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

Resources:
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1A-1. CoC Name and Number: CA-522 - Humboldt County CoC

1A-2. Collaborative Applicant Name: Humboldt County

1A-3. CoC Designation: CA

1A-4. HMIS Lead: Humboldt County
1B. Continuum of Care (CoC) Engagement

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

<table>
<thead>
<tr>
<th>Organization/Person</th>
<th>Participates in CoC Meetings</th>
<th>Votes, including selecting CoC Board Members</th>
<th>Participates in Coordinated Entry System</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Government Staff/Officials</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>CDBG/HOME/ESG Entitlement Jurisdiction</td>
<td>Not Applicable</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Law Enforcement</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Local Jail(s)</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>Hospital(s)</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>EMS/Crisis Response Team(s)</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Mental Health Service Organizations</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Substance Abuse Service Organizations</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Affordable Housing Developer(s)</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Disability Service Organizations</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Disability Advocates</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Public Housing Authorities</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>CoC Funded Youth Homeless Organizations</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Non-CoC Funded Youth Homeless Organizations</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>Youth Advocates</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>-------------------------</td>
<td>-----</td>
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<td>-----</td>
</tr>
<tr>
<td>School Administrators/Homeless Liaisons</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>CoC Funded Victim Service Providers</td>
<td>Not Applicable</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Non-CoC Funded Victim Service Providers</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Domestic Violence Advocates</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Street Outreach Team(s)</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Lesbian, Gay, Bisexual, Transgender (LGBT) Advocates</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>LGBT Service Organizations</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Agencies that serve survivors of human trafficking</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Other homeless subpopulation advocates</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Homeless or Formerly Homeless Persons</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Mental Illness Advocates</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Substance Abuse Advocates</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Other:(limit 50 characters)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chmbrs of Comm</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Natv Amer Fam Svcs</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>ESG Subs</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
</tbody>
</table>

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

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

1. THE COC SOLICITS & CONSIDERS A BREADTH OF OPINIONS from diverse stakeholders w/in the homeless system of care, including service providers (i.e. veterans, families, health/mental healthcare, DV, LGBTQ+ & youth svcs), developers, gov’t agencies & leaders, faith-based orgs & community members, via online surveys & well-attended bi-monthly public general mtgs, as well as numerous special mtgs advertised on the CoC’s website & open listserv (w/180+ mostly non-CoC funded stakeholders). For example, the CoC solicited feedback at these meetings on PIT Count methodology/implementation, Housing First program design, & utilizing new State Funding resources. The CoC also recruits persons w/ lived experience to serve on two County Boards that provide system feedback & inform CoC policy.
2. THE COC COMMUNICATES BI-MONTHLY VIA THE OPEN LISTSERV to 180+ mostly non-CoC funded stakeholders, providing general CoC info, guidance on best practices/policies, & inviting them to attend open, public
general and committee meetings & join the CoC as voting members. Meetings take place in a roundtable format to encourage public participation and discussion, & agendas are posted online & distributed widely to attract & inform diverse participants.

3.INFO GATHERED FROM PUBLIC MEETINGS IS CONSIDERED & frequently incorporated in decisions. Two recent examples where feedback helped shape the CoC’s response to homelessness were 1) the establishment of a new mobile hygiene station after attendees expressed support for legalized encampments, and 2) the adoption of counting software for the 2019 PIT Count after concern from subpop providers about youth, families, & CH individuals who may not otherwise be counted. 4.THE COC ENSURES EFFECTIVE COMMUNICATION W/ INDIVIDUALS W/ DISABILITIES by making CoC documents available in accessible electronic formats on the CoC’s website; by ensuring that CoC meetings are held in accessible locations; & by having CoC staff fluent in ASL available to translate as needed.

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. The COC INVITES NEW MEMBERS & ENCOURAGES REPS FROM ALL SECTORS (e.g., VSPs, Vets Service Providers, Tribes, local University/Schools, Law Enforcement, etc.) TO JOIN THE COC AT EVERY OPPORTUNITY during bi-monthly mtgs, via listserv, & BY POSTING AN ANNUAL PUBLIC INVITATION ON THE COC WEBSITE. CoC members also regularly conduct direct outreach to potential new members, persons with lived experience (LE), private sector stakeholders, & key strategic partners in ending homelessness. For example, the ED of the Eureka Chamber of Commerce regularly conducts outreach to local businesses in-person & through the Chamber’s newsletter. Faith-based org’n members also regularly outreach to solicit volunteers for the annual PIT Count, & to coordinate the provision of resources.

3.THE COC ENSURES EFFECTIVE COMMUNICATION W/ INDIVIDUALS W/ DISABILITIES ABOUT JOINING THE COC by making all CoC documents & information available in accessible electronic formats on the CoC’s website and via Listserv. CoC-member organization Tri-County Independent Living (which advocates for persons w/ disabilities and provides disability services) also disseminates information about the CoC to its network of clients & other providers of services for persons w/ disabilities.

5.THE COC CONDUCTS SPECIAL OUTREACH to invite persons with LE of homelessness to join the CoC & participate in decision-making. In some cases, CoC recipient case plans even include CoC involvement as a goal where the client is interested in developing civic engagement & advocacy skills. Consumer
representatives are also very involved in local BoS Committees concerning homelessness & through these & other community meetings the CoC has identified persons with LEs of homelessness to regularly report out to the CoC on matters related to consumer policy & advocacy. The CoC also supports the development of a PSH resident-run Faces of Homelessness Speaker’s Bureau to broaden CoC-wide consumer participation.

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 NOTIFICATION FOR PROPOSALS: On 7/3/19, the CoC announced the funding opportunity which was open to all. On 7/10/19, the CoC re-circulated this announcement & advertised the upcoming Technical Assistance (TA) workshop to a listserv reaching 180+ stakeholders, mostly non-CoC funded, encouraging attendance and new applications. Interested agencies, including two non-CoC funded orgs, attended the 7/23/19 TA workshop at which the NOFA, proposal submission method, application, & review process were explained in detail, with 1 hour dedicated to orienting & training new applicants. The Collab App provided TA to new project applicants before, during, & after the competition.

2. PROCESS: NEW PROJECT proposals were scored using CoC-approved Review & Rank (R&R) Policies & Scoring Tools based on the extent to which the project would CONTRIBUTE TO SYSTEM PERFORMANCE. Factors included: Project Quality & Consistency with Community Needs (e.g. housing & services design) 65/100; Agency Capacity & Past Performance (20/100); and Budget & Cost Effectiveness (15/100). All projects were scored by non-conflicted R&R panel members using the published scoring factors. THERE WAS NO PREFERENCE FOR PAST EXPERIENCE WITH COC GRANTS. Applicants were provided the opportunity to appeal to a non-conflicted Appeals Panel. The ranked list was confirmed by the Executive Committee at a public meeting, provided to all applicants, & published on the CoC website.

3. The CoC publicly announced it was open to proposals 7/3/19.

4. THE COC ENSURES EFFECTIVE COMMUNICATION WITH INDIVIDUALS W/ DISABILITIES by making CoC documents & information available in accessible electronic formats; by ensuring that all CoC meetings are held in
accessible locations; & by having CoC staff fluent in ASL as needed. The CoC also consults with CoC member & disability services provider Tri-County Independent Living on best practices for communicating w/persons w/disabilities.

5. THE COC ACCEPTS ALL ELIGIBLE PROPOSALS.
1C. Continuum of Care (CoC) Coordination

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

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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.

<table>
<thead>
<tr>
<th>Entities or Organizations the CoC coordinates planning and operation of projects</th>
<th>Coordinates with Planning and Operation of Projects</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housing Opportunities for Persons with AIDS (HOPWA)</td>
<td>Yes</td>
</tr>
<tr>
<td>Temporary Assistance for Needy Families (TANF)</td>
<td>Yes</td>
</tr>
<tr>
<td>Runaway and Homeless Youth (RHY)</td>
<td>Yes</td>
</tr>
<tr>
<td>Head Start Program</td>
<td>Yes</td>
</tr>
<tr>
<td>Funding Collaboratives</td>
<td>Yes</td>
</tr>
<tr>
<td>Private Foundations</td>
<td>Yes</td>
</tr>
<tr>
<td>Housing and services programs funded through U.S. Department of Justice (DOJ) Funded Housing and Service Programs</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>Housing and services programs funded through U.S. Health and Human Services (HHS) Funded Housing and Service Programs</td>
<td>Yes</td>
</tr>
<tr>
<td>Housing and service programs funded through other Federal resources</td>
<td>Yes</td>
</tr>
<tr>
<td>Housing and services programs funded through State Government</td>
<td>Yes</td>
</tr>
<tr>
<td>Housing and services programs funded through Local Government</td>
<td>Yes</td>
</tr>
<tr>
<td>Housing and service programs funded through private entities, including foundations</td>
<td>Yes</td>
</tr>
<tr>
<td>Other:(limit 50 characters)</td>
<td></td>
</tr>
</tbody>
</table>

FY2019 CoC Application Page 8 09/25/2019
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.

1.THE COC HAS BEEN AN ESG SUBRECIPIENT SINCE 2016 & IS NOT PART OF AN ENTITLEMENT JURISDICTION. Our CoC consults with HCD, the State ESG recipient & only applicable ConPlan jurisdiction, to solicit applications from potential Balance of State- grantees & hold fair & open local competitions. The CoC lead also actively participates in HCD planning calls & advocates for policies around system performance.

2. COC EVALUATES/REPORTS PERFORMANCE OF ESG PROGRAM RECIPIENTS & SUBRECIPIENTS: The CoC Lead announced the 2019 ESG NOFA via public listserv on 4/22/19 and instructed applicants to submit Letters of Intent (LOI) for Emergency Shelter (ES), Street Outreach, & Rapid Re-Housing (RRH) projects. The CoC used the same method used by HCD to evaluate proposals for the competitive allocation, ranking based on Experience, Ability to provide data on performance outcomes, etc. Where more than one applicant submits a proposal for ESG funds, the CoC forms a non-conflicted ESG Review & Rank Panel to evaluate proposals. Arcata House Partnership submitted proposals for its Adult ES & RRH projects, which the CoC recommended for ESG funding at the amounts requested. Once awards are made, the COC monitors performance annually by reviewing program outcomes data.

3. THE COC COMMUNICATES LOCAL HOMELESSNESS INFORMATION & ENSURES IT IS ADDRESSED IN CON PLAN UPDATES by providing the CA Statewide ConPlan jurisdiction with CoC HIC, PIT & HMIS data annually & by publicly posting information on the CoC’s website. The COLLAB APPLICANT ALSO ATTENDS & PARTICIPATES IN ALL ESG-WORKSHOPS OFFERED by HCD & a CoC-member sits on the HCD Advisory Committees for CDBG & HOME. The Committees for the CDBG program meet monthly, & the committees for the HOME program meet semi-annually. Committee members review proposed changes to regulations, policies & procedures, & give input when HCD solicits feedback from the CoC.

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

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.

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

Yes

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

Applicants must describe:
1. the CoC’s protocols, including 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 PROTOCOLS ENSURE THAT TRAUMA-INFORMED SVCS ARE PROVIDED TO DV SURVIVORS & MAXIMIZE CLIENT CHOICE, SUPPORT SURVIVOR AUTONOMY, & RESPOND TO THE UNIQUE NEEDS OF SURVIVORS EXPERIENCING HOMELESSNESS (Hn). COC WRITTEN STANDARDS (WS) prioritize survivor safety & empower them to choose their svcs, where they live, & who accesses their data. WS allow survivors to omit IDing & referral info from HMIS & requires all VSPs to enter client data into SEPARATE CONFIDENTIAL DATABASE. WS also require that DV prog locations are kept strictly confidential. CES procedures outline a trauma-informed approach that 1) limits assessments, 2) acknowledges & builds on survivor strengths, 3) refers survivors to housing & svcs quickly to minimize the trauma of experiencing Hn, 4) prioritizes CH DV survivors for all PSH & RRH, & 4) requires training for all CoC staff on survivor privacy needs. The CoC has also instituted and trained all staff on an EMERGENCY TRANSFER PLAN, which expedites priority transfers for survivors receiving RA upon self-report & keeps survivors in control of safety planning decisions.
2. CES provides streamlined, confidential access TO ALL DV AND NON-DV RESOURCES IN THE GEOGRAPHIC AREA, including CoC & ESG-funded housing & svcs (HHS funding supports street outreach & there are no DOJ-funded progs). CES staff utilize pre-screen questions to ID persons fleeing abuse & to minimize trauma & determine if further assessment should occur. CES staff then refer survivors quickly to resources that SURVIVORS CHOOSE & DEEM SAFE. Survivors may choose a referral to a non-VSP or a VSP, including crisis shelters in SAFE & UNDISCLOSED LOCATIONS. Where a survivor declines a referral, they remain at the same priority level & are offered different resources as available. Regardless of which housing option they choose, ALL DATA WILL BE SAFEGUARDED according to policy & if needed, the emergency transfer plan is in place to provide for immediate and safe transfer to a new placement.

