

1A. Continuum of Care (CoC) Identification

Instructions:

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1A-1. CoC Name and Number: NY-603 - Nassau, Suffolk Counties CoC

1A-2. Collaborative Applicant Name: Long Island Coalition for the Homeless

1A-3. CoC Designation: CA

1A-4. HMIS Lead: Long Island Coalition for the Homeless

1B. Continuum of Care (CoC) Engagement

Instructions:

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1B-1. CoC Meeting Participants. For the period from May 1, 2017 to April 30, 2018, using the list below, applicant must: (1) select organizations and persons that participate in CoC meetings; and (2) indicate whether the organizations and persons vote, including selecting CoC Board members.

Organization/Person Categories	Participates in CoC Meetings	Votes, including selecting CoC Board Members
Local Government Staff/Officials	Yes	Yes
CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes
Law Enforcement	Yes	Yes
Local Jail(s)	Yes	Yes
Hospital(s)	Yes	Yes
EMS/Crisis Response Team(s)	Yes	Yes
Mental Health Service Organizations	Yes	Yes
Substance Abuse Service Organizations	Yes	Yes
Affordable Housing Developer(s)	Yes	Yes
Disability Service Organizations	Yes	Yes
Disability Advocates	Yes	Yes
Public Housing Authorities	Yes	Yes
CoC Funded Youth Homeless Organizations	Not Applicable	No
Non-CoC Funded Youth Homeless Organizations	Yes	Yes
Youth Advocates	Yes	Yes
School Administrators/Homeless Liaisons	Yes	Yes
CoC Funded Victim Service Providers	Yes	Yes
Non-CoC Funded Victim Service Providers	Yes	Yes
Domestic Violence Advocates	Yes	Yes
Street Outreach Team(s)	Yes	Yes
Lesbian, Gay, Bisexual, Transgender (LGBT) Advocates	Yes	Yes
LGBT Service Organizations	Yes	Yes
Agencies that serve survivors of human trafficking	Yes	Yes
Other homeless subpopulation advocates	Yes	Yes
Homeless or Formerly Homeless Persons	Yes	Yes
Mental Illness Advocates	Yes	Yes
Substance Abuse Advocates	Yes	Yes

Other:(limit 50 characters)		
Local Departments of Social Services	Yes	Yes

1B-1a. Applicants must describe the specific strategy the CoC uses to solicit and consider opinions from organizations and/or persons that have an interest in preventing or ending homelessness. (limit 2,000 characters)

The CoC has a Provider Feedback Committee, which steers how COC best supports orgs w/ training, cmte structures, TA & improvement of overall systems to end homelessness. All aspects of Coordinated Entry (CES) planning/implementation were discussed w/ CoC partners in monthly mtgs that included all partners w/ add'l focus mtgs for DV, youth, RRH/ESG to ensure fast moves to PH & minimize returns to homelessness. The CoC distributed surveys, had a homeless solutions think tank, had targeted agendas for open forum/feedback at monthly COC meetings, which are open to all & posted on our web site & via email blasts. Consumers are voting members of the CoC Governance Bd, Youth Cmte, & P1 Vet Working Group & assisted w/ the planning of CES. LICH also worked w/ legislators, police, town officials, faithbased orgs & other cmty leaders directly & as part of action groups such as Opioid Taskforce/Neighborhood Revitalization to gain localized feedback from various perspectives.

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 often the CoC solicits new members; and**
 - (4) 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)**

LICH Community Support Specialist regularly engaged new partners to participate in monthly CoC meetings and provide presentations on new services/community resources. Orientation materials were provided to new members and circulated throughout the full membership semi-annually, along w/ requests for new members. All CoC meeting dates are available online, along w/ orientation materials/invitation to join the CoC are available to the public, year-round. The CoC GB nomination was targeted to those representing groups not previously represented in the CoC, such as hospitals, universities and advocates for persons w/ physical disabilities. All providers were tasked w/ identifying/engaging, at minimum, one homeless/formerly person to participate in the CoC.

1B-3.Public Notification for Proposals from Organizations Not Previously Funded. Applicants must describe how the CoC notified the public that it

will accept and consider proposals from organizations that have not previously received CoC Program funding, even if the CoC is not applying for new projects in FY 2018, and the response must include the date(s) the CoC publicly announced it was open to proposals. (limit 2,000 characters)

With recent CES implementation, new stakeholders were engaged w/ the CoC, which allowed greater opportunity to discuss regional planning/funding opportunities. There were several local funding rounds soliciting new project proposals this year; all opportunities were publicized through email (over contacts)/LICH website/social media and CoC pamphlets at community events, w/ notification of NOFA training. Initial solicitation for new projects did not lead to a robust pool of applicants, so a second opportunity to submit new proposals was opened. Additionally, an agency operating a large program decided not to apply for renewal funding, which made additional funds for new proposals available. The CoC publicly announced funding round opportunities on the following dates: 4/13/18, 5/18/18, 7/13/18. One consistent barrier w/ potential applicants was a 25% match-the NOFA training specifically focused on different ways to meet match to be feasible for more applicants to apply. Ranking Committee reviewed all new applications and those that met thresholds for HF, CES participation were included in competition process. The CoC organized a RRH committee to encourage new partners to learn the model and will host a RRH training series related to funding and program development for CoC/ESG and other funding.

1C. Continuum of Care (CoC) Coordination

Instructions:

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1C-1. CoCs Coordination, Planning, and Operation of Projects. Applicants must use the chart below to identify the federal, state, local, private, and other organizations that serve individuals, families, unaccompanied youth, persons who are fleeing domestic violence who are experiencing homelessness, or those at risk of homelessness that are included in the CoCs coordination, planning, and operation of projects.

Entities or Organizations the CoC coordinates planning and operation of projects	Coordinates with Planning and Operation of Projects
Housing Opportunities for Persons with AIDS (HOPWA)	Yes
Temporary Assistance for Needy Families (TANF)	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; and
(2) participated in the evaluating and reporting performance of ESG Program recipients and subrecipients.
(limit 2,000 characters)

(1) The CoC provides all available data, community and client feedback, presents written testimony and provides support/information for the review of funding apps w/ all ConPlan jurisdictions/ESG recipients. The CoC publicly posted/shared priority pops it would support as informed by regional gaps

analysis, encouraged ESG jurisdictions to allocate available funding for RRH, while also working w/ NCOHCD to acknowledge the need in NC for diversion efforts based on recent increases in homeless inflow/first time homeless, and provided guidance to recipients about implementation of TBRA programs through CDBG for additional capacity in SC. ESG surge funds were used for RRH in NC, and additionally, NC reallocated from shelter operation funding by 10% to develop a new RRH program, totaling approx. \$640,000 for RRH activities over two years (ESG surge & ESG). ESG recipients are also developing a financial literacy program for RRH & HP, to enhance program supports. (2) The CoC provides data from CAPER reports to ESG jurisdictions to assist in tracking progress in addressing needs for homeless in their areas. ESG is exploring the use of a self-sufficiency matrix to evaluate client-level outcomes for those served by ESG & is currently utilizing objective scoring tools reviewed w/ CoC which ranks/prioritizes programs that best meet community needs. The CoC works w/ all ESG programs to focus on program performance/outcomes, program models that best meet needs, and client outcomes served through ESG programs- both short term and long term. Through CES implementation, the use of objective vulnerability/needs assessments, has ensured that those most in need for available services are receiving those supports. This maximizes outcomes because clients served are least likely to exit homelessness w/ out those interventions.

1C-2a. Providing PIT and HIC Data to Consolidated Plan Jurisdictions. Did the CoC provide Point-in-Time (PIT) and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions within its geographic area? Yes to both

1C-2b. Providing Other Data to Consolidated Plan Jurisdictions. Did the CoC provide local homelessness information other than PIT and HIC data to the jurisdiction(s) Consolidated Plan(s)? Yes

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 the existence of the CoC’s emergency transfer plan, that prioritizes safety and trauma-informed, victim-centered services to prioritize safety; and

(2) how the CoC maximizes client choice for housing and services while ensuring safety and confidentiality.

(limit 2,000 characters)

(1) Survivors are offered access to full range of housing/services through the CoC, based on service preferences/needs. After ongoing DV working groups w/ DV service providers, it was decided that the DV-RRH waitlist would prioritize households based on vulnerability first, w/ length of time homeless as the secondary prioritization factor. Advocates asserted that households in the most immediate danger/with greatest need must have immediate access to housing

to have the sense of safety needed to flee/prevent return to the abuser. CES has specialized access points for VDV, run by staff at DV emergency shelter. (2) Housing assessment teams at general CE access points are trained to identify DV. All households are informed of rights to withhold information from HMIS while still being able to access the full range of services available. Housing providers are trained about record-keeping requirements for reasonable belief of imminent threat of harm, including the ability of the VDV to provide written verification w/o requiring further proof when safety of VDV is compromised. Trauma-informed training is conducted annually for CoC members and CES participating agencies, facilitated by DV local providers. The CoC emergency transfer plan indicates that households who need to move due to safety concerns are given first priority for all available housing they are eligible for through Coordinated Entry, regardless of when/how they entered the system. This FY, DV provider is applying for DV-CES SSO, w/ a staff dedicated to safety planning and engaging clients in general shelter who may not identify as VDV at general access points. This staff will be mobile, w/ ability to meet VDV fleeing in safest location possible.

1C-3a. Applicants must describe how the CoC coordinates with victim services providers to provide annual training to CoC area projects and Coordinated Entry staff that addresses best practices in serving survivors of domestic violence, dating violence, sexual assault, and stalking. (limit 2,000 characters)

DV training is conducted semi-annually by experienced DV service providers, reviewing safety planning, trauma informed care, & victim-informed services for both project staff and CES staff. Privacy and confidentiality practices training is also provided for both project staff and CES staff, reviewing the importance of upholding these aspects for safety and utilizing de-identified information at all times. DV best practices are reviewed at full CES training and in a separate DV CES training, that specifically discusses serving VDV. Training materials are available year round on the CoC website and additional trainings are coordinated as necessary by Community Support Specialist. DV resources and crisis center contacts are provided to anyone accessing CES, whether or not they report being VDV, as not all will report their situation at the time of assessment or initial engagement.

1C-3b. Applicants must describe the data the CoC uses to assess the scope of community needs related to domestic violence, dating violence, sexual assault, and stalking, including data from a comparable database. (limit 2,000 characters)

All CoC-funded DV providers and several other CoC member DV agencies utilize a comparable database, EmpowerDB, which provides de-identified aggregate reports to the CES monthly on households being served in DV-RRH projects. The CE Coordinator tracks the number of households assessed and referred to DV-RRH projects monthly, as DV providers report deidentified household ID and assessment information for DV-waitlist. DV was a focus when conducting PIT/updated regional gap analysis, with DV providers conducting outreach on day of the count. Community Support Specialist and HMIS team consulted with DV providers to develop training materials for general shelter staff about effectively reporting on updated HMIS data element which captures

households who are actively fleeing DV, as well as previous experiences of DV in order to capture need. These materials also provide information about how to link survivors to the CES, as well as DV-specific housing and services, ensuring system access and the ability to assess survivor needs. The CES Coordinator manages an HMIS by-name list of households identified as actively fleeing and/or prior experience of DV in general shelter and outreaches directly to conduct assessment of needs. DV providers are part of CES planning and RRH committee and regularly provide info/guidance such as aggregate data from local DV programs, NNEDV and Safe Housing Partnerships.

**1C-4. DV Bonus Projects. Is your CoC Yes
applying for DV Bonus Projects?**

1C-4a. From the list, applicants must indicate the type(s) of DV Bonus project(s) that project applicants are applying for which the CoC is including in its Priority Listing.

SSO Coordinated Entry	<input checked="" type="checkbox"/>
RRH	<input checked="" type="checkbox"/>
Joint TH/RRH	<input type="checkbox"/>

1C-4b. Applicants must describe:

- (1) how many domestic violence survivors the CoC is currently serving in the CoC’s geographic area;**
- (2) the data source the CoC used for the calculations; and**
- (3) how the CoC collected the data.**
(limit 2,000 characters)

(1) The CoC is currently serving 159 DV survivors, as per reports capturing current enrollment data for DV RRH, general RRH, and PSH. (2) The data for DV RRH is being captured through reports from comparable database, EmpowerDB, as well as deidentified referral tracking through CES. Data for general RRH and PSH is being captured through HMIS reports for data elements “Currently fleeing” at admission and annual update, as well as data element “DV victim/survivor.” (3) In order to collect the data and ensure the highest level of data quality, the local HMIS team has provided extensive training since updated DV data elements went live in October 2017. CoC Community Support Specialist has offered additional training on DV data elements, including how to interview survivors utilizing trauma informed methods during project intake process.

1C-4c. Applicants must describe:

- (1) how many domestic violence survivors need housing or services in the CoC’s geographic area;**
- (2) data source the CoC used for the calculations; and**
- (3) how the CoC collected the data.**
(limit 2,000 characters)

2018 PIT data indicates that 94 persons were utilizing DV shelter on the night of

the PIT count. Applying the same PIT methodology, since the addition of the HMIS data element capturing information about households fleeing DV in general shelter, there are an average of forty persons on any given night fleeing DV in the CoC. However, the CoC is acutely aware that DV is an underreported and overlooked issue in many housing and service entities in the community. The CoC reviewed service utilization and needs assessment reports from DV providers, county-level reports from NYS Criminal Justice Services, and aggregate reports from CPS, DSS, County Attorney/DA, police, sheriff, and probation offices to determine that in 2017, 4,024 people were in need of shelter and services in order to safely flee DV. The National Coalition Against DV asserts that only 25% of DV cases are reported; utilizing this statistic, the CoC estimates that the true number of people who were in need of shelter/services in order to safely flee DV is actually 16,096. Applying general diversion practices, which DV RRH providers currently utilize, about 30% of the shelter population can be expected to self-resolve by utilizing other support networks. This means that there are approximately 11,267 people in a given year that would utilize housing/services to flee DV if they were available. The CoC is applying for additional DV projects (DV-RRH and DV CES SSO) this funding round with goal to bring DV housing/service interventions to scale for this underserved population.

1C-4d. Based on questions 1C-4b. and 1C-4c., applicant must:

- (1) describe the unmet need for housing and services for DV survivors, or if the CoC is applying for an SSO-CE project, describe how the current Coordinated Entry is inadequate to address the needs of DV survivors;**
 - (2) quantify the unmet need for housing and services for DV survivors;**
 - (3) describe the data source the CoC used to quantify the unmet need for housing and services for DV survivors; and**
 - (4) describe how the CoC determined the unmet need for housing and services for DV survivors.**
- (limit 3,000 characters)**

1. The current CES is inadequate in addressing the needs of DV survivors in that the lead agency overseeing the process is not well versed in the comparable database being utilized by DV agencies. The CES lead agency also leverages a fair amount of support from volunteers and interns to respond to the enormous number of assessments requested for CES housing and services. While extensive training is provided to interns and volunteers, DV providers have voiced concerns about this aspect of the current CES, as the smallest mistakes regarding disclosure of information can compromise the health and safety of survivors, placing them at greater risk than other households being assessed and referred. Therefore, the CoC is applying for a new CES-SSO project through the DV Bonus funding, in this application. 2. The current unmet need for housing and services for survivors is assessed to be 11,267 persons. 3& 4. The unmet need for housing and services for survivors was determined by reviewing 2018 PIT count, CoC program (RRH, PSH) utilization over the last year, service utilization and needs assessment reports from DV providers, county-level reports from NYS Criminal Justice Services, and aggregate reports from CPS, DSS, County Attorney/DA, police, sheriff, and probation offices; all reports totaling a need for shelter/services for 4,024 people. Utilizing statistics from NNEDV which indicate that only 25% of cases are reported, the CoC extrapolated the aggregate data to arrive at a greater, more true capture of the need: 16,096 people. Applying the diversion model where 30% of those in need

can be expected to self-resolve, the estimate need is 11,267 persons.

1C-4e. Applicants must describe how the DV Bonus project(s) being applied for will address the unmet needs of domestic violence survivors. (limit 2,000 characters)

DV Bonus projects being applied for will address unmet needs of survivors by providing housing tailored specifically to survivors, as all agencies currently operate robust DV shelter and service programs. The need for DV housing and/or services such as case management/advocacy is estimated to be 11,267 persons. A new DV RRH project will help to bring a much needed housing resource to scale, adding additional capacity to serve 50 persons fleeing DV in the region every year. A new DV CES project will create a safe, confidential, and functional DV-specific assessment and referral system to ensure households fleeing DV have access to DV and mainstream resources in the region. DV CES staff will be able to engage and assess households fleeing DV utilizing their expertise in trauma-informed care and victim-centered planning, resulting in increased identification of households fleeing DV and connecting more persons in need to DV housing/services. The referral process will be kept confidential and uphold best practices for safety planning as informed by ongoing DV provider working groups.

1C-4f. Applicants must address the capacity of each project applicant applying for DV bonus projects to implement a DV Bonus project by describing:

- (1) rate of housing placement of DV survivors;**
 - (2) rate of housing retention of DV survivors;**
 - (3) improvements in safety of DV survivors; and**
 - (4) how the project applicant addresses multiple barriers faced by DV survivors.**
- (limit 4,000 characters)**

Brighter Tomorrows (BT) is applying for a DV-RRH bonus project. BT operates an ESG/state-funded DV-TH project which successfully places 75% of all participants into permanent housing within 9 months. Safety is improved once survivors are able to access permanent housing/services, in that households fleeing DV are less likely to return to the perpetrator if they have a safe, permanent housing. Survivors support networks are strengthened w/housing stability & service connection; family/social ties reestablished, increased financial stability due to remedying of financial exploitation via credit repair/employment, and children connected to McKinney supports. BT will address barriers by utilizing specialized staff trained in trauma-informed care, MI, & survivor-centered planning, including: housing specialist to assist w/location/lease-up, employment specialist for training, education, & employment supports, & CM w/expertise working w/survivors.

The Safe Center Long Island (TSCLI) is applying for DV-CES SSO; they currently operate CoC-funded DV RRH & ESG-funded DV shelter. CoC-funded RRH houses survivors in average of 58 days from program entry, w/90% of participants retaining PH at program exit. TSCLI is most consistent, reliable participant in existing CES process, regularly coordinating with LICH, which currently oversees DV CES process. TSCLI maintains strong relationships w/all

DV providers & many other support services in the region, making them best equipped to maintain continuity of care, privacy/confidentiality, & safety for households being assessed, engaged, & connected to full range of services. TSCLI utilizes comparable database for DV programs and will be able to assist other providers in navigating software. TSCLI will address multiple barriers survivors face w/specialized staff, Referral Coordinator, who will be trained in best practices/safety planning & will perform outreach, engagement, & assessment to survivors via hotlines & DV/general shelter.

1C-5. PHAs within CoC. Applicants must use the chart to provide information about each Public Housing Agency (PHA) in the CoC’s geographic areas:

- (1) Identify the percentage of new admissions to the Public Housing or Housing Choice Voucher (HCV) Programs in the PHA who were experiencing homelessness at the time of admission;**
- (2) Indicate whether the PHA has a homeless admission preference in its Public Housing and/or HCV Program; and**
- (3) Indicate whether the CoC has a move on strategy. The information should be for Federal Fiscal Year 2017.**

Public Housing Agency Name	% New Admissions into Public Housing and Housing Choice Voucher Program during FY 2017 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. move on?
East Hampton PHA	15.00%	No	No
CDCLI	12.00%	No	No
Mercy Haven	12.00%	No	No
Options	12.00%	No	No
Town of Babylon	1.00%	No	No

1C-5a. For each PHA where there is not a homeless admission preference in their written policy, applicants must identify the steps the CoC has taken to encourage the PHA to adopt such a policy. (limit 2,000 characters)

The CoC has conducted ongoing outreach to all regional PHAs to understand which PHAs are interested in partnering; currently, one PHA is willing to adopt a homeless preference. Local challenges for PHAs adopting homeless preferences include NIMBYism resulting in public pushback for projects that serve homeless people, inadequate PHA staff resources necessary to inform all those currently on a waitlist of a change in prioritization, and strong commitment to existing preference to serve current/former residents of the PHAs jurisdiction, which can severely limit eligible applicant pool. The CoC has established partnerships with the PHAs who, despite not having preference in PHA plan, have admitted homeless households over last several years and has continued to engage PHAs to encourage limited/general preference. The CoC partners w/ VASH to seek PHA participation, in which PHA’s build collaborative relationship with CoC to develop limited-preference for homeless veterans or move-on preference for vets in PSH. The CoC markets its ability to assist w/ providing case management/after care for households eligible for HCV/PH units, allowing

for quick turnaround on completing project intakes and greater success of participants. The CoC is also able to provide rental location services by leveraging CDBG-funded Landlord Specialist, allowing for quicker lease up of HCV's, which is significant challenge reported from all PHA's. This established relationship is then built upon to try to increase dedicated units/vouchers for existing preference or to adopt general preference. The CoC co-authored and distributed a report on supportive housing, indicating need for County legislature to encourage homeless preference/move-on/set aside in PHA HCV and PH programs. The CoC partnered w/ NC Office of Housing & Community Development and CDCLI to complete applications for new FY18 Mainstream Voucher Program and FUP RFP's, encouraging limited/general homeless at admission preference.

1C-5b. Move On Strategy with Affordable Housing Providers. Does the CoC have a Move On strategy with affordable housing providers in its jurisdiction (e.g., multifamily assisted housing owners, PHAs, Low Income Tax Credit (LIHTC) developments, or local low-income housing programs)? Yes

**Move On strategy description.
(limit 2,000 characters)**

The CoCs Move-On strategy centers on client choice, allowing for households who no longer wish to receive intensive services to move onto other affordable housing in the community. It includes training for providers, assessment of participants and identification of alternative PH resources, and maintaining partnerships with affordable housing agencies to develop new and/or expand housing projects. The CoC conducted a regional Move-On training with The Jericho Project, an experienced NYC housing agency that has effectively moved households on from PSH for several years through targeted intervention. The HMIS team works with CES to identify households that have been stably housed for three years or more in PSH. CES staff work with PSH providers to conduct strength-based, move-on assessments as per Jericho training, then connects project staff and clients interested in move-on to Landlord Engagement Specialist. The Landlord Engagement Specialist identifies available units within client budgets, including multifamily assisted housing owners (Metropolitan Realty- Long Beach), PHAs (Options, CDC, Mercy Haven), Low Income Tax Credit developments (Concern), local low-income housing programs (Gray Barn), as well as local affordable senior housing complexes, as many households interested in move-on have aged in place in PSH and seek similar community accommodations targeted to seniors. The Landlord Engagement Specialist notifies all CoC-funded PH when PHAs open HCV/public housing waitlists or other affordable housing programs are accepting applications, providing support to complete these processes as necessary. The CoC has also leveraged case management/care coordination services which are widely available to all participants via Medicaid Redesign in NYS to help ensure continued support of those households who are ready to move on from PSH.

1C-6. Addressing the Needs of Lesbian, Gay, Bisexual, Transgender (LGBT). Applicants must describe the actions the CoC has taken to address the needs of Lesbian, Gay, Bisexual, and Transgender individuals and their families experiencing homelessness. (limit 2,000 characters)

The CoC partners w/ local LGBT providers, including LIGALY & The Network to provide members w/ info at CoC meetings abt LGBT resources. The CoC holds bi-annual trainings about how to implement the Equal Access Rule (EAR), w/ a strong focus on 2016 updates. After determining that many providers lacked the language/knowledge to serve LGBT households, specifically transfolk, a training was scheduled w/ The Network to address the differences between sex, gender, identity, & orientation & how to integrate cultural competency into service provision. CES access points provide info about LGBT resources to all households, regardless of how they identify. The CoC adopted a Non-Discrimination Policy in September, 2016. This policy includes language for upholding EAR, & implementing CPD-15-02 in single-sex accommodations. Compliance w/ EAR was a threshold criterion for funding. One program opted not to renew as a result (it was a program for young, single mothers).

1C-6a. Anti-Discrimination Policy and Training. Applicants must indicate if the CoC implemented a CoC-wide anti-discrimination policy and conducted CoC-wide anti-discrimination training on the Equal Access Final Rule and the Gender Identity Final Rule.

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 implement the Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity (Equal Access Final Rule)?	Yes
3. Did the CoC conduct annual CoC-wide training with providers on how to effectively implement Equal Access to Housing in HUD Programs in Accordance with an Individual's Gender Identity (Gender Identity Final Rule)?	Yes

1C-7. Criminalization of Homelessness. Applicants must select the specific strategies the CoC implemented to prevent the criminalization of homelessness in the CoC's geographic area. Select all that apply.

Engaged/educated local policymakers:	<input checked="" type="checkbox"/>
Engaged/educated law enforcement:	<input checked="" type="checkbox"/>
Engaged/educated local business leaders:	<input checked="" type="checkbox"/>
Implemented communitywide plans:	<input type="checkbox"/>
No strategies have been implemented:	<input type="checkbox"/>
Other:(limit 50 characters)	<input type="checkbox"/>

	<input type="checkbox"/>
	<input type="checkbox"/>

1C-8. Centralized or Coordinated Assessment System. 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 homelessness assistance in the absence of special outreach;**
 - (3) demonstrate the assessment process prioritizes people most in need of assistance and ensures they receive assistance in a timely manner; and**
 - (4) attach CoC’s standard assessment tool.**
- (limit 2,000 characters)**

(1) The CES covers the entire geographic region of Nassau and Suffolk counties through multiple access points for all people in different homeless populations and subpopulations. The central access point is located at the office of LICH, CES lead agency. There are also web and phone-based community access points available for general access, as well as access points for specific subpopulations. (2) In order to best serve those who are least likely to engage with the system, the CE Coordinator utilizes HMIS data to develop a by-name list of households with the longest history of homelessness. CES staff then outreach these households directly, contacting the household, shelter in which the household is staying, and LDSS when more information is necessary to make contact. LICH street outreach staff are trained on assertive, housing-focused engagement strategies for engaging unsheltered households. LICH outreach staff perform weekly outreach to unsheltered households and coordinate with outreach teams from other organizations, covering the entire geographic area of the CoC. (3) The CES utilizes HMIS, DSS and Outreach data to determine LOT homeless as part of prioritization. We also use the VI-SPDAT as its vulnerability assessment tool for all households seeking services. Versions of the VI-SPDAT for singles, youth, and families take into account the unique needs of each household type. (4) SPDAT assessment tools are attached.

1D. Continuum of Care (CoC) Discharge Planning

Instructions:

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1D-1. Discharge Planning–State and Local. Applicants must indicate whether the CoC has a discharge policy to ensure persons discharged from the systems of care listed 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 type="checkbox"/>
Health Care:	<input checked="" type="checkbox"/>
Mental Health Care:	<input checked="" type="checkbox"/>
Correctional Facilities:	<input checked="" type="checkbox"/>
None:	<input type="checkbox"/>

1D-2. Discharge Planning Coordination. Applicants must indicate whether the CoC actively coordinates with the systems of care listed to ensure persons who have resided in them longer than 90 days are not discharged directly to the streets, emergency shelters, or other homeless assistance programs. Check all that apply (note that when "None:" is selected no other system of care should be selected).

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

1E. Continuum of Care (CoC) Project Review, Ranking, and Selection

Instructions

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1E-1. Project Ranking and Selection. Applicants must indicate whether the CoC used the following to rank and select project applications for the FY 2018 CoC Program Competition:

- (1) objective criteria;**
- (2) at least one factor related to achieving positive housing outcomes;**
- (3) a specific method for evaluating projects submitted by victim services providers; and**
- (4) attach evidence that supports the process selected.**

Used Objective Criteria for Review, Rating, Ranking and Section	Yes
Included at least one factor related to achieving positive housing outcomes	Yes
Included a specific method for evaluating projects submitted by victim service providers	Yes

1E-2. Severity of Needs and Vulnerabilities. Applicants must describe:

- (1) the specific severity of needs and vulnerabilities the CoC considered when reviewing, ranking, and rating projects; and**
- (2) how the CoC takes severity of needs and vulnerabilities into account during the review, rating, and ranking process.**

(limit 2,000 characters)

(1) All programs applying for FR18 were required to be Housing First as outlined by the USICH checklist. LICH reviewed all program documents & monitors HF compliance through CES & CoC monitoring. CoC adopted CPD-16-11 in 9/2016, & voted that 100% of turnover beds would be dedicated for CH as a condition of funding. The CoC determined regional priorities after analyzing gaps analysis that determined which types of housing programs were most needed based on existing capacity, PIT, by-name lists, & inflow of client pops. It was determined that housing for survivors of DV was a local priority. (2) Housing serving VDV was a weighted criteria in the ranking tool, ensuring a higher score for these types of programs. Programs serving broad types of disabilities/vulnerabilities were weighted on the ranking, as these programs often were serving clients with co-occurring disabilities, the highest percentage of street homeless, and those with the highest vulnerabilities because the program eligibility was the most broad/flexible and allowed for the quickest exits of highly vulnerable households from street/shelter to housing.

1E-3. Public Postings. Applicants must indicate how the CoC made public:

- (1) objective ranking and selection process the CoC used for all projects (new and renewal);
- (2) CoC Consolidated Application—including the CoC Application, Priority Listings, and all projects accepted and ranked or rejected, which HUD required CoCs to post to their websites, or partners websites, at least 2 days before the CoC Program Competition application submission deadline; and
- (3) attach documentation demonstrating the objective ranking, rating, and selections process and the final version of the completed CoC Consolidated Application, including the CoC Application with attachments, Priority Listing with reallocation forms and all project applications that were accepted and ranked, or rejected (new and renewal) was made publicly available, that legibly displays the date the CoC publicly posted the documents.

Public Posting of Objective Ranking and Selection Process		Public Posting of CoC Consolidated Application including: CoC Application, Priority Listings, Project Listings	
CoC or other Website	<input checked="" type="checkbox"/>	CoC or other Website	<input checked="" type="checkbox"/>
Email	<input checked="" type="checkbox"/>	Email	<input checked="" type="checkbox"/>
Mail	<input type="checkbox"/>	Mail	<input type="checkbox"/>
Advertising in Local Newspaper(s)	<input type="checkbox"/>	Advertising in Local Newspaper(s)	<input type="checkbox"/>
Advertising on Radio or Television	<input type="checkbox"/>	Advertising on Radio or Television	<input type="checkbox"/>
Social Media (Twitter, Facebook, etc.)	<input checked="" type="checkbox"/>	Social Media (Twitter, Facebook, etc.)	<input checked="" type="checkbox"/>

1E-4. Reallocation. Applicants must indicate whether the CoC has cumulatively reallocated at least 20 percent of the CoC’s ARD between the FY 2014 and FY 2018 CoC Program Competitions.

Reallocation: Yes

1E-5. Local CoC Competition. Applicants must indicate whether the CoC:

- (1) established a deadline for project applications that was no later than 30 days before the FY 2018 CoC Program Competition Application deadline—attachment required;
- (2) rejected or reduced project application(s)—attachment required; and
- (3) notify applicants that their project application(s) were being rejected or reduced, in writing, outside of e-snaps, at least 15 days before FY 2018 CoC Program Competition Application deadline—attachment required. :

(1) Did the CoC establish a deadline for project applications that was no later than 30 days before the FY 2018 CoC Program	Yes
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Competition Application deadline? Attachment required.	
(2) If the CoC rejected or reduced project application(s), did the CoC notify applicants that their project application(s) were being rejected or reduced, in writing, outside of e-snaps, at least 15 days before FY 2018 CoC Program Competition Application deadline? Attachment required.	Yes
(3) Did the CoC notify applicants that their applications were accepted and ranked on the Priority Listing in writing outside of e-snaps, at least 15 before days of the FY 2018 CoC Program Competition Application deadline?	Yes

2A. Homeless Management Information System (HMIS) Implementation

Intructions:

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2A-1. Roles and Responsibilities of the CoC and HMIS Lead. Does your CoC have in place a Governance Charter or other written documentation (e.g., MOU/MOA) that outlines the roles and responsibilities of the CoC and HMIS Lead? Attachment Required. Yes

2A-1a. Applicants must: 1) page 8; 2) Governance Charter
(1) provide the page number(s) where the roles and responsibilities of the CoC and HMIS Lead can be found in the attached document(s) referenced in 2A-1, and
(2) indicate the document type attached for question 2A-1 that includes roles and responsibilities of the CoC and HMIS Lead (e.g., Governance Charter, MOU/MOA).

2A-2. HMIS Policy and Procedures Manual. Does your CoC have a HMIS Policy and Procedures Manual? Attachment Required. Yes

2A-3. HMIS Vender. What is the name of the HMIS software vendor? AWARDS Foothold Technology

2A-4. HMIS Implementation Coverage Area. Using the drop-down boxes, applicants must select the HMIS implementation Coverage area. Single CoC

2A-5. Bed Coverage Rate. Using 2018 HIC and HMIS data, applicants must report by project type:
(1) total number of beds in 2018 HIC;
(2) total beds dedicated for DV in the 2018 HIC; and

(3) total number of beds in HMIS.

Project Type	Total Beds in 2018 HIC	Total Beds in HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ES) beds	2,757	74	2,655	98.96%
Safe Haven (SH) beds	12	0	12	100.00%
Transitional Housing (TH) beds	172	17	155	100.00%
Rapid Re-Housing (RRH) beds	113	14	99	100.00%
Permanent Supportive Housing (PSH) beds	2,379	6	2,329	98.15%
Other Permanent Housing (OPH) beds	0	0	0	

**2A-5a. To receive partial credit, if the bed coverage rate is 84.99 percent or lower for any of the project types in question 2A-5., applicants must provide clear steps on how the CoC intends to increase this percentage for each project type over the next 12 months.
 (limit 2,000 characters)**

N/A

2A-6. AHAR Shells Submission: How many 2017 Annual Housing Assessment Report (AHAR) tables shells did HUD accept? 12

2A-7. CoC Data Submission in HDX. Applicants must enter the date the CoC submitted the 2018 Housing Inventory Count (HIC) data into the Homelessness Data Exchange (HDX). (mm/dd/yyyy) 04/16/2018

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

Instructions:

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2B-1. PIT Count Date. Applicants must enter the date the CoC conducted its 2018 PIT count (mm/dd/yyyy). 01/24/2018

2B-2. HDX Submission Date. Applicants must enter the date the CoC submitted its PIT count data in HDX (mm/dd/yyyy). 04/16/2018

2C. Continuum of Care (CoC) Point-in-Time (PIT) Count: Methodologies

Instructions:

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

**2C-1. Change in Sheltered PIT Count Implementation. Applicants must describe any change in the CoC’s sheltered PIT count implementation, including methodology and data quality changes from 2017 to 2018. Specifically, how those changes impacted the CoC’s sheltered PIT count results.
 (limit 2,000 characters)**

HMIS data was cross-referenced with local DSS client roster data on the date of PIT. There were three emergency shelter programs in our HMIS that had not processed intakes and/or discharges in a timely manner, where households were either showing as in program in HMIS when they were no longer there, or there was a delay in data input for recently admitted shelter clients, where HMIS did not yet indicate those households as being at the shelter. There were 16 total households that were identified on the PIT using this data review and PIT results were adjusted to reflect those that were physically in shelter beds in cases where HMIS was not accurate in real time.

2C-2. Did your CoC change its provider coverage in the 2018 sheltered count? No

2C-2a. If “Yes” was selected in 2C-2, applicants must enter the number of beds that were added or removed in the 2018 sheltered PIT count.

Beds Added:	0
Beds Removed:	0
Total:	0

2C-3. Presidentially Declared Disaster Changes to Sheltered PIT Count. Did your CoC add or remove emergency shelter, transitional housing, or Safe Haven inventory because of funding specific to a Presidentially declared disaster, resulting in a change to the CoC’s 2018 sheltered PIT count? No

2C-3a. If “Yes” was selected for question 2C-3, applicants must enter the number of beds that were added or removed in 2018 because of a Presidentially declared disaster.

Beds Added:	0
Beds Removed:	0
Total:	0

2C-4. Changes in Unsheltered PIT Count Implementation. Did your CoC change its unsheltered PIT count implementation, including methodology and data quality changes from 2017 to 2018? If your CoC did not conduct an unsheltered PIT count in 2018, select Not Applicable. No

2C-5. Identifying Youth Experiencing Homelessness in 2018 PIT Count. Did your CoC implement specific measures to identify youth experiencing homelessness in its 2018 PIT count? Yes

2C-5a. If “Yes” was selected for question 2C-5., applicants must describe: (1) how stakeholders serving youth experiencing homelessness were engaged during the planning process; (2) how the CoC worked with stakeholders to select locations where youth experiencing homelessness are most likely to be identified; and (3) how the CoC involved youth experiencing homelessness in counting during the 2018 PIT count. (limit 2,000 characters)

The CoC followed Voices of Youth Count (University of Chicago) methodology, most notably collaborating with youth focus groups from RHY programs (Nassau Haven and Hope for Youth) youth court and foster care, recruitment of youth enumerators, and youth hot spotting which identified additional locations such as parks, libraries, malls and other after school hang outs to better identify and connect with homeless youth. This effort was led by youth interns and a formerly homeless youth, who were able to offer more culturally competent insight into planning activities. The CoC conducted a youth-specific outreach training for agencies and volunteers participating in the PIT on January 17, 2018, as informed by best practices in the toolkit, as well as youth leadership experiences.

2C-6. 2018 PIT Implementation. Applicants must describe actions the CoC implemented in its 2018 PIT count to better count: (1) individuals and families experiencing chronic homelessness; (2) families with children experiencing homelessness; and (3) Veterans experiencing homelessness. (limit 2,000 characters)

(1) All chronic homeless persons reported on the PIT were cross-referenced with CES BNL and street outreach rosters from all regional programs. (2) HMIS data was cross-referenced with local DSS roster to eliminate any data discrepancies as a result of HMIS data errors. (3) All Veterans reported on the PIT were cross-referenced with the VA HOMES database, SSVF outreach team roster, as well Veteran BNL.

3A. Continuum of Care (CoC) System Performance

Instructions

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

3A-1. First Time Homeless as Reported in HDX. In the box below, applicants must report the number of first-time homeless as reported in HDX.

Number of First Time Homeless as Reported in HDX.	4,227
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3A-1a. Applicants must:

- (1) describe how the CoC determined which 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) Last year, the CoC added “Homeless Cause” as mandatory data element to HMIS profile face sheet, ensuring reason is being captured in HMIS. For households previously served with ESG prevention funds, Nassau County is currently conducting a look back study capturing data over the last two years, including factors that increased risk of homelessness. To date, the following factors have been identified to increase risk: prior history of homelessness, head of household is African-American, head of household is single female, household contains more than three young children. Mercy Haven's Breakthrough program also works w/ clients on identifying why households became homeless and address underlying causes. Feedback from such programs, as well as formerly homeless being involved in CES planning, add qualitative/client-centered insight to CoC data (2) As such, the CoC has effectively advocated for LDSS to increase income cutoff for families receiving childcare subsidies. NC increased funding for both ESG prevention and ESG RRH. The CoC has also established partnerships with organizations who are able to provide family reunification services. ESG prevention services offer diversion assistance including pro bono legal services and landlord mitigation, family reunification, as well as payment of arrears and short-term rental assistance. CES vulnerability assessment includes questions to specifically capture most common reasons persons enter homelessness, regionally. With a continued decrease in Vet homelessness, SSVF has increased the percentage of at-risk households served to prevent them from becoming homeless. CES is exploring ways to expand to include a diversion/strengths-based problem solving component. (3) The CoC GB and ESG jurisdictions, w/ representatives from LDSS, regularly review SPMs & works to implement new & improved responses/strategies to reduce the number of households who become

homeless.

3A-2. Length-of-Time Homeless as Reported in HDX. Applicants must:
(1) provide the average length of time individuals and persons in families remained homeless (i.e., the number);
(2) describe the CoC’s strategy to reduce the length-of-time individuals and persons in families remain homeless;
(3) describe how the CoC identifies and houses individuals and persons in families with the longest lengths of time homeless; and
(4) 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 average LOT persons remain homeless is 169 days (SPM 1a), and 215 days (SPM 1b)- a reduction of 12 days since FY 2016. (2) This LOT will continue to be reduced through the following: Prioritization order from HUD Notice CPD-16-11 was adopted and put into practice through CES beginning in February 2017, targeting all housing interventions to longest term stayers; increased RRH capacity through 18% reallocation of other CoC resources in FR 2018 targeted for families with children which represent 90% of households homeless greater than one year; use of move-on strategies in PSH for those who are stably housed and interested in other housing opportunities; bridge housing (RRH to PSH) to exit households from homelessness faster &/or if they have been on a PSH waitlist for over 90 days; & coordination with systems of care to identify/engage CH households with short-term institutional stay. CES staff coordinate with care teams to ensure that all households are document ready for housing opportunities as they become available and arrange transportation to expedite intake processes. With RRH scale up, CES is projected to refer 100% of households homeless greater than one year by 2020. (3) The CES team identifies households with longest length of time homeless through HMIS BNL, which is cross referenced with LDSS/VA service rosters. Outreach, hotline & web-based CE access pts allow for those hardest to serve to be identified & prioritized based on LOTH. CoC is seeking to address regional inflow challenges in a right to shelter state through diversion practices, seeking to address inflow of parolees w/ new low demand TH bridge housing, address high rental markets through LL engagement w/ dedicated staff, expedite exits for VASH participants by assisting w/ rental unit identification/LL linkages, and CES street outreach to exit street homeless directly to PH (4) The CES Coordinator oversees the strategies to reduce LOTH.

3A-3. Successful Permanent Housing Placement and Retention as Reported in HDX. Applicants must:
(1) provide the percentage of individuals and persons in families in emergency shelter, safe havens, transitional housing, and rapid rehousing that exit to permanent housing destinations; and
(2) provide 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.

Percentage

Report the percentage of individuals and persons in families in emergency shelter, safe havens, transitional housing, and rapid re-housing that exit to permanent housing destinations as reported in HDX.	41%
Report the percentage of individuals and persons in families in permanent housing projects, other than rapid re-housing, that retain their permanent housing or exit to permanent housing destinations as reported in HDX.	94%

3A-3a. 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; and (2) 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.

