# Before Starting the CoC  Application

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

 The Collaborative Applicant is responsible  for reviewing the following:

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

# 1A. Continuum of Care (CoC) Identification

**Instructions:**

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.
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 Resources:
 The FY 2019 CoC Application Detailed Instruction can be found at:
https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources
 The FY 2019 CoC Program Competition Notice of Funding Availability at:
https://www.hudexchange.info/programs/e-snaps/fy-2019-coc-program-nofa-coc-program-competition/#nofa-and-notices

**1A-1. CoC Name and Number:** CA-506 - Salinas/Monterey, San Benito Counties CoC

**1A-2. Collaborative Applicant Name:** Coalition of Homeless Services Providers

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

**1A-4. HMIS Lead:** Coalition of Homeless Services Providers

# 1B. Continuum of Care (CoC) Engagement

### Instructions:

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

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

 **For the period of May 1, 2018 to April 30, 2019, applicants must indicate whether the Organization/Person listed:**
 **1. participated in CoC meetings;**
 **2. voted, including selecting CoC Board members; and**
 **3. participated in the CoC's coordinated entry system.**

| Organization/Person | Participates in CoC Meetings | Votes, including selecting CoC Board Members | Participates in Coordinated Entry System |
|---|---|---|---|
| **Local Government Staff/Officials** | Yes | Yes | Yes |
| **CDBG/HOME/ESG Entitlement Jurisdiction** | Yes | Yes | Yes |
| **Law Enforcement** | Yes | Yes | Yes |
| **Local Jail(s)** | No | No | No |
| **Hospital(s)** | Yes | Yes | Yes |
| **EMS/Crisis Response Team(s)** | Yes | Yes | Yes |
| **Mental Health Service Organizations** | Yes | Yes | Yes |
| **Substance Abuse Service Organizations** | Yes | Yes | Yes |
| **Affordable Housing Developer(s)** | Yes | Yes | Yes |
| **Disability Service Organizations** | Yes | Yes | Yes |
| **Disability Advocates** | Yes | Yes | Yes |
| **Public Housing Authorities** | Yes | Yes | Yes |
| **CoC Funded Youth Homeless Organizations** | Yes | Yes | Yes |
| **Non-CoC Funded Youth Homeless Organizations** | No | No | No |

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

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

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

 1.SOLICIT/CONSIDER OPINION FROM BROAD ARRAY OF ORGS: LMHCoC general mmbrs include LOCAL GOVERNMENTS, CBOs, FBOs, HEALTHCARE REPS, YOUTH & VETERAN ADVOCATES, EDUCATIONAL REPS, LOCAL BUSINESSES with professional interest or personal commitment to addressing homelessness. LMHCoC meetings are held 6 times per year to solicit feedback from members & public on issues of homelessness. CoC mmbrs review PIT, HIC, & HMIS data, provide outcome & performance data, & report constituents' input to guide LMHCoC actions & strategies.
2.COMMUNICATE INFO IN PUBLIC MTGS: LMHCoC communicates info re issues of homelessness to members & public at LMHCoC GENERAL MEMBERSHIP & COC BOARD PUBLIC MEETINGS, VIA EMAIL BLASTS, WEBSITE & FACEBOOK, including info on CoC PROGRAMS, FUNDING OPPORTUNITIES AND AWARDS, IMPORTANT ANNOUNCEMENTS, MEETING AGENDAS, MINUTES, COMMITTEE UPDATES, HOMELESS

DATA. LMHCoC meetings are orderly but informal to facilitate OPEN DIALOGUE, EXCHANGE OF INFO & INPUT FROM PUBLIC & COC MEMBERS. LMHCoC encourages public participation ALLOCATING TIME FOR PUBLIC COMMENT at each meeting.
3.CONSIDERS INFO FROM PUBLIC MTGS: LMHCoC considers info re community challenges, priorities & new approaches to addressing homelessness gathered at public meetings & forums. In 2018, LMHCoC conducted meetings with Youth Action Board, District 5 residents, seniors' groups, & residents of Salinas, Seaside, Greenfield, and Castroville. Public feedback on priorities, strategies & actions was presented to LMHCoC Board, incorporated into LMHCoC 10-year Plan (updated May 2019) & used to set priorities for state (HEAP) funding.
4.To ensure EFFECTIVE COMMUNICATION with people with disabilities, LMHCoC makes agendas, meeting minutes, & other materials electronically accessible in advance of the meeting. Large print versions can be requested by email or phone. To facilitate participation, LMHCoC arranges for transportation to & from CoC meetings. All meetings are held in ADA accessible facilities.


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

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

1. & 2. & 4. INVITE PROCESS: LMHCoC WORKS WITH ITS PARTNER AGENCIES TO INVITE NEW MEMBERS to join CoC & posts at least semi-annually an invitation to join on LMHCoC website. Email solicitations are sent to CoC contact list of approximately 30 organizations, groups, jurisdictions, advocates & interested individuals. Invitations are made at CoC general membership, CoC Board meetings, & other public meetings & forums. LMHCoC conducts IN-PERSON OUTREACH to hard-to-reach populations, people with lived experience & the following groups: HOMELESS SERVICE PROVIDERS, NETWORKS & COALITIONS; CBOs & FBOs; NON-PROFIT HOUSING DEVELOPERS; LOCAL GOVERNMENTS & KEY CIVIC COMMUNITY LEADERS; HOMELESS, VETERANS, VSPs, YOUTH & FOSTER CARE ADVOCATES; HOUSING AUTHORITIES; MENTAL HEALTH, SUBSTANCE ABUSE SERVICES, & OTHER HEALTHCARE PROFESSIONALS; COLLEGES, UNIVERSITIES, & SCHOOL DISTRICTS; EMPLOYERS, RELIGIOUS & BUSINESS LEADERS; LAW ENFORCEMENT AND CORRECTIONAL AGENCIES. Coalition of Homeless Services Providers is responsible for distributing invitations to join LMHCoC.
3.ACCESSIBILITY: To ENSURES EFFECTIVE COMMUNICATION with individuals with disabilities, LMHCoC makes invitations electronically available online; large print documents, documents for easy read with assistive technology, and documents in languages other than English will be provided

upon request. LMHCoC works with its partners & members to engage new participants by distributing invitations to join LMHCoC & conducting in-person outreach & education about LMHCoC. In-person orientation is provided to new members.
5. HOMELESS REP: LMHCoC engages with its MEMBERS & PARTNERS to help fill vacancies on CoC Board & find new members. Partner agencies help to identify HOMELESS OR FORMERLY HOMELESS INDIVIDUALS & distributing LMHCoC invitation for new members. IN-PERSON OUTREACH & EDUCATION is used to attract members with lived experience & other hard-to-reach individuals who might have a different experience or unique viewpoint.


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

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

1.PUBLIC NOTICE ACCEPTING APPS & NEW ORGS: On July 17, 2019, LMHCoC posted on its website and Facebook page NOFA announcement & solicitation, local competition ranking process & deadline, application SUBMISSION INSTRUCTIONS, & invitation for all agencies, including new AGENCIES NOT PREVIOUSLY FUNDED, to apply. An announcement was published in Monterey Weekly, San Benito Link, & Salinas Californian newspapers & distributed to LMHCoC listserv of 30+ local CBOs, FBOs, local government officials, housing authority, educational partners.
2.APP REVIEW PROCESS: LMHCoC reviewed all project applications for HUD threshold eligibility requirements (NO REQUIREMENT THAT PREVIOUSLY COC-FUNDED). Proposals that did not meet the eligibility requirements, were notified within 24 hrs. Proposals that met threshold requirements were submitted to a neutral Rating Panel & were scored & ranked per the scoring criteria developed by LMHCoC, approved by LMHCoC Board, & publicly available to the competition. Rating Panel reviewed & ranked projects based on objective performance measures, including APR, HUD or CoC findings, grant expenditures, CoC participation, HMIS participation & local priorities. Project ranking list was presented to LMHCoC Board for the final approval to be included in LMHCoC application.
3.ANNOUNCE DATE: Email announcement sent on July 3, 2019; website and Facebook posted on July 9, 2019.

4.ACCESSIBLE COMMUNICATION: LMHCoC ensures effective communication with individuals with disabilities by providing electronic versions of the NOFA invitation & local process information on LMHCoC website and providing a phone number and email address for people to request documents in languages other than English, large print, or easy to read with assistive technology format. LMHCoC also held an in-person technical assistance workshop for prospective applicants.
5.ENCOURAGE NEW APPS: LMHCoC encourages organizations not previously funded by CoC funds to apply.

# 1C. Continuum of Care (CoC) Coordination

## Instructions:

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

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

| Entities or Organizations the CoC coordinates planning and operation of projects | Coordinates with Planning and Operation of Projects |
|---|---|
| **Housing Opportunities for Persons with AIDS (HOPWA)** | Yes |
| **Temporary Assistance for Needy Families (TANF)** | Yes |
| **Runaway and Homeless Youth (RHY)** | Yes |
| **Head Start Program** | No |
| **Funding Collaboratives** | Yes |
| **Private Foundations** | Yes |
| **Housing and services programs funded through U.S. Department of Justice (DOJ) Funded Housing and Service Programs** | Yes |
| **Housing and services programs funded through U.S. Health and Human Services (HHS) Funded Housing and Service Programs** | Yes |
| **Housing and service programs funded through other Federal resources** | Yes |
| **Housing and services programs funded through State Government** | Yes |
| **Housing and services programs funded through Local Government** | Yes |
| **Housing and service programs funded through private entities, including foundations** | Yes |
| **Other:(limit 50 characters)** | |
| | |

### 1C-2. CoC Consultation with ESG Program Recipients.

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

1.COC CONSULT WITH ESG TO PLAN/ALLOCATE ESG FUNDS: The City of Salinas administers ESG funds for LMHCoC area. Salinas consults & coordinates with LMHCoC to ALLOCATE ESG FUNDS. LMHCoC & Salinas meet to PLAN ESG ACTIVITIES, DEVELOP LOCAL ESG PRIORITIES, CRAFT ESG RFP & supplemental questions to ensure ESG activities correspond to CoC goals & strategies. LMHCoC Board member or another Board-appointed CoC representative participates in ESG Rating Panel to review ESG project applications & allocate funding based on performance & local priorities. LMHCoC Board votes on ESG panel recommendations.
2.CoC EVALUATE ESG PERFORMANCE: LMHCoC applies continuum-wide PERFORMANCE MEASURES TO ALL ESG PROGRAMS to EVALUATE PERFORMANCE in the local ESG RFP process. Measures include LENGTH OF TIME HOMELESS, RETURNS TO HOMELESSNESS, BED COVERAGE, REDUCTION IN NUMBER OF PERSONS HOMELESS, JOB & INCOME GROWTH, REDUCTION IN FIRST-TIME HOMELESS. As part of ESG Rating Panel, LMHCoC participates in ESG PROGRAM PERFORMANCE REVIEW & decisions on ESG awards. Projects that do not meet performance benchmarks must complete a Performance Improvement Plan & may be excluded from the community application. LMHCoC also REVIEWS ESG PROGRAM PERFORMANCE through assessing CES, HMIS, & ESG CAPER/SAGE data and meets with ESG recipient and subrecipients to provide TA, training & program review as needed.
3.LOCAL HOMELESS INFO COMMUNICATED & ADDRESSED IN CON PLAN: Mayor of Salinas, ESG administrator, is a voting member of LMHCoC Board & ESG staff regularly attend LMHCoC meetings where local homeless data, including PIT & HMIS, are directly communicated by LMHCoC staff. LMHCoC granted ESG administrator direct access to HMIS & LMHCoC CES to give ESG most up-to-date data & allow to run reports as needed. LMHCoC Board & HMIS Lead collect & provide to ESG information needed to inform the Consolidated Plan, feedback on the planning process & review the final Plan for consistency with LMHCoC strategies and needs.

### 1C-2a. Providing PIT and HIC Data to Consolidated Plan Jurisdictions.

Yes to both

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

**geographic area.**

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

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

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

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

1.COC DV CE & EMERGENCY TRANSFER PROTOCOL (ETP): CES:
LMHCoC coordinated entry system (CARS) Policies and Procedures (P&P)
require that providers PRIORITIZE SAFETY, CLIENT CHOICE AND
EQUITABLE ACCESS to housing and services for clients fleeing domestic
violence (DV). CARS VI-SPDAT assessment helps identify DV clients and
trigger protocols to address clients' safety. DV clients receive an ANONYMOUS
PAPER INTAKE AND ASSESSMENT VIA VI-SPDAT and local priorities and
are ASSIGNED A UNIQUE ID. LMHCoC HMIS policies prohibit VSP providers
from entering client data into HMIS and allows DV clients receiving services
from non-VSP providers to have their information, if previously entered into
HMIS, locked. DV CLIENTS ARE NOT PLACED ON CARS ACTIVE LIST;
referrals are made by providing client paper intake, acuity score and unique ID
directly to appropriate service agency. ETP: LMHCoC adopted an ETP in its
CARS P&P to allowing clients to REQUEST A TRANSFER TO ANOTHER
UNIT BASED ON A DV INCIDENT. The tenant receives a transfer to an
available safe unit regardless of whether they are in good standing. Absent
client's written consent, THE REQUEST AND ANY INFORMATION IN THE
REQUEST ARE CONFIDENTIAL. LMHCoC trains its providers on CARS DV
protocols, DV survivors rights and best practices at least annually.
2.CLIENT CHOICE & SAFETY: CARS staff make CONFIDENTIAL
REFERRALS for DV clients to service and housing of client's choice, DV or
non-DV. CARS staff COLLABORATE WITH VSP and other providers to
facilitate CONFIDENTIAL REFERRALS, UNIT TRANSFERS, AND SAFETY
PLANS, including housing in units with security, transportation, free cell phones,
protected mailboxes, in-home training and finance planning, medical care, legal
services, coordination with the Dept. of Justice victim assistance and alerts from
Dist. Attorney when the abuser is released from custody. DV clients receive a
HIGH PRIORITY FOR PSH, TH, RRH, AND ES PROGRAMS.

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

**Applicants must describe how the CoC coordinates with victim services providers to provide training, at least on an annual basis, for:**
**1. CoC area project staff that addresses safety and best practices (e.g., trauma-informed, victim-centered) on safety and planning protocols in serving survivors of domestic violence; and**
**2. Coordinated Entry staff that addresses safety and best practices (e.g., Trauma Informed Care) on safety and planning protocols in serving survivors of domestic violence.**
**(limit 2,000 characters)**

1.COC TRAINS COC PROGRAM STAFF: LMHCoC provides ANNUAL TRAININGS for CoC program staff on Violence Against Women Act (VAWA), emergency transfer process, confidentiality & privacy requirements, eviction & other protections for DV survivors under federal and California laws. Last training was conducted on August 21, 2019. A representative from the local YWCA has recently applied to become member of the CoC and will be instrumental to help inform CoC policies, collaborations and trainings for CoC program staff moving forward.
2.COC TRAINS CE STAFF: LMHCoC coordinated entry system (CARS) policies and procedures were developed in collaboration with Community Homeless Solutions, a local victim shelter and services provider. LMHCoC conducts CARS training for new users, when CARS policies change, or a provider is failing to follow CARS policies. Such TRAININGS ARE HELD AT LEAST MONTHLY. Trainings include topics related to serving clients fleeing domestic violence (DV), such as the LOCAL PROTOCOLS for intake, assessment and referral of DV clients, CONFIDENTIALITY OF CLIENT INFORMATION, safety planning and emergency transfers, collaboration with VSPs outside Monterey County, and BEST PRACTICES around client-centered, trauma-informed services, including providing services in a SAFE AND CONFIDENTIAL ENVIRONMENT AND AVOIDING RE-TRAUMATIZATION. CARS staff is also MENTORED AND TRAINED ON THE JOB by partnering with local and out-of-county VSPs on individual cases to coordinate services and out-of-county transfers for DV survivors. CARS staff and Emmaus House, a VSP in San Benito County, partner to facilitate safety planning, emergency transfers, and services for clients who transfer out of Monterey for safety reasons. CASE-BASED LEARNING helps develop the expertise of CARS staff and improves services to DV survivors. LMHCoC is also working on increasing access to local PHA programs for DV survivors and may be conducting additional trainings to promote these changes.

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

**Applicants must describe how the CoC uses de-identified aggregate data from a comparable database to assess the special needs related to domestic violence, dating violence, sexual assault, and stalking.**
**(limit 2,000 characters)**

DE-IDENTIFIED AGGREGATE DATA USED TO ASSESS DV NEEDS: LMHCoC utilizes a number of data sources to assess the scope of community needs related to domestic violence, dating violence, sexual assault, stalking and

trafficking. Data sources include but are not limited to statistics from the CA Attorney General, statistics from Center for Disease Control, local HMIS data, local CES vulnerability information gathered through VI-SPDAT, homeless census statistics and data from the local YWCA and other providers serving those impacted by domestic violence. During the 2019 PIT count, surveys were conducted to determine the rate of domestic violence occurrence in individuals experiencing homelessness. 4% of those surveyed reported currently experiencing domestic violence while 26% reported to having a history of domestic violence or sexual assault or abuse. The PIT data and survey results were presented to LMHCoC stakeholders and Board. CES and HMIS data are combined in a data warehouse and expressed in Tableau reporting public dashboard to create community awareness. To address the needs of domestic violence survivors, LMHCoC created special method of evaluating proposals from victim services providers and assigned additional points to new DV projects.

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

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

| Public Housing Agency Name | % New Admissions into Public Housing and Housing Choice Voucher Program during FY 2018 who were experiencing homelessness at entry | PHA has General or Limited Homeless Preference | PHA has a Preference for current PSH program participants no longer needing intensive supportive services, e.g., Moving On |
|---|---|---|---|
| Housing Authority County of Monterey | 53.00% | Yes-Both | Yes-Both |
| Santa Cruz Housing Authority | 28.00% | Yes-Both | Yes-Both |

### 1C-4a. PHAs' Written Policies on Homeless Admission Preferences.

**Applicants must:**
**1. provide the steps the CoC has taken, with the two largest PHAs within the CoC's geographic area or the two PHAs the CoC has working relationships with, to adopt a homeless admission preference–if the CoC only has one PHA within its geographic area, applicants may respond for one; or**
**2. state that the CoC does not work with the PHAs in its geographic area. (limit 2,000 characters)**

1.STEPS TAKEN TO ADOPT HOMELESS PREFERENCE: BOTH THE MONTEREY COUNTY PHA AND THE SANTA CRUZ PHA HAVE DOCUMENTED HOMELESS ADMISSION AND MOVING ON PREFERENCES IN THEIR ADMINISTRATION PLANS. Monterey County PHA has a preference for homeless individuals and families referred by the Monterey County CoC and awards 50 additional points to these applicants. Monterey County PHA has also allocated 100 vouchers 100% dedicated to homeless individuals and families in Monterey County. The Housing Authority of the County of Santa Cruz has homeless set aside for homeless from San Benito County as well as set asides in special programs, including HUD VASH, family unification, medically

vulnerable homeless, St. Stephens senior housing, Pippin Orchard Apartments, and Resetar Residential Hotel. Additionally, the Santa Cruz County PHA has a moving on preferences for individuals graduating Shelter+Care program and the Monterey County PHA has a preference for formerly homeless families enrolled in case management, transitional housing, or other self-sufficiency program.
2.NOT APPLICABLE.

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

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

Yes

**If "Yes" is selected above, describe the type of provider, for example, multifamily assisted housing owners, PHAs, Low Income Tax Credit (LIHTC) developments, or local low-income housing programs.**
**(limit 1,000 characters)**

Santa Cruz PHA has a program in partnership with the County Health Services Agency to provide HCV and housing stabilization services to residents who have been stably housed with Shelter Plus Care vouchers for 2 years. Monterey County PHA also has a preference for HCV program for formerly homeless individuals and families who are enrolled in case management, transitional housing, or other self-sufficiency program.

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

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

PROTECT AGAINST DISCRIM: LMHCoC coordinated entry system (CARS) policies and procedures mandate that all agencies' staff take steps to ensure that client prioritization, matching & referral to housing comply with the federal Fair Housing Act & Equal Access rules, which prohibit discrimination in housing transactions on the basis of race, national origin, sex, color, religion, disability status, & familial status, & do not violate California fair housing law which provide additional protections based on of sexual orientation, gender identity, gender expression, marital status, medical condition, ancestry, source of income, age, genetic information. CARS Master List allows filtered searches for subpopulations, priority & eligibility, while preventing discrimination against protected classes. LMHCoC conducts an annual training for CoC program staff on the legal requirements of Fair Housing Act & Equal Access Rule. Most recent training was held on August 21, 2019 & included topics on disparate impact, access for clients with criminal record, reasonable accommodations, gender identity, privacy concerns, & best practices in organizational anti-discrimination policies & practices. LMHCoC recent Racial Disparity Analysis shows that nearly every racial and ethnic group in Monterey County experiences homelessness more than Whites & seeks assistance less (as

determined by the PIT Census and HMIS enrollment data). However, when people receive homeless services, the racial/ethnic gap of homeless experiences at exit narrows. The data implies that one of the ways to address racial and ethnic disparities in homelessness is through improved outreach to the communities that are counted in high numbers in the PIT census but show relatively lower levels of HMIS enrollment, namely African Americans. The data also shows that African Americans are more likely to exit to jail, prison, or juvenile detention than any other group. LMHCoC will be exploring strategies to address these findings.

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

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

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

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

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

| | |
|---|---|
| **1. Engaged/educated local policymakers:** | X |
| **2. Engaged/educated law enforcement:** | X |
| **3. Engaged/educated local business leaders:** | X |
| **4. Implemented communitywide plans:** | |
| **5. No strategies have been implemented:** | |
| **6. Other:(limit 50 characters)** | |
| | |
| | |
| | |

### 1C-7.  Centralized or Coordinated Assessment System.  Attachment

**Required.**

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

1.100% COVERAGE: LMHCoC CES (CARS) covers the ENTIRE COC GEOGRAPHIC AREA, including all of Monterey and San Benito by using DECENTRALIZED "ANY DOOR" ACCESS. Multiple county governments, local law enforcement, educational liaisons, Monterey PHA, FBOs, CBOs throughout LMHCoC participate in CARS as access points to connect clients to services. CARS staff also administers vulnerability assessment by telephone to increase access.
2.CE OUTREACH: CARS reaches those who are least likely to apply for assistance through STREET OUTREACH. CoC outreach teams use HOME mobile app, which is preloaded with VI-SPDAT to assess hard-to-reach clients from the street & connect them to CARS Master List (ML) remotely from the field. LMHCoC also coordinates a CORE team, which is comprised of reps from organizations serving various subpopulations & activates when an encampment is reported or scheduled for a sweep. CORE team provides services and connect to CARS to homeless in encampments, which are most difficult to reach and least likely to engage.
3.ASSESSMENT & PRIORITIZATION PROCESS: CARS staff assesses and prioritizes clients based on VI-SPDAT score (family, single, & TAY), local priorities (chronically homeless, families with children, youth, veterans, and medically frail), and the level of service need. From ML, clients are streamlined into appropriate services: high acuity scores are matched to PSH, medium acuity to TH, low-medium acuity to RRH, and low acuity to other appropriate interventions. For homeless families with children, LMHCoC seeks to mediate/prevent homelessness, reduce the homeless episode for families through rapid rehousing (RRH) & shelter/transitional housing & focuses on moving families from homelessness to PH as soon as possible. RRH projects serving homeless families with children strive to place clients into PH within 30 days of entering homelessness & do not screen out families based on criteria that do not impact future housing success.

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

**Instructions:**

Guidance for completing the application can be found in the FY 2019 CoC Program Competition
Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.
   Please submit technical questions to the HUD Exchange Ask-A-Question at
https://www.hudexchange.info/program-support/my-question/

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

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

**1D-1.  Discharge Planning Coordination.**

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

| | |
|---|---|
| **Foster Care:** | X |
| **Health Care:** | X |
| **Mental Health Care:** | X |
| **Correctional Facilities:** | X |
| **None:** | |

# 1E. Local CoC Competition

## Instructions

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.
  Please submit technical questions to the HUD Exchange Ask-A-Question at https://www.hudexchange.info/program-support/my-question/

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

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

### Applicants must indicate whether the CoC:

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

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

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

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

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

**Applicants must describe:**
**1. the specific severity of needs and vulnerabilities the CoC considered when reviewing and ranking projects; and**
**2. how the CoC takes severity of needs and vulnerabilities into account when reviewing and ranking projects.**
**(limit 2,000 characters)**

1.SEVERITY OF NEEDS/VULNERABILITIES CONSIDERED BY R&R: The R&R considered the following vulnerability factors when reviewing and ranking project applications: PROJECTS' ABILITY TO SERVE CHRONICALLY HOMELESS INDIVIDUALS, WHETHER PROJECT TARGETS SERVICES FOR FAMILIES, YOUTH, VETERANS, DV SURVIVORS, AND INDIVIDUALS WITH DISABILITIES. The R&R also considers whether projects are LOWERING BARRIERS to accessing services for people regardless of whether they have LITTLE OR NO INCOME, ACTIVE OR HISTORY OF SUBSTANCE ABUSE, CRIMINAL RECORD, OR HISTORY OF DV. LMHCoC also made available additional points to new PSH projects and projects proposing services for DOMESTIC VIOLENCE SURVIVORS.
2.HOW REVIEW AND RANK CONSIDERS SEVERITY OF NEED/VULNERABILITIES: The Rating Panel reviewed and ranked project applications using the publicized scoring tools for new and renewal projects and project answers to supplemental questions. Projects demonstrating their ability to a) serve chronically homeless individuals, b) targeting services to vulnerable populations (families, youth, veterans, DV survivors, and individuals with disabilities) or c) lowering barriers to entry were eligible to receive up to a MAXIMUM OF 5 POINTS in each category (a, b, and c). The Panel also scored projects based on demonstrated performance in the following categories: client income increase, housing retention and exits to permanent housing, length of time homeless, bed occupancy, HMIS data quality, helping clients maintain mainstream benefits. Projects that perform well in addressing these received higher points. New projects proposing PSH and DV programs received ADDITIONAL 5 POINTS each. Supplemental questions allowed projects to provide Rating Panel with information beyond APR data.

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

**Applicants must:**
**1. indicate how the CoC made public the review and ranking process the CoC used for all project applications; or**
**2. check 6 if the CoC did not make public the review and ranking process; and**
**3. indicate how the CoC made public the CoC Consolidated Application–including the CoC Application and CoC Priority Listing that includes  all project applications accepted and ranked or rejected–which HUD required CoCs to post to their websites, or partners websites, at least 2 days before the FY 2019 CoC Program Competition application submission deadline; or**
**   4. check 6 if the CoC did not make public the CoC Consolidated Application.**

| Public Posting of Objective Review and Ranking Process | | Public Posting of CoC Consolidated Application including: CoC Application, CoC Priority Listing, Project Listings | |
|---|---|---|---|
| 1. Email | X | 1. Email | X |
| 2. Mail | | 2. Mail | |
| 3. Advertising in Local Newspaper(s) | X | 3. Advertising in Local Newspaper(s) | |
| 4. Advertising on Radio or Television | | 4. Advertising on Radio or Television | |
| 5. Social Media (Twitter, Facebook, etc.) | X | 5. Social Media (Twitter, Facebook, etc.) | X |
| 6. Did Not Publicly Post Review and Ranking Process | | 6. Did Not Publicly Post CoC Consolidated Application | |

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

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

**Reallocation:**  8%

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

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

1.WRITTEN REALLOC PROCESS: LMHCoC written reallocation policy encourages voluntary reallocation of funding & allows Rating Panel to recommend reallocation during local competition. Rating Panel may recommend for reallocation project that are underperforming, obsolete, ineffective at reducing homelessness, or do not align with local/HUD priorities. Rating Panel considers mitigating factors, such as potential loss of housing by program clients, contract commitments, or laws requiring continued operation of program type. Projects wishing to voluntarily reallocate from TH to PSH targeting CH or RRH project serving homeless from streets, shelters, or fleeing DV receive priority in accessing funds reallocated from their existing project. 2.REALLOC PROCESS APPROVAL: LMHCoC Board of Directors voted to approve the reallocation process in 2017.

3.COMMUNICATE TO APPLICANTS: LMHCoC communicated the reallocation process online in its Solicitation of Applications handbook, which included the review and rank process and scoring tools. Projects at risk of reallocation for under-spending would be notified in advance.

4.IDENTIFY LOW PERFORM PROJECTS: The Rating Panel analyzes program performance, spending and cost effectiveness to identify underperforming programs, which are awarded fewer points during the CoC competition and are placed in Tier 2 or rejected. Low-scoring projects are offered TA throughout the year. If program does not improve, it may be considered for reallocation.

5.REALLOCATION DECISION: During local competition, Rating Panel makes reallocation recommendations to LMHCoC Board based on points awarded to the projects using approved, objective scoring tools reflecting project performance and local priorities. LMHCoC votes on the final list of projects. In 2019, lower performing projects were not reallocated to protect the populations currently being served by the projects. Lower performing projects were ranked accordingly.

# DV Bonus

## Instructions

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.
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**Warning! The CoC Application score could be affected if information is incomplete on this formlet.**

**1F-1   DV Bonus Projects.**

**Applicants must indicate whether the CoC is requesting DV Bonus projects which are included on the CoC Priority Listing:**   No

| Applicant Name | DUNS Number |
|---|---|
| This list contains no items | |

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

**Intructions:**

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.
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**2A-1. HMIS Vendor Identification.**   WellSky

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

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

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

| Project Type | Total Number of Beds in 2019 HIC | Total Beds Dedicated for DV in 2019 HIC | Total Number of 2019 HIC Beds in HMIS | HMIS Bed Coverage Rate |
|---|---|---|---|---|
| Emergency Shelter (ES) beds | 328 | 40 | 144 | 50.00% |
| Safe Haven (SH) beds | 0 | 0 | 0 | |
| Transitional Housing (TH) beds | 499 | 0 | 451 | 90.38% |
| Rapid Re-Housing (RRH) beds | 170 | 0 | 170 | 100.00% |
| Permanent Supportive Housing (PSH) beds | 271 | 0 | 63 | 23.25% |
| Other Permanent Housing (OPH) beds | 0 | 0 | 0 | |

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

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

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

1.STEPS TO INCREASE BED COVERAGE: LMHCoC INCREASED HMIS BED COVERAGE IN TH & PSH from 2018. ES bed coverage is at 50% and PSH is at 23.25%. Some of Monterey County grassroots and FBOs, including two emergency shelters, do not currently have the administrative or the financial capacity to participate in HMIS. These small programs are valuable partners & LMHCoC is working with the County of Monterey Community Action Partnership on reallocating some funds to help subsidize HMIS licenses for organizations that cannot afford them. Additionally, Monterey county HUD VASH program, which accounts for 199 (74%) PSH beds that do not participate in HMIS. LMHCoC will take the FOLLOWING STEPS to increase bed coverage over the next 12 months: a) continue to MONITOR HMIS DATA QUALITY AND TIMELY HMIS ENTRIES; b) FINALIZE AGREEMENT with Victory Mission ES to participate in HMIS; c) SUBSIDIZE HMIS LICENSES for agencies that can't afford them; d) OUTREACH AND EDUCATION to partnering agencies not currently participating in HMIS to encourage participation.
2.IMPLEMENTATION OF STEPS TO INCREASE BED COVERAGE: In the next 12 months, LMHCoC will IMPLEMENT THE STEPS above by a) conducting a COC-WIDE HMIS TRAINING on HMIS use and recent changes to HMIS policies and procedures, which were recently updated to require that all clients be entered into HMIS within 72 hours of intake and increased confidentiality protections for DV client; b) ONBOARD AND ORIENT Victory Mission ES staff to HMIS policies and procedures, TRAIN Victory Mission staff on the use and confidentiality requirements of HMIS, and MONITOR Victory Mission data quality as they begin using HMIS; c) draft HMIS licenses subsidy policies & procedures and MAKE HMIS SUBSIDIES AVAILABLE to agencies who cannot afford them; d) IN-PERSON OUTREACH AND EDUCATION to help agencies not currently using HMIS understand the benefits of participation.

