to gather is key to reaching most people. Therefore, visits to known locations are scheduled several times each week/month.

4.

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	122	71	-51

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

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**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	FY2019 CoC Compet...	09/10/2019
1C-4.PHA Administration Plan–Moving On Multifamily Assisted Housing Owners' Preference.	No		
1C-4. PHA Administrative Plan Homeless Preference.	No	PHA Administrativ...	09/10/2019
1C-7. Centralized or Coordinated Assessment System.	Yes	CE Assessment Tool	09/10/2019
1E-1.Public Posting–15-Day Notification Outside e-snaps–Projects Accepted.	Yes	Projects Accepted...	09/10/2019
1E-1. Public Posting–15-Day Notification Outside e-snaps–Projects Rejected or Reduced.	Yes	Projects Rejected...	09/10/2019
1E-1.Public Posting–30-Day Local Competition Deadline.	Yes	Local Competition...	09/25/2019
1E-1. Public Posting–Local Competition Announcement.	Yes	30 Day Deadline	09/25/2019
1E-4.Public Posting–CoC-Approved Consolidated Application	Yes		
3A. Written Agreement with Local Education or Training Organization.	No		
3A. Written Agreement with State or Local Workforce Development Board.	No		
3B-3. Summary of Racial Disparity Assessment.	Yes	Racial Disparitie...	09/26/2019
4A-7a. Project List-Homeless under Other Federal Statutes.	No		
Other	No		
Other	No		

Other	No		
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Attachment Details

Document Description: FY2019 CoC Competition Report

Attachment Details

Document Description:

Attachment Details

Document Description: PHA Administrative Plan Preference

Attachment Details

Document Description: CE Assessment Tool

Attachment Details

Document Description: Projects Accepted Notification

Attachment Details

Document Description: Projects Rejected or Reduced Notification

Attachment Details

Document Description: Local Competition Deadline

Attachment Details

Document Description: 30 Day Deadline

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description: Racial Disparities Assessment

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Submission Summary

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

Page	Last Updated
1A. Identification	09/16/2019
1B. Engagement	09/24/2019
1C. Coordination	09/25/2019
1D. Discharge Planning	No Input Required
1E. Local CoC Competition	09/24/2019
1F. DV Bonus	09/25/2019
2A. HMIS Implementation	09/24/2019
2B. PIT Count	09/24/2019
3A. System Performance	09/26/2019
3B. Performance and Strategic Planning	09/24/2019
4A. Mainstream Benefits and Additional Policies	09/24/2019
4B. Attachments	Please Complete

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Submission Summary

No Input Required

2019 HDX Competition Report

PIT Count Data for MI-519 - Holland/Ottawa County CoC

Total Population PIT Count Data

	2016 PIT	2017 PIT	2018 PIT	2019 PIT
Total Sheltered and Unsheltered Count	261	258	226	225
Emergency Shelter Total	117	103	139	134
Safe Haven Total	0	0	0	0
Transitional Housing Total	140	147	71	74
Total Sheltered Count	257	250	210	208
Total Unsheltered Count	4	8	16	17

Chronically Homeless PIT Counts

	2016 PIT	2017 PIT	2018 PIT	2019 PIT
Total Sheltered and Unsheltered Count of Chronically Homeless Persons	9	4	4	5
Sheltered Count of Chronically Homeless Persons	6	3	2	5
Unsheltered Count of Chronically Homeless Persons	3	1	2	0

2019 HDX Competition Report

PIT Count Data for MI-519 - Holland/Ottawa County 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	46	45	30	31
Sheltered Count of Homeless Households with Children	46	45	29	30
Unsheltered Count of Homeless Households with Children	0	0	1	1

Homeless Veteran PIT Counts

	2011	2016	2017	2018	2019
Total Sheltered and Unsheltered Count of the Number of Homeless Veterans	6	8	2	5	8
Sheltered Count of Homeless Veterans	6	8	2	5	8
Unsheltered Count of Homeless Veterans	0	0	0	0	0

2019 HDX Competition Report HIC Data for MI-519 - Holland/Ottawa County 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	140	16	124	100.00%
Safe Haven (SH) Beds	0	0	0	NA
Transitional Housing (TH) Beds	140	20	120	100.00%
Rapid Re-Housing (RRH) Beds	71	24	47	100.00%
Permanent Supportive Housing (PSH) Beds	128	0	128	100.00%
Other Permanent Housing (OPH) Beds	0	0	0	NA
Total Beds	479	60	419	100.00%