(limit 2,000 characters)

(1) CES team monitors all ES/TH/RRH clients (HMIS), connects w/ program staff to make them aware of all potential housing and services linkages, coordinates bridges/transfers to other programs that are permanent and meet client needs (ES/TH to PH, RRH to PSH, GPD to VASH), and provides mobile CM for households w/ most significant barriers. GPD and non CoC funded TH (CHI TPH Program) both use low barrier and bridge housing models. Households in ES w/ income, TANF rental assistance budgets or w/ housing vouchers are connected to CES Landlord Engagement Specialist and CM, who assist w/ finding affordable rentals, provide lease edu and real talk budgeting. LICH hosts landlord engagement training and quarterly shelter training. (2) 100% of CoC funded PH projects are housing first (funding threshold) & 100% PSH CH Dedicated (transition to DedicatedPLUS in current funding round w/reductions in CH). CES team accompanies all PH-referred clients to intakes to ensure smooth transitions into housing, using a client-centered/strengths-based approach. All projects required to modify program policies to include: highly flexible repayment of arrears, linkage/provision of voluntary money mgmt, & ample opportunity to cure lease violations. CES monitors all clients in PSH, identifies those that have increased income and are stably housed, then provides support for households to move on to other PH, if desired by clients. CES outreach staff coordinate w/PH programs & are deployed to reengage persons who leave housing to homelessness, motivate clients to return to PH. (3) LICH Associate Director is responsible for overseeing strategy to increase rate of exit from ES, TH, RRH to PH destinations. (4) CES Coordinator is responsible for overseeing strategy to increase rate which households in PH retain/exit to PH destinations.

3A-4. Returns to Homelessness as Reported in HDX. Applicants must report the percentage of individuals and persons in families returning to homelessness over a 6- and 12-month period as reported in HDX.

	Percentage
Report the percentage of individuals and persons in families returning to homelessness over a 6- and 12-month period as reported in HDX	4%

3A-4a. Applicants must:

(1) describe how the CoC identifies common factors of 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 returns to homelessness.

(limit 2,000 characters)

(1) The CES team regularly reviews HMIS data for # of episodes/returns to ES/Street to identify CH households. By filtering for most # of episodes, we review the custom built-in “Homeless Cause” data element to identify trends in recidivism. This commonly identifies those w/ no support systems or who cannot maintain relationships w/ those that temporarily provide hsing/support. Using HMIS, CES team identifies shelters that have the most clients reentering the system & station CES caseworkers there for add’l CM support w/ exit/housing transition planning. All CES housing assessments review complete history of homelessness & causes of returns, which are tracked as part of a CES cohort study & reviewed quarterly by CES team.(2) CES focuses on client-driven housing matches; enhanced PH guidance & leveraging of other svcs, including housing preference reviews, overnight trial stays, transportation & accompaniment to housing intakes, client education around HF rules, svc linkages to community supports; legal svcs & landlord mediation; SOAR, Harm Reduction & Progressive Engagement; prevention dollars thru ESG; bridge housing to programs that better meet client needs & ensure stability. CES staff are implanted at ES w/ high rates of returns; FSL Program Home provides intensive CM which remains in place after households enter PH; Mercy Haven offers "Breakthrough" a program for folks w a hx of homelessness that provides education, tools, strategies & mentoring to enable them to increase self-sufficiency and ability to remain in PH; & additionally all CES referred clients are linked to mobile care coordination which does not end when clients are in PH. All PH programs are encouraged to link clients to all community supports that exist for additional support so clients become more connected within their community. CES also works directly w/ staff of de-funded programs on transition plans for all clients.(3) CES Coordinator & HMIS staff oversee retention tracking and strategy.

3A-5. Job and Income Growth. Applicants must:

(1) describe the CoC’s strategy to increase access to employment and non-employment cash sources;

(2) describe how the CoC works with mainstream employment organizations to help individuals and families increase their cash income; and

(3) provide the organization name or position title that is responsible for overseeing the CoC’s strategy to increase job and income growth from employment.

(limit 2,000 characters)

(1) The CoC has hosted training in PSH move-on, have reviewed CSH move on tool kit and have incentivized move on w/ PSH providers by associating CoC Ranking points for clients in PSH that exit to other PH destinations. With significant reallocation to RRH programs, the CoC has arranged DOL/employment center tours and training, provides ongoing SOAR trainings to PSH and RRH staff, invited RRH providers to RRH institute, has CES staff stationed at drop-in centers with employment/benefit enrollment on site, CES staff immediately connect clients to and leverage community supports that are

focused on employment and/or medicaid/benefits enrollment. (2) LICH (CES) has MOUs in place with IDSS Temporary Assistance offices to coordinate on all active CES cases to ensure benefits are maximized. CES team also has MOU with local SS offices to expedite review of SSI/SSDI benefits. LICH maintains listings of local employers that will hire people w/ criminal histories/on parole/re-entry programs. Drastic reductions in Veteran homelessness has also allowed for the Veteran Working Group to focus predominantly on sustainability through increases in employment and maximizing benefits. (3) CES Coordinator and RRH Working Group are responsible for strategies.

3A-6. System Performance Measures Data 05/25/2018
Submission in HDX. Applicants must enter the date the CoC submitted the System Performance Measures data in HDX, which included the data quality section for FY 2017 (mm/dd/yyyy)

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

Instructions

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

- 3B-1. DedicatedPLUS and Chronically Homeless Beds. In the boxes below, applicants must enter:**
- (1) total number of beds in the Project Application(s) that are designated as DedicatedPLUS beds; and**
 - (2) total number of beds in the Project Application(s) that are designated for the chronically homeless, which does not include those that were identified in (1) above as DedicatedPLUS Beds.**

Total number of beds dedicated as DedicatedPLUS	719
Total number of beds dedicated to individuals and families experiencing chronic homelessness	0
Total	719

3B-2. Orders of Priority. Did the CoC adopt the Orders of Priority into their written standards for all CoC Program-funded PSH projects as described in Notice CPD-16-11: Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons in Permanent Supportive Housing? Attachment Required. Yes

3B-2.1. Prioritizing Households with Children. Using the following chart, applicants must check all that apply to indicate the factor(s) the CoC currently uses to prioritize households with children during FY 2018.

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

3B-2.2. Applicants must:

- (1) describe the CoC’s current strategy to rapidly rehouse every household of families with children within 30 days of becoming homeless;**
 - (2) describe how the CoC addresses both housing and service needs to ensure families successfully maintain their housing once assistance ends; and**
 - (3) provide the organization name or position title responsible for overseeing the CoCs strategy to rapidly rehouse families with children within 30 days of becoming homeless.**
- (limit 2,000 characters)**

(1) With most PSH in the region (CoC and non-CoC) historically being funded to serve single adults, the CoC needed to take significant steps to greatly reduce the tremendous service gap for families, by reallocating over 30% of CoC annual budgets, over the last three years, and additionally applying for DV set aside funding in the current FR, mostly targeted to serve families. Additionally, ESG and TANF funds through both counties in the CoC have been allocated and increased for rental assistance/rapid rehousing. LDSS also increased rental assistance amounts per household to meet needs of high cost market, and have increased household income limits for child care subsidies. CES has already referred over 100 family households (longest term stayers prioritized, homeless one year or more) since January 2018. A FT Landlord Engagement Specialist as part of the CES team supports all RRH projects to identify units and expedite move ins. All households assessed through CES and enrolled in RRH are immediately linked to PHAs with open enrollment (2) The CES system continuously monitors retention once households are referred, including case reviews with RRH providers, and uses PSH, Section 8, and other PH to bridge households to more supportive/long term programs when necessary and available. New PSH for families has also been funded through reallocation which will be used for families with the highest vulnerabilities and for RRH bridge. PH programs leverage other community supports, use frequent landlord mediation & outreach landlords that are willing to work w/ program participants with significant barriers to housing. The CoC also offers ongoing trainings for all PH providers. (3) CES Coordinator and CoC GB are responsible for addressing family homelessness to increase exits and retention.

3B-2.3. 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 supportive 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 age, sex, gender, LGBT status, marital status, or disability when entering a shelter or housing.

CoC conducts mandatory training for all CoC and ESG funded service providers on these topics.	<input checked="" type="checkbox"/>
CoC conducts optional training for all CoC and ESG funded service providers on these topics.	<input type="checkbox"/>
CoC has worked with ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients.	<input checked="" type="checkbox"/>
CoC has worked with ESG recipient(s) to identify both CoC and ESG funded facilities within the CoC geographic area that may be out of compliance, and taken steps to work directly with those facilities to come into compliance.	<input checked="" type="checkbox"/>

CoC has sought assistance from HUD through submitting AAQs or requesting TA to resolve non-compliance of service providers.	<input type="checkbox"/>
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3B-2.4. Strategy for Addressing Needs of Unaccompanied Youth Experiencing Homelessness. Applicants must indicate whether the CoC's strategy to address the unique needs of unaccompanied homeless youth includes the following:

Human trafficking and other forms of exploitation	Yes
LGBT youth homelessness	Yes
Exits from foster care into homelessness	Yes
Family reunification and community engagement	Yes
Positive Youth Development, Trauma Informed Care, and the use of Risk and Protective Factors in assessing youth housing and service needs	Yes

3B-2.5. Prioritizing Unaccompanied Youth Experiencing Homelessness Based on Needs. Applicants must check all that apply from the list below that describes the CoC's current strategy to prioritize unaccompanied youth based on their needs.

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

3B-2.6. Applicants must describe the CoC's strategy to increase:
(1) housing and services for all youth experiencing homelessness by providing new resources or more effectively using existing resources, including securing additional funding; and
(2) availability of housing and services for youth experiencing unsheltered homelessness by providing new resources or more effectively using existing resources.
(limit 3,000 characters)

In order to serve all youth experiencing homelessness, during last FY, the CoC increased funding capacity to serve youth by over 200% by setting aside 5% of units in RRH programs based on regional need, targeted to youth. CoC has also sought additional funding for new youth programs thru state projects and seeks to leverage funding from OCFS/LDSS. The CoC provided guidance about regional youth needs to agencies applying for HUD FUP and advised on how to best prioritize new vouchers if awarded to the region. In order to increase services to unsheltered youth, the CoC increased awareness of existing resources by connecting with RHY lead agencies to ensure that staff responsible for staffing 24-response hotlines, which is most utilized resource for unsheltered youth, are able to connect to CES. Street Outreach teams and

other service providers that don't solely serve youth are trained in how to approach unsheltered youth and how to refer them to CES and other youth-specific services.

Street outreach and other service providers who don't solely serve youth, see youth on the streets or in places not meant for human habitation, they are trained in how to approach unsheltered youth and have a standard "referral" process to ensure if unsheltered youth want to be connected to youth specific services they can be referred effectively.

3B-2.6a. Applicants must:

- (1) provide evidence the CoC uses to measure both strategies in question 3B-2.6. 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 the strategies; and**
 - (3) describe why the CoC believes the measure it uses is an appropriate way to determine the effectiveness of the CoC's strategies.**
- (limit 3,000 characters)**

The CoC has reduced unaccompanied youth homelessness by 42% using BNL tracking/case conferencing with youth partner agencies/systems serving youth including JobCorps, youth court, RHY agencies, LBGT youth outreach programs, youth transitional housing, and family stability/reunification programs. The CES has trained outreach teams to better connect youth to the CES hotline, resulting in an additional 8 youth being assessed and 3 being referred and successfully housed through RRH. Youth BNL tracking/case conferencing is performed quarterly, which allows for better identification of youth and real time assessment of strategies to increase utilization of resources. This strategy is able to offer the most up to date measure for efficacy and leads to better housing and stability plans for youth, especially those who are unsheltered and likely to sporadically interact with existing systems of care.

3B-2.7. Collaboration–Education Services. Applicants must describe how the CoC collaborates with:

- (1) youth education providers;**
 - (2) McKinney-Vento State Education Agency (SEA) and Local Education Agency (LEA);**
 - (3) school districts; and**
 - (4) the formal partnerships with (1) through (3) above.**
- (limit 2,000 characters)**

The CoC utilizes a multi-step Local Education Agency Coordination Plan that establishes regular contact w/ over 120 LEA liaisons in the region via newsletters and specific outreach. This plan includes interventions for all LEAs, providing well-timed materials, like information about enrollment flexibility re: address verification/providing ID for households in shelter during back-to-school season, info about effectively identifying homeless youth, student rights under McKinney-Vento, & updates to major governing policies such as ESSA & NYS initiatives. School districts w/ highest incidence of homelessness are connected w/ the CES & districts reporting the lowest incidence are given greater guidance about identification.

The CoC has established partnerships with local BOCES/several school liaisons on the Youth Cmte, MOU with HeadStart of Long Island, & slates for same on the CoC Governance Board.

3B-2.7a. Applicants must describe the 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 monitors all CoC-funded PH for having staff responsible to coordinate McKinney-Vento eligibility w/ LEA & inform families of their rights to educational services. LICH provides training on McKinney-Vento eligibility for educational services at our annual conference, identifying this conference track as the best course for shelter providers. The Community Support Specialist provides training to shelters about McKinney-Vento eligibility, including student rights related to bussing accommodations, which is the most often reported incident of noncompliance with McKinney-Vento protections for students. The CoC has a partnership with local student advocacy organizations, to which referrals are made when school districts fail to correct issues related to McKinney-Vento eligibility.

3B-2.8. Does the CoC have written formal agreements, MOU/MOAs or partnerships with one or more providers of early childhood services and supports? Select “Yes” or “No”. Applicants must select “Yes” or “No”, from the list below, if the CoC has written formal agreements, MOU/MOA’s or partnerships with providers of early childhood services and support.

	MOU/MOA	Other Formal Agreement
Early Childhood Providers	Yes	No
Head Start	Yes	No
Early Head Start	Yes	No
Child Care and Development Fund	No	No
Federal Home Visiting Program	Yes	No
Healthy Start	Yes	No
Public Pre-K	No	No
Birth to 3 years	No	No
Tribal Home Visting Program	No	No
Other: (limit 50 characters)		

3B-3.1. Veterans Experiencing Homelessness. Applicants must describe the actions the CoC has taken to identify, assess, and refer Veterans experiencing homelessness, who are eligible for U.S. Department of Veterans Affairs (VA) housing and services, to appropriate resources such as HUD-VASH, Supportive Services for Veterans Families (SSVF) program and Grant and Per Diem (GPD). (limit 2,000 characters)

CES pilot was originated with Veteran Working Group, which effectively ended Veteran homelessness, per USICH, in June 2016. All Vets on BNL are surveyed on housing preferences, screened for vulnerability and placed on housing tracks, which is coordinated between CES, VASH, SSVF and GPD w/ monthly face to face case conferencing. The most desired housing track for Veterans are bridges from SSVF RRH to PSH, and GPD to VASH. SSVF and VA serve as access points for CES and assess clients in the same way as all other presenting households in the CoC. There had been delays with VASH in identifying rental units to utilize vouchers so the CES now partners w/ VASH to conduct ongoing landlord engagement to expedite exits from homelessness. CES additionally uses hot spotting, a hotline and SSVF advertisements to ensure that every homeless Veteran is identified and immediately assessed for all available housing options. CES team members are present at every monthly Veteran case conferencing meeting. CES street outreach coordinates with GPD for low demand shelter bed placement for Veterans on the street with barriers to housing and those least likely to accept services.

3B-3.2. Does the CoC use an active list or by name list to identify all Veterans experiencing homelessness in the CoC? Yes

3B-3.3. Is the CoC actively working with the VA and VA-funded programs to achieve the benchmarks and criteria for ending Veteran homelessness? Yes

3B-3.4. Does the CoC have sufficient resources to ensure each Veteran experiencing homelessness is assisted to quickly move into permanent housing using a Housing First approach? Yes

3B-5. Racial Disparity. Applicants must: Yes
(1) indicate whether the CoC assessed whether there are racial disparities in the provision or outcome of homeless assistance;
(2) if the CoC conducted an assessment, attach a copy of the summary.

3B-5a. Applicants must select from the options below the results of the CoC's assessment.

People of different races or ethnicities are more or less likely to receive homeless assistance.	<input checked="" type="checkbox"/>
People of different races or ethnicities are more or less likely to receive a positive outcome from homeless assistance.	<input checked="" type="checkbox"/>

There are no racial disparities in the provision or outcome of homeless assistance.	<input type="checkbox"/>
The results are inconclusive for racial disparities in the provision or outcome of homeless assistance.	<input type="checkbox"/>

3B-5b. Applicants must select from the options below the strategies the CoC is using to address any racial disparities.

The CoC's board and decisionmaking bodies are representative of the population served in the CoC.	<input type="checkbox"/>
The CoC has identified steps it will take to help the CoC board and decisionmaking bodies better reflect the population served in the CoC.	<input checked="" type="checkbox"/>
The CoC is expanding outreach in geographic areas with higher concentrations of underrepresented groups.	<input checked="" type="checkbox"/>
The CoC has communication, such as flyers, websites, or other materials, inclusive of underrepresented groups	<input checked="" type="checkbox"/>
The CoC is training staff working in the homeless services sector to better understand racism and the intersection of racism and homelessness.	<input checked="" type="checkbox"/>
The CoC is establishing professional development opportunities to identify and invest in emerging leaders of different races and ethnicities in the homelessness sector.	<input checked="" type="checkbox"/>
The CoC has staff, committees or other resources charged with analyzing and addressing racial disparities related to homelessness.	<input checked="" type="checkbox"/>
The CoC is educating organizations, stakeholders, boards of directors for local and national non-profit organizations working on homelessness on the topic of creating greater racial and ethnic diversity.	<input checked="" type="checkbox"/>
The CoC reviewed coordinated entry processes to understand their impact on people of different races and ethnicities experiencing homelessness.	<input checked="" type="checkbox"/>
The CoC is collecting data to better understand the pattern of program use for people of different races and ethnicities in its homeless services system.	<input checked="" type="checkbox"/>
The CoC is conducting additional research to understand the scope and needs of different races or ethnicities experiencing homelessness.	<input checked="" type="checkbox"/>
Other:	<input type="checkbox"/>

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

Instructions:

For guidance on completing this application, please reference the FY 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

- 4A-1. Healthcare. Applicants must indicate, for each type of healthcare listed below, whether the CoC:**
- (1) assists persons experiencing homelessness with enrolling in health insurance; and**
 - (2) assists persons experiencing homelessness with 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 works with mainstream programs that assist persons experiencing homelessness to apply for and receive mainstream benefits;**
 - (2) describe how the CoC systematically keeps program staff up-to-date regarding mainstream resources available for persons experiencing homelessness (e.g., Food Stamps, SSI, TANF, substance abuse programs); and**
 - (3) 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)**

CES access points connect households to community resources, including the INN’s Drop in Center, LDSS community hubs, VA & care coordination (mobile outreach), that assist clients in accessing mainstream resources such as SSI/SSDI, TANF, Medicaid/Medicare, and SNAP, through single-step application online and through local DSS. The CoC conducted a gap analysis for mainstream benefits to identify benefits that are underutilized and create plan for improving utilization rates. Access to cellphones and transportation to coordinate housing/benefit intake appointments were identified as significant gap; CoC established partnership with Assurance wireless and care coordination services to address this gap. The CoC employs two staff who are SOAR train-the trainers,

responsible for organizing agency specific trainings on mainstream benefits and connections to community resources to ensure staff at these provider agencies are keep up to data regarding mainstream resources. All new project applications must meet threshold benchmark of having SOAR-trained/benefits specialist staff. LICH reports changes in benefits such as SSI, or availability of new resources in our area to all PH providers via distribution of listserv memos and well as monthly meetings which include presentations from organizations that provide support re: accessing mainstream resources. LICH Community Support Specialist (who is also regional lead SOAR trainer) is responsible for overseeing the CoC strategy to ensure consistent updates and increased access to mainstream benefits.

4A-2.Housing First: 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 is applying for in FY 2018 CoC Program Competition; and**
- (2) total number of new and renewal CoC Program Funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC is applying for in FY 2018 CoC Program Competition that have adopted the Housing First approach—meaning that the project quickly houses clients without preconditions or service participation requirements.**

Total number of new and renewal CoC Program Funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC is applying for in FY 2018 CoC Program Competition.	34
Total number of new and renewal CoC Program Funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC is applying for in FY 2018 CoC Program Competition that have adopted the Housing First approach—meaning that the project quickly houses clients without preconditions or service participation requirements.	34
Percentage of new and renewal PSH, RRH, Safe-Haven, SSO non-Coordinated Entry projects in the FY 2018 CoC Program Competition that will be designated as Housing First.	100%

4A-3. Street Outreach. Applicants must:

- (1) describe the CoC’s outreach;**
- (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) CES has a built-in street outreach team that engage homeless persons on the streets, is the response team for the CoC street homeless hotline, web-based access point and library, police, jail, hospital and school coordination. Outreach connects/transporters persons to shelter, medical care, benefit offices, and housing intakes. (2) Street outreach conducted by LICH, SCDSS, NCDSS, MTA, PATH, and faith-based groups collaboratively cover 100% of CoC’s geography. (3) Outreach is conducted a minimum of three times per week, as well as two PIT counts per year (4) LICH Street Outreach has an encampment/house squatter team component, Veteran peer supports, local DV hotline coordination, school/youth/gang outreach, and bilingual partners that engage those least likely to request assistance. CES virtual access points and satellite imagery of wooded areas have identified 15% more street homeless,

such as homeless that are mobile, living in vehicles, those living deeper/more isolated in the woods, or school-aged youth reporting living situations only to school homeless liaison. The CoC is applying for a DV CES SSO, which will seek to further identify and engage those actively fleeing violence and trauma.

4A-4. Affirmative Outreach. Applicants must describe:

- (1) the specific strategy the CoC implemented that furthers fair housing as detailed in 24 CFR 578.93(c) used to market housing and supportive services to eligible persons regardless of race, color, national origin, religion, sex, gender identify, sexual orientation, age, familial status or disability; and**
- (2) how the CoC communicated effectively with persons with disabilities and limited English proficiency fair housing strategy in (1) above.**
(limit 2,000 characters)

LICH presents on Equal Access Rule (EAR) & regularly provides guidance to providers/clients on Fair Housing. All providers are required to provide materials and services to clients w/ communication disabilities and LEP as outlined in the Non-Discrimination policy. Advertising for CES/HF is targeted to those least likely to seek assistance (those w/ sig barriers). CES access points include groups serving specific pops (LGBT, DV, disabled youth). Info on FH & how to report violations is distributed to all persons in CES. (2) Written info on accessing the CES is provided in multi-language/large print; interpretation services are available through call-in. CES has 24/7 hotline w/ bi-lingual operators and web-based option. Through phone and web, CES team receives referrals for and will travel to those w/ disabilities or physical barrier to travel that have not previously been identified in the homeless system.

4A-5. RRH Beds as Reported in the 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 2017 and 2018.

	2017	2018	Difference
RRH beds available to serve all populations in the HIC	132	180	48

4A-6. Rehabilitation or New Construction Costs. Are new proposed project applications requesting \$200,000 or more in funding for housing rehabilitation or new construction? No

4A-7. Homeless under Other Federal Statutes. Is the CoC 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? No

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
1C-5. PHA Administration Plan–Homeless Preference	No		
1C-5. PHA Administration Plan–Move-on Multifamily Assisted Housing Owners' Preference	No		
1C-8. Centralized or Coordinated Assessment Tool	Yes	Vulnerability Ass...	09/17/2018
1E-1. Objective Criteria–Rate, Rank, Review, and Selection Criteria (e.g., scoring tool, matrix)	Yes	2018 Scorecard	08/08/2018
1E-3. Public Posting CoC-Approved Consolidated Application	Yes	Public Posting of...	09/17/2018
1E-3. Public Posting–Local Competition Rate, Rank, Review, and Selection Criteria (e.g., RFP)	Yes	2018 Funding Roun...	08/08/2018
1E-4. CoC's Reallocation Process	Yes	Reallocation Process	09/18/2018
1E-5. Notifications Outside e-snaps–Projects Accepted	Yes	Notification to P...	08/08/2018
1E-5. Notifications Outside e-snaps–Projects Rejected or Reduced	Yes	Notification to P...	08/08/2018
1E-5. Public Posting–Local Competition Deadline	Yes	Public Posting of...	08/08/2018
2A-1. CoC and HMIS Lead Governance (e.g., section of Governance Charter, MOU, MOA)	Yes	Governance Charter	09/18/2018
2A-2. HMIS–Policies and Procedures Manual	Yes	HMIS Policies and...	09/12/2018
3A-6. HDX–2018 Competition Report	Yes	HDX Report	09/11/2018
3B-2. Order of Priority–Written Standards	No	Prioritization Order	09/11/2018

3B-5. Racial Disparities Summary	No	Racial Disparity-...	09/12/2018
4A-7.a. Project List–Persons Defined as Homeless under Other Federal Statutes (if applicable)	No		
Other	No	Notice from CNG o...	08/09/2018
Other	No	Proof of Posted R...	09/13/2018
Other	No		

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description: Vulnerability Assessment Tools

Attachment Details

Document Description: 2018 Scorecard

Attachment Details

Document Description: Public Posting of COC Application

Attachment Details

Document Description: 2018 Funding Round RFPs

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Attachment Details

Document Description: Reallocation Process

Attachment Details

Document Description: Notification to Projects of acceptance

Attachment Details

Document Description: Notification to Projects of elimination or budget reduction

Attachment Details

Document Description: Public Posting of Local Deadline

Attachment Details

Document Description: Governance Charter

Attachment Details

Document Description: HMIS Policies and Procedures

Attachment Details

Document Description: HDX Report

Attachment Details

Document Description: Prioritization Order

Attachment Details

Document Description: Racial Disparity- HMIS Analysis 2018

Attachment Details

Document Description:

Attachment Details

Document Description: Notice from CNG of voluntary non-renewal

Attachment Details

Document Description: Proof of Posted Rankings

Attachment Details

Document Description:

Submission Summary

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

Page	Last Updated
1A. Identification	09/17/2018
1B. Engagement	09/18/2018
1C. Coordination	09/18/2018
1D. Discharge Planning	09/17/2018
1E. Project Review	09/17/2018
2A. HMIS Implementation	09/18/2018
2B. PIT Count	09/17/2018
2C. Sheltered Data - Methods	09/17/2018
3A. System Performance	09/18/2018
3B. Performance and Strategic Planning	09/18/2018
4A. Mainstream Benefits and Additional Policies	09/17/2018
4B. Attachments	09/18/2018

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Submission Summary

No Input Required

**Vulnerability Index -
Service Prioritization Decision Assistance Tool
(VI-SPDAT)**

Prescreen Triage Tool for Single Adults

AMERICAN VERSION 2.0

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1 (800) 355-0420 info@orgcode.com www.orgcode.com

**COMMUNITY
SOLUTIONS**



Welcome to the SPDAT Line of Products

The Service Prioritization Decision Assistance Tool (SPDAT) has been around in various incarnations for over a decade, before being released to the public in 2010. Since its initial release, the use of the SPDAT has been expanding exponentially and is now used in over one thousand communities across the United States, Canada, and Australia.

More communities using the tool means there is an unprecedented demand for versions of the SPDAT, customized for specific client groups or types of users. With the release of SPDAT V4, there have been more current versions of SPDAT products than ever before.

VI-SPDAT Series

The Vulnerability Index – Service Prioritization Decision Assistance Tool (VI-SPDAT) was developed as a pre-screening tool for communities that are very busy and do not have the resources to conduct a full SPDAT assessment for every client. It was made in collaboration with Community Solutions, creators of the Vulnerability Index, as a brief survey that can be conducted to quickly determine whether a client has high, moderate, or low acuity. The use of this survey can help prioritize which clients should be given a full SPDAT assessment first. Because it is a self-reported survey, no special training is required to use the VI-SPDAT.

Current versions available:

- VI-SPDAT V 2.0 for Individuals
- VI-SPDAT V 2.0 for Families
- VI-SPDAT V 1.0 for Youth

All versions are available online at

www.orgcode.com/products/vi-spdatt/

SPDAT Series

The Service Prioritization Decision Assistance Tool (SPDAT) was developed as an assessment tool for front-line workers at agencies that work with homeless clients to prioritize which of those clients should receive assistance first. The SPDAT tools are also designed to help guide case management and improve housing stability outcomes. They provide an in-depth assessment that relies on the assessor's ability to interpret responses and corroborate those with evidence. As a result, this tool may only be used by those who have received proper, up-to-date training provided by OrgCode Consulting, Inc. or an OrgCode certified trainer.

Current versions available:

- SPDAT V 4.0 for Individuals
- SPDAT V 2.0 for Families
- SPDAT V 1.0 for Youth

Information about all versions is available online at

www.orgcode.com/products/spdat/

SPDAT Training Series

To use the SPDAT, training by OrgCode or an OrgCode certified trainer is required. We provide training on a wide variety of topics over a variety of mediums.

The full-day in-person SPDAT Level 1 training provides you the opportunity to bring together as many people as you want to be trained for one low fee. The webinar training allows for a maximum of 15 different computers to be logged into the training at one time. We also offer online courses for individuals that you can do at your own speed.

The training gives you the manual, case studies, application to current practice, a review of each component of the tool, conversation guidance with prospective clients – and more!

Current SPDAT training available:

- Level 0 SPDAT Training: VI-SPDAT for Frontline Workers
- Level 1 SPDAT Training: SPDAT for Frontline Workers
- Level 2 SPDAT Training: SPDAT for Supervisors
- Level 3 SPDAT Training: SPDAT for Trainers

Other related training available:

- Excellence in Housing-Based Case Management
- Coordinated Access & Common Assessment
- Motivational Interviewing
- Objective-Based Interactions

More information about SPDAT training, including pricing, is available online at

<http://www.orgcode.com/product-category/training/spdat/>

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

SINGLE ADULTS

AMERICAN VERSION 2.0

Administration

Interviewer's Name _____	Agency _____	<input type="checkbox"/> Team <input type="checkbox"/> Staff <input type="checkbox"/> Volunteer
Survey Date DD/MM/YYYY ___/___/____	Survey Time ____	Survey Location _____

Opening Script

Every assessor in your community regardless of organization completing the VI-SPDAT should use the same introductory script. In that script you should highlight the following information:

- the name of the assessor and their affiliation (organization that employs them, volunteer as part of a Point in Time Count, etc.)
- the purpose of the VI-SPDAT being completed
- that it usually takes less than 7 minutes to complete
- that only "Yes," "No," or one-word answers are being sought
- that any question can be skipped or refused
- where the information is going to be stored
- that if the participant does not understand a question or the assessor does not understand the question that clarification can be provided
- the importance of relaying accurate information to the assessor and not feeling that there is a correct or preferred answer that they need to provide, nor information they need to conceal

Basic Information

First Name _____	Nickname _____	Last Name _____	
In what language do you feel best able to express yourself? _____			
Date of Birth DD/MM/YYYY ___/___/____	Age _____	Social Security Number _____	Consent to participate <input type="radio"/> Yes <input type="radio"/> No

IF THE PERSON IS 60 YEARS OF AGE OR OLDER, THEN SCORE 1.

SCORE:

0

A. History of Housing and Homelessness

1. Where do you sleep most frequently? (check one)

- Shelters
- Transitional Housing
- Safe Haven
- Outdoors**
- Other (specify):** _____
- Refused**

IF THE PERSON ANSWERS ANYTHING OTHER THAN "SHELTER", "TRANSITIONAL HOUSING", OR "SAFE HAVEN", THEN SCORE 1. **SCORE:**
1

2. How long has it been since you lived in permanent stable housing? _____ Years Refused

3. In the last three years, how many times have you been homeless? _____ Refused

IF THE PERSON HAS EXPERIENCED 1 OR MORE CONSECUTIVE YEARS OF HOMELESSNESS, AND/OR 4+ EPISODES OF HOMELESSNESS, THEN SCORE 1. **SCORE:**
0

B. Risks

4. In the past six months, how many times have you...

- a) Received health care at an emergency department/room? _____ Refused
- b) Taken an ambulance to the hospital? _____ Refused
- c) Been hospitalized as an inpatient? _____ Refused
- d) Used a crisis service, including sexual assault crisis, mental health crisis, family/intimate violence, distress centers and suicide prevention hotlines? _____ Refused
- e) Talked to police because you witnessed a crime, were the victim of a crime, or the alleged perpetrator of a crime or because the police told you that you must move along? _____ Refused
- f) Stayed one or more nights in a holding cell, jail or prison, whether that was a short-term stay like the drunk tank, a longer stay for a more serious offence, or anything in between? _____ Refused

IF THE TOTAL NUMBER OF INTERACTIONS EQUALS 4 OR MORE, THEN SCORE 1 FOR EMERGENCY SERVICE USE. **SCORE:**
0

5. Have you been attacked or beaten up since you've become homeless? Y N Refused

6. Have you threatened to or tried to harm yourself or anyone else in the last year? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF HARM. **SCORE:**
0

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

SINGLE ADULTS

AMERICAN VERSION 2.0

7. Do you have any legal stuff going on right now that may result in you being locked up, having to pay fines, or that make it more difficult to rent a place to live? Y N Refused

IF "YES," THEN SCORE 1 FOR LEGAL ISSUES.

SCORE:

0

8. Does anybody force or trick you to do things that you do not want to do? Y N Refused

9. Do you ever do things that may be considered to be risky like exchange sex for money, run drugs for someone, have unprotected sex with someone you don't know, share a needle, or anything like that? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF EXPLOITATION.

SCORE:

0

C. Socialization & Daily Functioning

10. Is there any person, past landlord, business, bookie, dealer, or government group like the IRS that thinks you owe them money? Y N Refused

11. Do you get any money from the government, a pension, an inheritance, working under the table, a regular job, or anything like that? Y N Refused

IF "YES" TO QUESTION 10 OR "NO" TO QUESTION 11, THEN SCORE 1 FOR MONEY MANAGEMENT.

SCORE:

0

12. Do you have planned activities, other than just surviving, that make you feel happy and fulfilled? Y N Refused

IF "NO," THEN SCORE 1 FOR MEANINGFUL DAILY ACTIVITY.

SCORE:

0

13. Are you currently able to take care of basic needs like bathing, changing clothes, using a restroom, getting food and clean water and other things like that? Y N Refused

IF "NO," THEN SCORE 1 FOR SELF-CARE.

SCORE:

0

14. Is your current homelessness in any way caused by a relationship that broke down, an unhealthy or abusive relationship, or because family or friends caused you to become evicted? Y N Refused

IF "YES," THEN SCORE 1 FOR SOCIAL RELATIONSHIPS.

SCORE:

0

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

SINGLE ADULTS

AMERICAN VERSION 2.0

D. Wellness

- 15. Have you ever had to leave an apartment, shelter program, or other place you were staying because of your physical health? Y N Refused
- 16. Do you have any chronic health issues with your liver, kidneys, stomach, lungs or heart? Y N Refused
- 17. If there was space available in a program that specifically assists people that live with HIV or AIDS, would that be of interest to you? Y N Refused
- 18. Do you have any physical disabilities that would limit the type of housing you could access, or would make it hard to live independently because you'd need help? Y N Refused
- 19. When you are sick or not feeling well, do you avoid getting help? Y N Refused
- 20. FOR FEMALE RESPONDENTS ONLY: Are you currently pregnant? Y N N/A or Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR PHYSICAL HEALTH. SCORE:
0

- 21. Has your drinking or drug use led you to being kicked out of an apartment or program where you were staying in the past? Y N Refused
- 22. Will drinking or drug use make it difficult for you to stay housed or afford your housing? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR SUBSTANCE USE. SCORE:
0

- 23. Have you ever had trouble maintaining your housing, or been kicked out of an apartment, shelter program or other place you were staying, because of:
 - a) A mental health issue or concern? Y N Refused
 - b) A past head injury? Y N Refused
 - c) A learning disability, developmental disability, or other impairment? Y N Refused
- 24. Do you have any mental health or brain issues that would make it hard for you to live independently because you'd need help? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR MENTAL HEALTH. SCORE:
0

IF THE RESPONENT SCORED 1 FOR PHYSICAL HEALTH AND 1 FOR SUBSTANCE USE AND 1 FOR MENTAL HEALTH, SCORE 1 FOR TRI-MORBIDITY. SCORE:
0

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

SINGLE ADULTS

AMERICAN VERSION 2.0

25. Are there any medications that a doctor said you should be taking that, for whatever reason, you are not taking? Y N Refused

26. Are there any medications like painkillers that you don't take the way the doctor prescribed or where you sell the medication? Y N Refused

IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR MEDICATIONS. SCORE: 0

27. YES OR NO: Has your current period of homelessness been caused by an experience of emotional, physical, psychological, sexual, or other type of abuse, or by any other trauma you have experienced? Y N Refused

IF "YES", SCORE 1 FOR ABUSE AND TRAUMA. SCORE: 0

Scoring Summary

DOMAIN	SUBTOTAL	RESULTS
PRE-SURVEY	0 /1	Score: Recommendation: 0-3: no housing intervention 4-7: an assessment for Rapid Re-Housing 8+: an assessment for Permanent Supportive Housing/Housing First
A. HISTORY OF HOUSING & HOMELESSNESS	1 /2	
B. RISKS	0 /4	
C. SOCIALIZATION & DAILY FUNCTIONS	0 /4	
D. WELLNESS	0 /6	
GRAND TOTAL:	0 /17	

Follow-Up Questions

On a regular day, where is it easiest to find you and what time of day is easiest to do so? place: _____
 time: ___ : ___ or Night

Is there a phone number and/or email where someone can safely get in touch with you or leave you a message? phone: (____) _____ - _____
 email: _____

Ok, now I'd like to take your picture so that it is easier to find you and confirm your identity in the future. May I do so? Yes No Refused

Communities are encouraged to think of additional questions that may be relevant to the programs being operated or your specific local context. This may include questions related to:

- military service and nature of discharge
- ageing out of care
- mobility issues
- legal status in country
- income and source of it
- current restrictions on where a person can legally reside
- children that may reside with the adult at some point in the future
- safety planning

Appendix A: About the VI-SPDAT

The HEARTH Act and federal regulations require communities to have an assessment tool for coordinated entry - and the VI-SPDAT and SPDAT meet these requirements. Many communities have struggled to comply with this requirement, which demands an investment of considerable time, resources and expertise. Others are making it up as they go along, using “gut instincts” in lieu of solid evidence. Communities need practical, evidence-informed tools that enhance their ability to satisfy federal regulations and quickly implement an effective approach to access and assessment. The VI-SPDAT is a first-of-its-kind tool designed to fill this need, helping communities end homelessness in a quick, strategic fashion.

The VI-SPDAT

The VI-SPDAT was initially created by combining the elements of the Vulnerability Index which was created and implemented by Community Solutions broadly in the 100,000 Homes Campaign, and the SPDAT Prescreen Instrument that was part of the Service Prioritization Decision Assistance Tool. The combination of these two instruments was performed through extensive research and development, and testing. The development process included the direct voice of hundreds of persons with lived experience.

The VI-SPDAT examines factors of current vulnerability and future housing stability. It follows the structure of the SPDAT assessment tool, and is informed by the same research backbone that supports the SPDAT - almost 300 peer reviewed published journal articles, government reports, clinical and quasi-clinical assessment tools, and large data sets. The SPDAT has been independently tested, as well as internally reviewed. The data overwhelmingly shows that when the SPDAT is used properly, housing outcomes are better than when no assessment tool is used.

The VI-SPDAT is a triage tool. It highlights areas of higher acuity, thereby helping to inform the type of support and housing intervention that may be most beneficial to improve long term housing outcomes. It also helps inform the order - or priority - in which people should be served. The VI-SPDAT does not make decisions; it informs decisions. The VI-SPDAT provides data that communities, service providers, and people experiencing homelessness can use to help determine the best course of action next.

Version 2

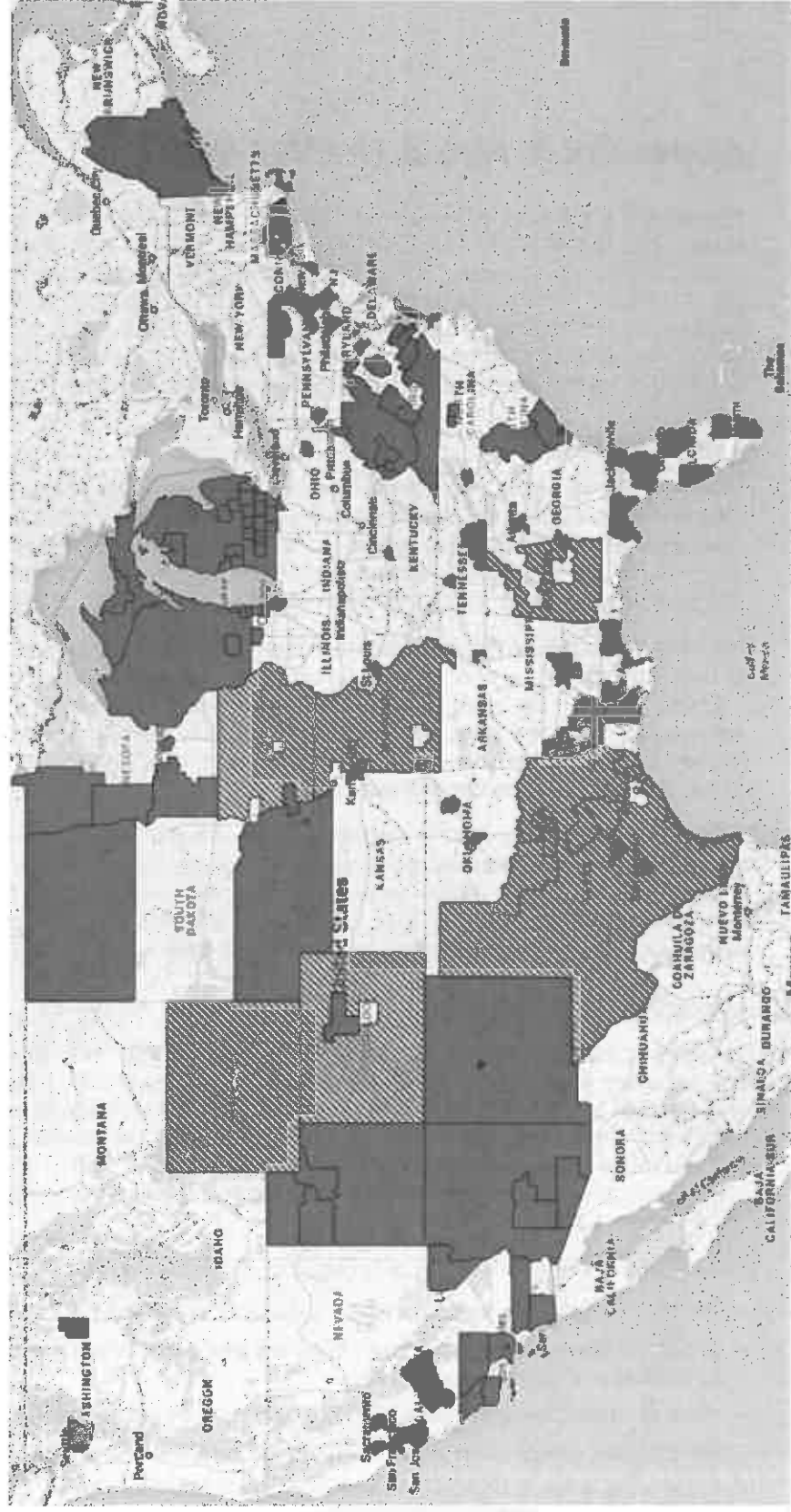
Version 2 builds upon the success of Version 1 of the VI-SPDAT with some refinements. Starting in August 2014, a survey was launched of existing VI-SPDAT users to get their input on what should be amended, improved, or maintained in the tool. Analysis was completed across all of these responses. Further research was conducted. Questions were tested and refined over several months, again including the direct voice of persons with lived experience and frontline practitioners. Input was also gathered from senior government officials that create policy and programs to help ensure alignment with guidelines and funding requirements.