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

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

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

**Applicants must enter the date the CoC submitted the 2019 Housing Inventory Count (HIC) data into the Homelessness Data Exchange (HDX). (mm/dd/yyyy)**      04/29/2019

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

### Instructions:

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.
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**Warning! The CoC Application score could be affected if information is incomplete on this formlet.**

**2B-1.  PIT Count Date.
Applicants must enter the date the CoC conducted its 2019 PIT count (mm/dd/yyyy).**  01/31/2019

**2B-2.  PIT Count Data–HDX Submission Date.
Applicants must enter the date the CoC submitted its PIT count data in HDX (mm/dd/yyyy).**  04/29/2019

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

 **Applicants must describe:**
 **1. any changes in the sheltered count implementation, including methodology or data quality methodology changes from 2018 to 2019, if applicable; and**
 **2. how the changes affected the CoC's sheltered PIT count results; or**
 **3. state "Not Applicable" if there were no changes.**
**(limit 2,000 characters)**

1.     NOT APPLICABLE. NO CHANGES IN SHELTERED PIT COUNT IMPLEMENTATION: LMHCoC DID NOT CHANGE ITS METHODOLOGY for conducting sheltered PIT counts. LMHCoC retained Applied Survey Research (ASR), who employ HUD BEST PRACTICES to help plan and carry out the count. LMHCoC has been working with its providers to IMPROVE THE QUALITY OF THE DATA. Several programs that were previously including beds housing individuals not falling within HUDs definition of homelessness in the HIC data have been removed to improve accuracy of the count. LMHCoC continues to FOLLOW BEST PRACTICES and collaborating with its providers

in conducting a sheltered PIT count. The sheltered count was conducted at nighttime and includes individuals and families meeting HUD's definition of homelessness living in a supervised publicly or privately-operated emergency shelters, transitional housing, and safe havens. All shelter data was gathered either directly from the shelter or from the county's HMIS. Data was collected on household status, age, gender, race and ethnicity, veteran status, chronic status, and if individuals had certain health conditions. IN-PERSON INTERVIEWS OF 450 SHELTERED AND UNSHELTERED individuals were conducted by peer surveyors in the weeks following the general street count. THE TOTAL SHELTERED COUNT IN 2019 IS 706 INDIVIDUALS, DOWN FROM 785 IN 2017, A DECREASE OF ABOUT 11%.
2.      IMPACT ON PIT COUNT: Because several programs that were housing individuals not meeting HUD's definition of homelessness have been removed from the sheltered count, the 2019 sheltered count more accurately reflects the actual number of sheltered homeless people in LMHCoC. Data from the surveys and subpopulation counts were used to de-duplicate the aggregate data. In total, 4 persons under the age of 25 were identified as duplicates and removed from the data set.

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

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

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

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

NOT APPLICABLE
1.NO CHANGE IN UNSHELTERED PIT COUNT IMPLEMENTATION: 2019 street count methodology FOLLOWED SAME ESTABLISHED, HUD APPROVED METHODOLOGY used since 2007, with dedicated youth outreach and a very significant improvement in profiling families through the cooperation of County school districts. CoC retained Applied Survey Research (ASR), which follows HUD BEST PRACTICES, to help plan and carry out the count. Also, improvements were made in profiling the aging population in the County through improved outreach and awareness. Many county and community agencies collaborated on outreach, volunteer recruitment, logistical plans, methodological decisions, and interagency coordination efforts. Community

partners were also key in recruiting INDIVIDUALS WITH LIVED EXPERIENCE of homelessness to participate in the street count and survey efforts.
2.AFFECT ON UNSHELTERED PIT COUNT: A morning count of unsheltered homeless individuals and families was done on January 31, 2019 around 4:30 AM to 10:00 AM and included those sleeping outdoors on the street; at bus and train stations; in parks, tents, and other makeshift shelters; and in vehicles and abandoned or public properties. In areas with shelters, the immediate area surrounding the shelter was prioritized for an early morning count to eliminate potential double counting of individuals who enter the streets after leaving night shelter. In the days following the Street Count, representatives from TEN SCHOOL DISTRICTS called households known to have recently experienced homelessness to ascertain where they stayed on the night of count. In 2017, 1 school participated in the COE count, while 10 schools participated in the 2019 COE Count. This is a population that would not have been identified without participation from the COE and their inclusion this year resulted in an increase in the population of families experiencing homelessness (from 550 in 2017 to 596 in 2019).

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

**Applicants must:**

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

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

**Applicants must describe how the CoC engaged stakeholders serving youth experiencing homelessness to:**
**1. plan the 2019 PIT count;**
**2. select locations where youth experiencing homelessness are most likely to be identified; and**
**3. involve youth in counting during the 2019 PIT count.**
**(limit 2,000 characters)**

1.&2. PLANNING & SELECTING LOCATION: Planning for the 2019 youth count included homeless YOUTH SERVICE PROVIDERS and EIGHT YOUTH WITH LIVED EXPERIENCE of homelessness who assisted by identifying locations where homeless youth were known to congregate in Moss Landing, Prunedale, Chualar, Gonzales, Soledad, Greenfield, King City & Salinas and recruited youth experiencing homelessness to serve as guides for the count. A FOCUS GROUP was held with CURRENTLY AND FORMERLY HOMELESS YOUTH to identify areas to canvass for the youth count. It was determined that homeless youth would be more prominent on the street during daylight hours rather than in the early morning when the general count was conducted. Late afternoon and early evening hours were recommended by advocates to conduct the youth count. The MONTEREY COUNTY OFFICE OF EDUCATION assisted in verifying the count of unsheltered homeless students and their families by directly reaching out to those families. Data from the supplemental youth count and general street count were compared and de-duplicated by assessing

location, gender, and age. In total, 4 persons under the age of 25 were identified as duplicates and removed from the data set.
3.YOUTH INVOLVED IN COUNT: YOUTH SERVICE PROVIDERS helped recruit YOUTH AND YOUNG ADULTS WITH LIVED EXPERIENCE to assist with PIT count. A count of unsheltered unaccompanied youth under 18 and young adults 18-24 years old was done between the 2:00 pm and 7:00 pm on January 31, 2019 and was led by special youth teams who canvassed specific areas where unaccompanied children and youth were known to congregate. About 8 YOUTH were involved in conducting the count. Youth worked in teams of two to four, with teams coordinated by youth street outreach workers. Youth workers were paid $15 per hour, including time spent in training prior to the count. Youth and youth service provider staff members were trained on where and how to identify homeless youth as well as how to record the data.


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

**Applicants must describe the CoC's actions implemented in its 2019 PIT count to better count:**
**1. individuals and families experiencing chronic homelessness;**
**2. families with children experiencing homelessness; and**
**3. Veterans experiencing homelessness.**
**(limit 2,000 characters)**

PROVEMENTS IN CH COUNT: 2019 PIT count followed an ESTABLISHED, HUD APPROVED METHODOLOGY to count chronically homeless individuals and families. LMHCoC worked with a variety of LOCAL SERVICE PROVIDERS AND PEER SURVEYORS with lived experience to help plan and carry out the count. Following the street count, in-person INTERVIEWS WITH 450 SHELTERED AND UNSHELTERED homeless individuals were conducted to refine PIT count and gain better understanding of the demographics of homeless individuals, including duration and recurrence of homelessness. A total of 562 chronic homeless individuals were identified in 2019 (REDUCTION OF 7%).
2.IMPROVEMENTS IN FAMILIES COUNT: LMHCoC worked with the COUNTY OFFICE OF EDUCATION AND MCKINNEY-VENTO EDUCATIONAL LIAISONS to help reach homeless families with children enrolled in local school districts. Following the street count, representatives from TEN SCHOOLS called households known to have recently experienced homelessness to learn where they stayed on the night of the count. In 2017, only one school participated. This information was used to refine PIT count. Also, in 2019, HUD definition of homelessness was used in collecting family data as opposed to McKinney-Vento definition as in previous years. This led to a larger number of families with children identified in the count: 150 families (596 individuals) in 2019, an increase of 56 individuals from 2017.
3.IMPROVEMENTS IN VETERAN COUNT: LMHCoC worked with the Veterans Transition Center (VTC) of Monterey County to conduct the 2019 homeless veteran count. VTC is located one mile from the new VA Monterey Clinic, which INCREASED VTC'S ACCESS TO VETERANS who might be experiencing homelessness. Numerous VTC STAFF ASSISTED IN THE STREET COUNTS AND RECRUITED HOMELESS VETERAN PEERS to guide street count teams to locations where homeless veterans congregate. 172 veterans experiencing homelessness were identified in 2019, a 56% increase over 2017's veteran estimate.

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

## Instructions

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

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

 **Applicants must:**

| | |
|---|---|
| Report the Number of First Time Homeless as Reported in HDX. | 1,272 |

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

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

1.PROCESS TO IDENTIFY FTH RISK FACTORS: A) LMHCoC conducted a number of COMMUNITY MEETINGS throughout CoC geography to gather community feedback on service gaps & strategic use of state (HEAP) funds. Input received from YOUTH, SENIORS, PROFESSIONAL COMMUNITY, FBOs. Risk factors for FTH identified: LACK OF INCOME, LOSS OF EMPLOYMENT, MENTAL & PHYSICAL DISABILITIES, GROWING RENTS, SHRINKING RENTAL MARKET, LACK OF AFFORDABLE HOUSING. Prevention programs, such as FLEXIBLE SUBSIDIES, ONE-TIME RENTAL ASSISTANCE, LANDLORD MITIGATION & MOVE-IN ASSISTANCE ranked high among priorities to address FTH. Findings were presented to LMHCoC

Board & guided funding decisions for prevention, diversion, landlord mitigation, housing navigation programs. B) Racial Disparity Analysis showed that African Americans (AA) are 12 times more likely to become homeless than White. However, once in program, the gap between successful exits for White & AA persons narrows. LMHCoC is working with Seaside, a local jurisdiction with a high AA population to identify risk factors & solutions.
2.STRATEGIES TO ADDRESS AT RISK: A) LMHCoC allocated over $1.6mil in state & federal funds (HEAP, CESH, ESG) for prevention & diversion, incl. housing navigation, flexible housing subsidies (utilities arrears, move-in costs, short-term rental subsidies, application fees), landlord mitigation. HEAP funds alone expected to serve 140 clients. Agencies awarded accept referrals from CES Active List, prioritizing CH & long-time homeless. B) Veteran Transition Center (CoC-funded) works with local jails & prisons to identify housing for homeless veterans prior to release. C) LMHCoC Discharge Planning Committee, which incl. service providers, hospitals, correctional facilities & youth programs & meets bi-monthly is drafting homeless discharge plans for local hospitals (Natividad, Salinas Valley Memorial).
3.RESPONSIBLE: Coalition of Homeless Services Providers (CHSP), Interim Executive Officer.


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

**Applicants must:**

| Report Average Length of Time Individuals and Persons in Families Remained Homeless as Reported in HDX. | 184 |
|---|---|

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

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

1.STRATEGY TO REDUCE LOT HOMELESS: For CES prioritization & outreach efforts (see below). LMHCoC adopted the following strategies to reduce the length of time homeless (LOTH): A) MORE SERVICES: invested state funds (CESH, HEAP) in housing navigation services, landlord mitigation, RRH, flexible housing subsidies to quickly place clients into PH prioritizing those longest time homeless; B) MORE HOUSING FOR LONGEST LOTH: two new PSH projects to house CH from CES Active List (Moon Gate Plaza 90 units, 10 dedicated for CH, & Hayes Circle 22 units for CH veterans). C) PRIORITIZE CH FAMILIES: LMHCoC amended its CES policies & procedures requiring providers to prioritize CH homeless individuals & families & strive to place all families with children into PH within 30 days to decrease LOTH. SUCCESS: LMHCoC 2019 CH sheltered & unsheltered count DECREASED BY 301 individuals & LOTH DECREASED BY 10 DAYS from 2017.

2.ID & HOUSE THOSE LONGEST TIME HOMELESS: A) CES TARGETING LOTH: LMHCoC's CE Active List is prioritized based on LOTH, in addition to VI-SPDAT scores, severity of need & local priority populations. B) ACCESS & OUTREACH: LMHCoC utilizes its member agencies as CES access points & makes CES available to outreach teams remotely from the field via HOME mobile app to help ID & connect LOTH clients to housing. In 2019 LMHCoC allocated additional over $1.2mil to increase street outreach. C) PHA SET ASIDE & HOMELESS PREFERENCES: Both PHAs serving CoC jurisdictions (Monterey & Santa Cruz) have HOMELESS PREFERENCE in HCV programs & HOMELESS SET ASIDES in PBV programs, incl. dedicated units for veterans, youth & families in reunification. Monterey County PHA also has 100 vouchers dedicated to homeless & all CoC, CESH & ESG-funded agencies make direct referrals & participate in client interviews with PHA. PERCENT OF NEW PHA ADMISSIONS WHO ARE HOMELESS: SANTA CRUZ 28%, MONTEREY 53%. 3.RESPONSIBLE: CHSP, Interim Executive Officer.

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

**Applicants must:**

|  | Percentage |
|---|---|
| **1. Report the percentage of individuals and persons in families in emergency shelter, safe havens, transitional housing, and rapid rehousing that exit to permanent housing destinations as reported in HDX.** | 40% |
| **2. Report the percentage of individuals and persons in families in permanent housing projects, other than rapid rehousing, that retain their permanent housing or exit to permanent housing destinations as reported in HDX.** | 97% |

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

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

1.STRATEGY TO INCREASE EXITS TO PH: A) SUPPORT SERVICES: LMHCoC program services to increase self-sufficiency & independent living:

EMPLOYMENT, EDUCATION, FINANCIAL TRAINING, MENTAL HEALTH, MAINSTREAM BENEFITS (MB), HOUSING SEARCH & APPLICATION to increase exit to PH. B) additional state funds allocated to HSNG NAVIGATION, FLEXIBLE HSNG SUBSIDIES (one-time rent, application fees, security deposit) to increase exits to PH. C) CoC COMPETITION: PRIORITIZE FOR FUNDING projects with high rates of exit to PH (10 pts for 80%+ clients exit to PH) & lowering barriers (+5 pts for accepting into program regardless of substance use, criminal history, income & DV history). D) Both PHAs serving LMHCoC area have move on preferences for clients exiting TH/supportive services.
2.& 4. RESPONSIBLE: CHSP Interim Executive Officer & CHSP Board of Directors.
3.STRATEGY FOR PH RETENTION/EXIT TO PH: SUCCESS: LMHCoC has PERMANENT HOUSING RETENTION RATE OF 97%! LMHCoC STRATEGIES: A) LANDLORD MITIGATION & HOUSING STABILIZATION: LMHCoC allocated additional state (HEAP) funds to LANDLORD MITIGATION to prevent evictions & resolve disputes & FLEXIBLE HOUSING SUBSIDIES (one-time rent, utilities arrears) to stabilize clients in PH needing short-term emergency funds. San Benito County often pays to repair tenant-caused damage. B) MORE PH UNITS: LMHCoC added 112 NEW AFFORDABLE PH UNITS to the system, incl. 10 PSH for CH & 22 for CH veterans. On-site case managers at PSH support & refer for MB, employment, life skills, mediation, crisis intervention, de-escalation, mental health, substance abuse treatment. C) Clients housed in PH using PHS Homeless Set-Aside Vouchers are CASE MANAGED by the referring entity for ONE YEAR. Whole Person Care also provides EXTENDED CASE MANAGEMENT BEYOND HOUSING PLACEMENT. D) CoC competition, PSH & lowering barriers (not terminate clients for failure to participate in or complete service plan, loss of or failure to improve income) projects receive +5 pts.

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

**Applicants must:**

| | Percentage |
|---|---|
| **1. Report the percentage of individuals and persons in families returning to homelessness over a 6-month period as reported in HDX.** | 6% |
| **2. Report the percentage of individuals and persons in families returning to homelessness over a 12-month period as reported in HDX.** | 8% |

### 3A-4a. Returns to Homelessness–CoC Strategy to Reduce Rate.

**Applicants must:**
**1. describe the strategy the CoC has implemented to identify individuals and persons in families who return to homelessness;**
**2. describe the CoC's strategy to reduce the rate of additional returns to homelessness; and**
**3. provide the name of the organization or position title that is responsible for overseeing the CoC's strategy to reduce the rate individuals and persons in families return to homelessness.**
**(limit 2,000 characters)**

1.ID PERSONS RETURN TO HOMELESSNESS: LMHCoC uses VI-SPDAT, CES & HMIS data to assess & identify individuals who return to homelessness. Before beginning a full client assessment, CES staff & access agencies check the system to see if the client previously received services. Clients who are identified as having returned to homelessness are assessed for additional service needs, such as mainstream benefits, employment, financial training, mental health, DV services. CES staff reviews CES Master List daily & references data to HMIS. When CES data doesn't align with HMIS data, or when client circumstances have changes, CES staff and/or CES providers reassess client to identify vulnerabilities not captured the first time.
2.STRATEGY TO REDUCE RETURN TO HOMELESSNESS: A) SUPPORT SERVICES: Whole Person Care, HUD-VASH & Homeless Set-Aside Voucher programs all provide extensive wraparound case management to clients after they are permanently housed, incl. mental health, benefits, employment, emergency/one-time housing subsidy. LMHCoC recently added over $1.6 million of state (HEAP, CESH) funding in landlord mitigation services & flexible housing subsidies (utilities arrears, emergency rent) to prevent eviction & displacement. B) EMPLOYMENT & MAINSTREAM BENEFITS: CoC agencies support clients in applying for & maintaining mainstream benefits, including SSI, CalWORKs, VA benefits by addressing personal & system barriers, such as transportation to appointments, gathering required documents, help with the application process. Local employers (Portola Hotel and Spa, Revival Ice Cream Company, mcShanes Nursery, McDonalds, Taylor Farms, Full Steam Staffing) receive homeless clients from CoC programs into part- & full-time jobs. San Benito & Monterey Workforce Development Boards recently signed MOUs with LMHCoC to prioritize homeless clients for access to jobs & training programs.
3.ORG RESPONSIBLE: CHSP Interim Executive Officer.

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

### Applicants must:

| | Percentage |
|---|---|
| **1. Report the percentage of individuals and persons in families in CoC Program-funded Safe Haven, transitional housing, rapid rehousing, and permanent supportive housing projects that increased their employment income from entry to exit as reported in HDX.** | 23% |
| **2. Report the percentage of individuals and persons in families in CoC Program-funded Safe Haven, transitional housing, rapid rehousing, and permanent supportive housing projects that increased their non-employment cash income from entry to exit as reported in HDX.** | 22% |

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

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

**(limit 2,000 characters)**

1.INCREASE EMPLOY INCOME BY SUPPORTING CAREER DEVELOPMENT: LMHCoC relies on its CoC-funded providers & partners to provide job training & education for CoC clients. Community Human Services (Safe Passage), CoC-funded youth provider supports their clients with career planning, work skills dev., & encourages clients to attend school & work part- or full-time within 60 days of entering the program. Safe Passage coordinates educational services & facilitates enrollment in local colleges. Sandy Shores (CoC-funded PSH) is located near Monterey Peninsula College & helps clients connect with Education Center for enrolment & resources to homeless students (financial aid, shower facilities).
2. INCREASE ACCESS TO EMPLOY STRATEGIES: A) PARTNERSHIPS: LMHCoC signed MOUs with San Benito Dept. of Community Service & Workforce Dev. & Monterey County Workforce Dev. Board to prioritize access to employment opportunities & training for people experiencing homelessness. B) EMPLOYERS: LMHCoC providers also have strong partnerships with local business (Portola Hotel and Spa, Revival Ice Cream Company, mcShanes Nursery, McDonalds, Taylor Farms) & employment agencies (Full Steam Staffing, Salinas) to help train & place homeless clients into jobs. C) INFO SHARING: LMHCoC distributes a weekly e-blast of employment opportunities ("Jobs Watch") to a list of about 1461 case managers & clients.
3.COC W/MAINSTREAM EMPL ORGS: LMHCoC partners the Downtown Business Assn. to create strategies for connecting homeless individuals to housing, services, employment. Director of Health & Human Services, who oversees San Benito Workforce Dev., is a member of LMHCoC Board, regularly attend CoC & Board meetings, votes on local priorities, inform CoC members of employment and training opportunities, & contributes to strategies for connecting homeless individuals to jobs & training.
4. RESPONSIBLE: Services, Employment and Income Committee of LMHCoC.


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

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

1.STRATEGIES TO INCREASE NON-EMPLOY CASH INCOME: A) TRAIN PROGRAM STAFF on mainstream benefits (MB) available (SSI/SSDI, CalWORKs, CalFresh, Medi-Cal, WIC, VA benefits, other state & local programs), eligibility criteria, application process, best practices in identifying & solving clients' personal & systemic barriers to accessing benefits. Program staff are encouraged to attend SSI/SSDI Outreach, Access, & Recovery trainings as well as joint LMHCoC-DSS trainings on MB (last held 9/9/19). LMHCoC has scheduled a Case Management Resource Fair where services & MB providers can provide info. to CoC case managers. B) PRIORITIZE FOR FUNDING agencies that show high rates of connecting clients with MB & support to maintain MB.
2.COC STRATEGY TO INCREASE ACCESS TO NON-EMPLOY CASH INCOME: A) SCREENING: Case managers at each CoC program assess client income & help identify MB for which each client might be eligible to maximize

non-employment cash income potential. B) SUPPORT CLIENTS IN OBTAINING BENEFITS: program staff assist clients in completing the DSS application related to TANF, food stamps, general assistance & other MB. CoC veteran services providers partner with local VA & Veteran Resource Officer to help connect homeless veterans with VA benefits. Program staff help clients to solve barriers to accessing MB, by providing transportation to appointments, gathering & submitting documentation, filling out benefits applications, connecting with appropriate govt. agency staff to submit & follow up on applications. C) SUPPORT CLIENTS IN MAINTAIN BENEFITS: CoC agencies follow up with clients at least annually to ensure benefits are renewed & provide additional support (transportation, obtaining & submitting renewal documents & verifications). SUCCESS: LMHCoC INCREASED the number of homeless individuals receiving public benefits FROM 52% IN 2017 TO 61% IN 2018.
3.RESPONSIBLE: LMHCoC Employment Services & Income Committee.


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

**Applicants must describe how the CoC:**
 **1. promoted partnerships and access to employment opportunities with private employers and private employment organizations, such as holding job fairs, outreach to employers, and partnering with staffing agencies; and**
 **2. is working with public and private organizations to provide meaningful, education and training, on-the-job training, internship, and employment opportunities for residents of permanent supportive housing that further their recovery and well-being.**
**(limit 2,000 characters)**

1.PARTNERS W/PRIVATE EMPL/EMPL ORGS: LMHCoC has MOUs with San Benito Dept of Community Service & Workforce Dev. and Monterey County Workforce Dev. Board to PRIORITIZE ACCESS TO EMPLOYMENT OPPORTUNITIES AND TRAINING for people experiencing homelessness. LMHCoC & its providers work directly with over 30 PRIVATE EMPLOYERS in various industries (pharmacy, hospitality, transport, security, food industry) and govt employers to provide job training, workshops, & employment placement. Veteran Transition Center, Community Human Services, and San Benito County have AGREEMENTS WITH PRIVATE EMPLOYERS to place their clients directly into jobs.
2.PARTNERS TO TRAIN/EMPLOY PSH TENANTS: LMHCoC providers support PSH residents in accessing jobs: A) CoC-funded PSH providers (Interim, Inc.: Sandy Shores, MCHOPE & Shelter Plus Care & COSB: Helping Hands) provide JOB DEVELOPMENT & PLACEMENT SERVICES for their PSH residents. Interim, Inc. PSH residents are encouraged to obtain employment & are offered services through the Supported Employment & Education Program. Interim, Inc. has an agreement with Monterey County Behavioral Health Dept. & State Dept. of Rehab. to train & place their PSH clients into jobs as clinic wellness navigators. Interim, Inc. also HIRES THEIR OWN PSH CLIENTS into paid jobs in landscaping, maintenance, wellness navigation, community support & clerical work.


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

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

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

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

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

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

### Instructions

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.
   Please submit technical questions to the HUD Exchange Ask-A-Question at
https://www.hudexchange.info/program-support/my-question/

 Resources:
 The FY 2019 CoC Application Detailed Instruction can be found at:
https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources
 The FY 2019 CoC Program Competition Notice of Funding Availability at:
https://www.hudexchange.info/programs/e-snaps/fy-2019-coc-program-nofa-coc-program-
competition/#nofa-and-notices

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

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

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

| | |
|---|---|
| **1. History of or Vulnerability to Victimization (e.g. domestic violence, sexual assault, childhood abuse)** | X |
| **2. Number of previous homeless episodes** | X |
| **3. Unsheltered homelessness** | X |
| **4. Criminal History** | X |
| **5. Bad credit or rental history** | X |
| **6. Head of Household with Mental/Physical Disability** | X |

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

**Applicants must:**
**1. describe how the CoC currently rehouses every household of families with children within 30 days of becoming homeless that addresses both housing and service needs;**
**2. describe how the CoC addresses both housing and service needs to ensure families with children successfully maintain their housing once**

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

1.HOUSING FAMILIES WITHIN 30 DAYS: A) ASSESS & PRIORITIZE FAMILIES WITH CHILDREN (FWC): CoC providers assess FWC using Family VI-SPDAT & prioritize them for placement in PSH, TH, & RRH. LMHCoC recently amended CES policies & procedures to emphasize that projects serving FWC should strive to move families from homelessness to PH within 30 days & may not screen out based on criteria that will not impact future housing success. B) REFERRALS: San Benito & Monterey Counties operate Family Stabilization & Housing Support (FSHS) programs geared to delivering RRH & support services to homeless families. CoC providers connects families to FSHS & partners to quickly house FWC, including move-in assistance, housing navigation, mainstream benefits, job placement. C) ADDITIONAL FUNDING: Over $1.6 million in HEAP, ESG & CESH funds have been recently allocated to increase RRH & housing navigation to house families more quickly.
2.HOUSING & SERVICE NEEDS ONCE ASSISTANCE ENDS: A) MAINSTREAM BENEFITS: LMHCoC agencies identify FWC who may be eligible for CalWORKs & other mainstream benefits (SSDI, general assistance, VA) & help families apply for benefits to increase income to sustain housing cost after homeless assistance ends. B) ADDITIONAL SERVICES: CoC agencies connect FWC with services that provide ongoing support to increase income & secure housing, including employment training & job placement programs through the workforce development boards, financial training, behavioral health. C) PHA MOVING ON: LMHCoC refers to local PHAs homeless & formerly homeless FWC who no longer need intensive services & may qualify for homeless voucher set asides or moving on preferences to place clients into permanent affordable housing. Families needing higher level of services are referred to CoC's PSH programs (Helping Hands, Sandy Shores, Shelter Plus Care).
3. RESPONSIBLE: CHSP Interim Executive Officer.

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

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

| | |
|---|---|
| **1. CoC conducts mandatory training for all CoC- and ESG-funded housing and services providers on these topics.** | X |
| **2. CoC conducts optional training for all CoC- and ESG-funded housing and service providers on these topics.** | X |
| **3. CoC has worked with ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients.** | X |

| | |
|---|---|
| **4. CoC has worked with ESG recipient(s) to identify both CoC- and ESG-funded facilities within the CoC geographic area that might be out of compliance and has taken steps to work directly with those facilities to come into compliance.** | X |

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

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

| | |
|---|---|
| **1. Unsheltered homelessness** | Yes |
| **2. Human trafficking and other forms of exploitation** | Yes |
| **3. LGBT youth homelessness** | Yes |
| **4. Exits from foster care into homelessness** | Yes |
| **5. Family reunification and community engagement** | Yes |
| **6. Positive Youth Development, Trauma Informed Care, and the use of Risk and Protective Factors in assessing youth housing and service needs** | Yes |

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

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

| | |
|---|---|
| **1. History of, or Vulnerability to, Victimization (e.g., domestic violence, sexual assault, childhood abuse)** | X |
| **2. Number of Previous Homeless Episodes** | X |
| **3. Unsheltered Homelessness** | X |
| **4. Criminal History** | X |
| **5. Bad Credit or Rental History** | X |

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

**Applicants must describe how the CoC increased availability of housing and services for:**
**1. all youth experiencing homelessness, including creating new youth-focused projects or modifying current projects to be more youth-specific or youth-inclusive; and**
**2. youth experiencing unsheltered homelessness including creating new youth-focused projects or modifying current projects to be more youth-specific or youth-inclusive.**
**(limit 3,000 characters)**

1. INCREASE YOUTH SERVICES: Community Human Services (CHS) is a CoC-funded youth provider that runs a youth TH program with service including self-sufficiency planning, case management, life skills education, financial literacy & job/educational readiness, & community-wide Information & referrals. The program serves approximately 10 18-24 year old individuals annually. To increase youth services & housing, additional funding has been allocated to expand youth services in the CoC area. Over $850,000 in HEAP funds and $55,000 in ESG funds have been recently awarded to CHS, a youth services provider to expand its youth programs, including street outreach, substance abuse counseling, family reunification, emergency shelter. It is anticipated that this additional funding will result in 20% of program participants obtaining permanent housing through CHS.
2.INCREASE UNSHELTERED YOUTH SERVICES: Community Human Services & San Benito Youth Alliance provide street outreach and engagement specifically to reach unsheltered youth.
To increase services & housing for unsheltered youth, additional HEAP & ESG fuds have been awarded to CHS, a youth service provider. CHS will use the additional funds to expand its outreach & services for unsheltered youth. CHS is hiring additional 2 FTE outreach & counseling staff to help canvass the areas where unsheltered youth are known to gather (Moss Landing, Castroville, Prunedale, Salinas, Chualar, Gonzales, Soledad, Greenfield and King City), to help locate unsheltered youth, establish a relationship with them, connect them to services, & work with McKinney Vento school liaisons to help youth address their educational needs. CHS has also recently acquired a new homeless outreach van that would allow its team to be more mobile & reach more remote county location. Additionally, $280,663 in HEAP funding has been awarded to San Benito Youth Alliance for of emergency shelter vouchers, street outreach/engagement & counseling for youth.


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

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

1.EVIDENCE OF MEASURES USED: To measure the effectiveness of strategies for increasing services & housing for homeless youth, LMHCoC evaluates youth outcomes using HMIS data, PIT counts, & System Performance Measures for youth experiencing unsheltered homelessness. LMHCoC also monitors CES data related to homeless youth needs. LMHCoC also uses Self-Sufficiency Matrix (SSM) to measure project-level outcomes. Youth clients progress from a state of "In Crisis" toward "Thriving" as they are supported in reducing substance use, improving their emotional & mental health, improving their living situation & increasing their self-sufficiency through education & employment.
2.MEASURES OF EFFECTIVENESS: On a project-level, effectiveness of youth

programs in solving youth homelessness are measured by evaluating the number youth who improved on the SSM scale. LMHCoC also evaluates the effectiveness of the system overall in serving homeless youth by looking at youth PIT counts overtime and evaluating system level performance measures, including the number of sheltered and unsheltered youth, the number of youth entering CES, successful exits, & percent of youth returning to homelessness. In 2019, 324 youth experiencing homelessness were identified, a 47% DECREASE IN HOMELESS YOUTH FROM 2017.
3.MEASURES APPROPRIATE: System Performance Measures, data from the PIT, HMIS & project-level data are appropriate because they show system-wide performance & are reliable indicators of whether LMHCoC strategies are moving LMHCoC toward solving youth homelessness. SSM is appropriate to measure client progress because it assesses the client at intake, periodically during participation in the program, & at exit to assess whether progress toward self-sufficiency has been made as measured by various indicators, including mental health, employment, housing, food security, life skills, healthcare.