2019 HDX Competition Report

HIC Data for MI-519 - Holland/Ottawa County 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	15	63	47	46

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	3	5	33	20

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	25	23	122	71

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

Summary Report for MI-519 - Holland/Ottawa County 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	Submitted FY 2017	FY 2018
1.1 Persons in ES and SH	1079	1047	43	41	26	26
				-2		0
1.2 Persons in ES, SH, and TH	1189	1097	81	61	34	30
				-20		-4

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

	Universe (Persons)		Average LOT Homeless (bed nights)		Median LOT Homeless (bed nights)	
	Submitted FY 2017	FY 2018	Submitted FY 2017	FY 2018	Submitted FY 2017	FY 2018
1.1 Persons in ES, SH, and PH (prior to "housing move in")	1068	1028	76	86	33	34
1.2 Persons in ES, SH, TH, and PH (prior to "housing move in")	1196	1074	123	108	45	40

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	0	0		0		0		0	
Exit was from ES	427	70	16%	48	11%	24	6%	142	33%
Exit was from TH	53	2	4%	0	0%	1	2%	3	6%
Exit was from SH	0	0		0		0		0	
Exit was from PH	44	0	0%	1	2%	0	0%	1	2%
TOTAL Returns to Homelessness	524	72	14%	49	9%	25	5%	146	28%

Measure 3: Number of Homeless Persons

Metric 3.1 – Change in PIT Counts

9/10/2019 2:35:08 PM

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	258	226	-32
Emergency Shelter Total	103	139	36
Safe Haven Total	0	0	0
Transitional Housing Total	147	71	-76
Total Sheltered Count	250	210	-40
Unsheltered Count	8	16	8

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	1200	1105	-95
Emergency Shelter Total	1072	1047	-25
Safe Haven Total	0	0	0
Transitional Housing Total	220	122	-98

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)	47	59	12
Number of adults with increased earned income	1	6	5
Percentage of adults who increased earned income	2%	10%	8%

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)	47	59	12
Number of adults with increased non-employment cash income	21	36	15
Percentage of adults who increased non-employment cash income	45%	61%	16%

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)	47	59	12
Number of adults with increased total income	22	39	17
Percentage of adults who increased total income	47%	66%	19%

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)	15	52	37
Number of adults who exited with increased earned income	1	12	11
Percentage of adults who increased earned income	7%	23%	16%

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)	15	52	37
Number of adults who exited with increased non-employment cash income	1	11	10
Percentage of adults who increased non-employment cash income	7%	21%	14%

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)	15	52	37
Number of adults who exited with increased total income	1	22	21
Percentage of adults who increased total income	7%	42%	35%

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.	1052	1021	-31
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.	295	267	-28
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)	757	754	-3

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.	1141	1151	10
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.	323	302	-21
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.)	818	849	31

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	0	15	15
Of persons above, those who exited to temporary & some institutional destinations	0	6	6
Of the persons above, those who exited to permanent housing destinations	0	3	3
% Successful exits		60%	

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	1071	996	-75
Of the persons above, those who exited to permanent housing destinations	501	480	-21
% Successful exits	47%	48%	1%

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	140	114	-26
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	137	107	-30
% Successful exits/retention	98%	94%	-4%

2019 HDX Competition Report

FY2018 - SysPM Data Quality

MI-519 - Holland/Ottawa County 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 into 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	142	127	127	125	173	170	195	116	276	220	507	127		25	5	93				
2. Number of HMIS Beds	142	127	127	125	173	160	195	102	273	215	109	127		25	5	93				
3. HMIS Participation Rate from HIC (%)	100.00	100.00	100.00	100.00	100.00	94.12	100.00	87.93	98.91	97.73	21.50	100.00		100.00	100.00	100.00				
4. Unduplicated Persons Served (HMIS)	988	973	1016	1080	268	247	151	77	107	130	23	153		48	63	171	0	0	0	22
5. Total Leavers (HMIS)	894	846	1006	953	174	137	149	43	18	27	21	25		48	63	134	0	0	0	16
6. Destination of Don't Know, Refused, or Missing (HMIS)	102	82	86	81	10	9	23	1	0	3	0	2		0	1	0	0	0	0	1
7. Destination Error Rate (%)	11.41	9.69	8.55	8.50	5.75	6.57	15.44	2.33	0.00	11.11	0.00	8.00		0.00	1.59	0.00				6.25