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.

1.COC PROVIDERS RECEIVE ANNUAL TRAININGS ON TRAUMA INFORMED CARE, SURVIVOR-DRIVEN SERVICES, & HUD REQUIREMENTS REGARDING BEST PRACTICES FOR SERVING SURVIVORS OF DOMESTIC VIOLENCE. A DHHS (Collab Applicant) staff member coordinates the Domestic Violence Coordinating Council (DVCC), a partnership of public & private agencies & individuals, to hold quarterly general meetings to educate regional providers, including homeless service providers, regarding the needs of survivors of DV & to inform providers on best practices regarding the provision of housing & services to meet their needs; DVCC works to ensure services for DV survivors are provided w/o prejudice based on gender, sexual orientation, ethnicity, class, age, citizenship status, or disabilities.

2.CES OPERATORS RECEIVE ANNUAL TRAININGS ON TRAUMA INFORMED CARE, SURVIVOR-DRIVEN SERVICES, & HUD REQUIREMENTS REGARDING BEST PRACTICES FOR SERVING SURVIVORS OF DOMESTIC VIOLENCE. The Collab Applicant is the agency coordinating &/or facilitating all trainings for the CE Provider: Humboldt Information & Resource Center (HIRC). CE staff attend CoC Executive Meetings & were involved in the implementation process for the Humboldt CoC Emergency Transfer Plan policy. CE staff attend all CoC-funded provider trainings and receive training at least annually on best practices for providing Trauma Informed Care, safety & planning protocols as outlined in the CoC Written Standards, & administration of the VI-SPDAT assessment to survivors & persons fleeing DV.

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.

The main local Victim Service Provider (VSP) agency, HUMBOLDT DOMESTIC VIOLENCE SERVICES (HDVS), analyzes & presents DE-IDENTIFIED AGGREGATE DATA related to the community’s UNMET NEED to the County Board of Supervisors & at local City Council meetings each year. This data is collected through a client-centered software approved by HUD called Apricot. Data included in this system is collected in a variety of ways, with the majority being through one-on-one interactions with survivors and persons fleeing DV through the provision of direct services, client intakes, and crisis & support line calls. The community uses this data to identify system gaps, prioritize resources, & assess the system’s performance with regard to serving DV survivors. Aggregate data demonstrates that at least 90% of DV Survivors need housing &/or services in Humboldt County. However, there are currently no DV-
dedicated permanent housing programs within the County, and therefore survivors who have “timed out” of DV shelter (provided by HDVS & WISH) & Redwood Community Action Agency’s Safe Haven TH program often become homeless again. In addition, because CES in Humboldt prioritizes persons experiencing Chronic Homelessness for all CoC-funded PSH, survivors and persons fleeing DV often do not meet eligibility criteria for CoC-funded projects in Humboldt (even though CH survivors are prioritized within the CH population). The CoC is therefore in need of additional, non-CH dedicated housing for survivors and persons fleeing DV in Humboldt County. THE COC LEAD ENCOURAGED HDVS & OTHER ORGANIZATIONS SERVING DV SURVIVORS TO APPLY FOR THE 2019 COC DV BONUS FUNDS AND WILL CONTINUE TO DO SO FOR ALL FUTURE DV-DEDICATED FUNDING.

Humboldt County DV Services providers also PARTICIPATE IN COC MEETINGS AS VOTING MEMBERS & collaborate on data-driven decision-making informed by de-identified DV survivor data.

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

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

<table>
<thead>
<tr>
<th>Public Housing Agency Name</th>
<th>% New Admissions into Public Housing and Housing Choice Voucher Program during FY 2018 who were experiencing homelessness at entry</th>
<th>PHA has General or Limited Homeless Preference</th>
<th>PHA has a Preference for current PSH program participants no longer needing intensive supportive services, e.g., Moving On</th>
</tr>
</thead>
<tbody>
<tr>
<td>County of Humboldt/City of Eureka HA</td>
<td>52.00%</td>
<td>No</td>
<td>Yes-HCV</td>
</tr>
</tbody>
</table>

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. The County of Humboldt/City of Eureka Housing Authority (Eureka PHA), which holds all Public Housing/Housing Choice Voucher (PH/HCV) beds in the region, RECENTLY ADOPTED A LIMITED HOMELESSNESS PREFERENCE WHICH DEDICATES UP TO 20 HCVs PER FISCAL YEAR FOR COC-FUNDED PSH RECIPIENTS as part of a newly implemented Moving On Strategy. THE COC IS ALSO TAKING ACTIVE STEPS TO ENCOURAGE A GENERAL HOMELESS PREFERENCE IN PUBLIC HOUSING: Our CoC has a strong partnership with the Eureka PHA, & as a result of outreach from the Collab App, the Director of the Eureka PHA sits on the CoC Exec Committee & attends meetings to discuss the needs of persons experiencing homelessness.
& reasons for adopting a homeless preference in PH/HCV programs. Although there is no formal general homelessness preference in the PHA Admin Plan, PERSONS EXPERIENCING HOMELESSNESS REPRESENT A LARGE PORTION OF NEW ADMISSIONS TO PH/HCV PROGRAMS. During FY 2018, 59% of new PH admissions & 35.3% of new HCV admissions were homeless at entry (up from 23% and 15%, respectively), demonstrating a strong commitment to housing the most vulnerable individuals & families, in alignment with the CoC & community’s priorities. The Collab App continues to take steps to create a formal general homeless preference, including 1) meeting with the Director of the Eureka PHA (one-on-one & with the CoC Executive Committee), 2) reaching out in writing and in person to the Eureka PHA to encourage the adoption of a homeless preference in PH, 3) supplying supporting data & resources to Eureka PHA leadership including the USICH Public Housing Authority Guidebook to Ending Homelessness to educate PHA leadership on the importance of adopting a general homelessness preference, & 4) involving the Eureka PHA ED in the CoC Local Competition as a Rank & Review panel member to increase PHA investment & interest in serving people experiencing homelessness.

2. N/A. There is only one in the region.

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.

THE COUNTY OF HUMBOLDT/CITY OF EUREKA HOUSING AUTHORITY (THE PHA) DEDICATES UP TO 20 HOUSING CHOICE VOUCHERS (HCVs) PER FY for stable participants in CoC-funded Permanent Supportive Housing as part of the CoC’s MOVING ON STRATEGY. The CoC identifies participants who have maintained stability in PSH & are ready to "move on" with less-intensive supportive services & refers them to the PHA to be connected with a dedicated voucher. The CoC then continues to provide an appropriate level of supportive services, tapered down over time. Because most CoC-funded PSH in Humboldt is scattered-site, participants are often able to remain in the same unit, which further increases stability after "moving on." By utilizing this strategy, the CoC is able to increase the capacity of CoC-funded PSH to ensure that supportive housing is used to serve the most vulnerable households.

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.
THE COC TAKES ACTIVE STEPS TO PREVENT ALL FORMS OF DISCRIMINATION, INCLUDING AGAINST PROTECTED CLASSES UNDER THE FHA & 24 CFR 5.105(a)(2). The CoC established a COC-WIDE ANTI-DISCRIMINATION POLICY prohibiting discrimination on the basis of “any protected characteristic or class, including race, color, national origin, religion, sex, familial status, disability, or age. This policy also states that “housing and services shall be made available to all otherwise eligible individuals regardless of actual or perceived sexual orientation, gender identity, or marital status.” The CoC additionally requires agencies to clearly post or provide notices of client’s Equal Access rights & to use inclusive language in all communications to create a welcoming environment for all program participants. The CoC provides ANNUAL TRAINING to CoC & non-CoC-funded providers on non-discrimination policies, with the next training scheduled for 10/3/19. These trainings, provided by CoC member org Legal Services of Northern California (LSNC), educate on preventing discrimination against classes protected under the FHA & HUD’s Equal Access Rule. LSNC also trains on requesting reasonable accommodations for persons with disabilities, preventing discrimination against DV survivors protected by VAWA, and how to identify forms of discrimination. Materials from all trainings are distributed via the CoC’s public listserv.

Compliance with Fair Housing is also a THRESHOLD REQUIREMENT that all projects must meet during the annual CoC funding competition. The CoC engages in ongoing discussions about preventing discrimination at CoC General meetings & during case conferencing, grappling with real-life circumstances & coming together as a community to improve program participant access to housing. Should a program participant experience discrimination, CoC partner LSNC accepts referrals & is available to provide ongoing counsel & support.

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

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

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Did the CoC implement a CoC-wide anti-discrimination policy that applies to all projects regardless of funding source?</td>
<td>Yes</td>
</tr>
<tr>
<td>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?</td>
<td>Yes</td>
</tr>
<tr>
<td>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?</td>
<td>Yes</td>
</tr>
</tbody>
</table>

*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.

<table>
<thead>
<tr>
<th>Strategy Described</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engaged/educated local policymakers:</td>
</tr>
</tbody>
</table>
### 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. **THE CES COVERS 100% OF THE COC’S GEOGRAPHIC AREA.** Persons experiencing/at-risk of homelessness from across the County, including rural areas, can access CE by 1) calling 211; 2) walking into AHP’s ES or Drop-In Center; & 3) engaging with Mobile Outreach (MO) Teams operating throughout the County. CE staff conduct the VI-SPDAT to assess for vulnerability & make referrals to housing & resources. A BROAD RANGE of orgs participate in CE (incl. local gov’t, mental health/healthcare providers, DV advocates, youth & education programs, etc.) ensuring wide-reaching access.

2. **THE COC REACHES PEOPLE LEAST LIKELY TO ACCESS SERVICES** by advertising CE in Engl & Span at mainstream benefits offices, schools, faith-based orgs, libraries, grocery stores, & hospitals. MO teams engage using a trauma-informed, harm reduction approach to persons otherwise disconnected from the system. MO staff administer VI-SPDAT assessments & are fluent in ASL & Span & have access to interpretation services in 240+ languages. MO receives funding to target outreach to persons experiencing homelessness with SMI, & MO teams are staffed by mental health providers & peer coaches with experience with SUD, homelessness or SMI, allowing them to engage persons from a place of understanding. MO teams are also available to transport persons with limited mobility to services & CE access points.