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

 **Applicants must describe:**

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

 **2. how the CoC collaborates with:**
   **a. youth education providers;**
   **b. McKinney-Vento Local LEA or SEA; and**
   **c. school districts.**
 **(limit 2,000 characters)**

1.FORMAL PARTNERSHIPS: A) An educational McKinney Vento Liaison for the Department of Education is a voting member of the LMHCoC Board. B) LMHCoC entered into a Memorandum of Understanding with Monterey County Office of Education (COE) for participation in the CoC's CES to facilitate client assessment & referrals. Under the MOU, Monterey County COE agrees to maintain access to CES & have at least one dedicated person trained to conduct VI-SPDAT assessment & input clients into CES, facilitate client referrals, protect confidentiality of client data & follow CES policies & procedures.
2.COLLABORATIONS: Monterey County Department of Education have dedicated staff who help assess families they identify as homeless using VI-SPDAT & enter them into CoC CES for help with housing services. County Child Welfare Agency staff regularly attend CoC meetings & serve as a conduit to provide LMHCoC & program staff with information regarding educational programs access & eligibility for educational services, such as educational assessment & support for children with special needs, food programs, transportation, & the right of homeless families in the school system. Monterey County McKinney-Vento liaison & ten local schools assisted with following up with families enrolled in the district schools to assist with 2019 PIT count & data de-duplication.

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

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

INFORMING HOMELESS FAMILIES RE EDUCATIONAL SERVICES: All CoC-funded providers have dedicated staff to assess the educational and other needs of the children participants at intake and reevaluate throughout the duration of assistance or services provided to the family. An educational plan is created and becomes part of the participant file. Each CoC provider organization has designated staff who work closely with the participating families to inform them of their educational rights and responsibilities. These dedicated educational counselors also work directly with the McKinney-Vento Homeless Liaisons in the CoC schools to ensure that the educational needs of the children participants are being addressed, including disability-related needs, tutoring, school and housing transfers, and behavioral challenges. A McKinney-Vento school liaison from Salinas School District also sits on the CoC Board and works closely with the CoC to help identify homeless families, educate them about their educational rights and connect them to housing and other services. LMHCoC is currently working on creating written documentation, which will include policies related to informing and connecting homeless families with children to educational programs. The policies and procedures are expected to be completed by the end of December 2019.

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

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

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

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

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

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

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

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

**Applicants must indicate whether the CoC has sufficient resources to ensure each veteran experiencing homelessness is assisted to quickly move into permanent housing using a Housing First approach.**   No

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

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

| | |
|---|---|
| **1. People of different races or ethnicities are more likely to receive homeless assistance.** | |
| **2. People of different races or ethnicities are less likely to receive homeless assistance.** | X |
| **3. People of different races or ethnicities are more likely to receive a positive outcome from homeless assistance.** | X |
| **4. People of different races or ethnicities are less likely to receive a positive outcome from homeless assistance.** | |
| **5. There are no racial or ethnic disparities in the provision or outcome of homeless assistance.** | |
| **6. The results are inconclusive for racial or ethnic disparities in the provision or outcome of homeless assistance.** | |
| **7. The CoC did not conduct a racial disparity assessment.** | |

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

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

| | |
|---|---|
| **1. The CoC is ensuring that staff at the project level are representative of the persons accessing homeless services in the CoC.** | ☐ |
| **2. The CoC has identified the cause(s) of racial disparities in their homeless system.** | X |
| **3. The CoC has identified strategies to reduce disparities in their homeless system.** | X |
| **4. The CoC has implemented strategies to reduce disparities in their homeless system.** | ☐ |
| **5. The CoC has identified resources available to reduce disparities in their homeless system.** | ☐ |
| **6:  The CoC did not conduct a racial disparity assessment.** | ☐ |

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

**Instructions:**

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.
  Please submit technical questions to the HUD Exchange Ask-A-Question at
https://www.hudexchange.info/program-support/my-question/

 Resources:
 The FY 2019 CoC Application Detailed Instruction can be found at:
https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources
 The FY 2019 CoC Program Competition Notice of Funding Availability at:
https://www.hudexchange.info/programs/e-snaps/fy-2019-coc-program-nofa-coc-program-competition/#nofa-and-notices


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


**4A-1. Healthcare–Enrollment/Effective Utilization**

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

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


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

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

health insurance;
**4. describe how the CoC provides assistance with the effective utilization of Medicaid and other benefits; and**
**5. provide the name of the organization or position title that is responsible for overseeing the CoC's strategy for mainstream benefits.**
**(limit 2,000 characters)**

1. KEEPS PROGRAM STAFF UP TO DATE ON BENEFITS RESOURCES: LMHCoC, Monterey County DSS & San Benito County Health & Human Services train CoC program staff on benefits at least annually. Last training (9/ 9/2019) incl. info on mainstream benefits (MB), eligibility, best practices on overcoming individual & systemic barriers to accessing & maintaining MB. DSS is a close partner with CHSP & provides MB info for distribution to LMHCoC listserv.
2. DISSEMINATE BENEFITS INFO: LMHCoC distributes MB info via postings on CoC website, Facebook & email listserv of 30+ agencies (LMHCoC providers, members, partners, case managers). MB updates & news provided at least annually & as new info. becomes available.
3. WORK WITH HEALTHCARE ORGS TO ENROLL PARTICIPANTS IN HEALTH INSURANCE: LMHCoC partners with Clinica de Salud mobile clinic (HRSA-funded) to provide street outreach, help with enrollment & utilization of Medi-Cal to homeless. LMHCoC relies on Monterey County Children's Health Outreach for Insurance, Care & Enrollment program to provide Medi-Cal outreach, education, enrollment, retention & utilization help to homeless families with children throughout Monterey County. Both Clinica & MCCHOICE offer services at LMHCoC services providers sites & conduct targeted street outreach to areas where homeless congregate.
4. COC ASSIST WITH USE OF HEALTH BENEFITS: Clinica conducts street outreach & provides medical treatment for homeless individuals on the streets, including in Salinas Chinatown District, one of the largest homeless encampments in LMHCoC area. Veterans Transition Center (CoC-funded) is located 1 mile from the Palo Alto VA clinic & assists with connecting veterans to medical benefits, medical & mental health treatment. Cal State Univ Monterey Bay (LMHCoC Board member) is opening a health center in Chinatown (highest density of CH encampment) with office hours for DSS, VA, & LMHCoC providers.
5. RESPONSIBLE: CHSP Interim Executive Officer.


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

#### Applicants must report:

| | |
|---|---|
| **1. Total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in FY 2019 CoC Program Competition.** | 12 |
| **2. Total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in FY 2019 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.** | 8 |
| **Percentage of new and renewal PSH, RRH, Safe-Haven, SSO non-Coordinated Entry projects the CoC has ranked in its CoC Priority Listing in the FY 2019 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.** | 67% |


### 4A-3. Street Outreach.

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

1.    COC OUTREACH: LMHCoC has multiple specialized outreach teams to reach special populations, including youth, veterans, and homeless with mental health disabilities. The Mobile Outreach Services Team travels throughout the CoC area with the goal of identifying and engaging high-needs individuals. MOST use the HOME mobile application, which is loaded with VI-SPDAT and connects directly to the CoC CES. The HOME application allows outreach teams to quickly assess clients and input client information into CES from remote areas of the CoC geography. The HOME application also makes it easy to connect with services those individuals and families who are most difficult to reach and least likely to request assistance. ROIs across agencies who participate in the CES assists with cross-sharing of data.
2.    100% COVERAGE: LMHCoC street outreach teams cover 100% of the CoC geographic area, including all of San Benito and Monterey counties.
3.    FREQUENCY: LMHCoC conducts street outreach 4-5 times per week and on select weekends (holiday weekends and community events).
4.    OUTREACH TO THOSE LEAST LIKELY TO REQUEST ASSISTANCE: LMHCoC has targeted outreach teams for youth, with particular attention to those who have experienced or at risk of sexual abuse, prostitution, trafficking or sexual exploitation. LMHCoC also has special outreach teams focusing on reaching those with mental health challenges and homeless veterans. LMHCoC also coordinates a Collaborative Outreach and Resources for Encampments (CORE) team that consists of representatives of a number of agencies that provide services to various specific populations, including youth, veterans, and mental health professionals. When an encampment or an encampment sweep is reported, the CORE team responds by going directly to the encampment to connect with homeless individuals, provide assistance & connect them with services. LMHCoC is working to formalize this practice into an MOU with all of the CORE agencies.

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

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

|  | 2018 | 2019 | Difference |
|---|---|---|---|
| **RRH beds available to serve all populations in the HIC** | 170 | 170 | 0 |

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

**Projects.**

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

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

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

# 4B. Attachments

## Instructions:

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

| Document Type | Required? | Document Description | Date Attached |
|---|---|---|---|
| _FY 2019 CoC Competition Report (HDX Report) | Yes | FY2019 CoC Compet... | 09/20/2019 |
| 1C-4.PHA Administration Plan–Moving On Multifamily Assisted Housing Owners' Preference. | No | PHA Administratio... | 09/20/2019 |
| 1C-4. PHA Administrative Plan Homeless Preference. | No | PHA Administrativ... | 09/20/2019 |
| 1C-7. Centralized or Coordinated Assessment System. | Yes | Centralized or Co... | 09/20/2019 |
| 1E-1.Public Posting–15-Day Notification Outside e-snaps–Projects Accepted. | Yes | Projects Accepted... | 09/20/2019 |
| 1E-1. Public Posting–15-Day Notification Outside e-snaps–Projects Rejected or Reduced. | Yes | Projects Rejected... | 09/20/2019 |
| 1E-1.Public Posting–30-Day Local Competition Deadline. | Yes | Local Competition... | 09/20/2019 |
| 1E-1. Public Posting–Local Competition Announcement. | Yes | Local Competition... | 09/20/2019 |
| 1E-4.Public Posting–CoC-Approved Consolidated Application | Yes | | |
| 3A. Written Agreement with Local Education or Training Organization. | No | Local Education o... | 09/20/2019 |
| 3A. Written Agreement with State or Local Workforce Development Board. | No | State or Local Wo... | 09/20/2019 |
| 3B-3. Summary of Racial Disparity Assessment. | Yes | Racial Disparity ... | 09/20/2019 |
| 4A-7a. Project List-Homeless under Other Federal Statutes. | No | | |
| Other | No | | |
| Other | No | | |

| Other | No | | |
|-------|-----|---|---|

# Attachment Details

**Document Description:**   FY2019 CoC Competition Report

# Attachment Details

**Document Description:**   PHA Administration Plan - Moving On Multifamily
Assisted Housing Owners' Preference

# Attachment Details

**Document Description:**   PHA Administrative Plan Homeless Preference

# Attachment Details

**Document Description:**   Centralized or Coordinated Assessment System

# Attachment Details

**Document Description:**   Projects Accepted Notification

# Attachment Details

**Document Description:**   Projects Rejected Notification

# Attachment Details

**Document Description:**   Local Competition Deadline

# Attachment Details

**Document Description:**   Local Competition Public Posting Announcement

# Attachment Details

**Document Description:**

# Attachment Details

**Document Description:**   Local Education or Training Organization Agreement

# Attachment Details

**Document Description:**   State or Local Workforce Agreement

# Attachment Details

**Document Description:**   Racial Disparity Assessment Summary

# Attachment Details

**Document Description:**

# Attachment Details

**Document Description:**

# Attachment Details

**Document Description:**

# Attachment Details

**Document Description:**

# Submission Summary

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

| Page | Last Updated |
|---|:---:|
| **1A. Identification** | 09/13/2019 |
| **1B. Engagement** | 09/19/2019 |
| **1C. Coordination** | 09/20/2019 |
| **1D. Discharge Planning** | No Input Required |
| **1E. Local CoC Competition** | 09/19/2019 |
| **1F. DV Bonus** | No Input Required |
| **2A. HMIS Implementation** | 09/19/2019 |
| **2B. PIT Count** | 09/20/2019 |
| **3A. System Performance** | 09/20/2019 |
| **3B. Performance and Strategic Planning** | 09/20/2019 |
| **4A. Mainstream Benefits and Additional Policies** | 09/20/2019 |
| **4B. Attachments** | Please Complete |

**Submission Summary**                                    No Input Required

**ATTACHMENT:**       **FY 2019 CoC Competition Report**

| DOCUMENT SATISFYING REQUIREMENT | PAGE |
|---|---|
| **FY 2019 CoC Competition Report from HDX** | **1 – 16** |

# 2019 HDX Competition Report

## PIT Count Data for  CA-506 - Salinas/Monterey, San Benito Counties CoC

### Total Population PIT Count Data

|  | 2016 PIT | 2017 PIT | 2018 PIT | 2019 PIT |
|---|---|---|---|---|
| Total Sheltered and Unsheltered Count | 3022 | 3364 | 3299 | 2704 |
| Emergency Shelter Total | 453 | 420 | 333 | 364 |
| Safe Haven Total | 0 | 0 | 0 | 0 |
| Transitional Housing Total | 462 | 430 | 452 | 342 |
| Total Sheltered Count | 915 | 850 | 785 | 706 |
| Total Unsheltered Count | 2107 | 2514 | 2514 | 1998 |

### Chronically Homeless PIT Counts

|  | 2016 PIT | 2017 PIT | 2018 PIT | 2019 PIT |
|---|---|---|---|---|
| Total Sheltered and Unsheltered Count of Chronically Homeless Persons | 660 | 902 | 942 | 641 |
| Sheltered Count of Chronically Homeless Persons | 98 | 43 | 83 | 102 |
| Unsheltered Count of Chronically Homeless Persons | 562 | 859 | 859 | 539 |

# 2019 HDX Competition Report

## PIT Count Data for  CA-506 - Salinas/Monterey, San Benito Counties CoC

### Homeless Households with Children PIT Counts

|  | 2016 PIT | 2017 PIT | 2018 PIT | 2019 PIT |
|---|---|---|---|---|
| Total Sheltered and Unsheltered Count of the Number of Homeless Households with Children | 150 | 184 | 173 | 172 |
| Sheltered Count of Homeless Households with Children | 146 | 129 | 118 | 107 |
| Unsheltered Count of Homeless Households with Children | 4 | 55 | 55 | 65 |

### Homeless Veteran PIT Counts

|  | 2011 | 2016 | 2017 | 2018 | 2019 |
|---|---|---|---|---|---|
| Total Sheltered and Unsheltered Count of the Number of Homeless Veterans | 296 | 204 | 123 | 167 | 187 |
| Sheltered Count of Homeless Veterans | 52 | 83 | 67 | 111 | 70 |
| Unsheltered Count of Homeless Veterans | 244 | 121 | 56 | 56 | 117 |

# 2019 HDX Competition Report
## HIC Data for  CA-506 - Salinas/Monterey, San Benito Counties CoC

**HMIS Bed Coverage Rate**

| Project Type | Total Beds in 2019 HIC | Total Beds in 2019 HIC Dedicated for DV | Total Beds in HMIS | HMIS Bed Coverage Rate |
|---|---|---|---|---|
| Emergency Shelter (ES) Beds | 328 | 40 | 144 | 50.00% |
| Safe Haven (SH) Beds | 0 | 0 | 0 | NA |
| Transitional Housing (TH) Beds | 499 | 0 | 451 | 90.38% |
| Rapid Re-Housing (RRH) Beds | 170 | 0 | 170 | 100.00% |
| Permanent Supportive Housing (PSH) Beds | 271 | 0 | 63 | 23.25% |
| Other Permanent Housing (OPH) Beds | 0 | 0 | 0 | NA |
| Total Beds | 1,268 | 40 | 828 | 67.43% |

# 2019 HDX Competition Report

## HIC Data for CA-506 - Salinas/Monterey, San Benito Counties CoC

### PSH Beds Dedicated to Persons Experiencing Chronic Homelessness

| Chronically Homeless Bed Counts | 2016 HIC | 2017 HIC | 2018 HIC | 2019 HIC |
|---|---|---|---|---|
| Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons identified on the HIC | 0 | 66 | 269 | 234 |

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

| Households with Children | 2016 HIC | 2017 HIC | 2018 HIC | 2019 HIC |
|---|---|---|---|---|
| RRH units available to serve families on the HIC | 88 | 8 | 6 | 41 |

### Rapid Rehousing Beds Dedicated to All Persons

| All Household Types | 2016 HIC | 2017 HIC | 2018 HIC | 2019 HIC |
|---|---|---|---|---|
| RRH beds available to serve all populations on the HIC | 317 | 19 | 18 | 170 |

# 2019 HDX Competition Report

## FY2018  - Performance Measurement Module (Sys PM)

### Summary Report for  CA-506 - Salinas/Monterey, San Benito Counties CoC

## Measure 1: Length of Time Persons Remain Homeless

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

*Metric 1.1: Change in the average and median length of time persons are homeless in ES and SH projects.*
*Metric 1.2: Change in the average and median length of time persons are homeless in ES, SH, and TH projects.*

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

| | Universe (Persons) | | Average LOT Homeless (bed nights) | | | Median LOT Homeless (bed nights) | | |
|---|---|---|---|---|---|---|---|---|
| | Submitted FY 2017 | FY 2018 | Submitted FY 2017 | FY 2018 | Difference | Submitted FY 2017 | FY 2018 | Difference |
| 1.1  Persons in ES and SH | 916 | 1112 | 50 | 57 | 7 | 32 | 37 | 5 |
| 1.2  Persons in ES, SH, and TH | 1549 | 1704 | 194 | 184 | -10 | 94 | 81 | -13 |

b. This measure is based on data element 3.17.

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

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

# 2019 HDX Competition Report

## FY2018  - Performance Measurement Module (Sys PM)

| | Universe (Persons) | | Average LOT Homeless (bed nights) | | | Median LOT Homeless (bed nights) | | |
|---|---|---|---|---|---|---|---|---|
| | Submitted FY 2017 | FY 2018 | Submitted FY 2017 | FY 2018 | Difference | Submitted FY 2017 | FY 2018 | Difference |
| 1.1 Persons in ES, SH, and PH (prior to "housing move in") | 878 | 1120 | 278 | 578 | 300 | 85 | 115 | 30 |
| 1.2 Persons in ES, SH, TH, and PH (prior to "housing move in") | 1555 | 1712 | 396 | 589 | 193 | 211 | 265 | 54 |

# 2019 HDX Competition Report

## FY2018  - Performance Measurement Module (Sys PM)

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

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

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

| | Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior) | Returns to Homelessness in Less than 6 Months | | Returns to Homelessness from 6 to 12 Months | | Returns to Homelessness from 13 to 24 Months | | Number of Returns in 2 Years | |
|---|---|---|---|---|---|---|---|---|---|
| | | FY 2018 | % of Returns | FY 2018 | % of Returns | FY 2018 | % of Returns | FY 2018 | % of Returns |
| Exit was from SO | 33 | 5 | 15% | 1 | 3% | 1 | 3% | 7 | 21% |
| Exit was from ES | 148 | 7 | 5% | 8 | 5% | 13 | 9% | 28 | 19% |
| Exit was from TH | 267 | 15 | 6% | 1 | 0% | 5 | 2% | 21 | 8% |
| Exit was from SH | 0 | 0 | | 0 | | 0 | | 0 | |
| Exit was from PH | 9 | 0 | 0% | 0 | 0% | 0 | 0% | 0 | 0% |
| TOTAL Returns to Homelessness | 457 | 27 | 6% | 10 | 2% | 19 | 4% | 56 | 12% |

### Measure 3: Number of Homeless Persons

Metric 3.1 – Change in PIT Counts

# 2019 HDX Competition Report
## FY2018  - Performance Measurement Module (Sys PM)

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

| | January 2017 PIT Count | January 2018 PIT Count | Difference |
|---|---|---|---|
| Universe: Total PIT Count of sheltered and unsheltered persons | 3364 | 3299 | -65 |
| Emergency Shelter Total | 420 | 333 | -87 |
| Safe Haven Total | 0 | 0 | 0 |
| Transitional Housing Total | 430 | 452 | 22 |
| Total Sheltered Count | 850 | 785 | -65 |
| Unsheltered Count | 2514 | 2514 | 0 |

## Metric 3.2 – Change in Annual Counts

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

| | Submitted FY 2017 | FY 2018 | Difference |
|---|---|---|---|
| Universe: Unduplicated Total sheltered homeless persons | 1558 | 1713 | 155 |
| Emergency Shelter Total | 891 | 1115 | 224 |
| Safe Haven Total | 0 | 0 | 0 |
| Transitional Housing Total | 731 | 654 | -77 |

# FY2018  - Performance Measurement Module (Sys PM)

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

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

|  | Submitted FY 2017 | FY 2018 | Difference |
|---|---|---|---|
| Universe: Number of adults (system stayers) | 92 | 97 | 5 |
| Number of adults with increased earned income | 23 | 20 | -3 |
| Percentage of adults who increased earned income | 25% | 21% | -4% |

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

|  | Submitted FY 2017 | FY 2018 | Difference |
|---|---|---|---|
| Universe: Number of adults (system stayers) | 92 | 97 | 5 |
| Number of adults with increased non-employment cash income | 29 | 26 | -3 |
| Percentage of adults who increased non-employment cash income | 32% | 27% | -5% |

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

|  | Submitted FY 2017 | FY 2018 | Difference |
|---|---|---|---|
| Universe: Number of adults (system stayers) | 92 | 97 | 5 |
| Number of adults with increased total income | 47 | 32 | -15 |
| Percentage of adults who increased total income | 51% | 33% | -18% |

# FY2018  - Performance Measurement Module (Sys PM)

Metric 4.4 – Change in earned income for adult system leavers

| | Submitted FY 2017 | FY 2018 | Difference |
|---|---|---|---|
| Universe: Number of adults who exited (system leavers) | 148 | 147 | -1 |
| Number of adults who exited with increased earned income | 33 | 34 | 1 |
| Percentage of adults who increased earned income | 22% | 23% | 1% |

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

| | Submitted FY 2017 | FY 2018 | Difference |
|---|---|---|---|
| Universe: Number of adults who exited (system leavers) | 148 | 147 | -1 |
| Number of adults who exited with increased non-employment cash income | 27 | 33 | 6 |
| Percentage of adults who increased non-employment cash income | 18% | 22% | 4% |

Metric 4.6 – Change in total income for adult system leavers

| | Submitted FY 2017 | FY 2018 | Difference |
|---|---|---|---|
| Universe: Number of adults who exited (system leavers) | 148 | 147 | -1 |
| Number of adults who exited with increased total income | 53 | 60 | 7 |
| Percentage of adults who increased total income | 36% | 41% | 5% |

# 2019 HDX Competition Report
## FY2018 - Performance Measurement Module (Sys PM)

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

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

|  | Submitted FY 2017 | FY 2018 | Difference |
|---|---|---|---|
| Universe: Person with entries into ES, SH or TH during the reporting period. | 1118 | 1309 | 191 |
| 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. | 217 | 221 | 4 |
| 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) | 901 | 1088 | 187 |

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

|  | Submitted FY 2017 | FY 2018 | Difference |
|---|---|---|---|
| Universe: Person with entries into ES, SH, TH or PH during the reporting period. | 1387 | 1578 | 191 |
| 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. | 300 | 306 | 6 |
| 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.) | 1087 | 1272 | 185 |

# 2019 HDX Competition Report

## FY2018  - Performance Measurement Module (Sys PM)

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

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

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

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

| | Submitted FY 2017 | FY 2018 | Difference |
|---|---|---|---|
| Universe: Persons who exit Street Outreach | 158 | 292 | 134 |
| Of persons above, those who exited to temporary & some institutional destinations | 38 | 63 | 25 |
| Of the persons above, those who exited to permanent housing destinations | 25 | 33 | 8 |
| % Successful exits | 40% | 33% | -7% |

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

# FY2018  - Performance Measurement Module (Sys PM)

|  | Submitted FY 2017 | FY 2018 | Difference |
|---|---|---|---|
| Universe: Persons in ES, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing | 1217 | 1318 | 101 |
| Of the persons above, those who exited to permanent housing destinations | 537 | 523 | -14 |
| % Successful exits | 44% | 40% | -4% |

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

|  | Submitted FY 2017 | FY 2018 | Difference |
|---|---|---|---|
| Universe: Persons in all PH projects except PH-RRH | 90 | 73 | -17 |
| Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations | 87 | 71 | -16 |
| % Successful exits/retention | 97% | 97% | 0% |

# 2019 HDX Competition Report
## FY2018  - SysPM Data Quality

### CA-506 - Salinas/Monterey, San Benito Counties CoC

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

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

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

# 2019 HDX Competition Report

## FY2018  - SysPM Data Quality

| | All ES, SH | | | | All TH | | | | All PSH, OPH | | | | All RRH | | | | All Street Outreach | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 |
| 1. Number of non-DV Beds on HIC | 272 | 263 | 252 | 305 | 565 | 515 | 590 | 601 | 376 | 311 | 277 | 344 | 39 | 317 | 19 | 18 | | | | |
| 2. Number of HMIS Beds | 109 | 110 | 82 | 134 | 565 | 445 | 521 | 530 | 137 | 70 | 27 | 102 | 39 | 68 | 6 | 18 | | | | |
| 3. HMIS Participation Rate from HIC ( % ) | 40.07 | 41.83 | 32.54 | 43.93 | 100.00 | 86.41 | 88.31 | 88.19 | 36.44 | 22.51 | 9.75 | 29.65 | 100.00 | 21.45 | 31.58 | 100.00 | | | | |
| 4. Unduplicated Persons Served (HMIS) | 750 | 778 | 823 | 1130 | 732 | 781 | 731 | 668 | 165 | 113 | 99 | 82 | 338 | 371 | 176 | 468 | 0 | 0 | 218 | 585 |
| 5. Total Leavers (HMIS) | 449 | 467 | 752 | 918 | 351 | 360 | 339 | 335 | 79 | 36 | 29 | 13 | 169 | 316 | 113 | 300 | 0 | 0 | 181 | 395 |
| 6. Destination of Don't Know, Refused, or Missing (HMIS) | 140 | 184 | 204 | 18 | 2 | 10 | 7 | 2 | 10 | 0 | 1 | 0 | 8 | 19 | 1 | 5 | 0 | 0 | 3 | 1 |
| 7. Destination Error Rate (%) | 31.18 | 39.40 | 27.13 | 1.96 | 0.57 | 2.78 | 2.06 | 0.60 | 12.66 | 0.00 | 3.45 | 0.00 | 4.73 | 6.01 | 0.88 | 1.67 | | | 1.66 | 0.25 |

# 2019 HDX Competition Report

**Submission and Count Dates for CA-506 - Salinas/Monterey, San Benito Counties CoC**

## Date of PIT Count

| | Date | Received HUD Waiver |
|---|---|---|
| Date CoC Conducted 2019 PIT Count | 1/31/2019 | |

## Report Submission Date in HDX

| | Submitted On | Met Deadline |
|---|---|---|
| 2019 PIT Count Submittal Date | 4/29/2019 | Yes |
| 2019 HIC Count Submittal Date | 4/29/2019 | Yes |
| 2018 System PM Submittal Date | 5/24/2019 | Yes |

**ATTACHMENT:**        Moving On Multifamily Preference

| DOCUMENT SATISFYING REQUIREMENT | PAGE |
|---|---|
| Administrative Plan: Section 8 HCV Program, Housing Authority of the County of Santa Cruz. (Revised June 2019) | 1 |
| • **Graduates of the Shelter Plus Care (S+C) Permanent Supportive Housing Program** | 7-8 |
| Administrative Plan: Housing Choice Voucher, Housing Authority of the County of Monterey. (Revised September 2017) | 9 |
| • **Formerly Homeless** | 12 |

Section 8 Housing Choice Voucher Program

Housing Authority of the County of Santa Cruz



The Administrative Plan contains those policies of the Housing Authority of the County of Santa Cruz that have been adopted by the Board of Commissioners, as required by 24CFR 982.54, governing the establishment and administration of a waiting list, the issuance of Section 8 Housing Choice Vouchers, and overall program administration. The Housing Authority reserves the right to amend the Administrative Plan.

**June 2019**

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# Contents

## I.  Selecting Applicants from the Waiting List, Targeting, Preferences, Closing and Opening Waiting List

<u>Selecting Applicants from the Waiting List</u>
All program admissions, except for special programs (described in Section III), and special admissions, must come from the waiting list.  Special admissions, defined by Housing and Urban Development (HUD) in 24 CFR 982.203 consist of HUD awards that are targeted for families living in specified units.  Such HUD awards may include families displaced because of demolition or disposition of a public housing unit, families residing in a multifamily rental housing project when HUD sells, forecloses, or demolishes the project, or other circumstances as determined by HUD.

When a waiting list is open, the Housing Authority accepts pre-applications from all interested persons and places their name on the waiting list in accordance to that waiting list's policy (either random number sequence / lottery or by date of placement).

When a waiting list is closed to the general public, the Housing Authority may accept direct referrals for applicants that are eligible for preferences or special programs, as defined below.  In all cases, the Housing Authority will endeavor to serve preference or special program eligible applicants already on the waiting list before accepting referrals for new preference or special program eligible applicants.  Additionally, while a waiting list is closed, the Housing Authority will add applicants to the waiting list when required to do so by HUD, including but not limited to instances where eligible households are residing in units newly accepted into the Project Based Voucher Program.

Except as otherwise stated, applicants are selected based random number sequence / lottery. As applicants approach the top of a waiting list, full applications are issued.  Those applicants, who have submitted a complete application and are certified eligible for Section 8 Housing Choice Voucher assistance, are issued vouchers based on the date that eligibility was determined, in accordance with income targeting requirements.

All households who complete a pre-application to place their name on the waiting list are informed in writing of their responsibility to report any change in address promptly.

Pre-applications (those on the waiting list) will be cancelled from the waiting list if
1.  they do not respond to written correspondence within the given time period
2.  mail sent to their last reported address is returned by the post office

Exceptions for persons with disabilities:  Exceptions will be granted for pre-applicants and applicants with disabilities, as defined in 24 CFR 5.403 who were not able to respond within the time frame due to their disability.  Exceptions may also be granted for hospitalization of sufficient duration to be the cause of the lack of response.

The Housing Authority will consider requests for reinstatement on the waiting list.  The Housing Authority will consider the date of most recent contact, the length of time between cancellation and reinstatement request, disability status, homelessness or lack of access to mail, and other factors.

<u>Number of Waiting Lists</u>
The Housing Authority maintains a combined waiting list for the Santa Cruz County Housing Choice Voucher Program, the Moderate Rehabilitation Program, and for the majority of the Project-Based Voucher Program. (See exceptions for Special Programs in Section III.) Additionally, the Housing Authority maintains a separate waiting list for the Housing Choice Voucher Program for the Cities of Hollister and San Juan Bautista.

<u>Medicaid Waiver</u>
The Housing Authority has established a waiting list for applicants who are eligible for a Medicaid Waiver and are referred by agencies with an active memorandum of understanding (MOU) with the Housing Authority.

Project-Based Voucher sites may have separate site based waiting lists, as listed below. The Housing Authority will consider the establishment of additional site-based waiting lists for new Project Based Voucher contracts on a case by case basis. Units in all other Project Based Voucher developments are offered based on placement on the Housing Choice Voucher waiting list. Existing Housing Choice Voucher holders may transfer into a Project Based Unit in developments that utilize a combined waiting list. Such voucher holders will be given preference over waiting list applicants. For the Project Based Units designated for farmworker families at San Andreas, the Housing Authority will conduct outreach to the Housing Choice Voucher waiting list to identify eligible families already on the list. However, if no such eligible families can be identified after 120 days of outreach, the Housing Authority may accept referrals of eligible farmworker families from Mid-Pen's waiting list to avoid an extended vacancy in the unit.

1. <u>El Centro</u> – El Centro is a Project-Based Voucher complex located at 1110 Pacific Avenue in Santa Cruz. El Centro consists of 44 single room occupancy units for elderly residents. Units will be offered, when available, based on date of placement on the waiting list.
2. <u>Resetar Residential Hotel</u> – Resetar is a Project-Based Voucher complex located at 15 West Lake Avenue in Watsonville. There are a total of 52 Project-Based units at Resetar, of which 5 units are set aside for formerly homeless veterans participating in the HUD-VASH program. This waiting list is for the remaining 47 units. Units will be offered, when available, based on date of placement on the waiting list.
3. <u>St. Stephens Senior Housing</u> – St. Stephens Senior Housing, located at 2510 Soquel Avenue, is a Project Based Voucher complex developed and operated by MidPen Housing for occupancy by low income seniors at least 62 years of age. There are a total of 39 project based units at St. Stephens. Five units are designated for formerly homeless veterans participating in the HUD-VASH program, as referred by the Veterans Administration. Five units are designated for frail elderly Multipurpose Senior Services Program (MSSP) eligible persons. Health Projects Center will maintain an interest list for these units, with a preference for persons who would benefit most from the services offered at the St. Stephens Senior Housing project. Health Projects Center will make referrals of MSSP eligible persons directly to the Housing Authority for placement on a site based waiting list for these five units. The Housing Authority will administer the St. Stephens MSSP site based waiting list and make referrals to MidPen. Additionally, the Housing Authority will establish a site based waiting list for the remaining 29 project based units. Applications will be processed based on a sequence established in a lottery.