You will notice some differences in Version 2 compared to Version 1. Namely:

- it is shorter, usually taking less than 7 minutes to complete;
- subjective elements through observation are now gone, which means the exact same instrument can be used over the phone or in-person;
- medical, substance use, and mental health questions are all refined;
- you can now explicitly see which component of the full SPDAT each VI-SPDAT question links to; and,
- the scoring range is slightly different (Don't worry, we can provide instructions on how these relate to results from Version 1).

Appendix B: Where the VI-SPDAT is being used in the United States

Since the VI-SPDAT is provided completely free of charge, and no training is required, any community is able to use the VI-SPDAT without the explicit permission of Community Solutions or OrgCode Consulting, Inc. As a result, the VI-SPDAT is being used in more communities than we know of. It is also being used in Canada and Australia.



VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

SINGLE ADULTS

AMERICAN VERSION 2.0

A partial list of continua of care (CoCs) in the US where we know the VI-SPDAT is being used includes:

- Alabama**
 - Parts of Alabama Balance of State
- Arizona**
 - Statewide
- California**
 - San Jose/Santa Clara City & County
 - San Francisco
 - Oakland/Alameda County
 - Sacramento City & County
 - Richmond/Contra Costa County
 - Watsonville/Santa Cruz City & County
 - Fresno/Madera County
 - Napa City & County
 - Los Angeles City & County
 - San Diego
 - Santa Maria/Santa Barbara County
 - Bakersfield/Kern County
 - Pasadena
 - Riverside City & County
 - Glendale
 - San Luis Obispo County
- Colorado**
 - Metropolitan Denver Homeless Initiative
 - Parts of Colorado Balance of State
- Connecticut**
 - Hartford
 - Bridgeport/Stratford/Fairfield Connecticut Balance of State
 - Norwalk/Fairfield County
 - Stamford/Greenwich
 - City of Waterbury
- District of Columbia**
 - District of Columbia
- Florida**
 - Sarasota/Bradenton/Manatee, Sarasota Counties
 - Tampa/Hillsborough County
 - St. Petersburg/Clearwater/Largo/Pinellas County
 - Tallahassee/Leon County
 - Orlando/Orange, Osceola, Seminole Counties
 - Gainesville/Alachua, Putnam Counties
 - Jacksonville-Duval, Clay Counties
 - Palm Bay/Melbourne/Brevard County
 - Ocala/Marion County
 - Miami/Dade County
 - West Palm Beach/Palm Beach County
- Georgia**
 - Atlanta County
 - Fulton County
 - Columbus-Muscogee/Russell County
 - Marietta/Cobb County
 - DeKalb County
- Hawaii**
 - Honolulu
- Illinois**
 - Rockford/Winnebago, Boone Counties
 - Waukegan/North Chicago/Lake County
 - Chicago
 - Cook County
- Iowa**
 - Parts of Iowa Balance of State
- Kansas**
 - Kansas City/Wyandotte County
- Kentucky**
 - Louisville/Jefferson County

- Louisiana**
 - Lafayette/Acadiana
 - Shreveport/Bossier/Northwest
 - New Orleans/Jefferson Parish
 - Baton Rouge
 - Alexandria/Central Louisiana CoC
- Massachusetts**
 - Cape Cod Islands
 - Springfield/Holyoke/Chicopee/Westfield/Hampden County
- Maryland**
 - Baltimore City
 - Montgomery County
- Maine**
 - Statewide
- Michigan**
 - Statewide
- Minnesota**
 - Minneapolis/Hennepin County
 - Northwest Minnesota
 - Moorhead/West Central Minnesota
 - Southwest Minnesota
- Missouri**
 - St. Louis County
 - St. Louis City
 - Joplin/Jasper, Newton Counties
 - Kansas City/Independence/Lee's Summit/Jackson County
 - Parts of Missouri Balance of State
- Mississippi**
 - Jackson/Rankin, Madison Counties
 - Gulf Port/Gulf Coast Regional
- North Carolina**
 - Winston Salem/Forsyth County
 - Asheville/Buncombe County
 - Greensboro/High Point

- North Dakota**
 - Statewide
- Nebraska**
 - Statewide
- New Mexico**
 - Statewide
- Nevada**
 - Las Vegas/Clark County
- New York**
 - New York City
 - Yonkers/Mount Vernon/New Rochelle/Westchester County
- Ohio**
 - Toledo/Lucas County
 - Canton/Massillon/Alliance/Stark County
- Oklahoma**
 - Tulsa City & County/Broken Arrow
 - Oklahoma City
 - Norman/Cleveland County
- Pennsylvania**
 - Philadelphia
 - Lower Marion/Norristown/Abington/Montgomery County
 - Allentown/Northeast Pennsylvania
 - Lancaster City & County
 - Bristol/Bensalem/Bucks County
 - Pittsburgh/McKeesport/Penn Hills/Allegheny County
- Rhode Island**
 - Statewide
- South Carolina**
 - Charleston/Low Country
 - Columbia/Midlands
 - Chattanooga/Southeast Tennessee
 - Memphis/Shelby County
 - Nashville/Davidson County

- Texas**
 - San Antonio/Bexar County
 - Austin/Travis County
 - Dallas City & County/Irving Fort Worth/Arlington/Tarrant County
 - El Paso City and County
 - Waco/McLennan County
 - Texas Balance of State
 - Amarillo
 - Wichita Falls/Wise, Palo Pinto, Wichita, Archer Counties
 - Bryan/College Station/Brazos Valley
 - Beaumont/Port Arthur/South East Texas
- Utah**
 - Statewide
- Virginia**
 - Richmond/Henrico, Chesterfield, Hanover Counties
 - Roanoke City & County/Salem Virginia Beach
 - Portsmouth
 - Virginia Balance of State
 - Arlington County
- Washington**
 - Seattle/King County
 - Spokane City & County
- Wisconsin**
 - Statewide
- West Virginia**
 - Statewide
- Wyoming**
 - Wyoming Statewide is in the process of implementing

**Vulnerability Index -
Service Prioritization Decision Assistance Tool
(VI-SPDAT)**

Prescreen Triage Tool for Families

AMERICAN VERSION 2.0

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1 (800) 355-0420 info@orgcode.com www.orgcode.com

**COMMUNITY
SOLUTIONS**



Welcome to the SPDAT Line of Products

The Service Prioritization Decision Assistance Tool (SPDAT) has been around in various incarnations for over a decade, before being released to the public in 2010. Since its initial release, the use of the SPDAT has been expanding exponentially and is now used in over one thousand communities across the United States, Canada, and Australia.

More communities using the tool means there is an unprecedented demand for versions of the SPDAT, customized for specific client groups or types of users. With the release of SPDAT V4, there have been more current versions of SPDAT products than ever before.

VI-SPDAT Series

The Vulnerability Index – Service Prioritization Decision Assistance Tool (VI-SPDAT) was developed as a pre-screening tool for communities that are very busy and do not have the resources to conduct a full SPDAT assessment for every client. It was made in collaboration with Community Solutions, creators of the Vulnerability Index, as a brief survey that can be conducted to quickly determine whether a client has high, moderate, or low acuity. The use of this survey can help prioritize which clients should be given a full SPDAT assessment first. Because it is a self-reported survey, no special training is required to use the VI-SPDAT.

Current versions available:

- VI-SPDAT V 2.0 for Individuals
- VI-SPDAT V 2.0 for Families
- VI-SPDAT V 2.0 for Youth

All versions are available online at

www.orgcode.com/products/vi-spdatt/

SPDAT Series

The Service Prioritization Decision Assistance Tool (SPDAT) was developed as an assessment tool for front-line workers at agencies that work with homeless clients to prioritize which of those clients should receive assistance first. The SPDAT tools are also designed to help guide case management and improve housing stability outcomes. They provide an in-depth assessment that relies on the assessor's ability to interpret responses and corroborate those with evidence. As a result, this tool may only be used by those who have received proper, up-to-date training provided by OrgCode Consulting, Inc. or an OrgCode certified trainer.

Current versions available:

- SPDAT V 4.0 for Individuals
- SPDAT V 4.0 for Families
- SPDAT V 4.0 for Youth

Information about all versions is available online at

www.orgcode.com/products/spdat/

SPDAT Training Series

To use the SPDAT, training by OrgCode or an OrgCode certified trainer is required. We provide training on a wide variety of topics over a variety of mediums.

The full-day in-person SPDAT Level 1 training provides you the opportunity to bring together as many people as you want to be trained for one low fee. The webinar training allows for a maximum of 15 different computers to be logged into the training at one time. We also offer online courses for individuals that you can do at your own speed.

The training gives you the manual, case studies, application to current practice, a review of each component of the tool, conversation guidance with prospective clients – and more!

Current SPDAT training available:

- Level 0 SPDAT Training: VI-SPDAT for Frontline Workers
- Level 1 SPDAT Training: SPDAT for Frontline Workers
- Level 2 SPDAT Training: SPDAT for Supervisors
- Level 3 SPDAT Training: SPDAT for Trainers

Other related training available:

- Excellence in Housing-Based Case Management
- Coordinated Access & Common Assessment
- Motivational Interviewing
- Objective-Based Interactions

More information about SPDAT training, including pricing, is available online at

<http://www.orgcode.com/product-category/training/spdat/>

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

FAMILIES

AMERICAN VERSION 2.0

Administration

Interviewer's Name _____	Agency _____	<input type="checkbox"/> Team <input type="checkbox"/> Staff <input type="checkbox"/> Volunteer
Survey Date DD/MM/YYYY ___/___/____	Survey Time ____:____	Survey Location _____

Opening Script

Every assessor in your community regardless of organization completing the VI-SPDAT should use the same introductory script. In that script you should highlight the following information:

- the name of the assessor and their affiliation (organization that employs them, volunteer as part of a Point in Time Count, etc.)
- the purpose of the VI-SPDAT being completed
- that it usually takes less than 7 minutes to complete
- that only "Yes," "No," or one-word answers are being sought
- that any question can be skipped or refused
- where the information is going to be stored
- that if the participant does not understand a question that clarification can be provided
- the importance of relaying accurate information to the assessor and not feeling that there is a correct or preferred answer that they need to provide, nor information they need to conceal

Basic Information

PARENT 1	First Name _____	Nickname _____	Last Name _____	
	In what language do you feel best able to express yourself? _____			
	Date of Birth DD/MM/YYYY ___/___/____	Age _____	Social Security Number _____	Consent to participate <input type="radio"/> Yes <input type="radio"/> No
<input type="checkbox"/> No second parent currently part of the household				
PARENT 2	First Name _____	Nickname _____	Last Name _____	
	In what language do you feel best able to express yourself? _____			
	Date of Birth DD/MM/YYYY ___/___/____	Age _____	Social Security Number _____	Consent to participate <input type="radio"/> Yes <input type="radio"/> No
IF EITHER HEAD OF HOUSEHOLD IS 60 YEARS OF AGE OR OLDER, THEN SCORE 1.				SCORE: <input style="width: 50px; height: 20px;" type="text"/>

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

FAMILIES

AMERICAN VERSION 2.0

Children

1. How many children under the age of 18 are currently with you? _____ Refused
2. How many children under the age of 18 are not currently with your family, but you have reason to believe they will be joining you when you get housed? _____ Refused
3. *IF HOUSEHOLD INCLUDES A FEMALE:* Is any member of the family currently pregnant? Y N Refused
4. Please provide a list of children's names and ages:

First Name	Last Name	Age	Date of Birth
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

IF THERE IS A SINGLE PARENT WITH 2+ CHILDREN, AND/OR A CHILD AGED 11 OR YOUNGER, AND/OR A CURRENT PREGNANCY, THEN SCORE 1 FOR FAMILY SIZE .	SCORE: 0
IF THERE ARE TWO PARENTS WITH 3+ CHILDREN, AND/OR A CHILD AGED 6 OR YOUNGER, AND/OR A CURRENT PREGNANCY, THEN SCORE 1 FOR FAMILY SIZE .	

A. History of Housing and Homelessness

5. Where do you and your family sleep most frequently? (check one)
 - Shelters
 - Transitional Housing
 - Safe Haven
 - Outdoors**
 - Other (specify):** _____
 - Refused

IF THE PERSON ANSWERS ANYTHING OTHER THAN "SHELTER", "TRANSITIONAL HOUSING", OR "SAFE HAVEN", THEN SCORE 1	SCORE: 0
--	-------------------------------

6. How long has it been since you and your family lived in permanent stable housing? _____ Years Refused
7. In the last three years, how many times have you and your family been homeless? _____ Refused

IF THE FAMILY HAS EXPERIENCED 1 OR MORE CONSECUTIVE YEARS OF HOMELESSNESS, AND/OR 4+ EPISODES OF HOMELESSNESS, THEN SCORE 1	SCORE: 0
---	-------------------------------

B. Risks

8. In the past six months, how many times have you or anyone in your family...

- a) Received health care at an emergency department/room? Refused
- b) Taken an ambulance to the hospital? Refused
- c) Been hospitalized as an inpatient? Refused
- d) Used a crisis service, including sexual assault crisis, mental health crisis, family/intimate violence, distress centers and suicide prevention hotlines? Refused
- e) Talked to police because they witnessed a crime, were the victim of a crime, or the alleged perpetrator of a crime or because the police told them that they must move along? Refused
- f) Stayed one or more nights in a holding cell, jail or prison, whether that was a short-term stay like the drunk tank, a longer stay for a more serious offence, or anything in between? Refused

IF THE TOTAL NUMBER OF INTERACTIONS EQUALS 4 OR MORE, THEN SCORE 1 FOR EMERGENCY SERVICE USE.

SCORE:

0

- 9. Have you or anyone in your family been attacked or beaten up since they've become homeless? Y N Refused
- 10. Have you or anyone in your family threatened to or tried to harm themselves or anyone else in the last year? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF HARM.

SCORE:

0

- 11. Do you or anyone in your family have any legal stuff going on right now that may result in them being locked up, having to pay fines, or that make it more difficult to rent a place to live? Y N Refused

IF "YES," THEN SCORE 1 FOR LEGAL ISSUES.

SCORE:

0

- 12. Does anybody force or trick you or anyone in your family to do things that you do not want to do? Y N Refused
- 13. Do you or anyone in your family ever do things that may be considered to be risky like exchange sex for money, run drugs for someone, have unprotected sex with someone they don't know, share a needle, or anything like that? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF EXPLOITATION.

SCORE:

0

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

FAMILIES

AMERICAN VERSION 2.0

C. Socialization & Daily Functioning

14. Is there any person, past landlord, business, bookie, dealer, or government group like the IRS that thinks you or anyone in your family owe them money? Y N Refused

15. Do you or anyone in your family get any money from the government, a pension, an inheritance, working under the table, a regular job, or anything like that? Y N Refused

IF "YES" TO QUESTION 14 OR "NO" TO QUESTION 15, THEN SCORE 1 FOR MONEY MANAGEMENT.

SCORE:

0

16. Does everyone in your family have planned activities, other than just surviving, that make them feel happy and fulfilled? Y N Refused

IF "NO," THEN SCORE 1 FOR MEANINGFUL DAILY ACTIVITY.

SCORE:

0

17. Is everyone in your family currently able to take care of basic needs like bathing, changing clothes, using a restroom, getting food and clean water and other things like that? Y N Refused

IF "NO," THEN SCORE 1 FOR SELF-CARE.

SCORE:

0

18. Is your family's current homelessness in any way caused by a relationship that broke down, an unhealthy or abusive relationship, or because other family or friends caused your family to become evicted? Y N Refused

IF "YES," THEN SCORE 1 FOR SOCIAL RELATIONSHIPS.

SCORE:

0

D. Wellness

19. Has your family ever had to leave an apartment, shelter program, or other place you were staying because of the physical health of you or anyone in your family? Y N Refused

20. Do you or anyone in your family have any chronic health issues with your liver, kidneys, stomach, lungs or heart? Y N Refused

21. If there was space available in a program that specifically assists people that live with HIV or AIDS, would that be of interest to you or anyone in your family? Y N Refused

22. Does anyone in your family have any physical disabilities that would limit the type of housing you could access, or would make it hard to live independently because you'd need help? Y N Refused

23. When someone in your family is sick or not feeling well, does your family avoid getting medical help? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR PHYSICAL HEALTH.

SCORE:

0

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

FAMILIES

AMERICAN VERSION 2.0

24. Has drinking or drug use by you or anyone in your family led your family to being kicked out of an apartment or program where you were staying in the past? Y N Refused

25. Will drinking or drug use make it difficult for your family to stay housed or afford your housing? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR SUBSTANCE USE.

SCORE:

0

26. Has your family ever had trouble maintaining your housing, or been kicked out of an apartment, shelter program or other place you were staying, because of:

a) A mental health issue or concern? Y N Refused

b) A past head injury? Y N Refused

c) A learning disability, developmental disability, or other impairment? Y N Refused

27. Do you or anyone in your family have any mental health or brain issues that would make it hard for your family to live independently because help would be needed? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR MENTAL HEALTH.

SCORE:

0

28. IF THE FAMILY SCORED 1 EACH FOR PHYSICAL HEALTH, SUBSTANCE USE, AND MENTAL HEALTH: Does any single member of your household have a medical condition, mental health concerns, and experience with problematic substance use? Y N N/A or Refused

IF "YES", SCORE 1 FOR TRI-MORBIDITY.

SCORE:

0

29. Are there any medications that a doctor said you or anyone in your family should be taking that, for whatever reason, they are not taking? Y N Refused

30. Are there any medications like painkillers that you or anyone in your family don't take the way the doctor prescribed or where they sell the medication? Y N Refused

IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR MEDICATIONS.

SCORE:

0

31. YES OR NO: Has your family's current period of homelessness been caused by an experience of emotional, physical, psychological, sexual, or other type of abuse, or by any other trauma you or anyone in your family have experienced? Y N Refused

IF "YES", SCORE 1 FOR ABUSE AND TRAUMA.

SCORE:

0

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

FAMILIES

AMERICAN VERSION 2.0

E. Family Unit

32. Are there any children that have been removed from the family by a child protection service within the last 180 days? Y N Refused

33. Do you have any family legal issues that are being resolved in court or need to be resolved in court that would impact your housing or who may live within your housing? Y N Refused

IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR FAMILY LEGAL ISSUES. SCORE:
0

34. In the last 180 days have any children lived with family or friends because of your homelessness or housing situation? Y N Refused

35. Has any child in the family experienced abuse or trauma in the last 180 days? Y N Refused

36. IF THERE ARE SCHOOL-AGED CHILDREN: Do your children attend school more often than not each week? Y N N/A or Refused

IF "YES" TO ANY OF QUESTIONS 34 OR 35, OR "NO" TO QUESTION 36, SCORE 1 FOR NEEDS OF CHILDREN. SCORE:
0

37. Have the members of your family changed in the last 180 days, due to things like divorce, your kids coming back to live with you, someone leaving for military service or incarceration, a relative moving in, or anything like that? Y N Refused

38. Do you anticipate any other adults or children coming to live with you within the first 180 days of being housed? Y N Refused

IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR FAMILY STABILITY. SCORE:
0

39. Do you have two or more planned activities each week as a family such as outings to the park, going to the library, visiting other family, watching a family movie, or anything like that? Y N Refused

40. After school, or on weekends or days when there isn't school, is the total time children spend each day where there is no interaction with you or another responsible adult...

a) 3 or more hours per day for children aged 13 or older? Y N Refused

b) 2 or more hours per day for children aged 12 or younger? Y N Refused

41. IF THERE ARE CHILDREN BOTH 12 AND UNDER *or* 13 AND OVER: Do your older kids spend 2 or more hours on a typical day helping their younger sibling(s) with things like getting ready for school, helping with homework, making them dinner, bathing them, or anything like that? Y N N/A or Refused

IF "NO" TO QUESTION 39, OR "YES" TO ANY OF QUESTIONS 40 OR 41, SCORE 1 FOR PARENTAL ENGAGEMENT. SCORE:
0

Scoring Summary

DOMAIN	SUBTOTAL	RESULTS
PRE-SURVEY	0 /2	Score: Recommendation: 0-3 no housing intervention 4-8 an assessment for Rapid Re-Housing 9+ an assessment for Permanent Supportive Housing/Housing First
A. HISTORY OF HOUSING & HOMELESSNESS	0 /2	
B. RISKS	0 /4	
C. SOCIALIZATION & DAILY FUNCTIONS	0 /4	
D. WELLNESS	0 /6	
E. FAMILY UNIT	0 /4	
GRAND TOTAL:	0 /22	

Follow-Up Questions

On a regular day, where is it easiest to find you and what time of day is easiest to do so?	place: _____ time: __: __ or Night
Is there a phone number and/or email where someone can safely get in touch with you or leave you a message?	phone: (____) _____ - _____ email: _____
Ok, now I'd like to take your picture so that it is easier to find you and confirm your identity in the future. May I do so?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Refused

Communities are encouraged to think of additional questions that may be relevant to the programs being operated or your specific local context. This may include questions related to:

- military service and nature of discharge
- ageing out of care
- mobility issues
- legal status in country
- income and source of it
- current restrictions on where a person can legally reside
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Version 2

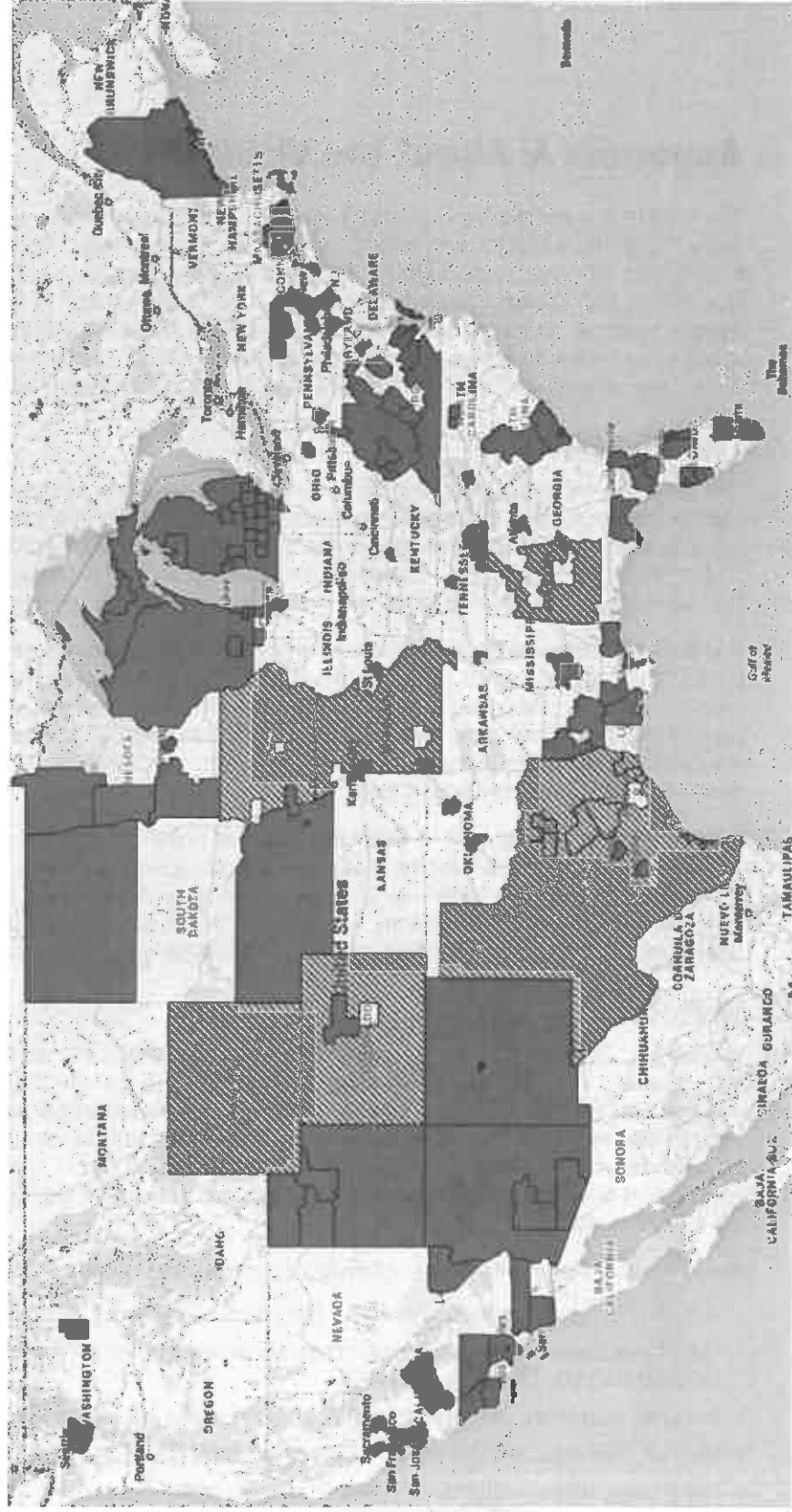
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You will notice some differences in Version 2 compared to Version 1. Namely:

- it is shorter, usually taking less than 7 minutes to complete;
- subjective elements through observation are now gone, which means the exact same instrument can be used over the phone or in-person;
- medical, substance use, and mental health questions are all refined;
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Appendix B: Where the VI-SPDAT is being used in the United States

Since the VI-SPDAT is provided completely free of charge, and no training is required, any community is able to use the VI-SPDAT without the explicit permission of Community Solutions or OrgCode Consulting, Inc. As a result, the VI-SPDAT is being used in more communities than we know of. It is also being used in Canada and Australia.



VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

FAMILIES

AMERICAN VERSION 2.0

A partial list of continua of care (CoCs) in the US where we know the VI-SPDAT is being used includes:

- Alabama**
 - Parts of Alabama Balance of State
- Arizona**
 - Statewide
- California**
 - San Jose/Santa Clara City & County
 - San Francisco
 - Oakland/Alameda County
 - Sacramento City & County
 - Richmond/Contra Costa County
 - Watsonville/Santa Cruz City & County
 - Fresno/Madera County
 - Napa City & County
 - Los Angeles City & County
 - San Diego
 - Santa Maria/Santa Barbara County
 - Bakersfield/Kern County
 - Pasadena
 - Riverside City & County
 - Glendale
 - San Luis Obispo County
- Colorado**
 - Metropolitan Denver Homeless Initiative
 - Parts of Colorado Balance of State
- Connecticut**
 - Hartford
 - Bridgeport/Stratford/Fairfield
 - Connecticut Balance of State
 - Norwalk/Fairfield County
 - Stamford/Greenwich
 - City of Waterbury

- District of Columbia**
 - District of Columbia
- Florida**
 - Sarasota/Bradenton/Manatee/Sarasota Counties
 - Tampa/Hillsborough County
 - St. Petersburg/Clearwater/Largo/Pinellas County
 - Tallahassee/Leon County
 - Orlando/Orange, Osceola, Seminole Counties
 - Gainesville/Alachua, Putnam Counties
 - Jacksonville-Duval, Clay Counties
 - Palm Bay/Melbourne/Brevard County
 - Ocala/Marion County
 - Miami/Dade County
 - West Palm Beach/Palm Beach County
- Georgia**
 - Atlanta County
 - Fulton County
 - Columbus-Muscogee/Russell County
 - Marietta/Cobb County
 - DeKalb County
- Hawaii**
 - Honolulu
- Illinois**
 - Rockford/Winnebago, Boone Counties
 - Waukegan/North Chicago/Lake County
 - Chicago
 - Cook County
- Iowa**
 - Parts of Iowa Balance of State
- Kansas**
 - Kansas City/Wyandotte County
- Kentucky**
 - Louisville/Jefferson County

- Louisiana**
 - Lafayette/Acadiana
 - Shreveport/Bossier/Northwest
 - New Orleans/Jefferson Parish
 - Baton Rouge
 - Alexandria/Central Louisiana CoC
- Massachusetts**
 - Cape Cod Islands
 - Springfield/Holyoke/Chicopee/Westfield/Hampden County
- Maryland**
 - Baltimore City
 - Montgomery County
- Maine**
 - Statewide
- Michigan**
 - Statewide
- Minnesota**
 - Minneapolis/Hennepin County
 - Northwest Minnesota
 - Moorhead/West Central Minnesota
 - Southwest Minnesota
- Missouri**
 - St. Louis County
 - St. Louis City
 - Joplin/Jasper, Newton Counties
 - Kansas City/Independence/Lee's Summit/Jackson County
 - Parts of Missouri Balance of State
- Mississippi**
 - Jackson/Rankin, Madison Counties
 - Gulf Port/Gulf Coast Regional
- North Carolina**
 - Winston Salem/Forsyth County
 - Asheville/Buncombe County
 - Greensboro/High Point

- North Dakota**
 - Statewide
- Nebraska**
 - Statewide
- New Mexico**
 - Statewide
- Nevada**
 - Las Vegas/Clark County
- New York**
 - New York City
 - Yonkers/Mount Vernon/New Rochelle/Westchester County
- Ohio**
 - Toledo/Lucas County
 - Canton/Massillon/Alliance/Stark County
- Oklahoma**
 - Tulsa City & County/Broken Arrow
 - Oklahoma City
 - Norman/Cleveland County
- Pennsylvania**
 - Philadelphia
 - Lower Marion/Norristown/Abington/Montgomery County
 - Allentown/Northeast Pennsylvania
 - Lancaster City & County
 - Bristol/Bensalem/Bucks County
 - Pittsburgh/McKeesport/Penn Hills/Allegheny County
- Rhode Island**
 - Statewide
- South Carolina**
 - Charleston/Low Country
 - Columbia/Midlands
- Tennessee**
 - Chattanooga/Southeast Tennessee
 - Memphis/Shelby County
 - Nashville/Davidson County
- Texas**
 - San Antonio/Bexar County
 - Austin/Travis County
 - Dallas City & County/Irving
 - Fort Worth/Arlington/Tarrant County
 - El Paso City and County
 - Waco/McLennan County
 - Texas Balance of State
 - Amarillo
 - Wichita Falls/Wise, Palo Pinto, Wichita, Archer Counties
 - Bryan/College Station/Brazos Valley
 - Beaumont/Port Arthur/South East Texas
- Utah**
 - Statewide
- Virginia**
 - Richmond/Henrico, Chesterfield, Hanover Counties
 - Roanoke City & County/Salem
 - Virginia Beach
 - Portsmouth
 - Virginia Balance of State
 - Arlington County
- Washington**
 - Spokane City & County
- Wisconsin**
 - Statewide
- West Virginia**
 - Statewide
- Wyoming**
 - Wyoming Statewide is in the process of implementing

**Transition Age Youth -
Vulnerability Index -
Service Prioritization Decision Assistance Tool
(TAY-VI-SPDAT)**

“Next Step Tool for Homeless Youth”

AMERICAN VERSION 1.0

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1 (800) 355-0420 info@orgcode.com www.orgcode.com

**COMMUNITY
SOLUTIONS**



Eric Rice, PhD

USC
SCHOOL OF
SOCIAL WORK



Welcome to the SPDAT Line of Products

The Service Prioritization Decision Assistance Tool (SPDAT) has been around in various incarnations for over a decade, before being released to the public in 2010. Since its initial release, the use of the SPDAT has been expanding exponentially and is now used in over one thousand communities across the United States, Canada, and Australia.

More communities using the tool means there is an unprecedented demand for versions of the SPDAT, customized for specific client groups or types of users. With the release of SPDAT V4, there have been more current versions of SPDAT products than ever before.

VI-SPDAT Series

The Vulnerability Index – Service Prioritization Decision Assistance Tool (VI-SPDAT) was developed as a pre-screening tool for communities that are very busy and do not have the resources to conduct a full SPDAT assessment for every client. It was made in collaboration with Community Solutions, creators of the Vulnerability Index, as a brief survey that can be conducted to quickly determine whether a client has high, moderate, or low acuity. The use of this survey can help prioritize which clients should be given a full SPDAT assessment first. Because it is a self-reported survey, no special training is required to use the VI-SPDAT.

Current versions available:

- VI-SPDAT V 2.0
- Family VI-SPDAT V 2.0
- Next Step Tool for Homeless Youth V 1.0

All versions are available online at

www.orgcode.com/products/vi-spdatt/

SPDAT Series

The Service Prioritization Decision Assistance Tool (SPDAT) was developed as an assessment tool for front-line workers at agencies that work with homeless clients to prioritize which of those clients should receive assistance first. The SPDAT tools are also designed to help guide case management and improve housing stability outcomes. They provide an in-depth assessment that relies on the assessor's ability to interpret responses and corroborate those with evidence. As a result, this tool may only be used by those who have received proper, up-to-date training provided by OrgCode Consulting, Inc. or an OrgCode certified trainer.

Current versions available:

- SPDAT V 4.0 for Individuals
- F-SPDAT V 2.0 for Families
- Y-SPDAT V 1.0 for Youth

Information about all versions is available online at

www.orgcode.com/products/spdat/

SPDAT Training Series

To use the SPDAT assessment product, training by OrgCode or an OrgCode certified trainer is required. We provide training on a wide variety of topics over a variety of mediums.

The full-day in-person SPDAT Level 1 training provides you the opportunity to bring together as many people as you want to be trained for one low fee. The webinar training allows for a maximum of 15 different computers to be logged into the training at one time. We also offer online courses for individuals that you can do at your own speed.

The training gives you the manual, case studies, application to current practice, a review of each component of the tool, conversation guidance with prospective clients – and more!

Current SPDAT training available:

- Level 0 SPDAT Training: VI-SPDAT for Frontline Workers
- Level 1 SPDAT Training: SPDAT for Frontline Workers
- Level 2 SPDAT Training: SPDAT for Supervisors
- Level 3 SPDAT Training: SPDAT for Trainers

Other related training available:

- Excellence in Housing-Based Case Management
- Coordinated Access & Common Assessment
- Motivational Interviewing
- Objective-Based Interactions

More information about SPDAT training, including pricing, is available online at

<http://www.orgcode.com/product-category/training/spdat/>

The TAY-VI-SPDAT – The Next Step Tool for Homeless Youth

OrgCode Consulting, Inc. and Community Solutions joined forces with the Corporation for Supportive Housing (CSH) to combine the best parts of products and expertise to create one streamlined triage tool designed specifically for youth aged 24 or younger.

Administration

Interviewer's Name _____	Agency _____	<input type="checkbox"/> Team <input type="checkbox"/> Staff <input type="checkbox"/> Volunteer
Survey Date DD/MM/YYYY ___/___/____	Survey Time ____:____	Survey Location _____

Opening Script

Every assessor in your community regardless of organization completing the VI-SPDAT should use the same introductory script. In that script you should highlight the following information:

- the name of the assessor and their affiliation (organization that employs them, volunteer as part of a Point in Time Count, etc.)
- the purpose of the VI-SPDAT being completed
- that it usually takes less than 7 minutes to complete
- that only "Yes," "No," or one-word answers are being sought
- that any question can be skipped or refused
- where the information is going to be stored
- that if the participant does not understand a question that clarification can be provided
- the importance of relaying accurate information to the assessor and not feeling that there is a correct or preferred answer that they need to provide, nor information they need to conceal

Basic Information

First Name _____	Nickname _____	Last Name _____
In what language do you feel best able to express yourself? _____		
Date of Birth DD/MM/YYYY ___/___/____	Age _____	Social Security Number _____
		Consent to participate <input type="radio"/> Yes <input type="radio"/> No

IF THE PERSON IS 17 YEARS OF AGE OR LESS, THEN SCORE 1.

SCORE:

1

NEXT STEP TOOL FOR HOMELESS YOUTH

SINGLE YOUTH

AMERICAN VERSION 1.0

A. History of Housing and Homelessness

1. Where do you sleep most frequently? (check one)

- Shelters Couch surfing Other (specify): _____
 Transitional Housing Outdoors
 Safe Haven Refused

IF THE PERSON ANSWERS ANYTHING OTHER THAN "SHELTER", "TRANSITIONAL HOUSING", OR "SAFE HAVEN", THEN SCORE 1. **SCORE:**
0

2. How long has it been since you lived in permanent stable housing? _____ Years Refused

3. In the last three years, how many times have you been homeless? _____ Refused

IF THE PERSON HAS EXPERIENCED 1 OR MORE CONSECUTIVE YEARS OF HOMELESSNESS, AND/OR 4+ EPISODES OF HOMELESSNESS, THEN SCORE 1. **SCORE:**
0

B. Risks

4. In the past six months, how many times have you...

- a) Received health care at an emergency department/room? _____ Refused
- b) Taken an ambulance to the hospital? _____ Refused
- c) Been hospitalized as an inpatient? _____ Refused
- d) Used a crisis service, including sexual assault crisis, mental health crisis, family/intimate violence, distress centers and suicide prevention hotlines? _____ Refused
- e) Talked to police because you witnessed a crime, were the victim of a crime, or the alleged perpetrator of a crime or because the police told you that you must move along? _____ Refused
- f) Stayed one or more nights in a holding cell, jail, prison or juvenile detention, whether it was a short-term stay like the drunk tank, a longer stay for a more serious offence, or anything in between? _____ Refused

IF THE TOTAL NUMBER OF INTERACTIONS EQUALS 4 OR MORE, THEN SCORE 1 FOR EMERGENCY SERVICE USE. **SCORE:**
0

5. Have you been attacked or beaten up since you've become homeless? Y N Refused

6. Have you threatened to or tried to harm yourself or anyone else in the last year? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF HARM. **SCORE:**
0

NEXT STEP TOOL FOR HOMELESS YOUTH

SINGLE YOUTH

AMERICAN VERSION 1.0

7. Do you have any legal stuff going on right now that may result in you being locked up, having to pay fines, or that make it more difficult to rent a place to live? Y N Refused

8. Were you ever incarcerated when younger than age 18? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR LEGAL ISSUES.

SCORE:

0

9. Does anybody force or trick you to do things that you do not want to do? Y N Refused

10. Do you ever do things that may be considered to be risky like exchange sex for money, food, drugs, or a place to stay, run drugs for someone, have unprotected sex with someone you don't know, share a needle, or anything like that? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF EXPLOITATION.

SCORE:

0

C. Socialization & Daily Functioning

11. Is there any person, past landlord, business, bookie, dealer, or government group like the IRS that thinks you owe them money? Y N Refused

12. Do you get any money from the government, an inheritance, an allowance, working under the table, a regular job, or anything like that? Y N Refused

IF "YES" TO QUESTION 11 OR "NO" TO QUESTION 12, THEN SCORE 1 FOR MONEY MANAGEMENT.

SCORE:

0

13. Do you have planned activities, other than just surviving, that make you feel happy and fulfilled? Y N Refused

IF "NO," THEN SCORE 1 FOR MEANINGFUL DAILY ACTIVITY.

SCORE:

0

14. Are you currently able to take care of basic needs like bathing, changing clothes, using a restroom, getting food and clean water and other things like that? Y N Refused

IF "NO," THEN SCORE 1 FOR SELF-CARE.

SCORE:

0

NEXT STEP TOOL FOR HOMELESS YOUTH

SINGLE YOUTH

AMERICAN VERSION 1.0

15. Is your current lack of stable housing...

- a) Because you ran away from your family home, a group home or a foster home? Y N Refused
- b) Because of a difference in religious or cultural beliefs from your parents, guardians or caregivers? Y N Refused
- c) Because your family or friends caused you to become homeless? Y N Refused
- d) Because of conflicts around gender identity or sexual orientation? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR SOCIAL RELATIONSHIPS. SCORE:
0

- e) Because of violence at home between family members? Y N Refused
- f) Because of an unhealthy or abusive relationship, either at home or elsewhere? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR ABUSE/TRAUMA. SCORE:
0

D. Wellness

- 16. Have you ever had to leave an apartment, shelter program, or other place you were staying because of your physical health? Y N Refused
- 17. Do you have any chronic health issues with your liver, kidneys, stomach, lungs or heart? Y N Refused
- 18. If there was space available in a program that specifically assists people that live with HIV or AIDS, would that be of interest to you? Y N Refused
- 19. Do you have any physical disabilities that would limit the type of housing you could access, or would make it hard to live independently because you'd need help? Y N Refused
- 20. When you are sick or not feeling well, do you avoid getting medical help? Y N Refused
- 21. Are you currently pregnant, have you ever been pregnant, or have you ever gotten someone pregnant? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR PHYSICAL HEALTH. SCORE:
0

NEXT STEP TOOL FOR HOMELESS YOUTH

SINGLE YOUTH

AMERICAN VERSION 1.0

22. Has your drinking or drug use led you to being kicked out of an apartment or program where you were staying in the past? Y N Refused
23. Will drinking or drug use make it difficult for you to stay housed or afford your housing? Y N Refused
24. If you've ever used marijuana, did you ever try it at age 12 or younger? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR SUBSTANCE USE. SCORE: 0

25. Have you ever had trouble maintaining your housing, or been kicked out of an apartment, shelter program or other place you were staying, because of:
- a) A mental health issue or concern? Y N Refused
- b) A past head injury? Y N Refused
- c) A learning disability, developmental disability, or other impairment? Y N Refused
26. Do you have any mental health or brain issues that would make it hard for you to live independently because you'd need help? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR MENTAL HEALTH. SCORE: 0

IF THE RESPONENT SCORED 1 FOR PHYSICAL HEALTH AND 1 FOR SUBSTANCE USE AND 1 FOR MENTAL HEALTH, SCORE 1 FOR TRI-MORBIDITY. SCORE: 0

27. Are there any medications that a doctor said you should be taking that, for whatever reason, you are not taking? Y N Refused
28. Are there any medications like painkillers that you don't take the way the doctor prescribed or where you sell the medication? Y N Refused

IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR MEDICATIONS. SCORE: 0

Scoring Summary

DOMAIN	SUBTOTAL	RESULTS
PRE-SURVEY	1 /1	Score: Recommendation: 0-3: no moderate or high intensity services be provided at this time 4-7: assessment for time-limited supports with moderate intensity 8+: assessment for long-term housing with high service intensity
A. HISTORY OF HOUSING & HOMELESSNESS	0 /2	
B. RISKS	0 /4	
C. SOCIALIZATION & DAILY FUNCTIONS	0 /5	
D. WELLNESS	0 /5	
GRAND TOTAL:	1 /17	

Follow-Up Questions

On a regular day, where is it easiest to find you and what time of day is easiest to do so?	place: _____ time: ___ : ___ or Night
Is there a phone number and/or email where someone can get in touch with you or leave you a message?	phone: (____) _____ - _____ email: _____
Ok, now I'd like to take your picture so that it is easier to find you and confirm your identity in the future. May I do so?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Refused

Communities are encouraged to think of additional questions that may be relevant to the programs being operated or your specific local context. This may include questions related to:

- military service and nature of discharge
- ageing out of care
- mobility issues
- legal status in country
- income and source of it
- current restrictions on where a person can legally reside
- children that may reside with the youth at some point in the future
- safety planning

Appendix A: About the TAY-VI-SPDAT

The HEARTH Act and federal regulations require communities to have an assessment tool for coordinated entry - and the VI-SPDAT and SPDAT meet these requirements. Many communities have struggled to comply with this requirement, which demands an investment of considerable time, resources and expertise. Others are making it up as they go along, using “gut instincts” in lieu of solid evidence. Communities need practical, evidence-informed tools that enhance their ability to satisfy federal regulations and quickly implement an effective approach to access and assessment. The VI-SPDAT is a first-of-its-kind tool designed to fill this need, helping communities end homelessness in a quick, strategic fashion.