2019 HDX Competition Report

Submission and Count Dates for MI-519 - Holland/Ottawa County 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	4/26/2019	Yes
2019 HIC Count Submittal Date	4/26/2019	Yes
2018 System PM Submittal Date	5/30/2019	Yes

ATTACHMENT B
FY 2019-20 ANNUAL PHA PLAN FOR HCV ONLY PHAs
MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY
(MSHDA) (MI-901)

B. Annual Plan

B.1 Revision of PHA Plan Elements:

Statement of Housing Needs and Strategy for Addressing Housing Needs

MSHDA is dedicated to serving the needs of the homeless and very-low and extremely low income Michigan residents. This is demonstrated in its administration of the Housing Choice Voucher Program via the following:

- designating a homeless preference for county HCV waiting lists.
- designating a disabled preference for county HCV waiting lists.
- commitment to the Michigan Campaign to End Homelessness.
- working with partner agencies serving the elderly, families with disabilities, households of various races and ethnic groups.
- working with Continuum of Care groups across the State of Michigan.
- policy of exceeding federal income targeting requirements by establishing that 80% of new admissions must be extremely low-income families and up to 20% of new admissions must be very low-income families.
- administration of the HCV VASH Program at four VA medical facility sites across the State of Michigan (presently Battle Creek, Detroit, Saginaw, and Iron Mountain).
- administration of Mainstream 1 (now called Non-Elderly Disabled or NED) and Mainstream 5 (MS5) vouchers.
- administration of MSHDA's pilot program, Affordable Assisted Housing Program (AAHP), in Macomb and Oakland Counties; which combines an HCV with the Michigan Medicaid Waiver to provide housing as an alternative to nursing home care.
- expansion of the 2014-2015 Moving-Up Pilot that partners with the Michigan Department of Community Health (MDCH) and provides a resource for previously homeless populations utilizing Permanent Supportive Housing; MSHDA commits 710 of its HCV vouchers to this pilot program.
- leveraging 100 HCVs with the Section 811 Project Rental Assistance Program.
- creation of a State Innovation Model (SIM) Pilot Program that partners with the Michigan Department of Health and Human Services (MDHHS) to provide housing and supportive services to citizens that have very high utilization levels of emergency departments and emergency services that are also experiencing homelessness. MSHDA has committed up to 200 vouchers for this pilot program.
- administration of more than 3,000 Project-Based Vouchers across the state.
- offering a PBV waiting list preference in designated PBV properties for individuals and/or families meeting the definition of Chronic Homeless, United States Veteran and Homeless Frequent Emergency Department Users with Care Need.
- implementing a recertification of homelessness at the time of PBV waiting list draw, to ensure the applicant still meets the definition of homelessness.
- administering more than 1,200 vouchers at 22 RAD Projects across the state which converts tenant-based RAP and Rent Supplement Assistance to tenants in HUD 236 properties to Project-Based Vouchers.
- continuation of outreach efforts to find affordable and good quality units for its voucher holders.
- identification of when to open and close county waiting lists as needed across the state to maintain up-to-date lists.
- implementing biennial HQS inspections for HCV housing units.
- administration of an initiative with the Michigan Department of Corrections (MDOC) to enhance housing opportunities for persons exiting correctional facilities. MSHDA has allocated up to 200 HCVs for returning citizens that need long-term rental assistance.
- administration of the Mainstream Voucher Program in collaboration with the MDHHS. The program will provide voucher assistance to non-elderly and disabled households and partnering agencies will

provide support services based on the individual's needs and MDHHS affiliated program. MSHDA was awarded 99 vouchers from HUD for this program.

- administration of the Family Unification Program (FUP) in collaboration with the MDHHS. The program will provide voucher assistance to FUP-eligible families and FUP-eligible youth experiencing housing barriers. MSHDA was awarded 81 vouchers from HUD for this program.

Deconcentration and Other policies that Govern Eligibility, Selection and Admissions

MSHDA promotes deconcentration of poverty and promotes income mixing in all areas by educating applicants at the time of their briefing on these issues.

