

NEW MEMBER ORIENTATION PACKET

THE COALITION OF HOMELESS SERVICES PROVIDERS



TABLE OF CONTENT

1. About the Coalition of Homeless Services Providers (CHSP)

a. Mission & Vision	1
b. History of Continuum of Care (CoC)	2
c. History of the CHSP	2
d. Lead Me Home CoC CA-506	3
e. CoC Responsibilities	3
f. The Leadership Council	4
g. The Lead Me Home 5 Year Plan	4
h. The Coalition Staff	5

2. Membership

a. Member Responsibilities	6
b. Member Eligibility	6
c. Applying to become a Member	7
d. Admission of Membership	7
e. Voting and Representation Rights	7
f. Leaving Membership	7
g. CHSP Board of Directors	8
h. Meet the CHSP Member Agencies	9

3. Definitions & Resources

10-13

INTRODUCTION

MISSION

To eliminate homelessness in Monterey and San Benito Counties by promoting regional partnerships and interagency collaboration for a comprehensive system of housing for our diverse population.

VISION

A community where homelessness is rare, brief, and non-recurring; where everyone lives with dignity and respect in a home of their choosing that is safe, healthy, and affordable.

CONTINUUM OF CARE

HISTORY OF COC'S

The CoC process was developed by HUD in 1994 to coordinate the distribution of several competitive homeless assistance programs. Prior to the CoC process, organizations applied individually for funding from several homeless assistance programs. As a result, there was little coordination between these programs or between different organizations receiving funding in the same community. The CoC process was established to promote coordination within communities and between programs. It was also designed to bring together a broader collection of stakeholders such as public agencies, the faith and business communities, and mainstream service providers. Guidelines for the CoC planning process were included in annual Notices of Funding Availability (NOFAs). HUD regularly modified the process. On May 20, 2009, President Barack Obama signed the HEARTH Act (Public Law 111-22), providing Congressional authorization for the CoC process. Regulations governing the CoC program were published in the summer of 2012.

CHSP HISTORY

- 1992** CHSP was formed from an opportunity presented during the decommissioning of Fort Ord
- 1995** CHSP became the Continuum of Care for Monterey County
- 2004** Homeless Management Information System (HMIS) is implemented
- 2011** San Benito County joins Monterey County CoC
- 2016** HUD implements Coordinated Entry System, known locally as CARS (Coordinated Assessment & Referral System)
- 2021** Revision of the Lead Me Home Plan Adopted
- 2022** Lead Me Home Summit



CONTINUUM OF CARE

LEAD ME HOME COC

The Coalition's CoC Program is named the Lead Me Home Continuum of Care. Our designation is CoC CA- 506 and we coordinate regional strategies to end homelessness for both **Monterey & San Benito Counties**. Nationwide, there are over 400 CoCs. In the State of California alone, there are 44 CoC. Out of 44 CoCs, the Lead Me Home CoC is one of 11 that is held at a nonprofit. Our neighboring CoCs, San Luis Obispo & Santa Cruz are both held at the County Government level



COC RESPONSIBILITIES

- Coordinator for Federal & State funding opportunities
- Homeless Management Information System (HMIS)
- Coordinated Entry Assessment & Referral System (CARS)
- Sheltered & Unsheltered Point in Time Census (PIT)
- Coordinate Housing Inventory (HIC)
- Regional Homelessness Strategic Planning & Implementation
- Housing/Homeless Services Policies



CONTINUUM OF CARE

LEADERSHIP COUNCIL

The Leadership Council guides the community's efforts to address homelessness and acts as the CoC Board for the Lead Me Home CoC. The purpose of the Leadership Council is to provide a coordinated and strategic approach to planning and managing a range of resources to address the needs of families and individuals at risk of homelessness and those currently experiencing homelessness in Monterey & San Benito Counties. The Leadership Council oversees and approves CoC funding, and CoC committees as well as create the regional strategic plan to end homelessness, The Lead Me Home Plan.