The VI-SPDAT

The VI-SPDAT was initially created by combining the elements of the Vulnerability Index which was created and implemented by Community Solutions broadly in the 100,000 Homes Campaign, and the SPDAT Prescreen Instrument that was part of the Service Prioritization Decision Assistance Tool. The combination of these two instruments was performed through extensive research and development, and testing. The development process included the direct voice of hundreds of persons with lived experience.

The VI-SPDAT examines factors of current vulnerability and future housing stability. It follows the structure of the SPDAT assessment tool, and is informed by the same research backbone that supports the SPDAT - almost 300 peer reviewed published journal articles, government reports, clinical and quasi-clinical assessment tools, and large data sets. The SPDAT has been independently tested, as well as internally reviewed. The data overwhelmingly shows that when the SPDAT is used properly, housing outcomes are better than when no assessment tool is used.

The VI-SPDAT is a triage tool. It highlights areas of higher acuity, thereby helping to inform the type of support and housing intervention that may be most beneficial to improve long term housing outcomes. It also helps inform the order - or priority - in which people should be served. The VI-SPDAT does not make decisions; it informs decisions. The VI-SPDAT provides data that communities, service providers, and people experiencing homelessness can use to help determine the best course of action next.

The Youth – Transition Age Youth Tool from CSH

Released in May 2013, the Corporation for Supportive Housing (CSH) partnered with Dr. Eric Rice, Assistant Professor at the University of Southern California (USC) School of Social Work, to develop a triage tool that targets homeless Transition Age Youth (TAY) for permanent supportive housing. It consists of six items associated with long-term homelessness (five or more years) among transition-aged youth (age 18-24).

Version 2 of the VI-SPDAT

Version 2 builds upon the success of Version 1 of the VI-SPDAT with some refinements. Starting in August 2014, a survey was launched of existing VI-SPDAT users to get their input on what should be amended, improved, or maintained in the tool.

Analysis was completed across all of these responses. Further research was conducted. Questions were tested and refined over several months, again including the direct voice of persons with lived experience and frontline practitioners. Input was also gathered from senior government officials that create policy and programs to help ensure alignment with guidelines and funding requirements.

The TAY-VI-SPDAT – The Next Step Tool for Homeless Youth

One piece of feedback was the growing concern that youth tended to score lower on the VI-SPDAT, since the Vulnerability Index assesses risk of mortality which is less prevalent among younger populations. So, in version 2 of the VI-SPDAT, OrgCode Consulting, Inc. and Community Solutions joined forces with CSH to combine the best parts of the TAY, the VI, and the SPDAT to create one streamlined triage tool designed specifically for youth aged 24 or younger.

If you are familiar with the VI-SPDAT, you will notice some differences in the TAY-VI-SPDAT compared to VI-SPDAT version 1. Namely:

- it is shorter, usually taking less than 7 minutes to complete;
- subjective elements through observation are now gone, which means the exact same instrument can be used over the phone or in-person;
- medical, substance use, and mental health questions are all refined;
- you can now explicitly see which component of the full SPDAT each VI-SPDAT question links to; and,
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A partial list of continua of care (CoCs) in the US where we know the VI-SPDAT is being used includes:

<ul style="list-style-type: none"> Alabama Parts of Alabama Balance of State 	<ul style="list-style-type: none"> Louisiana Lafayette/Acadiana Shreveport/Bossier/Northwest New Orleans/Jefferson Parish Baton Rouge Alexandria/Central Louisiana CoC 	<ul style="list-style-type: none"> North Dakota Statewide 	<ul style="list-style-type: none"> Texas San Antonio/Bexar County Austin/Travis County Dallas City & County/Irving Fort Worth/Arlington/Tarrant County El Paso City and County Waco/McLennan County Texas Balance of State Amarillo Wichita Falls/Wise, Palo Pinto, Wichita, Archer Counties Bryan/College Station/Brazos Valley Beaumont/Port Arthur/South East Texas
<ul style="list-style-type: none"> Arizona Statewide 	<ul style="list-style-type: none"> Massachusetts Cape Cod Islands Springfield/Holyoke/Chicopee/Westfield/Hampden County 	<ul style="list-style-type: none"> Nevada Las Vegas/Clark County 	<ul style="list-style-type: none"> Utah Statewide
<ul style="list-style-type: none"> California San Jose/Santa Clara City & County San Francisco Oakland/Alameda County Sacramento City & County Richmond/Contra Costa County Watsonville/Santa Cruz City & County Fresno/Madera County Napa City & County Los Angeles City & County San Diego Santa Maria/Santa Barbara County Bakersfield/Kern County Pasadena Riverside City & County Glendale San Luis Obispo County 	<ul style="list-style-type: none"> Maryland Baltimore City Montgomery County 	<ul style="list-style-type: none"> Nebraska Statewide 	<ul style="list-style-type: none"> Virginia Richmond/Henrico, Chesterfield, Hanover Counties Roanoke City & County/Salem Virginia Beach Portsmouth Virginia Balance of State Arlington County
<ul style="list-style-type: none"> Colorado Metropolitan Denver Homeless Initiative Parts of Colorado Balance of State 	<ul style="list-style-type: none"> Michigan Statewide 	<ul style="list-style-type: none"> New Mexico Statewide 	<ul style="list-style-type: none"> West Virginia Statewide
<ul style="list-style-type: none"> Connecticut Hartford Bridgeport/Stratford/Fairfield Connecticut Balance of State Norwalk/Fairfield County Stamford/Greenwich City of Waterbury 	<ul style="list-style-type: none"> Maine Statewide 	<ul style="list-style-type: none"> Nevada Las Vegas/Clark County New York New York City Yonkers/Mount Vernon/New Rochelle/Westchester County 	<ul style="list-style-type: none"> Wisconsin Statewide West Virginia Statewide Wyoming Wyoming Statewide is in the process of implementing
<ul style="list-style-type: none"> District of Columbia District of Columbia 	<ul style="list-style-type: none"> Minnesota Minneapolis/Hennepin County Northwest Minnesota Moorhead/West Central Minnesota Southwest Minnesota 	<ul style="list-style-type: none"> Ohio Toledo/Lucas County Canton/Massillon/Alliance/Stark County 	<ul style="list-style-type: none"> Washington Seattle/King County Spokane City & County
<ul style="list-style-type: none"> Florida Sarasota/Bradenton/Manatee, Sarasota Counties Tampa/Hillsborough County St. Petersburg/Clearwater/Largo/Pinellas County Tallahassee/Leon County Orlando/Orange, Osceola, Seminole Counties Gainesville/Alachua, Putnam Counties Jacksonville-Duval, Clay Counties Palm Bay/Melbourne/Brevard County Ocala/Marion County Miami/Dade County West Palm Beach/Palm Beach County 	<ul style="list-style-type: none"> Missouri St. Louis County St. Louis City Joplin/Jasper, Newton Counties Kansas City/Independence/Lee's Summit/Jackson County Parts of Missouri Balance of State 	<ul style="list-style-type: none"> Oklahoma Tulsa City & County/Broken Arrow Oklahoma City Norman/Cleveland County 	<ul style="list-style-type: none"> Wisconsin Statewide West Virginia Statewide Wyoming Wyoming Statewide is in the process of implementing
<ul style="list-style-type: none"> Georgia Atlanta County Fulton County Columbus-Muscogee/Russell County Marietta/Cobb County DeKalb County 	<ul style="list-style-type: none"> Mississippi Jackson/Rankin, Madison Counties Gulf Port/Gulf Coast Regional 	<ul style="list-style-type: none"> Rhode Island Providence/Quincy 	<ul style="list-style-type: none"> Washington Seattle/King County Spokane City & County
<ul style="list-style-type: none"> Hawaii Honolulu 	<ul style="list-style-type: none"> North Carolina Winston Salem/Forsyth County Asheville/Buncombe County Greensboro/High Point 	<ul style="list-style-type: none"> South Carolina Charleston/Low Country Columbia/Midlands 	<ul style="list-style-type: none"> Washington Seattle/King County Spokane City & County
<ul style="list-style-type: none"> Illinois Rockford/Winnebago, Boone Counties Waukegan/North Chicago/Lake County Chicago Cook County 	<ul style="list-style-type: none"> Tennessee Chattanooga/Southeast Tennessee Memphis/Shelby County Nashville/Davidson County 	<ul style="list-style-type: none"> South Carolina Charleston/Low Country Columbia/Midlands 	<ul style="list-style-type: none"> Washington Seattle/King County Spokane City & County
<ul style="list-style-type: none"> Iowa Parts of Iowa Balance of State 	<ul style="list-style-type: none"> Virginia Richmond/Henrico, Chesterfield, Hanover Counties Roanoke City & County/Salem Virginia Beach Portsmouth Virginia Balance of State Arlington County 	<ul style="list-style-type: none"> South Carolina Charleston/Low Country Columbia/Midlands 	<ul style="list-style-type: none"> Washington Seattle/King County Spokane City & County
<ul style="list-style-type: none"> Kansas Kansas City/Wyandotte County 	<ul style="list-style-type: none"> West Virginia Statewide 	<ul style="list-style-type: none"> South Carolina Charleston/Low Country Columbia/Midlands 	<ul style="list-style-type: none"> Washington Seattle/King County Spokane City & County
<ul style="list-style-type: none"> Kentucky Louisville/Jefferson County 	<ul style="list-style-type: none"> Wisconsin Statewide West Virginia Statewide Wyoming Wyoming Statewide is in the process of implementing 	<ul style="list-style-type: none"> South Carolina Charleston/Low Country Columbia/Midlands 	<ul style="list-style-type: none"> Washington Seattle/King County Spokane City & County

Greta Guarton

From: Greta Guarton
Sent: Saturday, September 15, 2018 1:00 PM
To: Greta Guarton
Subject: COC Application (v.2), Priorities List, SS of Charts
Attachments: COC application 9-15-18.pdf; 2018 COC Priorities List-1.pdf; Charts from esnaps - SS.pdf

Importance: High

Hello All,

It was been brought to our attention that some charts in the COC application we sent out appeared to be blank. This is a glitch with the software (although the boxes are checked off in esnaps, they appear blank in the PDF).

We are re-sending the COC application, screen shots of the "glitchy" charts, and the Priorities Listing.

These will also be available on the COC Website, www.lihomeless.org

Please let me know if you have any questions. Thanks!

Greta Guarton, LMSW
Executive Director
Long Island Coalition for the Homeless
600 Albany Avenue, Suite 2
Amityville, New York 11701
P: (631) 464-4314 x 113
F: (631) 464-4319
gguarton@addresssthehomeless.org
www.addresssthehomeless.org



Gabrielle Fasano

From: Gabrielle Fasano
Sent: Sunday, September 16, 2018 2:52 PM
To: Greta Guarton
Subject: CoC Application Screenshots

magnification of
proof of screenshots
showing postings
to website (see next pg)



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Due Date: July 30th, 2018

FY2018 Scorecard for CoC-fundec
All HMIS data for application score

FY2018 Preliminary Project Ranking
Please note that the recommended programs. It also indicates which placement/score. Because we do not have all the bottom of Tier 1 are not yet listed. new program applications.

2018 Final Project Ranking

2018 CoC Priorities List

From: [John Deane](#)
To: [John Deane](#)
Subject: [NY 2018 CoC Application](#)
Date: Tuesday, September 18, 2018
Attachments: [NY 2018 CoC Application](#)
[NY 2018 CoC Application](#)

Need Help? Home About Join Us - Data Resources Coordinated Entry Funding Contact

Due Date: July 30th, 2018

PY2018 Scorecard for CoC-funded Projects
All HMS data for application scorecards will be pulled May 1st, 2018

PY2018 Preliminary Project Ranking
Please note that the recommended ranking includes the ranking order and budget amounts for renewal programs. It also indicates which programs will be eliminated or reduced based upon their placement/score. Because we do not yet know where Tier 2 will begin, programs that will be placed at the bottom of Tier 1 are not yet listed. These include Rapid Rehousing renewals, HMS and CES renewals, and new program applications.

2018 Final Project Ranking

2018 CoC Priorities List

2018 CoC Collaborative Application

2018 CoC Collaborative Application-Charts from e-space

Information from [previous funding rounds](#)

Applicant: [Islip/Babylon/Huntington/Suffolk County CoC](#) NY-603
Project: NY-603 CoC Registration FY2018 COC REG_NUM: 126887

1A. Continuum of Care (CoC) Identification

Instructions:
For guidance on completing this application, please reference the PY 2018 CoC Application Detailed Instructions and the PY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1A-1. CoC Name and Number: NY-603 - Nassau, Suffolk Counties CoC

1A-2. Collaborative Applicant Name: Long Island Coalition for the Homeless

1A-3. CoC Designation: CA

1A-4. HMS Lead: Long Island Coalition for the Homeless

Applicants Info@State/Health/Harington/Health County CoC
 Project NY-001 CoC Registration FY2018
 NY-001
 COC_Reg_2018_180007

Continuum of Care (CoC) New Project Listing

Instructions:

Please in creating the New Project Listing, Collaborative Applicants should carefully review the "CoC Priority Listing Detailed Instructions" and the "CoC Project Listing Submittal Guide", both of which are available at: <https://www.hca.ny.gov/health/programs-cooperatives.htm>.

To upload all new project applications that have been submitted to this CoC Project Listing, click on the "Update List" button. This process may take a few minutes based upon the number of new projects submitted that need to be loaded in the system. The Collaborative Applicant may update each of the Project Listings. The Collaborative Applicant also will be notified by the Project Listing to be located on the map and may link later to view the updated info. To review or update on the New Project Listing, click on the map and then click on each project to view project details. To view the project listing, click on the map and then click on the project to view project details. The Collaborative Applicant may not be a awarded bid to this project unless the Collaborative Applicant. The project can be awarded bid to the project applicant to make the necessary changes by clicking on the project bid. The Collaborative Applicant has the sole responsibility for ensuring all project details are completed and appear on this project listing BUDGET submitting the CoC Priority Listing in e-procure.

Project Name	Base Submittal	Comp Type	Applicant Name	Budget Amount	Grant Term	Phase	Project ID	Project #	Applicant ID
Farm Transition	2018-07-15	PH	Warner T... Warner T...	\$220,000	1 Year	X	Both	R001	
MI-LANC RW1	2018-07-17	JOB TN	Mind Health	\$548,000	1 Year	X	Finalized on		
Project	2018-08-15	PH	Chamb...	\$180,000	1 Year	SB	Finalized on	P001	Yes
COE LI	2018-08-15	PH	Sanborn	\$1,300,0	1 Year	SB	Finalized on		

NY-001 CoC Reg_2018_180007

Continuum of Care (CoC) New Project Listing

Instructions:

Please in creating the New Project Listing, Collaborative Applicants should carefully review the "CoC Priority Listing Detailed Instructions" and the "CoC Project Listing Submittal Guide", both of which are available at: <https://www.hca.ny.gov/health/programs-cooperatives.htm>.

To upload all new project applications that have been submitted to this CoC Project Listing, click on the "Update List" button. This process may take a few minutes based upon the number of new projects submitted that need to be loaded in the system. The Collaborative Applicant may update each of the Project Listings. The Collaborative Applicant also will be notified by the Project Listing to be located on the map and may link later to view the updated info. To review or update on the New Project Listing, click on the map and then click on each project to view project details. To view the project listing, click on the map and then click on the project to view project details. The Collaborative Applicant may not be a awarded bid to this project unless the Collaborative Applicant. The project can be awarded bid to the project applicant to make the necessary changes by clicking on the project bid. The Collaborative Applicant has the sole responsibility for ensuring all project details are completed and appear on this project listing BUDGET submitting the CoC Priority Listing in e-procure.

Public Notice of solicitation including bid submission process:

- 1. Public Notice of solicitation including bid submission process
- 2. Bid opening and award process
- 3. Bid opening and award process
- 4. Bid opening and award process

Public Notice of solicitation including bid submission process:

- 1. Public Notice of solicitation including bid submission process
- 2. Bid opening and award process
- 3. Bid opening and award process
- 4. Bid opening and award process

M-4. Instructions: Applicants must indicate whether the bid is absolutely restricted or open to the public in the following manner:

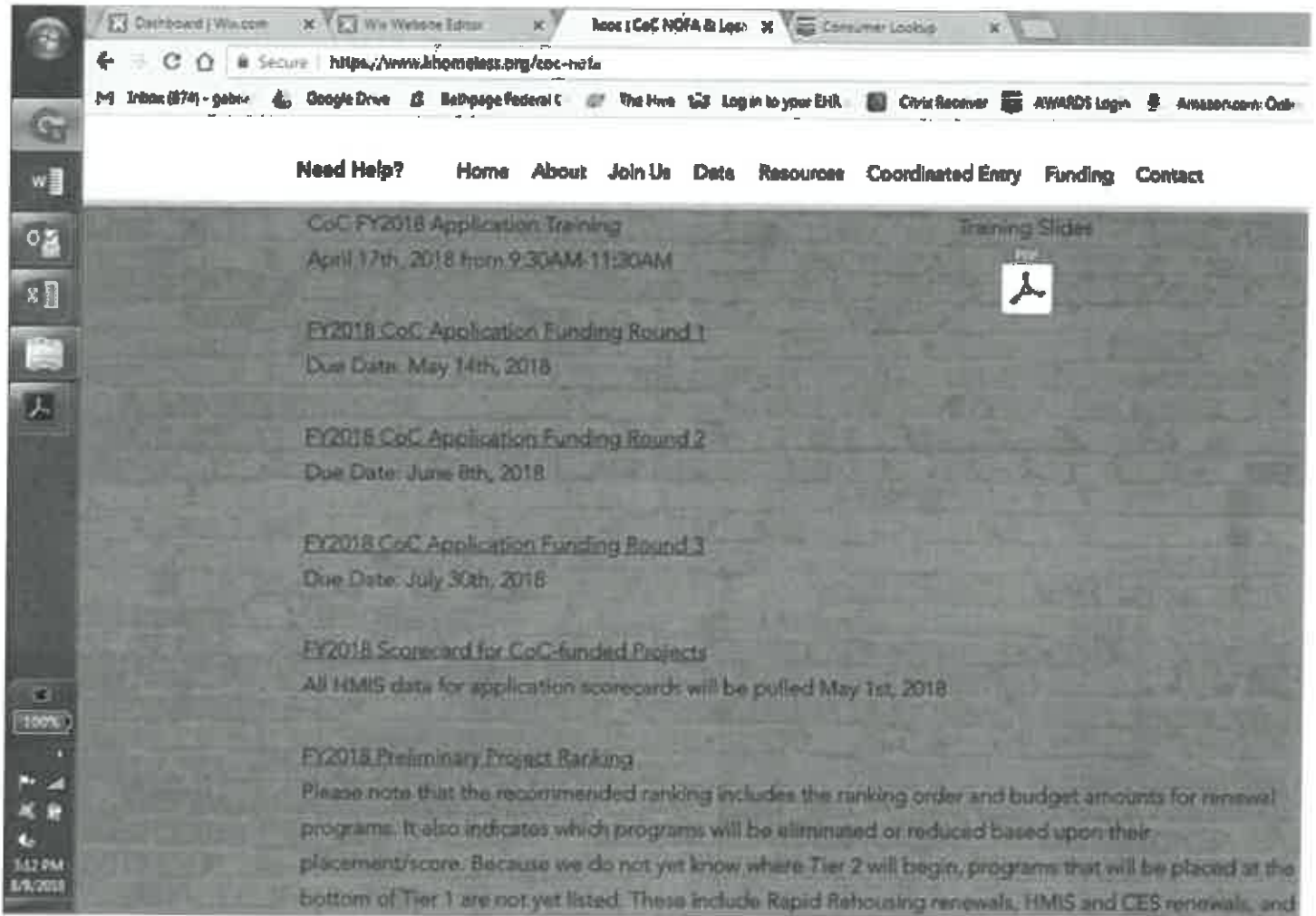
[Bid Restrictions]

Michelle Forman, MSW
 CSE Coordinator
 Long Island Children for the Handicap
 620-464-1254 (CSE)
 620 Albany Ave, Suite 2
 Amherst, NY 14226

Proof of funding round + RFP

Greta Guarton

From: Gabrielle Fasano **Publications**
Sent: Wednesday, August 08, 2018 3:14 PM
To: Greta Guarton
Subject: 2018 Funding Round announcement-screenshots



Also saved in the 2018 Funding Round folder

Gabrielle Fasano, LMSW
CES Coordinator
Long Island Coalition for the Homeless
631-464-4314 x125
600 Albany Ave, Suite 2
Amityville, NY 11701

2018-funding round 1

MEMORANDUM

TO: All Parties Interested In Applying For HUD Continuum of Care Funding
FROM: Greta Guarton, Executive Director
RE: Submission of Applications for Ranking in the 2018 HUD CoC Funding Round
DATE: April 13, 2018

This year's application process and materials for the Ranking Committee are different from last year's, as are the scoring criteria and point values for each criterion. It is recommended that applicants review these, as well as the 2017 Funding Round NOFA, before completing this application for review by the Ranking Committee. Please note that the Ranking Committee will make recommendations on the ranking order of renewal applications.

COMPLETE APPLICATIONS FOR THE LOCAL PROCESS ARE DUE May 14, 2018. APPLICATIONS FOR NEW AND RENEWAL PROJECTS ARE INCLUDED IN THIS MANUAL.

The Continuum of Care application submissions to HUD will be completed online again this year, and will be conducted as a two-part process. The first part, CoC registration, is completed by the CoC Lead (LI Coalition for the Homeless). Applicant agencies will register later. The CoC lead registration has already opened and been confirmed. The second part of the process is the submission of applications to HUD through eSnaps.

We have developed an instruction manual and application (attached) to assist applicants with this year's submission process. If you are interested in applying for a grant under the 2018 funding round, please review the following instructions and deadlines.

Applicants are strongly encouraged to download and read the Interim Rule, HUD-CPD-17-01, NOFA Policy requirements and General Section, 2018 NOFA (when available) and Opening Doors in their entirety in preparation for this year's funding round. Additionally, interested parties are encouraged to review webinars related to Rapid Re-Housing, Serving Chronically Homeless persons, Coordinated Entry and record keeping requirements related to documenting homelessness. These and other resources can be found at <https://www.hudexchange.info/training-events/> (use the search bar on left to filter for "Programs" and then "COC") and <http://www.endhomelessness.org/pages/training>. Many of these webinars can be helpful to those planning to design new programs or modify existing program models.

FUNDING FOR NEW APPLICATIONS:

The Long Island COC will reallocate funding from under-performing projects (determined by COC competitive ranking score) to support NEW projects in the amount of 12% of the Annual Renewal Demand. This measure is being taken to ensure that our region's funds are used for high performing programs that align with HUD's priorities and our local needs. This will be accomplished by reducing/eliminating programs serving populations with surplus funding and through the reallocation of approximately \$700,000 from the bottom of Tier 2.

New applications will be selected for inclusion in our regional application to HUD. Applicants may apply for:

- \$500,000 OR \$1,000,000 for new RRH programs (serving both counties; emphasis on NC)
- \$374,855 for new PSH for Large CH Families (serving both counties, emphasis on SC)
- \$350,000 for new RRH for DV (serving both counties, emphasis on SC. Budget may need to be adjusted)
- Should bonus funds be available, we will select the "next best" RRH application; budget will be adjusted to fit Bonus allocation amount.

We invite and encourage applications from both organizations that have previously been funded through the COC, as well as those who have not been funded through the COC in the past, but have been active in COC activities and meetings. Agencies must have a DUNS number and be registered with SAM.

MAJOR CHANGES IN THIS YEAR'S ROUND:

Ranking Criteria: There have been significant changes to the Ranking Criteria (attached). Changes in criteria, points allocated to each criterion, and the addition of criteria all reflect HUD's priorities and an emphasis on performance. Threshold requirements have also been added. For example, all applicants **MUST** sign on to a regional **NON-DISCRIMINATION POLICY** to be considered for new or renewal funding (included in application).

New Funding: The Reallocation projects will be ranked within Tier 1 (as the last projects in Tier 1). Should HUD make funding available for a Bonus and/or DV RRH set-aside program, the program/s will also be ranked at the bottom of Tier 1. There are strict threshold and eligibility requirements for funding under the Bonus and Reallocation funding categories. This will allow the region to fund new projects that serve priority populations, and serve a larger number of homeless persons.

Proposals for New Programs must be for Rapid Re-Housing serving literally homeless families (including adult couples or other multi-adult households) and homeless single adults, Permanent Supportive Housing for large families in Suffolk County (housing capacity must be units with 3+ bedrooms in Suffolk County), or *Transitional Housing to Rapid Rehousing for vulnerable populations, such as unaccompanied youth*. Rapid Re-housing should project budgets and households served as 90% families. All new projects must follow a proven Housing First Model. Further, applicants must show that they are already successfully operating a government-funded housing program. COC participation, COC meetings and trainings attended over the last year will also be considered.

This instruction manual is intended to provide guidance to applicants on the Nassau and Suffolk region's local process, meetings and internal deadlines. The manual also provides links to web sites and technical guidance manuals provided by HUD.

Relevant HUD manuals and guides, as well as other materials necessary for this year's process, can be downloaded from the LICH Web site at www.addresssthehomeless.org under the CoC Resources Page. HUD guidebooks can also be found on HUD's web site: <https://www.onecpd.info/resource-library/>

*****Applications are due by *May 14, 2018*.*****

APPLICANTS MUST SUBMIT PAPER COPIES OF THE RELEVANT LOCAL APPLICATIONS (ATTACHED). 7 COPIES MUST BE SUBMITTED TO:

Send all applications to: Greta Guarton, Executive Director
Long Island Coalition for the Homeless
600 Albany Avenue, Suite 2
Amityville, New York 11701

DEADLINE FOR SUBMISSION OF NEW AND RENEWAL PROPOSALS FOR REVIEW AND RANKING BY THE SELECTION/RANKING COMMITTEES: *MAY 14, 2018*

**2018 Continuum of Care
Application Instruction Manual
And
Applications
for
Long Island (NY-603)**

600 Albany Avenue, Suite 2

Amityville, NY 11701

(631) 464-4314 – phone

(631) 464-4319 – fax

www.addresssthehomeless.org

STEP 1: REGISTER YOUR AGENCY WITH DUNS/CCR

All agencies planning on submitting applications must ensure that their agencies have a DUNS #

STEP 2: APPLICATION SUBMISSION TO LICH

Proposals must be submitted to LICH by May 14, 2018

STEP 3: REGISTER YOUR AGENCY WITH E-SNAPS

HUD will be opening esnaps for project applications shortly, it is recommended that agencies ensure they can access what they need for the renewal applications once esnaps opens for the 2018 round. Applicants may visit the e-snaps website at www.hud.gov/esnaps to register their agency ***after the project applicant registration process has begun.***

You can find manuals for completing an application in esnaps at:

<http://esnaps.hudhre.info/projectapps.cfm>

****PLEASE BE ADVISED THAT ALL APPLICANTS MUST PARTICIPATE IN THE LOCAL PROCESS PRIOR TO COMPLETING AN APPLICATION IN ESNAPS. ONLY APPLICATIONS RECOMMENDED BY THE RANKING/SELECTION COMMITTEES AND APPROVED BY THE LOCAL COC WILL BE SENT TO HUD FOR CONSIDERATION.****

Reminder! All questions regarding *e-snaps* must be directed to the *e-snaps* HelpDesk at <https://www.onecpd.info/ask-a-question/>

DATES AND DEADLINES

The following is a list of important dates and deadlines for this year's Continuum of Care/Homeless Assistance Funding Round. *Please note that the list is broken down by TYPE of EVENT, and is not chronological from top to bottom.*

DEADLINES ARE BASED UPON HUD'S ANTICIPATED DATES AND DEADLINES AND ARE THEREFORE SUBJECT TO CHANGE. PLEASE CHECK OUR WEB SITE FOR UPDATES!

* * * * *

Deadlines

May 14– Applications due for submission to LICH. Paper applications (7 COPIES) sent to LICH, 600 Albany Avenue, Suite 2, Amityville, NY 11701.

May 25– Ranking Committee meets

June 1 - recommendations are published

June 8–Vote on recommendations due

June 22- Corrections sent to applicants

TBA- Applications with corrections must be submitted to LICH via esnaps.

TBA- LICH returns final corrections to applications.

TBA- Final submission by agencies in esnaps.

LONG ISLAND COC TRAINING

April 17, 2018, 9:30AM – 11:30AM, 600 Albany Avenue, Room 203, Amityville, NY 11701 (registration required). This training is strongly encouraged but not mandatory. Participation will be limited to two representatives per agency.

Webcasts and Online Trainings

e-snaps: To access e-snaps training modules, go to: <https://www.onecpd.info/e-snaps/>

HUD: To access HUD webcasts or other HUD guidance, go to: <https://www.onecpd.info/e-snaps/guides/coc-program-competition-resources/>

Please check these web sites often for updates and new training modules.

**INSTRUCTIONS FOR APPLICATION
SUBMISSION TO THE SELECTION/RANKING COMMITTEES**

1. Review the following documents before completing and submitting your 2018 applications to the Ranking Committee:
 - a. Homeless Emergency Assistance and Rapid Transition to Housing: Continuum of Care Program Interim Final Rule and Introductory Guide to the Continuum of Care Program, and the 2018 NOFA (WHEN PUBLISHED, can be found on LICH web site at www.addresssthehomeless.org)
 - b. Entire 2018 CoC-LI Application Instruction Manual and Application.

2. Submit SEVEN (7) copies of your (paper) proposals to:

Greta Guarton, Executive Director
 Long Island Coalition for the Homeless
 600 Albany Avenue, Suite 2
 Amityville, NY 11701

PROPOSALS MUST BE RECEIVED ON OR BEFORE ON MAY 14, 2018

Please make note of the following information, as it will be required throughout your application:

<i>Geographic Codes</i>	
<i>Area</i>	<i>Code</i>
Nassau County	369059
Suffolk County Consortium	369103
Babylon Town	360352
Huntington Town	363088
Islip Town	363160

2018 Long Island CoC Guiding Principles

In 2017, the CoC Governance Board convened to guide the general process of the CoC and recommend guiding principles. It was voted upon by the full Continuum of Care to allow these decisions to be made by the Governance Board and these principles will be used by the Ranking Committee in reviewing applications and making Ranking Recommendations.

The following are the guiding principles agreed upon by the CoC:

- All applicants must sign on to a regional Non-Discrimination Policy to be considered for new or renewal funding. The Non-Discrimination Policy language will be reviewed and approved by the Executive Committee prior to being finalized. Those who did not sign on in 2017 (new applicants for COC funding) will be required to sign on in 2018 to be considered for funding.
- All programs seeking funding under the 2018 round must operate under a Housing First Model, adhere to the Prioritization Policy adopted by the COC in September 2016, and accept referrals exclusively through LICH as part of the regional Coordinated Entry System (CES). **Those projects that have unresolved non-compliance with Coordinated Entry will receive a 50% reduction in total possible score on the 2018 Ranking.**
- Underperforming Programs: The COC will reallocate a minimum of 12% of the ARD of existing programs for new projects. This will be accomplished by reducing/eliminating programs with surplus funds to serve specific populations (\$673,536), and reallocating funds from the bottom ranked projects in Tier 2 (\$701,319). Should programs applying for renewal funding voluntarily reduce their budgets, or grantees opt not to renew, those funds could be used to increase the reallocation pool. New projects funded through Reallocation will be placed at the bottom of Tier 1. There are strict threshold and eligibility requirements for funding under Reallocation funding category. This will allow the region to fund new projects that serve priority populations, serve a larger number of homeless persons, and adopt HUD's Housing First model.
- HMIS renewal is guaranteed to be placed in Tier I as it is mandatory, supports all programs and covers 80% of license fees for all programs. Similarly, Centralized Assessment/ Coordinated Entry will be placed in Tier I as it is a mandatory program.
- New projects that were funded in the previous round have not operated for a full year will be ranked toward the bottom of Tier 1 (above the Reallocation projects and Bonus projects, as applicable) as they have not had an opportunity to perform for a full contract year, on which to be measured.

As discussed, different kinds of programs have different maximum possible scores. Applications will be scored based on a ratio of points awarded: maximum possible score for that program. In addition, if a criterion is not applicable to a specific program, those points will not be included in the maximum possible points (for example, earned income measures for programs where all participants are over 65).

Following is the list of Ranking Criteria for the 2018 Funding Round. Please note that the complete document, including the data sources used to measure each criterion, have been emailed out to the COC and are available on our web site at www.addresssthehomeless.org or www.lihomeless.org

Funding Round 2018 NY-603 Renewal Project Ranking Criteria			Benchmark	2018 Program Max Score PSH	2018 Program Max Score RRH	2018 Source (Unless otherwise specified, data review will be for 4/1/2017-3/31/18)
CES/HF MOU	1	CES Compliance		50% Reduction of max points	50% Reduction of max points	50% reduction in total max points for any program with <i>unresolved</i> non- compliance issues with CES (8/1/17 forward)
Regional Performance	2	PSH- SPM 2: Returns to Homelessness (based on range: 0 pts for programs w highest returns to homelessness; 10 pts for programs with lowest returns to homelessness).		10	0	HMIS Data- program participant households discharged from 4/1/17- 3/31/18 negatively discharged (returning to homelessness): HMIS ReportBuilder "RC: PH Retention". If no DC from program, NA=0 Pts. Negative discharges of clients referred through CES during pilot will be NA

3	PSH- Move-On/Exits to Permanent Housing	N/A	10	0	% Households exiting PSH to PH destinations from 4/1/17-3/31/18)
4	PSH- % of CH Households in program (doc req'd for ea CH person claimed)	N/A	10	0	(% CH households in program as of 5/1/18 that were admitted post 1/15/16 (CH Final Rule) + Verified HUD Documentation*/ total households in program as of 5/1/18 that were admitted post 1/15/16)x100 *CES CH Referrals can be Verified by LICH
5	PSH- New Admissions: % CH Admissions (doc req'd for ea CH person claimed)	N/A	12	0	% CH households admitted + Verified HUD documentation : HMIS ReportBulder "RC: CH Admissions" + Document Submission and LICH approval (using HUD CH Final Rule) 4/1/17- 3/31/18
6	PSH- SPM 4.1: % Adult Stayers Increased Earned Income	9%	2	0	HUD-APR Q19, a1 - (Number of Adults with Earned Income (i.e., Employment Income)
7	PSH- SPM 4.2: % Adult Stayers Increased Non-Employment Cash Income	30%	2	0	HUD-APR Q19, a1 - Number of Adults with Other Income
8	PSH- SPM 4.3: % Adult Stayers Increased Total Income	35%	3	0	HUD-APR Q19, a1 - (Number of Adults with Any Income (i.e., Total Income)

	9	PSH- SPM 4.4: % Adults Leavers Increased Earned Income	15%	2	0	HUD-APR Q19, a2 - (Number of Adults with Earned Income (i.e., Employment Income)
	10	PSH- SPM 4.5: % Adults Leavers Increased Non- Employment Cash Income	33%	2	0	HUD-APR Q19, a2 - Number of Adults with Other Income
	11	PSH- SPM 4.6: % Adults Leavers Increased Total Income	43%	3	0	HUD-APR Q19, a2 - (Number of Adults with Any Income (i.e., Total Income)
Regional Gaps Analysis	12	RRH- % of new households served dedicated for all Families and Single Adults (non- restrictive)	N/A	0	22	program eligibility as determined by application (7.8 years to serve current households eligible)
	13	PSH- % of new/turnover units dedicated for CH families with Broad Spectrum Disabilities	N/A	16	0	program eligibility as determined by application (5.6 years to serve current households eligible)
	14	PSH- % of new/turnover units dedicated for CH families with SPMI	N/A	7	0	program eligibility as determined by application (2.5 years to serve current households eligible)

	15	PSH- % of new/turnover units dedicated for Chronically Homeless Single Adults with Broad Spectrum Disabilities	N/A	6	0	program eligibility as determined by application (2.2 years to serve current households eligible)
HMIS	16	HMIS Data Quality	N/A	10	10	New HUD APR (April 1, 2018)- HUD-APR Q6, a., b., c. or HMIS Data Quality Report Q2., Q3., Q4. *If LICH cannot retrieve upload data by 5/1/18, agency score = 0
RRH	17	RRH- % of participants where program admission to residential move-in date is within 60 days	N/A	0	10	average= Sum of number of days from program entry to move-in date for all households/Total number of households
	18	RRH- % Exits to permanent housing in six months or less	N/A	0	10	percent= (total # of households enrolled in program less than six months that are permanent housed at discharge/total number of households served)*100
	19	RRH- Housing Retention: % of households that retain PH for one year once discharged to PH from program	N/A	0	10	percent = (total number of households who did return to homelessness April 1 2017 - March 31 2018/Total number of households exited to PH April 1 2017-March 1 2018)*100
Measures						

New Program Threshold Criteria	Successfully operated Federal or State Programs (current or past)				Application
	Has the agency had to return funds (other than unspent funds) to a federal or entity within the last five years?				Application
	Has a federal or state agency deobligated funds or terminated a contract within the last five years?				Application
	Program (PSH) must have written policy for Move-On Strategy for households that no longer require level of service provided by the program (If applicable)				Application
	Signed CES/HF MOU				Application
	Maximum Score		N/A	95	62

**Application for NEW Projects
Seeking Funding through Reallocation or Bonus Funding in NY-
603 CoC 2018 Funding Round**

Project Types Eligible for New Funding:

1. Rapid Rehousing Programs (gen pop)

- a. Projected to Serve 90% Families and 10% Single Adults (these are estimates; referrals will come through CES).**
- b. May apply for \$500,000 OR \$1,000,000**
- c.Emphasis on NC, but must serve both counties**
- d. If bonus funds are available, an additional RRH project will be selected and will need to adjust budget to available funding through bonus**

2. Permanent Supportive Housing for Chronically Homeless large families 5 or more household members, requiring 3 bedroom units and larger

- a. May apply for \$374,855**
- b. Emphasis on Suffolk County, but must serve both counties**

3. Rapid Rehousing Program (DV set aside)

- a. Projected to Serve 90% Families and 10% Single Adults (these are estimates; referrals will come through CES).**
- b. May apply for \$350,000, but will need to adjust budget to available funding through bonus**
- c.Emphasis on SC, but must serve both counties**

NEW PROJECT APPLICATION – REALLOCATION/BONUS/DV Set Aside

Section I: Project Summary Information

Part A: General Project Information

4. HUD-Defined CoC Name:	5. CoC Number:
6. Applicant's Organization Name (Legal Name from SF-424)	8. Applicant's DUNS Number
7. <input type="checkbox"/> Check box if Applicant is a Faith-Based Organization	
9. Project Applicant's Address (From SF-424) Street: City: State: Zip:	10. Applicant's Employer Identification Number (EIN) (From SF-424):
11. Contact person of Project Applicant: (From SF-424) Name: Phone number: Title: Fax number: Email Address:	12. <input type="checkbox"/> Check box if Project Applicant is the same as Project Sponsor
13. Project Name:	14. Project's location 6-digit Geographic Code:
15. Project Address (LIST ALL ADDRESSES – add pages as necessary): Street: City: State: Zip:	18. <input type="checkbox"/> Check box if Energy Star is used in this project
16. <input type="checkbox"/> Check box if project is in a Rural Area	19. Project Congressional District(s):
17. If project contains housing units, are these units: <input type="checkbox"/> Leased? <input type="checkbox"/> Owned?	
20. Project Sponsor's Organization Name (If different from Applicant)	22. Sponsor's DUNS Number:
21. <input type="checkbox"/> Check box if Project Sponsor is a Faith-Based Organization <input type="checkbox"/> Check box if Project Sponsor has ever received a federal grant, either directly from a federal agency or through a state/local agency	
23. Project Sponsor's Address (if different from Applicant) Street: City: State: Zip:	24. Sponsor's Employer Identification Number (EIN):
25. Contact person of Project Sponsor (if different from Applicant) Name: Phone number: Title: Fax number: Email Address:	

Part B: Project Summary Budget
Continuum of Care Program

a. Component Types (Check only one box) <input type="checkbox"/> RRH <input type="checkbox"/> PSH- Large Families <input type="checkbox"/> RRH-DV		b. Grant Term ONLY ONE YEAR TERMS MAY BE REQUESTED (AS PER HUD)		
Proposed CoC Activities		c. CoC Dollars Request	d. Total Match (Min. 25% except leasing)	e. Totals (Col. c + Col. d)
1. Real Property Leasing				
2. Rental Assistance				
3. Supportive Services				
4. Operations				
5. HMIS				
6. CoC Request (Subtotal lines 1 through 5)				
7. Administrative Costs (Up to 7%) *Threshold				
8. Total CoC Request (Total lines 6 and 7)				

Total Cash Match: _____

Total In-Kind Match: _____

Total Match: _____

***Must meet minimum threshold requirement of at least 25% match**

Section II: CoC Project Budgets

Leasing / Rental Assistance Budgets

Size of Units	Number of Units	FMR or Actual Rent	Number of Months	Total
SRO	x	x	12=	\$
0 Bedroom	x	x	12=	\$
1 Bedroom	x	x	12=	\$
2 Bedrooms	x	x	12=	\$
3 Bedrooms	x	x	12=	\$
4 Bedrooms	x	x	12=	\$
5 Bedrooms	x	x	12=	\$
6 Bedrooms	x	x	12=	\$
Other: _____	x	x	12=	\$
Totals:	x	x	12=	\$

Please be advised that the actual FMRs used in calculating your grant will be those in effect at the time the grants are approved, which may be higher or lower than the FMRs listed above.

CoC Supportive Services Budget

Include description as appropriate. If the funding will be used to pay for staffing, FTE must be included.