Waiting lists exist for all 83 Michigan counties and are opened or closed as necessary. Applications are taken electronically. As of January 2, 2019, there are 37,215 applicants on the waiting list; 32,907 are extremely low income; 3,104 are very low income; and 1,204 are low income. Families with children make up 39% of waiting list applicants; 8% are elderly and 16% are disabled.

MSHDA has a homeless preference and applications are taken from homeless families and added to the homeless preference waiting list when certified.

A disability preference is given for those applicants where the head of household, co-head or spouse are disabled. Verification of disability is obtained upon selection from the waiting list.

A county residency preference is given for those applicants who either live or work in the county and can prove residency through a verified current address or verification from an employer.

A Michigan residency preference is given for those applicants who either live or work in the state of Michigan and can prove residency through a verified current address or verification from an employer.

PBV applicants must apply through the Lead Agency/HARA or property management staff. Referrals are sent directly to the MSHDA contracted Housing Agent for placement on the PBV Waiting List.

Financial Resources

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2019 grants)		
a) Public Housing Operating Fund	Not applicable	
b) Public Housing Capital Fund	Not applicable	
c) Annual Contributions for Section 8 Tenant-Based Assistance	\$190,598,141	Section 8 Eligible expenses
d) Community Development Block Grant (CDBG)	Not applicable	
e) HOME	Not applicable	
Other Federal Grants (list below)		
FSS Program	\$ 971,313	FSS Program
Sec 811 Program	\$ 5,516,950	Sec 811 PRA Program
2. Prior Year Federal Grants (unobligated funds only) (list below)	None	
3. Public Housing Dwelling Rental Income	Not applicable	
4. Other income (list below)	None	
5. Non-federal sources (list below)	None	
Total resources	\$197,086,404	

Rent Determination:

MSHDA will continue to have a \$50 Minimum Total Tenant Payment (TTP). If the MSHDA HCV budget is significantly increased, the minimum TTP amount may be adjusted downward.

Payment standards will be maintained at 110% of Fair Market Rent (FMR). MSHDA will conduct an annual review to determine payment standard levels and if necessary, may request an exception payment standard of between 111-120% of FMR for one or more counties if appropriate.

Homeownership:

MSHDA will continue administering its Section 8 Homeownership Program entitled the *Key to Own* Homeownership Program which has been operating since March 2004. The MSHDA *Key to Own* Homeownership Program has no set limits on the maximum number of participants. Currently, MSHDA has over 1,000 participants in the *Key to Own* Homeownership Program who are working on program requirements; i.e. credit scores, finding employment, debt reduction, etc. Since the program's inception, 497 MSHDA HCV participants have become homeowners.

Substantial Deviation:

MSHDA defines a substantial deviation from the 5-Year Plan to be a change in its policy, activity or program that redirects MSHDA's mission, goals, or objectives; and/or the addition of new policies, activities or programs not included in the current PHA Plan.

Significant Amendment:

The addition of new policies, activities or programs not included in the current PHA Plan may qualify as a Significant Amendment.

Safety and Crime Prevention:

The MSHDA Office of Rental Assistance and Homeless Solutions (RAHS) is committed to the implementation of the VAWA of 2013. MSHDA will continue to undertake actions to meet this requirement in the administration of the Housing Choice Voucher (HCV) Program.

MSHDA's contracted Housing Agents participate in local Continuum of Care meetings and use those contacts and others known to them through the Family Self-Sufficiency Program to assist survivors of domestic violence (including dating violence, sexual assault, or stalking) and their children when cases are made known to them.

Many of the agencies participating in the Continuum of Care groups provide temporary housing/shelter to survivors of domestic violence and their children. MSHDA staff and Housing Agents work with the partnering Continuum of Care service agencies and partnering Housing Assessment and Resource Agencies (HARAs) to find resources for domestic violence survivors, and children and adult victims of dating violence, sexual assault, or stalking to make sure the family is able to maintain their housing assistance.

MSHDA provides the Notice of Occupancy Rights under VAWA (HUD 5380) and the Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking (HUD 5382) when a family is denied admission to the program, when a family is admitted to the program and when the family is terminated from the program. In addition, MSHDA has created an Emergency Move Plan for HCV and PBV participants and provides the Emergency Transfer Request for Certain Victims of Domestic Violence, Dating Violence, Sexual Assault and Stalking (HUD 5383) upon request.