3. **THE COC PRIORITIZES all participants for vulnerability using the VI-SPDAT score for the head of household.** CE uses a Universal System Management approach; persons with the highest VI-SPDAT score + longest time homeless...
are placed in the First Priority Category, from which CoC-funded housing providers match & place participants with CoC-funded PSH when a unit becomes available. Persons with lower scores who are not CH are prioritized for RRH. CE ensures that all persons experiencing homelessness are matched AS SOON AS POSSIBLE through case conferencing & receive other timely service connections in the interim.
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/

Resources:
The FY 2019 CoC Application Detailed Instruction can be found at: https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources

**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).

<table>
<thead>
<tr>
<th>Foster Care:</th>
<th>X</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health Care:</td>
<td>X</td>
</tr>
<tr>
<td>Mental Health Care:</td>
<td>X</td>
</tr>
<tr>
<td>Correctional Facilities:</td>
<td>X</td>
</tr>
<tr>
<td>None:</td>
<td></td>
</tr>
</tbody>
</table>
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/

Resources:
The FY 2019 CoC Application Detailed Instruction can be found at: https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources

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

Applicants must indicate whether the CoC:

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes/No</th>
</tr>
</thead>
<tbody>
<tr>
<td>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;</td>
<td></td>
</tr>
<tr>
<td>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;</td>
<td></td>
</tr>
<tr>
<td>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</td>
<td></td>
</tr>
<tr>
<td>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.</td>
<td></td>
</tr>
</tbody>
</table>


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

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes/No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Used objective criteria to review and rank projects for funding (e.g., cost effectiveness of the project, performance data, type of population served);</td>
<td></td>
</tr>
<tr>
<td>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</td>
<td></td>
</tr>
<tr>
<td>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.</td>
<td></td>
</tr>
</tbody>
</table>

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. OUR COC CONSIDERS THE NEEDS & VULNERABILITIES OF CLIENTS WITH LOW/NO INCOME, A HISTORY OF SUBSTANCE USE DISORDER, SERIOUS MENTAL ILLNESS, HISTORY OF VICTIMIZATION (e.g. DV, SEXUAL ASSAULT, CHILDHOOD ABUSE, etc.), CRIMINAL HISTORY, AND/OR THOSE EXPERIENCING CHRONIC HOMELESSNESS. The CoC New Project Scoring Tool uses an Eligibility Threshold to ensure new projects for PSH are dedicated to persons experiencing CH or are DedicatedPLUS projects, & all new projects must participate in CE, which prioritizes participants based on vulnerability & longest length of time homeless. Scored criteria for new projects prioritize projects that will use a housing first design approach, with no barriers based on any of the above needs & vulnerabilities (excluding applicable federal & state restrictions).
2. BOTH new & renewal projects receive 10 out of 100 points based on RESPONSIVENESS TO/ALIGNMENT WITH UNMET COMMUNITY NEED, ensuring that projects that serve an underserved population/geographic region are given higher priority during the Review & Ranking process. Projects also have an opportunity to explain the impacts of high needs clients on project performance, and the Review & Rank panel are allowed to take the impact of challenges associated with participants served into account while scoring. The Review & Rank Panel takes these needs & vulnerabilities into account by adjusting pre-scaled Scoring Tool scores for projects serving high acuity populations. When making these adjustments, panelists consider the acuity of the population served in their analysis, including the information collected through applicant project narratives, Review & Rank interviews, and Annual Performance Report data (e.g., number of disabilities at entry, number of seniors, veterans, &/or persons with experience of domestic violence served, etc.).


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.
Applicant: Humboldt County Continuum of Care  
Project: CA-522 CoC Registration FY 2019  

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

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: 31%


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

1. THE COC USES A STANDARD PROCESS FOR REVIEWING PERFORMANCE OF EXISTING COC-FUNDED PROJECTS DURING THE ANNUAL REVIEW & RANK (R&R) PROCESS TO DETERMINE WHETHER FUNDING SHOULD BE REALLOCATED TO CREATE NEW HIGH PERFORMING PROJECTS. This process is documented in the 2019 Local Competition Policies. The R&R panel is instructed to use these Policies, re-approved annually prior to the R&R panel convening, to guide Panelist’s weeklong review of project applications & additional materials to evaluate the projects’ contribution to system performance. Project outcome data from projects’ Annual Performance Reports (APRs) are turned into Evaluation Reports for each project; performance outcome measures reviewed include UTILIZATION RATE, HOUSING RETENTION, MAINTAINING/INCREASING
CASH INCOME, & CONNECTION TO MAINSTREAM BENEFITS/HEALTH INSURANCE. The Local Policies require Panelist’s to AUTOMATICALLY CONSIDER FUNDING FOR PROJECTS SCORING 60 POINTS OR BELOW (out of a total of 100 points possible) FOR REALLOCATION to a new permanent housing project. If a renewal project scores between 60-70 points, the R&R panel may recommend reallocation at its discretion. Projects may appeal panel decisions & receive feedback from the R&R panel on how to improve future applications.

2. This process was approved by the CoC’s Executive Committee at a public meeting on 7/17/19.

3. THE COC COMMUNICATED THE REALLOCATION PROCESS TO ALL APPLICANTS by providing the Local CoC Competition Policies in writing via the CoC-wide Listserv on 7/23/19 & in person at the 7/23/19 Technical Assistance Workshop.

4. The CoC identified no projects in that were low performing or for which there was less need in 2019.

5. The CoC identified no projects in that were low performing and reallocated no projects in 2019.
DV Bonus

Instructions

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

Resources:
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1F-1 DV Bonus Projects.

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

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

| 1. PH-RRH                     | X |
| 2. Joint TH/RRH              |   |
| 3. SSO Coordinated Entry     |   |

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

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

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

<table>
<thead>
<tr>
<th>Need Housing or Services</th>
<th>113.00</th>
</tr>
</thead>
</table>

FY2019 CoC Application Page 22 09/25/2019
1F-2a. Local Need for DV Projects.

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

(limit 500 characters)

1. This is the total number of self-identified Adult DV Survivors counted during the annual PIT Count on 1/23/19. As DV incidents are often underreported, the actual number of survivors in need is likely much higher.
2. The CoC lead ran an HMIS report showing the deduplicated number of persons fleeing DV or w/ a DV history enrolled in PSH, RRH, TH, & ES projects on 1/23/19. As DV incidents are often underreported, this number is likely to be much lower than the actual number of survivors served.

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

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

<table>
<thead>
<tr>
<th>Applicant Name</th>
<th>DUNS Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arcata House Part...</td>
<td>011854150</td>
</tr>
</tbody>
</table>
1F-4. PH-RRH and Joint TH and PH-RRH Project

Applicant Capacity

<table>
<thead>
<tr>
<th>DUNS Number:</th>
<th>011854150</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicant Name:</td>
<td>Arcata House Partnership</td>
</tr>
<tr>
<td>Rate of Housing Placement of DV Survivors–Percentage:</td>
<td>74.00%</td>
</tr>
<tr>
<td>Rate of Housing Retention of DV Survivors–Percentage:</td>
<td>100.00%</td>
</tr>
</tbody>
</table>

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

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

1. PLACEMENT: this data represents the percentage of deduplicated DV survivors in Arcata House Partnership (AHP) ES & PH programs who exited to permanent housing during CY2018. RETENTION: this data represents the deduplicated percentage of DV survivors in AHP ES & PH programs who exited to PH during CY2018 and retained housing through 6/30/19.

2. HMIS.

1F-4b. DV Survivor Housing.

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

Arcata House Partnership (AHP) has 28 years of experience quickly placing DV survivors into permanent housing safely. AHP receives streamlined referrals through the CES & takes a housing first approach, immediately establishing a housing-focused, client driven case plan that builds upon survivor strengths & identifies housing barriers to overcome. Case managers then work closely with clients to achieve the client’s identified housing-related goals, while connecting them to resources that will help increase their income (e.g. employment services, vocational training, education, childcare, & mainstream benefits) & address any hurdles that might stand in the way of obtaining housing (e.g. credit issues, missing documents, criminal records expungement, etc.). At the same time, AHP’s dedicated housing specialist works with the survivor to identify safe housing options while maximizing client choice. In locating housing, AHP has developed a trusted network of landlords and property managers who understand the confidentiality & safety needs of DV survivors & who will lower barriers to entry for this population. AHP also expedites housing placements for DV survivors by providing transportation during the housing search process & connecting clients to financial resources to cover moving costs. Throughout this process, AHP staff ensure that the survivor’s immediate safety & service needs are met, often by collaborating closely with CoC partner agencies such as the
Women’s Crisis Shelter in Southern Humboldt (WISH) & Humboldt Domestic Violence Services (HDVS). If funded, AHP’s RRH for DV’s project would be the ONLY DV-DEDICATED PERMANENT HOUSING PROGRAM IN THE COUNTY, filling a critical gap and providing AHP with an important resource to yet increase the speed at which they relocate DV survivors to PH.

1F-4c. DV Survivor Safety.

Applicants must describe how project applicant:
1. ensured the safety of DV survivors experiencing homelessness by:
   (a) training staff on safety planning;
   (b) adjusting intake space to better ensure a private conversation;
   (c) conducting separate interviews/intake with each member of a couple;
   (d) working with survivors to have them identify what is safe for them as it relates to scattered site units and/or rental assistance;
   (e) maintaining bars on windows, fixing lights in the hallways, etc. for congregate living spaces operated by the applicant;
   (f) keeping the location confidential for dedicated units and/or congregate living spaces set-aside solely for use by survivors; and
2. measured its ability to ensure the safety of DV survivors the project served.
   (limit 2,000 characters)

1. AHP ENSURES THE SAFETY OF DV SURVIVORS EXPERIENCING HOMELESSNESS as follows: (a) AHP works closely with DV-svcs providers, DHHS, & the Arcata & Eureka PD to TRAIN & EDUCATE ALL AHP staff on DV survivor SAFETY PLANNING. AHP also trains staff on its own safety & confidentiality protocols, including the use of the Nat’l Center on Domestic & Sexual Violence’s safety plan template. AHP also employs an advocate to assist w/ safety planning that involves obtaining restraining orders; (b) All AHP INTAKE SPACES ARE PRIVATE & staff safeguard confidentiality during the intake process; (c) AHP is able to SEPARATELY INTERVIEW each member of a couple & staff are trained to recognize DV red flags such as power & control dynamics; (d) AHP case plans are client-centered & empower survivors to choose hsing & svcs. This includes assisting clients with finding the location, hsing type, & home config. that makes them feel safe, e.g., helping clients locate homes where pathways are lit, parking is close to entries, & entrances are free from concealing shrubbery. AHP employs maint. staff to assist clients if LLs are unresponsive to bldg. safety issues. AHP also assists survivors with relocating out of County; (e) AHP ensures that its congregate bldg. areas are safe, secure & well lit. Maint. staff can modify spaces to add bars or otherwise increase bldg. security as needed; (f) AHP has strict confidentiality policies for all staff & prog participants to safeguard DV survivor locations. This policy also prohibits staff from discussing these clients during internal AHP clinical mtgs. & requires all DV survivor client files to be maintained securely & separately.
2. AHP MEASURES ITS ABILITY TO ENSURE DV SURVIVOR SAFETY by soliciting survivor feedback on the efficacy & impact of prog safety policies. AHP also tracks DV incidents perpetrated against prog participants, including those that lead to relocation through the CoC’s Emergency Transfer Plan.

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

1. AHP PROVIDES TRAUMA-INFORMED CARE (TIC) & CLIENT-CENTERED (CC) SERVICES TO ALL PROGRAM PARTICIPANTS, INCLUDING DV SURVIVORS. Although AHP currently has no DV-dedicated programs, AHP already serves a high number of DV survivors as agency data indicates that 80% of female clients & 20% of male clients are survivors of domestic violence. For this reason, all AHP staff are trained on best practices for serving survivors, including providing TIC & taking victim-centered approaches to providing services. Case managers (CMS) know how to recognize signs of trauma & respond by supporting clients in regaining a sense of control & safety. AHP has staff who provide streamlined referrals to services to help clients process trauma & heal in individual & group settings. AHP empowers clients to set their own goals & make all decisions regarding engaging in services & the location & type of housing they will inhabit. AHP further works to restore client confidence by educating clients on their rights in housing as DV survivors, including those under VAWA & CA state law. AHP solicits client feedback in program design, ensuring that survivor perspectives are valued & considered in shaping the program polices that impact them.

2. AHP USES TRAUMA-INFORMED, CLIENT-CENTERED APPROACHES TO MEET DV SURVIVORS NEEDS AS FOLLOWS:
   a) AHP takes a hosing first approach & leverages its excellent relationships with landlords & property managers to rapidly rehouse & stabilize DV survivors in homes that they choose & deem safe. AHP CMS place survivor needs & priorities at the forefront of the rehusing search process by giving survivors the tools & support they need to locate & obtain safe rehusing of their choice. Survivors may also decline any service or rehusing referral without question. Once housed, AHP staff continue to support survivors by connecting them with community-based resources & svcs to help them adjust to their new homes & build networks to provide ongoing assistance as they regain a sense of safety and wellbeing.
b) AHP provides an environment where program participants have a voice in policymaking, contribute to program design decisions, & all work is centered on client-determined goals. AHP continues to serve clients throughout their most difficult times & works with client strengths to help them overcome obstacles.

c) AHP staff are trained to identify signs of trauma & connect clients to appropriate resources to educate them on trauma, including by providing them with written materials created by experts. AHP provides warm-handoffs to specialized mental health providers w/expertise to help clients recognize & process trauma.

d) AHP staff are keenly aware of the impacts that DV can have on self-esteem & confidence, & therefore ensure that ongoing assessments & goal planning sessions focus on identifying & celebrating client strengths. Every meeting with a case manager involves acknowledging progress, stability, & identifying even “small” steps taken towards goals.

e) AHP ensures that all staff receive training on the CoC’s non-discrimination policy, fair housing, & equal access rules. AHP strives to create an inclusive environment where all clients feel comfortable & safe.

f) AHP provides clients seeking peer support with connections to a variety of resources depending on their needs. AHP partners with NAMI to provide group support for persons with SMI; WISH runs DV survivor support groups; & several organizations run peer mentorship programs for people in SUD recovery. AHP can also help put clients in touch with faith-based organizations upon request.

g) AHP connects parenting clients to safe and appropriate parenting classes & supports offered by local Family Resource Centers & Changing Tides. AHP assists clients with obtaining childcare through CalWORKS & other subsidized programs and connects clients to Early Start & Head Start programs.