<i>Supportive Services Costs</i>	<i>CoC Dollars Requested</i>		
	Year 1		Total
1. Assessment of Service Needs Quantity:			
2. Assistance with moving costs Quantity:			
3. Case Management Quantity:			
4. Child Care Quantity:			
5. Education Services Quantity:			
6. Employment Assistance Quantity:			
7. Food Quantity:			
8. Housing/Counseling Services Quantity:			
9. Legal Services Quantity:			
10. Life Skills Quantity:			
11. Mental Health Services Quantity:			
12. Outpatient Health Services Quantity:			
13. Outreach Services Quantity:			
14. Substance Abuse Treatment Services Quantity:			
15. Transportation: Quantity:			
16. Utility Deposits: Quantity:			
Total Assistance Requested:			

CoC Operating Budget

Include FTE if the funding will pay for staffing

Operating Costs	CoC Dollars Requested		
	Year 1		Total
1. Maintenance/Repair Quantity:			
2. Property Taxes and Insurance Quantity:			
3. Replacement Reserve Quantity:			
4. Building Security Quantity:			
5. Electric, Gas and Water Quantity:			
6. Furniture Quantity:			
7. Equipment (lease, buy) Quantity:			
Total Assistance Requested			

Part B: PSH-Point in Time Housing and Participants Chart

RRH-Year-long projection of Housing and Participants Chart (Numbers should match the original Exhibit 2 application submitted for funding or other HUD-approved numbers)

1. Housing Type* (Check all that apply)	a. <input type="checkbox"/> Multi-family <input type="checkbox"/> Single-family	b. <input type="checkbox"/> Scattered Site
2. Units, Bedrooms, Beds	c. Projected Level (column a + col. b)	
Number of Units		
Number of Bedrooms		
Number of Beds		
a. Number of Families with Children (Family Households)		
i. Number of adults in families		
ii. Number of children in families		
iii. Number of disabled in families		
iv. Number of chronically homeless families		
b. Number of Single Individuals and Other Households w/o Children		
i. Number of disabled individuals		
ii. Number of chronically homeless		

*Housing Types: Multi-family (apartments, duplexes, SROs, other buildings with 2 or more units); Single-family; Congregate Facility (dormitory, barracks, shared-living).

PART C: Ranking Considerations- Demonstrating Ability to Operate Program Model

NEW PROGRAM APPLICATION NARRATIVES

- I. Describe the program you plan to develop and implement, including services that will be provided to program participants. Provide information about all services to be offered, and whether they will be funded through the grant, provided by your organization, or offered through linkages with other providers. If provided through other organizations, describe the partnerships with those agencies and/or how you will link participants with those services.
- II. Describe your agency's experience in operating similar programs, especially using federal funding. If your agency is currently operating a similar program, submit a copy of that program's most recent annual report.
- III. Describe the agency's experience in using a Housing First model. If you have an existing program funded through the COC, describe your agency's participation in the Coordinated Entry System (CES) planning and the CES Pilot.
- IV. Has your organization received any negative findings from federal or state funding sources for *any programs* within the last five years? _____ Has your agency had to *return* funds or had funds de-obligated by the funding source? If yes to any of these questions, please explain:

Rapid Rehousing Projects (RRH and DV-RRH): These best practices will be considered as to which applicants are best suited to execute these program models:

- | | |
|--|--|
| 1 - Will staff be trained to successfully complete SPA applications? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 2 - Will you have a dedicated staff person for landlord engagement? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 3 - Will the program have SOAR-certified staff? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 4 - Will staff receive regular training in Motivational Interviewing? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 5 - Will the program have a dedicated employment specialist? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 6 - Will the staff be trained in trauma-informed care and safety-planning? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 7 - Will staff be trained in Critical Time Intervention/Crisis Intervention? | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Programs Serving Family Households (RRH and PSH): (best practice)

Will the program have an MOU with Headstart? (as strongly encouraged by HUD and scored on the CoC regional application). If so, describe steps taken to accomplish this and include a sample MOU to be signed. If your agency has an existing (signed) MOU with Headstart, please include a copy of this in your application.

Permanent Supportive Housing: (thresholds)

Will the program have a written policy on a process to move PSH clients on to other permanent housing?

Yes No

Does the program have fixed units with 3 bedrooms or more in Suffolk County that would be available for use in the proposed program?

Yes No

If the program does not have fixed units with 3 bedrooms or more in Suffolk County, please explain how the agency can acquire/access units to meet the regional need for large chronically homeless families in Suffolk County.

Housing First Funding Requirement/Threshold:

V. Will the program commit to a Housing First model? Yes

The Following Housing First Certification must be signed by the CEO/Executive Director of your agency and included in this application to be considered for funding (see next page)

Housing First Checklist And Certification

I, _____, As President/CEO/Executive Director of _____, certify that the program known as _____ will include (new programs only)/has included (existing programs) all of the following into written program policy:

- Access to programs is not contingent on sobriety, minimum income requirements, lack of a criminal record, completion of treatment, participation in services, or other unnecessary conditions.
- Programs or projects do everything possible not to reject an individual or family on the basis of poor credit or financial history, poor or lack of rental history, minor criminal convictions, or behaviors that are interpreted as indicating a lack of "housing readiness."
- People with disabilities are offered clear opportunities to request reasonable accommodations within applications and screening processes and during tenancy, and building and apartment units include special physical features that accommodate disabilities.
- Programs or projects that cannot serve someone work through the coordinated entry process to ensure that those individuals or families have access to housing and services elsewhere.
- Housing and service goals and plans are highly tenant-driven.
- Supportive services emphasize engagement and problem-solving over therapeutic goals.
- Participation in services or compliance with service plans are not conditions of tenancy, but are reviewed with tenants and regularly offered as a resource to tenants.
- Services are informed by a harm-reduction philosophy that recognizes that drug and alcohol use and addiction are a part of some tenants' lives. Tenants are engaged in non-judgmental communication regarding drug and alcohol use and are offered education regarding how to avoid risky behaviors and engage in safer practices.
- Substance use in and of itself, without other lease violations, is not considered a reason for eviction.
- Tenants in supportive housing are given reasonable flexibility in paying their share of rent on time and offered special payment arrangements for rent arrears and/or assistance with financial management, including representative payee arrangements.
- Every effort is made to provide a tenant the opportunity to transfer from one housing situation, program, or project to another if a tenancy is in jeopardy. Whenever possible, eviction back into homelessness is avoided.

I understand that failure to comply with the regulations set forth by the COC related to Coordinated Entry (CES) and Housing First will result in the agency's forfeiture of future funding for this program.

****Applicants must provide documentation from program supporting the use of a Housing First approach, specifically:**

- leases
- subleases
- any "house rules" or "participant responsibilities"
- Any other documents participants must sign for entry into or continued participation in the program

NAME (PRINT): _____

SIGNATURE: _____ DATE: _____

NY-603 Long Island CoC

Non-discrimination and Equal Opportunity Policy

The Long Island Coalition for the Homeless, as the Continuum of Care lead for the region of Nassau-Suffolk, mandates that all member agencies operate in compliance with federal, state, and local non-discrimination and equal opportunity laws.

Federal Requirements

The Department of Housing and Urban Development, in conjunction with other federal partners, has a vibrant history of furthering the rights of those persons who belong to vulnerable classes and who are most likely to experience discrimination. All member agencies must abide by the CoC Interim Rule and observe all requirements outlined in 24 CFR 5.105(a). *These laws include, but are not limited to, The Equal Opportunity in Housing Programs, Civil Rights Act of 1964, Age Discrimination Act of 1975, Rehabilitation Act of 1973, Americans with Disabilities Act, Non-discrimination Based on Handicap in Federally Assisted Programs and Activities, Equal Employment Opportunity Program, and most importantly, the Fair Housing Act.*

The Fair Housing Act identifies protected classes of people and prohibits discrimination on the basis of:

- Race
- Color
- Religion
- Sex
- Handicap
- Familial Status
- National Origin

Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity¹

On February 3, 2012, HUD published its final rule expanding protections in housing for the LGBT* community. This rule further prohibits discrimination based on:

- Actual or perceived sexual orientation
- Actual or perceived gender identity, where gender identity means “actual or perceived gender-related characteristics”
- Actual or perceived marital status

Furthermore, CoC-program funded projects that provide single-sex accommodations must follow guidelines set forth by HUD in Notice CPD-15-02 when inquiring about sex and gender with regard to placement, safety, and privacy².

State Requirements

New York State has long been a leader in civil rights protections for those at risk of facing discrimination. All member agencies must abide by the New York State Human Rights Law³, which protects all of the previously listed classes of people and further prohibits discrimination based on:

- Creed
- Age
- Sexual Orientation⁴, which is also protected further under the Sexual Orientation Non-discrimination Act (SONDA)
- Marital Status
- Military Status

Ensuring Equal Access and Effective Service to People with Disabilities

Promoting Effective Communication⁵

All member agencies will make auxiliary aids and services available upon request for people who have communications disabilities. Communication with people who have hearing or vision disabilities must be as equally effective as communication with people without disabilities.

¹HUD LGBT Final Rule: <http://portal.hud.gov/hudportal/documents/huddoc?id=12lgbtfinalrule.pdf>

² <https://www.hudexchange.info/resources/documents/Notice-CPD-15-02-Appropriate-Placement-for-Transgender-Persons-in-Single-Sex-Emergency-Shelters-and-Other-Facilities.pdf>

³ <http://www.ag.ny.gov/civil-rights/fair-housing>

⁴ <http://www.ag.ny.gov/civil-rights/sonda-brochure>

⁵ <https://www.ada.gov/effective-comm.htm>

Reasonable Accommodations and Modifications

All member agencies will make reasonable accommodations to their rules, policies, practices, or services when necessary for people with disabilities to have equal opportunity to access services. Further, member agencies will allow reasonable modifications to housing facility structures so that people with disabilities have the equal opportunity to utilize and enjoy all aspects of their housing.

Integrated Service Delivery

All member agencies will provide services in the most integrated setting appropriate to the needs of people with disabilities.

Transparency in Handling Allegations of Discrimination

All CoC member agencies will operate with patience, respect, and transparency when handling allegations of discrimination. Member agencies will inform all prospective and current participants of their right to file a complaint with relevant federal, state, and local authorities, including, but not limited to:

U.S. Department of Housing and Urban Development

Fair Housing Enforcement Center

26 Federal Plaza, Room 3532

New York, NY 10278-0068

212-264-1290 (voice) 212-264-0927 (TTY)

http://portal.hud.gov/hudportal/HUD?src=/program_offices/fair_housing_equal_opp/complaint-process

New York State Office of the Attorney General

Civil Rights Bureau

120 Broadway New York, New York 10271

212-416-8250 (voice) 800-788-9898 (TDD)

civil.rights@ag.ny.gov www.ag.ny.gov

New York State Division of Human Rights

One Fordham Plaza, 4th Floor Bronx, New York 10458

718-741-8300 (voice) 718-741-8300 (TDD)

www.dhr.state.ny.us

By signing below, you are indicating that you understand and agree to comply with all requirements set forth by the Non-discrimination and Equal Opportunity Policy.

Member Agency Program Director

Date

Member Agency Executive Director

Date

**Application for Renewal Projects
Seeking Funding
NY 603 CoC 2018 Funding Round**

Renewal Funding Application for

**Permanent Housing (PSH-CH or
RRH)**

***ALL PH must use a Housing First
model and participate in Coordinated
Entry***

RENEWAL PROJECT APPLICATION

Section I: Project Summary Information

Part A: General Project Information

4. HUD-Defined CoC Name:	5. CoC Number:
6. Applicant's Organization Name (Legal Name from SF-424)	8. Applicant's DUNS Number (From SF-424):
7. <input type="checkbox"/> Check box if Applicant is a Faith-Based Organization	
9. Project Applicant's Address (From SF-424) Street: City: State: Zip:	10. Applicant's Employer Identification Number (EIN) (From SF-424):
11. Contact person of Project Applicant: (From SF-424) Name: Phone number: Title: Fax number: Email Address:	12. <input type="checkbox"/> Check box if Project Applicant is the same as Project Sponsor
13. Project Name:	14. Project's location 6-digit Geographic Code:
15. Project Address (LIST ALL ADDRESSES – add pages as necessary): Street: City: State: Zip:	18. <input type="checkbox"/> Check box if Energy Star is used in this project
16. <input type="checkbox"/> Check box if project is located in a Rural Area	19. Project Congressional District(s):
17. If project contains housing units, are these units: <input type="checkbox"/> Leased? <input type="checkbox"/> Owned?	
20. Project Sponsor's Organization Name (If different from Applicant)	22. Sponsor's DUNS Number:
21. <input type="checkbox"/> Check box if Project Sponsor is a Faith-Based Organization <input type="checkbox"/> Check box if Project Sponsor has ever received a federal grant, either directly from a federal agency or through a state/local agency	
23. Project Sponsor's Address (if different from Applicant) Street: City: State: Zip:	24. Sponsor's Employer Identification Number (EIN):
25. Contact person of Project Sponsor (if different from Applicant) Name: Phone number: Title: Fax number: Email Address:	

Part B: Project Summary Budget
Continuum of Care Program

a. Component Types (Check only one box) <input type="checkbox"/> PSH-CH Dedicated <input type="checkbox"/> RRH		b. Grant Term ONLY ONE YEAR TERMS MAY BE REQUESTED (AS PER HUD)	
<i>Proposed CoC Activities</i>	c. CoC Dollars Request	d. Total Match (Min. 25% except leasing)	e. Totals (Col. c + Col. d)
9. Real Property Leasing			
10. Rental Assistance			
11. Supportive Services			
12. Operations			
13. HMIS			
14. CoC Request (Subtotal lines 1 through 5)			
15. Administrative Costs (Up to 7% of line 6; no more than GIW maximum allowed amount) *Threshold			
16. Total CoC Request (Total lines 6 and 7) ***CANNOT EXCEED COC-APPROVED AMOUNT***			

Total Cash Match: _____

Total In-Kind Match: _____

Total Match: _____ **(25% minimum threshold requirement)**

Section II: CoC Project Budgets

Part A: Rental Assistance Budgets

1.

Size of Units	Number of Units	FMR or Actual Rent	Number of Months	Total
SRO	x	x	12=	\$
0 Bedroom	x	x	12=	\$
1 Bedroom	x	x	12=	\$
2 Bedrooms	x	x	12=	\$
3 Bedrooms	x	x	12=	\$
4 Bedrooms	x	x	12=	\$
5 Bedrooms	x	x	12=	\$
6 Bedrooms	x	x	12=	\$
Other: _____	x	x	12=	\$
Totals:	x	x	12=	\$

Please be advised that the actual FMRs used in calculating your grant will be those in effect at the time the grants are approved, which may be higher or lower than the FMRs listed above.

2. Leasing Projects

i. Multi-Family, Single-Family or Congregate Care Facility Leasing			
<i>Leased Structures</i>	<i>Annual Leasing Cost</i>	<i>Grant Term</i>	<i>Total CoC Dollars Requested</i>
All Leased Structures*	\$ x	1 year =	\$

**List site addresses on a separate page*

CoC Supportive Services Budget (All CoC Projects as Applicable)

<i>Supportive Services Costs</i>	<i>CoC Dollars Requested</i>			
	Year 1			Total
1. Assessment of Service Needs Quantity:				
2. Assistance with moving costs Quantity:				
3. Case Management Quantity:				
4. Child Care Quantity:				
5. Education Services Quantity:				
6. Employment Assistance Quantity:				
7. Food Quantity:				
8. Housing/Counseling Services Quantity:				
9. Legal Services Quantity:				
10. Life Skills Quantity:				
11. Mental Health Services Quantity:				
12. Outpatient Health Services Quantity:				
13. Outreach Services Quantity:				
14. Substance Abuse Treatment Services Quantity:				
15. Transportation: Quantity:				
16. Utility Deposits: Quantity:				
Total Assistance Requested:				

CoC Operating Budget (All CoC Projects with Operating Costs)

<i>Operating Costs</i>	<i>CoC Dollars Requested</i>		
	Year 1		Total
1. Maintenance/Repair Quantity:			
2. Property Taxes and Insurance Quantity:			
3. Replacement Reserve Quantity:			
4. Building Security Quantity:			
5. Electric, Gas and Water Quantity:			
6. Furniture Quantity:			
7. Equipment (lease, buy) Quantity:			
Total Assistance Requested			

HMIS Budget (Dedicated HMIS Projects only)

HMIS Costs	CoC Dollars Requested		
	Year 1		Total
Equipment			
Software			
Services			
Personnel			
Space and Operations			
Total Assistance Requested			

Part B: PSH-Point in Time Housing and Participants Chart
RRH-Year-long projection of Housing and Participants Chart *(Numbers should match the original Exhibit 2 application submitted for funding or other HUD-approved numbers)*

2. Housing Type* (Check all that apply)		a. <input type="checkbox"/> Multi-family <input type="checkbox"/> Single-family		b. <input type="checkbox"/> Scattered Site	
2. Units, Bedrooms, Beds		a. Current Level (Point-in-Time)	b. New Effort or Change in Effort (If Applicable)	c. Projected Level (column a + col. b)	
Number of Units					
Number of Bedrooms					
Number of Beds					
3. Participants					
a. Number of Families with Children (Family Households)					
i. Number of adults in families					
ii. Number of children in families					
iii. Number of disabled in families					
iv. Number of chronically homeless families					
b. Number of Single Individuals and Other Households w/o Children					
i. Number of disabled individuals					
ii. Number of chronically homeless					
*Housing Types: Multi-family (apartments, duplexes, SROs, other buildings with 2 or more units); Single-family; Congregate Facility (dormitory, barracks, shared-living).					

Part C: Renewal Performance (All Renewal Projects)

<p>1. <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Are there any unresolved HUD monitoring findings, or outstanding audit findings related to this project? If "Yes," briefly describe.</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p>2. <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Are there any significant changes that you propose in the project since the last funding approval? Check all that apply:</p> <p><input type="checkbox"/> Number of persons served: from _____ to _____.</p> <p><input type="checkbox"/> Number of units: from _____ to _____.</p> <p><input type="checkbox"/> Location of project sites.</p> <p><input type="checkbox"/> Line item or cost category budget changes more than 10%.</p> <p><input type="checkbox"/> Change in target population.</p> <p><input type="checkbox"/> Change in project sponsor.</p> <p><input type="checkbox"/> Change in component type.</p> <p><input type="checkbox"/> Other: _____</p> <p>Please explain changes: _____</p> <p>_____</p> <p>_____</p>

Housing First Funding Requirement/Threshold (All programs):

VI. Will the program commit to a Housing First model? Yes

*****The Following Housing First Certification must be signed by the CEO/Executive Director of your agency and included in this application to be considered for funding*** (see next page)**

Housing First Checklist And Certification

I, _____, As President/CEO/Executive Director of _____, certify that the program known as _____ will include (new programs only)/has included (existing programs) all of the following into written program policy:

- Access to programs is not contingent on sobriety, minimum income requirements, lack of a criminal record, completion of treatment, participation in services, or other unnecessary conditions.
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I understand that failure to comply with the regulations set forth by the COC related to Coordinated Entry (CES) and Housing First will result in the agency's forfeiture of future funding for this program.

****Applicants must provide documentation from program supporting the use of a Housing First approach, specifically:**

- leases
- subleases
- any "house rules" or "participant responsibilities"
- Any other documents participants must sign for entry into or continued participation in the program

NAME (PRINT): _____

SIGNATURE: _____

DATE: _____

NY-603 Long Island CoC

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- Age
- Sexual Orientation⁹, which is also protected further under the Sexual Orientation Non-discrimination Act (SONDA)
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- Military Status

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Promoting Effective Communication¹⁰

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⁷ <https://www.hudexchange.info/resources/documents/Notice-CPD-15-02-Appropriate-Placement-for-Transgender-Persons-in-Single-Sex-Emergency-Shelters-and-Other-Facilities.pdf>

⁸ <http://www.ag.ny.gov/civil-rights/fair-housing>

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¹⁰ <https://www.ada.gov/effective-comm.htm>

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New York State Division of Human Rights

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www.dhr.state.ny.us

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Member Agency Program Director

Date

Member Agency Executive Director

Date

PART D: Ranking Criteria Data (All Projects)

Please see the full 2018 Ranking Criteria enclosed with this application. Unless a criterion is listed below, LICH is able to retrieve data from your most recent APR or through HMIS to address that criterion. We are unable to retrieve data to address the criteria below. Please provide the following information below in the spaces indicated:

ALL PERMANENT HOUSING PROGRAMS:

Regional Gaps- Population Type

Pledged Program Eligibility: New/turnover units that will be dedicated to each household type below.

The following populations will be scored on a sliding scale based upon the percentage of individuals/households meeting criteria for each:

Permanent Supportive Housing

TOTAL UNITS IN PROJECT: _____

- Chronic Homeless Families with Broad Spectrum Disabilities (including adult couples)

Units: _____

- Chronic Homeless Families (including adult couples) with Severe and Persistent Mental Illness (SPMI-SPA)

Units: _____

- Chronic Homeless Single Adults (18 years +) with Broad Spectrum Disabilities

Units: _____

Rapid Rehousing Only

Total Units: _____

HUD Homeless Families

Units with no restrictions: _____

Funding Requirements/Thresholds:

Coordinated Entry Participation: Will the program report 100% of vacancies and receive 100% of referrals from the CES, as documented by a signed MOU with the CoC (funding threshold)? Yes

Applicant is aware that unresolved non-compliance with coordinated entry will result in a 50% ranking score reduction of the total points eligible for the following funding round. Yes

Housing First: Will the program commit to a Housing First model (funding threshold)? Yes

Permanent Supportive Housing Programs

of CH household admissions April 1, 2017 to March 31, 2018 _____

of total household admissions April 1, 2017 to March 31, 2018 _____

of CH household admissions January 15, 2016 to March 31, 2018 _____

of total household admissions January 16, 2016 to March 31, 2018 _____

(the above will be verified through HMIS for all non-DV providers)

*All programs must provide HUD required documentation for an adult in the household to prove chronic homeless status of each CH household indicated that was not a CES referral. All CES referrals can be verified by LICH.

(Documented Length of Time Homeless in a place not meant for human habitation or emergency shelter + Disabling Condition that is expected to be long-term and indefinite, impair daily living and the household situation would improve with permanent housing)

DV PROGRAMS ONLY (information on these criteria will be pulled from APR's for non-DV):

HUD SPM Metric 4.1- Change in earned income for adult system stayers during the reporting period

What % of adult stayers increased income from employment between entry and exit of this program's grant year? _____%

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

What % of adult stayers increased their cash income from sources *other than* employment between entry and exit of this program's grant year? _____%

HUD SPM Metric 4.3- Change in total income for adult system stayers during the reporting period

What % of stayers that increased total income between entry and exit of this program's grant year?
_____%

HUD SPM Metric 4.4- Change in earned income for adult system leavers

What % of adult leavers increased income through employment between entry and exit of this program's grant year? _____%

HUD SPM Metric 4.5- Change in non-employment cash income for adult system leavers

What % of adult leavers increased their cash income from sources *other than* employment between entry and exit of this program's grant year? _____%

HUD SPM Metric 4.6- Change in total income for adult system leavers

What % of adult leavers increased total income between entry and exit of this program's grant year? _____%

Rapid Re-Housing Criteria

1) Average Length of Time Homeless for Participants

MEASURED AS:

$$\text{average} = \frac{\text{Sum of number of days from program entry to move-in date for all households}}{\text{Total Number of Households}}$$

$$\text{_____} = \text{_____}$$

2) Exit households to permanent housing

MEASURED AS:

$$\text{Percentage} = \frac{\text{total number of households exited to PH April 1 2017 to March 31 2018}}{\text{total number of households that exited program April 1 2017-March 31 2018}} * 100$$

$$\text{_____} = \text{_____} * 100$$

3) Limit returns to homelessness within a year of program exit

MEASURED AS:

$$\text{Percentage} = \frac{\text{total number of households who did return to homelessness April 1 2017 - March 31 2018}}{\text{Total number of households exited to PH April 1 2017-March 1 2018}} * 100$$

$$\text{Percentage} = \left[\frac{\text{Total number of households who did return to homelessness April 1 2017 - March 31 2018}}{\text{Total number of households exited to PH April 1 2017-March 1 2018}} \right] * 100$$

2018 funding round 2

Greta Guarton

From: Greta Guarton
Sent: Friday, May 18, 2018 1:19 PM
To: Greta Guarton (gguarton@addresssthehomeless.org)
Subject: COC FUNDING REOPENED FOR NEW PROJECTS! DEADLINE IS JUNE 8TH
Attachments: 2018 CoC-LI Application Instruction Manual - ROUND 2.doc

Importance: High

We are opening the funding round again to accept new applications as follows:

- 1 PSH application for FAMILIES \$74,855. This will only be available to existing PSH providers whose programs are ranked in Tier 1, and must be included as an expansion of an existing program.
- New RRH applications FOR UP TO \$500,000 – APPLICANTS MAY REQUEST LESS. Depending on the amount of available bonus funding in the region, the Ranking Committee may offer an opportunity to “runner up” programs to apply for remaining funds.

APPLICATIONS ARE DUE ON JUNE 8TH. THE RANKING COMMITTEE WILL MEET ON JUNE 15TH.

PLEASE SEE ATTACHED APPLICATION.

2018-funding round 2

MEMORANDUM

TO: All Parties Interested In Applying For HUD Continuum of Care Funding
FROM: Greta Guarton, Executive Director
RE: Submission of Applications for Ranking in the 2018 HUD CoC Funding Round
DATE: May 18, 2018

We are opening the funding round again to accept new applications as follows:

- 1 PSH application for FAMILIES \$74,855. This will only be available to existing PSH providers whose programs are ranked in Tier 1, and must be included as an expansion of an existing program.
- New RRH applications FOR UP TO \$500,000 – APPLICANTS MAY REQUEST LESS. Depending on the amount of available bonus funding in the region, the Ranking Committee may offer an opportunity to “runner up” programs to apply for remaining funds.

APPLICATIONS ARE DUE ON JUNE 8TH. THE RANKING COMMITTEE WILL MEET ON JUNE 15TH.

APPLICANTS MUST SUBMIT PAPER COPIES OF THE RELEVANT LOCAL APPLICATIONS (ATTACHED). 7 COPIES MUST BE SUBMITTED TO:

Send all applications to: Greta Guarton, Executive Director
Long Island Coalition for the Homeless
600 Albany Avenue, Suite 2
Amityville, New York 11701

DEADLINE FOR SUBMISSION OF NEW AND RENEWAL PROPOSALS FOR REVIEW AND RANKING BY THE SELECTION/RANKING COMMITTEES: JUNE 8, 2018

**2018 Continuum of Care
Application Instruction Manual
And
Applications
for
Long Island (NY-603)**

600 Albany Avenue, Suite 2

Amityville, NY 11701

(631) 464-4314 – phone

(631) 464-4319 – fax

www.addresssthehomeless.org

STEP 1: REGISTER YOUR AGENCY WITH DUNS/CCR

All agencies planning on submitting applications must ensure that their agencies have a DUNS #

STEP 2: APPLICATION SUBMISSION TO LICH

Proposals must be submitted to LICH by May 14, 2018

STEP 3: REGISTER YOUR AGENCY WITH E-SNAPS

HUD will be opening esnaps for project applications shortly, it is recommended that agencies ensure they can access what they need for the renewal applications once esnaps opens for the 2018 round. Applicants may visit the e-snaps website at www.hud.gov/esnaps to register their agency **after the project applicant registration process has begun.**

You can find manuals for completing an application in esnaps at:

<http://esnaps.hudhre.info/projectapps.cfm>

****PLEASE BE ADVISED THAT ALL APPLICANTS MUST PARTICIPATE IN THE LOCAL PROCESS PRIOR TO COMPLETING AN APPLICATION IN ESNAPS. ONLY APPLICATIONS RECOMMENDED BY THE RANKING/SELECTION COMMITTEES AND APPROVED BY THE LOCAL COC WILL BE SENT TO HUD FOR CONSIDERATION.****

Reminder! All questions regarding *e-snaps* must be directed to the *e-snaps* HelpDesk at <https://www.onecpd.info/ask-a-question/>

Please make note of the following information, as it will be required throughout your application:

<i>Geographic Codes</i>	
<i>Area</i>	<i>Code</i>
Nassau County	369059
Suffolk County Consortium	369103
Babylon Town	360352
Huntington Town	363088
Islip Town	363160

Funding Round 2018 NY-603 Renewal Project Ranking Criteria			Benchmark	2018 Program Max Score PSH	2018 Program Max Score RRH	2018 Source (Unless otherwise specified, data review will be for 4/1/2017-3/31/18)
CES/HF MOU	1	CES Compliance		50% Reduction of max points	50% Reduction of max points	50% reduction in total max points for any program with <i>unresolved</i> non- compliance issues with CES (8/1/17 forward)
Regional Performace	2	PSH- SPM 2: Returns to Homelessness (based on range: 0 pts for programs w highest returns to homelessness; 10 pts for programs with lowest returns to homelessness).		10	0	HMIS Data- program participant households discharged from 4/1/17- 3/31/18 negatively discharged (returning to homelessness): HMIS ReportBuilder "RC: PH Retention".If no DC from program, NA=0 Pts. Negative discharges of clients referred through CES during pilot will be NA
	3	PSH- Move- On/Exlts to Permanent Housing	N/A	10	0	% Households exiting PSH to PH destinations from 4/1/17-3/31/18)

4	PSH- % of CH Households in program (doc req'd for ea CH person claimed)	N/A	10	0	(% CH households in program as of 5/1/18 that were admitted post 1/15/16 (CH Final Rule) + Verified HUD Documentation*/ total households in program as of 5/1/18 that were admitted post 1/15/16)x100 *CES CH Referrals can be Verified by LICH
5	PSH- New Admissions: % CH Admissions (doc req'd for ea CH person claimed)	N/A	12	0	% CH households admitted + Verified HUD documentation : HMIS ReportBuilder "RC: CH Admissions" + Document Submission and LICH approval (using HUD CH Final Rule) 4/1/17- 3/31/18
6	PSH- SPM 4.1: % Adult Stayers Increased Earned Income	9%	2	0	HUD-APR Q19, a1 - (Number of Adults with Earned Income (i.e., Employment Income)
7	PSH- SPM 4.2: % Adult Stayers Increased Non-Employment Cash Income	30%	2	0	HUD-APR Q19, a1 - Number of Adults with Other Income
8	PSH- SPM 4.3: % Adult Stayers Increased Total Income	35%	3	0	HUD-APR Q19, a1 - (Number of Adults with Any Income (i.e., Total Income)
9	PSH- SPM 4.4: % Adults Leavers Increased Earned Income	15%	2	0	HUD-APR Q19, a2 - (Number of Adults with Earned Income (i.e., Employment Income)

	10	PSH- SPM 4.5: % Adults Leavers Increased Non- Employment Cash Income	33%	2	0	HUD-APR Q19, a2 - Number of Adults with Other Income
	11	PSH- SPM 4.6: % Adults Leavers Increased Total Income	43%	3	0	HUD-APR Q19, a2 - (Number of Adults with Any Income (i.e., Total Income))

Regional Gaps Analysis	12	RRH- % of new households served dedicated for all Families and Single Adults (non- restrictive)	N/A	0	22	program eligibility as determined by application (7.8 years to serve current households eligible)
	13	PSH- % of new/turnover units dedicated for CH families with Broad Spectrum Disabilities	N/A	16	0	program eligibility as determined by application (5.6 years to serve current households eligible)
	14	PSH- % of new/turnover units dedicated for CH families with SPMI	N/A	7	0	program eligibility as determined by application (2.5 years to serve current households eligible)
	15	PSH- % of new/turnover units dedicated for Chronically Homeless Single Adults with Broad Spectrum Disabilities	N/A	6	0	program eligibility as determined by application (2.2 years to serve current households eligible)

HMIS	16	HMIS Data Quality	N/A	10	10	New HUD APR (April 1, 2018)- HUD-APR Q6, a., b., c. or HMIS Data Quality Report Q2., Q3., Q4. *If LICH cannot retrieve upload data by 5/1/18, agency score = 0
RRH Measures	17	RRH- % of participants where program admission to residential move-in date is within 60 days	N/A	0	10	average= Sum of number of days from program entry to move-in date for all households/Total number of households
	18	RRH- % Exits to permanent housing in six months or less	N/A	0	10	percent= (total # of households enrolled in program less than six months that are permanent housed at discharge/total number of households served)*100
	19	RRH- Housing Retention: % of households that retain PH for one year once discharged to PH from program	N/A	0	10	percent = (total number of households who did return to homelessness April 1 2017 - March 31 2018/Total number of households exited to PH April 1 2017-March 1 2018)*100
		Successfully operated Federal or State Programs (current or past)				Application

New Program Threshold Criteria	Has the agency had to return funds (other than unspent funds) to a federal or entity within the last five years?				Application
	Has a federal or state agency deobligated funds or terminated a contract within the last five years?				Application
	Program (PSH) must have written policy for Move-On Strategy for households that no longer require level of service provided by the program (if applicable)				Application
	Signed CES/HF MOU				Application
Maximum Score		N/A	95	62	

**Application for NEW Projects
Seeking Funding through Reallocation or Bonus Funding in NY-
603 CoC 2018 Funding Round**

Project Types Eligible for New Funding:

- 1. Rapid Rehousing Programs (gen pop)**
 - a. Projected to Serve 90% Families and 10% Single Adults (these are estimates; referrals will come through CES).**
 - b. May apply for \$500,000 OR \$1,000,000**
 - c. Emphasis on NC, but must serve both counties**
 - d. If bonus funds are available, an additional RRH project will be selected and will need to adjust budget to available funding through bonus**

- 2. Permanent Supportive Housing for Chronically Homeless large families 5 or more household members, requiring 3 bedroom units and larger**
 - a. May apply for \$374,855**
 - b. Emphasis on Suffolk County, but must serve both counties**

- 3. Rapid Rehousing Program (DV set aside)**
 - a. Projected to Serve 90% Families and 10% Single Adults (these are estimates; referrals will come through CES).**
 - b. May apply for \$350,000, but will need to adjust budget to available funding through bonus**

c.Emphasis on SC, but must serve both counties

**NEW PROJECT APPLICATION –
REALLOCATION/BONUS/DV Set Aside**

Section I: Project Summary Information

Part A: General Project Information

4. HUD-Defined CoC Name:	5. CoC Number:
6. Applicant's Organization Name (Legal Name from SF-424)	8. Applicant's DUNS Number
7. <input type="checkbox"/> Check box if Applicant is a Faith-Based Organization	
9. Project Applicant's Address (From SF-424) Street: City: State: Zip:	10. Applicant's Employer Identification Number (EIN) (From SF-424):
11. Contact person of Project Applicant: (From SF-424) Name: Phone number: Title: Fax number: Email Address:	12. <input type="checkbox"/> Check box if Project Applicant is the same as Project Sponsor
13. Project Name:	14. Project's location 6-digit Geographic Code:
15. Project Address (LIST ALL ADDRESSES – add pages as necessary): Street: City: State: Zip:	18. <input type="checkbox"/> Check box if Energy Star is used in this project
16. <input type="checkbox"/> Check box if project is in a Rural Area	19. Project Congressional District(s):
17. If project contains housing units, are these units: <input type="checkbox"/> Leased? <input type="checkbox"/> Owned?	
20. Project Sponsor's Organization Name (If different from Applicant)	22. Sponsor's DUNS Number:
21. <input type="checkbox"/> Check box if Project Sponsor is a Faith-Based Organization <input type="checkbox"/> Check box if Project Sponsor has ever received a federal grant, either directly from a federal agency or through a state/local agency	
23. Project Sponsor's Address (if different from Applicant) Street: City: State: Zip:	24. Sponsor's Employer Identification Number (EIN):
25. Contact person of Project Sponsor (if different from Applicant) Name: Phone number: Title: Fax number: Email Address:	

Part B: Project Summary Budget
Continuum of Care Program

a. Component Types (Check only one box) <input type="checkbox"/> RRH <input type="checkbox"/> PSH- Large Families <input type="checkbox"/> RRH-DV		b. Grant Term ONLY ONE YEAR TERMS MAY BE REQUESTED (AS PER HUD)		
Proposed CoC Activities		c. CoC Dollars Request	d. Total Match (Min. 25% except leasing)	e. Totals (Col. c + Col. d)
1. Real Property Leasing				
2. Rental Assistance				
3. Supportive Services				
4. Operations				
5. HMIS				
6. CoC Request (Subtotal lines 1 through 5)				
7. Administrative Costs (Up to 7%) *Threshold				
8. Total CoC Request (Total lines 6 and 7)				

Total Cash Match: _____

Total In-Kind Match: _____

Total Match: _____

***Must meet minimum threshold requirement of at least 25% match**

Section II: CoC Project Budgets

Leasing / Rental Assistance Budgets

Size of Units	Number of Units	FMR or Actual Rent	Number of Months	Total
SRO	x	x	12=	\$
0 Bedroom	x	x	12=	\$
1 Bedroom	x	x	12=	\$
2 Bedrooms	x	x	12=	\$
3 Bedrooms	x	x	12=	\$
4 Bedrooms	x	x	12=	\$
5 Bedrooms	x	x	12=	\$
6 Bedrooms	x	x	12=	\$
Other: _____	x	x	12=	\$
Totals:	x	x	12=	\$

Please be advised that the actual FMRs used in calculating your grant will be those in effect at the time the grants are approved, which may be higher or lower than the FMRs listed above.

CoC Supportive Services Budget

Include description as appropriate. If the funding will be used to pay for staffing, FTE must be included.

<i>Supportive Services Costs</i>	<i>CoC Dollars Requested</i>			
	Year 1			Total
1. Assessment of Service Needs Quantity:				
2. Assistance with moving costs Quantity:				
3. Case Management Quantity:				
4. Child Care Quantity:				
5. Education Services Quantity:				
6. Employment Assistance Quantity:				
7. Food Quantity:				
8. Housing/Counseling Services Quantity:				
9. Legal Services Quantity:				
10. Life Skills Quantity:				
11. Mental Health Services Quantity:				
12. Outpatient Health Services Quantity:				
13. Outreach Services Quantity:				
14. Substance Abuse Treatment Services Quantity:				
15. Transportation: Quantity:				
16. Utility Deposits: Quantity:				
Total Assistance Requested:				

CoC Operating Budget

Include FTE if the funding will pay for staffing

Operating Costs	CoC Dollars Requested		
	Year 1		Total
1. Maintenance/Repair Quantity:			
2. Property Taxes and Insurance Quantity:			
3. Replacement Reserve Quantity:			
4. Building Security Quantity:			
5. Electric, Gas and Water Quantity:			
6. Furniture Quantity:			
7. Equipment (lease, buy) Quantity:			
Total Assistance Requested			

Part B: PSH-Point in Time Housing and Participants Chart

RRH-Year-long projection of Housing and Participants Chart (*Numbers should match the original Exhibit 2 application submitted for funding or other HUD-approved numbers*)

1. Housing Type* (Check all that apply)	<input type="checkbox"/> Multi-family <input type="checkbox"/> Single-family	<input type="checkbox"/> Scattered Site
2. Units, Bedrooms, Beds	c. Projected Level	
Number of Units	(column a + col. b)	
Number of Bedrooms		
Number of Beds		
a. Number of Families with Children (Family Households)		
i. Number of adults in families		
ii. Number of children in families		
iii. Number of disabled in families		
iv. Number of chronically homeless families		
b. Number of Single Individuals and Other Households w/o Children		
i. Number of disabled individuals		
ii. Number of chronically homeless		

*Housing Types: Multi-family (apartments, duplexes, SROs, other buildings with 2 or more units); Single-family; Congregate Facility (dormitory, barracks, shared-living).

PART C: Ranking Considerations- Demonstrating Ability to Operate Program Model

NEW PROGRAM APPLICATION NARRATIVES

- I. Describe the program you plan to develop and implement, including services that will be provided to program participants. Provide information about all services to be offered, and whether they will be funded through the grant, provided by your organization, or offered through linkages with other providers. If provided through other organizations, describe the partnerships with those agencies and/or how you will link participants with those services.
- II. Describe your agency's experience in operating similar programs, especially using federal funding. If your agency is currently operating a similar program, submit a copy of that program's most recent annual report.
- III. Describe the agency's experience in using a Housing First model. If you have an existing program funded through the COC, describe your agency's participation in the Coordinated Entry System (CES) planning and the CES Pilot.
- IV. Has your organization received any negative findings from federal or state funding sources for *any programs* within the last five years? _____ Has your agency had to *return* funds or had funds de-obligated by the funding source? If yes to any of these questions, please explain:

Rapid Rehousing Projects (RRH and DV-RRH): These best practices will be considered as to which applicants are best suited to execute these program models:

- 1 - Will staff be trained to successfully complete SPA applications? Yes No
- 2 - Will you have a dedicated staff person for landlord engagement? Yes No
- 3 - Will the program have SOAR-certified staff? Yes No
- 4 - Will staff receive regular training in Motivational Interviewing? Yes No
- 5 - Will the program have a dedicated employment specialist? Yes No
- 6 - Will the staff be trained in trauma-informed care and safety-planning? Yes No
- 7 - Will staff be trained in Critical Time Intervention/Crisis Intervention? Yes No

Programs Serving Family Households (RRH and PSH): (best practice)

Will the program have an MOU with Headstart? (as strongly encouraged by HUD and scored on the CoC regional application). If so, describe steps taken to accomplish this and include a sample MOU to be signed. If your agency has an existing (signed) MOU with Headstart, please include a copy of this in your application.

Permanent Supportive Housing: (thresholds)

Will the program have a written policy on a process to move PSH clients on to other permanent housing?

Yes No

Does the program have fixed units with 3 bedrooms or more in Suffolk County that would be available for use in the proposed program?

Yes No

If the program does not have fixed units with 3 bedrooms or more in Suffolk County, please explain how the agency can acquire/access units to meet the regional need for large chronically homeless families in Suffolk County.

Housing First Funding Requirement/Threshold:

V. Will the program commit to a Housing First model? Yes

The Following Housing First Certification must be signed by the CEO/Executive Director of your agency and included in this application to be considered for funding (see next page)

Housing First Checklist And Certification

I, _____, As President/CEO/Executive Director of _____, certify that the program known as _____ will include (new programs only)/has included (existing programs) all of the following into written program policy:

- Access to programs is not contingent on sobriety, minimum income requirements, lack of a criminal record, completion of treatment, participation in services, or other unnecessary conditions.
- Programs or projects do everything possible not to reject an individual or family on the basis of poor credit or financial history, poor or lack of rental history, minor criminal convictions, or behaviors that are interpreted as indicating a lack of "housing readiness."
- People with disabilities are offered clear opportunities to request reasonable accommodations within applications and screening processes and during tenancy, and building and apartment units include special physical features that accommodate disabilities.
- Programs or projects that cannot serve someone work through the coordinated entry process to ensure that those individuals or families have access to housing and services elsewhere.
- Housing and service goals and plans are highly tenant-driven.
- Supportive services emphasize engagement and problem-solving over therapeutic goals.
- Participation in services or compliance with service plans are not conditions of tenancy, but are reviewed with tenants and regularly offered as a resource to tenants.
- Services are informed by a harm-reduction philosophy that recognizes that drug and alcohol use and addiction are a part of some tenants' lives. Tenants are engaged in non-judgmental communication regarding drug and alcohol use and are offered education regarding how to avoid risky behaviors and engage in safer practices.
- Substance use in and of itself, without other lease violations, is not considered a reason for eviction.
- Tenants in supportive housing are given reasonable flexibility in paying their share of rent on time and offered special payment arrangements for rent arrears and/or assistance with financial management, including representative payee arrangements.
- Every effort is made to provide a tenant the opportunity to transfer from one housing situation, program, or project to another if a tenancy is in jeopardy. Whenever possible, eviction back into homelessness is avoided.