4. <u>Pippin Orchards Apartments</u> – Pippin Orchards Apartments is located at 56 Atkinson Lane, Watsonville. It is an apartment complex of 46 units, with 31 of those units designated for Project Based Vouchers. MP Pippin Associates, LP is the owner and MidPen Property Management Corporation is the property manager. The Housing Authority will administer the Pippin Orchards site based waiting list and make referrals to MidPen.  Of the 31 project based units, 15 units that were located in the unincorporated part of the County at the time of the AHAP contract execution, will have a preference for families that either live or work in Santa Cruz County.  The remaining 16 project based units, located in the City of Watsonville at the time of the AHAP contract, have no residency preference. Applications will be processed based on a sequence established in a lottery. Six of the 31 units will be designated for disabled families, as defined by HUD, with a preference for those who would benefit most from supportive services offered at Pippin. Housing Choices Coalition, on behalf of the San Andreas Regional Center, will maintain an interest list for these units, and will make referrals directly to the Housing Authority as units become available. Up to two of the 31 units will be designated for persons aged 18-24 with disabilities who are experiencing homelessness, as defined by HUD. Encompass Community Services will maintain an interest list for these units, and will make referrals directly to the Housing Authority as units become available.

5. <u>Sunrise Senior Apartments</u> – Sunrise Senior Apartments is located at 580 Westside Blvd. in the City of Hollister. It is a complex of 49 one-bedroom apartments with 48 of the units designated for Project Based Vouchers.  CHISPA is the housing developer and property management company. The entire Sunrise Senior Apartment development is for seniors age 62 or older. Five units will be designated for seniors in the VASH program.  The Housing Authority will administer a site-based waiting list for the remaining 43 units.

6. <u>Water Street Apartments</u> – Water Street Apartments is located at 708-718 Water Street in Santa Cruz City. It will be a complex of 50 units with 33 designated for Project Based Vouchers. For the Future Housing is the housing developer and property manager. Of the PBV units, eight will be for persons with disabilities who will most benefit from supportive services at the complex; these will be referrals through the Housing Choices Coalition/SARC. The remaining PBV units will be offered to eligible applicants from the existing Section 8 Housing Choice Voucher waiting list.

<u>Waiting List Preferences for Designated Groups on the Housing Choice Voucher Waiting List</u>

Waiting list preferences are described below.  All preferences are verified. These preferences will not have the purpose or effect of delaying or otherwise denying admission to the program based on the race, color, ethnic origin, gender, gender identity, sexual orientation, religion, disability, or age of any member of an applicant family. Unless otherwise stated, waiting list preferences apply to the Santa Cruz County Housing Choice Voucher Waiting List. All preferences adopted by the Housing Authority are based on local housing needs and priorities as determined by the Housing Authority. With the exception of these waiting list preferences, all other applicants on the Housing Choice Voucher waiting lists will be assisted by either date of placement or random number sequence lottery.

1. <u>Live/Work Residency Preference</u>
   The Housing Authority has established a partial live/work residency preference, such that at least 75% of the families selected from the waiting list will either currently live or work in the jurisdiction of the waiting list. The residency preference is applicable to the Santa Cruz

County Housing Choice Voucher Waiting List (for households with a head of household, spouse or registered domestic partner that lives/works in Santa Cruz County) and the Hollister/San Juan Bautista Housing Choice Voucher Waiting List (for households with a head of household, spouse or registered domestic partner that lives/works in San Benito County.) The residency preference ensures that the majority of the Housing Choice Vouchers, which have been awarded to the Housing Authority by HUD to serve our jurisdiction, will be made available to those who live or work in the jurisdiction.

2. Disabled and Medically Vulnerable Homeless Persons (DMV)
   The Housing Authority has adopted a limited waiting list preference for disabled and medically vulnerable homeless persons. The Homeless Services Center and/or Smart Path, the Coordinated Entry System for persons experiencing homelessness, (as administered by the County Human Services Department) provide referrals for persons who meet all of the following criteria:
   a) Disabled as defined by HUD at 24CFR 5.403.
   b) Medically vulnerable as defined by a Homeless Action Partnership approved Vulnerability Index through the VI-SPDAT.
   c) Homeless as defined by HUD per the HEARTH Act in Federal Register / Vol. 76, No. 233.
   d) Have established a case management plan with a provider of housing supportive services within Santa Cruz County.

   A maximum of 120 households may be assisted by this preference program at any given time. The Housing Authority may continue to accept referrals for persons eligible for this preference while the waiting list is closed. DMV voucher holders who have been stably housed for 2 years may "graduate" into the regular voucher program if they are in good standing with the program and there are vouchers/funding available. At that time, the DMV voucher would be available for the next eligible family referred to the Housing Authority.

3. Vulnerable Homeless Persons in San Benito County
   The Housing Authority is working with San Benito County to develop a limited waiting list preference for persons who are experiencing homelessness or at risk of homelessness and have other vulnerability factors. This preference may be implemented following the establishment of a formal agreement with San Benito County and/or a lead service agency identified by San Benito County. The preference will be limited to 24 households, with a maximum of 2 new households per month.

4. Disabled Transitioning from Institutions (DTI)
   The Housing Authority has adopted a limited waiting list preference for disabled persons transitioning from institutions into community-based settings, and persons at serious risk of institutionalization for persons who meet the following criteria:

   a) Disabled as defined by HUD at 24CFR 5.403.
   b) Transitioning – Individuals must either be currently living in, or at serious risk of being admitted to, a qualified institution at the time of referral to the Housing Authority, or must have been living in a qualified institution no more than 90 days prior to the referral to the Housing Authority.

On a case by case basis, the Housing Authority may issue a DTI voucher to an individual who is at imminent risk of death or who will not be able to receive lifesaving medical care without housing. Such cases will be approved by the Executive Director.

Qualifying institutions include intermediate care facilities, licensed residential facilities, and specialized institutions that care for the intellectually disabled, developmentally disabled, physically disabled or mentally ill. This definition does not include board and care facilities (such as adult homes, adult day care, and adult congregate living).

Referral Agency / Supportive Services – Qualifying individuals must be referred by a service provider agency that has entered into a memorandum of understanding (MOU) with the Housing Authority. The service provider will document and certify the eligibility criteria above (disability status and transition from qualifying institution). The service provider must also certify that the individual is ready to transition out of an institutional environment, and must have a case management plan to assist the individual with the transition. Additionally, the service provider must assist the individual with all aspects of the Housing Choice Voucher program, including completing applications, obtaining documentation of income, attending Housing Authority appointments with the client, and assisting the client in finding and maintaining housing.

A maximum of 12 households may be assisted by this preference program at any given time. The Housing Authority may continue to accept referrals for persons who would be eligible for this preference while the waiting list is closed. DTI voucher holders who have been stably housed for 2 years may "graduate" into the regular voucher program if they are in good standing with the program and there are vouchers/funding available. At that time, the DTI voucher would be available for the next eligible family referred to the Housing Authority.

5. Mainstream Vouchers for Non-Elderly Persons with Disabilities

The Housing Authority has received 50 Mainstream Non-Elderly Disabled (NED) Vouchers. These Mainstream NED Vouchers are for the Housing Authority service area, both Santa Cruz County and the Cities of Hollister and San Juan Bautista. The Mainstream NED Vouchers differ from the original Mainstream Vouchers in these ways:
- The person with disabilities *doesn't* have to be the head of household or spouse.
- The person with disabilities *does* have to be between the ages of 18 and 62.

Applicants on either the Santa Cruz County or Hollister / San Juan Bautista Section 8 waiting lists may benefit from this waiting list preference. Assistance will be offered to applicants eligible for the preference based on date of placement or lottery number. If the waiting lists do not contain a sufficient number of eligible households, the Housing Authority may open the lists for persons eligible for this preference. Eligible persons include those who are transitioning from institutions, at serious risk of institutionalization, homeless or at risk of homelessness.

6. Graduates of the Shelter Plus Care (S+C) Permanent Supportive Housing Program
The Housing Authority has been awarded competitive grants for permanent supportive housing for people experiencing chronic homeless. A program known as Shelter Plus Care is a

7. <u>Public Housing Tenants without an appropriately sized unit</u>
   The Housing Authority has adopted a waiting list preference for residents in the Housing Authority of the County of Santa Cruz Low-Income Public Housing (LIPH) program who are residing in a unit that is either too large, or too small, for their family size, and who have not been offered an appropriately sized unit after being over or under-housed for at least one year, due to lack of unit availability.

8. <u>Admission of Low-Income Families</u>
   Low-income families (up to 80% median household income) may be admitted to the program if they are working families (defined as a family in which the head, spouse or sole member is employed). In addition, low-income families in which the head and spouse or sole member is age 62 or over or is a person with disabilities may be admitted under this section. Such low-income families will not be admitted ahead of non-low-income families but will be placed on the waiting list according to the random number sequence lottery of their application.

<u>Temporary Measures during Periods of Low Utilization Rate</u>
During times of low voucher or funding utilization (under 97%), the Housing Authority may utilize the following measures:

1. <u>Lease In-Place Option.</u> This preference will only be applicable to applicants already on the waiting list who currently live in the Housing Authority jurisdiction, reside in a unit that meets HQS standards, with a landlord who is willing to accept a voucher.

2. <u>Eviction Prevention</u>. The Housing Authority may accept direct referrals from the Community Action Board of Santa Cruz County (CAB) of families at imminent risk of homelessness due to eviction for economic reasons. The Eviction Prevention preference will be limited to applicants on the HCV waiting list, and the preference will be limited to 24 vouchers.

<u>Targeting</u>
Notwithstanding the above, if necessary to meet the HUD statutory requirement that 75% of newly admitted families in any fiscal year be families who are extremely low-income (incomes not exceeding 30% of area median income), the Housing Authority retains the right to select extremely low-income families ahead of other eligible families on an as-needed basis to ensure the HUD income targeting requirement is met. This measure will only be taken if it appears the goal will not otherwise be met. To ensure this goal is met, the Housing Authority will monitor incomes of newly admitted families.

<u>Opening and Closing the Waiting list</u>

# Housing Authority of the County of Monterey

## ADMINISTRATIVE PLAN

## FOR THE

## HOUSING CHOICE VOUCHER PROGRAM

Product # 301-002

January 1, 2005

| Revision Date | Revision Date |
|---|---|
| September 1, 2005 | May 1, 2011 |
| May 1, 2006 | April 1, 2012 |
| December 1, 2006 | April 1, 2013 |
| July 1, 2007 | May 1, 2014 |
| August 1, 2008 | October 1, 2014 |
| November 1, 2008 | March 23, 2015 |
| October 1, 2009 | September 27, 2016 |
| August 1, 2010 | |

Approved by the HA Board of Commissioners: September 27, 2016

# Chapter 4
## APPLICATIONS, WAITING LIST AND TENANT SELECTION

## 4-111.C. SELECTION METHOD

HACM must describe the method for selecting applicant families from the waiting list, including the system of admission preferences that the HACM will use [24 CFR 982.202(d)].

**Local Preferences [24 CFR 982.207; HCV p. 4-16]**

HACM is permitted to establish local preferences, and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the HACM to establish other local preferences, at its discretion. Any local preferences established must be consistent with the HACM plan and the consolidated plan and must be based on local housing needs and priorities that can be documented by generally accepted data sources.

### HACMPolicy

The HACM will offer a preference to any family that has been terminated from its HCV program due to insufficient program funding.

Local preferences will be used to select 75% families from the waiting list and the remaining 25% will be selected by date and time.

From all eligible families: Selection shall be made without regard to race, color, creed, religion, sex, national origin, age familial status, or disability.

Each preference will receive an allocation of points. The more preference points an applicant has, the higher the applicant's place on the waiting list.

Local Preference with the same points will be ranked by the Ranking Point system and the date and time of application.

- The HACM will offer a preference to families who have had their Section 8 Housing Choice Voucher revoked/suspended due to HUD HAP funding shortfalls within the last 12 months. (50 points)

- Monterey County Resident- County residency preference will be given to an applicant that lives or works in Monterey County at the time of application. (50 points)

- Working Family- A Working family preference will be given to an applicant where the head, spouse or co-head is employed at least 24 hours a week. A preference will also be given if the head, spouse or co-head are active participants in an accredited educational and training programs designed to prepare the individual for the job market. (15 points).

- Elderly or Disabled Person- An elderly preference applies if the head, spouse or co-head is a person who is age 62 or older. A disabled person preference is given if any family member receives Social Security or Supplemental Security benefits or otherwise meets the definition of disabled as defined under Section 223 of the Social Security Act.(15 points)

- United States Veteran's - This preference applies to active US Armed Forces Veterans and their surviving spouses. (10 points)

- Involuntary Displacement- An applicant is, or will be, involuntarily displaced if the applicant has vacated or will vacate his/her housing unit as a result of one or more of the following actions: ( Maximum 50 points)
  - Displaced by a HUD Program- Includes displacement because of disposition of a public housing or multifamily rental housing project by HUD under Section 203 of the Housing and Community Development Amendments of 1978.
  - Displaced to avoid reprisals- Family members provided information on criminal activities to a law enforcement agency; and, based on a threat assessment, the District Attorney Office recommends relocating the family to avoid or minimize the risk of violence against family members as a reprisal for providing such information.
  - Displaced by government action- Displacement activity carried on by a local code enforcement agency or inhabitability as a result of a disaster such as fire or flood as verified by FEMA, American Red Cross or other disaster assistance agency. Local agency is defined as a public code enforcement agency in Monterey County.
- The PHA will offer a preference to families that include victims of domestic violence, dating violence, sexual assault, or stalking who have either been referred by a partnering service agency or consortia or is seeking an emergency transfer under VAWA from the PHA's public housing program or other covered housing program operated by the PHA. The PHA will work with the following partnering service agencies: [Insert name(s) of agencies] The applicant must certify that the abuser will not reside with the applicant unless the PHA gives prior written approval. l0 points)
- Live -In Place- Families who are considered to be living in place. Those living in a unit that will be brought under contract where the landlord accepts the HCV Program. Verification required will be a copy of their lease in an appropriate size dwelling unit for the family. HACM will also require utility bills for a three-month period verifying their residency in the unit.  (20 points)
- Set-Aside Homeless Preference- Eligible homeless applicants referred by agencies through the County of Monterey Continuum of Care who are exiting transitional housing programs or emergency shelters with no other permanent housing placement options. Must meet the HUD definition of homeless as defined in the Hearth Act.  (50 points)
- Formerly Homeless- Formerly homeless families or homeless families actively enrolled in case management, transitional housing, or other self-sufficiency program. (25 points)

ATTACHMENT:　　　PHA Administration Plan Preference

| DOCUMENT SATISFYING REQUIREMENT | PAGE |
|---|---|
| **PHA Administration Plan: Housing Authority of the County of Santa Cruz, Administrative Plan, Section 8 Housing Choice Voucher Program, Section I. (Revised June 2019)** | **1-12** |
| • **Resetar Residential Hotel homeless set aside** | **4** |
| • **St. Stephens Senior Housing homeless set aside** | **4** |
| • **Pippin Orchards Apartments homeless set aside** | **5** |
| • **Disabled and Medically Vulnerable Homeless Persons (DMV) homeless set aside** | **6** |
| • **Vulnerable Homeless Persons in San Benito County set aside** | **6** |
| • **Veterans Assisted Supportive Housing / VASH homeless veterans set aside** | **10** |
| • **Family Unification Program (FUP) set aside for homeless or at risk families** | **11-12** |
| **PHA Administration Plan: Housing Authority of the County of Monterey, Administrative Plan, Housing Choice Voucher Program, Chapter 4. (Revised September 2017)** | **13-19** |
| • **Set-Aside Homeless Preference** | **17 & 19** |

# A D M I N I S T R A T I V E   P L A N

**Section 8 Housing Choice Voucher Program**

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The Housing Authority has established a waiting list for applicants who are eligible for a Medicaid Waiver and are referred by agencies with an active memorandum of understanding (MOU) with the Housing Authority.

Project-Based Voucher sites may have separate site based waiting lists, as listed below. The Housing Authority will consider the establishment of additional site-based waiting lists for new Project Based Voucher contracts on a case by case basis. Units in all other Project Based Voucher developments are offered based on placement on the Housing Choice Voucher waiting list. Existing Housing Choice Voucher holders may transfer into a Project Based Unit in developments that utilize a combined waiting list. Such voucher holders will be given preference over waiting list applicants. For the Project Based Units designated for farmworker families at San Andreas, the Housing Authority will conduct outreach to the Housing Choice Voucher waiting list to identify eligible families already on the list. However, if no such eligible families can be identified after 120 days of outreach, the Housing Authority may accept referrals of eligible farmworker families from Mid-Pen's waiting list to avoid an extended vacancy in the unit.

1. <u>El Centro</u> – El Centro is a Project-Based Voucher complex located at 1110 Pacific Avenue in Santa Cruz. El Centro consists of 44 single room occupancy units for elderly residents. Units will be offered, when available, based on date of placement on the waiting list.
2. <u>Resetar Residential Hotel</u> – Resetar is a Project-Based Voucher complex located at 15 West Lake Avenue in Watsonville. There are a total of 52 Project-Based units at Resetar, of which 5 units are set aside for formerly homeless veterans participating in the HUD-VASH program. This waiting list is for the remaining 47 units. Units will be offered, when available, based on date of placement on the waiting list.
3. <u>St. Stephens Senior Housing</u> – St. Stephens Senior Housing, located at 2510 Soquel Avenue, is a Project Based Voucher complex developed and operated by MidPen Housing for occupancy by low income seniors at least 62 years of age. There are a total of 39 project based units at St. Stephens. Five units are designated for formerly homeless veterans participating in the HUD-VASH program, as referred by the Veterans Administration. Five units are designated for frail elderly Multipurpose Senior Services Program (MSSP) eligible persons. Health Projects Center will maintain an interest list for these units, with a preference for persons who would benefit most from the services offered at the St. Stephens Senior Housing project. Health Projects Center will make referrals of MSSP eligible persons directly to the Housing Authority for placement on a site based waiting list for these five units. The Housing Authority will administer the St. Stephens MSSP site based waiting list and make referrals to MidPen. Additionally, the Housing Authority will establish a site based waiting list for the remaining 29 project based units. Applications will be processed based on a sequence established in a lottery.

4. <u>Pippin Orchards Apartments</u> – Pippin Orchards Apartments is located at 56 Atkinson Lane, Watsonville. It is an apartment complex of 46 units, with 31 of those units designated for Project Based Vouchers. MP Pippin Associates, LP is the owner and MidPen Property Management Corporation is the property manager. The Housing Authority will administer the Pippin Orchards site based waiting list and make referrals to MidPen. Of the 31 project based units, 15 units that were located in the unincorporated part of the County at the time of the AHAP contract execution, will have a preference for families that either live or work in Santa Cruz County. The remaining 16 project based units, located in the City of Watsonville at the time of the AHAP contract, have no residency preference. Applications will be processed based on a sequence established in a lottery. Six of the 31 units will be designated for disabled families, as defined by HUD, with a preference for those who would benefit most from supportive services offered at Pippin. Housing Choices Coalition, on behalf of the San Andreas Regional Center, will maintain an interest list for these units, and will make referrals directly to the Housing Authority as units become available. Up to two of the 31 units will be designated for persons aged 18-24 with disabilities who are experiencing homelessness, as defined by HUD. Encompass Community Services will maintain an interest list for these units, and will make referrals directly to the Housing Authority as units become available.

5. <u>Sunrise Senior Apartments</u> – Sunrise Senior Apartments is located at 580 Westside Blvd. in the City of Hollister. It is a complex of 49 one-bedroom apartments with 48 of the units designated for Project Based Vouchers. CHISPA is the housing developer and property management company. The entire Sunrise Senior Apartment development is for seniors age 62 or older. Five units will be designated for seniors in the VASH program. The Housing Authority will administer a site-based waiting list for the remaining 43 units.

6. <u>Water Street Apartments</u> – Water Street Apartments is located at 708-718 Water Street in Santa Cruz City. It will be a complex of 50 units with 33 designated for Project Based Vouchers. For the Future Housing is the housing developer and property manager. Of the PBV units, eight will be for persons with disabilities who will most benefit from supportive services at the complex; these will be referrals through the Housing Choices Coalition/SARC. The remaining PBV units will be offered to eligible applicants from the existing Section 8 Housing Choice Voucher waiting list.

<u>Waiting List Preferences for Designated Groups on the Housing Choice Voucher Waiting List</u>

Waiting list preferences are described below. All preferences are verified. These preferences will not have the purpose or effect of delaying or otherwise denying admission to the program based on the race, color, ethnic origin, gender, gender identity, sexual orientation, religion, disability, or age of any member of an applicant family. Unless otherwise stated, waiting list preferences apply to the Santa Cruz County Housing Choice Voucher Waiting List. All preferences adopted by the Housing Authority are based on local housing needs and priorities as determined by the Housing Authority. With the exception of these waiting list preferences, all other applicants on the Housing Choice Voucher waiting lists will be assisted by either date of placement or random number sequence lottery.

1. <u>Live/Work Residency Preference</u>
   The Housing Authority has established a partial live/work residency preference, such that at least 75% of the families selected from the waiting list will either currently live or work in the jurisdiction of the waiting list. The residency preference is applicable to the Santa Cruz

County Housing Choice Voucher Waiting List (for households with a head of household, spouse or registered domestic partner that lives/works in Santa Cruz County) and the Hollister/San Juan Bautista Housing Choice Voucher Waiting List (for households with a head of household, spouse or registered domestic partner that lives/works in San Benito County.)  The residency preference ensures that the majority of the Housing Choice Vouchers, which have been awarded to the Housing Authority by HUD to serve our jurisdiction, will be made available to those who live or work in the jurisdiction.

2.  Disabled and Medically Vulnerable Homeless Persons (DMV)
    The Housing Authority has adopted a limited waiting list preference for disabled and medically vulnerable homeless persons.  The Homeless Services Center and/or Smart Path, the Coordinated Entry System for persons experiencing homelessness, (as administered by the County Human Services Department) provide referrals for persons who meet all of the following criteria:
    a)  Disabled as defined by HUD at 24CFR 5.403.
    b)  Medically vulnerable as defined by a Homeless Action Partnership approved Vulnerability Index through the VI-SPDAT.
    c)  Homeless as defined by HUD per the HEARTH Act in Federal Register / Vol. 76, No. 233.
    d)  Have established a case management plan with a provider of housing supportive services within Santa Cruz County.

A maximum of 120 households may be assisted by this preference program at any given time. The Housing Authority may continue to accept referrals for persons eligible for this preference while the waiting list is closed. DMV voucher holders who have been stably housed for 2 years may "graduate" into the regular voucher program if they are in good standing with the program and there are vouchers/funding available. At that time, the DMV voucher would be available for the next eligible family referred to the Housing Authority.

3.  Vulnerable Homeless Persons in San Benito County
    The Housing Authority is working with San Benito County to develop a limited waiting list preference for persons who are experiencing homelessness or at risk of homelessness and have other vulnerability factors. This preference may be implemented following the establishment of a formal agreement with San Benito County and/or a lead service agency identified by San Benito County. The preference will be limited to 24 households, with a maximum of 2 new households per month.

4.  Disabled Transitioning from Institutions (DTI)
    The Housing Authority has adopted a limited waiting list preference for disabled persons transitioning from institutions into community-based settings, and persons at serious risk of institutionalization for persons who meet the following criteria:

    a)  Disabled as defined by HUD at 24CFR 5.403.
    b)  Transitioning – Individuals must either be currently living in, or at serious risk of being admitted to, a qualified institution at the time of referral to the Housing Authority, or must have been living in a qualified institution no more than 90 days prior to the referral to the Housing Authority.

On a case by case basis, the Housing Authority may issue a DTI voucher to an individual who is at imminent risk of death or who will not be able to receive lifesaving medical care without housing. Such cases will be approved by the Executive Director.

Qualifying institutions include intermediate care facilities, licensed residential facilities, and specialized institutions that care for the intellectually disabled, developmentally disabled, physically disabled or mentally ill. This definition does not include board and care facilities (such as adult homes, adult day care, and adult congregate living).

Referral Agency / Supportive Services – Qualifying individuals must be referred by a service provider agency that has entered into a memorandum of understanding (MOU) with the Housing Authority. The service provider will document and certify the eligibility criteria above (disability status and transition from qualifying institution). The service provider must also certify that the individual is ready to transition out of an institutional environment, and must have a case management plan to assist the individual with the transition. Additionally, the service provider must assist the individual with all aspects of the Housing Choice Voucher program, including completing applications, obtaining documentation of income, attending Housing Authority appointments with the client, and assisting the client in finding and maintaining housing.

A maximum of 12 households may be assisted by this preference program at any given time. The Housing Authority may continue to accept referrals for persons who would be eligible for this preference while the waiting list is closed. DTI voucher holders who have been stably housed for 2 years may "graduate" into the regular voucher program if they are in good standing with the program and there are vouchers/funding available. At that time, the DTI voucher would be available for the next eligible family referred to the Housing Authority.

5. Mainstream Vouchers for Non-Elderly Persons with Disabilities

   The Housing Authority has received 50 Mainstream Non-Elderly Disabled (NED) Vouchers. These Mainstream NED Vouchers are for the Housing Authority service area, both Santa Cruz County and the Cities of Hollister and San Juan Bautista. The Mainstream NED Vouchers differ from the original Mainstream Vouchers in these ways:
   - The person with disabilities *doesn't* have to be the head of household or spouse.
   - The person with disabilities *does* have to be between the ages of 18 and 62.

   Applicants on either the Santa Cruz County or Hollister / San Juan Bautista Section 8 waiting lists may benefit from this waiting list preference. Assistance will be offered to applicants eligible for the preference based on date of placement or lottery number. If the waiting lists do not contain a sufficient number of eligible households, the Housing Authority may open the lists for persons eligible for this preference. Eligible persons include those who are transitioning from institutions, at serious risk of institutionalization, homeless or at risk of homelessness.

6. Graduates of the Shelter Plus Care (S+C) Permanent Supportive Housing Program
   The Housing Authority has been awarded competitive grants for permanent supportive housing for people experiencing chronic homeless. A program known as Shelter Plus Care is a

partnership between the Housing Authority and the County Health Services Agency to provide wrap-around services from outreach and eligibility to housing stabilizing services.

S+C recipients who have been stably housed for 2 years may "graduate" into the regular voucher program if they are in good standing with the program and there are vouchers/funding available. At that time, the S+C assistance would be available for the next eligible family referred to the Housing Authority by the Health Services Agency.

7.  Public Housing Tenants without an appropriately sized unit
    The Housing Authority has adopted a waiting list preference for residents in the Housing Authority of the County of Santa Cruz Low-Income Public Housing (LIPH) program who are residing in a unit that is either too large, or too small, for their family size, and who have not been offered an appropriately sized unit after being over or under-housed for at least one year, due to lack of unit availability.

8.  Admission of Low-Income Families
    Low-income families (up to 80% median household income) may be admitted to the program if they are working families (defined as a family in which the head, spouse or sole member is employed).  In addition, low-income families in which the head and spouse or sole member is age 62 or over or is a person with disabilities may be admitted under this section.  Such low-income families will not be admitted ahead of non-low-income families but will be placed on the waiting list according to the random number sequence lottery of their application.

Temporary Measures during Periods of Low Utilization Rate
During times of low voucher or funding utilization (under 97%), the Housing Authority may utilize the following measures:

1.  Lease In-Place Option. This preference will only be applicable to applicants already on the waiting list who currently live in the Housing Authority jurisdiction, reside in a unit that meets HQS standards, with a landlord who is willing to accept a voucher.

2.  Eviction Prevention. The Housing Authority may accept direct referrals from the Community Action Board of Santa Cruz County (CAB) of families at imminent risk of homelessness due to eviction for economic reasons. The Eviction Prevention preference will be limited to applicants on the HCV waiting list, and the preference will be limited to 24 vouchers.

Targeting
Notwithstanding the above, if necessary to meet the HUD statutory requirement that 75% of newly admitted families in any fiscal year be families who are extremely low-income (incomes not exceeding 30% of area median income), the Housing Authority retains the right to select extremely low-income families ahead of other eligible families on an as-needed basis to ensure the HUD income targeting requirement is met.  This measure will only be taken if it appears the goal will not otherwise be met.  To ensure this goal is met, the Housing Authority will monitor incomes of newly admitted families.

Opening and Closing the Waiting list

When the Housing Authority opens a waiting list, the opening will be announced publicly on our website, on our waiting list phone line, in our lobby, in local newspapers of general circulation, and other appropriate media such as email and/or social media sites. The Housing Authority will affirmatively further fair housing by conducting strategic outreach through diverse community partners to inform the public when the waiting list opens.

The Housing Authority may accept applications by mail, via internet, by FAX and other methods that encourage equal access and opportunity to apply for all persons including those with disabilities.

The Housing Authority reserves the right to open and close waiting lists at any time.

Changes to Head of Household or Family Members While on the Waiting List
While on the waiting list, the head of household may be changed to another family member under the following circumstances:

1. If the family splits into two or more families, the family containing the head of household retains placement on the waiting list.
2. If the head of household dies, another member can become the head of household if they provide verification of the death, and if they have the legal capacity to enter into a lease.
3. If the head of household no longer has the legal capacity to enter into a lease, another member can become the head of household if they provide verification of the incapacitation, and if they have the legal capacity to enter into a lease.
4. If the head of household engages in criminal activity directly related to domestic violence, dating violence, sexual assault or stalking (known as Violence Against Women Act crimes – VAWA) against a household member or affiliated individual, another member of the household can become the head of household if they provide verification of VAWA. When a family break-up results from the occurrence of domestic violence, the PHA must ensure that the victim retains assistance. (See 24 CFR 982.315(a).)

The Housing Authority may consider additional exceptions on a case-by-case basis.

The "applicant family" is defined as those persons who were included in the full initial application for assistance and who meet the definition of "family" as defined in Section IV.

Any household members whom the applicant family wishes to add after the initial eligibility determination must meet the criteria listed in Section XVIII of this Plan. Changes to family members will not be processed while applicants are on the waiting list. All changes will be processed at the time of the initial eligibility determination or thereafter.

Selecting Applicants for the Moderate Rehabilitation Program
When vacancies occur, the Housing Authority will refer to the owner one or more appropriate size families on its waiting list.

All vacant units under contract will be rented to eligible families referred by the Housing Authority from its waiting list.

## II. Issuing or Denying Housing Choice Vouchers, Term of the Housing Choice Voucher, and Extensions or Suspensions of the Term

All Housing Choice Vouchers are issued with an initial term of at least 60 days and extensions of at least an additional 60 days will be considered.  Extensions may be granted
1.   If voucher holders provide proof that despite a diligent effort, they could not find a unit suitable to their needs; or
2.   In special cases only, such as a large family, a "special needs" family, hospitalization or drug rehabilitation, death in the family, etc.

Extensions are typically granted in increments.  The number and duration of extensions may depend on a number of factors including market conditions and availability of vouchers / funding.

The Housing Authority will grant additional extensions on an individual case basis as a Reasonable Accommodation for Housing Choice Voucher holders with disabilities.  Third party verification of disability and need for extension is required.  The extension may be granted after the Housing Authority has received such verification from a doctor, other health care professional or a social worker with medical or professional knowledge of the person's disability.  If acceptable verification is not received by the doctor, other health care professional or a social worker within 60 days of the Housing Authority's request, the extension may be denied.

See Section IV Occupancy Standards (Standards for denying admissions or terminating assistance) for information about denying assistance for applicants.