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

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

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

(limit 2,000 characters)

AHP PARTNERS WITH OVER 200 PROVIDERS ACROSS THE COUNTY TO ENSURE THAT DV SURVIVORS’ SERVICE & SAFETY NEEDS ARE MET AS THEY ARE RAPIDLY REHOUSED. AHP provides streamlined referrals to CoC partner organization Legal Services of Northern California for assistance with CHILD CUSTODY & other LEGAL SERVICES. AHP has staff who are trained to support clients during court proceedings, including while obtaining restraining
orders. AHP works closely with the DA’s office, public defender’s office, & law enforcement to address client CRIMINAL HISTORIES whenever possible & AHP staff also accompany clients to CRIMINAL COURT to advocate for them & provide support. AHP connects clients with EMPLOYMENT, JOB TRAINING, & EDUCATIONAL OPPORTUNITIES by making referrals to the CoC Lead Agency’s Employment Training Division, which assists with vocational training, resume building, job placement, interview preparation, & connections to mainstream employment agencies & private employers. AHP connects clients to CoC partner the College of the Redwoods, where participants can obtain certificates & training to further their career goals & increase income. AHP works with CoC lead agency DHHS to ENSURE THAT ALL CLIENTS OBTAIN HEALTH INSURANCE. Once health insurance is in place, AHP makes referrals to Open Door Health Services for PRIMARY CARE, NAMI for MENTAL HEALTH SERVICES, & Waterfront Recovery Services for SUD TREATMENT. AHP ensures that all families with children are informed of their rights under the McKinney-Vento Act and coordinates efforts to ENROLL ALL CHILDREN IN SCHOOL with designated Local Liaisons. AHP helps parents obtain CHILDCARE by connecting them to CalWORKS & Family Resource Centers. ALL REFERRALS ARE VOLUNTARY & MADE CONFIDENTIALLY IN ORDER TO PRESERVE CLIENT PRIVACY & SAFETY.
2A. Homeless Management Information System (HMIS) Implementation

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

Resources:
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The FY 2019 CoC Program Competition Notice of Funding Availability at: https://www.hudexchange.info/programs/e-snaps/2019-coc-program-nofa-coc-program-competition/#nofa-and-notices

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2A-1. HMIS Vendor Identification. WellSky Community Services

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:

<table>
<thead>
<tr>
<th>Project Type</th>
<th>Total Number of Beds in 2019 HIC</th>
<th>Total Beds Dedicated for DV in 2019 HIC</th>
<th>Total Number of 2019 HIC Beds in HMIS</th>
<th>HMIS Bed Coverage Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency Shelter (ES) beds</td>
<td>299</td>
<td>0</td>
<td>89</td>
<td>29.77%</td>
</tr>
<tr>
<td>Safe Haven (SH) beds</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Transitional Housing (TH) beds</td>
<td>97</td>
<td>0</td>
<td>97</td>
<td>100.00%</td>
</tr>
<tr>
<td>Rapid Re-Housing (RRH) beds</td>
<td>93</td>
<td>0</td>
<td>93</td>
<td>100.00%</td>
</tr>
<tr>
<td>Permanent Supportive Housing (PSH) beds</td>
<td>56</td>
<td>0</td>
<td>56</td>
<td>100.00%</td>
</tr>
<tr>
<td>Other Permanent Housing (OPH) beds</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0%</td>
</tr>
</tbody>
</table>

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.

THE COC ACTIVELY WORKS TO INCLUDE DATA ALL BEDS (INCLUDING EMERGENCY SHELTER) IN THE HIC & HMIS:
1. PSH, RRH, & TH coverage is at 100% due to active engagement of local providers. ES coverage has decreased since 2018 due to the loss of a 40-bed ES that participated in HMIS and has been converted to a residential drug treatment facility. The CoC is actively working towards bringing the largest ES provider in Humboldt County – the Eureka Rescue Mission – into HMIS. This shift would bring ES bed coverage up to 100%. To increase the ES bed coverage rate to 100%, the CoC has outlined the following STEPS TO INCENTIVIZE FULL PARTICIPATION OF EMERGENCY SHELTER BEDS: In the next 12 months, the CoC lead will A) Follow-up on direct in-person and written outreach to Eureka Rescue Mission leadership; B) offer to cover 100% of HMIS administration costs to reduce the financial barriers to participation for the Eureka Rescue Mission & other providers; C) encourage the use of swipe cards to reduce data entry burdens; & D) share with Eureka Rescue Mission & all providers the benefits of data collection & its role in understanding and demonstrating the unmet needs of Humboldt’s homeless population.
2. IMPLEMENTATION OF STEPS A, B, C, & D ABOVE: The CoC lead will continue to take all necessary steps to ensure that ES participation in HMIS reaches 100%. The CoC lead will schedule quarterly in person meetings, call, and email Rescue Mission leadership on a monthly basis to promote HMIS usage, offer incentives, & to identify and help address any remaining barriers to participation. The CoC lead will also continue encouraging Rescue Mission Leadership to attend CoC meetings & trainings regarding HMIS & the community-wide benefits of participation.


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). 05/01/2019 (mm/dd/yyyy)
2B. Continuum of Care (CoC) Point-in-Time Count

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

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2B-1. PIT Count Date. 01/23/2019
Applicants must enter the date the CoC conducted its 2019 PIT count (mm/dd/yyyy).

2B-2. PIT Count Data–HDX Submission Date. 05/01/2019
Applicants must enter the date the CoC submitted its PIT count data in HDX (mm/dd/yyyy).


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)

THE COC SUCCESSFULLY DECREASED ITS SHELTERED POPULATION BY 23% since 2017, and by 9.4% between 2018 & 2019.
1. While the CoC’s sheltered count has always successfully leveraged HMIS data, in 2019 the CoC built upon its 2018 success in adding client surveys by collecting survey information using a mobile data collection app. This vastly improved data quality by dispensing with handwritten surveys that were difficult to read & labor intensive to input later for data analysis. With data input automatically through the software, the CoC was able to process & respond to PIT numbers more quickly. The option to use a mobile app to collect data also
appealed to more volunteers (particularly youth), who turned out in record numbers for the 2019 PIT Count.

2. These improvements affected the sheltered PIT count by improving the accuracy and completeness of sheltered survey responses, putting the CoC in a better position to analyze system gaps & use this data to advocate for improved policies & increased funding for permanent housing & services for people experiencing homelessness.

*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)

1. In 2019, the CoC made SIGNIFICANT IMPROVEMENTS TO BOTH DATA QUALITY & METHODOLOGY in its UNSHELTERED PIT Count from the last unsheltered count in 2017. METHODOLOGY: The CoC changed data collection methods from using a service-based model to taking a “night-of the count” approach, making it possible to count individuals who did not want to be surveyed in previous counts. One of the reasons the CoC chose to utilize this model was that youth stakeholders advised that the CoC would capture more youth data this way, as youth are less likely to participate in survey-taking than adults experiencing homelessness. DATA QUALITY: The CoC started using a data collection app that assisted PIT count volunteers with accurately collecting data. Prior unsheltered count volunteers relied upon handwritten forms and surveys that were difficult to utilize in the field and more challenging to analyze later due to handwriting legibility issues. The CoC also increased its volunteer base dramatically by conducting in-person outreach and implementing an extensive media strategy in newspapers & on radio & TV to increase awareness of the PIT Count and to encourage community involvement in the count.
2. THE COC’S IMPROVEMENTS IN THE 2019 PIT COUNT RESULTED IN A MORE INCLUSIVE & ACCURATE COUNT OF THE UNSHELTERED POPULATION BUT ALSO AN INCREASE IN NUMBERS REPORTED. The CoC’s increase in volunteers, improved data quality collection measures, & count model shift from service-based to “blitz” counting led to an increase in capacity to count more people experiencing homelessness, and therefore an
increased count overall – particularly around unsheltered homeless youth and adults who are often more difficult to locate & engage. This more accurate count allowed the CoC to better assess the scope & needs of the unsheltered population so that the CoC can improve targeted outreach efforts, shift existing strategies to meet those needs, & advocate for increased funding for housing & services.

*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.

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.

(Total 2,000 characters)

THE COC ENGAGED STAKEHOLDERS SERVING YOUTH EXPERIENCING HOMELESSNESS TO:

1. PLAN THE 2019 PIT COUNT: The CoC leveraged the expertise of the main Humboldt County organization serving youth experiencing homelessness – the RCAA Youth Service Bureau – to plan the PIT count. The CoC changed its PIT Count methodology from using a service-based post-night model to taking a “night-of the count” approach as a result of feedback from those providers and other youth stakeholders who advised that youth are unlikely to engage in survey-taking. The CoC also reached out to program managers for projects serving TAY to ask them to encourage staff & youth experiencing homelessness to volunteer for the PIT Count, resulting in a record number of volunteers. The CoC lead also met with youth experiencing homelessness to gather feedback during the PIT Count planning process. The Office of Ed. Homelessness Liaison also conducted outreach to schools to identify students experiencing homelessness & their families.

2. SELECT LOCATIONS WHERE YOUTH EXPERIENCING HOMELESSNESS ARE MOST LIKELY TO BE ID’D: The CoC lead met with youth-serving orgs, including the RCAA Youth Service Bureau, and youth experiencing homelessness, to gather feedback on where to focus the PIT Count to obtain accurate youth numbers. The CoC Lead also sent an invitation to the CoC Listserv, including youth providers, asking members to participate in the PIT Count Committee to discuss ways to improve PIT Count methodology. This included helping identify locations where PIT count volunteers should focus in order to find youth.

3. INVOLVE YOUTH IN COUNTING DURING THE 2019 PIT COUNT: as a result of the CoC’s extensive volunteer outreach and the media promotions of
the count in newspapers & on radio & TV, record numbers of youth volunteers participated in the PIT count. These youth accompanied other volunteers on the night of the count to assist them in identifying locations where youth experiencing homelessness could be found.

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.

(2,000 characters)

THE COC TAKES ACTIVE STEPS TO IMPROVE COUNTING ALL PERSONS EXPERIENCING HOMELESSNESS, including individuals & families experiencing CH; families with children, and veterans. TO BETTER COUNT ALL PERSONS, the CoC improved data quality by implementing the use of a data collection app to replace prior reliance on handwritten paper surveys which were more challenging to use, read, and analyze. The CoC also changed methodologies from a service-based to “blitz” count which allowed the CoC to better count persons less likely to engage with volunteers due to mental health issues, trauma histories, & fear of stigmatization. The CoC also recruited a record number of PIT Count volunteers which led to a more thorough and accurate count for all persons. The CoC also took the following measures:

1) TO BETTER COUNT CH PERSONS: The CoC worked with Street Outreach teams to identify locations where people are living that are not suitable for habitation (e.g. encampments, vehicles), and consulted with CH persons with lived experience who participated in PIT Committee Meetings and helped guide volunteers during the count.

2) TO BETTER COUNT FAMILIES: The CoC worked with family housing & service providers, including Arcata House Partnership (AHP) and Redwood Community Action Agency, to better prepare volunteers to identify, communicate with, & count families experiencing homelessness. The CoC also partnered with the Office of Education Foster and Homeless Youth Liaison who reached out to schools to identify families with children experiencing homelessness.