I understand that failure to comply with the regulations set forth by the COC related to Coordinated Entry (CES) and Housing First will result in the agency's forfeiture of future funding for this program.

****Applicants must provide documentation from program supporting the use of a Housing First approach, specifically:**

- leases
- subleases
- any "house rules" or "participant responsibilities"
- Any other documents participants must sign for entry into or continued participation in the program

NAME (PRINT): _____

SIGNATURE: _____ DATE: _____

NY-603 Long Island CoC

Non-discrimination and Equal Opportunity Policy

The Long Island Coalition for the Homeless, as the Continuum of Care lead for the region of Nassau-Suffolk, mandates that all member agencies operate in compliance with federal, state, and local non-discrimination and equal opportunity laws.

Federal Requirements

The Department of Housing and Urban Development, in conjunction with other federal partners, has a vibrant history of furthering the rights of those persons who belong to vulnerable classes and who are most likely to experience discrimination. All member agencies must abide by the CoC Interim Rule and observe all requirements outlined in 24 CFR 5.105(a). *These laws include, but are not limited to, The Equal Opportunity in Housing Programs, Civil Rights Act of 1964, Age Discrimination Act of 1975, Rehabilitation Act of 1973, Americans with Disabilities Act, Non-discrimination Based on Handicap in Federally Assisted Programs and Activities, Equal Employment Opportunity Program, and most importantly, the Fair Housing Act.*

The Fair Housing Act identifies protected classes of people and prohibits discrimination on the basis of:

- Race
- Color
- Religion
- Sex
- Handicap
- Familial Status
- National Origin

Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity¹

On February 3, 2012, HUD published its final rule expanding protections in housing for the LGBT* community. This rule further prohibits discrimination based on:

- Actual or perceived sexual orientation
- Actual or perceived gender identity, where gender identity means "actual or perceived gender-related characteristics"
- Actual or perceived marital status

Furthermore, CoC-program funded projects that provide single-sex accommodations must follow guidelines set forth by HUD in Notice CPD-15-02 when inquiring about sex and gender with regard to placement, safety, and privacy².

State Requirements

New York State has long been a leader in civil rights protections for those at risk of facing discrimination. All member agencies must abide by the New York State Human Rights Law³, which protects all of the previously listed classes of people and further prohibits discrimination based on:

- Creed
- Age
- Sexual Orientation⁴, which is also protected further under the Sexual Orientation Non-discrimination Act (SONDA)
- Marital Status
- Military Status

Ensuring Equal Access and Effective Service to People with Disabilities

Promoting Effective Communication⁵

¹HUD LGBT Final Rule: <http://portal.hud.gov/hudportal/documents/huddoc?id=12lgbtfinalrule.pdf>

² <https://www.hudexchange.info/resources/documents/Notice-CPD-15-02-Appropriate-Placement-for-Transgender-Persons-in-Single-Sex-Emergency-Shelters-and-Other-Facilities.pdf>

³ <http://www.ag.ny.gov/civil-rights/fair-housing>

⁴ <http://www.ag.ny.gov/civil-rights/sonda-brochure>

⁵ <https://www.ada.gov/effective-comm.htm>

All member agencies will make auxiliary aids and services available upon request for people who have communications disabilities. Communication with people who have hearing or vision disabilities must be as equally effective as communication with people without disabilities.

Reasonable Accommodations and Modifications

All member agencies will make reasonable accommodations to their rules, policies, practices, or services when necessary for people with disabilities to have equal opportunity to access services. Further, member agencies will allow reasonable modifications to housing facility structures so that people with disabilities have the equal opportunity to utilize and enjoy all aspects of their housing.

Integrated Service Delivery

All member agencies will provide services in the most integrated setting appropriate to the needs of people with disabilities.

Transparency in Handling Allegations of Discrimination

All CoC member agencies will operate with patience, respect, and transparency when handling allegations of discrimination. Member agencies will inform all prospective and current participants of their right to file a complaint with relevant federal, state, and local authorities, including, but not limited to:

U.S. Department of Housing and Urban Development

Fair Housing Enforcement Center

26 Federal Plaza, Room 3532

New York, NY 10278-0068

212-264-1290 (voice) 212-264-0927 (TTY)

http://portal.hud.gov/hudportal/HUD?src=/program_offices/fair_housing_equal_opp/complaint-process

New York State Office of the Attorney General

Civil Rights Bureau

120 Broadway New York, New York 10271

212-416-8250 (voice) 800-788-9898 (TDD)

civil.rights@ag.ny.gov www.ag.ny.gov

New York State Division of Human Rights

One Fordham Plaza, 4th Floor Bronx, New York 10458

718-741-8300 (voice) 718-741-8300 (TDD)

www.dhr.state.ny.us

By signing below, you are indicating that you understand and agree to comply with all requirements set forth by the Non-discrimination and Equal Opportunity Policy.

Member Agency Program Director

Date

Member Agency Executive Director

Date

2018-funding round 3

Greta Guarton

From: Greta Guarton
Sent: Friday, July 13, 2018 3:51 PM
Subject: COC MEMBERS: ADDITIONAL FUNDING AVAILBLE - DEADLINE TO APPLY IS JULY 30, 5PM NC
Attachments: TPH explanation.doc; Family Explanation Form-Transitional-Permanent Housing Program.doc; Application Supplement for ESNAPS.docx
Importance: High

HUD has released the funding amounts available for BONUS and DV BONUS, as well as eligible component types under each category. Additionally, we have some additional funding available for reallocation.

****COMPLETED APPLICATIONS MUST BE SUBMITTED VIA ESNAPS BY JULY 30, 5PM, TO BE CONSIDERED FOR THIS FUNDING****

We will be accepting new applications for the following programs/program types:

- Rapid Rehousing programs – programs may serve Nassau, Suffolk, or both (all other factors being equal, preference will be given to programs serving both counties).
- SSO/Coordinated Entry for DV programs – must serve both counties. (Only DV providers may apply for this. Preference will be given to providers not operating or seeking to operate housing programs that are mandated to participate in CES)
- Transitional Housing-Permanent Housing Rapid Rehousing (TH-PH RRH) for DV

Funding amounts available:

RRH: \$428,280 under REALLOCATION
\$878,981 under BONUS

DV CES: \$240,000 under DV BONUS
TH-PH RRH/DV: \$824,969 under DV BONUS

Applicants may apply for up to the amounts listed, but may apply for less. However, only 1 application can be accepted for each of the DV CES and TH-PH RRH projects.

When completing your applications online, please be sure to respond to the questions included in the attached application supplement.

The TH-PH RRH model is different from what many providers think it may be. You can find guidance from NAEH on the TH-PH RRH model here: <https://endhomelessness.org/scoop-transitional-housing-rapid-re-housing-joint-component/>

We have attached program descriptions from CHI's TH-PH Programs (thank you to CHI for sharing this) to help applicants better understand the program model. Additionally, we have scheduled a call for Wednesday, July 18, at 11AM for applicants who would like to discuss this model further prior to applying. The call-in information is as follows:

United States: +1 605-562-0400

Access code: 411 427

If you have not done so already, you will need to register in esnaps and complete an applicant profile in order to access the esnaps project applications. The following will be helpful in this process:

<https://www.hudexchange.info/resources/documents/how-to-access-the-project-application.pdf> This document should walk an applicant through the first steps in esnaps, including how to set up an applicant profile and getting the Project Application set up

<https://www.hudexchange.info/programs/e-snaps/> This link brings you to a page with multiple other resources applicants would need to understand the process, a link to the NOFA, eligible applicants, etc.

Greta Guarton, LMSW
Executive Director
Long Island Coalition for the Homeless
600 Albany Avenue, Suite 2
Amityville, New York 11701
P: (631) 464-4314 x 113
F: (631) 464-4319

gguarton@addresssthehomeless.org

www.addresssthehomeless.org

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Facebook

 **amazon smile**
You shop. Amazon gives.

The NY-603 CoC is accepting project applications for new HUD funding available. The NY-603 does not require that applicants receive current CoC funding, or that they have previously received CoC funding. We encourage all community agencies to attend open CoC meetings and explore funding opportunities through the CoC and other funding sources that increase regional capacity to address homelessness. The Ranking Committee will consider experience operating similar models, operating programs using a Housing First model, knowledge of CES and other pertinent information outlined below.

The following questions should be addressed in your program and experience narratives in esnaps for the project type(s) for which your agency is applying:

1. CoC RRH- HUD Category 1 (Literal Homeless)

Describe the program you plan to develop and implement, including services that will be provided to program participants. Provide information about all services to be offered, and whether they will be funded through the grant, provided by your organization, or offered through linkages with other providers. If provided through other organizations, describe the partnerships with those agencies and/or how you will link participants with those services.

Housing Stability-Focused/Service Intensive Case Management

Please describe strategies that your case management staff will use to provide short-term housing-focused case management to ensure a quick transition into housing and independent living. Please include how your staff will explore all/other housing options that clients can access to exit homelessness. Please also include how you will leverage other community resources outside the direct scope of housing stability but necessary to enhance overall support systems and community integration for clients served.

Landlord Engagement/Unit Identification/Landlord Mediation

Please describe the ways in which your program will actively engage landlords to have access to private rental units to quickly move in households. Please also describe the role of your agency in mediation between landlords and tenants to ensure housing stability and quick resolve of landlord concerns/issues.

These best practices will be considered as to which applicants are best suited to execute the RRH program models:

- 1 - Will staff be trained to successfully complete SPA applications? Yes No
- 2 - Will you have a dedicated staff person for landlord engagement? Yes No
- 3 - Will the program have SOAR-certified staff? Yes No
- 4 - Will staff receive regular training in Motivational Interviewing? Yes No
- 5 - Will the program have a dedicated employment specialist? Yes No
- 6 - Will the staff be trained in trauma-informed care and safety- Yes No

planning?

7 - Will staff be trained in Critical Time Intervention/Crisis Intervention? Yes No

8 - Please speak to any additional trainings that will strengthen program outcomes.

RRH Programs Serving Family Households

Will the program have an MOU with Headstart? (as strongly encouraged by HUD and scored on the CoC regional application). If so, describe steps taken to accomplish this and include a sample MOU to be signed. If your agency has an existing (signed) MOU with Headstart, please include a copy of this in your application.

2. DV-TH-RRH- HUD Category 4 (Actively fleeing DV)

Describe the program you plan to develop and implement, including services that will be provided to program participants. Provide information about all services to be offered, and whether they will be funded through the grant, provided by your organization, or offered through linkages with other providers. If provided through other organizations, describe the partnerships with those agencies and/or how you will link participants with those services.

Quickly Transitioning Households out of Crisis Housing

The "TH" component of TH-RRH is intended to be as brief as possible and serve only as crisis housing to address immediate safety needs. Please explain how intensive/housing-focused support services will be offered to clients to exit households out of transitional housing into permanent units in 90 days or less, on average (30 days + 60 days regional benchmark for RRH households to move in to permanent units). *Households can only be in program for two years, total. The longer a household remains in "TH," the shorter they will have rental assistance available as a support.*

Using Bridge Housing to exit Households from Homelessness

Please explain how the program will maximize opportunities to move households out of transitional housing into other non-CoC funded permanent housing.

Low Barrier Transitional Housing

Please explain how the program will staff the transitional housing (crisis/bridge) site(s) that is/are low barrier.

Housing Stability-Focused/Service Intensive Case Management

Please describe strategies that your case management staff will use to provide short-term housing-focused case management to ensure a quick transition into housing and independent living. Please include how your staff will explore all/other housing options that clients can access to exit homelessness. Please also

include how you will leverage other community resources outside the direct scope of housing stability but necessary to enhance overall support systems and community integration for clients served.

Landlord Engagement/Unit Identification/Landlord Mediation

Please describe the ways in which your program will actively engage landlords to have access to private rental units to quickly move in households. Please also describe the role of your agency in mediation between landlords and tenants to ensure housing stability and quick resolve of landlord concerns/issues.

These best practices will be considered as to which applicants are best suited to execute the RRH program models:

- 1 - Will staff be trained to successfully complete SPA applications? Yes No
- 2 - Will you have a dedicated staff person for landlord engagement? Yes No
- 3 - Will the program have SOAR-certified staff? Yes No
- 4 - Will staff receive regular training in Motivational Interviewing? Yes No
- 5 - Will the program have a dedicated employment specialist? Yes No
- 6 - Will the staff be trained in trauma-informed care and safety-planning? Yes No
- 7 - Will staff be trained in Critical Time Intervention/Crisis Intervention? Yes No
- 8 - Please speak to any additional trainings that will strengthen program outcomes.

RRH Programs Serving Family Households

Will the program have an MOU with Headstart? (as strongly encouraged by HUD and scored on the CoC regional application). If so, describe steps taken to accomplish this and include a sample MOU to be signed. If your agency has an existing (signed) MOU with Headstart, please include a copy of this in your application.

3. DV- CES SSO (HUD Category 4 CES Access/Prioritization/Referral)

Describe the program you plan to develop and implement, including services that will be provided to program participants. Provide information about all services to be offered, and whether they will be funded through the grant, provided by your organization, or offered through linkages with other providers. If provided through other organizations, describe the partnerships with those agencies and/or how you will link participants with those services.

Safety Planning

Please explain how safety planning will be a core component of the assessment process and available to all households actively fleeing domestic violence assessed for CES.

Identification of All Persons Actively Fleeing DV

Please describe how the agency will partner with various community stakeholders where DV households are presenting to ensure all persons eligible for DV-TH-RRH are identified and assessed for housing. These efforts should include plans to provide mobile outreach and advertise services.

Coordination of Referrals

Please describe how the agency will coordinate with DV RRH and DV TH-RRH programs to ensure that referrals are prioritized, updated on a waitlist and processed with all pertinent information communicated to referral destination programs, while protecting personally identifiable information.

2018 Reallocation Strategy

Each year, the Governance Board reviews an updated gaps analysis. This Gaps Analysis compares housing capacity funded through the COC, broken down into categories including subpopulations (various disabilities, veterans, VDV, youth, as well as families and singles) to the homeless persons/households within the region and what their needs are. This informs the Governance Board's decisions regarding better strategic targeting of funds.

The Governance Board also looks at HUD's suggested reallocation amounts. Due to a fairly late start in reallocation and the determined need for significantly more Rapid Re-Housing, the Governance Board voted to reallocate approximately 10% of their total funds (or 12% of their housing dollars).

Based upon the Gaps Analysis, the Governance Board saw that there were programs serving certain populations for which there were significantly more available units than chronically homeless households in need. There are no CH persons with HIV within the region, and the number of CH single adults with mental health disorders willing to apply for mental health housing could be housed within one year using beds in existing MHD programs serving families and singles. Further, many CH single adults and HH opt not to apply for housing for persons with mental health disorders as it does not meet their preferences. Additionally, there is a county-level referral process for MH housing, which requires more documentation than the CES process, leading some who would otherwise opt for MH housing to seek a faster PH placement.

In reviewing the cost of programs serving persons with HIV and single adults with mental health disorders that would not be able to expand their eligibility criteria to serve persons with other disabilities, it was calculated that these programs made up approximately 6% of the region's housing funding. This funding was reallocated based on not meeting significant regional need for CH households.

The Governance Board therefore voted to reallocate the remaining 6% from the bottom-ranked programs after scoring, using an objective scoring tool (included in the attachments). Therefore, the Governance Board voted to reallocate 6% from programs that did not best meet regional needs, identified in the Gaps Analysis, and 6% from programs that were under-performing in comparison to other programs within the region.

After scoring and ranking took place (posted June 1, 2018; approved by COC June 8, 2018), one provider opted not to renew their PSH program. The provider informed LICH and the COC about this decision on June 25, 2018. Because this program *had* in fact, met a regional need and scored high in the ranking, the Governance Board and Ranking Committee determined that it would be counterproductive to use this funding to reinstate programs that had been selected for elimination or reduction under the original reallocation considerations. The COC therefore reallocated additional funding from the voluntarily returned program.

Attached please find documentation showing the tools and spread sheets used in discussions, as well as pages from the local application instruction manual describing the reallocation process.

Reallocation Methods + Considerations

Gap Analysis

	Current Gaps	Total Units (Families) / Beds (Singles) Available	Households that qualify for housing type based on eligibly and vulnerability range	Annual Unit/Bed Turnover Rate	LOT to serve current households eligible	Number of Projects & Total Funding currently allocated	Funding Needed to Meet Gap
1	RRH-all Families and Single Adults (non-restrictive)	*208 units	1630 total households (singles & families) 5% of population is unaccompanied youth 18-24 1630/1892 total households = 86% of total population	208 units/year	7.8 years to serve current households eligible	5 projects 3,061,474/ 11,457,130 26.7%	%need- %allocated= 59.3% \$6,794,087 needed
2	PSH-CH Families with Broad Spectrum Disabilities	123 units	56 families 56/1892= 2.9% of total population	9 units/year	6.2 years to serve current households eligible (Increase LOT since loss of HELP Suffolk family program)	15 projects 2,392,968/ 11,457,130 20.9%	%need- %allocated= -18%
3	PSH-CH Families with SPMI	152 units (total BS & SPA)	25 families 25/1892=1.3% of total population	10 units/year (total BS & SPA)	2.5 years to serve current households eligible	6 projects 512,517/ 11,547,130 4.4%	%need- %allocated= -3.1
4	PSH-CH Single Adults with Broad Spectrum Disabilities	146 units	53 singles 53/1892=2.8% of total population	24 units/year	2.2 years to serve current households eligible	17 projects 2,632,512/ 11,547,130 22.8%	%need- %allocated= -20%

***Nassau County Considerations (RRH)-** Out of 208 RRH units available, 75 cannot serve Nassau County residents (Restricted to Suffolk residents only). This leaves 133 units that are able to serve BOTH Nassau and Suffolk Counties (not all units will be for Nassau County residents, as RRH programs pull prioritized

households from waitlists as per HUD prioritization order, all eligible households, regardless of county, must be prioritized for the same units.

From 2017-2018, Suffolk DSS reported (PIT) a decrease in total number of homeless persons.

From 2017-2018, Nassau DSS reported (PIT) an increase of 194 homeless persons, a 14% increase over the previous year.

	Current Surpluses	Total Units (Families) / Beds (Singles) Available	Households that qualify for housing type based on eligibility and vulnerability range	Annual Unit/Bed Turnover Rate	LOT to serve current households eligible	Number of Projects & Total Surplus housing capacity funding currently allocated
1	PSH- CH HIV/AIDS	288 units (HOPWA PSH and BS PSH)	0 CH Households identified with HIV/AIDS 0% of population	288 units/year	0 months to serve current households eligible	1 Project \$249,672/ \$11,457,130= 2.2% %need- %allocated= -2.2%
2	RRH-Victims of Domestic Violence	229 units (all BS RRH and DV RRH)	121 people* (singles and families) *amended to reflect 2017 PIT numbers 121/3937= 3% of total population	229 units/year	5 months to serve current households eligible	2 Projects \$530,204/ \$11,457,130= 4.6% % of need-% allocated= -1.6%
3	PSH-CH SPMI Singles	297 units (SPA & BS)	31 CH singles and willing to accept SPA housing 1.6% of total population	36 units/year (SPA & BS)	10 months to serve current households eligible	11 projects \$1,669,749/ \$11,457,130 14.6% %need- % allocated= -13%

populations for which the region has more units

HIV/AIDS	Annual Budget	Budget for Surplus	Contract Expiration	Beds that Serve Surplus Pop (GA)	Beds (Single) that Serve Deficit	Beds in family units
Options SCC/MC (PSH)	557,890	152,847	1/31/2019	23	7	43
*Above program has BS and HIV beds; only HIV have been eliminated						
SPMI Singles:						
CNG SPC	78,502	78,502	8/31/2019	9	0	0
Federation Bethpage	43,025	43,025	12/31/2019	8	0	0
Federation Patchogue	43,384	43,384	12/31/2019	8	0	0
FREE SPC	95,262	95,262	9/30/2019	11	0	0
SAIL Housing and Services		260516	4/30/2019	14	0	0
	Total SPMI Singles	520,689		48.99	701,319	
	HIV + SPMI Singles:	673,536				
	6% of total housing funding:	687,428				
		701,319		12% of total housing funding:		
		673,536		From bottom	1,374,855	1145725
		13,892		From surplus funding (23 HIV beds, 50 OMH beds= 73 total beds)		
Total OMH	520,689	1,374,855			1,300,000	11,396

MEMORANDUM

TO: All Parties Interested In Applying For HUD Continuum of Care Funding
FROM: Greta Guarton, Executive Director
RE: Submission of Applications for Ranking in the 2018 HUD CoC Funding Round
DATE: April 13, 2018

This year's application process and materials for the Ranking Committee are different from last year's, as are the scoring criteria and point values for each criterion. It is recommended that applicants review these, as well as the 2017 Funding Round NOFA, before completing this application for review by the Ranking Committee. Please note that the Ranking Committee will make recommendations on the ranking order of renewal applications.

COMPLETE APPLICATIONS FOR THE LOCAL PROCESS ARE DUE May 14, 2018. APPLICATIONS FOR NEW AND RENEWAL PROJECTS ARE INCLUDED IN THIS MANUAL.

The Continuum of Care application submissions to HUD will be completed online again this year, and will be conducted as a two-part process. The first part, CoC registration, is completed by the CoC Lead (LI Coalition for the Homeless). Applicant agencies will register later. The CoC lead registration has already opened and been confirmed. The second part of the process is the submission of applications to HUD through eSnaps.

We have developed an instruction manual and application (attached) to assist applicants with this year's submission process. If you are interested in applying for a grant under the 2018 funding round, please review the following instructions and deadlines.

Applicants are strongly encouraged to download and read the Interim Rule, HUD-CPD-17-01, NOFA Policy requirements and General Section, 2018 NOFA (when available) and Opening Doors in their entirety in preparation for this year's funding round. Additionally, interested parties are encouraged to review webinars related to Rapid Re-Housing, Serving Chronically Homeless persons, Coordinated Entry and record keeping requirements related to documenting homelessness. These and other resources can be found at <https://www.hudexchange.info/training-events/> (use the search bar on left to filter for "Programs" and then "COC") and <http://www.endhomelessness.org/pages/training>. Many of these webinars can be helpful to those planning to design new programs or modify existing program models.

FUNDING FOR NEW APPLICATIONS:

The Long Island COC will reallocate funding from under-performing projects (determined by COC competitive ranking score) to support NEW projects in the amount of 12% of the Annual Renewal Demand. This measure is being taken to ensure that our region's funds are used for high performing programs that align with HUD's priorities and our local needs. This will be accomplished by reducing/eliminating programs serving populations with surplus funding and through the reallocation of approximately \$700,000 from the bottom of Tier 2.

New applications will be selected for inclusion in our regional application to HUD. Applicants may apply for:

- \$500,000 OR \$1,000,000 for new RRH programs (serving both counties; emphasis on NC)
- \$374,855 for new PSH for Large CH Families (serving both counties, emphasis on SC)
- \$350,000 for new RRH for DV (serving both counties, emphasis on SC. Budget may need to be adjusted)
- Should bonus funds be available, we will select the "next best" RRH application; budget will be adjusted to fit Bonus allocation amount.

We invite and encourage applications from both organizations that have previously been funded through the COC, as well as those who have not been funded through the COC in the past, but have been active in COC activities and meetings. Agencies must have a DUNS number and be registered with SAM.

MAJOR CHANGES IN THIS YEAR'S ROUND:

Ranking Criteria: There have been significant changes to the Ranking Criteria (attached). Changes in criteria, points allocated to each criterion, and the addition of criteria all reflect HUD's priorities and an emphasis on performance. Threshold requirements have also been added. For example, all applicants **MUST** sign on to a regional **NON-DISCRIMINATION POLICY** to be considered for new or renewal funding (included in application).

New Funding: The Reallocation projects will be ranked within Tier 1 (as the last projects in Tier 1). Should HUD make funding available for a Bonus and/or DV RRH set-aside program, the program/s will also be ranked at the bottom of Tier 1. There are strict threshold and eligibility requirements for funding under the Bonus and Reallocation funding categories. This will allow the region to fund new projects that serve priority populations, and serve a larger number of homeless persons.

Proposals for New Programs must be for Rapid Re-Housing serving literally homeless families (including adult couples or other multi-adult households) and homeless single adults, Permanent Supportive Housing for large families in Suffolk County (housing capacity must be units with 3+ bedrooms in Suffolk County), or *Transitional Housing to Rapid Rehousing for vulnerable populations, such as unaccompanied youth*. Rapid Re-housing should project budgets and households served as 90% families. All new projects must follow a proven Housing First Model. Further, applicants must show that they are already successfully operating a government-funded housing program. COC participation, COC meetings and trainings attended over the last year will also be considered.

This instruction manual is intended to provide guidance to applicants on the Nassau and Suffolk region's local process, meetings and internal deadlines. The manual also provides links to web sites and technical guidance manuals provided by HUD.

Relevant HUD manuals and guides, as well as other materials necessary for this year's process, can be downloaded from the LICH Web site at www.addresssthehomeless.org under the CoC Resources Page. HUD guidebooks can also be found on HUD's web site: <https://www.onecpd.info/resource-library/>

*****Applications are due by *May 14, 2018*.*****

APPLICANTS MUST SUBMIT PAPER COPIES OF THE RELEVANT LOCAL APPLICATIONS (ATTACHED). 7 COPIES MUST BE SUBMITTED TO:

Send all applications to: Greta Guarton, Executive Director
 Long Island Coalition for the Homeless
 600 Albany Avenue, Suite 2
 Amityville, New York 11701

DEADLINE FOR SUBMISSION OF NEW AND RENEWAL PROPOSALS FOR REVIEW AND RANKING BY THE SELECTION/RANKING COMMITTEES: MAY 14, 2018

Greta Guarton

From: Greta Guarton
Sent: Wednesday, August 08, 2018 6:31 PM
To: Susan Cahill
Subject: 2018 COC Application Memo - HELP - Nassau
Attachments: 2018 COC Application Memo - HELP - Nassau.docx

Memorandum

TO: Susan Cahill, HELP Equity
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: Nassau SHP
DATE: August 8, 2018

Congratulations! Your application for the above referenced project has been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addresshomeless.org. Thank you.



Long Island Coalition for the Homeless

600 Albany Avenue, Suite 2 • Amityville, New York 11701 • 631.464.4314 Fax 631.464.4319
www.addressthehomeless.org

Memorandum

TO: Susan Cahill, HELP Equity
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: Nassau SHP
DATE: August 8, 2018

Congratulations! Your application for the above referenced project has been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addressthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Wednesday, August 08, 2018 6:30 PM
To: Terray Gregoretti (TGregoretti@tscli.org)
Subject: 2018 COC Application Memo - TSCLI - Horizon
Attachments: 2018 COC Application Memo - TSCLI - Horizon.docx

Memorandum

TO: Terray Gregoretti, The Safe Center LI
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: Horizon
DATE: August 8, 2018

Congratulations! Your application for the above referenced project has been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addresshomeless.org. Thank you.



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www.addressthehomeless.org

Memorandum

TO: Terray Gregoretti, The Safe Center LI
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: Horizon
DATE: August 8, 2018

Congratulations! Your application for the above referenced project has been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addressthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Wednesday, August 08, 2018 6:28 PM
To: Kyle Vatalaro (kvatalaro@brightertomorrowsinc.org)
Subject: 2018 COC Application Memo - BT - SAFE Housing RRH
Attachments: 2018 COC Application Memo - BT - SAFE Housing RRH.docx

Memorandum

TO: Kyle Vatalaro, Brighter Tomorrows
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: S.A.F.E. Housing RRH - New
DATE: August 8, 2018

Congratulations! Your application for the above referenced project has been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addresssthehomeless.org. Thank you.



Long Island Coalition for the Homeless

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www.addressthehomeless.org

Memorandum

TO: Kyle Vatalaro, Brighter Tomorrows
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: S.A.F.E. Housing RRH - New
DATE: August 8, 2018

Congratulations! Your application for the above referenced project has been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGGuarton@addressthehomeless.org. Thank you.

A d d r e s s t h e H o m e l e s s .

Greta Guarton

From: Greta Guarton
Sent: Wednesday, August 08, 2018 6:27 PM
To: Brunner, Valerie (vchamberlain@fsl-li.org)
Subject: 2018 COC Application Memo - FSL - RRH
Attachments: 2018 COC Application Memo - FSL - RRH.docx

Memorandum

TO: Valerie Chamberlain, Family Service League
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: Rapid Rehousing Renewal
DATE: August 8, 2018

Congratulations! Your application for the above referenced project has been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at gguarton@addresssthehomeless.org. Thank you.



Long Island Coalition for the Homeless

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www.addressthehomeless.org

Memorandum

TO: Valerie Chamberlain, Family Service League
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: Rapid Rehousing Renewal
DATE: August 8, 2018

Congratulations! Your application for the above referenced project has been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addressthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Wednesday, August 08, 2018 6:25 PM
To: allison@optionscl.org
Subject: 2018 COC Application Memo - Options NCCSCC
Attachments: 2018 COC Application Memo - Options NCCSCC.docx

Memorandum

TO: Allison Covino, Options for Community Living
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: NCCSCC Renewal
DATE: August 8, 2018

Congratulations! Your application for the above referenced project has been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at gguarton@addresssthehomeless.org. Thank you.



Long Island Coalition for the Homeless

600 Albany Avenue, Suite 2 • Amityville, New York 11701 • 631.464.4314 Fax 631.464.4319
www.addressthehomeless.org

Memorandum

TO: Allison Covino, Options for Community Living
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: NCCSCC Renewal
DATE: August 8, 2018

Congratulations! Your application for the above referenced project has been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at gguarton@addressthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Wednesday, August 08, 2018 6:23 PM
To: McDade, Ruth; 'Massimo, Joanne'
Subject: 2018 COC Application Memo - MHAW- Senior Quarters
Attachments: 2018 COC Application Memo - MHAW- Senior Quarters.docx

Memorandum

TO: Ruth McDade and Joanne Massimo, Association for Mental Health and Wellness
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: Senior Quarters Renewal
DATE: August 8, 2018

Congratulations! Your application for the above referenced project has been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at ggarton@addresssthehomeless.org. Thank you.



Long Island Coalition for the Homeless

600 Albany Avenue, Suite 2 • Amityville, New York 11701 • 631.464.4314 Fax 631.464.4319
www.addressthehomeless.org

Memorandum

TO: Ruth McDade and Joanne Massimo, Association for Mental Health and Wellness
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: Senior Quarters Renewal
DATE: August 8, 2018

Congratulations! Your application for the above referenced project has been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addressthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Wednesday, August 08, 2018 6:20 PM
To: Fern Schanback (fschanback@mhanc.org)
Subject: 2018 COC Application Memo - MHANC - AHAL II
Attachments: 2018 COC Application Memo - MHANC - AHAL II .docx

Memorandum

TO: Fern Schanback, Mental Health Association of Nassau County
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: AHAL II Renewal
DATE: August 8, 2018

Congratulations! Your application for the above referenced project has been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at gguarton@addresshomeless.org. Thank you.



Long Island Coalition for the Homeless

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Memorandum

TO: Fern Schanback, Mental Health Association of Nassau County
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: AHAL II Renewal
DATE: August 8, 2018

Congratulations! Your application for the above referenced project has been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addresssthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Wednesday, August 08, 2018 6:18 PM
To: 'Colleen Juran'
Subject: 2018 COC Application Memo - TSLI - Summit
Attachments: 2018 COC Application Memo - TSLI - Summit.docx

Memorandum

TO: Colleen Juran, Transitional Services of Long Island
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: Summit Renewal
DATE: August 8, 2018

Congratulations! Your application for the above referenced project has been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addresssthehomeless.org. Thank you.



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www.addressthehomeless.org

Memorandum

TO: Colleen Juran, Transitional Services of Long Island
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: Summit Renewal
DATE: August 8, 2018

Congratulations! Your application for the above referenced project has been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at gguarton@addressthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Wednesday, August 08, 2018 6:15 PM
To: Sarah Brewster (sbrewster@cdlh.org)
Subject: 2018 COC Application Memo - CDLH - Salva and Serenidad
Attachments: 2018 COC Application Memo - CDLH - Salva and Serenidad.docx

Memorandum

TO: Sarah Brewster, Circulo de la Hispanidad
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: Salva and Serenidad Renewals
DATE: August 8, 2018

Congratulations! Your applications for the above referenced projects have been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addresssthehomeless.org. Thank you.



Long Island Coalition for the Homeless

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Memorandum

TO: Sarah Brewster, Circulo de la Hispanidad
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: Salva and Serenidad Renewals
DATE: August 8, 2018

Congratulations! Your applications for the above referenced projects have been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addressthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Wednesday, August 08, 2018 6:14 PM
To: Kristy Ranieri; klivingston@communityhousing.org
Subject: 2018 COC Application Memo - CHI - ENST, F1C, HEDV
Attachments: 2018 COC Application Memo - CHI - ENST, F1C, HEDV.docx

Memorandum

TO: Kristy Ranieri and Kim Livingston, Community Housing Innovations
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: ESNT, F1C and HEDV Renewals
DATE: August 8, 2018

Congratulations! Your applications for the above referenced projects have been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at gguarton@addresssthehomeless.org. Thank you.



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Memorandum

TO: Kristy Ranieri and Kim Livingston, Community Housing Innovations
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: ESNT, F1C and HEDV Renewals
DATE: August 8, 2018

Congratulations! Your applications for the above referenced projects have been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addresssthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Wednesday, August 08, 2018 6:11 PM
To: Holly Mosby (hmosby@familyres.org); Herbert Reyes (hreyes01@familyres.org)
Subject: 2018 COC Application Memo - FREE - Coram and Nassau
Attachments: 2018 COC Application Memo - FREE - Coram and Nassau.docx

Memorandum

TO: Holly Richards-Mosby and Herberth Reyes, FREE
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: Coram and Nassau Renewals
DATE: August 8, 2018

Congratulations! Your applications for the above referenced projects have been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addresshomeless.org. Thank you.



Long Island Coalition for the Homeless

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Memorandum

TO: Holly Richards-Mosby and Herberth Reyes, FREE
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: Coram and Nassau Renewals
DATE: August 8, 2018

Congratulations! Your applications for the above referenced projects have been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at gguarton@addressthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Wednesday, August 08, 2018 6:02 PM
To: Christine Vella
Subject: 2018 COC Application Memo - CIL - Opp1, Opp2, HomeStart
Attachments: 2018 COC Application Memo - CIL - Opp1, Opp2, HomeStart.docx

Memorandum

TO: Christine Vella, Concern for Independent Living
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: Opportunities 1, Opportunities 2, HomeStart - RENEWALS
DATE: August 8, 2018

Congratulations! Your applications for the above referenced projects have been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGGuarton@addresshomeless.org. Thank you.



Long Island Coalition for the Homeless

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www.addresssthehomeless.org

Memorandum

TO: Christine Velia, Concern for Independent Living
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: Opportunities 1, Opportunities 2, HomeStart - RENEWALS
DATE: August 8, 2018

Congratulations! Your applications for the above referenced projects have been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addresssthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Wednesday, August 08, 2018 5:59 PM
To: Mike Giuffrida
Subject: 2018 COC Application Memo - LICH - CA, CE, HMIS, CE 2018
Attachments: 2018 COC Application Memo - LICH - CA, CE, HMIS, CE 2018.docx

Memorandum

TO: Michael Giuffrida, Associate Director, Long Island Coalition for the Homeless
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: LI HMIS, LI Centralized Assessment, LI Coordinated Entry – RENEWALS; LI Coordinated Entry II - NEW
DATE: August 8, 2018

Congratulations! Your applications for the above referenced projects have been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at ggarton@addresshomeless.org. Thank you.



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Memorandum

TO: Michael Giuffrida, Associate Director, Long Island Coalition for the Homeless
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: LI HMIS, LI Centralized Assessment, LI Coordinated Entry – RENEWALS; LI Coordinated Entry II - NEW
DATE: August 8, 2018

Congratulations! Your applications for the above referenced projects have been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addressthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Wednesday, August 08, 2018 5:55 PM
To: Beth Gabellini (bgabellini@sus.org)
Subject: 2018 COC Application Memo - SUS - LI RRH 1, LI RRH 2, LI RRH Bonus 2017 and RRH 2018
Attachments: 2018 COC Application Memo - SUS - LI RRH 1, LI RRH 2, LI RRH Bonus 2017 and RRH 2018.docx

Memorandum

TO: Beth Gabellini, Services for the Underserved
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: LI RRH 1, LI RRH 2, LI RRH Bonus 2017 - RENEWALS; LI RRH 2018 - NEW
DATE: August 8, 2018

Congratulations! Your applications for the above referenced projects have been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at rguarton@addresssthehomeless.org. Thank you.



Long Island Coalition for the Homeless

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Memorandum

TO: Beth Gabellini, Services for the Underserved
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: LI RRH 1, LI RRH 2, LI RRH Bonus 2017 - RENEWALS; LI RRH 2018 - NEW
DATE: August 8, 2018

Congratulations! Your applications for the above referenced projects have been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addressthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Wednesday, August 08, 2018 5:51 PM
To: Gary Conn; Larry Russell (lrussell@sail-inc.org); Vanderwarker, Amber (OMH)
Subject: 2018 COC Application Memo - SAIL and OMH Hsing Svcs II and S+C 3
Attachments: 2018 COC Application Memo - SAIL and OMH Hsing Svcs II and S+C 3.docx

Memorandum

TO: Gary Conn and Larry Russell, SAIL
Amber Vanderwarker, NYSOMH

FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair

RE: Housing and Services II Renewal (SAIL), and S+C 3 (OMH and SAIL)

DATE: August 8, 2018

Congratulations! Your applications for the above referenced projects have been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at rguarton@addresshomeless.org. Thank you.



Long Island Coalition for the Homeless

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Memorandum

TO: Gary Conn and Larry Russell, SAIL
Amber Vanderwarker, NYSOMH

FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair

RE: Housing and Services II Renewal (SAIL), and S+C 3 (OMH and SAIL)

DATE: August 8, 2018

Congratulations! Your applications for the above referenced projects have been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at RGuarton@addressthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Wednesday, August 08, 2018 5:43 PM
To: (Lai.Christine@catholiccharities.cc)
Subject: 2018 COC Application Memo - Catholic Charities - PVI, PI, and PI Expansion
Attachments: 2018 COC Application Memo - Catholic Charities - PVI, PI, and PI Expansion.docx

Memorandum

TO: Christine Lai, Catholic Charities
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: PVI Renewal, PI Renewal, and PI Expansion
DATE: August 8, 2018

Congratulations! Your applications for the above referenced projects have been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addresssthehomeless.org. Thank you.



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Memorandum

TO: Christine Lai, Catholic Charities
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: PVI Renewal, PI Renewal, and PI Expansion
DATE: August 8, 2018

Congratulations! Your applications for the above referenced projects have been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at RGUarton@addressthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Wednesday, August 08, 2018 5:33 PM
To: 'Victoria McGinn'
Subject: 2018 COC Application Memo - Suburban Housing - W+H Renewal and Expansion
Attachments: 2018 COC Application Memo - Suburban Housing - W+H Renewal and Expansion.docx

Memorandum

TO: Vicki McGinn, Suburban Housing
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: W+H Renewal and W+H Expansion
DATE: August 8, 2018

Congratulations! Your applications for the above referenced projects have been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at gguarton@addresssthehomeless.org. Thank you.



Long Island Coalition for the Homeless

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Memorandum

TO: Vicki McGinn, Suburban Housing
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: W+H Renewal and W+H Expansion
DATE: August 8, 2018

Congratulations! Your applications for the above referenced projects have been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addressthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Wednesday, August 08, 2018 5:24 PM
To: Frank Amalfitano; jackie@uvbh.com
Subject: 2018 COC Application Memo - UVBH Islip and Beacon 3
Attachments: 2018 COC Application Memo - UVBH Islip and Beacon 3.docx

Memorandum

TO: Frank Amalfitano, CEO, United Veterans Beacon House
Jackie DeLeonardis, Vice President, United Veterans Beacon House

FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair

RE: Islip Project and Beacon III

DATE: August 8, 2018

Congratulations! Your applications for the above referenced projects have been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addresssthehomeless.org. Thank you.



Long Island Coalition for the Homeless

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www.addressthehomeless.org

Memorandum

TO: Frank Amalfitano, CEO, United Veterans Beacon House
Jackie DeLeonardis, Vice President, United Veterans Beacon House

FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair

RE: Islip Project and Beacon III

DATE: August 8, 2018

Congratulations! Your applications for the above referenced projects have been recommended for funding!

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at gguarton@addressthehomeless.org. Thank you.

Address the Homeless.



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Memorandum

TO: Terray Gregoretti, TSCLI
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: DV-CES
DATE: August 7, 2018

Congratulations! Your application has been recommended for funding!

Additional Comments:

- 1) Review esnaps comments once returned to you by LICH staff.

Should you need further explanation or wish to discuss the program and this determination, please email me at gguarton@addresssthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Tuesday, August 07, 2018 4:58 PM
To: Terray Gregoretti (TGregoretti@tscli.org)
Subject: 2018 COC Application Memo - TSCLI - Round 3
Attachments: 2018 COC Application Memo - TSCLI - Round 3.docx

Importance: High

The Ranking Committee has reviewed the applications submitted under this round of COC funding, including your application.

Please see attached memo.

Please let me know if you have any questions. Thank you.

Greta Guarton, LMSW
Executive Director
Long Island Coalition for the Homeless
600 Albany Avenue, Suite 2
Amityville, New York 11701
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F: (631) 464-4319
gguarton@addresssthehomeless.org
www.addresssthehomeless.org

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Memorandum

TO: Allison Covino, Deputy Director, Options
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: Options RRH
DATE: August 7, 2018

Congratulations! Your application has been recommended for funding!

Additional Comments:

- 1) Review esnaps comments once returned to you by LICH staff.

Should you need further explanation or wish to discuss the program and this determination, please email me at gguarton@addresssthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Tuesday, August 07, 2018 4:57 PM
To: allison@optionscl.org
Subject: 2018 COC Application Memo - Options - Round 3
Attachments: 2018 COC Application Memo - Options - Round 3.docx

Importance: High

The Ranking Committee has reviewed the applications submitted under this round of COC funding, including your application.

Please see attached memo.

Please let me know if you have any questions. Thank you.