## III. Special Purpose Programs

Over time, HUD has awarded the Housing Authority with funding for specific voucher types to serve specific populations.  In some instances, these special programs offer vouchers to eligible persons from the Housing Choice Voucher (HCV) waiting list.  In other instances, vouchers are issued based on referrals from service providers.  All special voucher programs are listed and described below.  If special program vouchers are project based, the unique eligibility criteria described below will be preserved.

Veterans Assisted Supportive Housing / VASH (352 vouchers)
The Department of Housing and Urban Development (HUD) and the Veterans Administration (VA) have partnered to create a program for homeless veterans that combines HUD Housing Choice Voucher rental assistance with case management and clinical services provided by the Department of Veterans Affairs at its medical centers and in the community.  Funding for this program is limited to housing authorities that partner with "eligible Veterans Affairs Medical Centers (VAMCs) or other entities as designated by the VA."

The Housing Authority of the County of Santa Cruz has received a total of 352 VASH vouchers.  VASH vouchers are not issued based on placement on Housing Authority waiting lists.  Instead, referrals for eligible homeless veterans are provided by the Veterans Administration.  The Housing Authority will administer the VASH program in accordance with HUD VASH rules and regulations, which may differ from the Housing Choice Voucher Program.

Family Unification vouchers are not issued based on placement on the Housing Choice Voucher waiting list. Instead, HSD provides referrals to the Housing Authority based on comprehensive risk assessment and FUP-eligibility determination. HSD will provide written certification to the Housing Authority that a family or a youth qualifies as a FUP-eligible family or youth. A family will be certified as eligible if it is determined that (1) the children are at imminent risk of placement in out-of-home care or at risk of having their discharge to the family from out-of-home care delayed (2) the lack of adequate housing is a primary factor in the risk of placement or delay of discharge and (3) the family meets all other eligibility requirements for Section 8 assistance; youth will be certified as eligible by age, foster care history, and homelessness risk. Youth will also be identified through the county coordinated entry system. The Santa Cruz County Consortium of Care (CoC), titled Homeless Action Partnership, launched the Coordinated Entry System, titled Smart Path to Housing and Health. The Smart Path lead agency is now the County HSD. They will use it to assist in identifying youth who were previously on a child welfare caseload and may be eligible for FUP. Eight (8) vouchers were set aside for former foster youth ages 18 – 24 as referred by the Santa Cruz County HSD; now with the additional 2018 voucher award, more vouchers can be allocated to youth. FUP Youth vouchers have a HUD imposed 36 month limit on rental assistance. FUP Youth voucher holders who enter into a HUD Family Self-Sufficiency contract may have their FUP Youth rental assistance extended for the life of the FSS contract up to five years, with the possibility of an extension up to two years.

Responsibilities for administering the Family Unification Program are as follows:
The Housing Authority will be responsible wholly or in part for
1. accepting referrals from HSD
2. sorting the HCV waiting list to identify applicants who may qualify
3. certifying HCV voucher eligibility and issuing vouchers
4. providing orientation to the Section 8 Housing Choice Voucher Program
5. offering training to HSD and other HSD-subcontract agencies on HCV procedures
6. convening regular meetings with HSD and the Consortium of Care (CoC) Homeless Action Partnership
7. approving rental agreements for FUP and processing HAP contracts.

The Human Services Department will be responsible wholly or in part for
1. seeking and identifying eligible families and making referrals to the Housing Authority;
2. certifying special program eligibility;
3. assisting in identifying and securing housing appropriate to the family's size and needs;
4. offering training on HSD referral procedures to the Housing Authority and HSD-subcontractors

5. providing case management and some or all of the following supportive services:
   a. child welfare and family reunification services
   b. vocational training and educational assistance
   c. child care assistance
   d. health, mental health, and substance abuse services
   e. renter education
   f. job search and placement assistance

The Continuum of Care Homeless Action Partnership will be responsible for
1. utilizing the Smart Path to Housing and Health, Coordinated Entry System (CES) to identify youth, including those who were previously on a child welfare caseload, who may be eligible for FUP
2. using Smart Path CES, provide assessments and referrals.

Once a family has been certified as eligible and accepted into the Family Unification Program, they will attend an orientation session provided by the Housing Authority, during which Section 8 procedures and regulations will be explained in detail. All FUP families and youth will be offered the opportunity to join the Family Self Sufficiency program.

The HSD will be responsible for case management for the FUP Youth Family Self-Sufficiency (FSS) for the first 18 months from the start of the FSS Contract. Case Management is intended to assist the youth fulfill their FSS plan toward independence and self-sufficiency. HSD will be responsible for a Transitional Independent Living Plan developed with each FUP-Youth as well as providing basic life skills, counseling, providing assurances to property owners, job preparation, and educational advancement opportunities.

Mainstream Program (Housing Opportunities for Persons with Disabilities) (100 Vouchers)
1. HUD has made available vouchers to assist in providing housing and supportive services to disabled families who are ready to transition into the private rental market; and to families whose head, spouse, or sole member is a person with disabilities. Disabled as defined by HUD at 24CFR 5.403

The Housing Authority will offer Mainstream Vouchers to disabled applicants from the Housing Choice Voucher Waiting List based on their waiting list preference status and in order of their date of placement or random sequence lottery number on the Waiting List.

Issuance as a Reasonable Accommodation
Mainstream vouchers may also be issued as a reasonable accommodation to persons with disabilities who live in a unit owned or managed by the Housing Authority if

1. A doctor, other health care professional or a social worker with medical or professional knowledge of the person's disability has verified the disability related housing need, and

2. There is not an acceptable unit available for the family in the Housing Authority owned or managed program, or the length of the wait for a vacancy of an acceptable unit is determined to be unreasonably long (at least one year).

# Housing Authority County of Monterey

# ADMINISTRATIVE PLAN
# FOR THE
# HOUSING CHOICE VOUCHER PROGRAM

Product# 301-002

January 1, 2005

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Approved by the HA Board of Commissioners: September 25, 2017

# Housing Authority County of Monterey

# ADMINISTRATIVE PLAN
# FOR THE
# HOUSING CHOICE VOUCHER PROGRAM

## September 25, 2017

# Chapter 4
## APPLICATIONS, WAITING LIST AND TENANT SELECTION

**Removal from the Waiting List**

**HACMPolicy**

If at any time an applicant family is on the waiting list, the HACM determines that the family is not eligible for assistance (see Chapter 3), the family will be removed from the waiting list.

If a family is removed from the waiting list because the HACM has determined the family is not eligible for assistance, a notice will be sent to the family's address of record as well as to any alternate address provided on the initial application. The notice will state the reasons the family was removed from the waiting list and will inform the family how to request an informal review regarding the HACM's decision (see Chapter 16) [24 CFR 982.201(£)].

## PART III: SELECTION FORHCV ASSISTANCE

## 4-III.A. OVERVIEW

As vouchers become available, families on the waiting list must be selected for assistance in accordance with the policies described in this part.

The order in which families are selected from the waiting list depends on the selection method chosen by the HACM and is impacted in part by any selection preferences for which the family qualifies. The availability of targeted funding also may affect the order in which families are selected from the waiting list.

The HACM must maintain a clear record of all information required to verify that the family is selected from the waiting list according to the HACM's selection policies [24 CFR 982.204(b) and 982.207(e)].

## 4-111.B. SELECTION AND BCV FUNDING SOURCES

### Special Admissions [24 CFR 982.203]

HUD may award funding for specifically-named families living in specified types of units (e.g., a family that is displaced by demolition of public housing; a non-purchasing family residing in a HOPE 1 or 2 projects). In these cases, the HACM may admit such families whether or not they are on the waiting list, and, if they are on the waiting list, without considering the family's position on the waiting list. These families are considered non-waiting list selections. The HACM must maintain records showing that such families were admitted with special program funding.

### Targeted Funding [24 CFR 982.204(e)]

HUD may award a HACM funding for a specified category of families on the waiting list. The HACM must use this funding only to assist the families within the specified category. In order to assist families within a targeted funding category, the HACM may skip families that do not qualify within the targeted funding category. Within this category of families, the order in which such families are assisted is determined according to the policies provided in Section 4-IILC.

The HACM administers the following types of targeted funding:

> ***Shelter Plus Care Program***
>
> ***Family Unification Program***
>
> ***VASH***

**HACMPolicy**

Participants that have utilized the VASH, Family Unification or Shelter Plus Care Programs for a three-year term and that no longer require supportive services are eligible to transition to the regular HCV Program (with availability) provided they meet all other eligibility requirements. Verification from the supportive services provider stating that supportive services are no longer needed is required.

**Regular HCV Funding**

Regular HCV funding may be used to assist any eligible family on the waiting list. Families are selected from the waiting list according to the policies provided in Section 4-III.C.

**Set- Aside Homeless Program**

The Set-Aside Homeless Program will allow homeless eligible families to be referred by Monterey County Continuum of Care agencies who are exiting transitional housing, emergency shelters or who meet the HUD definition of homeless. Referring agencies must provide one year of case management.

## 4-111.C. SELECTION METHOD

HACM must describe the method for selecting applicant families from the waiting list, including the system of admission preferences that the HACM will use [24 CFR 982.202(d)].

### Local Preferences [24 CFR 982.207; HCV p. 4-16]

HACM is permitted to establish local preferences, and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the HACM to establish other local preferences, at its discretion. Any local preferences established must be consistent with the HACM plan and the consolidated plan and must be based on local housing needs and priorities that can be documented by generally accepted data sources.

> #### HACMPolicy
>
> The HACM will offer a preference to any family that has been terminated from its HCV program due to insufficient program funding.
>
> Local preferences will be used to select 75% families from the waiting list and the remaining 25% will be selected by date and time.
>
> From all eligible families: Selection shall be made without regard to race, color, creed, religion, sex, national origin, age familial status, or disability.
>
> Each preference will receive an allocation of points. The more preference points an applicant has, the higher the applicant's place on the waiting list.
>
> Local Preference with the same points will be ranked by the Ranking Point system and the date and time of application.
>
> - The HACM will offer a preference to families who have had their Section 8 Housing Choice Voucher revoked/suspended due to HUD HAP funding shortfalls within the last 12 months. (50 points)
>
> - Monterey County Resident- County residency preference will be given to an applicant that lives or works in Monterey County at the time of application. (50 points)
>
> - Working Family- A Working family preference will be given to an applicant where the head, spouse or co-head is employed at least 24 hours a week. A preference will also be given if the head, spouse or co-head are active participants in an accredited educational and training programs designed to prepare the individual for the job market. (15 points).
>
> - Elderly or Disabled Person- An elderly preference applies if the head, spouse or co-head is a person who is age 62 or older. A disabled person preference is given if any family member receives Social Security or Supplemental Security benefits or otherwise meets the definition of disabled as defined under Section 223 of the Social Security Act.(15 points)
>
> - United States Veteran's - This preference applies to active US Armed Forces Veterans and their surviving spouses. (10 points)

- Involuntary Displacement- An applicant is, or will be, involuntarily displaced if the applicant has vacated or will vacate his/her housing unit as a result of one or more of the following actions: ( Maximum 50 points)
    - o Displaced by a HUD Program- Includes displacement because of disposition of a public housing or multifamily rental housing project by HUD under Section 203 of the Housing and Community Development Amendments of 1978.
    - o Displaced to avoid reprisals- Family members provided information on criminal activities to a law enforcement agency; and, based on a threat assessment, the District Attorney Office recommends relocating the family to avoid or minimize the risk of violence against family members as a reprisal for providing such information.
    - o Displaced by government action- Displacement activity carried on by a local code enforcement agency or inhabitability as a result of a disaster such as fire or flood as verified by FEMA, American Red Cross or other disaster assistance agency. Local agency is defined as a public code enforcement agency in Monterey County.
- The PHA will offer a preference to families that include victims of domestic violence, dating violence, sexual assault, or stalking who have either been referred by a partnering service agency or consortia or is seeking an emergency transfer under VAWA from the PHA's public housing program or other covered housing program operated by the PHA. The PHA will work with the following partnering service agencies: [Insert name(s) of agencies] The applicant must certify that the abuser will not reside with the applicant unless the PHA gives prior written approval. 10 points)
- Live -In Place- Families who are considered to be living in place. Those living in a unit that will be brought under contract where the landlord accepts the HCV Program. Verification required will be a copy of their lease in an appropriate size dwelling unit for the family. HACM will also require utility bills for a three-month period verifying their residency in the unit. (20 points)
- Set-Aside Homeless Preference- Eligible homeless applicants referred by agencies through the County of Monterey Continuum of Care who are exiting transitional housing programs or emergency shelters with no other permanent housing placement options. Must meet the HUD definition of homeless as defined in the Hearth Act. (50 points)
- Formerly Homeless- Formerly homeless families or homeless families actively enrolled in case management, transitional housing, or other self-sufficiency program. (25 points)

ATTACHMENT:       CE Assessment Tool

| DOCUMENT SATISFYING REQUIREMENT | PAGE |
|---|---|
| **Single Adult VI-SPDAT** | **1** |
| **Family VI-SPDAT** | 6 |
| **Transition Age Youth VI-SPDAT** | 13 |

# Administration

| Interviewer's Name | Agency | ☐ Team ☐ Staff ☐ Volunteer |
|---|---|---|
| _____ | _____ | |
| **Survey Date** | **Survey Time** | **Survey Location** |
| DD/MM/YYYY ____/____/_____ | __ __ : __ __ AM/PM | _____ |

# 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 | Age | Social Security Number | Consent to participate |
|---|---|---|---|
| DD/MM/YYYY ____/____/_____ | _____ | _____ | ☐ Yes          ☐ No |

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

# 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: |
|---|---|

2. How long has it been since you lived in permanent stable housing?   _____  ☐ 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: |
|---|---|

# 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: |
|---|---|

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: |
|---|---|

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:

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:

# 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:

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:

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:

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:

# 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: |
|---|---|

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: |
|---|---|

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: |
|---|---|

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

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:**

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:**

## Scoring Summary

| DOMAIN | SUBTOTAL | RESULTS |
|---|---|---|
| PRE-SURVEY | /1 | **Score: Recommendation:** |
| A. HISTORY OF HOUSING & HOMELESSNESS | /2 | 0-3: no housing intervention |
| B. RISKS | /4 | 4-7: an assessment for Rapid Re-Housing |
| C. SOCIALIZATION & DAILY FUNCTIONS | /4 | |
| D. WELLNESS | /6 | 8+: an assessment for Permanent Supportive Housing/Housing First |
| **GRAND TOTAL:** | /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: _____ <br><br> time: ___ : _____ or Morning/Afternoon/Evening/Night |
|---|---|
| **Is there a phone number and/or email where someone can safely get in touch with you or leave you a message?** | phone: (_____) _____ - _____ <br><br> 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

# Administration

| Interviewer's Name | Agency | ☐ Team<br>☐ Staff<br>☐ Volunteer |
|---|---|---|
| _____ | _____ | |
| **Survey Date** | **Survey Time** | **Survey Location** |
| DD/MM/YYYY  ____/____/_____ | __ __ : __ __  AM/PM | _____ |

# Opening Script

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- 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

<table>
<tr><td rowspan="6"><strong>PARENT 1</strong></td><td><strong>First Name</strong></td><td><strong>Nickname</strong></td><td colspan="2"><strong>Last Name</strong></td></tr>
<tr><td>_____</td><td>_____</td><td colspan="2">_____</td></tr>
<tr><td colspan="4"><strong>In what language do you feel best able to express yourself?</strong> _____</td></tr>
<tr><td><strong>Date of Birth</strong></td><td><strong>Age</strong></td><td><strong>Social Security Number</strong></td><td><strong>Consent to participate</strong></td></tr>
<tr><td>DD/MM/YYYY ____/____/_____</td><td>_____</td><td>_____</td><td>☐ Yes        ☐ No</td></tr>
</table>

<table>
<tr><td rowspan="6"><strong>PARENT 2</strong></td><td colspan="4">☐ No second parent currently part of the household</td></tr>
<tr><td><strong>First Name</strong></td><td><strong>Nickname</strong></td><td colspan="2"><strong>Last Name</strong></td></tr>
<tr><td>_____</td><td>_____</td><td colspan="2">_____</td></tr>
<tr><td colspan="4"><strong>In what language do you feel best able to express yourself?</strong> _____</td></tr>
<tr><td><strong>Date of Birth</strong></td><td><strong>Age</strong></td><td><strong>Social Security Number</strong></td><td><strong>Consent to participate</strong></td></tr>
<tr><td>DD/MM/YYYY ____/____/_____</td><td>_____</td><td>_____</td><td>☐ Yes        ☐ No</td></tr>
</table>

| IF EITHER HEAD OF HOUSEHOLD IS 60 YEARS OF AGE OR OLDER, THEN SCORE 1. | SCORE: |
|---|---|

# 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 |
|---|---|---|---|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

| | SCORE: |
|---|---|
| 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**.<br><br>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**

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

6. How long has it been since you and your family lived in permanent stable housing?  _____  ☐ Refused

7. In the last three years, how many times have you and your family been homeless?  _____  ☐ Refused

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

# 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  \_\_\_\_  ☐ Refused
      health crisis, family/intimate violence, distress centers and
      suicide prevention hotlines?

   e) Talked to police because they witnessed a crime, were the victim  \_\_\_\_  ☐ Refused
      of a crime, or the alleged perpetrator of a crime or because the
      police told them that they must move along?

   f) Stayed one or more nights in a holding cell, jail or prison, whether  \_\_\_\_  ☐ Refused
      that was a short-term stay like the drunk tank, a longer stay for a
      more serious offence, or anything in between?

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

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 themself 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: _____

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: _____

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: _____

# 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: |
|---|---|

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: |
|---|---|

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: |
|---|---|

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: |
|---|---|

# 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: |
|---|---|

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:

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:

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 substance use? ☐ **Y** ☐ N ☐ N/A or Refused

**IF "YES", SCORE 1 FOR TRI-MORBIDITY.** | SCORE:

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:

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:

# 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:**

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:**

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:**

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 & 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:**

# Scoring Summary

| DOMAIN | SUBTOTAL | RESULTS |
|---|---|---|
| PRE-SURVEY | /2 | |
| A. HISTORY OF HOUSING & HOMELESSNESS | /2 | **Score:** **Recommendation:** |
| B. RISKS | /4 | 0-3 no housing intervention |
| C. SOCIALIZATION & DAILY FUNCTIONS | /4 | 4-8 an assessment for Rapid Re-Housing |
| D. WELLNESS | /6 | 9+ an assessment for Permanent Supportive Housing/Housing First |
| E. FAMILY UNIT | /4 | |
| **GRAND TOTAL:** | /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: _____<br><br>time: ___ : ____ or Morning/Afternoon/Evening/Night |
| **Is there a phone number and/or email where someone can safely get in touch with you or leave you a message?** | phone: (_____) _____ - _____<br><br>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

# Administration

| Interviewer's Name | Agency | ☐ Team ☐ Staff ☐ Volunteer |
|---|---|---|
| _____ | _____ | |
| **Survey Date** | **Survey Time** | **Survey Location** |
| DD/MM/YYYY ____/____/_____ | __ __ : __ __ | _____ |

# 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 | Age | Social Security Number | Consent to participate |
|---|---|---|---|
| DD/MM/YYYY ____/____/_____ | _____ | _____ | ☐ Yes      ☐ No |

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

# 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:** |
|---|---|

2. How long has it been since you lived in permanent stable housing?     _____ ☐ 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:** |
|---|---|

# 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:** |
|---|---|

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:** |
|---|---|

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

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:

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

10. Do you ever do things that may be considered to be risky like   ☐ **Y**   ☐ N   ☐ Refused
    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?

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

# C. Socialization & Daily Functioning

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

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

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

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

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

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

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

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: |
|---|---|

    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: |
|---|---|

# 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: |
|---|---|

22. Has your drinking or drug use led you to being kicked out of    □ **Y**   □ N   □ Refused
an apartment or program where you were staying in the past?

23. Will drinking or drug use make it difficult for you to stay    □ **Y**   □ N   □ Refused
housed or afford your housing?

24. If you've ever used marijuana, did you ever try it at age 12 or    □ **Y**   □ N   □ Refused
younger?

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

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    □ **Y**   □ N   □ Refused
    impairment?

26. Do you have any mental health or brain issues that would    □ **Y**   □ N   □ Refused
make it hard for you to live independently because you'd need
help?

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

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

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

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

| | SCORE: |
|---|---|
| IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR **MEDICATIONS.** | |

## Scoring Summary

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

# 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: _____<br><br>time:  ___ : ____  or _____ |
| **Is there a phone number and/or email where someone can get in touch with you or leave you a message?** | phone:  (_____) _____ - _____<br><br>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 youth at some point in the future

• safety planning

**ATTACHMENT:**　　　**Projects Accepted Notification**

| DOCUMENT SATISFYING REQUIREMENT | PAGE |
|---|---|
| **Community Human Services Notification (Safe Passage)** | **1-2** |
| • **Email Notification** | **1** |
| • **Attached Letter** | **2** |
| **Community Homeless Solutions Notification (Homeward Bound, MOST/Lexington Court, Men in Transition)** | **3-4** |
| • **Email Notification** | **3** |
| • **Attached Letter** | **4** |
| **County of San Benito Notification (Helping Hands)** | **5-6** |
| • **Email Notification** | **5** |
| • **Attached Letter** | **6** |
| **Interim, Inc. Notification (Sandy Shores, Shelter + Care II, MCHOPE)** | **7-8** |
| • **Email Notification** | **7** |
| • **Attached Letter** | **8** |
| **MidPen Housing Corporation Notification (Moon Gate)** | **9-10** |
| • **Email Notification** | **9** |
| • **Attached Letter** | **10** |
| **Veteran Transition Center Notification (Coming Home, Bonus PSH Project)** | **11-12** |
| • **Email Notification** | **11** |
| • **Attached Letter** | **12** |
| **Housing Authority of Monterey County Notification (Pueblo Del Mar)** | **13-14** |
| • **Email Notification** | **13** |
| • **Attached Letter** | **14** |
| **2019 CA-506 HUD CoC Competition Priority Ranking** | **15-18** |

Homebase
*ADVANCING SOLUTIONS TO HOMELESSNESS*

**Irina Naduhovskaya <irina@homebaseccc.org>**

## 2019 CoC Rating & Ranking Panel Recommendations
1 message

**Issraa Al-Mukhtar** <issraa@chspmontereycounty.org>                Thu, Sep 5, 2019 at 1:51 PM
To: Robin McCrae <rmccrae@chservices.org>
Cc: Roxanne Wilson <rwilson@chspmontereycounty.org>, "irina@homebaseccc.org" <irina@homebaseccc.org>

Hi Robin,


Please find attached the documents related to the 2019 CoC Program Local Competition. Please let us know if you have any questions.


Thank you,


Issraa al-Mukhtar

Administrative Coordinator

Coalition of Homeless Services Providers

1942 Fremont Blvd.

Seaside, CA 93955

Phone: (831) 883-3080 ext. 7842

Direct: (831) 204-7842

issraa@chspmontereycounty.org

http://www.chspmontereycounty.org/


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**3 attachments**

📄 **CH Services - Safe Passage.pdf**    **Letter Notification**
84K

📄 **2019 HUD CoC Final Ranking Tool.pdf**    **Priority Listing Attached**
115K

📄 **Monterey-San Benito 2019 CoC  Solicitation and Ranking Process-UPDATE.pdf**
500K

# THE COALITION

## OF HOMELESS SERVICES PROVIDERS

September 5, 2019

Community Human Services
Robin McCrae
P.O. Box 3076
Monterey, CA 93942

**Project(s): Safe Passage**

Dear Robin,

Thank you for your participation in the 2019 Salinas/Monterey & San Benito County Continuum of Care (CoC) Program Local Competition! We appreciate the time you and your staff devoted to preparing and submitting your funding applications.

The Rating Panel met on **Wednesday, August 28, 2019** to review and rank projects submitted in this year's competition. The Panel appreciated learning about your programs and the work that you do in housing and providing services for persons experiencing homelessness in the community.

Attached please find the Rating Panel's Recommended Priority Listing, which has been approved by the Leadership Council on **September 4, 2019.**

The following are the Rating Panel recommendations for your projects:

- **Safe Passage: Tier 1 at full amount requested**

Attached are the score breakdown for your project(s), as well as the Public Solicitation of Application, CA-506 handbook and local Scoring Tools used in this year's competition.

If you wish to appeal the Rating Panel decision, you must submit your appeal request by no later than **September 9, 2019. All appeals must be received within 3 business days of the notification of ranking.**

Appeals can only be based on one of the following:

1. The application received less funding than applied for, or
2. The agency can show, with evidence, that the process was unfair.

Please carefully review Appeals Process in the Public Solicitation of Application, CA-506 handbook before submitting your appeal. Again, thank you very much for the time and energy that you invested in applying for CoC Program funding this year.

Sincerely,

Elliott Robinson
Interim Executive Officer

## Homebase

### 2019 CoC Rating & Ranking Panel Recommendations

1 message

**Issraa Al-Mukhtar** <issraa@chspmontereycounty.org>               Thu, Sep 5, 2019 at 1:50 PM
To: Reyes Bonilla <Rbonilla@communityhomelesssolutions.org>
Cc: Roxanne Wilson <rwilson@chspmontereycounty.org>, "irina@homebaseccc.org" <irina@homebaseccc.org>

Hi Reyes,


Please find attached the documents related to the 2019 CoC Program Local Competition. Please let us know if you have any questions.


Thank you,


Issraa al-Mukhtar

Administrative Coordinator

Coalition of Homeless Services Providers

1942 Fremont Blvd.

Seaside, CA 93955

Phone: (831) 883-3080 ext. 7842

Direct: (831) 204-7842

issraa@chspmontereycounty.org

http://www.chspmontereycounty.org/


**3 attachments**

**CH Solutions.pdf**                    **Letter Notification**
88K

**2019 HUD CoC Final Ranking Tool.pdf**   **Priority Listing Attached**
115K

**Monterey-San Benito 2019 CoC  Solicitation and Ranking Process-UPDATE.pdf**
500K

# THE COALITION

## OF HOMELESS SERVICES PROVIDERS

September 5, 2019

Community Homeless Solutions
Reyes Bonilla
3087 Wittenmyer Court
Marina, CA 93933

**Project(s): Homeward Bound, MOST/Lexington Court, Men In Transition**

Dear Reyes,

Thank you for your participation in the 2019 Salinas/Monterey & San Benito County Continuum of Care (Coe) Program Local Competition! We appreciate the time you and your staff devoted to preparing and submitting your funding applications.

The Rating Panel met on **Wednesday, August 28, 2019** to review and rank projects submitted in this year's competition. The Panel appreciated learning about your programs and the work that you do in housing and providing services for persons experiencing homelessness in the community.

Attached please find the Rating Panel's Recommended Priority Listing, which has been approved by the Leadership Council on **September 4, 2019.**

The following are the Rating Panel recommendations for your projects:

- **Homeward Bound: Tier 1 at full amount requested**
- **Most/Lexington Court: Tier 1 at full amount requested**
- **Men in Transition: Tier 1 at full amount requested**

Attached are the score breakdown for your project(s), as well as the Public Solicitation of Application, CA-506 handbook and local Scoring Tools used in this year's competition.

If you wish to appeal the Rating Panel decision, you must submit your appeal request by no later than **September 9, 2019. All appeals must be received within 3 business days of the notification of ranking.**

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Sincerely,

Elliott Robinson
Interim Executive Officer

4

**Homebase**

**Irina Naduhovskaya <irina@homebaseccc.org>**

## 2019 CoC Rating & Ranking Panel Recommendations

1 message

**Issraa Al-Mukhtar** <issraa@chspmontereycounty.org>                    Thu, Sep 5, 2019 at 1:45 PM
To: Enrique Arreola <Earreola@cosb.us>
Cc: Roxanne Wilson <rwilson@chspmontereycounty.org>, "irina@homebaseccc.org" <irina@homebaseccc.org>

Hi Enrique,


Please find attached the documents related to the 2019 CoC Program Local Competition. Please let us know if you have any questions.


Thank you,


Issraa al-Mukhtar

Administrative Coordinator

Coalition of Homeless Services Providers

1942 Fremont Blvd.

Seaside, CA 93955

Phone: (831) 883-3080 ext. 7842

Direct: (831) 204-7842

issraa@chspmontereycounty.org

http://www.chspmontereycounty.org/


**3 attachments**

**COSB - Helping Hands.pdf**
86K

**2019 HUD CoC Final Ranking Tool.pdf**
115K

**Monterey-San Benito 2019 CoC  Solicitation and Ranking Process-UPDATE.pdf**
500K

**Letter Notification**

**Priority Listing Attached**

# THE COALITION

## OF HOMELESS SERVICES PROVIDERS

September 5, 2019

County of San Benito
Enrique Arreola
1111 San Felipe Road
Hollister, CA 95023

**Project(s): Helping Hands**

Dear Enrique,

Thank you for your participation in the 2019 Salinas/Monterey & San Benito County Continuum of Care (CoC) Program Local Competition! We appreciate the time you and your staff devoted to preparing and submitting your funding applications.

The Rating Panel met on **Wednesday, August 28, 2019** to review and rank projects submitted in this year's competition. The Panel appreciated learning about your programs and the work that you do in housing and providing services for persons experiencing homelessness in the community.

Attached please find the Rating Panel's Recommended Priority Listing, which has been approved by the Leadership Council on **September 4, 2019.**

The following are the Rating Panel recommendations for your projects:

- **Helping Hands: Tier 1 at full amount requested**

Attached are the score breakdown for your project(s), as well as the Public Solicitation of Application, CA-506 handbook and local Scoring Tools used in this year's competition.

If you wish to appeal the Rating Panel decision, you must submit your appeal request by no later than **September 9, 2019. All appeals must be received within 3 business days of the notification of ranking.**

Appeals can only be based on one of the following:

1. The application received less funding than applied for, or
2. The agency can show, with evidence, that the process was unfair.

Please carefully review Appeals Process in the Public Solicitation of Application, CA-506 handbook before submitting your appeal. Again, thank you very much for the time and energy that you invested in applying for CoC Program funding this year.

Sincerely,

Elliott Robinson
Interim Executive Officer

6

## Homebase

**Irina Naduhovskaya <irina@homebaseccc.org>**

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## 2019 CoC Rating & Ranking Panel Recommendations

1 message

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**Issraa Al-Mukhtar** <issraa@chspmontereycounty.org>                    Thu, Sep 5, 2019 at 1:44 PM
To: Barbara Mitchell <Bmitchell@interiminc.org>
Cc: Roxanne Wilson <rwilson@chspmontereycounty.org>, "irina@homebaseccc.org" <irina@homebaseccc.org>

Hi Barbara,

Please find attached the documents related to the 2019 CoC Program Local Competition. Please let us know if you have any questions.

Thank you,

Issraa al-Mukhtar

Administrative Coordinator

Coalition of Homeless Services Providers

1942 Fremont Blvd.

Seaside, CA 93955

Phone: (831) 883-3080 ext. 7842

Direct: (831) 204-7842

issraa@chspmontereycounty.org

http://www.chspmontereycounty.org/

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**3 attachments**

📄 **Interim, Inc..pdf**               **Letter Notification**
    89K

📄 **2019 HUD CoC Final Ranking Tool.pdf**    **Priority Listing Attached**
    115K

📄 **Monterey-San Benito 2019 CoC  Solicitation and Ranking Process-UPDATE.pdf**
    500K

# THE COALITION

## OF HOMELESS SERVICES PROVIDERS

**MEMBER AGENCIES**

Community Human Services

Community Homeless Solutions

Dorothy's Place

Housing Authority of the County of Monterey

Housing Resource Center of Monterey County

Interim, Inc.