August 10, 2019

Laura Driscoll
Good Samaritan Ministries
513 E. 8th Street
Holland, MI 49423

Dear Laura,

On behalf of the Lakeshore Housing Alliance, I am pleased to inform you that the following projects have been reviewed and approved by the Allocation and Accountability Committee. The projects will be ranked on the Priority Listing.

Renewal

Permanent Supportive Housing for Chronically Homeless Individuals

Grant # MI0458L5F191804

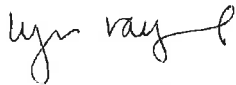
Approved Amount: \$37,180

Rapid Re-Housing for Homeless Families

Grant # MI0548L5F191802

Approved Amount: \$347,220

As per HUD regulations, Project Applications must be submitted to eSNAPS no later than 30 days prior to the CoC Collaborative Application submission. **Please submit your approved project applications on e-SNAPS no later than end of business Monday, August 26.**



Lyn Raymond
Director
Lakeshore Housing Alliance

August 10, 2019

Anna Bednarek
Ottawa County Community Mental Health
12265 James Street
Holland, MI 49424

Dear Anna,

On behalf of the Lakeshore Housing Alliance, I am pleased to inform you that the following projects have been reviewed and approved by the Allocation and Accountability Committee. The projects will be ranked on the Priority Listing (see enclosed).

Renewal

Permanent Housing Assistance for Homeless Persons with Disabilities

Grant # MI0270L5F191811

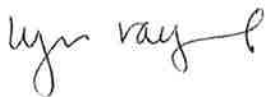
Approved Amount: \$550,339

Permanent Housing Assistance for Chronically Homeless Individuals:

Grant # MI0269L5F191811

Approved Amount: \$21,752

As per HUD regulations, Project Applications must be submitted to eSNAPS no later than 30 days prior to the CoC Collaborative Application submission. **Please submit your project applications on e-SNAPS no later than end of business Monday, August 26.**



Lyn Raymond
Director
Lakeshore Housing Alliance

August 10, 2019

Beth Larsen
Resilience
411 Butternut
Holland, MI 49424

Dear Beth,

On behalf of the Lakeshore Housing Alliance, I am pleased to inform you that the following projects have been reviewed and approved by the Allocation and Accountability Committee. The projects will be ranked on the Priority Listing.

Renewal

Rapid Re-Housing for Victims of Domestic Violence

Grant # MI0494L5F191702

Approved Amount: \$117,592

DV Bonus 1st Time Renewal

Rapid Re – Housing

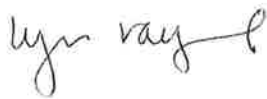
Approved Amount: \$55,813

DV Bonus

Rapid Re-Housing

Approved Amount: \$54,219

As per HUD regulations, Project Applications must be submitted to eSNAPS no later than 30 days prior to the CoC Collaborative Application submission. **Please submit your project applications on e-SNAPS no later than end of business Monday, August 26.**



Lyn Raymond
Director
Lakeshore Housing Alliance

No projects were rejected or reduced during the FY 2019 CoC Competition.

Greetings!

The Department of Housing and Urban Development (HUD) has released the 2019 Notice of Funding Availability (NOFA) for Homeless Services. This NOFA establishes the funding criteria for the FY 2019 Continuum of Care (CoC) Program. The CoC Program is designed to promote a community-wide commitment to the goal of ending homelessness; to provide funding for efforts by nonprofit providers, States, and local governments to quickly re-house homeless individuals, families, persons fleeing domestic violence, and youth while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by homeless individuals and families; and to optimize self-sufficiency among those experiencing homelessness.