Greta Guarton, LMSW
Executive Director
Long Island Coalition for the Homeless
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gguarton@addresssthehomeless.org
www.addresssthehomeless.org

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Greta Guarton

From: Greta Guarton
Sent: Friday, April 06, 2018 5:45 PM
To: 'julie.duncan@omh.ny.gov'; Bob Boyce (robert.boyce@omh.ny.gov); Marge Vezer, bcohen@sail-inc.org; Philip Matcovsky; Diana Rizzo (drizzo@centralnassau.org); Holly Mosby (hmosby@familyres.org); Yolanda Robano-Gross; allison@optionscl.org; 'clong01@familyres.org'
Cc: Mike Giuffrida; Gabrielle Fasano
Subject: PROGRAMS REDUCED OR ELIMINATED DUE TO REALLOCATION
Attachments: Memo to Programs with surplus funding re reallocation 2018.pdf

Importance: High

Tracking:	Recipient	Delivery	Read
	'julie.duncan@omh.ny.gov'		
	Bob Boyce (robert.boyce@omh.ny.gov)		
	Marge Vezer bcohen@sail-inc.org		
	Philip Matcovsky Diana Rizzo (drizzo@centralnassau.org)		
	Holly Mosby (hmosby@familyres.org)		
	Yolanda Robano-Gross allison@optionscl.org		
	'clong01@familyres.org'		
	Mike Giuffrida	Delivered: 4/6/2018 5:46 PM	Read: 4/6/2018 6:03 PM
	Gabrielle Fasano	Delivered: 4/6/2018 5:46 PM	

Memorandum

To: Julie Duncan, New York State Office of Mental Health
Robert Boyce, New York State Office of Mental Health (LI office)
Marge Vezer/Brian Cohen, South Shore Association for Independent Living
Philip Matcovsky, Federation of Organizations
Diana Rizzo, Central Nassau Guidance and Counseling Services
Chris Long/Holly Richards-Mosby, FREE
Yolanda Robano-Gross/Allison Covino, Options for Community Living

From: Greta Guarton, LMSW, Long Island Coalition for the Homeless and COC Chair
Re: Reallocation of Funds In 2018 COC Funding Round
Date: April 6, 2018

As you may be aware, the Governance Board of the NY-603 COC has been analyzing data, comparing regional needs to existing COC programs, and working on a reallocation plan for funding, as per HUD's priorities and guidance.

The Governance Board voted to reallocate 12% of the region’s COC funding under the 2018 round. Their methodology included reallocating 6% of funding from programs with a funding surplus in comparison to the region’s need, and 6% from the region’s lowest performing programs. This funding surplus has nothing to do with the quality of the programs or program performance; it is strictly based upon how programs are meeting the needs of the chronically homeless populations within our region.

The two populations with surplus funding in comparison to need were persons with HIV and Single Adults with SPMI. The following programs/beds have been therefore eliminated from consideration for funding:

	Annual Budget	Budget for Surplus	Contract Expiration
HIV/AIDs:			
Options SCC/NCC (PSH)	557,890	152,847	1/31/2019
Total HIV		152,847	
*Above program has BS and HIV beds; only HIV have been eliminated			
SPMI Singles:			
CNG SPC	78,502	78,502	8/31/2019
Federation Bethpage	43,025	43,025	12/31/2019
Federation Patchogue	43,384	43,384	12/31/2019
FREE SPC	95,262	95,262	9/30/2019
SAIL Housing and Services		260,516	4/30/2019
Total SPMI Singles		520,689	

We would like to work with these agencies/programs to assist in locating alternative funding for the programs and/or housing for the program participants impacted, and will schedule strategic planning meetings in furtherance of that goal.

Greta Guarton, LMSW
 Executive Director
 Long Island Coalition for the Homeless
 600 Albany Avenue, Suite 2
 Amityville, New York 11701
 P: (631) 464-4314 x 113
 F: (631) 464-4319
GGuarton@addresssthehomeless.org
www.addresssthehomeless.org





Long Island Coalition for the Homeless

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www.addressthehomeless.org

Memorandum

To: Julie Duncan, New York State Office of Mental Health
Robert Boyce, New York State Office of Mental Health (LI office)
Marge Vezer/Brian Cohen, South Shore Association for Independent Living
Philip Matcovsky, Federation of Organizations
Diana Rizzo, Central Nassau Guidance and Counseling Services
Chris Long/Holly Richards-Mosby, FREE
Yolanda Robano-Gross/Allison Covino, Options for Community Living

From: Greta Guarton, LMSW, Long Island Coalition for the Homeless and COC Chair
Re: Reallocation of Funds in 2018 COC Funding Round
Date: April 6, 2018

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Options SCC/NCC (PSH)	557,890	152,847	1/31/2019
Total HIV		152,847	
*Above program has BS and HIV beds; only HIV have been eliminated			
SPMI Singles:			
CNG SPC	78,502	78,502	8/31/2019
Federation Bethpage	43,025	43,025	12/31/2019
Federation Patchogue	43,384	43,384	12/31/2019
FREE SPC	95,262	95,262	9/30/2019
SAIL Housing and Services		260,516	4/30/2019
Total SPMI Singles		520,689	

We would like to work with these agencies/programs to assist in locating alternative funding for the programs and/or housing for the program participants impacted, and will schedule strategic planning meetings in furtherance of that goal.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Wednesday, August 08, 2018 4:59 PM
To: Christine Velia
Subject: 2018 COC Rejection - Reduction Memo - CIL - Opp 5
Attachments: 2018 COC Rejection - Reduction Memo - CIL - Opp 5.docx

Memorandum

TO: Christine Velia, Concern for Independent Living
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: Opportunities 5
DATE: August 8, 2018

As you are aware, the application for the above-referenced program:

___ was rejected for consideration under the 2018 funding round
 had its budget reduced for the 2018 funding round to \$ 313,174

The reason/s for this determination was/were:

- The project was ranked within the bottom \$701,319, which the COC had agreed to reallocate
- the proposal did not meet threshold criteria
 - ___ the program design did not meet the standards for the program model
 - ___ the proposal included ineligible activities or proposed to serve an ineligible population
 - ___ the proposal restricted eligibility beyond HUD's criteria
 - ___ the proposed program did not meet the region's needs
 - ___ other threshold issue: Described a TH-RRH Model; this model is not being considered by our region at this time (except for DV set-aside programs)
- ___ the budget
 - ___ exceeded the amount of funding available (fell below the bottom of the region's Annual Renewal Demand)
 - ___ included budget lines or items which are ineligible for the program design

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at gguarton@addresssthehomeless.org. Thank you.



Long Island Coalition for the Homeless

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www.addresssthehomeless.org

Memorandum

TO: Christine Vella, Concern for Independent Living
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: Opportunities 5
DATE: August 8, 2018

As you are aware, the application for the above-referenced program:

was rejected for consideration under the 2018 funding round
 had its budget reduced for the 2018 funding round to \$ 313,174

The reason/s for this determination was/were:

The project was ranked within the bottom \$701,319, which the COC had agreed to reallocate
 the proposal did not meet threshold criteria
 the program design did not meet the standards for the program model
 the proposal included ineligible activities or proposed to serve an ineligible population
 the proposal restricted eligibility beyond HUD's criteria
 the proposed program did not meet the region's needs
 other threshold issue: Described a TH-RRH Model; this model is not being considered by our region at this time (except for DV set-aside programs)
 the budget
 exceeded the amount of funding available (fell below the bottom of the region's Annual Renewal Demand)
 included budget lines or items which are ineligible for the program design

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addresssthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Wednesday, August 08, 2018 4:57 PM
To: Diana Rizzo (drizzo@centralnassau.org)
Subject: 2018 COC Rejection - Reduction Memo - CNG - Ozanam
Attachments: 2018 COC Rejection - Reduction Memo - CNG - Ozanam.docx

Memorandum

TO: Diana Rizzo, Central Nassau Guidance and Counseling
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: Ozanam
DATE: August 8, 2018

As you are aware, the application for the above-referenced program:

was rejected for consideration under the 2018 funding round
 had its budget reduced for the 2018 funding round to \$

The reason/s for this determination was/were:

The project was ranked within the bottom \$701,319, which the COC had agreed to reallocate
 the proposal did not meet threshold criteria
 the program design did not meet the standards for the program model
 the proposal included ineligible activities or proposed to serve an ineligible population
 the proposal restricted eligibility beyond HUD's criteria
 the proposed program did not meet the region's needs
 other threshold issue: Described a TH-RRH Model; this model is not being considered by our region at this time (except for DV set-aside programs)
 the budget
 exceeded the amount of funding available (fell below the bottom of the region's Annual Renewal Demand)
 included budget lines or items which are ineligible for the program design

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at gguarton@addresssthehomeless.org. Thank you.



Long Island Coalition for the Homeless

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www.addresssthehomeless.org

Memorandum

TO: Diana Rizzo, Central Nassau Guidance and Counseling
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: Ozanam
DATE: August 8, 2018

As you are aware, the application for the above-referenced program:

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 the program design did not meet the standards for the program model
 the proposal included ineligible activities or proposed to serve an ineligible population
 the proposal restricted eligibility beyond HUD's criteria
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 other threshold issue: Described a TH-RRH Model; this model is not being considered by our region at this time (except for DV set-aside programs)
 the budget
 exceeded the amount of funding available (fell below the bottom of the region's Annual Renewal Demand)
 included budget lines or items which are ineligible for the program design

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addresssthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Wednesday, August 08, 2018 4:55 PM
To: Fern Schanback (fschanback@mhanc.org)
Subject: 2018 COC Rejection - Reduction Memo - MHANC - AHAL 1
Attachments: 2018 COC Rejection - Reduction Memo - MHANC - AHAL 1.docx

Memorandum

TO: Fern Schanback, Mental Health Association of Nassau County
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: AHAL 1
DATE: August 8, 2018

As you are aware, the application for the above-referenced program:

was rejected for consideration under the 2018 funding round
 had its budget reduced for the 2018 funding round to \$

The reason/s for this determination was/were:

- The project was ranked within the bottom \$701,319, which the COC had agreed to reallocate
- the proposal did not meet threshold criteria
 - the program design did not meet the standards for the program model
 - the proposal included ineligible activities or proposed to serve an ineligible population
 - the proposal restricted eligibility beyond HUD's criteria
 - the proposed program did not meet the region's needs
 - other threshold issue: Described a TH-RRH Model; this model is not being considered by our region at this time (except for DV set-aside programs)
- the budget
 - exceeded the amount of funding available (fell below the bottom of the region's Annual Renewal Demand)
 - included budget lines or items which are ineligible for the program design

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addresssthehomeless.org. Thank you.



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www.addressthehomeless.org

Memorandum

TO: Fern Schanback, Mental Health Association of Nassau County
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: AHAL 1
DATE: August 8, 2018

As you are aware, the application for the above-referenced program:

was rejected for consideration under the 2018 funding round
 had its budget reduced for the 2018 funding round to \$

The reason/s for this determination was/were:

The project was ranked within the bottom \$701,319, which the COC had agreed to reallocate
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 the budget
 exceeded the amount of funding available (fell below the bottom of the region's Annual Renewal Demand)
 Included budget lines or items which are ineligible for the program design

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addressthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Wednesday, August 08, 2018 3:58 PM
To: Vanderwarker, Amber (OMH); Gary Conn
Subject: 2018 COC Rejection - Reduction Memo - SAIL S+C2
Attachments: 2018 COC Rejection - Reduction Memo - SAIL S+C2.docx

Hi Gary and Amber,

You are already aware of this, but I am sending official written notice regarding your rejected program, as per HUD's requirements.

Greta



Long Island Coalition for the Homeless

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www.addresssthehomeless.org

Memorandum

TO: Gary Conn, SAIL, and Amber Vanderwarker, OMH
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: SAIL S+C 2
DATE: August 8, 2018

As you are aware, the application for the above-referenced program:

was rejected for consideration under the 2018 funding round
 had its budget reduced for the 2018 funding round to \$

The reason/s for this determination was/were:

The project was ranked within the bottom \$701,319, which the COC had agreed to reallocate
 the proposal did not meet threshold criteria
 the program design did not meet the standards for the program model
 the proposal included ineligible activities or proposed to serve an ineligible population
 the proposal restricted eligibility beyond HUD's criteria
 the proposed program did not meet the region's needs
 other threshold issue: Described a TH-RRH Model; this model is not being considered by our region at this time (except for DV set-aside programs)
 the budget
 exceeded the amount of funding available (fell below the bottom of the region's Annual Renewal Demand)
 included budget lines or items which are ineligible for the program design

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at gguarton@addresssthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Wednesday, August 08, 2018 5:15 PM
To: 'Levada Felder'
Subject: 2018 COC Rejection - Reduction Memo - ETS - submission 1
Attachments: 2018 COC Rejection - Reduction Memo - ETS - submission 1.docx

Memorandum

TO: Levada Felder , Executive Director, Eager To Serve
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: From Homelessness to Healing (submission 1)
DATE: August 8, 2018

I regret to inform you that the application for the above-referenced program:

was rejected for consideration under the 2018 funding round
 had its budget reduced for the 2018 funding round to \$

The reason/s for this determination was/were:

the proposal did not meet threshold criteria
 the program design did not meet the standards for the program model
 the proposal included ineligible activities or proposed to serve an ineligible population
 the proposal restricted eligibility beyond HUD's criteria
 the proposed program did not meet the region's needs
 other threshold issue:
 the budget
 exceeded the amount of funding available (fell below the bottom of the region's Annual Renewal Demand)
 Included budget lines or items which are ineligible for the program design

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addresshomeless.org. Thank you.



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www.addresssthehomeless.org

Memorandum

TO: Levada Felder , Executive Director, Eager To Serve
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: From Homelessness to Healing (submission 1)
DATE: August 8, 2018

I regret to inform you that the application for the above-referenced program:

was rejected for consideration under the 2018 funding round
 had its budget reduced for the 2018 funding round to \$

The reason/s for this determination was/were:

the proposal did not meet threshold criteria
 the program design did not meet the standards for the program model
 the proposal included ineligible activities or proposed to serve an ineligible population
 the proposal restricted eligibility beyond HUD's criteria
 the proposed program did not meet the region's needs
 other threshold issue:
 the budget
 exceeded the amount of funding available (fell below the bottom of the region's Annual Renewal Demand)
 Included budget lines or items which are ineligible for the program design

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at gguarton@addresssthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Wednesday, August 08, 2018 5:11 PM
To: 'Levada Felder'
Subject: 2018 COC Rejection - Reduction Memo - ETS - submission 2
Attachments: 2018 COC Rejection - Reduction Memo - ETS - submission 2.docx

Memorandum

TO: Levada Felder , Executive Director, Eager To Serve
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: From Homelessness to Healing (submission 2)
DATE: August 8, 2018

I regret to inform you that the application for the above-referenced program:

was rejected for consideration under the 2018 funding round
 had its budget reduced for the 2018 funding round to \$

The reason/s for this determination was/were:

the proposal did not meet threshold criteria

- the program design did not meet the standards for the program model
- the proposal included ineligible activities or proposed to serve an ineligible population
- the proposal restricted eligibility beyond HUD's criteria
- the proposed program did not meet the region's needs
- other threshold issue:

the budget

- exceeded the amount of funding available (fell below the bottom of the region's Annual Renewal Demand)
- included budget lines or items which are ineligible for the program design

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addresshomeless.org. Thank you.



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www.addressthehomeless.org

Memorandum

TO: Levada Felder , Executive Director, Eager To Serve
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: From Homelessness to Healing (submission 2)
DATE: August 8, 2018

I regret to inform you that the application for the above-referenced program:

was rejected for consideration under the 2018 funding round
 had its budget reduced for the 2018 funding round to \$

The reason/s for this determination was/were:

the proposal did not meet threshold criteria
 the program design did not meet the standards for the program model
 the proposal included ineligible activities or proposed to serve an ineligible population
 the proposal restricted eligibility beyond HUD's criteria
 the proposed program did not meet the region's needs
 other threshold issue:
 the budget
 exceeded the amount of funding available (fell below the bottom of the region's Annual Renewal Demand)
 included budget lines or items which are ineligible for the program design

Additional Comments:

Should you need further explanation or wish to discuss the program and this determination, please email me at GGGuarton@addressthehomeless.org. Thank you.

Address the Homeless.



Long Island Coalition for the Homeless

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www.addresssthehomeless.org

Memorandum

TO: Robert O'Donnell
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: EOC RRH Program
DATE: August 7, 2018

I regret to inform you that the application for the above-referenced program:

was rejected for consideration under the 2018 funding round
 had its budget request reduced for the 2018 funding round to \$ 811,261

The reason/s for this determination was/were:

- the proposal did not meet threshold criteria
- the program design did not meet the standards for the program model
- the proposal included ineligible activities or proposed to serve an ineligible population
- the proposal restricted eligibility beyond HUD's criteria
- the proposed program did not meet the region's needs
- other threshold issue:
- the budget
- exceeded the amount of funding available (fell below the bottom of the region's Annual Renewal Demand)
- included budget lines or items which are ineligible for the program design

Additional Comments:

- 1) The project needs to increase its cost effectiveness. Persons served assume 12 months of full rent per household. Please contact LICH staff to discuss best practices/ average CPH for COC-funded RRH
- 2) Review esnaps comments once returned to you by LICH staff.

Should you need further explanation or wish to discuss the program and this determination, please email me at gguarton@addresssthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Tuesday, August 07, 2018 4:38 PM
To: Robert Odonnell
Subject: 2018 COC Application Memo - EOC - Round 3
Attachments: 2018 COC Rejection - Reduction Memo - EOC - Round 3.docx

Importance: High

The Ranking Committee has reviewed the applications submitted under this round of COC funding, including your application.

Please see attached memo.

Please let me know if you have any questions. Thank you.

Greta Guarton, LMSW
Executive Director
Long Island Coalition for the Homeless
600 Albany Avenue, Suite 2
Amityville, New York 11701
P: (631) 464-4314 x 113
F: (631) 464-4319

gguarton@addresssthehomeless.org

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www.addresssthehomeless.org

Memorandum

TO: Fern Schanback, Mental Health Association of Nassau County
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: MHANC RRH
DATE: August 7, 2018

I regret to inform you that the application for the above-referenced program:

was rejected for consideration under the 2018 funding round
 had its budget reduced for the 2018 funding round to \$

The reason/s for this determination was/were:

the proposal did not meet threshold criteria
 the program design did not meet the standards for the program model
 the proposal included ineligible activities or proposed to serve an ineligible population
 the proposal restricted eligibility beyond HUD's criteria
 the proposed program did not meet the region's needs
 other threshold issue: Described a TH-RRH Model; this model is not being considered by our region at this time (except for DV set-aside programs)
 the budget
 exceeded the amount of funding available (fell below the bottom of the region's Annual Renewal Demand)
 included budget lines or items which are ineligible for the program design

Additional Comments:

- 1) Project description and budget described a TH-PH model, which is not being considered by our region at this time.

Should you need further explanation or wish to discuss the program and this determination, please email me at GGuarton@addresssthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Tuesday, August 07, 2018 4:29 PM
To: Fern Schanback (fschanback@mhanc.org)
Subject: MHANC 2018 COC RRH Application
Attachments: 2018 COC Rejection - Reduction Memo - MHANC - Round 3.docx

Importance: High

The Ranking Committee has reviewed the applications submitted under this round of COC funding, including your application.

Please see attached memo.

Please let me know if you have any questions. Thank you.

Greta Guarton, LMSW
Executive Director
Long Island Coalition for the Homeless
600 Albany Avenue, Suite 2
Amityville, New York 11701
P: (631) 464-4314 x 113
F: (631) 464-4319
ggarton@addresssthehomeless.org
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www.addresssthehomeless.org

Memorandum

TO: Levada Felder , Executive Director, Eager To Serve
FROM: Greta Guarton, LMSW, Executive Director, LICH and NY-603 Chair
RE: From Homelessness to Healing
DATE: August 7, 2018

I regret to inform you that the application for the above-referenced program:

was rejected for consideration under the 2018 funding round
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the proposal did not meet threshold criteria
 the program design did not meet the standards for the program model
 the proposal included ineligible activities or proposed to serve an ineligible population
 the proposal restricted eligibility beyond HUD's criteria
 the proposed program did not meet the region's needs
 other threshold issue: Delinquent on federal debt
 the budget
 exceeded the amount of funding available (fell below the bottom of the region's Annual Renewal Demand)
 included budget lines or items which are ineligible for the program design

Additional Comments:

- 1) RRH projects should not include leasing by applicant; program must be flexible and individualized; renting units for 1 year for each client is not RRH
- 2) Ineligible Match

Should you need further explanation or wish to discuss the program and this determination, please email me at gguarton@addresssthehomeless.org. Thank you.

Address the Homeless.

Greta Guarton

From: Greta Guarton
Sent: Tuesday, August 07, 2018 4:24 PM
To: Levada Felder
Subject: EAGER TO SERVE - RESPONSE TO SUBMISSION OF APPLICATION FOR COC FUNDING
Attachments: 2018 COC Rejection - Reduction Memo - ETS - submission 3.docx

Importance: High

The Ranking Committee has reviewed the applications submitted under this round of COC funding, including your application.

Please see attached memo.

Please let me know if you have any questions. Thank you.

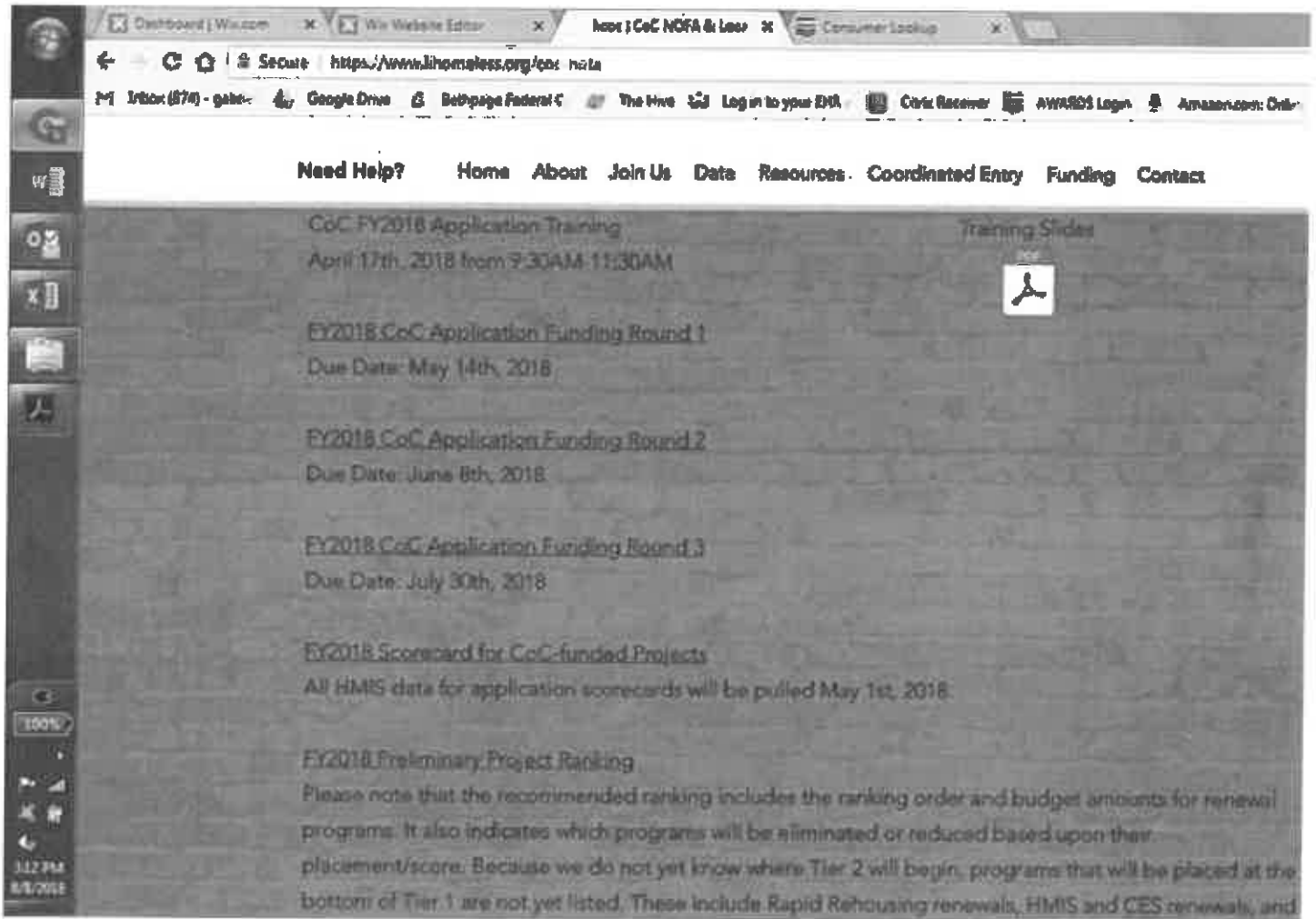
Greta Guarton, LMSW
Executive Director
Long Island Coalition for the Homeless
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Amityville, New York 11701
P: (631) 464-4314 x 113
F: (631) 464-4319
rguarton@addresssthehomeless.org
www.addresssthehomeless.org

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Greta Guarton

From: Gabrielle Fasano
Sent: Wednesday, August 08, 2018 3:14 PM
To: Greta Guarton
Subject: 2018 Funding Round announcement-screenshots



Also saved in the 2018 Funding Round folder

Gabrielle Fasano, LMSW
CES Coordinator
Long Island Coalition for the Homeless
631-464-4314 x125
600 Albany Ave, Suite 2
Amityville, NY 11701



Long Island Homeless Management Information System

Policies and Procedures

2017-18

Long Island Coalition for the Homeless, Inc.
600 Albany Avenue
Amityville, NY 11701
(631) 464-4314 – phone
(631) 464-4319 – fax
www.addresssthehomeless.org

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Introduction

The United States Department of Housing and Urban Development (HUD) requires that all recipients of financial assistance under the Continuum of Care (CoC) program, the Emergency Solutions Grant (ESG) program, the Rural Housing Stability Assistance (RHS) program and other programs funded under the McKinney-Vento Act must use a Homeless Management Information System, or HMIS, to collect client-level data on all persons served.

An HMIS is computer software that helps agencies with program administration, operations, and reporting. An HMIS can be used for many different functions including maintaining client and agency information, bed/unit availability, and service delivery. Some of the typical benefits of an HMIS include:

- Improved service delivery and prompt referrals for clients
- Immediate access to important client information
- Quick and easy preparation of reports for funders, stakeholders

Other benefits of an HMIS include the ability to produce unduplicated estimates of the number of homeless persons accessing services from homeless assistance providers, aggregate reporting of basic demographic characteristics of homeless persons and patterns of service use, including information on shelter stays and homelessness episodes over time.

The Long Island HMIS, also known as AWARDS, is a software package developed by Foothold Technology that has been implemented in many communities across New York State and the United States. The Long Island Coalition for the Homeless (LICH), through grants received from HUD, implemented the Long Island HMIS and continues to oversee its strategic direction and administration. LICH, together with the Continuum of Care in Nassau and Suffolk Counties, actively works to increase resource development and quality assurance for the HMIS. LICH staff manage the daily operations of the HMIS, and provide technical support, training, and program customization as needed.

The Long Island Coalition for the Homeless operates in CoC # NY-603.

Service Provider Requirements

Service providers must meet all of the requirements below in order to participate in the HMIS. Failure to develop, implement, maintain or adhere to these policies are grounds for the suspension or termination of an agency's access to the HMIS.

Internal Policy

HMIS participating agencies are required to create and adhere to internal policies regarding each of the following:

1. Each HMIS participating agency must identify an individual whose position includes responsibility for HMIS activities at the agency. This individual will have the full authority to make decisions for the agency regarding HMIS implementation and operation. This person will be assigned as the HMIS Primary Contact and may be assigned to an administrator user group for the HMIS participating agency if a high level of HMIS training is achieved. This person will be referred to as the "Participating Agency HMIS Administrator." Only one person at each agency may be identified as the Participating Agency HMIS Administrator.
2. Each Participating Agency HMIS Administrator must complete the full Foothold approved training for operating AWARDS prior to being issued a user ID and password at that level.
3. An HMIS participating agency shall have access only to data entered by the agency's authorized HMIS users pertaining to clients served by the agency.
4. HMIS participating agencies shall be bound by all restrictions imposed by clients pertaining to the use of personal data that clients do not formally release. It is a client's decision about which information, if any, entered into the HMIS may be shared and with whom. A Client Consent to Exchange of Information shall be signed if the client agrees to share information with any HMIS participating agency other than the agency from which s/he receives services. Currently the NY-603 HMIS does not share client data across agencies.
5. Each authorized HMIS user will be issued a unique user ID and password. Sharing of passwords and user IDs is expressly forbidden. HMIS participating agencies must create and adhere to a policy identifying any violation of the "no-sharing" policy as a serious contravention of agency operations and must further identify appropriate repercussions for such violation.
6. Each authorized HMIS user will complete the full Foothold approved training for operating AWARDS prior to being issued a user ID and password.

User Policy

Each authorized HMIS user will be issued a unique user ID and password. Sharing of passwords and user IDs is expressly forbidden. All HMIS users must take all reasonable precautions to ensure that his/her password is physically secure. Each authorized HMIS user will complete the full Foothold approved training for operating AWARDS prior to being issued a user ID and password.

HMIS users have an obligation to maintain client privacy and to protect and safeguard the confidentiality of each client's protected personal information (PPI). PPI shall include, but not be limited to, the client's name, address, telephone number, social security number, date of birth, type of care provided, medical condition or diagnosis, veteran status, employment information, and any other information relating to the services provided to the client by any agency. Only authorized HMIS users and the client about whom the information pertains may view a client's information in the HMIS. HMIS users must never discuss PPI with anyone in a public area. Information in the HMIS may only be viewed, obtained, disclosed or otherwise used to enable the authorized HMIS user to successfully perform his/her job.

If client information from the HMIS must be saved in a digital format, then such information must be saved in a secure folder or drive that is accessible only to authorized HMIS users. Hard copies of HMIS data must be kept in a secure file and must not be left in public view. All digital and hard copies of HMIS data will be destroyed when no longer needed.

All authorized HMIS users must log off of the HMIS prior to leaving the work area where the computer is located. A computer that has the HMIS "open and running" shall never be left unattended for any length of time. Failure to log-off of the HMIS appropriately may result in a breach of client-confidentiality and system security. Authorized HMIS users who notice or suspect a security breach must immediately notify the Participating Agency HMIS Administrator.

Minimum Data Entry

HUD's HMIS Data Standards, as revised October 2017, set forth specific requirements related to client- and program-level data collection and entry in the HMIS. Universal Data Elements must be entered in the HMIS for all persons served, including rostered clients and household members. While the Universal Data Elements are required in accordance with HUD's HMIS Data Standards, entering this information into the HMIS accurately and in a timely manner allows agencies to generate the HUD APR and other reports quickly and with ease.

Recommended Data Entry

The HMIS is a tool to assist agencies in focusing services and locating alternative resources to help homeless persons. Therefore, agency staff should use the client information in the system to target services to the client's needs. Data which may prove to be useful toward this end include:

- Client progress
- Client goals and outcomes
- Supportive and financial services provided
- Referrals

Other data, when entered into the HMIS and reported to a CoC in the aggregate, assist the CoC in applying for and receiving both renewal and new funding from HUD. Such data include:

- Agency program information
- Bed utilization and quarterly occupancy rates
- Data necessary for the annual point-in-time (PIT) homeless count

HMIS User Code of Ethics

- HMIS users must treat all HMIS participating agencies with respect, fairness and good faith.
- Each HMIS user should maintain high standards of professional conduct in their capacity as an HMIS user.
- HMIS users have the responsibility to relate to the clients of all HMIS participating agencies with full professional consideration.

Interview Protocol

Each HMIS participating agency must develop and adhere to an internal interview protocol. This protocol will be integrated into the existing intake procedure. Any additional intake questions are to be asked only for the purpose of data collection or client care.

Additional interview questions will at all times remain consistent with the data elements mandated by HUD. Questions beyond this scope are prohibited.

Privacy/Confidentiality and Security Regulations

HMIS Notice Requirements

HUD has set forth specific guidelines and regulations governing the use of HMIS data, privacy policies and the notification of persons whose personal information may be entered in to HMIS. Among the requirements are:

- A “Public Notice” summarizing the HMIS participating agency’s HMIS Privacy Policy and purpose of data collection; the Public Notice must be displayed publicly in each office or other location where staff may be collecting personal information about persons they serve

- An HMIS participating agency's HMIS Privacy Policy, which must be made available upon request.

Samples of a Public Notice and an HMIS Privacy Policy are attached to this manual (see Attachments A and B, respectively). Please refer to the July 30, 2004 Federal Register for a complete description of the HUD requirements on this topic.

Informed Client Consent

The following is an analysis of New York State and Federal laws that may or may not impact your agency's implementation of the HMIS. It is not exhaustive or necessarily applicable to your agency. It is provided as a courtesy. Agencies concerned about legal implications, as always, should consult their internal general counsel.

Memo prepared for HMIS Committee July 29, 2003 by Victoria Osk of Long Island Legal Services.

INTRODUCTION

This memo provides an overview of the basic laws and regulations governing the types of data and information that will likely be included in the HMIS, based on the types of agencies participating.

The types of data and information that fall under privacy and confidentiality regulations include the following areas: substance abuse; mental health; health care more generally; HIV/AIDS; legal involvement; and social work services.

Each area is governed by its own unique systems of statute and regulation, some state and some Federal, and some of which are somewhat incompatible with others.

SPECIFIC FEDERAL & NY STATE STATUTES AND REGULATIONS

Drug and Alcohol Treatment

Primarily by 42 USC § 290 dd(3) - 290ee(3) and 42 CFR Part 2 (2.3 et seq).

Agencies can share information by executing a Qualified Service Agreement, which is done when one agency consistently provides services to another agency or to their clients. This is typically done when an agency hires a billing service, but can be done for other reasons as well. A client would have the right to know to whom their information might be released pursuant to a QSA. The agency receiving the information pursuant to a QSA would have the same confidentiality responsibilities as the originating program that conveyed the information.

The essential requirement as it relates to the release of specific client information without a QSA in place is that no licensed facility providing treatment can provide information about a client, including the acknowledgment they are a client or have received treatment,

without a signed release. The release is mandated by the federal government and requires certain fields of information, including the nature and purpose of the information to be released, specifically to whom it will be released, the dates for which the release period is authorized and the point at which the release expires (which can be either a date or another event), and acknowledgement that the client has been advised of their right not to agree to release the information. There is no general exception for law enforcement, and the information cannot be released pursuant to subpoena, but only in obedience to a court order obtained after notice to the client as well as to the keeper of the records. The holder of the records has the responsibility to defend their privacy in court.

HIV/AIDS

Controlled by Article 27-f of the New York State Public Health Law.

There is no equivalent of a Qualified Service Agreement (QSA) for HIV information; in fact, most state-supervised programs maintaining this information must provide the state with a list of persons within their agency who are permitted access to this information and must regularly train those employees in confidentiality requirements. Every disclosure of HIV information, except for insurance payment, must be noted in the patient's file. A notice prohibiting re-disclosure must accompany HIV/AIDS information release.

Intentional violation is a criminal offense carrying a year in jail, but even inadvertent error, such as mislaying a file containing HIV information, is a violation that can bring civil penalties. As in the case of substance abuse treatment information, no information may be released except pursuant to a state-mandated release, which can be revoked at any time. Only the patient can sign the release unless the patient has been deemed incompetent. In the case of an incompetent person, a legal guardian may sign; incompetence is determined on a case-by-case basis, without regard to age. Therefore, a competent minor has the right to release or to conceal their HIV status, with determination of competence of each minor a rather complex matter entailing an individual evaluation. While there are a number of exceptions to this rule, such as health insurance companies (who have their own confidentiality requirements pertaining to HIV), death certificates, organ donation programs, etc., these are quite limited and specific. As with drug and alcohol programs, the information may not be released in response to a subpoena. Depending on the circumstances, information from which reference to HIV has been redacted may be supplied; if this is not practical, the subpoena must be opposed, and the information released only by court order issued on notice to the patient. There are also state regulations governing the maintenance of HIV information by licensed substance abuse and other state-supervised programs, such as the requirement for special computer security measures.

Mental Health

Section 33.13 of the Mental Hygiene Law of New York State.

Such information is only to be released pursuant to court order, to certain attorney representing the mentally ill, to certain quality control agencies, to certain criminal justice agencies under very limited circumstances and for the purpose of providing care to the person, or pursuant to a release signed by the patient or a person permitted by law to act on the patient's behalf. Unlike in other instances, however, there are limitations on

releases of information based on consent of the patient or their legal guardian; the recipient must have a demonstrable need for the information, and the release of the information must not be detrimental to the patient, requiring some judgment on the part of the agency who has been requested to release information. Other than under those circumstances, agencies governed by 33.13 and its enabling regulations should not even acknowledge their prior contact with a patient. Under certain circumstances, there may be limits placed on the patient's ability to review their own file if such limits are necessary in the patient's best interests, although the patient may contest them.

General Healthcare

In addition to the general demands of doctor-patient privilege, health care providers must comply with the HIPAA privacy rules. All individually identifiable health information is controlled under the HIPAA law. De-identified information, that does not identify an individual, is not controlled by HIPAA.

Entities may share information by executing a Business Associate Agreement (BAA), but these are intended to be limited to those organizations that provide certain services to or on behalf of the covered entity, billing is typical. Such agreements impose strict privacy requirements on the business associate. Patients may review the record sets covered under such agreements.

Under HIPAA, providers must disclose information to patients and to certain federal quality control officers, and may (but need not) release the information for certain other purposes, including but not limited to purposes of treatment or payment, public interest or benefits activities (12 areas are designated), and uses and disclosures providing the patient with the opportunity to agree or object, including emergency situations. In that case, fairly informal agreement may be acceptable. However, where HIPAA conflicts with state law, the stricter of the two applies. Where none of the exceptions apply, a detailed authorization must be obtained with various required fields of information. All disclosures must be limited to the minimum necessary. Individuals have a right to an accounting of the disclosure of their information. Individuals may request special restrictions on the use of their information, although the provider may refuse to agree. In general, treatment should not be conditioned on an agreement on the part of a patient to sign an authorization, except in very limited circumstances. Security of electronically maintained information is key to HIPAA, and all providers must have a privacy plan.

Attorney-Client Privilege

All client confidences and secrets must be protected, including, for example, the fact that a client has committed extremely serious crimes, such as homicide. An intention on the part of the client to commit a future crime may be disclosed, but the attorney is not under any obligation to do so. Any violation of this simple rule is considered an ethical lapse that can lead to the loss of a license to practice law. If the client is harmed, it is also potential malpractice, entitling the client to possible financial damages. At the same time, the privilege is easily compromised and waived. For example, if an advocate for an agency is present when the client discloses the information, the privilege is waived for all purposes, and everyone present, including the attorney, may be forced to disgorge the information to law enforcement, or in the course of other legal proceedings such as a lawsuit brought against the client.

Minimum Data Element Collection

Each HMIS participating agency agrees to collect and enter in to the HMIS all HUD-required data elements for each person served, including the rostered client and household members (see Universal Data Elements and Program-Specific Data Elements sections). Each HMIS participating agency further agrees to enter in to the HMIS all HUD-required data elements for the agency and its program/s (see Program Descriptor Data Elements section).

Universal Data Elements

Intake date (Project Start date)
Housing Move In Date
Name
Social security number (SSN)
SSN data quality
Date of birth
Birth date data quality
Race
Ethnicity
Gender
Special Needs/Disabling condition
Veteran status
Living Situation prior to program entry
Chronic Homelessness
Destination
Discharge date (program exit date)

Program-Specific Data Elements

Monthly Income and Sources
Non-cash benefits and Sources
Health Insurance
Household Composition
Domestic Violence Victim/Survivor
*Other “funder-specific” information may be required

Program Descriptor Data Elements

Program Name
Program Group
Bed Inventory
Unit Inventory
HMIS Project Type
Funding Source
Operating Start Date
Grant Start Date

Grant ID
CoC #
Intake Form Type
Housing Type
Address
GEO Code
Operational Calendar

LICH will work Foothold Technology, the AWARDS software developer, to ensure that AWARDS maintains consistency with HUD's requirements. For more information regarding the HUD required data elements and final data standards, please see HUD's Final [HMIS Data Standards](#).

On-Site Equipment

Each HMIS participating agency is required to install and maintain computing resources adequate for accessing the HMIS. The HMIS is web-based software application that requires Internet connectivity. It is **highly** recommended that each participating agency utilize high-speed connections.

Foothold Technology recommends that users access the HMIS from a computer with the following minimum specifications:

- Windows or iOS operating system
- Continuous internet connection
- Current version of either Google Chrome, Internet Explorer, Safari or Firefox

LI HMIS System Administration

LI HMIS Lead

LICH, as the HMIS Lead Entity, will assign administration of the LI HMIS to an LICH employee (the “LI HMIS System Administrator”) who shall be responsible for each of the following:

- Provide a single point of communication to all users concerning HMIS issues.
- Communicate system-related changes and information to Participating Agencies.
- Evaluation of requests from HMIS participating agencies for modifications to AWARDS software, and implementation support for HMIS participating agencies.
- Serve as the local HMIS Help Desk providing technical assistance to HMIS participating agencies and users, and problem resolution in collaboration with Foothold Technology.
- Determine training needs, develop training materials, and provide on-going training to Agency Administrators and end users about HMIS data collection, security, and privacy policies and procedures.
- Provide technical support and help develop, troubleshoot, and submit reports such as AHAR, APR, CAPER, NOFA, etc.
- Manage user names, accounts, and passwords for accessing the HMIS system.
- Monitor compliance with standards of client confidentiality and data collection, entry, and retrieval.
- Participate in HMIS Administrator’s training and regular meetings.

The CoC is responsible for the following HMIS functions:

- Designate a single HMIS.
- Select an eligible applicant to manage the CoC’s HMIS (called the HMIS Lead).
- Monitor recipient and sub-recipient participation in the HMIS (ensure consistent participation).
- Review, revise, and approve a privacy plan, security plan, and data quality plan for HMIS.
- Ensure that the HMIS is administered in compliance with requirements prescribed by HUD.
- Ensure consistent participation in HMIS of all recipients and subrecipients.

AWARDS Data and Access

The following is a statement from Foothold Technology:

Foothold uses two world-class data centers, in two different states, to host our clients' data. These data centers feature uninterruptible power supplies and highly sophisticated disaster prevention and recovery systems. Biometric confirmation of identity is required to enter our data centers. The data centers feature porous floors to prevent flood damage, "dry" sprinkler pipes, fire suppression gas instead of water, a diesel generator that picks up immediately in the advent of a power failure (during the Great Blackout of 2003, our customers (if they had power) were able to use AWARDS with no interruption in service), industrial air filtering and air conditioning technologies and a live 24-hour armed guard.