MidPen Housing Corporation

The Salvation Army - Monterey Peninsula Corps

San Benito County Health & Human Services

Sun Street Centers

Veterans Transition Center

**ASSOCIATE MEMBERS**

Access Support Network

Central Coast Center for Independent living

CHISPA

CSU Monterey Bay

Eden Housing

Food Bank for Monterey County

Gathering for Women

Neighborhood Services Center of the First United Methodist Church

Veterans Resource Centers of America

Victory Mission

**COMMUNITY ADVISORS**

City of Marina

City of Salinas

City of Sand City

Monterey County Department of Social Services/CAP

Monterey County Office of Education

September 5, 2019

Interim Inc.
Barbara L. Mitchell, MSW
P.O. Box 3222, Monterey, CA 93942

**Project(s): Sandy Shores, Shelter+ Care** Il, **MCHOPE**

Dear Barbara,

Thank you for your participation in the 2019 Salinas/Monterey & San Benito County Continuum of Care (CoC) Program Local Competition! We appreciate the time you and your staff devoted to preparing and submitting your funding applications.

The Rating Panel met on **Wednesday, August 28, 2019** to review and rank projects submitted in this year's competition. The Panel appreciated learning about your programs and the work that you do in housing and providing services for persons experiencing homelessness in the community.

Attached please find the Rating Panel's Recommended Priority Listing, which has been approved by the Leadership Council on **September 4, 2019.**

The following are the Rating Panel recommendations for your projects:

- **Sandy Shores: Tier 1 at full amount requested**
- **Shelter Plus Care** Il: **Tier 1 at full amount requested**
- **MCHOPE: Tier 1 at full amount requested**

Attached are the score breakdown for your project(s), as well as the Public Solicitation of Application, CA-506 handbook and local Scoring Tools used in this year's competition.

If you wish to appeal the Rating Panel decision, you must submit your appeal request by no later than **September 9, 2019. All appeals must be received within 3 business days of the notification of ranking.**

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Please carefully review Appeals Process in the Public Solicitation of Application, CA-506 handbook before submitting your appeal. Again, thank you very much for the time and energy that you invested in applying for CoC Program funding this year.

Sincerely,

Elliott Robinson
Interim Executive Officer

# Homebase

**Irina Naduhovskaya <irina@homebaseccc.org>**

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## 2019 CoC Rating & Ranking Panel Recommendations

1 message

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**Issraa Al-Mukhtar** <issraa@chspmontereycounty.org>                    Thu, Sep 5, 2019 at 1:42 PM
To: "dcohen@midpen-housing.org" <dcohen@midpen-housing.org>
Cc: Roxanne Wilson <rwilson@chspmontereycounty.org>, "irina@homebaseccc.org" <irina@homebaseccc.org>

Hi Dominque,

Please find attached the documents related to the 2019 CoC Program Local Competition. Please let us know if you have any questions.

Thank you,

Issraa al-Mukhtar

Administrative Coordinator

Coalition of Homeless Services Providers

1942 Fremont Blvd.

Seaside, CA 93955

Phone: (831) 883-3080 ext. 7842

Direct: (831) 204-7842

issraa@chspmontereycounty.org

http://www.chspmontereycounty.org/

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**3 attachments**

📄 **MidPen - Moon Gate Plaza.pdf**          **Letter Notification**
84K

📄 **2019 HUD CoC Final Ranking Tool.pdf**   **Priority Listing Attached**
115K

📄 Monterey-San Benito 2019 CoC  Solicitation and Ranking Process-UPDATE.pdf
500K

# THE COALITION

## OF HOMELESS SERVICES PROVIDERS

220 12th Street
Marina, CA 93933
ww.CHSPMontereyCounty.org
(831) 883-3080
(831) 883-3085

**MEMBER AGENCIES**

Community Human Services

Community Homeless Solutions

Dorothy's Place

Housing Authority of the County of Monterey

Housing Resource Center of Monterey County

Interim, Inc.

MidPen Housing Corporation

The Salvation Army - Monterey Peninsula Corps

San Benito County Health & Human Services

Sun Street Centers

Veterans Transition Center

**ASSOCIATE MEMBERS**

Access Support Network

Central Coast Center for Independent Living

CHISPA

CSU Monterey Bay

Eden Housing

Food Bank for Monterey County

Gathering for Women

Neighborhood Services Center of the First United Methodist Church

Veterans Resource Centers of America

Victory Mission

**COMMUNITY ADVISORS**

City of Marina

City of Salinas

City of Sand City

Monterey County Department of Social Services/CAP

Monterey County Office of Education

September 5, 2019

Mid.Pen Housing Corporation
Dominique R Cohen MA, MFTI
690 S Fair Oaks Ave, Sunnyvale, Ca 94086

**Project(s): Moon Gate Plaza**

Dear Dominique,

Thank you for your participation in the 2019 Salinas/Monterey & San Benito County Continuum of Care (CoC) Program Local Competition! We appreciate the time you and your staff devoted to preparing and submitting your funding applications.

The Rating Panel met on **Wednesday, August 28, 2019** to review and rank projects submitted in this year's competition. The Panel appreciated learning about your programs and the work that you do in housing and providing services for persons experiencing homelessness in the community.

Attached please find the Rating Panel's Recommended Priority Listing, which has been approved by the Leadership Council on **September 4, 2019.**

The following are the Rating Panel recommendations for your projects:

- **Moon Gate Plaza: Tier 1 at full amount requested**

Attached are the score breakdown for your project(s), as well as the Public Solicitation of Application, CA-506 handbook and local Scoring Tools used in this year's competition.

If you wish to appeal the Rating Panel decision, you must submit your appeal request by no later than **September 9, 2019. All appeals must be received within 3 business days of the notification of ranking.**

Appeals can only be based on one of the following:

1. The application received less funding than applied for, or
2. The agency can show, with evidence, that the process was unfair.

Please carefully review Appeals Process in the Public Solicitation of Application, CA-506 handbook before submitting your appeal.
Again, thank you very much for the time and energy that you invested in applying for CoC Program funding this year.

Sincerely,

Elliott Robinson
Interim Executive Officer

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Homebase
ADVANCING SOLUTIONS TO HOMELESSNESS

**Irina Naduhovskaya <irina@homebaseccc.org>**

## 2019 CoC Rating & Ranking Panel Recommendations

1 message

**Issraa Al-Mukhtar** <issraa@chspmontereycounty.org>                    Thu, Sep 5, 2019 at 1:56 PM
To: Kurt Schake <kschake@vtcmonterey.org>
Cc: Roxanne Wilson <rwilson@chspmontereycounty.org>, "irina@homebaseccc.org" <irina@homebaseccc.org>

Hi Kurt,


Please find attached the documents related to the 2019 CoC Program Local Competition. Please let us know if you have any questions.


Thank you,



Issraa al-Mukhtar

Administrative Coordinator

Coalition of Homeless Services Providers

1942 Fremont Blvd.

Seaside, CA 93955

Phone: (831) 883-3080 ext. 7842

Direct: (831) 204-7842

issraa@chspmontereycounty.org

http://www.chspmontereycounty.org/



_____

**3 attachments**

**VTC.PDF**
87K

**Letter Notification**

**Priority Listing Attached**

**2019 HUD CoC Final Ranking Tool.pdf**
115K

Monterey-San Benito 2019 CoC  Solicitation and Ranking Process-UPDATE.pdf
500K

# THE COALITION

## OF HOMELESS SERVICES PROVIDERS

September 5, 2019

Veterans Transition Center
Kurt Schake
220 12th Street
Marina, CA 93933

**Project(s): Coming Home Program, CoC Bonus PSH Project**

Dear Kurt,

Thank you for your participation in the 2019 Salinas/Monterey & San Benito County Continuum of Care (CoC) Program Local Competition! We appreciate the time you and your staff devoted to preparing and submitting your funding applications.

The Rating Panel met on **Wednesday, August 28, 2019** to review and rank projects submitted in this year's competition. The Panel appreciated learning about your programs and the work that you do in housing and providing services for persons experiencing homelessness in the community.

Attached please find the Rating Panel's Recommended Priority Listing, which has been approved by the Leadership Council on **September 4, 2019.**

The following are the Rating Panel recommendations for your projects:

- **The Coming Home Program: Tier 1 at full amount requested**
- **PSH Bonus Project: Tier 1 at full amount requested**

Attached are the score breakdown for your project(s), as well as the Public Solicitation of Application, CA-506 handbook and local Scoring Tools used in this year's competition.
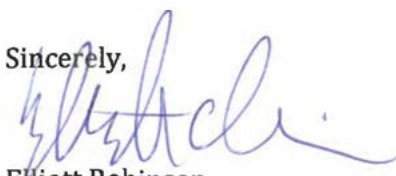
If you wish to appeal the Rating Panel decision, you must submit your appeal request by no later than **September 9, 2019. All appeals must be received within 3 business days of the notification of ranking.**

Appeals can only be based on one of the following:

1. The application received less funding than applied for, or
2. The agency can show, with evidence, that the process was unfair.

Please carefully review Appeals Process in the Public Solicitation of Application, CA-506 handbook before submitting your appeal. Again, thank you very much for the time and energy that you invested in applying for CoC Program funding this year.

Sincerely,

Elliott Robinson
Interim Executive Officer

From: Issraa Al-Mukhtar      Email Notification of Project Accepted: Housing Authority County of Monterey

**Sent:** Thursday, September 05, 2019 1:55 PM

**To:** Kirk Mann; Anna Foglia

**Subject:** 2019 Coe Rating & Ranking Panel Recommendations

Hi Kirk & Anna,

Please find attached the documents related to the 2019 Coe Program Local Competition. Please let us know if you have any questions.

Thank you,

Issraa al-Mukhtar

Administrative Coordinator

Coalition of Homeless Services Providers

1942 Fremont Blvd.

Seaside, CA 93955

Phone: (831) 883-3080 ext. 7842

Direct: (831) 204-7842

issraa@chsQmontereY.countY..org

httQ://www.chsgmontereY.countY..org[

3 Attachments

**Letter Notification**      **Priority Listing Attached**

 PDM.PDF

 2019 HUD CoC Fin...

 Monterey-San Beni...

13

# THE COALITION

## OF HOMELESS SERVICES PROVIDERS

**MEMBER AGENCIES**

Community Human Services

Community Homeless Solutions

Dorothy's Place

Housing Authority of the County of
Monterey

Housing Resource Center of
Monterey County

Interim, Inc.

MidPen Housing Corporation

The Salvation Army – Monterey
Peninsula Corps

San Benito County Health & Human
Services

Sun Street Centers

Veterans Transition Center

**ASSOCIATE MEMBERS**

Access Support Network

Central Coast Center for
Independent Living

CHISPA

CSU Monterey Bay

Eden Housing

Food Bank for
Monterey County

Gathering for Women

Neighborhood Services Center of the
First United Methodist Church

Veterans Resource Centers of
America

Victory Mission

**COMMUNITY ADVISORS**

City of Marina

City of Salinas

City of Sand City

Monterey County Department of
Social Services/CAP

Monterey County
Office of Education

September 5, 2019

Housing Authority County of Monterey
Kirk Mann
123 Rico Street
Salinas, CA 93901

**Project(s): Pueblo Del Mar**

Dear Kirk,

Thank you for your participation in the 2019 Salinas/Monterey & San Benito County Continuum of Care (CoC) Program Local Competition! We appreciate the time you and your staff devoted to preparing and submitting your funding applications.

The Rating Panel met on **Wednesday, August 28, 2019** to review and rank projects submitted in this year's competition. The Panel appreciated learning about your programs and the work that you do in housing and providing services for persons experiencing homelessness in the community.

Attached please find the Rating Panel's Recommended Priority Listing, which has been approved by the Leadership Council on **September 4, 2019.**

Pueblo del Mar ranked 12$^{th}$ on the Ranking List and straddles the Tier one threshold. Should the CoC Bonus Project be selected from HUD, $107,193 would land in Tier II. Should HUD not select the CoC Bonus Project, Pueblo del Mar will have $218,455 will land in Tier II. Any funding that is in Tier II funding may be at risk.

Attached are the score breakdown for your project(s), as well as the Public Solicitation of Application, CA-506 handbook and local Scoring Tools used in this year's competition.
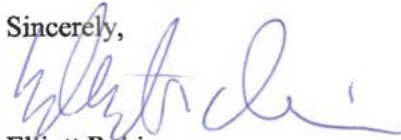
If you wish to appeal the Rating Panel decision, you must submit your appeal request by no later than **September 9, 2019. All appeals must be received within 3 business days of the notification of ranking.**

Appeals can only be based on one of the following:

1. The application received less funding than applied for, or
2. The agency can show, with evidence, that the process was unfair.

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Sincerely,

Elliott Robinson
Interim Executive Officer

# 2019 CA-506 HUD CoC Competition Priority Ranking

| | TIER I AMOUNT | | $1,679,386 |
|---|---|---|---|

Rank

| Rank | | Overall Score | Total Project Request |
|---|---|---|---|
| 1 | MidPen | | |
| Tier 1 | *Moon Gate Plaza* | 596 | $ 203,800 |

Soledad Street Housing Community is an 81 studio units, 4 one-bedroom, and 5 two-bedroom units of affordable housing. 10 studio units will be utilized to serve chronically homeless households and will support those with mental illness or physical disability. MidPen Resident Services will offer Strength Based Case/Care management services onsite. Project located in the City of Salinas and is available county-wide. Approximately 5 individuals served annually.

| | | Overall Score | Total Project Request |
|---|---|---|---|
| 2 | Interim, Inc | | |
| Tier 1 | *Sandy Shores* | 564 | $ 107,062 |

Provides 28 units of permanent affordable and supportive group housing for homeless adults with a serious mental illness.. Offers a variety of services aimed at increasing self-sufficiency. Educational and vocational services focus on social, living interpersonal, study and job skills. Linkage to other services and service providers is also offered. Monterey County Behavioral Health provides case coordination and representative payees. Located in Marina, this is a county-wide program. Serves approximately 35-40 individuals annually.

| | | Overall Score | Total Project Request |
|---|---|---|---|
| 3 | VTC | | |
| Tier 1 | *PSH Bonus Project* | 554 | $ 111,262 |

22 Single permanent supportive housing beds that serves homeless Veterans with HUD-VASH Voucher. Services include reintegration, full case management, life skills, substance abuse counseling.

| | | Overall Score | Total Project Request |
|---|---|---|---|
| 4 | Interim, Inc | | |
| Tier 1 | *Shelter + Care II* | 507 | $ 144,533 |

The project is Permanent Supportive housing for persons with mental illness disabilities. The program provides mental health services to the clients and intensive case management. The collaborative partner is Interim, Inc., a non-profit mental health services organization. Program participants are provided with rental assistance to ensure permanent housing. Rental assistance administered by Housing Authority of the County of Monterey in partnership with Interim, Inc. to serve homeless persons with mental disabilities. This is a county-wide program. Approximately 14-16 served annually.

# 2019 CA-506 HUD CoC Competition Priority Ranking

| 5 | Interim, Inc | Overall Score | Total Project Request | |
|---|---|---|---|---|
| Tier 1 | *MCHOPE* | 490 | $ | 112,191 |

Master leasing of 7 to 8 units serving eight individuals annually.  Supportive services include a full array of case management and other wrap around services.  Located in Marina, this is a county-wide program.  Serves approximately 8 individuals annually.

| 6 | COSB | Overall Score | Total Project Request | |
|---|---|---|---|---|
| Tier 1 | *Helping Hands* | 481 | $ | 241,673 |

11 one-, two-, and three-bedroom apartments leased by Health and Human Services  and subleased to qualified families & individuals.  Services include case management based on specific disability, mental & substance abuse counseling, medical/dental assistance, and job training.  This program is scattered-site throughout San Benito County.  Serves approximately 20 individuals annually.

| 7 | CHS | Overall Score | Total Project Request | |
|---|---|---|---|---|
| Tier 1 | *Safe Passage* | 468 | $ | 130,574 |

A six-bed transitional supportive housing program serving homeless youth, ages 18-21.  Supportive Services include self-sufficiency planning, case management, life skills education, financial literacy & job/educational readiness, and community-wide Information & Referral. Project located in the City of Monterey and is available county-wide.  Approximately 10 individuals served annually.

| 8 | C.H. Solutions | Overall Score | Total Project Request | |
|---|---|---|---|---|
| Tier 1 | *Homeward Bound* | 468 | $ | 118,209 |

25 2-bedroom units serving homeless or single women with children or who are victims of domestic violence. Located in Marina, services are provided to families countywide. Services available include case management, financial literacy training, clothing closet, individual and group therapy, and recovery classes. Located in Marina, the program is county-wide.  75 beds available, serving approximately 35 women and 50 children annually.

# 2019 CA-506 HUD CoC Competition Priority Ranking

| 9 | C.H. Solutions | Overall Score | Total Project Request | |
|---|---|---|---|---|
| Tier 1 | *MOST / Lexington Court* | 441 | $ | 101,336 |

Six 2-bedroom units for homeless families.  Supportive Services include self-sufficiency planning, case management, life skills education, financial literacy & job/educational readiness, and community-wide Information & Referral..  Located in Marina, this is a county-wide program.  Serves approximately 18 individuals annually.  The Mobile Outreach Services Team (M.O.S.T.), the outreach component, provides harm reduction services to approximately 1,250 homeless individuals annually.

| 10 | C.H. Solutions | Overall Score | Total Project Request | |
|---|---|---|---|---|
| Tier 1 | *Men in Transition* | 425 | $ | 169,772 |

24 bed, 8 unit transitional housing project serving single homeless men and women. Supportive services include case management, group counseling, financial literacy, job readiness & life skills and community-wide information and referral. Located in Marina, services are provided countywide.   Serves approximately 24 individuals annually.

| 11 | VTC | Overall Score | Total Project Request | |
|---|---|---|---|---|
| Tier 1 | *Coming Home Program* | 422 | $ | 82,555 |

40 units for homeless veterans and their families. Services include reintegration, full case management, life skills, substance abuse counseling.  Located in Marina, this program is Monterey & San Benito county-wide.  Approximately 102 single men & women veterans, 10 couples and up to 25 children served annually.

| 12 | HACM | Overall Score | Total Project Request | |
|---|---|---|---|---|
| Straddle | *Pueblo del Mar* | 379 | $ | 374,874.00 |

A 54-household (2 bedrooms each), 216-bed transitional supportive housing program for homeless families with children in recovery from substance abuse. Supportive services include addiction recovery groups. Case management, employment/education counseling, etc.  Located in Marina, this is a county-wide program.   Approximately 216 served annually.

| | | |
|---|---|---|
| Pueblo Del Mar Amount in Tier I if PSH Bonus Project Selected By HUD | $ | 267,681 |
| Pueblo Del Mar Amount in Tier II if PSH Bonus Project Selected By HUD | $ | 107,193 |
| Pueblo Del Mar Amount in Tier I if PSH Bonus Project Not Selected By HUD | $ | 156,419 |
| Pueblo Del Mar Amount in Tier II if PSH Bonus Project Not Selected By HUD | $ | 218,455 |

# 2019 CA-506 HUD CoC Competition Priority Ranking

# SUMMARY

| | | | |
|---|---|---|---:|
| A. | Annual Renewal Demand (ARD) | $ | 1,786,579 |

| | | | |
|---|---|---|---:|
| B. | Tier I Financial Threshold *(ARD minus approx. 6%)* | $ | 1,679,386 |
| C. | **Total Tier I Projects** *(Actual Project Ranking, based on highest to lowest score, up to Tier I Financial Threshold)* | $ | 1,522,967 |
| D. | Balance of Tier I *(Funds available to* ***"Straddle"*** *between Tier I & Tier II)* | $ | 156,419 |

| | | | |
|---|---|---|---:|
| E. | Tier II *(Renewal Projects that cannot be fully funded within the Tier I's Financial Threshold fall into Tier II)* | $ | 107,193 |
| | BONUS PROJECT AMOUNT *(Add into Tier II)* | $ | 111,262 |
| | Total Tier II + Bonus Project Amount *(All in Tier II)* | $ | 218,455 |

| | | | |
|---|---|---|---:|
| F. | Tier II Financial Threshold | $ | 218,455 |
| | **\*\*Project "Straddle"** *(Amount that falls into Tier II after partial funding from Tier I)* | $ | 156,419 |
| | **\*\*Total Available Amount for Tier II** | $ | 62,036 |

| | | | |
|---|---|---|---:|
| I. | Total Tier I + Tier II Project Amounts | $ | 1,897,841 |
| J. | Difference | $ | *111,262* |
| K. | **Total equals Tier I + Tier II MINUS Bonus Project** *(proof: should = ARD)* | $ | 1,786,579 |

**ATTACHMENT:**　　　　**Projects Rejected/Reduced Notification**

| DOCUMENT SATISFYING REQUIREMENT | PAGE |
|---|---|
| **THERE WERE NO PROJECTS REJECTED OR REDUCED** | |

ATTACHMENT:     Local Competition Deadline

| DOCUMENT SATISFYING REQUIREMENT | PAGE |
|---|---|
| Website Posting of Local Competition Deadline | 1-2 |
| Facebook Posting of Local Competition Deadline | 3 |

# THE COALITION
## OF HOMELESS SERVICES PROVIDERS

IN SUPPORT OF CA 506 SALINAS/MONTEREY & SAN BENITO COUNTY COC

AS OF JULY 10, 2019

### FY 2019 HUD CoC Prog. NOFA - Schedule of Events
(subject to change based upon required timelines)

- **July 3rd, 2019** - HUD FY 2019 CoC Program NOFA Released – For complete info, please see: www.hudexchange.info

- 2019 NOFA Community Legal Notices/Press Release Announcements/Email listservs – **Week of July 7 through July 15, 2019.** Coalition of Homeless Services Providers Website Posting. (Monterey County: Monterey County Weekly & San Benito County: Benito Link).

- **Monday, July 15, 2019**-Renewal project to submit most recent agency independent audit, program written grievance procedure and most recent Annual Performance Report PDF to the Coalition at executive@chspmontereycounty.org and cc: rwilson@chspmontereycounty.org.

- **Tuesday, July 23, 2019** – FY 2019 HUD **MANDATORY** CoC Program NOFA Technical Assistance session for all applicants. The session will be conducted from 10:00-12:00 at 1942 Fremont Blvd, Seaside.

- **Friday, July 26, 2019**-New and Renewal projects to submit Supplemental Questionnaire to the Coalition at executive@chspmontereycounty.org and cc: rwilson@chspmontereycounty.org.

- **Wednesday, August 14, 2019** - Deadline for all (New & Renewal) Project Application(s) initial submission into e-snaps for review by the Coalition. All match and/or leveraging documentation must be included.

 Chrome  File  Edit  View  History  Bookmarks  People  Window  Help

 2019 NOFA-Calendar pdf  ×  +

 chspmontereycounty.org/wp-content/themes/chspmc/img/2019-NOFA-Calendar.pdf

 box

 Mon 3:10 PM   Irina Naduhovskaya

 ✓ View as Analog
 ✓ View as Digital

 Open Date & Time Preferences...

▸ **Wednesday, August 14, 2019** - Deadline for all (New & Renewal) Project Application(s) initial submission into e-snaps for review by the Coalition. All match and/or leveraging documentation must be included.

▸ **August 15 through August 23, 2019** - Coalition application review and communication with Applicants re necessary revisions. All final applications (with all required electronic attachments) submitted into e-snaps with a PDF to the Coalition.

▸ **August 15 through August 23, 2019** - New/Renewal Form HUD-2991 Certifications of Consistency with Consolidated Plan(s) Requests prepared and mailed by the Coalition.

▸ **Wednesday, August 28, 2019** - Rank/Review Panel and Applicant presentations. presentations will be scheduled from 10:30-12:30). The session will be conducted at 1942 Fremont Blvd, Seaside.

▸ **Wednesday, September 4, 2019** - Leadership Council to meet to approve Rank and Review Committee priority recommendations.

▸ **By Wednesday, September 11, 2019** - all project applicants notified in writing whether their project applications will be included in the final HUD prioritization listing.

▸ **September 4 - to September 24, 2019** - Coalition continues work on elements of Collaborative Application.

▸ **Wednesday, September 25, 2019** - Internal deadline for Coalition to submit all component parts of the Collaborative Application and Priority Listing to HUD. Reserved in case of significant electronic failure and/or other significant event delaying submission.

▸ **Wednesday, September 25, 2019** - Complete Consolidated Application and Priority Listing posted on the Coalition website.

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## Coalition of Homeless Services Providers ⬤
@chspmontry2

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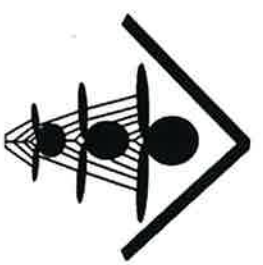
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### Posts

Coalition of Homeless Services Providers
July 17 · ⬤

Notice of Monterey/San Benito County's Continuum of Care (CoC) Application Process for US Dept. of HUD's FY 2019 CoC Program Notification of Funding Availability (NOFA).

The US Dept. of Housing and Urban Development (HUD) issued its Notice of Funding Availability (NOFA) for FY 2019 Continuum of Care (CoC) Homeless Assistance Programs on July 3rd, 2019. The funds will pay for housing and for supportive services for programs serving persons experiencing homelessness. The Monterey/San Benito County CoC's Leadership Council and Collaborative Applicant, the Coalition of Homeless Services Providers, announce formation of a CoC Working Group that will assist over the next several weeks with the CoC's and project applicants' response to the NOFA. ==NOTE: All local CoC Project Applications are due by August 14th, 2019. A mandatory pre-proposal conference will be conducted at 10:00 a.m. on July 23rd, 2019 at 1942 Fremont Blvd, Seaside== for all interested applicants. The deadline for the submittal of the Collaborative Application, Project Applications and Project Priority Listing is September 30th, 2019. Call the Coalition of Homeless Services Providers at (831) 883-3080 to participate, or for general information. All prospective applicants should read the NOFA and related materials, available at www.hudexchange.info.

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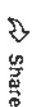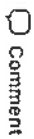
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**ATTACHMENT:**        **Local Competition Public Posting Announcement**

| DOCUMENT SATISFYING REQUIREMENT | PAGE |
|---|---|
| **Website Local Competition Announcement: Coalition of Homeless Services Providers** | **1-2** |
| **Monterey-San Benito 2019 CoC Solicitation and Ranking Process Handbook** | **3** |
| • **Objective Criteria and Improving System Performance** | **10** |
| • **Specific Method of Evaluating DV Projects** | **13** |
| **Email Local Competition Announcement (Updated materials)** | **17** |
| **2019 CoC Renewal Application Scoring Tools** | **20** |
| • **Objective Criteria** | **20-25** |
| • **Improving System Performance** | **21-25** |
| **2019 CoC New Application Scoring Tools** | **27** |
| • **Objective Criteria** | **31** |
| • **Improving System Performance** | **31** |
| • **Specific Method of Evaluating DV Projects** | **30** |

# THE COALITION
## OF HOMELESS SERVICES PROVIDERS

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# CoC Program

## FY 2019 US Dept. of HUD Continuum of Care (CoC) Program

Notice of Monterey/San Benito County's Continuum of Care (CoC) Application Process for US Dept. of HUD's FY 2019 CoC Program Notification of Funding Availability (NOFA).

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A **mandatory** pre-proposal conference will be conducted at 10:00 a.m. on July 23rd, 2019 at 1942 Fremont Blvd, Seaside for all interested applicants. The deadline for the submittal of the Collaborative Application, Project Applications and Project Priority Listing is September 30th, 2019. Call the Coalition of Homeless Services Providers at (831) 883-3080 to participate, or for general information. All prospective applicants should read the FY-2019-CoC-Program-Competition-NOFA and related materials, available at www.hudexchange.info.

## 2019 NOFA Important Documents

### Sign up for updates!

Get news from Coalition of Homeless Services Providers in your inbox.

* Email

[                                        ]

By submitting this form, you are consenting to receive marketing emails from: Coalition of Homeless Services Providers, 220 12th Street, Marina, CA, 93933, US, http://www.chspmontereycounty.org. You can revoke your consent to receive emails at any time by using the SafeUnsubscribe® link, found at the bottom of every email. Emails are serviced by Constant Contact.

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Tuesday, August 6, 2019

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CoC Program - Coalition of Homeless Services Providers

**THE COALITION**
OF HOMELESS SERVICES PROVIDERS

HOME    CONTINUUM OF CARE ⌄    LEADERSHIP COUNCIL    NEWS    COC    ...W!

Applications are due by August 14th, 2019.

A **mandatory** pre-proposal conference will be conducted at 10:00 a.m. on July 23rd, 2019 at 1942 Fremont Blvd, Seaside for all interested applicants. The deadline for the submittal of the Collaborative Application, Project Applications and Project Priority Listing is September 30th, 2019. Call the Coalition of Homeless Services Providers at (831) 883-3080 to participate, or for general information. All prospective applicants should read the FY-2019-CoC-Program-Competition-NOFA and related materials, available at www.hudexchange.info.

## 2019 NOFA Important Documents

2019 NOFA Calendar

Monterey-San Benito 2019 CoC Solicitation and Ranking Process

FY-2019-CoC-Program-Competition-NOFA

FY-2019-New-Project-Application-Navigational-Guide

FY-2019-New-Project-Application-Detailed-Instructions-Version-2

FY-2019-Renewal-Project-Application-Detailed-Instructions

## *2018 - Archived Documents for Reference*

📄 CA-506 (Lead Me Home CoC) LMH Leadership Council Governance Charter Pol/Proc, Chap 2
📄 2018 NOFA Calendar
📄 2018 Monterey-San Benito CoC Competition Solicitation and Ranking Process

## *2017 - Archived Documents for Reference*

marketing emails from: Coalition of Homeless Services Providers, 220 12th Street, Marina, CA, 93933, US, http://www.chspmontereycounty.org. You can revoke your consent to receive emails at any time by using the SafeUnsubscribe® link, found at the bottom of every email. Emails are serviced by Constant Contact.

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# *PUBLIC SOLICITATION OF APPLICATIONS*
# CA-506
# 2019 Continuum of Care Competition
# Reviewing and Prioritizing Projects for Funding

**CA-506**
**Salinas/Monterey, San Benito Counties CoC**

# Table of Contents

## Local Process for Reviewing and Prioritizing Projects for Funding

As the CA-506 Continuum of Care Board, the Leadership Council is ultimately responsible for all duties assigned in the CoC Program to include review and prioritization of projects seeking funding through the annual HUD national CoC competition.

One of the major functions of a Continuum of Care is to prepare and oversee the applications for funds administered by HUD under the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act. Among these, the CoC Program is designed to assist individuals (including unaccompanied youth) and families experiencing homelessness and to provide the services needed to help them individuals move into transitional and permanent housing, with the goal of long-term stability. For this reason, the CoC Program funds important housing and services programs, such as permanent housing (including permanent supportive housing and rapid re-housing), transitional housing, and supportive services only programs. HUD CoC Program funds are granted annually based on a national competition following the release a Notice of Funding Availability (NOFA). It is a primary responsibility of the Continuum of Care to oversee the application for those funds.

In addition, recipients of Emergency Solutions Grant funds, another homeless assistance grant administered under the HEARTH Act, are required by HUD to coordinate with the Continuum of Care regarding the allocation of those funds. While HUD distributes some ESG funds directly to entitlement jurisdictions throughout the country, some funding is left to the state to administer. The California Department of Housing and Community Development (HCD) oversees the distribution of these non-entitlement funds in California. In addition, other funds such as Supportive Services to Veterans and Families (SSVF) require CoC engagement.

This section outlines the CA-506 CoC policy as related to designing, operating and following a collaborative process for the development of Continuum of Care Program applications and approval of submission of applications.

### Collaborative Applicant

The Leadership Council designates the Executive Officer/staff of the Coalition of Homeless Services Providers as the annual HUD CoC NOFA Collaborative Applicant. The Collaborative Applicant is responsible for leading and supporting all aspects of the annual HUD CoC NOFA process, including submission of the Consolidated Application consisting of 1) the CoC Application (formerly Exhibit 1); 2) Project Applicants Priority List; and 3) all Project Applications (formerly Exhibits 2).

### Overview of Project Review Process/NOFA Submission Timeline

Immediately after HUD's Continuum of Care NOFA is released, or as much as possible prior to release, the LMH CoC Coordinator/ Collaborative Applicant will coordinate all activities under the Project Review Process and NOFA Submission. The following is an overview of that timeline, with additional information provided below. This timeline is subject to change annually, depending on HUD/NOFA requirements.