Timeline:

Monday, July 8:	Local Applications available in e-CImpact
Friday, August 2, 12:00PM:	Local Applications due on e-CImpact
Monday, August 5:	Evaluations begin
Wednesday, August 14, 8:45 AM- 12:00PM:	Allocation and Accountability Committee Meets, 9 - 12
Monday, August 26:	Project Applications due on eSNAPS

Key information:

1. Funding Available for Renewal grants: \$1,129,896
2. Funding Available for DV Bonus Projects: \$ 54,219
3. Funding Available for Regular Bonus Projects: \$ 56,495
4. New agencies interested in applying for new or bonus funding should contact Lyn Raymond at lraymond@ottawaunitedway.org to determine eligibility.
5. Existing HUD CoC Program Grantees are eligible to apply for Renewal funding via the e-CImpact portal.
6. HUD will allow project applicants to apply for a new expansion of an existing project under the DV Bonus, reallocation, and bonus processes that will increase the number of units, persons served, and/or services provided to existing program participants.
7. New project applications may be created as bonus projects:
 - a. Permanent housing-permanent supportive housing (PH-PSH) projects that meet the requirements of Dedicated PLUS or where 100 percent of the beds are dedicated to individuals and families experiencing chronic homelessness, as defined in 24 CFR 578.3.
 - b. CoC's may create new permanent housing-rapid rehousing (PH-RRH) projects that will serve homeless individuals and families, including unaccompanied youth;
 - c. Joint TH/ PH-RRH,
 - d. Dedicated HMIS project for the costs at 24 CFR 578.37(a)(2) that can only be carried out by the HMIS Lead.
 - e. Supportive services only (SSO-CE) project to develop or operate a centralized or coordinated assessment system.
8. Applications will be reviewed and scored by the Allocation and Accountability Committee (AAC). The AAC will determine priority ranking based on application score.
9. Housing counseling is an eligible supportive service under the CoC program. If a recipient or sub recipient chooses to fund housing counseling activities under their program, the housing counseling must be provided by HUD certified housing counselors working for an agency approved to participate in HUD's Housing Counseling Program, by August 1, 2020, the Final Compliance Date.

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4. New agencies interested in applying for new or bonus funding should contact Lyn Raymond at lraymond@ottawaunitedway.org to determine eligibility.
5. Existing HUD CoC Program Grantees are eligible to apply for Renewal funding via the e-CImpact portal.
6. HUD will allow project applicants to apply for a new expansion of an existing project under the DV Bonus, reallocation, and bonus processes that will increase the number of units, persons served, and/or services provided to existing program participants.
7. New project applications may be created as bonus projects:
 - a. Permanent housing-permanent supportive housing (PH-PSH) projects that meet the requirements of Dedicated PLUS or where 100 percent of the beds are dedicated to individuals and families experiencing chronic homelessness, as defined in 24 CFR 578.3.
 - b. CoC's may create new permanent housing-rapid rehousing (PH-RRH) projects that will serve homeless individuals and families, including unaccompanied youth;
 - c. Joint TH/ PH-RRH,
 - d. Dedicated HMIS project for the costs at 24 CFR 578.37(a)(2) that can only be carried out by the HMIS Lead.
 - e. Supportive services only (SSO-CE) project to develop or operate a centralized or coordinated assessment system.
8. Applications will be reviewed and scored by the Allocation and Accountability Committee (AAC). The AAC will determine priority ranking based on application score.
9. Housing counseling is an eligible supportive service under the CoC program. If a recipient or sub recipient chooses to fund housing counseling activities under their program, the housing counseling must be provided by HUD certified housing counselors working for an agency approved to participate in HUD's Housing Counseling Program, by August 1, 2020, the Final Compliance Date.

Racial Disparities: Assessment and Action Steps
MI-519 Holland/Ottawa Continuum of Care

Introduction

Ottawa County offers a high quality of life in many regards, and several of the local chambers, foundations, United Way and economic developmental organizations make it their mission to create a desirable place to live, work and play. While Ottawa County is a desirable place to live, the reality is that this quality of life only extends to those fortunate individuals who are able to achieve financial independence for themselves and their families. Roughly half of the residents struggle daily to make ends meet due to an increasing lack of affordable housing in the community. The community's default future, if housing unaffordability goes unaddressed, will be one in which the local businesses are unable to find and keep workers, children struggle to develop properly, and individuals find themselves in unhealthy, unstable and unsafe situations.

It is within this context that the Lakeshore Housing Alliance (LHA) is examining racial disparities as they relate to homelessness and positive housing outcomes. It is the LHA's intention to also assess the provision of homeless and housing services to different ethnic and racial group to determine if there is inequity. The first step is to establish a baseline for housing outcomes based on race and ethnicity.