In our data centers, we use servers with multiple hard drives (RAID 5), CPUs, and redundant power supplies so that if any internal components malfunction, there is immediate failover — with minimal interruption in service. Our servers also make use of firewalls in both hardware and software form. We also copy all data to a second server so that if an entire server malfunctions, there is another one ready, again with no service interruption. Lastly, a copy of your data is electronically transferred offsite once a week for safekeeping. No data security and storage procedure is 100% failure proof, but with Foothold, you are able to make use of a continually upgraded, state-of-the-art security program that is well beyond the means of nonprofit agencies acting alone.

Backup and Disaster Recovery

The backup rotation schedule is currently as follows: all client data is backed up 3 times per day, daily (full day), weekly and monthly. Our disaster recovery plan calls for attempting to recover lost data with as little time lost as possible. Our first attempt will be to use the warm copies that already exist within the same server. If those discs have failed, we will attempt to use the warm copies on our backup server at the same data center. If something has happened to the entire data center, we will utilize a daily backup that resides at our backup data center and if something has happened to both data centers, we will utilize a daily or weekly backup that resides at Foothold Technology headquarters.

System-Wide Access

Access to system-wide client and/or program-level data will be limited to the LI HMIS System Administrator. All other agencies are prohibited from and unable to access system-wide client and/or program-level information.

Attachment A: Sample Public Notice

LICH HMIS Posted Data Privacy Notice

We collect personal information about the people we serve in a computer system called HMIS (Homeless Management Information System). Many social service agencies use this computer system.

We use the personal information to run our programs and to help us improve services. Also, we are required to collect some personal information by organizations that fund our program.

You do not have to give us information. However, without your information we may not be able to help you. Also, we may not be able to get help for you from other agencies.

You have a right to review the personal information that we have about you. If you find mistakes, you can ask us to correct them.

You have a right to file a complaint if you feel that your data privacy rights have been violated. Please tell our staff if you have questions. If you need a grievance form or a complete copy of our privacy policy, please ask our agency staff.

Attachment B: Sample HMIS Privacy Policy

ABC Homeless Organization Privacy Policy Notice

Brief Summary

This Notice describes the Privacy Policy of the ABC Homeless Organization. We may amend this Privacy Policy at any time. We collect personal information only when appropriate. We may use or disclose your information to provide you with services. We may also use or disclose it to comply with legal and other obligations. We assume that you agree to allow us to collect information and to use or disclose it as described in this Notice. You can inspect personal information about you that we maintain. You can also ask us to correct inaccurate or incomplete information. You can ask us about our Privacy Policy or practices. We respond to questions and complaints. Read the full Notice for more details. Anyone can have a copy of the full Notice upon request.

ABC Homeless Organization HMIS Privacy Policy Notice

Full Notice

A. What This Notice Covers

1. This Notice describes the Privacy Policy and practices of ABC Homeless Organization. Our main office is located at 123 Main Street, Anytown, USA, (516) 555-1212.
2. The policies and practices in this Notice cover the processing of Protected Personal Information (PPI) for clients of ABC Homeless Organization. All personal information that we maintain is covered by the policies and practices described in this privacy notice.
3. Protected Personal information (PPI) is any information we maintain about a client that:
 - a. allows identification of an individual directly or indirectly;
 - b. can be manipulated by a reasonably foreseeable method to identify a specific individual;
or
 - c. can be linked with other available information to identify a specific client. When this Notice refers to personal information, it means PPI.
4. We adopted this Policy because of standards for Homeless Management Information Systems (HMIS) issued by the United States Department of Housing and Urban Development (HUD). We intend our policies and practices to be consistent with those standards. See Homeless Management Information System (HMIS) Data Standards Revised Notice (March, 2010).
5. This Notice tells our clients, our staff, and others how we process personal information. We follow the policies and practices described in this Notice.
6. We may amend this Notice and change our Policy or practices at any time. Amendments may affect personal information that we obtained before the effective date of the amendment
7. A written copy of this Notice is available upon request.
8. A copy of this Notice is available on our website at www.abchomelessorganization.com.

B. How and Why We Collect Personal Information

1. We collect personal information only when appropriate to provide services, for another specific purpose of our organization, or when required by law. We may collect information for the following purposes:
 - a. to provide or coordinate services to clients;
 - b. to locate other programs that may be able to assist clients;
 - c. for functions related to payment or reimbursement from others for services we provide;
 - d. to operate our organization, including administrative functions such as legal, audits, personnel, oversight, and management functions;
 - e. to comply with government reporting obligations; and
 - f. when required by law.
2. We only use lawful and fair means to collect personal information.
3. We normally collect personal information with the knowledge or consent of our clients. If you seek our assistance and provide us with personal information, we assume that you consent to the collection of information as described in this Notice.
4. We may also get information about you from:
 - a. individuals who are with you or are acting on your behalf
 - b. other private organizations that provide services to you (i.e. non-profit organizations, faith-based organizations, for-profit organizations)
 - c. government agencies (i.e. Department of Social Services, Social Security Administration)
 - d. telephone directories and other published sources, including electronic sources.
5. We post a sign at our intake desk or other location explaining the reasons we ask for personal information.

C. How We Use and Disclose Personal Information

We collect personal information directly from you for reasons that are discussed in our Privacy Policy. We may be required to collect some personal information by law or by organizations that give us funding to operate our programs. Other personal information that we collect is important to run our programs, to improve services for homeless individuals and families, and to better understand the needs of homeless individuals and families. We only collect information that we consider to be appropriate and necessary for these purposes.

1. We use or disclose personal information for activities described in this part of the Notice. We may or may not make any of these uses or disclosures with your information. We assume that you consent to the use or disclosure of your personal information for the purposes described here and for other uses and disclosures that we determine to be compatible with these uses or disclosures:
 - a. to **provide or coordinate services** to clients;
 - b. for functions related to **payment or reimbursement for services**;
 - c. to **carry out administrative functions** such as legal, audits, personnel, oversight, and management functions;
 - d. to **create de-identified (anonymous) information** that can be used for research and statistical purposes without identifying clients;
 - e. **when required by law** to the extent that use or disclosure complies with and is limited to the requirements of the law;
 - f. to **avert a serious threat to health or safety** if
 - (1) we believe that the use or disclosure is necessary to prevent or lessen a serious and imminent threat to the health or safety of an individual or the public, **and**
 - (2) the use or disclosure is made to a person reasonably able to prevent or lessen the threat, including the target of the threat;
 - g. to **report about an individual we reasonably believe to be a victim of abuse, neglect or domestic violence to a governmental authority** (including a social service or protective services agency) authorized by law to receive reports of abuse, neglect or domestic violence
 - (1) under any of these circumstances:
 - (a) where the disclosure **is required** by law and the disclosure complies with and is limited to the requirements of the law;
 - (b) if the individual agrees to the disclosure, **or**
 - (c) to the extent that the disclosure is **expressly authorized** by statute or regulation, **and**
 - (i) we believe the disclosure is necessary to prevent serious harm to the individual or other potential victims, **or**
 - (ii) if the individual is unable to agree because of incapacity, a law enforcement or other public official authorized to receive the report represents that the PPI for which disclosure is sought **is not intended to be used against the individual** and that an immediate enforcement activity that depends upon the disclosure would be materially and adversely affected by waiting until the individual is able to agree to the disclosure.

and

(2) when we make a permitted disclosure about a victim of abuse, neglect or domestic violence, we will promptly inform the individual who is the victim that a disclosure has been or will be made, except if:

(a) we, in the exercise of professional judgment, believe informing the individual would place the individual at risk of serious harm, **or**

(b) we would be informing a personal representative (such as a family member or friend), and we reasonably believe the personal representative is responsible for the abuse, neglect or other injury, and that informing the personal representative would not be in the best interests of the individual as we determine in the exercise of professional judgment;

h. for **academic research purposes**

(1) conducted by an individual or institution that has a formal relationship with ABC Homeless Organization if the research is conducted either:

(a) by an individual employed by or affiliated with the organization for use in a research project conducted under a written research agreement approved in writing by a designated program administrator (other than the individual conducting the research), **or**

(b) by an institution for use in a research project conducted under a written research agreement approved in writing by a designated program administrator.

and

(2) any written research agreement:

(a) must establish rules and limitations for the processing and security of PPI in the course of the research;

(b) must provide for the return or proper disposal of all PPI at the conclusion of the research;

(c) must restrict additional use or disclosure of PPI, except where required by law ;

(d) must require that the recipient of data formally agree to comply with all terms and conditions of the agreement, **and**

(e) is not a substitute for approval (if appropriate) of a research project by an Institutional Review Board, Privacy Board or other applicable human subjects protection institution.

i. to a law enforcement official **for a law enforcement purpose** (if consistent with applicable law and standards of ethical conduct) under any of these circumstances:

(1) in response to a lawful court order, court-ordered warrant, subpoena or summons issued by a judicial officer, or a grand jury subpoena

(2) if the law enforcement official makes a **written request** for PPI that:

(a) is signed by a supervisory official of the law enforcement agency seeking the PPI;

- (b) states that the information is relevant and material to a legitimate law enforcement investigation;
 - (c) identifies the PPI sought;
 - (d) is specific and limited in scope to the extent reasonably practicable in light of the purpose for which the information is sought, **and**
 - (e) states that de-identified information could not be used to accomplish the purpose of the disclosure;
- (3) if we believe in good faith that the PPI constitutes **evidence of criminal conduct** that occurred on our premises
 - (4) in response to an oral request for the purpose of **identifying or locating a suspect, fugitive, material witness or missing person** and the PPI disclosed consists only of name, address, date of birth, place of birth, Social Security Number, and distinguishing physical characteristics, **or**
 - (5) if
 - (a) the official is an authorized federal official seeking PPI for the provision of **protective services to the President** or other persons authorized by 18 U.S.C. 3056, or to foreign heads of state or other persons authorized by 22 U.S.C. 2709(a)(3), or for the conduct of investigations authorized by 18 U.S.C. 871 and 879 (threats against the President and others), **and**
 - (b) the information requested is specific and limited in scope to the extent reasonably practicable in light of the purpose for which the information is sought.
- and**
- j. to comply with **government reporting obligations** for homeless management information systems and for oversight of compliance with homeless management information system requirements.
- 2. Before we make any use or disclosure of your personal information that is not described here, we seek your consent first.

D. How to Inspect and Correct Personal Information

- 1. You may inspect and have a copy of your personal information that we maintain. We will offer to explain any information that you may not understand.
- 2. We will consider a request from you for correction of inaccurate or incomplete personal information that we maintain about you. If we agree that the information is inaccurate or incomplete, we may delete it or we may choose to mark it as inaccurate or incomplete and to supplement it with additional information.
- 3. To inspect, get a copy of, or ask for correction of your information, contact us by telephone, mail or electronic mail during normal business hours at our main office.

4. We may deny your request for inspection or copying of personal information if:
 - a. the information was compiled in reasonable anticipation of litigation or comparable proceedings
 - b. the information is about another individual (other than a health care provider or homeless provider)
 - c. the information was obtained under a promise or confidentiality (other than a promise from a health care provider or homeless provider) and if the disclosure would reveal the source of the information, **or**
 - d. disclosure of the information would be reasonably likely to endanger the life or physical safety of any individual.
5. If we deny a request for access or correction, we will explain the reason for the denial. We will also include, as part of the personal information that we maintain, documentation of the request and the reason for the denial
6. We may reject repeated or harassing requests for access or correction.

E. Data Quality

1. We collect only personal information that is relevant to the purposes for which we plan to use it. To the extent necessary for those purposes, we seek to maintain only personal information that is accurate, complete, and timely.
2. We are developing and implementing a plan to dispose of personal information not in current use seven years after the information was created or last changed. As an alternative to disposal, we may choose to remove identifiers from the information.
3. We may keep information for a longer period if required to do so by statute, regulation, contract, or other requirement.

F. Complaints and Accountability

1. We accept and consider questions or complaints about our privacy and security policies and practices through any medium. An e-mail may be sent to info@ABCHomelessorganization.www, or write to us at:

ABC Homeless Organization
123 Main Street
Anytown, USA, 99999

2. We make every effort to respond to questions or complaints about our privacy and security policies and practices as expeditiously as possible. Responses are made via the same medium in which they are received.
3. All members of our staff (including employees, volunteers, affiliates, contractors and associates) are required to comply with this privacy Notice. Each staff member must receive and acknowledge receipt of a copy of this privacy Notice.

2018 HDX Competition Report

PIT Count Data for NY-603 - Nassau, Suffolk Counties Coc

Total Population PIT Count Data

	2016 PIT	2017 PIT	2018 PIT
Total Sheltered and Unsheltered Count	3960	3937	3868
Emergency Shelter Total	3324	3,675	3,646
Safe Haven Total	0	0	18
Transitional Housing Total	521	198	152
Total Sheltered Count	3845	3873	3816
Total Unsheltered Count	115	64	52

Chronically Homeless PIT Counts

	2016 PIT	2017 PIT	2018 PIT
Total Sheltered and Unsheltered Count of Chronically Homeless Persons	174	141	117
Sheltered Count of Chronically Homeless Persons	157	121	98
Unsheltered Count of Chronically Homeless Persons	17	20	19

2018 HDX Competition Report PIT Count Data for NY-603 - Nassau, Suffolk Counties CoC

Homeless Households with Children PIT Counts

	2016 PIT	2017 PIT	2018 PIT
Total Sheltered and Unsheltered Count of the Number of Homeless Households with Children	777	793	850
Sheltered Count of Homeless Households with Children	776	793	850
Unsheltered Count of Homeless Households with Children	1	0	0

Homeless Veteran PIT Counts

	2011	2016	2017	2018
Total Sheltered and Unsheltered Count of the Number of Homeless Veterans	328	144	141	135
Sheltered Count of Homeless Veterans	324	141	138	134
Unsheltered Count of Homeless Veterans	4	3	3	1

2018 HDX Competition Report

HIC Data for NY-603 - Nassau, Suffolk Counties CoC

HMIS Bed Coverage Rate

Project Type	Total Beds in 2018 HIC	Total Beds in 2018 HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ES) Beds	2757	74	2655	98.96%
Safe Haven (SH) Beds	12	0	12	100.00%
Transitional Housing (TH) Beds	172	17	155	100.00%
Rapid Re-Housing (RRH) Beds	180	81	99	100.00%
Permanent Supportive Housing (PSH) Beds	2379	6	2329	98.15%
Other Permanent Housing (OPH) Beds	0	0	0	NA
Total Beds	5,500	178	5250	98.65%

2018 HDX Competition Report

HIC Data for NY-603 - Nassau, Suffolk Counties CoC

PSH Beds Dedicated to Persons Experiencing Chronic Homelessness

Chronically Homeless Bed Counts	2016 HIC	2017 HIC	2018 HIC
Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons identified on the HIC	781	923	1247

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

Households with Children	2016 HIC	2017 HIC	2018 HIC
RRH units available to serve families on the HIC	25	34	55

Rapid Rehousing Beds Dedicated to All Persons

All Household Types	2016 HIC	2017 HIC	2018 HIC
RRH beds available to serve all populations on the HIC	129	132	180

2018 HDX Competition Report

FY2017 - Performance Measurement Module (Sys PM)

Summary Report for NY-603 - Nassau, Suffolk Counties CoC

Measure 1: Length of Time Persons Remain Homeless

This measure 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 2016	FY 2017	Submitted FY 2016	FY 2017	Difference	Submitted FY 2016	FY 2017	Difference
1.1 Persons in ES and SH	5754	6659	155	159	4	86	91	5
1.2 Persons in ES, SH, and TH	6022	6873	163	169	6	91	97	6

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.

2018 HDX Competition Report FY2017 - Performance Measurement Module (Sys PM)

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Submitted FY 2016	FY 2017	Submitted FY 2016	FY 2017	Difference	Submitted FY 2016	FY 2017	Difference
1.1 Persons in ES, SH, and PH (prior to "housing move in")	5754	6849	214	204	-10	116	122	6
1.2 Persons in ES, SH, TH, and PH (prior to "housing move in")	6022	7063	227	215	-12	128	132	4

2018 HDX Competition Report FY2017 - 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.

Exit was from Destination (2 Years Prior)	Total # of Persons who Exited to a Permanent Housing Destination	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 2017	% of Returns	FY 2017	% of Returns	FY 2017	% of Returns	FY 2017	% of Returns
Exit was from SO	0	0		0		0		0	
Exit was from ES	1437	92	6%	58	4%	80	6%	230	16%
Exit was from TH	73	6	8%	5	7%	4	5%	15	21%
Exit was from SH	0	0		0		0		0	
Exit was from PH	405	6	1%	7	2%	20	5%	33	8%
TOTAL Returns to Homelessness	1915	104	5%	70	4%	104	5%	278	15%

Measure 3: Number of Homeless Persons

Metric 3.1 – Change in PIT Counts

9/11/2018 3:17:28 PM

2018 HDX Competition Report FY2017 - 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 2016 PIT Count	January 2017 PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	3960	3937	-23
Emergency Shelter Total	3324	3675	351
Safe Haven Total	0	0	0
Transitional Housing Total	521	198	-323
Total Sheltered Count	3845	3873	28
Unsheltered Count	115	64	-51

Metric 3.2 – Change in Annual Counts

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

	Submitted FY 2016	FY 2017	Difference
Universe: Unduplicated Total sheltered homeless persons	6050	6898	848
Emergency Shelter Total	5782	6683	901
Safe Haven Total	0	0	0
Transitional Housing Total	406	366	-40

2018 HDX Competition Report

FY2017 - 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 2016	FY 2017	Difference
Universe: Number of adults (system stayers)	549	558	9
Number of adults with increased earned income	54	54	0
Percentage of adults who increased earned income	10%	10%	0%

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

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults (system stayers)	549	558	9
Number of adults with increased non-employment cash income	158	169	11
Percentage of adults who increased non-employment cash income	29%	30%	1%

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

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults (system stayers)	549	558	9
Number of adults with increased total income	189	196	7
Percentage of adults who increased total income	34%	35%	1%

2018 HDX Competition Report

FY2017 - Performance Measurement Module (Sys PM)

Metric 4.4 – Change in earned income for adult system leavers

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults who exited (system leavers)	109	85	-24
Number of adults who exited with increased earned income	17	16	-1
Percentage of adults who increased earned income	16%	19%	3%

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

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults who exited (system leavers)	109	85	-24
Number of adults who exited with increased non-employment cash income	37	25	-12
Percentage of adults who increased non-employment cash income	34%	29%	-5%

Metric 4.6 – Change in total income for adult system leavers

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults who exited (system leavers)	109	85	-24
Number of adults who exited with increased total income	48	38	-10
Percentage of adults who increased total income	44%	45%	1%

2018 HDX Competition Report FY2017 - 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 2016	FY 2017	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.	4679	5474	795
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.	1094	1247	153
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.)	3585	4227	642

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

	Submitted FY 2016	FY 2017	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	5283	5963	680
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.	1217	1321	104
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.)	4066	4642	576

2018 HDX Competition Report
FY2017 - 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 FY2017 (Oct 1, 2016 - Sept 30, 2017) 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 2016	FY 2017	Difference
Universe: Persons who exit Street Outreach	160	168	8
Of persons above, those who exited to temporary & some Institutional destinations	0	2	2
Of the persons above, those who exited to permanent housing destinations	17	26	9
% Successful exits	11%	17%	6%

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

2018 HDX Competition Report FY2017 - Performance Measurement Module (Sys PM)

	Submitted FY 2016	FY 2017	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing destinations	5711	4479	-1232
Of the persons above, those who exited to permanent housing destinations	2363	1831	-532
% Successful exits	41%	41%	0%

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

	Submitted FY 2016	FY 2017	Difference
Universe: Persons in all PH projects except PH-RRH	2069	2127	58
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	1894	1998	104
% Successful exits/retention	92%	94%	2%

2018 HDX Competition Report

FY2017 - SysPM Data Quality

NY-603 - Nassau, Suffolk Counties Coc

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

Your bid 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.

2018 HDX Competition Report FY2017 - SysPM Data Quality

	All ES, SH				All TH				All PSH, OPH				All RRH				All Street Outreach				
	2013-2014	2014-2015	2015-2016	2016-2017	2013-2014	2014-2015	2015-2016	2016-2017	2013-2014	2014-2015	2015-2016	2016-2017	2013-2014	2014-2015	2015-2016	2016-2017	2013-2014	2014-2015	2015-2016	2016-2017	
1. Number of non-DV Beds on HIC	2244	2369	3267	3010	502	491	581	209	2096	2326	2630	2513									
2. Number of HMIS Beds	1105	1085	1881	2791	449	453	511	209	1617	1705	1982	2490				0	89				
3. HMIS Participation Rate from HIC (%)	49.24	45.80	57.58	92.72	89.44	92.26	87.95	100.00	77.15	73.30	75.36	99.08				0.00	100.00				
4. Unduplicated Persons Served (HMIS)	6255	6436	6681	6782	306	305	407	280	2029	2081	2139	2138	248	705	632	471	0	0	101	57	
5. Total Leavers (HMIS)	4896	4677	4754	4374	184	182	230	151	276	257	289	326	9	465	460	335	0	0	2	24	
6. Destination of Don't Know, Refused, or Missing (HMIS)	556	390	551	740	8	6	15	12	19	4	27	12	0	12	11	11	0	0	0	13	
7. Destination Error Rate (%)	11.36	8.34	11.59	16.92	4.35	3.30	6.52	7.95	6.88	1.56	9.34	3.68	0.00	2.58	2.39	3.28			0.00	54.17	

**2018 HDX Competition Report
Submission and Count Dates for NY-603 - Nassau, Suffolk Counties CoC**

Date of PIT Count

Date	Received HUD Waiver
1/24/2018	Date CoC Conducted 2018 PIT Count

Report Submission Date in HDX

Submitted On	Met Deadline
4/16/2018	2018 PIT Count Submittal Date
4/16/2018	2018 HIC Count Submittal Date
5/25/2018	2017 System PM Submittal Date



Long Island Coalition for the Homeless

Prioritization Order

Adoption of HUD Notice CPD 16-11: Approved by full CoC 9/9/16

I. Background

The NY-603 Long Island CoC encompasses many diverse communities whose members' needs are reflected in the extensive services offered by the agencies in our network. Like many regions across the country, service delivery and access to housing is often implemented on a first-come, first-serve basis. In order to end chronic homelessness and meet all additional goals outlined by Opening Doors, we must ensure that our limited resources are utilized in the most effective way possible and that those most vulnerable in our communities are prioritized for assistance.

II. Purpose

On July 25th, 2016, HUD issued Notice CPD 16-11: Notice on Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons in Permanent Supportive Housing.

Hereto forward, the CoC and recipients of CoC funded-PSH shall adopt these prioritization guidelines, which are intended to:

1. Establish an order of priority for dedicated and prioritized PSH beds
2. Inform the selection process for PSH assistance not dedicated or prioritized for chronic homelessness to prioritize persons who do not yet meet the definition of chronic homelessness but are most at risk of becoming chronically homeless

III. Order of Priority in CoC Program-funded Permanent Supportive Housing

A) First Priority—Chronically Homeless Individuals and Families with the Longest History of Homelessness and with the Most Severe Service Needs.

A chronically homeless individual or head of household for whom **both of the following are true:**

- i. The chronically homeless individual or head of household of a family has been homeless and living in a place not meant for human habitation, a safe haven, or in an emergency shelter for at least 12 months either continuously or on at least four separate occasions in the last 3 years, where the cumulative total length of the four occasions equals at least 12 months; **and**
- ii. The CoC or CoC Program recipient has identified the chronically homeless individual or head of household, who meets all of the criteria in paragraph (1) of the definition for chronically homeless, as having severe service needs



Long Island Coalition for the Homeless

B) Second Priority—Chronically Homeless Individuals and Families with the Longest History of Homelessness.

A chronically homeless individual or head of household for which **both of the following are true:**

- i. The chronically homeless individual or head of household of a family has been homeless and living in a place not meant for human habitation, a safe haven, or in an emergency shelter for at least 12 months either continuously or on at least four separate occasions in the last 3 years, where the cumulative total length of the four occasions equals at least 12 months; **and**
- ii. The CoC or CoC program recipient has not identified the chronically homeless individual or the head of household, who meets all of the criteria in paragraph (1) of the definition for chronically homeless, as having severe service needs.

IV. Order of Priority in Permanent Supportive Housing Beds Not Dedicated or Prioritized for Persons Experiencing Chronic Homelessness

A) First Priority—Homeless Individuals and Families with a Disability with Long Periods of Episodic Homelessness and Severe Service Needs

An individual or family that is eligible for CoC Program-funded PSH who has experienced fewer than four occasions where they have been living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter but where the cumulative time homeless is at least 12 months and has been identified as having severe service needs.

B) Second Priority—Homeless Individuals and Families with a Disability with Severe Service Needs

An individual or family that is eligible for CoC Program-funded PSH who is residing in a place not meant for human habitation, a safe haven, or in an emergency shelter and has been identified as having severe service needs. The length of time in which households have been homeless should also be considered when prioritizing households that meet this order of priority, but there is not a minimum length of time required.

C) Third Priority—Homeless Individuals and Families with a Disability Coming from Places Not Meant for Human Habitation, Safe Haven, or Emergency Shelter Without Severe Service Needs

An individual or family that is eligible for CoC Program-funded PSH who is residing in a place not meant for human habitation, a safe haven, or an emergency shelter where the individual or family has not been identified as having severe service needs. The length of time in which households have been homeless should be considered when prioritizing households that meet this order of priority, but there is not a minimum length of time required.



Long Island Coalition for the Homeless

D) Fourth Priority–Homeless Individuals and Families with a Disability Coming from Transitional Housing

An individual or family that is eligible for CoC Program-funded PSH who is currently residing in a transitional housing project, where prior to residing in the transitional housing had lived in a place not meant for human habitation, in an emergency shelter, or safe haven. This priority also includes individuals and families residing in transitional housing who were fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking and prior to residing in that transitional housing project even if they did not live in a place not meant for human habitation, an emergency shelter, or a safe haven prior to entry in the transitional housing.

V. Opening Doors and Target Populations

As of June 2016, the CoC has been recognized by USICH and the Federal Partners as having effectively ended veteran homelessness.

In a continued effort to meet the goals outlined by HUD and Opening Doors, the CoC plans to:

- End chronic homelessness by 2017
- End family and youth homelessness by 2020
- Ensure that the needs of victims of domestic violence are met and their rights are upheld

In order to support the households that belong to these unique populations, the CoC will utilize four separate, comprehensive assessment tools for:

- Single households-VI-SPDAT
- Family households-VI-SPDAT
- Youth households-Screening tool that determines vulnerability based on high risk of continued trauma or high risk of harm or exposure to very dangerous living situations
- Households affected by domestic violence- Screening tool that determines vulnerability based on high risk of continued trauma or high risk of harm or exposure to very dangerous living situations

These assessment tools will ensure that the priority order outlined in this document is upheld and that households are compared to one another in the most equitable way possible.

Nassau-Suffolk Continuum of Care
 Racial Disparity Analysis 2018
 Consumers In Program
 01/01/2013 to 06/30/2018

Jan 2013 - June 2018			
Households Served	Race		
Household Type	HMIS Project Type	Black or African American	White
Household with Adults and Children	Coordinated Assessment	55	29
	Emergency Shelter	1593	916
	Homelessness Prevention	150	71
	PH - Housing Only	5	4
	PH - Permanent Supportive Housing	209	164
	PH - Rapid Re-Housing	40	37
	Services Only Program	193	111
	Street Outreach	1	
	Transitional Housing	18	16
	Household with Adults and Children Total		2264
Households with Only Adults	Coordinated Assessment	176	162
	Emergency Shelter	2614	3861
	Homelessness Prevention	472	375
	PH - Housing Only	4	5
	PH - Permanent Supportive Housing	422	864
	PH - Rapid Re-Housing	267	446
	Services Only Program	174	167
	Street Outreach	101	294
	Transitional Housing	175	288
Households with Only Adults Total		4405	6462

Jan 2013 - June 2018		
Households w/Disability Served	Race	
Disabling Condition	Black or African American	White
No	4189	3558
Yes	2228	4145
Households w/Disability Served	Race	
Substance Abuse - Disability	Black or African American	White
No	427	831
Yes	556	1492
Households w/Disability Served	Race	
Mental Health Problem - Disability	Black or African American	White
No	411	738
Yes	1060	2199

Jan 2013 - June 2018		
CH Households Served	Race	
Chronically Homeless	Black or African American	White
No	5615	6125
Yes	511	888

Jan 2013 - June 2018			
Household Length of Stay		Race	
HMIS Project Type	Length of Program Stay (Days)	Black or African American	White
Emergency Shelter	0-49	2565	3311
	50-99	677	644
	100-149	372	301
	150-199	241	214
	200-249	132	140
	250-299	100	80
	300-349	81	65
	350-399	20	15
	>400	138	115
PH - Permanent Supportive Housing	0-49	17	79
	50-99	20	36
	100-149	13	39
	150-199	21	35
	200-249	17	36
	250-299	17	30
	300-349	17	36
	350-399	9	12
	>400	505	730
PH - Rapid Re-Housing	0-49	54	85
	50-99	88	168
	100-149	37	61
	150-199	63	72
	200-249	19	39
	250-299	25	30
	300-349	14	13
	350-399	3	3
	>400	5	14
Street Outreach	0-49	4	19
	50-99	5	15
	100-149	29	33
	150-199	24	42
	200-249	10	29
	250-299	3	6
	300-349	4	4
	350-399	0	1
	>400	27	182
Transitional Housing	0-49	46	60
	50-99	30	43
	100-149	27	46
	150-199	19	32
	200-249	10	24
	250-299	11	28
	300-349	4	18
	350-399	0	2
	>400	52	54

Jan 2013 - June 2018			
Households Income		Race	
Income From Any Source (Admission)	Income From Any Source (Discharge)	Black or African American	White
No	No	1424	1960
No	Yes	209	248
Yes	No	22	40
Yes	Yes	2617	3012
Households Earned Income		Race	
Earned Income (Admission)	Earned Income (Discharge)	Black or African American	White
No	No	4492	5740
No	Yes	171	199
Yes	No	33	43
Yes	Yes	872	647

Jan 2013 - June 2018			
Households Health Insurance		Race	
Covered by Health Insurance (Admission)	Covered by Health Insurance (Discharge)	Black or African American	White
No	No	491	474
No	Yes	40	45
Yes	No	11	25
Yes	Yes	2369	3042

Jan 2013 - June 2018			
Households Non-Cash Benefits		Race	
Non-Cash Benefits from Any Source (Admission)	Non-Cash Benefits from Any Source (Discharge)	Black or African American	White
No	No	1334	2052
No	Yes	151	190
Yes	No	52	66
Yes	Yes	2750	2919

Jan 2013 - June 2018		
Households Outcomes	Race	
Discharge Destination	Black or African American	White
Permanent Destination	2246	2521
Temporary Destination	1598	1732
Institutional Setting	210	589
Other Destination	1477	1750

Jan 2013 - June 2018			
Households Prior Living Situation		Race	
HMIS Project Type	Type Of Residence Prior to Project Start	Black or African American	White
Emergency Shelter	Data not collected	70	107
	Emergency shelter, including hotel or motel paid for with emergency shelter voucher	2069	1761
	Hospital or other residential non-psychiatric medical facility	80	225
	Hotel or motel paid for without emergency shelter voucher	60	140
	Jail, prison or juvenile detention facility	176	224
	Place not meant for habitation	198	476
	Psychiatric hospital or other psychiatric facility	48	136
	Rental by client, no ongoing housing subsidy	278	280
	Staying or living in a family member's room, apartment or house	682	617
	Staying or living in a friend's room, apartment or house	310	438
PH - Permanent Supportive Housing	Emergency shelter, including hotel or motel paid for with emergency shelter voucher	300	372
	Hospital or other residential non-psychiatric medical facility	10	55
	Permanent housing for formerly homeless persons	20	15
	Place not meant for habitation	62	122
	Rental by client, no ongoing housing subsidy	43	60
	Rental by client, with other housing subsidy (including RRH)	16	40
	Staying or living in a family member's room, apartment or house	34	63
	Substance abuse treatment facility or detox center	21	90
	Transitional housing for homeless persons	21	25
	Transitional housing for homeless persons (including homeless youth)	46	82
PH - Rapid Re-Housing	Emergency shelter, including hotel or motel paid for with emergency shelter voucher	138	181
	Hospital or other residential non-psychiatric medical facility	1	11
	Interim Housing	5	9
	Place not meant for habitation	106	179
	Psychiatric hospital or other psychiatric facility	2	9
	Rental by client, no ongoing housing subsidy	9	14
	Staying or living in a family member's room, apartment or house	14	23
	Staying or living in a friend's room, apartment or house	6	12
	Substance abuse treatment facility or detox center	1	12
	Transitional housing for homeless persons (including homeless youth)	12	19
Transitional Housing	Emergency shelter, including hotel or motel paid for with emergency shelter voucher	96	160
	Hospital or other residential non-psychiatric medical facility	6	16
	Place not meant for habitation	3	11
	Psychiatric hospital or other psychiatric facility	6	14
	Staying or living in a family member's room, apartment or house	18	18
	Staying or living in a friend's room, apartment or house	11	12
	Substance abuse treatment facility or detox center	28	34
	Transitional housing for homeless persons	5	13
	Transitional housing for homeless persons (including homeless youth)	9	8
	(blank)	6	7

Jan 2013 - June 2018		
Household - Days till Move In		
Race	Days - Project Start to PSH Move In	Total Households
Black or African American	0-9	642
	10-19	19
	20-29	17
	30-39	14
	40-49	14
	50-59	11
	60-69	8
	70-79	8
	80-89	8
	90-99	11
	100-199	41
	200-299	11
	300>	3
White	0-9	958
	10-19	44
	20-29	41
	30-39	19
	40-49	30
	50-59	19
	60-69	14
	70-79	15
	80-89	12
	90-99	19
	100-199	48
	200-299	13
	300-399	5
	>400	9

Jan 2013 - June 2018	Race	
PH Retention/Success	Black or African American	White
Households in PSH during report period:	636	1033
	Race	
PH Retention/Success	Black or African American	White
Households exited to PH destinations	121	222
	Race	
PH Retention/Success	Black or African American	White
Households remaining in PSH	396	544
	Race	
PH Retention/Success	Black or African American	White
Remained in PH / Exited to permanent destination - Total	517	766
	Race	
PH Retention/Success	Black or African American	White
% PSH Retention/Successful Exits	81.3%	74.2%

June 25, 2018

Greta Guarton, LMSW, Executive Director
Long Island Coalition for the Homeless
Co-Chair, Long Island Continuum of Care
600 Albany Ave.
Amityville, NY 11701

Re: CN Guidance and Counseling Services Heading Home and Ozanam Programs

Dear Ms. Guarton,

This letter is being sent to inform you of CN Guidance and Counseling Service's (CNG) intention to relinquish our rights and obligations associated with the U.S. Housing and Urban Development's (HUD) Heading Home and Ozanam programs. CNG is simply unable to operate sustainable Heading Home or Ozanam programs as those programs are structured through its current regulatory framework. Operating with absolute minimal staff and overhead in order to effectively meet the needs of our 46 heads of households and 144 residents, the CNG Heading Home program still sustains a structural deficit of \$160,000 a year. We understand that Ozanam will not be funded past its current project timeframe, slated to end August 2019. Nevertheless, this program similarly operates at a loss, so it is our intention to cease involvement in that project as well. Please note that at this time, CNG does intend to continue its involvement in the Shelter Plus program.

Over the past year, CNG has implemented administrative and budgetary policies in order to reduce the Heading Home and Ozanam programs' structural deficits, including allocating reduced percentages of staff time towards the programs in order to relieve pressure from regulatory caps mandated on administrative costs. CNG has also made a concerted effort to ensure that residents fulfill their own rental payment obligations, including assisting such residents with financial counseling, creating debt repayment plans, and ultimately discharging those residents that chronically violate their rental obligations. Even so, our analysis indicates that should CNG maintain a 100% rent payment compliance rate, the Heading Home and Ozanam programs would still operate with an unsustainable structural deficit. Unless and until HUD amends these programs' regulations to allow for a higher percentage of program funds to be allocated towards administrative and operating costs, CNG cannot further justify its participation in either program.

CNG understands its obligation towards assuring as seamless a transition as possible to another providing agency so as to have minimal adverse impact on the Heading Home and Ozanam residents we now serve. As such, CNG stands ready to work with the Long Island Continuum of Care to located a suitable provider and smoothly transfer our Heading Home and Ozanam programs to them.

Sincerely,



Diana Rizzo
Director of Residential Services

cc: Jeffrey Friedman, CEO, CN Guidance and Counseling Services
Robert Benrubi, Esq., CN Guidance and Counseling Services

Greta Guarton

From: Gabrielle Fasano
Sent: Wednesday, August 08, 2018 12:27 PM
To: Greta Guarton
Subject: RE: 2018 Final Ranking-Screenshots-timestamps



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2018 Final Ranking Determination:

Agency	Program	Budget		
1 UVBH	Islip	159,710	Tier 1	159,710
2 Suburban	W+H	268,870		428,580
3 TSLJ	Summit	67,098		495,678
4 UVBH	Beacon Dr	178,436		674,114
5 CC	PI	906,070		1,580,184
6 BHANC	ANKI 3	106,376		1,686,560
7 SAIL	S+C 3	296,227		1,982,787
8 CC	PA	290,557		2,273,344
9 BHAW	Senior Quarters	93,183		2,366,526
10 Options	NCCSC	405,043		2,771,569
11 SUS	LI RRM 3	704,726		3,476,295
12 SUS	LI RRM 8	609,813		4,136,518
13 SUS	LI Service	544,208		4,680,726
14 FSL	RRH	1,142,717		5,823,443
15 LICH	WHD	259,689		6,083,132
16 LICH	New CES	300,000		6,383,132
17 LICH	ControlPoint			
18 LICH	Assessment	55,053		6,438,185
19 LICH	Coordinated Entry	31,717		6,470,522
20 SUS	New RRM	1,500,000		7,970,522
21 Options	Options - RRH	496,000		8,466,522
22 EOC	RRH Program	811,261		9,277,783
23 Suburban	New PMH	112,500		9,390,283
24 CC	New PSH	150,000		9,540,283
25 TSCU	Horizon	382,215		9,922,498
26 CDLH	Salva	147,989		10,070,487
27 RT	DV/RRH	398,718		10,469,205
28 TSCU	DV/CES	240,000		10,709,205
29 CA	Opp2	715,565	Tier 2	11,424,770
30 CA	Opp 3	273,291		11,701,969
31 HELP	Nassau	114,287		11,816,256
32 FREE	Nassau	118,486		11,934,742
33 FREE	Coram	55,413		12,000,155
34 CH	ENGL	68,718		12,071,866
35 CA	HomeStart	391,471		12,463,337
36 CH	HECH	58,966		12,522,303
37 CH	FIC	83,471		12,605,774
38 CDLH	Sheridell	200,878		12,806,652
39 SAIL	H/S 8	173,745		12,980,397
40 CA	Opp 5	413,174		13,393,571

12:12 PM
8/8/2018

From: Gabrielle Fasano
 Sent: Wednesday, August 08, 2018 12:16 PM
 To: Greta Guarton <gguarton@addresssthehomeless.org>
 Subject: 2018 Final Ranking-Screenshots-timestamps

Please see attached. Document is saved in 2018 Funding Round folder.

Gabrielle Fasano, LMSW
 CES Coordinator
 Long Island Coalition for the Homeless
 631-464-4314 x125
 600 Albany Ave, Suite 2
 Amityville, NY 11701

Greta Guarton

From: Greta Guarton
Sent: Tuesday, August 07, 2018 5:04 PM
To: Greta Guarton
Subject: Ballot - FINAL Ranking Recommendations 2018
Attachments: 2018 FINAL RANKING.pdf; Ballot - FINAL Ranking Recommendations 2018.doc
Importance: High

MEMORANDUM

TO: Nassau/Suffolk Continuum of Care Members
FROM: Greta Guarton, Executive Director
RE: Ranking Committee Recommendations
DATE: August 7, 2018

I would like to first take a moment to thank the members of this year's Ranking Committee for their hard work in this year's deliberations. With changes in programs in additional bonus funding available, they had to review three separate rounds of applications. We thank them for taking the time to participate on this important Committee!

Attached to the same email are the FINAL recommendations for the 2018 funding round and a Ballot on the Ranking Recommendations. Our region was able to reallocate more funding than ever before (due to subsequent voluntary givebacks after the initial reallocations were made). Additionally, we believe our overall application is stronger this year than last year: due to the reallocation amounts, reductions in homelessness, improved systems performance, and overall coordination. As a result, we are hopeful that our region will do very well competitively this year.

Please review the attached ranking and funding recommendations. Please submit your vote by 5 p.m. on August 10, 2018. One vote per agency, please.

2018 Final Ranking Determination					
	Agency	Program	Budget		
1	UVBH	Islip	159,710	Tier 1 = \$11,099,716	159,710
2	Suburban	W+H	268,870		428,580
3	TSLI	Summit	67,098		495,678
4	UVBH	Beacon III	178,436		674,114
5	CC	PI	906,070		1,580,184
6	MHANC	AHAL II	106,376		1,686,560
7	SAIL	S+C 3	296,227		1,982,787
8	CC	PVI	290,957		2,273,744
9	MHAW	Senior Quarters	83,182		2,356,926
10	Options	NCCSCC	405,043		2,761,969
11	SUS	LI RRH 1	704,736		3,466,705
12	SUS	LI RRH II	669,813		4,136,518
13	SUS	LI Bonus	544,208		4,680,726
14	FSL	RRH	1,142,717		5,823,443
15	LICH	HMIS	259,689		6,083,132
16	LICH	New CES	300,000		6,383,132
17	LICH	Centralized Assessment	59,653		6,442,785
18	LICH	Coordinated Entry	31,737		6,474,522
19	SUS	New RRH	1,500,000		7,974,522
20	Options	Options - RRH	496,000		8,470,522
21	EOC	RRH Program	811,261		9,281,783
22	Suburban	New PSH	112,500		9,394,283
23	CC	New PSH	150,000		9,544,283
24	TSCLI	Horizon	382,215		9,926,498
25	CDLH	Salva	147,989		10,074,487
26	BT	DV RRH	398,718		10,473,205
27	TSCLI	DV CES	240,000		10,713,205
28	CIL	Opp2	715,565	Tier 2	11,428,770
29	CIL	Opp 1	273,213		11,701,983
30	HELP	Nassau	133,287		11,835,270
31	FREE	Nassau	116,486		11,951,756
32	FREE	Coram	55,412		12,007,168
33	CHI	ENST	68,718		12,075,886
34	CIL	HomeStart	391,473		12,467,359
35	CHI	HEDV	59,866		12,527,225
36	CHI	F1C	62,471		12,589,696
37	CDLH	Serenidad	200,878		12,790,574
38	SAIL	H/S II	173,745		12,964,319
39	CIL	Opp 5	313,174		13,277,493