3) TO BETTER COUNT VETS: The CoC worked with the main Non-CoC-funded homeless Veteran housing and service provider, North Coast Veterans Resource Center, as well as other providers serving Veterans, including AHP & DHHS, to better prepare volunteers to identify and count Veterans during the 2019 PIT Count.
3A. Continuum of Care (CoC) System Performance

Instructions

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

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

Applicants must:

Report the Number of First Time Homeless as Reported in HDX. 412


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. CoC Lead, DHHS’ Humboldt Housing & Homeless Coalition (HHHC), analyzes HMIS data monthly & presents findings at CoC quarterly mtgs where members ID risk factors (RFs) & discuss solutions to prevent 1st-time homelessness (Hn). RFs identified by the CoC include 1) eviction, 2) rent exceeding income, 3) unemployment, 4) medical bills, 5) DV, & 6) substance use disorder (SUD). The CoC also analyzes annual PIT data & consults with providers, persons with lived experience, & cross-sector partners to remain educated about trends & root causes of Hn.
2. COC STRATEGIES LED TO A 33% DECREASE IN 1ST TIME HOMELESSNESS IN 2018. The Humboldt Information & Resource Center
(HIRC) is the CoC’s 211 provider & main entry point to CE for persons currently & at risk (AR) of becoming homeless. The CoC advertises 211 throughout the geographic area in places where persons AR of Hn are likely to be, & then 211 screens & refers persons AR to DHHS for connections to appropriate prevention/diversion services (e.g. TANF, security deposits, first/last month’s rent, employment assistance, etc.). Outreach teams also seek persons AR of Hn to assess needs & make preventive referrals. The CoC’s Hn prevention efforts also involve the following cross-sector responses: A) Probation’s diversion program offering housing resources for CJ-involved persons; B) CoC-funded provider RCAA’s Medi-Cal treatment facility for persons AR of/experiencing Hn due to SUD; C) CoC partnerships w/School Admin & Foster/Homeless Youth Svcs to coordinate discharge planning or foster youth & to assist with ID’ing families & youth AR of Hn so that appropriate interventions can be put into place. The CoC is also implementing a focused diversion training for providers beginning in October & has obtained new State grants which it will use to provide short-term financial assistance to prevent homelessness.

3. Collab App HHHC & CES lead HIRC are responsible for overseeing the CoC’s strategy to reduce/end 1st time Hn.

*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. | 176 |


Applicants must:

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

1. THE COC STRIVES TO REDUCE LOTH WITH THE FOLLOWING STRATEGIES:
   A) An expansive CES, with multiple entry points & CoC-wide outreach, assesses, prioritizes, matches, & places individuals/families experiencing homelessness (Hn) into available housing as quickly as possible; PARTICIPANTS ARE PRIORITIZED BASED UPON FACTORS INCLUDING LONGEST LOTH.
   B) The CoC has leveraged new funding TO INCREASE HSING RESOURCES for CH households. The CoC was awarded $5 million from the State to build 50 units of PSH to be accessed through CES, with 25 units set aside for people with SMI & 6 units for CH households. The CoC is also dedicating almost $2.2 million in new State grants to fund flexible PH subsidies & supportive svcs, including PSH. Further, through the CoC local competition, nearly all housing
Applicant: Humboldt County Continuum of Care
Project: CA-522 CoC Registration FY 2019

has transitioned TO PSH DEDICATED/PRIORITIZED FOR PERSONS EXPERIENCING CH to respond to unmet needs. The CoC also partnered with the State to provide INTENSIVE TRAINING to providers on housing 1st & serving CH & other higher-needs populations.

2. The CoC IDs households with the longest LOTH through CES assessments, analyzing HMIS data, conducting outreach, & working w/ partner agencies also serving people experiencing Hn. CE uses the VI-SPDAT 2.0 to assess & prioritize participants for referral to appropriate hsing & benefits. Participants with scores indicating the HIGHEST ACUITY (WHO ARE CH W/ LONGEST LOTH) are selected & offered PSH & any other appropriate resources quickly. The CoC also employs a Moving on Strategy to connect participants of PSH ready for less-service intensive hsing to dedicated HCVs, which increases the availability of PSH for new participants.

3. Collab App HHHC & CES lead HIRC are responsible for overseeing the CoC’s strategy to reduce LOTH for indiv.& fams.

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

Applicants must:

<table>
<thead>
<tr>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>51%</td>
</tr>
</tbody>
</table>

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.

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.

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.

(1) 1. THE COC HAS INCREASED EXITS FROM ES/TH/RRH TO PERMANENT HOUSING (PH) BY 13% through strategies such as nearly DOUBLING ITS
RRH BEDS (from 49 to 93) & using a CES that quickly assesses & refers from ES/TH to PH with high fidelity to hsxg 1st. The CoC also increased PH resources through several State funding awards, including A) $5 million to provide 25 PH units for people experiencing Hn; B) $1.5 million in CESH funding for flexible PH subsidies & supportive svcs; & C) almost $1.2 million in HEAP funding for additional PH subsidies, moving costs & security deposits. The CoC is building an add’l 25 units of low-income hxing to be prioritized for homeless households through CE. CoC providers use best practices for helping lower barriers to hxing, including help w/increasing client income, encouraging shared hxing, using motivational interviewing, & providing intensive hxing-focused case management. In 2019, the CoC also partnered with the State to provide focused training to all providers on hxing 1st principles & serving the most vulnerable populations.

2.4. Collab App HHHC is responsible for overseeing the CoC’s strategies (2) to increase the rate of exits to PH & (4) to increase the rate of retention in PH/exit to PH.

3. The CoC is using new State grants to increase intensive case management & wrap-around svcs to support PSH participants in retaining PH, including dedicated funds for financial assistance to prevent eviction. The CoC is also dedicating new funding to incentivize LLs to retain PSH tenants, including paying for apartment repairs. The CoC will continue A) connecting clients to mainstream resources to stabilize them in hxing & develop community supports; B) promote client choice by facilitating transfers (including Emergency Transfer requests from DV survivor participants); & C) discourage terminations & prevent evictions through continued tenant education, LL engagement & referrals to legal services partners.

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

Applicants must:

<table>
<thead>
<tr>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Report the percentage of individuals and persons in families returning to homelessness over a 6-month period as reported in HDX.</td>
</tr>
<tr>
<td>2. Report the percentage of individuals and persons in families returning to homelessness over a 12-month period as reported in HDX.</td>
</tr>
</tbody>
</table>

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

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

1. THE COC CONTINUES TO HAVE A LOW RATE OF RETURNS TO HOMELESSNESS FROM PERMANENT HOUSING (2%).
The CoC uses SPM, PIT data & the CES to ID households returning to homelessness (Hn) as they touch back into the system (e.g., entries in HMIS via 2-1-1, ES, & outreach) after exiting to a PH Destination. The CoC uses this information to conduct outreach to these households & prioritize them for housing & services. During case conferencing, CoC-funded providers identify the risk factors that contributed to housing loss for these participants in order to prevent future instability. Common factors include struggles with on-going Substance Use Disorder (SUD) & Serious Mental Illness (SMI).

2. THE COC IS INCREASING RESOURCES FOR HN PREVENTION & DIVERSION, including dedicating new funding to increase intensive case management that allows for more landlord engagement, tenant education, & follow-up on connections to mainstream resources that stabilize households & increase income (e.g, employment & training, public benefits, childcare, transportation, etc.). The CoC is also dedicating new funds to create a job skills training program for CoC participants to help increase their income & will increase financial assistance to prevent evictions & help with moving costs when relocation is necessary. On a systems level, the CoC ANALYZES AGGREGATE DATA to determine why participants return to Hn & providers use this data & PARTICIPANT FEEDBACK to inform project design to better respond to risk factors; for example, in response to client feedback & data demonstrating that participants struggling with SMI/SUD remain more stably housed in single vs. shared-housing, Arcata House Partnership committed to re-configuring project SVK house into separate units to better support the needs of participants in recovery.

3. The Collab App, Humboldt DHHS, is responsible for overseeing the CoC’s strategy to reduce the rate individuals & families returns to Hn.

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

Applicants must:

<table>
<thead>
<tr>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>6%</td>
</tr>
<tr>
<td>32%</td>
</tr>
</tbody>
</table>

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.

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.


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. The CoC continues to increase participant cash income: 38% in 2018 (up from 21% in 2017). The CoC trains providers on best practices for connecting clients to employment & prioritizes CoC funding for projects that are successful. The Collab App’s (DHHS) Employment & Training Division (ETD) provides CoC prog participants with employment counseling, vocational assessments, classes (e.g. typing, Microsoft Office, & GED) job search guidance, help with resumes/cover letters, interview prep, & support w/job retention, including tips for commuting & adjusting to the workplace. The CoC improves access to employment by connecting clients w/barrier-lowering services such as crime record expungement & training opps, & by encouraging volunteering & work-experience programs that could lead to employment. For example, Helping Humboldt - a day-worker program that trains & job coaches individuals (50% of whom are experiencing Hn) needing significant assistance entering the workforce. ETD partners w/other employment agencies such as Sequoia Personnel & Emerald Employment through job fairs, inviting them to speak on panels, & regularly connecting them w/CoC clients.

3. The CoC works w/mainstream employment orgs: ETD partners w/local Chambers of Commerce to familiarize employers w/CoC programs. ETD has also partnered w/other agencies such as the local Workforce Development Board & has an MOU which offers programs prioritized for persons experiencing Hn. CoC programs also link participants to home health care positions through the County’s In-Home Support Services registry which pairs skilled individuals w/job opportunities.

4. DHHS’ HHHC & ETD are responsible for overseeing the CoC’s strategies re: increasing jobs & income growth from employment.


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

1. The CoC increased participant non-employment cash income from 17% in 2017 to 32% in 2018 by using the following strategies: CoC-funded housing & service providers refer all eligible clients to the Collab App (DHHS) for connections to SSI/SSDI, TANF, General Assistance, WIC, Food Stamps, Medi-Cal, Medicare, and other cash sources. Providers follow-up on all referrals to assist with any barriers to enrollment & partner with legal services to address denials. The CoC trains providers on best practices for enhancing/streamlining connections to mainstream benefits & prioritizes CoC Competition applicants who demonstrate high performance for maintaining/increasing connections to mainstream non-cash benefits/health insurance. DHHS’ Child Support Enforcement office also helps families w/children increase non-employment cash income by obtaining child support, & the CoC works closely w/VA partners to ensure that all vets experiencing Hn receive VA benefits.
2. THE COC INCREASES ACCESS TO NON-EMPLOYMENT CASH INCOME using the following focused strategies: A) Humboldt DHHS Mental Health & Social Services departments collaborate with the California Department of Social Services Housing and Disability Advocacy Program to provide housing & assistance to disabled individuals experiencing homelessness in applying for disability & other benefits; B) Street Outreach teams ensure that unsheltered populations (including those with disabilities & limited English proficiency) are enrolled in life-sustaining benefits programs; C) the County’s Department of Social Services’ dedicated community liaison conducts outreach to CoC providers, trains them on benefits eligibility, & troubleshoots issues connecting clients with entitlements; & D) the CoC provides streamlined referrals to legal services when necessary to address benefits denials.

3. The Collab App, Humboldt DHHS, is responsible for overseeing the CoC’s strategy to increase non-employment cash income.


Applicants must describe how the CoC:

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

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

(limit 2,000 characters)

1. THE COC PROMOTES PARTNERSHIPS & ACCESS TO EMPLOYMENT OPPS WITH PRIVATE EMPLOYERS & EMPLOYMENT ORGS. CoC partner agency, DHHS’ Employment & Training Division (ETD), leverages trusted relationships with PRIVATE EMPLOYERS to connect CoC clients to employment opportunities. The ETD also hosts quarterly panels where 3-4 local employers present on opportunities in their industries & meet 1-on-1 with job seekers to discuss specific openings. The ETD’s Business Service Team meets daily with employers to develop job placements for CoC clients, including employment through two SUBSIDIZED WAGE PROGRAMS: A) The Work Experience program pays wages for participants to work for 3-6 months in public & private sector positions while they obtain training in certain fields & B) On the Job Training which pays 50% of the salary for permanent positions. The ETD holds an annual community-wide job fair to promote programs accessed by CoC participants & to recruit employers from all sectors. ETD HAS ALSO ENTERED INTO AN MOU W/THE LOCAL WORKFORCE DEVELOPMENT BOARD, which prioritizes services for persons experiencing homelessness.