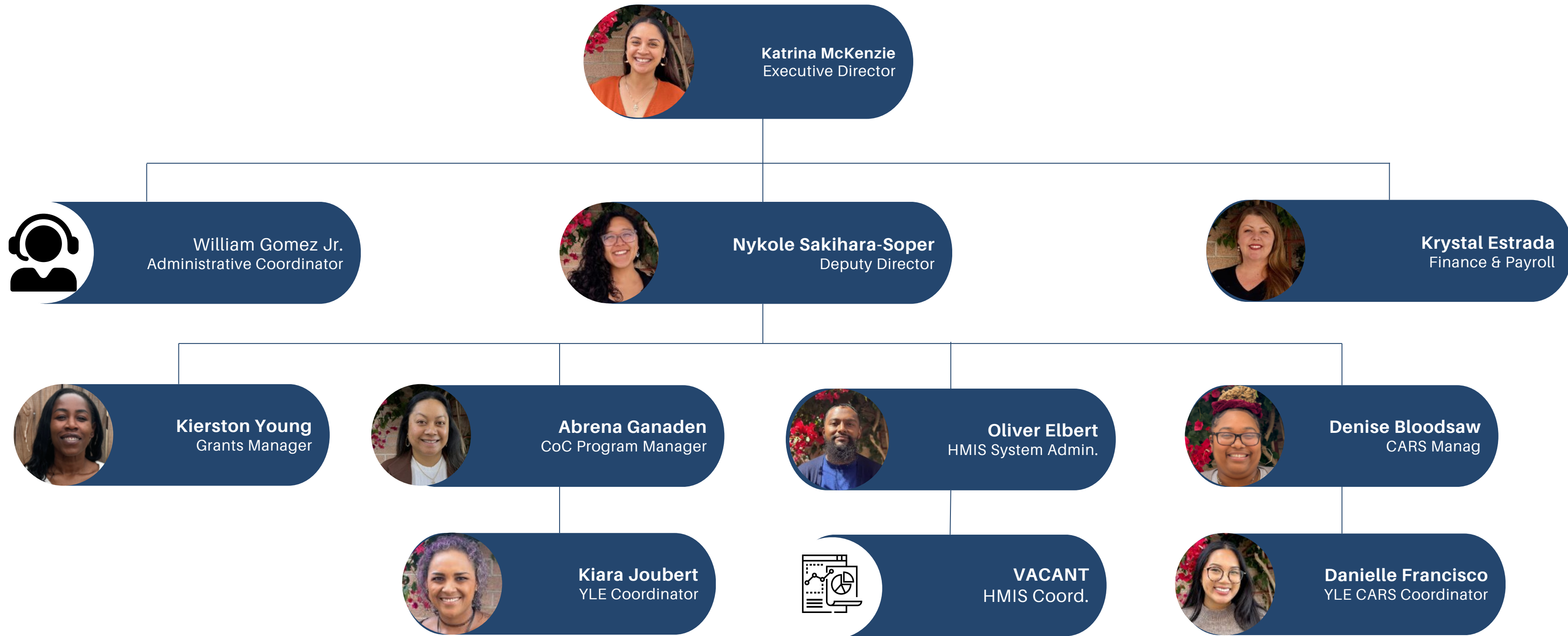
LEAD ME HOME 5 YEAR PLAN

The Lead Me Home Plan Update provides a 5-year road map for the CoC and its partners to achieve the vision that all people in the region live in decent, safe, and affordable housing from which they access services and supports that stabilize their lives. This plan builds upon and extends the vision articulated in the original Lead Me Home 10-Year Plan. Key priorities for the Leadership Council in the Plan update were to ensure the Plan is informed by local data, integrates input from local stakeholders, and is aligned with national best practices.

The LMH Plan Update sets out the ambitious goal of reducing the total population of people experiencing homelessness in Monterey and San Benito County by 50% over five years (July 2021 to June 2026). To achieve these lofty goals, the Plan identifies a set of overarching strategies:

1. Increase participation in homeless solutions by leaders & key stakeholders from across the region
2. Improve the performance of the homeless response system
3. Expand service-oriented responses to unsheltered homelessness

MEET CHSP STAFF



MEMBERSHIP

BYLAWS ARTICLE 4

RESPONSIBILITIES OF MEMBERS

- Attend Coalition meetings
- Vote for the Board of Directors
- Participate in Coalition Committees
- Pay Membership Dues

MEMBER ELIGIBILITY

- a) Nonprofit organizations serving homeless populations (providing housing, health care, food, shelter, recovery, domestic violence, employment programs; veterans and youth, etc.)
- b) Faith-based organizations serving homeless populations with programs solely and specifically designated for homeless persons with facilities to provide those services (i.e., day centers)
- c) County and city departments, and public agencies serving homeless populations
- d) Foundations and other funders of the Coalition
- e) Nonprofit and for-profit housing developers that provide affordable housing for extremely low-income people
- f) Educational institutions serving homeless students, including schools that operate programs under the McKinney Vento guidelines.
- g) Representatives of discharge units of organizations from where potentially homeless persons will be exiting.