- The Administration & Implementation Committee considers community priorities, then designs and presents scoring tools and materials to the Leadership Council for approval. The scoring

system is used to prioritize renewal programs and to select new programs for inclusion in the funding application, as well as to respond to priorities set by HUD in the NOFA.

- o Community priorities are set through CoC strategic planning, needs assessment, and gaps analysis process.
- The Leadership Council considers and approves the scoring tools and materials.
- Information regarding the NOFA and the community's process and requirements are disseminated to all LMH CoC members and other interested parties (all homeless service and housing providers in the Continuum of Care area) via the following open solicitation methods:
  - o Letters/emails
  - o Responses to public inquiries
  - o Outreach to faith-based groups
  - o Announcements at CoC meetings
  - o Announcements at other meetings
  - o Legal Notices published in newspapers
  - o Press Releases
- Any agency interested in applying for funds is requested to contact the LMH CoC Coordinator/Collaborative Applicant and fill out/submit the provided Letter of Intent (LOI) to apply:

<div align="center">

**Coalition of Homeless Services Providers**
**Attn: CoC Team**
**1942 Fremont Blvd.**
**Seaside, CA 93955**
**831-883-3080**
**Email:  rwilson@chspmontereycounty.org and executive@chspmontereycounty.org**

</div>

- Applicants attend a Mandatory Bidders' Technical Assistance Conference, and have approximately 4-6 weeks to complete and submit their applications (generally not less than 30 days prior to the NOFA deadline) to the LMH CoC Coordinator/Collaborative Applicant.
- LMH CoC Coordinator/Collaborative Applicant determines whether thresholds are met for applications.
- The Administration and Implementation Committee confirms Rating Panel membership according to policies described below.
- The Rating Panel reviews, scores and prioritizes Project Applications according to procedures described below. Project Applicants receive their preliminary score and ranking.
- Applicants have the opportunity to appeal their score and/or rank, according to the Appeals Process below.
- The CoC Coordinator/Collaborative Applicant informs Project Applicants of their final ranking in writing, generally no less than 15 days prior to the NOFA deadline as the NOFA requires.
- The LMH CoC Coordinator/Collaborative Applicant publicly post the CoC Application and Project Priorities submissions on line on the Coalition's website no less than 2 days prior to the NOFA deadline
- The LMH CoC Coordinator/Collaborative Applicant collects Final Project Applications and submits the CoC's Consolidated Application.

## Funding Priorities and Local Need

While there is a need for services and housing for homeless in many areas in the community, specific areas of greater need will be funding priorities for the CoC. Determining funding priorities is driven by the community's needs assessment and gaps analysis, and all CoC organizations participating in the gaps analysis process have a voice in this decision. Funding priorities are established through a fair and open process using objective criteria

Through the gaps analysis process, the following areas have been identified as current funding priorities (note that priorities will change annually):

- Federal priorities:  New project bonus and/or new reallocation projects: Permanent Supportive Housing targeting the chronically homeless or DedicatedPLUS populations; Rapid Re-housing, Coordinated Entry, HMIS, and DV Bonus projects (of the 3 allowable types).
- Renewals of successfully operating projects if the community's need for the project continues. The LMH CoC will review each project at the time it seeks renewal funding to determine if the project is performing satisfactorily and meeting the needs of persons it proposed to serve or whether local needs have changed and other subpopulations or types of assistance should receive preference.
- To maximize the funds immediately available to the CoC and be consistent with restrictions in recent NOFAs, renewal projects may only apply for a one-year grant term, unless HUD permits multiple year renewal applications.
- Similarly, the LMH CoC Coordinator/ Collaborative Applicant will work with any potential new project applicants to ensure that new funding resources coming into the CoC are maximized. As much as feasible, there is a preference for new projects that apply for a one-year grant term unless otherwise directed by HUD requirements.
- Remaining funds (after the funding of successful one-year renewals) from the HUD designated Pro Rata amount for the CoC are available through the competitive application process.

## Encouragement of New Applicants and Technical Assistance for Applicants

The LMH CoC is open to and encourages applications from entities that have not previously been awarded CoC funds. Prospective and new applicants are invited to participate in all of the process steps below, including the Bidders' Technical Assistance Conference described below.

## Bidders' Technical Assistance Conference

A Mandatory Bidders' Technical Assistance Conference will be conducted for agencies interested in submitting applications.  The Bidders' Technical Assistance Conference will cover the following issues:

- Eligible activities
- Eligible persons to be served
- Amounts available
- Match requirements
- Advice on identifying leverage
- How to complete applications
- Submission format requirements
- Timelines and deadlines
- Local community process

- Appeal process
- Other relevant topics and issues

## Procedures for Application Submissions

- Proposals and all additional requested information must be submitted per HUD directive with a PDF to the LMH CoC Coordinator/Collaborative Applicant:

**Coalition of Homeless Services Providers**
**Attn: CoC Team**
**1942 Fremont Blvd.**
**Seaside, CA 93955**
**831-883-3080**
**Email: rwilson@chspmontereycounty.org and executive@chspmontereycounty.org**

- Proposals will be due by 5:00 PM on the due date.
- Specifics regarding due dates, submission requirements, timelines and proposal format will be distributed and reviewed at the Bidder's Technical Assistance Conference.

## Local Deadline and Schedule of Events

The deadline for submission of local Supplemental Applicant Information Forms is **Friday, July 26, 2018, 5 PM**.  The deadline for submission of applications in e-snaps to HUD is **Wednesday, August 14, 2019, 5PM**.  For a complete list of local events and internal deadlines, please see the 2019 HUD CoC NOFA Process Schedule of Events posted on the Coalition of Homeless Services Providers website at: https://www.chspmontereycounty.org/coc-funding/coc-program/.  Please check this regularly as internal dates are subject to change.

## Late and Incomplete Applications Policy

- Late Application: Late applications received within 48 hours of the due date/time will receive a 15-point score reduction.  Late applications received after 48 hours will not be accepted.
- Incomplete Applications: Incomplete applications cannot be cured for Rating Panel scoring, but must be corrected prior to HUD submission.  The original application (not the copies) will be examined to determine if all pieces of the application have been submitted.

## Using All Available Funds

The CoC will do everything possible to ensure it applies for all funds possibly available to the community.  Thus, if all on-time applications have been submitted and it appears that either 1) the community is not requesting as much money as is available from HUD, or 2) no Permanent Housing Bonus (or other special project as defined by HUD) projects have been submitted, then:
- The LMH CoC Coordinator/Collaborative Applicant will email the Leadership Council and other interested parties (all homeless service and housing providers in the continuum of care area) with specifics regarding:
  - How much money is available
  - For what type of programs

- o When the application is due
- The LMH CoC Coordinator/Collaborative Applicant will provide technical assistance and guidance, as needed, to ensure applicants understand the funding requirements.
- Any additional applications for these funds will be given as much time as possible to complete the application. However, time constraints associated with submission of the Consolidated Application to HUD may limit the time available. The LMH CoC Coordinator/ Collaborative Applicant will work to notify potential applicants about available funds as early as possible as to provide adequate time to complete a thoughtful application.

## Notice Regarding Potential Reallocation of Funds

HUD allows CoCs to reallocate funds from non- and/or under-performing projects to higher priority community needs that also align with HUD priorities and goals.  The process of reallocation is led by the Administration & Implementation Committee and LMH CoC Coordinator/Collaborative Applicant in consultation with the Leadership Council.

In addition to poorer performing projects, the LMH CoC will take into consider historical under-spending of CoC program funds when making reallocation decisions. Any program that has consistently underspent its grant in the past three years may face reallocation for the portion of the grant it has not spent. This is to ensure that this funding is kept in the community, rather than being returned to the federal treasury. The LMH CoC Coordinator/Collaborative Applicant will notify any applicants at risk of reallocation for under-spending in advance.

## Encouragement of Voluntary or Transition Reallocation to Better Align the CoC

In order to encourage projects to voluntarily align themselves with HUD priorities and local priorities, existing projects that are no longer needed, that no longer match the agency's mission, or that are underperforming, wishing to convert their project to one of the eligible new reallocation project types described above, will be given priority by the LMH CoC Rating Panel in accessing the funds reallocated from their existing project.  If desired, such projects may use the transition grant procedure allowed this year under the 2018 CoC NOFA.

Any such project must complete a new project application as part of the local competition and will be scored on the basis of that application.

## Application Eligibility Threshold Review

Before Project Applications are submitted to the Rating Panel, they must pass a threshold review. The LMH CoC Coordinator/Collaborative Applicant will complete the threshold review to verify the eligibility of:
- Applicant
- Project
- Activity
- Completeness of application.

This review will take place prior to the application's submission to the Rating Panel for reading and scoring. Proposals that fail to completely meet threshold review criteria will not be forwarded to the

Rating Panel for further consideration. These programs will be notified of this decision within 24 hours of the threshold review. Proposals that completely meet eligibility threshold review criteria will be submitted to the Rating Panel and will be scored according to the scoring criteria.

## Rating Panel

**Objective criteria.**

**Improving system performance.**

Eligible Project Applicant proposals will be prioritized for inclusion in the LMH CoC's Consolidated Application by the Rating Panel based on their score.

- On an annual basis, the Administration & Implementation Committee creates separate scoring tools for renewal and new projects. The Leadership Council approves these tools prior to use. Using these scoring tools, the Rating Panel may review, but is not limited to, the following objective rating measures to assess the performance of projects seeking funding:
    - CoC monitoring findings
    - HUD monitoring findings
    - Independent audits
    - HUD APRs for performance results
    - Unexecuted grants
    - Site visits
    - Surveys of program clients
    - Reallocation recommendation(s) from the Administration & Implementation Committee and LMH CoC Coordinator/Collaborative Applicant
    - Project readiness
    - Expenditure of grant funds (fast or slow)
    - De-obligated funds status from previous awards
    - Cost effectiveness of the project
    - Provider organization experience
    - Provider organization capacity
    - Project presentation
    - CoC membership involvement
    - HMIS participation involvement
    - Match funds committed to project
    - Leverage letters committed to project.

### Rating Panel Membership

The Administration & Implementation Committee recruits 5 to 7 Rating Panel members who are:
- Knowledgeable about homelessness and housing in the community and who are broadly representative of the relevant sectors, subpopulations, and geographic areas
- "Neutral," meaning that they are not employees, staff or otherwise have a business or personal conflict of interest with the applicant organizations;
- Familiar with housing and homeless needs within the LMH Continuum of Care; and
- Willing to review projects with the best interest of homeless persons in mind.

### Rating Panel Responsibilities

To serve on the Rating Panel, members must:
- Sign a statement declaring that they have no conflict of interest and a confidentiality agreement
- Be appointed and have their eligibility verified and approved by the Leadership Council

- Be able to dedicate time for application review and meetings as directed by the Leadership Council or their designee, typically the LMH CoC Coordinator/Collaborative Applicant.

Prior to each application review and rank process, the LMH CoC Coordinator/Collaborative Applicant and Administration and Implementation Committee will train Rating Panel members. This training includes the following:
- Information regarding homeless activities, needs, services, definitions and other issues that are pertinent to the LMH CoC
- A background of McKinney Vento and the local process
- The role of the Rating Panel
- Review of the scoring tools, applications, and resources.

## Rating Panel Project Review Process and Publically Announced Objective Rating Criteria

- Rating Panel members receive eligible applications and scoring materials prepared by the LMH CoC Coordinator/Collaborative Applicant.
- Rating Panel Members review, rate, and evaluate all applications using previously publicly announced objective criteria that include system performance measures (please see the accompanying Review Criteria sheet for further details).
- All Rating Panel members review all relevant information from applications over a one-week period.
- The Rating Panel meets to review and discuss each application together and to individually score them.  As a designee of the Leadership Council, the LMH CoC Coordinator/ Collaborative Applicant staff is present at the Rating Panel meeting to record decisions of the Panel and any comments/ recommendations they have for applicants.
    - o The Rating Panel discusses the merits of each proposal, scores the applications, and turns in score sheets to staff.
    - o Overall raw scores are calculated by LMH CoC Coordinator/Collaborative Applicant staff.
    - o The Rating Panel considers adjustments for HUD incentives or requirements.
    - o The Rating Panel considers proposal changes or project budget adjustments that may be required to meet community needs.
    - o The Rating Panel determines the rank and funding levels of all projects considering all available information.
    - o Project Applicants may be asked to attend Rating Panel deliberation(s) to provide a brief overview of their respective proposals, and be available for a question and answer session with Panel members.
    - o During deliberation(s), the LHM CoC Coordinator/Collaborative Applicant will provide technical assistance by responding to questions of the Rating Panel members, correcting technical inaccuracies if they arise in conversation, and reminding the members of their responsibilities.
- The Rating Panel's recommendations for Project Application priority ranking (i.e. Priority List) are forwarded to the Leadership Council for final approval.
- Scoring results and a preliminary rank are delivered in writing to all Project Applicants a minimum of 15 days prior to the NOFA deadline (or as dictated by HUD in the NOFA) with a reminder about the appeals process.

**Specific method for evaluating projects submitted by victim service providers.**

o    Project Applications which do not meet the threshold requirements will not be included in the Priority List in the CoC Application/Consolidated Application, and therefore will not be forwarded to HUD for consideration.

o    If more new applications are submitted than available through the Permanent Housing Bonus and/or reallocated funding, only the highest-scoring new applications will be included in the CoC's Consolidated Application to HUD.

## Specific Methods of Evaluating Proposals From Victim Service Providers

The LMH CoC encourages applications from victim service providers and other providers for DV bonus projects and other projects that will help meet the housing, safety, and other needs of survivors of domestic violence, dating violence, and stalking.  The following specific evaluation methods apply to proposals from victim service providers:

Renewal Proposals:
- Use of comparable database: Victim service providers are prohibited from entering data into HMIS, and instead must use a comparable database that meets HMIS requirements.  Therefore, all relevant performance and data questions in the local supplemental application and the HUD e-snaps application must be answered using aggregate (non-identifiable) data from a comparable database.
- Addressing safety needs: The project quality, readiness, and appropriateness section of the local supplemental application and the project description section of HUD e-snaps application must include a description of how the project will improve the safety of participants, and the performance metrics section of local supplemental application must propose at least one relevant measure of the degree of participant safety.

New Project Proposals
- Use of comparable database: Victim service providers are prohibited from entering data into HMIS, and instead must use a comparable database that meets HMIS requirements.  Therefore, victim service providers proposing new projects must agree to use a comparable database and to provide the CoC with aggregate (non-identifiable) data from the comparable database.
- Addressing safety needs: The project quality, readiness, and appropriateness section of the local supplemental application and the project description section of HUD e-snaps application must include a description of how the project will improve the safety of participants, and the program goals to be measured annually section of local supplemental application must propose at least one relevant measure of the degree of participant safety.

### Appeals Process

All eligible applicants have the opportunity to appeal both their score and preliminary ranking prior to the Priority List being finalized and approved by the Leadership Council.

### The Appeals Committee

The Appeals Committee will comprised of four (4) impartial members of the LMH Leadership Council:  3 members will be Appeals Committee voting members and one will be a non-voting member.
- The three voting members will not have participated on the original Rating Panel.
- The non-voting member must be a member of the original Rating Panel.

- No member of the Appeals Committee may have a conflict of interest with <u>any</u> of the agencies applying for McKinney funding. All members of the Appeals Committee must sign conflict of interest and confidentiality statements.
- The role of the Appeals Committee is to read and review only those areas of the application that are being appealed.

## Eligible Appeals

- A Project Applicant may appeal an application if a) the application received less funding than applied for, or b) if the agency can show, with evidence, that the process was unfair.
- Project Applicants that have been found not to meet the threshold requirements are not eligible for an appeal.
- Appeals cannot be based upon the judgment of the Rating Panel.

Applicants may appeal in writing, with back up documentation, if they can prove their score is not reflective of the application information provided, or if they can describe bias or unfairness in the process that warrants the appeal.

## The Appeals Process

- Any and all appeals must be received in writing within three (3) business days of the notification of ranking to projects.
- All notices of appeal must be based on the information submitted by the application due date. No new or additional information will be considered. Omissions to the application cannot be appealed.
- All notices of appeal (one original and four copies) must be submitted to:

> Coalition of Homeless Services Providers/CoC Coordinator
> 1942 Fremont Blvd.
> Seaside, CA 93955
> 831-883-3080
> Email:  rwilson@chspmontereycounty.org
> and executive@chspmontereycounty.org

- The notice of appeal must include a written statement specifying in detail the grounds asserted for the appeal.  The appeal must be signed by an individual authorized to represent the sponsor agency (i.e., Executive Director)/Project Applicant.  The notice of appeal is limited to one single spaced page in 12-point font.
- The appeal must include a copy of the application and all accompanying materials submitted to the Rating Panel.  No additional information can be submitted.
- All valid appeals will be read, reviewed, and evaluated by the Appeals Committee.
- The Appeals Committee will meet to deliberate the appeal.
  - All Project Applicants appealing the Rating Panel-recommended decision will be timely notified in writing and invited to attend any appeal. They may make a 10-minute statement regarding the appeal.
  - The Appeals Committee will review the rankings made by the Rating Panel only on the basis of the submitted project application, the one page appeal, any statements made during the appeal process, and the material used by the Rating Panel.  No new

information can be submitted by the Project Applicant appealing or reviewed by the Appeals Committee.
- o The decision of the Appeals Committee must be supported by a simple majority vote.
- The appealing agency will receive a written decision of the Appeals Committee within two (2) business days of the Appeals Committee Meeting.
- The decision of the Appeals Committee will be final.

## Grantee Withdrawal

All applicants are encouraged to notify the LMH CoC Coordinator/Collaborative Applicant as soon as possible, and in writing, if they choose to not apply for funding. If a Project Applicant decides not to submit their application to HUD, the LMH CoC will do everything possible to find a qualified program to apply for those funds so that they are not lost to the community.

- The LMH CoC Coordinator/Collaborative Applicant will email all LMH CoC members and other interested parties (all homeless service and housing providers in the continuum of care area) with specifics regarding:
  - o How much money is available
  - o For what type of programs
  - o When the application is due.
- Any additional applications for these funds will be given as much time as possible to complete the application. However, time constraints associated with submission of the Consolidated Application to HUD may limit the time available. The LMH CoC Coordinator/ Collaborative Applicant will work to notify potential applicants about available funds as early as possible as to provide adequate time to complete a thoughtful application.
- The Rating Panel will review applications that are submitted and will meet, either in-person or via conference call, to score and rank these applications.

## Final Prioritized List of Applications

The final prioritized list of all Project Applicant proposals must be approved by the Leadership Council. Any Leadership Council members with a conflict of interest must recuse him/herself from all related discussions and abstain from the vote approving the priority list.  This prioritized list will then be forwarded to HUD by the LMH CoC Coordinator/Collaborative Applicant by the NOFA deadline as part of the Consolidated Application. Conditional award funding is typically based upon the prioritized list of Project Applicants that are submitted, however, actual awards/award amounts are determined by HUD.

## Resource Information

- 2019 CoC NOFA: https://www.hudexchange.info/programs/e-snaps/fy-2019-coc-program-nofa-coc-program-competition/#nofa-and-notices
- CoC Program Interim Rule (24 CFR part 578): https://www.hudexchange.info/resource/2035/coc-program-interim-rule-formatted-version
- E-snaps application system: https://esnaps.hud.gov
- HUD Websites:
  - o www.hud.gov
  - o www.hudexchange.info
- Funding Application: https://www.hudexchange.info/programs/e-snaps/

- Training and Resources: www.hudexchange.info/homelessness-assistance/
- HUD Exchange Ask A Question (AAQ): https://www.hudexchange.info/program-support/myquestion/
- Listserv: www.hudexchange.info/mailinglist
- Coalition CoC page: http://www.chspmontereycounty.org/coc-funding/coc-program/

References:

1. Renewal Application Performance Scoring Criteria
2. New Project Scoring and Ranking Criteria

**From:** **Roxanne Wilson** rwilson@chspmontereycounty.org 📎
**Subject:** Updated Ranking Tools, Ranking Policy, and Lead Me Home Update
**Date:** August 19, 2019 at 3:28 PM
**To:** afoglia@sunstreet.org, Barbara Mitchell Bmitchell@interiminc.org, Betsy Wilson Ewilson@midpen-housing.org, Brian Wainwright bwainwright@vtcmonterey.org, Carlos Jurado cjurado@midpen-housing.org, dcohen@midpen-housing.org, Enrique Arreola Earreola@cosb.us, Esther Alva ealva@cosb.us, Glorietta Rowland rowlandg@co.monterey.ca.us, Henry Espinosa espinosahr@co.monterey.ca.us, Jack Murphy Jmurphy@vtcmonterey.org, jmarquez@midpen-housing.org, Katrina Maxwell kmaxwell@interiminc.org, Katrina McKenzie kmckenzie@chspmontereycounty.org, Kurt Schake kschake@vtcmonterey.org, Lauren Suwansupa suwansupal@co.monterey.ca.us, Manny Gonzalez mgonzalez@hamonterey.org, Natalie Mayana nmayana@midpen-housing.org, Pali Weerasekera PWeerasekera@interiminc.org, pwalker@midpen-housing.org, Reyes Bonilla Rbonilla@communityhomelesssolutions.org, Rob Rapp Rrapp@chservices.org, Robin McCrae rmccrae@chservices.org, Rodrigo Torres rvidaltorres2@yahoo.com, Roxanne Wilson rwilson@chspmontereycounty.org, Sandra McGuire smcguire@interiminc.org, Sarahi Soto ssoto@communityhomelesssolutions.org, Shannon Tonkin Stonkin@hamonterey.org, Sophie Yakir Syakir@interiminc.org, Sylvia Jacquez sjacquez@cosb.us
**Cc:** Monterey NOFA montereynofa@homebaseccc.org, Elliott Robinson executive@chspmontereycounty.org

Good afternoon all,

Attached you will find the final ranking scoring sheets for new and renewal projects, the updated CoC Solicitation and Ranking Policies, the Ranking and Review Panel Schedule, and the final draft of the recent update to the Lead Me Home Plan.

Please note the following changes:

1.  Ranking & Review Panel
    a.  As usual, the Coalition will provide a brief overview of each program, however the Ranking Tool for renewal projects now includes two open ended questions in which you will have an opportunity to respond.
        1.  Describe project's ability to serve Chronically Homeless Individuals.
        2.  How does your project help meet the strategic priorities and action strategies of Lead Me Home 10 Yr Plan to End Homelessness? Please identify all strategic priorities and action strategies (and any other plan goals) the project will address.
    b.  New project's ranking tool are entirely open-ended. If you are submitting a new project, please submit your answers back to me no later than **THURSDAY, AUG. 22nd.** Early submission of your answers allows the panel to review and prepare any questions regarding your answers prior to the interview.
    c.  The time slots have been expanded to 20 minutes per program. This is to allow for a proper response to any questions presented by the panel and to be mindful of other agencies' waiting times.
2.  The Coalition's address was incorrect in the last version of the policies and has been updated.
3.  Since HUD is no longer prioritizing leverage, we replaced the leverage question with a question tying the project to the Lead Me Home Plan.

As a reminder, the Rank and Review Panel is scheduled for next **WEDNESDAY, AUGUST 28TH.** The final prioritization will be approved by the Leadership Council on Wednesday, September 4th and will be posted immediately after. You will also be notified via email the final approved ranking order.

Thank you all for all you do.

**Roxanne V. Wilson**
*Data Analyst*

Coalition of Homeless Services Providers
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| PDF | PDF | PDF | PDF |
| 2019 CONTI...ool.pdf | 2019 CONTI...ool.pdf | Monterey-San Benito...TE.PDF | Final Draft_Lead Me Ho...ate.pdf |

## 2019 CONTINUUM OF CARE COMPETITION

### CA-506 RANK AND REVIEW PANEL
### APPLICANT SCHEDULE

Wednesday, August 28, 2018
1942 Fremont Boulevard, Seaside, CA

| | |
|---|---|
| 10:00 AM -10:20 AM | Housing Authority of the County of Monterey- Pueblo Del Mar |
| 10:20 AM - 10:30 AM | *Administrative Break* |
| 10:30 AM - 10:50 AM | Interim, Inc.- Shelter Plus Care #2 |
| 10:50 AM - 11:10 AM | Interim, Inc.- MCHOPE |
| 11:10 AM - 11:30 AM | Interim, Inc. - Sandy Shores |
| 11:30 AM - 11:40 AM | *Administrative Break   20* |
| 11:40 AM -  12:00 PM | MidPen Housing Corporation- Moon Gate Plaza |
| 12:00 PM - 12:30 PM | *Break for Lunch* |
| 12:30 PM - 12:50 PM | Community Human Services- Safe Passage |
| 12:50 PM - 1:00 PM | *Administrative Break* |
| 2:00 PM - 2:20 PM | Community Homeless Solutions - Homeward Bound |
| 2:20 PM - 2:40 AM | Community Homeless Solutions - Men In Transition |

| | |
|---|---|
| 2:40 PM - 3:00 PM | Community Homeless Solutions - MOST/Lexington Court |
| 3:00 PM - 3:10 PM | *Administrative Break* |
| 3:10 PM - 3:30 PM | Veterans Transition Center - The Coming Home Program |
| 3:30 PM - 3:50 PM | Veterans Transition Center - PSH Bonus Project |

Note: Time slots have been increased to 20 minutes per project.

# 2019 CONTINUUM OF CARE NOFA

## RENEWAL Application Performance Scoring Criteria & Tool – 100 points possible

| Project Name: | Project Reviewer Name: |
|---|---|
|  |  |

| Continuum of Care Priority | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | CoC Evaluation Criteria | CoC Performance Target | Possible Points | Full Points (10 or 5) | Half Points (5 or 2.5) | No Points (0) | Data Source | Enter Project Actual Performance | Score |
| 1 | Project type    **Objective criteria.** | PSH, RRH, CE, HMIS, prioritized | 5 | PSH, RRH, SSO-CE, HMIS | TH, TH+RRH | SSO (non-CE) | E-Snaps Application Qs 3A-5 & 3B-4 | | |
| 2 | Describe project's ability to serve Chronically Homeless Individuals. | | 5 | Points given in accordance to reviewer's observations and satisfaction of applicant's ability to serve Chronically Homeless. | | | Applicant/ Open-ended Question | | |
| 3 | CoC target population priority.    **Objective criteria.** | Families, Youth, Veterans, DV, Disabled, CH | 5 | Targets Families, Youth, Veterans, DV, Disabled/CH | Serves any CoC target population but not exclusively | Does not serve a CoC target population | Applicant | | |
| 4 | How does your project help meet the strategic priorities and action strategies of Lead Me Home 10 Yr Plan to End Homelessness?  Please identify all strategic priorities and action strategies (and any other plan goals) the project will address. | | 5 | Points given in accordance to reviewer's observations and satisfaction of applicant's ability to meet the priorities of the 10 Yr Plan to End Homelessness. | | | Applicant | | |
| | Possible Points for Need/Priority: | | 20 | | | | Actual Points for Need/Priority: | | |

## Performance – Client Outcomes

| Increase Total Income | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | CoC Evaluation Criteria | CoC Performance Target | Possible Points | Full Points (10 or 5) | Half Points (5 or 2.5) | No Points (0) | Data Source | Enter Project Actual Performance | Score |
| 5 | All Programs: Percentage of persons 18 and older who maintained or increased their income (from *all sources*) as of the end of the operating year or program exit | 50% | 5 | 50% | 40% - 49% | <40% | APR Q 19a3 | | |
| **Increase Earned Income** | | | | | | | | | |
| 6a | PSH Programs: Percentage of *adults* who maintained or increased their earned income (from *employment*) as of the end of the operating year or program exit | 15% | 5 | 15% | 10% - 14% | <10% | APR Q 19a3 | | |
| 6b | RRH and TH Programs: Percentage of *adults* who maintained or increased their earned income (from *employment*) as of the end of the operating year or program exit | 30% | 5 | 30% | 20% - 29% | <20% | APR Q 19a3 | | |
| **Non-Cash Benefits – All Sources** | | | | | | | | | |
| 7 | All Programs: Percentage of adult *leavers* with at least one source of non-cash benefits at exit for each adult or head of household | 80% | 5 | 80% | 70% - 79% | <70% | APR Q 20b | | |

**Objective criteria.**
**Improving system performance** (row 5)

**Objective criteria.**
**Improving system performance.** (row 6a)

**Objective criteria.**
**Improving system performance.** (row 7)

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | Possible Points for Income: | | 15 | | | | Actual Points for Income: | |

**Additional Information:**

## Housing Stability

| | CoC Evaluation Criteria | CoC Performance Target | Possible Points | Full Points (10 or 5) | Half Points (5 or 2.5) | No Points (0) | Data Source | Enter Project Performance | Score |
|---|---|---|---|---|---|---|---|---|---|
| 8a | **PSH Programs:** Percentage of persons who remained in the PH program as of the end of the operating year or exited to PH during the operating year | 80% | 10 | 80% | 74% - 79% | <74% | APR Q 23a&b | | |
| | Objective criteria. Improving system performance. | | | | | | | | |
| 8b | **RRH Programs:** Percentage of persons who remained in the PH program as of the end of the operating year or exited to PH during the operating year | 80% | 10 | 80% | 74% - 79% | <74% | APR Q 23a&b | | |
| | Objective criteria. Improving system performance. | | | | | | | | |
| 8c | **TH Programs:** Percentage of persons who exited to PH during the operating year | 80% | 10 | 80% | 74% - 79% | <74% | APR Q 23a&b | | |
| | Objective criteria. Improving system performance. | | | | | | | | |
| | Possible Points for Housing Stability: | | 10 | | | | Actual Points for Housing Stability: | | |

**Additional Information:**

## Permanent Housing Placement

| | CoC Evaluation Criteria | CoC Performance Target | Possible Points | Full Points (10 or 5) | Half Points (5 or 2.5) | No Points (0) | Data Source | Enter Project Actual Performance | Score |
|---|---|---|---|---|---|---|---|---|---|
| 9 | **All Programs:** Percentage of leavers exited to non-permanent destinations | 10% or less | 5 | <10% | 11% - 20% | >20% | APR Q 23a&b | | |

*Objective criteria. Improving system performance.*

## Length of Time Homeless

| | CoC Evaluation Criteria | CoC Performance Target | Possible Points | Full Points (10 or 5) | Half Points (5 or 2.5) | No Points (0) | Data Source | Enter Project Actual Performance | Score |
|---|---|---|---|---|---|---|---|---|---|
| 10a | **PSH Programs:** Median length of stay for *stayers* | 10% more than previous year | 5 | 110% | 90% - 109% | <90% | APR Q 22b | | |
| 10b | **RRH & TH Programs:** Median length of stay for *leavers* | 10% less than previous year | 5 | 90% | 91% -110% | >110% | APR Q 22b | | |

*Objective criteria. Improving system performance.*

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | Possible Points for Homelessness: | | 10 | | | | Actual Points for Homelessness: | | |

Additional Information:

## Performance – Administrative

| | CoC Evaluation Criteria | CoC Performance Target | Possible Points | Full Points (10 or 5) | Half Points (5 or 2.5) | No Points (0) | Data Source | Enter Project Actual Performance | Score |
|---|---|---|---|---|---|---|---|---|---|
| 11a | **Bed Occupancy:** Average daily utilization rate | 90% | 5 | 90% | 80% - 89% | <80% | 7b | | |
| 11b | **HMIS:** Data Quality Report Card Grade for *10/01/2017-10/30/2018* | A Grade | 5 | A | B, C | D, F | Data Quality Report Card | | |
| 11c | **HMIS:** Percentage of HMIS Oversight Committee Meetings Attended *in the calendar year 1/1/18 – 12/31/18* | 100% | 5 | 100% | 83% - 99% | <83% | HMIS Oversight Committee Sign-in Sheets | | |