2. The CoC trains all PSH providers on connecting clients to education, training & employment opportunities that may further their recovery & well-being. E.g., the ETD has an MOU w/the College of the Redwoods to provide specialized vocational & technical education to cohorts of ETD clients (2 of whom must be experiencing or at-risk of homelessness). The cohort model not only provides skills needed for employment, but also community & peer support. The ETD also offers a 5-part course on budgeting to help people on fixed incomes (including PSH participants) control costs, reduce spending, & plan for unexpected expenses. The CoC refers PSH participants to HumWORKS, a County program that provides...
specialized employment assistance for people with SMI and SUD issues. CoC programs also connect PSH participants to CA Dep’t of Rehabilitation programs for persons with disabilities to help them enter the workforce & access educational opportunities.

### 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:**

<table>
<thead>
<tr>
<th>Step</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. The CoC trains provider organization staff on connecting program participants and people experiencing homelessness with education and job training opportunities.</td>
<td></td>
</tr>
<tr>
<td>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).</td>
<td></td>
</tr>
<tr>
<td>3. The CoC trains provider organization staff on connecting program participants with formal employment opportunities.</td>
<td></td>
</tr>
<tr>
<td>4. The CoC trains provider organization staff on volunteer opportunities for program participants and people experiencing homelessness.</td>
<td></td>
</tr>
<tr>
<td>5. The CoC works with organizations to create volunteer opportunities for program participants.</td>
<td></td>
</tr>
<tr>
<td>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).</td>
<td></td>
</tr>
<tr>
<td>7. Provider organizations within the CoC have incentives for employment.</td>
<td></td>
</tr>
<tr>
<td>8. The CoC trains provider organization staff on helping program participants budget and maximize their income to maintain stability in permanent housing.</td>
<td></td>
</tr>
</tbody>
</table>

### 3A-6. System Performance Measures Data–HDX Submission Date

05/31/2019

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

Note: 3A-5d checkboxes appear unchecked due to an e-snaps pdf exporting error, but all checkboxes appear as checked in e-snaps.
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

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.

<table>
<thead>
<tr>
<th>Factor</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. History of or Vulnerability to Victimization (e.g. domestic violence, sexual assault, childhood abuse)</td>
<td>X</td>
</tr>
<tr>
<td>2. Number of previous homeless episodes</td>
<td>X</td>
</tr>
<tr>
<td>3. Unsheltered homelessness</td>
<td>X</td>
</tr>
<tr>
<td>4. Criminal History</td>
<td>X</td>
</tr>
<tr>
<td>5. Bad credit or rental history</td>
<td>X</td>
</tr>
<tr>
<td>6. Head of Household with Mental/Physical Disability</td>
<td>X</td>
</tr>
</tbody>
</table>

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. THE COC’S # OF UNSHELTERED FAMILIES W/ CHILDREN HAS DECREASED BY 72% SINCE 2018. Through 211 & other CES access points, families experiencing homelessness (Hn) are quickly assessed & receive prioritized referrals to CoC & non-CoC funded hshng & other appropriate resources targeted to assist them in obtaining hshng, incl. hshng location services, credit repair assistance, mainstream benefits, & criminal record expungement. School staff alert the CoC when they learn that students are at risk of or experiencing Hn, speeding up the connection to 211. All CoC-funded family programs adhere to hshng 1st & do not screen out based on income, crim. history, SUD, etc. The CoC also uses CalWORKs to provide families up to 6 mos. of rental assistance & svcs. & has increased the housing stock available to families by engaging in targeted LL outreach. In addition, the CoC has NEARLY TRIPLED THE # OF RRH BEDS FOR FAMS W/ CH BTW 2018-2019 (from 12 to 32).

2. All CoC & non-CoC funded RRH projects provide INTENSIVE WRAP-AROUND SVCS to stabilize housed families, including linking them to MAINSTREAM RESOURCES to continue support once subsidies end. These incl connections to: A) benefits & healthcare, B) help w/employment & education, C) community-based & faith-based orgs, D) substance use treatment, G) legal & credit services, & H) childcare. CoC providers develop TAILORED HSING STABILIZATION PLANS for families that ID potential sources of future instability & and incl. assistance w/ budgeting, tenant education, & ongoing LL engagement. Providers also solicit feedback from families regarding hshng & svcs to ensure that assistance is client-centered, individualized, & empowers participants to build on their strengths.

3. Humboldt DHHS, Arcata House Partnership, and Redwood Community Action Agency are responsible for overseeing the CoC’s strategy to rapidly rehouse families with children within 30 days of becoming homeless.

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.  

2. CoC conducts optional training for all CoC- and ESG-funded housing and service providers on these topics.  

3. CoC has worked with ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients.
Applicant: Humboldt County Continuum of Care
Project: CA-522 CoC Registration FY 2019

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. THE COC INCREASED THE AVAILABILITY OF HOUSING AND SERVICES FOR ALL YOUTH EXPERIENCING HOMELESSNESS by leveraging new State funding awards & resources to address the specific needs of youth in the community. These resources include funds from the Homeless Emergency Aid Program (HEAP) Block Grant which will be dedicated to increasing housing & services for youth. For example, CoC-funded youth provider Redwood Community Action Center will use these funds to house and provide services to 5 additional youth in its Youth Services Bureau’s (YSB) Launch Pad transitional housing project. This year the YSB is also planning to increase its staff of Peer Youth Educators w/lived experience who staff the YSB’s RAVEN Project Street Outreach program and Drop-In Center. The YSB has also been able to increase staff capacity to support youth survivors of human trafficking by providing new specialized training on how to best serve this growing population. In the past year, CoC partner The College of the Redwoods (CR) has increased services for students experiencing homelessness (Hn) through its new Growth Resource Outreach Valued and Empowerment Program (The GROVE), which funds six scholarships for students experiencing or at risk of Hn that cover educational and transitional housing costs. In addition, The GROVE provides students facing housing instability with textbooks, transportation costs, counseling, free tutoring, technology loans & other supportive grants. The CR is also in the process of developing a Safe Parking program as part of a 5-year plan to decrease the number of students facing unsheltered Hn. The CoC & CR recently partnered to provide additional dedicated vocational training to students experiencing Hn who are referred by the CoC Lead Agency’s Employment & Training Division. The CoC’s Humboldt County Transition Age Youth Collaboration (HCTAYC) has also expanded its reach this year by providing leadership training to youth experiencing Hn who wish to engage in policy advocacy.

2. THE COC INCREASED THE AVAILABILITY OF HOUSING AND SERVICES FOR UNSHELTERED YOUTH by leveraging new State funding awards & dedicating resources to address the specific needs of unsheltered youth. These resources include adding 5 TH beds with client-centered, strengths-based wraparound services aimed at helping transition foster youth & TAY to independent living. The YSB’s RAVEN Project is also working to hire additional Peer Youth Educators w/lived experience to staff their dedicated youth-led Street Outreach & Drop-in programs. In addition, the CoC is using new State grant funds to hire a case manager to support unsheltered youth & to build new shower & laundry facilities in one of its HCTAYC youth centers. In addition, the CoC has increased its coordination with the College of the Redwoods, which is in the process of developing a Safe Parking program & other assistance as part of a 5-year plan to decrease the number of students facing unsheltered homelessness.

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: The CoC uses HMIS, SYSTEM PERFORMANCE MEASURES, & PIT/HIC Count data as evidence of the effectiveness of the CoC’s strategies to increase housing & services to youth experiencing homelessness. The CoC also solicits feedback from youth experiencing homelessness directly & through youth provider Redwood Community Action Center’s Youth Services Bureau (YSB), which encourages program participants to share opinions & provide input on program performance through surveys and during meetings & individual discussions. The YSB also measures the success of its programs by looking at programmatic outcomes & charting the progress that youth participants make towards the goals they set for themselves. The College of the Redwood’s GROVE program will measure its success against its Five-Year Plan & will participate in the College’s annual assessment cycle.

2. MEASURES OF EFFECTIVENESS: The CoC measures the difference in the PIT COUNT’S NUMBER of total homeless unaccompanied youth, parenting youth, & youth experiencing chronic homelessness from year to year to gain a better understanding of whether the strategies implemented have had an effect on decreasing the amount of youth experiencing homelessness in the CoC’s geographic area. To measure reductions, the CoC Lead subtracts the amount of youth experiencing unsheltered homelessness from the most recent odd-numbered year PIT Count from the previous Unsheltered PIT Count to get the difference in number or dividing this number by the number of homeless youth from the previous year’s count to produce the percentage of difference to measure performance. The CoC & the YSB will also measure progress in improving SYSTEM PERFORMANCE MEASURES for successes in Housing Retention and Exits to Permanent Housing for unaccompanied and Transition Aged Youth. Similar to the PIT, to measure change in percentage of successful rates of Housing Retention & Exits to Permanent Housing, the CoC Lead uses HMIS to pull forward the number of youth 18-24 who have maintained housing or exited to a Permanent Housing destination as compared to the previous quarter. While more difficult to measure in numbers, the CoC will also give all qualitative feedback obtained directly from youth great weight in determining whether its efforts have been successful.

3. APPROPRIATENESS OF MEASURES: Comparing the most recent Unsheltered PIT Count with the previous year’s Unsheltered Count numbers as and analyzing SPMs are strategies employed by HUD in the annual CoC Application to measure progress in implementing strategies to reduce & end homelessness among various subpopulations of persons experiencing homelessness, for which reason the CoC has continued to use this method of measurement. The CoC’s solicitation of qualitative feedback from youth experiencing homelessness provides meaningful insights into system performance that data alone cannot provide.

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. COC FORMAL PARTNERSHIPS (PSHIPs): (a) The CoC has an agreement
   w/YOUTH EDUCATION PROVIDERS HEAD START & EARLY HEAD START
   to provide training & outreach to all family providers on the process for
   accessing svcs. CoC lead agency DHHS contracts with First 5 Humboldt to
   provide Prevention and Early Intervention svcs, as well as health navigation and
   case management svcs to Substance Use Disorder-impacted families.
   (b) THE COC ALSO HAS A PSHIP WITH THE LEA, which allows for regular
   trainings & facilitates info sharing between providers & Local Liaisons to ensure
   that children experiencing Hn receive educational services.
2. THE COC COLLABS WITH YOUTH EDUCATION PROVIDERS, THE LEA &
   SCHOOL DISTRICTS:
   (a) LOCAL YOUTH EDUCATION PROVIDER HEAD START & EARLY START
   annually trains all family providers on the process for connecting families with
   their services. CoC providers regularly partner with First 5 Humboldt to link
   participants with educational as well as childcare & other parenting resources.
   (b) & (c) All CoC-funded family and youth providers designate staff to
   coordinate with LOCAL LIASIONS, TEACHERS, & SCHOOL-BASED FAMILY
   RESOURCE CENTERS, which meet regularly with SCHOOL DISTRICTS to ID
   students & families experiencing or at risk of Hn. The CoC Exec Comm Chair
   actively collabs w/LEAs through regular participation in LEA meetings to discuss
   how the CoC may better serve families experiencing Hn. The County Office of
   Ed's Foster/Homeless Youth Svcs Coord. is a voting CoC Exec Committee
   member & annually trains all family providers on the educational svcs available
   for students & families experiencing Hn. Trainings focus on best practices to ID
   & refer families who may be eligible to receive a housing &/or service
   intervention to Local Liaisons in schools across Humboldt County. Additionally,
   mobile outreach teams work closely with LEAs & SCHOOL DISTRICTS to
   identify students & families experiencing Hn who are least likely to seek
   assistance.

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

Applicants must describe policies and procedures the CoC adopted to
inform individuals and families who become homeless of their eligibility
for education services.

   (limit 2,000 characters)

   THE COC HAS ADOPTED THE FOLLOWING POLICIES & PROCEDURES TO
   INFORM INDIVIDUALS & FAMILIES WHO BECOME HOMELESS OF THEIR
   ELIGIBILITY FOR EDUCATION SERVICES:

Consistent with the CoC Program Interim Rule 24 CFR §578.23, ALL COC AND
ESG PROGRAMS ASSISTING FAMILIES WITH CHILDREN OR
UNACCOMPANIED YOUTH ARE REQUIRED TO:

1) Take the educational needs of children into account when placing families in
housing and will, to the maximum extent practicable, place families with children as close as possible to their school of origin so as not to disrupt such children's education.

2) Inform families with children and unaccompanied youth of their educational rights, including providing written materials, help with enrollment, and linkage to McKinney-Vento Liaisons as part of intake procedures.

3) Not require children and unaccompanied youth to enroll in a new school as a condition of receiving services.