MEMBERSHIP

BYLAWS ARTICLE 4

APPLYING TO BECOME A MEMBER

- Fill out the Membership Application
- There is no fee to *apply*

ADMISSION OF MEMBERS

Organizations qualified and eligible shall be admitted as Members on the approval by a majority vote of the Board of Directors following review by the Executive Committee.

The fee to become a member agency is \$1000. An application can be submitted to determine eligibility for a \$500 reduced membership. Once admitted, Members have to sign a Membership Agreement.

VOTING AND REPRESENTATION RIGHTS

Each member agency shall receive one vote in electing the Board of Directors. Each member agency shall designate in writing a person as the primary representative and may designate one as their alternate representative. After 1 year, CHSP Members are eligible to apply for the Board of Directors. Only the **primary representative** will be eligible to serve on the Board of Directors.

LEAVING MEMBERSHIP

RESIGNATION

Any member may withdraw from the Coalition by sending a letter to the President of the Board of Directors of the Coalition.

TERMINATION

Members may be removed from membership by the vote of two-thirds of the sitting Board of Directors. Termination of a Member's status shall be performed in writing, signed by the President of the Board, stating the reasons for termination as set forth by Board.

CHSP BOARD OF DIRECTORS

EXECUTIVE COMMITTEE



Greg Baker
President



Jocelyn Curran
Vice-President



Lauren Suwansupa
Secretary



Judy Cabrera
Treasurer

BOARD OF DIRECTORS

Enrique Arreola - Deputy Director, COSB HHSA

Robin McCrae - Executive Director, Community Human Services

Kurt Schake - Executive Director, Veterans Transition Center

Tim Heavin - Person with lived experience

Zuleika Boykin - Executive Director, HACM

Alexa Johnson - Executive Director, HRC

Sophie Yakir - Compliance & Business Development, Interim Inc.

MEET THE CHSP MEMBER AGENCIES



THE COALITION OF HOMELESS SERVICES PROVIDERS

DEFINITIONS

At-Risk of Homelessness: An individual or family who has income below 30% of area median family income for the area, as defined by HUD, and who does not have sufficient resources or support networks immediately available to prevent them from moving into an emergency shelter or other place described in the "homeless" definition, and meets one of the following definitions defined under 24 CFR 578.3 (CoC program) or 24 CFR 576.2 (ESG program). This may also include a child or youth who qualifies as homeless under other Federal programs.

Chronically Homeless Individual (CHI): Under HUD's definition, "chronic homelessness" means an individual who lives either in a place not meant for human habitation, Safe Haven, or in an Emergency Shelter immediately before entering the institutional care facility.

- To meet the CHI definition, the individual must have been living as described above continuously for 12 months or on at least four separate occasions in the last three years, where the combined occasions total a length of at least 12 months. Each period separating the events must include at least seven nights of living in a situation other than a place not meant for human habitation in an Emergency Shelter or a Safe Haven.

Continuum of Care (CoC): The Monterey and San Benito Counties Continuum of Care carries out the responsibilities required under HUD regulations, outlined in 24 CFR 578 – Continuum of Care Program. The CoC consists of a broad group of stakeholders dedicated to ending and preventing homelessness in Monterey and San Benito Counties. CoC's overarching responsibility is to ensure community-wide implementation of efforts to end homelessness and ensure programmatic and systemic effects of the local Continuum of Care program.

Diversion: A strategy that prevents homelessness for people seeking shelter by helping them identify immediate alternate housing arrangements and, if necessary, connecting them with services and financial assistance to help them return to permanent housing. Diversion programs can reduce the number of families facing homelessness, the demand for shelter beds, and the size of program waitlists.

Emergency Shelter: Any facility whose primary purpose is to provide a temporary shelter for the homeless in general or specific homeless populations and does not require occupants to sign leases or occupancy agreements.

Emergency Solutions Grant (ESG): ESG is a grant program of the HUD that funds emergency assistance for people who are homeless or at risk of homelessness. ESG grantees are required to participate in Coordinated Entry.

DEFINITIONS

Categories of Homelessness: HUD's definition of homelessness (24 CFR 578.3) has four categories:

- Category 1 – Literally Homeless individuals/families
- Category 2 – Individuals/families who will imminently lose their primary nighttime residence with no subsequent residence, resources, or support networks.
- Category 3 – Unaccompanied youth or families with children/youth who meet the homeless definition under another federal statute.
- Category 4 – Individuals/families fleeing or attempting to flee domestic violence.

o Any individual/family who:

(i) Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, human trafficking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence;

(ii) Has no other residence; and

(iii) Lacks the resources or support networks, e.g., family, friends, and faith-based or other social networks, to obtain other permanent housing.