The LHA is highlighting information about the homeless and housing discrimination from three sources: HMIS, the lead DV Agency and the local Fair Housing Center. The LHA utilizes a Homeless Management Information System (HMIS) to track data about persons experiencing homelessness in Ottawa County (Michigan). The LHA has been using HMIS for nearly 15 years and has reached a high level of accuracy in data entry. Data quality is monitored at least quarterly and data is submitted to both HUD and the Michigan State Housing Development Authority on an annual basis. Both funders require a high level of accuracy to justify continued funding. Programs participating in the HMIS implementation include all non-DV shelters, rapid re-housing, transitional housing and permanent supportive housing programs. The LHA is confident that the HMIS data encompass the majority of people experiencing homelessness in the area. The LHA also has a close relationship with the lead agency serving victims of domestic violence. That agency provides accurate data related to this target population. Finally, the Fair Housing Center gathers data on housing discrimination experienced by members of the protected classes.

Data

1. Ottawa County Population (ACS 2011-2015) and Discharge Destination

Fig.1 Population (1/2016-7/2018)

Race/Ethnicity	% of Ottawa County Population	% Homeless Population by Race/Ethnicity
White	90%	70%
Black/African American	2%	25%
Asian	3.0%	1%
<i>Other</i>	5%	4%
Non-Hispanic/Non-Latino	81%	76%
Hispanic/Latino	19%	24%

Performance (1/2016 – 7/2018)

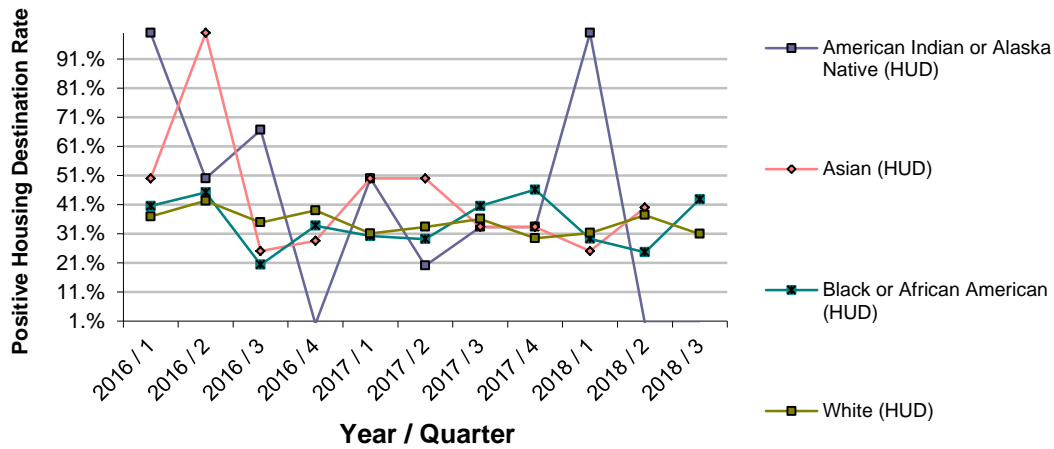
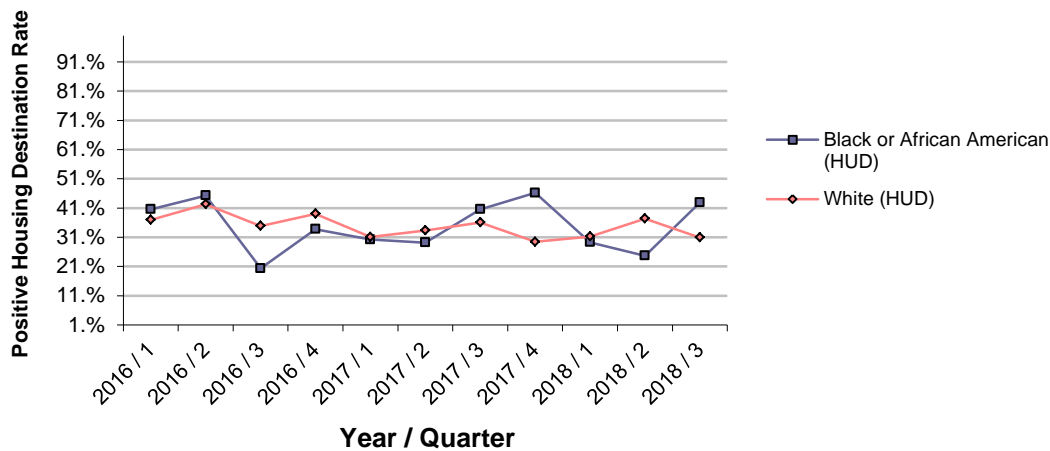