4) Allow parents or the youth (if unaccompanied) to make decisions about school placement.

5) Not require children and unaccompanied youth to attend after-school or educational programs that would replace/interfere with regular day school or prohibit them from staying enrolled in their original school.

6) Post notices of student’s rights at each program site that serves homeless children and families in appropriate languages.

7) Designate staff that will be responsible for:

   1. ensuring that homeless children and youth in their programs are in school and are receiving all educational services they are entitled to.

   2. coordinating with the CoC, the Department of Social Services, the County Office of Education, the McKinney-Vento Coordinator, the McKinney-Vento Educational Liaisons, and other mainstream providers as needed.

In order to ensure compliance and to assist providers in meeting these requirements, the CoC will provide training on these issues annually and will include these in the funding competition review and ranking process.

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.

<table>
<thead>
<tr>
<th>Early Childhood Providers</th>
<th>MOU/MOA</th>
<th>Other Formal Agreement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Head Start</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>Early Head Start</td>
<td>No</td>
<td>Yes</td>
</tr>
<tr>
<td>Child Care and Development Fund</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Federal Home Visiting Program</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Healthy Start</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Public Pre-K</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Birth to 3 years</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Tribal Home Visiting Program</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

FY2019 CoC Application Page 49 09/25/2019
Other: (limit 50 characters)
Danco - affordable housing developer  Yes  No

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.

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.

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.

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.
3. People of different races or ethnicities are more likely to receive a positive outcome from homeless assistance.
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:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. The CoC is ensuring that staff at the project level are representative of the persons accessing homeless services in the CoC.</td>
<td>X</td>
</tr>
<tr>
<td>2. The CoC has identified the cause(s) of racial disparities in their homeless system.</td>
<td></td>
</tr>
<tr>
<td>3. The CoC has identified strategies to reduce disparities in their homeless system.</td>
<td></td>
</tr>
<tr>
<td>4. The CoC has implemented strategies to reduce disparities in their homeless system.</td>
<td></td>
</tr>
<tr>
<td>5. The CoC has identified resources available to reduce disparities in their homeless system.</td>
<td></td>
</tr>
<tr>
<td>6. The CoC did not conduct a racial disparity assessment.</td>
<td></td>
</tr>
</tbody>
</table>
4A. Continuum of Care (CoC) Accessing Mainstream Benefits and Additional Policies

Instructions:
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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.

<table>
<thead>
<tr>
<th>Type of Health Care</th>
<th>Assist with Enrollment</th>
<th>Assist with Utilization of Benefits?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Health Care Benefits (State or Federal benefits, Medicaid, Indian Health Services)</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Private Insurers:</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Non-Profit, Philanthropic:</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Other: (limit 50 characters)</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>VA</td>
<td>Yes</td>
<td>Yes</td>
</tr>
</tbody>
</table>


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...
Applicant: Humboldt County Continuum of Care  
Project: CA-522 CoC Registration FY 2019

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)

1,2. The CoC provides ongoing, individualized training to providers on connecting program participants to mainstream resources, publishes announcements about resources available via public listserv & the CoC website, & invites mainstream resource providers to present at CoC meetings. E.g., the PHA presented on the HCV program on 8/15/19 & Mobile Health providers presented 6/9/19. The CoC keeps program staff informed about benefits thru collab w/ CalWORKs for TANF & thru CalFRESH & CA Dept of Social Services (DSS) grants to inform providers about accessing Food Stamps, SSI & SSDI. DSS also has a dedicated liaison who conducts outreach to providers about resources and benefits available to program participants and relevant updates.

3. The Collab Appl, DHHS, is the primary org enrolling clients in Medi-Cal & works directly with providers to help enroll program participants in health insurance. As participants are referred, the Eligibility Dep’t & the DHHS Mental Health Case Management Dep’t work together to ensure streamlined enrollment. Once a participant is connected to healthcare benefits, the CoC agency partnership with Open Door Community Health Center ensures that the client has an established primary care center. The CoC also connects participants ineligible for Medi-Cal with health insurance through Covered California, the Statewide health insurance exchange.

4. The CoC ensures that all eligible program participants are enrolled in Medi-Cal & partners with legal services agencies to provide advocacy in the event that there are barriers to access. The CoC also provides transportation to medical appointments & connects clients to other benefits & mainstream resources to leverage Medicaid resources, such as access to healthy food through CalFRESH & connections to behavioral health services that address the issues often underlying health conditions.

5. ORG RESPONSIBLE: The Collab Applicant, DHHS, is responsible for overseeing this strategy.

4A-2. Lowering Barriers to Entry Data:

Applicants must report:

| 1. Total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in FY 2019 CoC Program Competition. | 7 |
| 2. Total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in FY 2019 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing. | 7 |

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

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

1. The CoC’s Mobile Outreach Teams (MOTs) provide street outreach services & ENSURE THAT ALL PERSONS EXPERIENCING HOMELESSNESS (HN) ARE ID’D & ENGAGED. MOTs operate in 13 different locations across Humboldt (including food pantries, supermarkets, libraries, parks, faith-based orgs, Family Resource Centers, & Native American Tribal Offices) & collaborate with the North Coast Veterans Resource Center, the County’s Mobile Medical Unit, & the Eureka PD to ID people in need. MO teams are staffed by 3 mental health (MH) clinicians, 6 MH case managers, 5 community health outreach workers, 1 vocational assistant, & 6 peer coaches with lived experience. MOTs use the VI-SDPAT to assess service needs & connect ppl to CE. MOTs also assist people experiencing HN with meals, clothing, accessing mainstream benefits, medical assistance, and connections to behavioral health svcs.
2. MO covers 100% of the populated geography, including rural areas. The only area excluded from regular outreach is densely-forested where persons experiencing HN are rarely seen.
3. MO operates at regular times between Tues – Fri. Schedules are posted throughout the CoC & online. Outreach services are also available at CE entry points.
4. The CoC tailors MO to the hardest to reach persons, including those with serious mental illness (SMI), by staffing MOTs with specialized MH clinicians, MH case managers, & peer coaches with lived experience who engage persons from a place of understanding. MO staff also serve persons with LEP using Language Line Solutions to provide interpreter services in 240+ languages. MO staff are fluent in Spanish & ASL. MOTs advertise their services in the AHP Drop-In Center & the Humboldt Area Center for Harm Reduction (providing syringe exchange) & MO teams post materials on CoC- & non-CoC funded housing & resources in locations that persons experiencing HN frequent. MO staff are also trained in trauma-informed & other evidence-based outreach practices.

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.

<table>
<thead>
<tr>
<th>RRH beds available to serve all populations in the HIC</th>
<th>2018</th>
<th>2019</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>49</td>
<td>93</td>
<td>44</td>
</tr>
</tbody>
</table>

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.


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

<table>
<thead>
<tr>
<th>Document Type</th>
<th>Required?</th>
<th>Document Description</th>
<th>Date Attached</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY 2019 CoC Competition Report (HDX Report)</td>
<td>Yes</td>
<td>FY 2019 CoC Compe...</td>
<td>09/24/2019</td>
</tr>
<tr>
<td>1C-4. PHA Administration Plan–Moving On Multifamily Assisted Housing Owners’ Preference.</td>
<td>No</td>
<td>Moving On Multifa...</td>
<td>09/24/2019</td>
</tr>
<tr>
<td>1C-4. PHA Administrative Plan Homeless Preference.</td>
<td>No</td>
<td>PHA Administratio...</td>
<td>09/25/2019</td>
</tr>
<tr>
<td>1C-7. Centralized or Coordinated Assessment System.</td>
<td>Yes</td>
<td>CE Assessment Tool</td>
<td>09/25/2019</td>
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<tr>
<td>1E-1. Public Posting–15-Day Notification Outside e-snaps–Projects Accepted.</td>
<td>Yes</td>
<td>Projects Accepted...</td>
<td>09/25/2019</td>
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<tr>
<td>1E-1. Public Posting–15-Day Notification Outside e-snaps–Projects Rejected or Reduced.</td>
<td>Yes</td>
<td>Project Rejected/...</td>
<td>09/25/2019</td>
</tr>
<tr>
<td>1E-1. Public Posting–Local Competition Deadline.</td>
<td>Yes</td>
<td>Local Competition...</td>
<td>09/25/2019</td>
</tr>
<tr>
<td>1E-1. Public Posting–Local Competition Announcement.</td>
<td>Yes</td>
<td>Local Competition...</td>
<td>09/25/2019</td>
</tr>
<tr>
<td>1E-4. Public Posting–CoC-Approved Consolidated Application</td>
<td>Yes</td>
<td></td>
<td></td>
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<tr>
<td>3A. Written Agreement with Local Education or Training Organization.</td>
<td>No</td>
<td>Local Education o...</td>
<td>09/25/2019</td>
</tr>
<tr>
<td>3A. Written Agreement with State or Local Workforce Development Board.</td>
<td>No</td>
<td>State or Local Wo...</td>
<td>09/25/2019</td>
</tr>
<tr>
<td>3B-3. Summary of Racial Disparity Assessment.</td>
<td>Yes</td>
<td>Racial Disparity ...</td>
<td>09/25/2019</td>
</tr>
<tr>
<td>4A-7a. Project List-Homeless under Other Federal Statutes.</td>
<td>No</td>
<td>Project List - Ho...</td>
<td>09/25/2019</td>
</tr>
<tr>
<td>Other</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td>No</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Attachment Details

Document Description: FY 2019 CoC Competition Report

Attachment Details

Document Description: Moving On Multifamily Preference

Attachment Details

Document Description: PHA Administration Plan Preference

Attachment Details

Document Description: CE Assessment Tool

Attachment Details

Document Description: Projects Accepted Notification

Attachment Details

Document Description: Project Rejected/Reduced 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 Development Agreement
Submission Summary

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

<table>
<thead>
<tr>
<th>Page</th>
<th>Last Updated</th>
</tr>
</thead>
<tbody>
<tr>
<td>1A. Identification</td>
<td>09/18/2019</td>
</tr>
<tr>
<td>1B. Engagement</td>
<td>09/24/2019</td>
</tr>
<tr>
<td>1C. Coordination</td>
<td>09/24/2019</td>
</tr>
<tr>
<td>1D. Discharge Planning</td>
<td>No Input Required</td>
</tr>
<tr>
<td>1E. Local CoC Competition</td>
<td>09/24/2019</td>
</tr>
<tr>
<td>1F. DV Bonus</td>
<td>09/25/2019</td>
</tr>
<tr>
<td>2A. HMIS Implementation</td>
<td>09/24/2019</td>
</tr>
<tr>
<td>2B. PIT Count</td>
<td>09/24/2019</td>
</tr>
<tr>
<td>3A. System Performance</td>
<td>09/25/2019</td>
</tr>
<tr>
<td>3B. Performance and Strategic Planning</td>
<td>09/25/2019</td>
</tr>
<tr>
<td>4A. Mainstream Benefits and Additional Policies</td>
<td>09/24/2019</td>
</tr>
<tr>
<td>4B. Attachments</td>
<td>Please Complete</td>
</tr>
<tr>
<td>Submission Summary</td>
<td>No Input Required</td>
</tr>
</tbody>
</table>

FY2019 CoC Application | Page 62 | 09/25/2019
ATTACHMENT: FY 2019 CoC Competition Report

<table>
<thead>
<tr>
<th>DOCUMENTS SATISFYING REQUIREMENT</th>
<th>PAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019 HDX Competition Report</td>
<td>1-16</td>
</tr>
</tbody>
</table>
## Total Population PIT Count Data

<table>
<thead>
<tr>
<th></th>
<th>2016 PIT</th>
<th>2017 PIT</th>
<th>2018 PIT</th>
<th>2019 PIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Sheltered and Unsheltered Count</td>
<td>1134</td>
<td>759</td>
<td>703</td>
<td>1694</td>
</tr>
<tr>
<td>Emergency Shelter Total</td>
<td>118</td>
<td>244</td>
<td>188</td>
<td>241</td>
</tr>
<tr>
<td>Safe Haven Total</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Transitional Housing Total</td>
<td>80</td>
<td>81</td>
<td>81</td>
<td>51</td>
</tr>
<tr>
<td>Total Sheltered Count</td>
<td>198</td>
<td>325</td>
<td>269</td>
<td>292</td>
</tr>
<tr>
<td>Total Unsheltered Count</td>
<td>936</td>
<td>434</td>
<td>434</td>
<td>1402</td>
</tr>
</tbody>
</table>