*Objective criteria. Improving system performance.*

*Objective criteria. Improving system performance.*

*Objective criteria.*

| | CoC Evaluation Criteria | CoC Performance Target | Possible Points | Full Points (10 or 5) | Half Points (5 or 2.5) | No Points (0) | Data Source | Enter Project Actual Performance | Score |
|---|---|---|---|---|---|---|---|---|---|
| 11d | Financial – drawdowns | 100% on time quarterly | 5 | 100% on time on time | 75% - 99% on time | <75% on time | eLoccs Grant Detail | | |
| 11e | Financial – grant utilization | 100% utilized | 5 | 100% | 90% - 99% | <90% | eLoccs Grant Detail | | |
| 11f | HUD findings/monitoring | No Outstanding HUD Findings | 5 | No HUD monitoring report or no outstanding findings | Outstanding findings with corrective action plan submitted | Outstanding findings with *no* corrective action plan submitted | HUD Monitoring Reports, Letters & Responses | | |

*Objective criteria.* (11d, 11e, 11f)

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | Possible Points for Performance –Administrative: | | 30 | | | Actual Points for Performance – Administrative: | | | |

**Additional Information:**

## Housing First/Barriers

| | CoC Evaluation Criteria | CoC Performance Target | Possible Points | Full Points (10 or 5) | Half Points (5 or 2.5) | No Points (0) | Data Source | Enter Project Actual Performance | Score |
|---|---|---|---|---|---|---|---|---|---|
| 12a | Uses Housing First/low barriers to entry<br><br>*Does not screen out for:*<br><br>1. Having too little income<br>2. Active or history of substance abuse<br>3. Having a criminal record with exceptions for state-mandated restrictions<br>4. History of domestic violence (e.g., lack of protective order)<br>5. None of the above | 4 of first 4 boxes checked | 5 | 4 of first 4 checked | 1 to 3 of first 4 checked | 0% (last box checked) | E-Snaps Application Q 3B-3a | | |

*Objective criteria.*
*Improving system performance.*

| 12b | Uses Housing First/low barriers to remaining<br><br>*Does not terminate for:*<br><br>1. Failure to participate in services<br>2. Failure to make progress on service plan<br>3. Loss of income or failure to improve income<br>4. Any other activity not covered in a lease agreement<br>5. None of the above | 100% (4 of first 4 boxes checked) | 5 | 100% (4 of first 4) | 25% - 75% (1 to 3 of first 4) | 0% (last box checked) | E-Snaps Application Q 3B-3c | | |
|---|---|---|---|---|---|---|---|---|---|
| | **Possible Points for Housing First/Barriers:** | | **10** | | | | **Actual Points for Housing First/Barriers:** | | |

**Objective criteria.**
**Improving system performance.**

Additional Information:

## Mainstream Resource Access

| | CoC Evaluation Criteria | CoC Performance Target | Possible Points | Full Points (10 or 5) | Half Points (5 or 2.5) | No Points (0) | Data Source | Enter Project Actual Performance | Score |
|---|---|---|---|---|---|---|---|---|---|
| 13 | Strategies employed to help clients access mainstream benefits:<br><br>1. Transportation assistance to clients to attend mainstream benefit appointments, employment training, or jobs?<br>2. At least annual follow-up with participants to ensure mainstream benefits are received and renewed?<br>3. Do project participants have access to SSI/SSDI technical assistance provided by the applicant, a sub-recipient, or partner agency?<br>4. Has the staff person providing the | 100% (4 of 4 Answered "Yes") | 5 | 100% (4 of 4) | 25% - 75% (1 to 3 of 4) | 0% (0 of 4) | E-Snaps Application Qs 4A-2 & 4A-3 | | |

**Objective criteria.**
**Improving system performance.**

| | technical assistance completed SOAR training in the past 24 months? | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | Possible Points for Mainstream Resource Access: | 5 | | | Actual Points for Mainstream Resource Access: | | | |

**Additional Information:**

| | | | | | |
|---|---|---|---|---|---|
| TOTAL POINTS *POSSIBLE:* | 100 | TOTAL POINTS *ACTUAL:* | | | |

# 2019 CONTINUUM OF CARE NOFA

Application Scoring Criteria & Tool – 100 points possible

| Project Name: | Project Reviewer Name: |
|---|---|
| | |

## Housing/Project Type (5 points possible)

| CoC Evaluation Criteria | Score |
|---|---|
| **4 points** for bonus and/or reallocation projects, including: (a) new permanent housing projects, (b) new rapid re-housing projects, (c) new coordinated entry projects, and (d) new HMIS projects; or<br><br>**4 points** for new DV bonus projects, including (a) rapid re-housing projects, (2) joint transitional housing and rapid re-housing projects, and (c) DV-focused coordinated entry projects; or<br><br>**2.5 points** for joint Transitional Housing-Rapid Re-Housing (non-DV Bonus)<br><br>**0 points** for All other projects. | |
| **1 point** PSH projects following a Housing First approach. | |
| Possible Points for Project Type: **5** · Actual Points for Project Type: | |

**Additional Information:**

## Consistency with the Strategic Priorities and Action Strategies of the Lead Me Home 10-Year Plan to End Homelessness (15 points possible)

### CoC Evaluation Criteria

How does your proposed project help meet the strategic priorities and action strategies of *Lead Me Home 10 Yr Plan to End Homelessness?* Please identify all strategic priorities and action strategies (and any other plan goals) the project will address. (15 points possible)

| | | | |
|---|---|---|---|
| Possible Points for Priority: | 15 | Actual Points for Priority: | |

Response:

## Project Quality, Readiness & Appropriateness (5 points possible)

### CoC Evaluation Criteria

Please explain how your project's design and mix of services and/or housing are appropriate for serving the population it intends to serve. Explain how (title, lease, etc.) and when you will have site control. When will housing occupancy and/or services begin?

| | | | |
|---|---|---|---|
| Possible Points for Project Quality, Readiness & Appropriateness: | 5 | Actual Points for Project Quality, Readiness & Appropriateness: | |

Response:

## Program Goals and Program Design (20 points possible)

### CoC Evaluation Criteria

For New PSH, RRH, and TH-RRH Projects Only: Please briefly identify:
- Your program goals to be measured annually:
  - o   Obtain/remain in permanent housing
  - o   Increase skills and income
  - o   Achieve greater self-determination
- Where your homeless participants will come from;
- Your outreach plan to bring participants in;
- The types and frequency of services participants will receive;
- Commitment to participate in CARS coordinated entry;
- How participants will be helped to obtain and remain in permanent housing;
- How participants will be helped to increase their employment and income and live independently

| Possible Points for Program Goals and Program Design: | 20 | Actual Points for Program Goals and Program Design | |
|---|---|---|---|

Response:

## Agency/Collaborative Capacity (10 points possible)

| CoC Evaluation Criteria | Score |
|---|---|

List the specific type and length of experience of all organizations involved in implementing the proposed project, including the project sponsor, housing and supportive service providers, and any key subcontractors.  Describe experience directly related to their role in the proposed project as well as their overall experience working with homeless people.  For projects contracting for and overseeing the construction or rehabilitation of housing, leasing, or administering rental assistance, describe experience, as applicable.

| Possible Points for Agency/Collaborative Capacity: | 10 | Actual Points for Agency/Collaborative: | |
|---|---|---|---|

Response:

| | |
|---|---|

## Victim-centered / Trauma-informed Services (10 points possible)

| CoC Evaluation Criteria | | | |
|---|---|---|---|
| Please describe your project's ability to provide victim-centered / trauma-informed services to those fleeing or victimized by domestic violence, dating violence, stalking, or human trafficking. | | | |
| Possible Points for victim-centered / trauma-informed services: | 10 | Actual Points for victim-centered / trauma-informed services: | |

Response:

**Specific method for evaluating projects submitted by victim service providers.**

## Chronicity (15 points possible)

| CoC Evaluation Criteria | | | |
|---|---|---|---|
| Describe project's ability to serve Chronically Homeless Individuals. | | | |
| Possible Points for Chronicity | 15 | Actual Points for Chronicity: | |

Response:

## Mainstream Resources (10 points possible)

| CoC Evaluation Criteria |
|---|
| Please check each strategy program uses to help clients access federal mainstream benefits, including: |

☐Medicaid                     ☐Workforce Investment Act

| ☐State Children's Health Insurance Program<br>☐TANF (CalWORKS); Food Stamps<br>☐SSI | ☐Employment Income<br>☐Welfare to Work Grant Programs<br>☐Veterans Health Care | |
|---|---|---|
| **Points will be allocated as follows:** | 10 points – 7 - 8 strategies used<br>8 points – 5 - 6 strategies used<br>6 point – 3 - 4 strategies used<br>4 points – 2 strategies used<br>2 point – 1 strategy used<br>0 points – 0 strategies used | |

| Possible Points for Mainstream Resources | 10 | Actual Points for Mainstream Resources: | |
|---|---|---|---|

Additional Information:

<span style="color:red">**Improving system performance.**</span>

## Budget and Cost Effectiveness (10 points possible)

CoC Evaluation Criteria

Does your project comparatively "deliver" enough per person given its costs?  Please explain how your costs per person are all necessary and reasonable.

| Possible Points for Budget and Cost Effectiveness: | 10 | Actual Points for Budget and Cost Effectiveness: | |
|---|---|---|---|

Response:

<span style="color:red">**Objective criteria.**</span>

ATTACHMENT:        Local Education and Training Organization Agreement

| DOCUMENT SATISFYING REQUIREMENT | PAGE |
|---|---|
| **Letter of Agreement Between Monterey/San Benito Continuum of Care and County of San Benito's Department of Community Service and Workforce Development** | **1** |
| **Letter of Agreement Between Monterey/San Benito Continuum of Care and Monterey County Workforce Development Board** | **3** |

# LETTER OF AGREEMENT BETWEEN MONTEREY/SAN BENITO CONTINUUM OF CARE AND COUNTY OF SAN BENITO'S DEPARTMENT OF COMMUNITY SERVICE AND WORKFORCE DEVELOPMENT

The Monterey/San Benito Continuum of Care ("CoC") has an interest in ensuring that people experiencing homelessness in Monterey and San Benito Counties have access to education, employment and training. Employment provides people experiencing homelessness with income to afford housing. Employment also improves recovery outcomes for individuals with mental illness or addiction. CoC desires to work with local employment agencies and employers to prioritize training and employment opportunities for people experiencing homelessness and to promote partnerships with public and private organizations that promote employment.

San Benito County's Department of Community Service and Workforce Development ("Provider") works to better focus available local, state, private, and federal resources to assist low-income individuals and families to acquire useful skills and knowledge, gain access to new opportunities, and achieve economic self-sufficiency, which are funded by Emergency Solutions Grant (ESG), HOPWA, Continuum of Care (CoC), Homeless Emergency Assistance Program (HEAP), Whole Person Care (WPC), Tenant Based Rental Assistance Program (TBRA), workforce services and with other services provided with the operations of the San Benito County America's Job Center of CA.

In order to ensure people experiencing homelessness have access to education, training and employment opportunities, the CoC hereby enters into this written agreement with Provider as of August 12, 2019.

Under this agreement, the CoC will:

- Ensure that housing and service programs in the CoC are informed of Provider's services, and how to access them
- Partner with Provider to ensure continued access to these resources for people experiencing homelessness.
- Notify Provider of new funding availabilities

Provider will:

- Prioritize access to employment opportunities for people experiencing homelessness (or formerly homeless residents of permanent supportive housing).
- Prioritize access to workforce training programs for people experiencing homelessness (or formerly homeless residents of permanent supportive housing).
- Co-host job fair with CoC, if applicable
- Outreach to employers for people experiencing homelessness
- Participate in CoC meetings
- Inform the CoC of opportunities and changes in resources


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1

- Partner with the CoC's coordinated entry system and other CoC-funded agencies to support access to necessary resources by administering CARS assessments in HOME and receiving clients referred from CARS.
- Provide training to the CoC upon request.

This agreement may be terminated upon written notice of either party.

Agreed to on behalf of the CoC:

Signatures: _____

Name: _Elliott Robinson_____

Titles: _Interim Executive Officer_____

As Representative of the CoC

_8/14/19_____

Date

Agreed to on behalf of Agency:

_____

Enrique Arreola

Deputy Director

_8/12/19_____

Date

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# LETTER OF AGREEMENT BETWEEN MONTEREY/SAN BENITO CONTINUUM OF CARE AND MONTEREY COUNTY WORKFORCE DEVELOPMENT BOARD

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Agreed to on behalf of the CoC:                    Agreed to on behalf of Agency:

Signatures: _Elliott Robinson (signature)_         _Christopher Donnelly (signature)_

Name: _Elliott Robinson_                           _Christopher Donnelly_

Titles: _Executive Officer_                         _Executive Director_

    As Representative of the CoC

_8/15/19_                                           _8/15/19_

Date                                               Date

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**ATTACHMENT:**      **State or Local Workforce Agreements**

| DOCUMENT SATISFYING REQUIREMENT | PAGE |
|---|---|
| **Letter of Agreement Between Monterey/San Benito Continuum of Care and County of San Benito's Department of Community Service and Workforce Development** | **1** |
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Agreed to on behalf of the CoC:

Signatures: _____

Name: _Elliott Robinson_

Titles: _Interim Executive Officer_

As Representative of the CoC

_8/14/19_

Date

Agreed to on behalf of Agency:

_____

Enrique Arreola

Deputy Director

_8/12/19_

Date

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# LETTER OF AGREEMENT BETWEEN MONTEREY/SAN BENITO CONTINUUM OF CARE AND MONTEREY COUNTY WORKFORCE DEVELOPMENT BOARD

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3

This agreement may be terminated upon written notice of either party.

Agreed to on behalf of the CoC:                    Agreed to on behalf of Agency:

Signatures: _K. Mitchell_                            _Christopher Donnelly_

Name: _Elliott Robinson_                             _Christopher Donnelly_

Titles: _Executive Officer_                          _Executive Director_

    As Representative of the CoC

_8/15/19_                                            _8/15/19_

Date                                                 Date

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**ATTACHMENT:**     Racial Disparity Assessment Summary

| DOCUMENT SATISFYING REQUIREMENT | PAGE |
|---|---|
| **Racial Disparity Assessment** | **1-9** |
| • **Racial Disparity Assessment Summary** | **2-3** |

# RACIAL DISPARITIES IN HOMELESSNESS

MONTEREY/SAN BENITO COUNTIES (CA-506)

2019

**THE COALITION**
OF HOMELESS SERVICES PROVIDERS

## SUMMARY

Significant racial disparities exist within the Monterey and San Benito County CoC with regards to which racial and ethnic groups are counted in the Point in Time Census and enrolled in HMIS. The disparities are particularly striking when comparing the African American population to the White population. The per capita population of African Americans in the PIT Census was 12.1 times greater than the per capita of Whites in the PIT Census. However, of those represented in the PIT Census, African Americans were enrolled in HMIS one third as much as Whites. However, when compared to the overall population, African Americans are enrolled in HMIS 3.5 times more than Whites. This discrepancy is likely due to the overrepresentation of African Americans in the PIT Census. On the other hand, Asians are the only racial/ethnic group represented in the data to be counted less in the PIT census than Whites and are also enrolled in HMIS less than Whites.

**Disparity at exit**

Once engaged with homeless services providers, the data—in this case HMIS exit destinations—shows much less racial stratification. African Americans and American Indians or Alaska Natives are the only two racial/ethnic groups that exit less to positive destinations when compared to Whites (0.859 and 0.781 times less). Asians and Native Hawaiian or Other Pacific Islanders exit slightly more to positive destinations than Whites (1.022 and 1.104).

**Disparity in seeking assistance**

The narrowing of racial disparities in service provider outcomes is even more apparent when considering negative exit destinations. When taking negative exit destinations as an aggregate, minority racial/ethnic categories actually exit to negative destinations between 0.889 and 0.949 less than Whites, with the exception of Native Hawaiian or Other Pacific Islanders who exit a third less to negative destinations. However, African Americans exit to a jail, prison, or juvenile detention facility nearly one and a half times more than Whites, while no other minority ethnic/racial group exited to a correctional facility.

Nearly every racial and ethnic group experiences homelessness more than Whites and seeks assistance less (as determined by the PIT Census and HMIS enrollment data). However, if HMIS exit data is taken as a measure of utilization of homeless services, then the racial/ethnic disparity report for Monterey and San Benito counties shows that when people receive homeless services the racial/ethnic gap of homeless experiences narrows. (See chart below.) This is a positive reflection of the work of homeless services providers in the CoC.

The discrepancy between PIT Census numbers and HMIS enrollment/exit data implies that one of the ways to address racial and ethnic disparities in homelessness is through improved outreach to the communities that are counted in high numbers in the PIT census but show relatively lower levels of HMIS enrollment, namely African Americans.

**Methodology**

## METHODOLOGY

To measure racial and ethnic disparity, the per capita population of each racial and ethnic category was calculated for each data set – the population at large as reported by the American Community Survey (2013-2017 5 Year Estimate), the homeless population at large as determined by the 2019 Point-in-Time Homeless Census, enrollees in the HMIS system for calendar year 2018, and outcomes of enrollees in the HMIS system for calendar year 2018. The per capita population of each category was then compared to the per capita population of the white population for race as a baseline and the non-hispanic/non-latino population for ethnicity to identify disparities.

To conduct the Racial Disparity Analysis, the racial and ethnic background for the population at large from the American Community Survey was first compared with that identified in the Point-in-Time Census. This allows the CoC to determine if there is a disparity between the population at large and the homeless population.
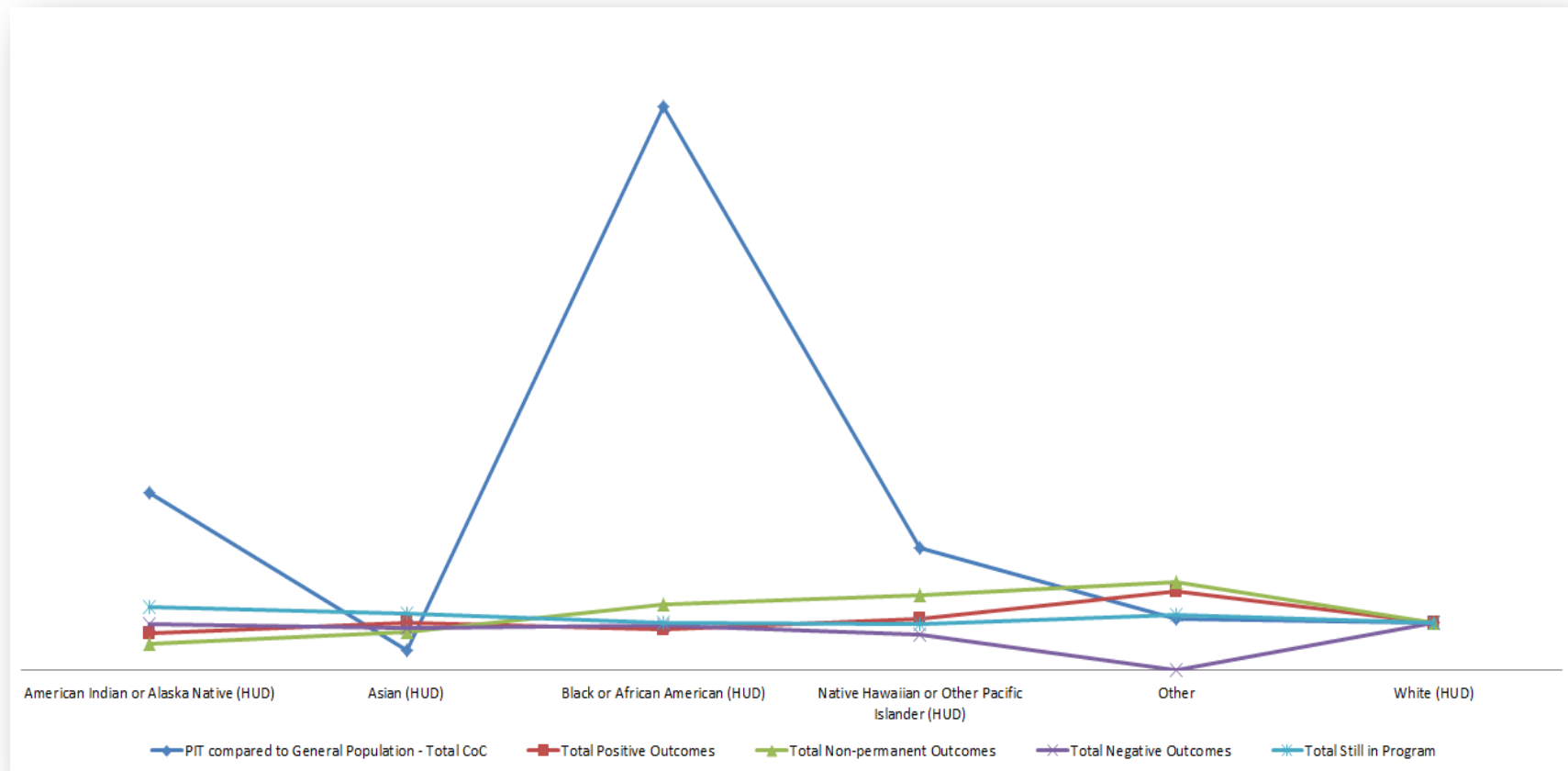
Next, a similar analysis was conducted for the relative per capita population of each racial and ethnic category of homeless individuals enrolled in the HMIS system. The HMIS data was compared to both the population at large and the population identified in the Point-in-Time Homeless Census. This allows the CoC to analyze disparities between enrollment in homeless services provided through the CoC and the racial and ethnic tapestry of the region at-large. It also allows the CoC to analyze disparities between enrollment in homeless services provided through the CoC and the racial and ethnic tapestry of the homeless population as measured through the Point-in-Time Homeless Census.

Finally, within the HMIS System, housing outcomes of each racial and ethnic category were compared to total enrollment in HMIS in order to identify the potential for disparate outcomes for the different racial and ethnic categories within the total population enrolled served by the CoC.

## DATA SOURCES

1. CoC Overall Population Racial and Ethnic Background – American Community Survey – US Census Bureau - ACS DEMOGRAPHIC AND HOUSING ESTIMATES 2013-2017 American Community Survey 5-Year Estimates
2. Point in Time Census Racial and Ethnic Background – Monterey and San Benito County Continuum of Care – 2019 Point in Time Homeless Census
3. HMIS CoC Activity – Download of HMIS Enrollments and Outcomes from the Monterey and San Benito County HMIS Data System for Calendar Year 2018

# RACIAL DISPARITY IN HOMELESSNESS VS. OUTCOMES



PIT compared to General Population - Total CoC — Total Positive Outcomes — Total Non-permanent Outcomes — Total Negative Outcomes — Total Still in Program

American Indian or Alaska Native (HUD) · Asian (HUD) · Black or African American (HUD) · Native Hawaiian or Other Pacific Islander (HUD) · Other · White (HUD)

## POPULATION AT LARGE COMPARED TO PIT CENSUS

| | RACE | | | | | | ETHNICITY | |
|---|---|---|---|---|---|---|---|---|
| | American Indian or Alaska Native (HUD) | Asian (HUD) | Black or African American (HUD) | Native Hawaiian or Other Pacific Islander (HUD) | Other | White (HUD) | Hispanic/Latino (HUD) | Non-Hispanic/Non-Latino (HUD) |
| **POPULATION AT LARGE** | | | | | | | | |
| Monterey County Race/Ethnicity | 2,890 | 24,867 | 11,278 | 2,038 | 110,914 | 281,181 | 250,913 | 182,255 |
| San Benito County Race/Ethnicity | 426 | 1,649 | 442 | 124 | 7,894 | 48,136 | 34,561 | 24,110 |
| Total | 3,316 | 26,516 | 11,720 | 2,162 | 118,808 | 329,317 | 285,474 | 206,365 |
| | | | | | | | | |
| **POPULATION IN PIT CENSUS BY RACE/ETHNICITY** | | | | | | | | |
| Monterey Percents | 2% | 2% | 25% | 1% | 20% | 50% | 64% | 36% |
| San Benito Percents | 2% | | 1% | | 25% | 70% | 57% | 43% |
| | | | | | | | | |
| Monterey | 48 | 48 | 606 | 24 | 484 | 1,211 | 1,550 | 872 |
| San Benito | 6 | - | 3 | - | 72 | 201 | 161 | 121 |
| Total | 54 | 48 | 608 | 24 | 556 | 1,412 | 1,711 | 993 |
| | | | | | | | | |
| **POPULATION IN HMIS ENROLLMENT BY RACE/ETHNICITY** | | | | | | | | |
| HMIS Enrollment | 159 | 138 | 598 | 155 | 6 | 4,706 | 3,432 | 2,368 |

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# RACIAL DISPARITY INDICES

| | Compared To White Population | | | | | | Compared to Non-Hispanic/Non-Latino | |
|---|---|---|---|---|---|---|---|---|
| | American Indian or Alaska Native (HUD) | Asian (HUD) | Black or African American (HUD) | Native Hawaiian or Other Pacific Islander (HUD) | Other | White (HUD) | Hispanic/Latino (HUD) | Non-Hispanic/Non-Latino (HUD) |
| **2019 Point In Time Census Compared to Overall Population** | | | | | | | | |
| PIT compared to General Population - Monterey | 3.892 | 0.452 | 12.466 | 2.759 | 1.014 | 1.000 | 1.291 | 1.000 |
| PIT compared to General Population - San Benito | 3.228 | - | 1.556 | - | 2.178 | 1.000 | 0.925 | 1.000 |
| PIT compared to General Population - Total CoC | 3.811 | 0.426 | 12.103 | 2.612 | 1.092 | 1.000 | 1.245 | 1.000 |
| 2018 HMIS Enrollment Compared to Overall Population | 3.355 | 0.364 | 3.571 | 5.017 | 0.004 | 1.000 | 1.048 | 1.000 |
| 2018 HMIS Enrollment Compared to PIT | 0.881 | 0.855 | 0.295 | 1.921 | 0.003 | 1.000 | 0.841 | 1.000 |

## HMIS Exit Data for Calendar Year 2018 Compared to 2019 HMIS Enrollment Race/Ethnicity

| | Compared To White Population | | | | | | Compared to Non-Hispanic/Non-Latino | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| | RACE | | | | | | ETHNICITY | |
| | American Indian or Alaska Native | Asian | Black or African American | Native Hawaiian or Other Pacific Islander | Other | White | Hispanic/Latino | Non-Hispanic/Non-Latino |
| **Positive Exit Destinations** | | | | | | | | |
| Owned by client, no ongoing housing subsidy (HUD) | NA | NA | 0.525 | 12.145 | 52.289 | 1.000 | 1.294 | 1.000 |
| Owned by client, with ongoing housing subsidy (HUD) | NA | NA | 2.951 | 3.795 | NA | 1.000 | 0.966 | 1.000 |
| Permanent housing (other than RRH) for formerly homeless persons (HUD) | 0.384 | 1.772 | 0.307 | 0.394 | NA | 1.000 | 0.573 | 1.000 |
| Rental by client, no ongoing housing subsidy (HUD) | 1.053 | 1.341 | 0.575 | 1.023 | 1.469 | 1.000 | 1.887 | 1.000 |
| Rental by client, with other ongoing housing subsidy (HUD) | 0.161 | 0.741 | 1.069 | 0.578 | 2.131 | 1.000 | 1.429 | 1.000 |
| Rental by client, with RRH or equivalent subsidy (HUD) | 2.574 | NA | 0.798 | 0.880 | NA | 1.000 | 3.768 | 1.000 |
| Rental by client, with VASH subsidy (HUD) | 0.915 | 1.055 | 1.866 | 2.504 | NA | 1.000 | 0.361 | 1.000 |
| Residential project or halfway house with no homeless criteria (HUD) | NA | NA | NA | NA | NA | 1.000 | NA | 1.000 |
| Staying or living with family, permanent tenure (HUD) | 0.906 | 0.522 | 0.964 | 0.929 | NA | 1.000 | 2.106 | 1.000 |
| Staying or living with friends, permanent tenure (HUD) | NA | 3.009 | 0.694 | 1.786 | NA | 1.000 | 0.584 | 1.000 |
| Long-term care facility or nursing home (HUD) | NA | NA | NA | NA | NA | 1.000 | NA | 1.000 |
| Total Positive Outcomes | 0.781 | 1.022 | 0.859 | 1.104 | 1.678 | 1.000 | 1.397 | 1.000 |
| *N of Positive Outcomes* | *37* | *42* | *153* | *51* | *3* | *1,402* | *1,136* | *561* |

| | American Indian or Alaska Native (HUD) | Asian (HUD) | Black or African American (HUD) | Native Hawaiian or Other Pacific Islander (HUD) | Other | White (HUD) | Hispanic/Latino (HUD) | Non-Hispanic/Non-Latino (HUD) |
|---|---|---|---|---|---|---|---|---|
| **Non-permanent Exit Destinations** | | | | | | | | |
| Staying or living with family, temporary tenure (e.g., room, apartment or house)(HUD) | 0.858 | 0.988 | 1.293 | 1.173 | NA | 1.000 | 2.427 | 1.000 |
| Staying or living with friends, temporary tenure (e.g., room apartment or house)(HUD) | NA | 0.583 | 1.278 | 1.038 | NA | 1.000 | 1.310 | 1.000 |
| Substance abuse treatment facility or detox center (HUD) | NA | 2.273 | 0.525 | NA | NA | 1.000 | 0.776 | 1.000 |
| Transitional housing for homeless persons (including homeless youth) (HUD) | 0.749 | 0.432 | 2.092 | 3.843 | 9.928 | 1.000 | 0.306 | 1.000 |
| Total Non-permanent Outcomes | 0.566 | 0.816 | 1.412 | 1.598 | 1.876 | 1.000 | 1.213 | 1.000 |
| *N of Non-permanent Outcomes* | *8* | *10* | *75* | *22* | *1* | *418* | *341* | *194* |

| | American Indian or Alaska Native | Asian | Black or African American | Native Hawaiian or Other Pacific Islander | Other | White | Hispanic/Latino | Non-Hispanic/Non-Latino |
|---|---|---|---|---|---|---|---|---|
| **Negative Exit Destinations** | | | | | | | | |
| Emergency shelter, including hotel or motel paid for with emergency shelter voucher (HUD) | 0.477 | 1.320 | 0.711 | 0.784 | NA | 1.000 | 1.298 | 1.000 |
| Hospital or other residential non-psychiatric medical facility (HUD) | NA | NA | NA | NA | NA | 1.000 | 1.035 | 1.000 |
| Hotel or motel paid for without emergency shelter voucher (HUD) | NA | NA | 1.771 | NA | NA | 1.000 | 1.911 | 1.000 |
| Jail, prison or juvenile detention facility (HUD) | NA | NA | 1.431 | NA | NA | 1.000 | 0.591 | 1.000 |
| Place not meant for habitation (HUD) | 1.242 | 0.823 | 1.016 | 0.796 | NA | 1.000 | 0.786 | 1.000 |
| Psychiatric hospital or other psychiatric facility (HUD) | NA | NA | NA | NA | NA | 1.000 | 0.115 | 1.000 |
| Deceased (HUD) | NA | NA | NA | NA | NA | 1.000 | 0.493 | 1.000 |
| Total Negative Outcomes | 0.992 | 0.889 | 0.949 | 0.746 | - | 1.000 | 0.889 | 1.000 |
| *N of Negative Outcomes* | *45* | *35* | *162* | *33* | *-* | *1,343* | *911* | *707* |
| | | | | | | | | |
| **Still in Program** | | | | | | | | |
| No Exit | 1.355 | 1.203 | 1.016 | 0.980 | 1.178 | 1.000 | 0.790 | 1.000 |
| Total Still in Program | 1.355 | 1.203 | 1.016 | 0.980 | 1.178 | 1.000 | 0.790 | 1.000 |
| *N of Still in Program* | *61* | *47* | *172* | *43* | *2* | *1,332* | *898* | *784* |
| **Other** | | | | | | | | |
| No exit interview completed | 1.631 | 0.537 | 1.921 | 0.956 | NA | 1.000 | 0.890 | 1.000 |
| Client doesn't know (HUD) | NA | 1.066 | 0.492 | 0.949 | NA | 1.000 | 0.464 | 1.000 |
| Other (HUD) | 0.569 | 0.656 | 0.454 | 0.584 | NA | 1.000 | 0.849 | 1.000 |
| Total Other | 1.122 | 0.646 | 1.343 | 0.863 | - | 1.000 | 0.826 | 1.000 |
| *N of Other* | *8* | *4* | *36* | *6* | *-* | *211* | *146* | *122* |