Fig.2



2. The Center for Women in Transition (CWIT)

CWIT's mission is to respond to, reduce, and prevent domestic and sexual violence. This mission is achieved through education, collaboration, and advocacy, with crisis and supportive services to victims and survivors. CWIT also provides rapid re-housing and transitional housing for eligible households. From July 1, 2017 to June 30, 2018, 100% of households in the supportive housing programs exited to positive housing destinations. This is the ethnicity/race distribution as reported by the client:

- 4 Hispanic/Latino
- 1 Hispanic/Latino-Asian
- 1 White
- 1 Black or African American

3. Fair Housing Center of West Michigan

From January 1, 2017 through December 31, 2017, the FHCWM processed 31 fair housing cases involving property in Ottawa County. Of those 31 cases, 11 (35%) alleged illegal housing discrimination on the basis of race and/or national origin. Allegations included, but were not limited to:

- NIMBYism (Not In My Backyard) on the basis of race, community members opposing an affordable housing project,
- Differences in treatment and refusal to rent on the basis of race,
- Neighbor harassment on the basis of race and national origin,
- Imposing different rental terms and conditions on the basis of race,
- Providing false information about apartment availability due to race,
- Discourteous treatment and refusal to negotiate for the sale of a property based on national origin, and/or
- Intimidation and differences in treatment on the basis of national origin.

The FHCWM utilized testing to investigate 8 of these cases, and found evidence to support claims of unlawful housing discrimination on the basis of race in 5 (63%) of the 8 cases tested. From January 1, 2017 through December 31, 2017, the FHCWM completed 20 fair housing tests on the basis of race or national origin involving property in Ottawa County. The FHCWM determined that there was evidence of discrimination and/or substantial difference in 9 (45%) of the tests conducted.

Conclusions

The Fair Housing Center of West Michigan data show that discrimination based on race and/or ethnicity is an ongoing issue in Ottawa County. Combine discrimination with the stigma of homelessness and it is likely persons of racial minorities will report fewer positive housing outcomes.

The data suggests there is in fact disparity in the outcomes when looking at data based on race. For example, in Fig.1 African Americans make up just 2% of the total population of Ottawa County and yet they represents 25% of the homeless population. The white population, in comparison, is 90% of the total population and only 70% of the homeless population. Hispanic/Latinos are also over-represented in the homeless population in comparison to the percentage in the general population (19% to 24%). Figure 2 shows that positive housing outcomes are a little less stark. In the years 2016-2018 (to date), between 31% and 41% of white persons experiencing homelessness reported positive housing outcomes whereas 21% - 45% of African Americans reported a positive housing outcome. The Center for Women in Transition serves a much smaller population but reports 100% of households had a positive housing outcome regardless of race or ethnicity. A review of data by program type (ES, TH, PSH) points to a wide disparity in positive outcomes in emergency shelter and transitional housing programs which may indicate an inequity in the provision of services.

The data indicates, however, while African Americans are as likely to access resources such as emergency shelter and permanent supportive housing they are not connecting to transitional housing. African Americans are falling into homelessness at a greater rate than their white counterparts.

The goal is to make sure the local homeless support system focuses on an equitable, rather than equal, provision of services.

EQUALITY VERSUS EQUITY



In the first image, it is assumed that everyone will benefit from the same supports. They are being treated equally.



In the second image, individuals are given different supports to make it possible for them to have equal access to the game. They are being treated equitably.



In the third image, all three can see the game without any supports or accommodations because the cause of the inequity was addressed. The systemic barrier has been removed.

Action Steps

1. Ensure all CoC communication materials, such as flyers and social media include and are marketed to underrepresented groups.
2. The CoC will analyze service provision and outcome by project.
3. The CoC will conduct additional research to understand the scope and needs of different races or ethnicities experiencing homelessness.
4. The CoC will convene a conversation about the accessibility of prevention resources.
5. Engage affected populations to move them from engagement to empowerment.