Homeless Housing, Assistance, and Prevention (HHAP): Signed into law on July 31, 2019, by Governor Gavin Newsom. The Homeless Housing, Assistance and Prevention is a \$650 million one-time block grant that provides local jurisdictions with funds to support regional coordination and expand or develop local capacity to address their immediate homelessness challenges.

Homeless Management Information System (HMIS): A local information technology system used to collect data on the provision of housing and services to homeless individuals/families.

Homelessness Prevention: A program targeted at individuals and families at risk of homelessness. Specifically, this includes those that meet the criteria under the "at risk of homelessness" definition at 24 CFR 576.2, as well as those who meet the criteria in Category 2, 3, and 4 of the "homeless" definition and have an annual income below 30% of family median income for the area.

Housing First: An approach to quickly and successfully connect individuals and families experiencing homelessness to permanent housing without preconditions and barriers to entry, such as sobriety, treatment, or service participation requirements. Supportive services are offered to maximize housing stability and prevent returns to homelessness instead of addressing predetermined treatment goals before permanent housing entry.

DEFINITIONS

Housing Interventions: Housing programs and subsidies, including transitional housing, rapid re-housing, permanent supportive housing programs, and permanent housing subsidy programs (e.g., Housing Choice Vouchers).

Housing and Urban Development (HUD): The United States Department of Housing and Urban Development.

Literally Homeless: Category 1 of HUD's definition of homelessness. Literally Homeless means an individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning the individual or family has a primary nighttime residence that is a public or private place not meant for human habitation, the individual or family is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including hotels and motels paid for by charitable organizations or federal, state, or local government programs), or the individual is existing an institution where they have resided for 90 days or less and who lived in an emergency shelter or place not meant for human habitation immediately before entering that institution.

Permanent Supportive Housing (PSH): A type of permanent housing designed for chronically homeless and other highly vulnerable individuals and families who need long-term support to stay housed. Permanent supportive housing provides housing linked with case management and other supportive services. Permanent supportive housing has no time limitation, providing support for as long as needed and desired by the resident.

Rapid Rehousing (RRH): A type of permanent housing program (PH) designed to provide short-term financial assistance and support to quickly re-house homeless households in independent housing. The goal is to promptly move households out of homelessness and back into permanent housing, providing the lightest level of service necessary to assist the household.

Transitional Housing: Temporary housing with services to facilitate movement of homeless individuals and families to permanent housing within 24 months

Victim Service Provider: A private nonprofit organization whose primary mission is to provide services to victims of domestic violence, dating violence, sexual assault, or stalking. This term includes rape crisis centers, battered women's shelters, domestic violence transitional housing programs, and other programs.

Vulnerability Index: Service Prioritization Decision Assistance Tool (VI-SPDAT) – a pre-screening tool designed by OrgCode Consulting, Inc. and Community Solutions that can be conducted to quickly determine whether a client has high, moderate, or low acuity.

RESOURCES

- **CoC Program Laws & Regulations:**

<https://www.hudexchange.info/programs/coc/toolkit/introduction-to-the-coc-program/#coc-program-laws-regulations-and-notices>

- **The McKinney-Vento Homeless Assistance Act:**

<https://www.hudexchange.info/resource/1715/mckinney-vento-homeless-assistance-act-amended-by-hearth-act-of-2009/>

- **24 CFR Part 578 - Continuum of Care Federal Program Regulations:**

<https://www.govinfo.gov/content/pkg/CFR-2017-title24-vol3/xml/CFR-2017-title24-vol3-part578.xml#seqnum578.99>

- **Defining Chronically Homeless:**

<https://www.hudexchange.info/resource/4847/hearth-defining-chronically-homeless-final-rule/>

- **Defining Chronically Homeless:**

<https://www.hudexchange.info/resource/4847/hearth-defining-chronically-homeless-final-rule/>

- **Coordinated Entry System Policy Brief**

<https://chsp.org/coordinated-entry/>

- **HMIS Information:**

<https://chsp.org/hmis/>

- **Housing First Model:**

<https://www.csh.org/toolkit/supportive-housing-quality-toolkit/housing-and-property-management/housing-first-model/>