## Chronically Homeless PIT Counts

<table>
<thead>
<tr>
<th></th>
<th>2016 PIT</th>
<th>2017 PIT</th>
<th>2018 PIT</th>
<th>2019 PIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Sheltered and Unsheltered Count of Chronically Homeless Persons</td>
<td>377</td>
<td>310</td>
<td>363</td>
<td>198</td>
</tr>
<tr>
<td>Sheltered Count of Chronically Homeless Persons</td>
<td>0</td>
<td>42</td>
<td>95</td>
<td>51</td>
</tr>
<tr>
<td>Unsheltered Count of Chronically Homeless Persons</td>
<td>377</td>
<td>268</td>
<td>268</td>
<td>147</td>
</tr>
</tbody>
</table>
### Homeless Households with Children PIT Counts

<table>
<thead>
<tr>
<th></th>
<th>2016 PIT</th>
<th>2017 PIT</th>
<th>2018 PIT</th>
<th>2019 PIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Sheltered and Unsheltered Count of the Number of Homeless Households with Children</td>
<td>55</td>
<td>30</td>
<td>32</td>
<td>38</td>
</tr>
<tr>
<td>Sheltered Count of Homeless Households with Children</td>
<td>35</td>
<td>19</td>
<td>21</td>
<td>35</td>
</tr>
<tr>
<td>Unsheltered Count of Homeless Households with Children</td>
<td>20</td>
<td>11</td>
<td>11</td>
<td>3</td>
</tr>
</tbody>
</table>

### Homeless Veteran PIT Counts

<table>
<thead>
<tr>
<th></th>
<th>2011</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Sheltered and Unsheltered Count of the Number of Homeless Veterans</td>
<td>99</td>
<td>131</td>
<td>91</td>
<td>106</td>
<td>39</td>
</tr>
<tr>
<td>Sheltered Count of Homeless Veterans</td>
<td>20</td>
<td>39</td>
<td>51</td>
<td>66</td>
<td>20</td>
</tr>
<tr>
<td>Unsheltered Count of Homeless Veterans</td>
<td>79</td>
<td>92</td>
<td>40</td>
<td>40</td>
<td>19</td>
</tr>
</tbody>
</table>
## HMIS Bed Coverage Rate

<table>
<thead>
<tr>
<th>Project Type</th>
<th>Total Beds in 2019 HIC</th>
<th>Total Beds in 2019 HIC Dedicated for DV</th>
<th>Total Beds in HMIS</th>
<th>HMIS Bed Coverage Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency Shelter (ES) Beds</td>
<td>299</td>
<td>0</td>
<td>89</td>
<td>29.77%</td>
</tr>
<tr>
<td>Safe Haven (SH) Beds</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>NA</td>
</tr>
<tr>
<td>Transitional Housing (TH) Beds</td>
<td>97</td>
<td>0</td>
<td>97</td>
<td>100.00%</td>
</tr>
<tr>
<td>Rapid Re-Housing (RRH) Beds</td>
<td>93</td>
<td>0</td>
<td>93</td>
<td>100.00%</td>
</tr>
<tr>
<td>Permanent Supportive Housing (PSH) Beds</td>
<td>56</td>
<td>0</td>
<td>56</td>
<td>100.00%</td>
</tr>
<tr>
<td>Other Permanent Housing (OPH) Beds</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>NA</td>
</tr>
<tr>
<td>Total Beds</td>
<td>545</td>
<td>0</td>
<td>335</td>
<td>61.47%</td>
</tr>
</tbody>
</table>
### PSH Beds Dedicated to Persons Experiencing Chronic Homelessness

<table>
<thead>
<tr>
<th>Chronically Homeless Bed Counts</th>
<th>2016 HIC</th>
<th>2017 HIC</th>
<th>2018 HIC</th>
<th>2019 HIC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons identified on the HIC</td>
<td>100</td>
<td>55</td>
<td>56</td>
<td>51</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Households with Children</th>
<th>2016 HIC</th>
<th>2017 HIC</th>
<th>2018 HIC</th>
<th>2019 HIC</th>
</tr>
</thead>
<tbody>
<tr>
<td>RRH units available to serve families on the HIC</td>
<td>7</td>
<td>25</td>
<td>12</td>
<td>32</td>
</tr>
</tbody>
</table>

### Rapid Rehousing Beds Dedicated to All Persons

<table>
<thead>
<tr>
<th>All Household Types</th>
<th>2016 HIC</th>
<th>2017 HIC</th>
<th>2018 HIC</th>
<th>2019 HIC</th>
</tr>
</thead>
<tbody>
<tr>
<td>RRH beds available to serve all populations on the HIC</td>
<td>7</td>
<td>59</td>
<td>49</td>
<td>93</td>
</tr>
</tbody>
</table>
Measure 1: Length of Time Persons Remain Homeless

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

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

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

a. This measure is of the client's entry, exit, and bed night dates strictly as entered in the HMIS system.
2019 HDX Competition Report
FY2018 - Performance Measurement Module (Sys PM)

<table>
<thead>
<tr>
<th>Universe (Persons)</th>
<th>Average LOT Homeless (bed nights)</th>
<th>Median LOT Homeless (bed nights)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Submitted FY 2017</td>
<td>Revised FY 2017</td>
</tr>
<tr>
<td>1.1 Persons in ES and SH</td>
<td>472</td>
<td>460</td>
</tr>
<tr>
<td>1.2 Persons in ES, SH, and TH</td>
<td>633</td>
<td>630</td>
</tr>
</tbody>
</table>

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.

<table>
<thead>
<tr>
<th>Universe (Persons)</th>
<th>Average LOT Homeless (bed nights)</th>
<th>Median LOT Homeless (bed nights)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Submitted FY 2017</td>
<td>Revised FY 2017</td>
</tr>
<tr>
<td>1.1 Persons in ES, SH, and PH (prior to “housing move in”)</td>
<td>488</td>
<td>448</td>
</tr>
<tr>
<td>1.2 Persons in ES, SH, TH, and PH (prior to “housing move in”)</td>
<td>661</td>
<td>618</td>
</tr>
</tbody>
</table>
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.

<table>
<thead>
<tr>
<th>Exit was from</th>
<th>Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior)</th>
<th>Returns to Homelessness in Less than 6 Months</th>
<th>Returns to Homelessness from 6 to 12 Months</th>
<th>Returns to Homelessness from 13 to 24 Months</th>
<th>Number of Returns in 2 Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exit was from SO</td>
<td>1</td>
<td>25</td>
<td>0</td>
<td>4</td>
<td>16%</td>
</tr>
<tr>
<td>Exit was from ES</td>
<td>122</td>
<td>140</td>
<td>12</td>
<td>14</td>
<td>10%</td>
</tr>
<tr>
<td>Exit was from TH</td>
<td>133</td>
<td>57</td>
<td>4</td>
<td>3</td>
<td>5%</td>
</tr>
<tr>
<td>Exit was from SH</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Exit was from PH</td>
<td>72</td>
<td>49</td>
<td>2</td>
<td>1</td>
<td>2%</td>
</tr>
<tr>
<td>TOTAL Returns to Homelessness</td>
<td>328</td>
<td>271</td>
<td>18</td>
<td>22</td>
<td>8%</td>
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</tbody>
</table>

Measure 3: Number of Homeless Persons

Metric 3.1 – Change in PIT Counts

8/5/2019 8:18:30 PM
This measures the change in PIT counts of sheltered and unsheltered homeless person as reported on the PIT (not from HMIS).

<table>
<thead>
<tr>
<th></th>
<th>January 2017 PIT Count</th>
<th>January 2018 PIT Count</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Total PIT Count of sheltered and unsheltered persons</td>
<td>759</td>
<td>703</td>
<td>-56</td>
</tr>
<tr>
<td>Emergency Shelter Total</td>
<td>244</td>
<td>188</td>
<td>-56</td>
</tr>
<tr>
<td>Safe Haven Total</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Transitional Housing Total</td>
<td>81</td>
<td>81</td>
<td>0</td>
</tr>
<tr>
<td>Total Sheltered Count</td>
<td>325</td>
<td>269</td>
<td>-56</td>
</tr>
<tr>
<td>Unsheltered Count</td>
<td>434</td>
<td>434</td>
<td>0</td>
</tr>
</tbody>
</table>

Metric 3.2 – Change in Annual Counts

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

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>Revised FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Unduplicated Total sheltered homeless persons</td>
<td>660</td>
<td>658</td>
<td>471</td>
<td>-187</td>
</tr>
<tr>
<td>Emergency Shelter Total</td>
<td>478</td>
<td>465</td>
<td>310</td>
<td>-155</td>
</tr>
<tr>
<td>Safe Haven Total</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Transitional Housing Total</td>
<td>216</td>
<td>227</td>
<td>195</td>
<td>-32</td>
</tr>
</tbody>
</table>
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

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>Revised FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Number of adults (system stayers)</td>
<td>36</td>
<td>50</td>
<td>49</td>
<td>-1</td>
</tr>
<tr>
<td>Number of adults with increased earned income</td>
<td>0</td>
<td>1</td>
<td>4</td>
<td>3</td>
</tr>
<tr>
<td>Percentage of adults who increased earned income</td>
<td>0%</td>
<td>2%</td>
<td>8%</td>
<td>6%</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>Revised FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Number of adults (system stayers)</td>
<td>36</td>
<td>50</td>
<td>49</td>
<td>-1</td>
</tr>
<tr>
<td>Number of adults with increased non-employment cash income</td>
<td>15</td>
<td>8</td>
<td>19</td>
<td>11</td>
</tr>
<tr>
<td>Percentage of adults who increased non-employment cash income</td>
<td>42%</td>
<td>16%</td>
<td>39%</td>
<td>23%</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>Revised FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Number of adults (system stayers)</td>
<td>36</td>
<td>50</td>
<td>49</td>
<td>-1</td>
</tr>
<tr>
<td>Number of adults with increased total income</td>
<td>15</td>
<td>8</td>
<td>19</td>
<td>11</td>
</tr>
<tr>
<td>Percentage of adults who increased total income</td>
<td>42%</td>
<td>16%</td>
<td>39%</td>
<td>23%</td>
</tr>
</tbody>
</table>
## 2019 HDX Competition Report

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

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

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>Revised FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Number of adults who exited (system leavers)</td>
<td>83</td>
<td>52</td>
<td>68</td>
<td>16</td>
</tr>
<tr>
<td>Number of adults who exited with increased earned income</td>
<td>3</td>
<td>2</td>
<td>4</td>
<td>2</td>
</tr>
<tr>
<td>Percentage of adults who increased earned income</td>
<td>4%</td>
<td>4%</td>
<td>6%</td>
<td>2%</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>Revised FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Number of adults who exited (system leavers)</td>
<td>83</td>
<td>52</td>
<td>68</td>
<td>16</td>
</tr>
<tr>
<td>Number of adults who exited with increased non-employment cash income</td>
<td>18</td>
<td>9</td>
<td>22</td>
<td>13</td>
</tr>
<tr>
<td>Percentage of adults who increased non-employment cash income</td>
<td>22%</td>
<td>17%</td>
<td>32%</td>
<td>15%</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>Revised FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Number of adults who exited (system leavers)</td>
<td>83</td>
<td>52</td>
<td>68</td>
<td>16</td>
</tr>
<tr>
<td>Number of adults who exited with increased total income</td>
<td>21</td>
<td>11</td>
<td>26</td>
<td>15</td>
</tr>
<tr>
<td>Percentage of adults who increased total income</td>
<td>25%</td>
<td>21%</td>
<td>38%</td>
<td>17%</td>
</tr>
</tbody>
</table>
**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

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>Revised FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Person with entries into ES, SH or TH during the reporting period.</td>
<td>522</td>
<td>515</td>
<td>331</td>
<td>-184</td>
</tr>
<tr>
<td>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.</td>
<td>105</td>
<td>102</td>
<td>71</td>
<td>-31</td>
</tr>
<tr>
<td>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)</td>
<td>417</td>
<td>413</td>
<td>260</td>
<td>-153</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>Revised FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Person with entries into ES, SH, TH or PH during the reporting period.</td>
<td>592</td>
<td>761</td>
<td>536</td>
<td>-225</td>
</tr>
<tr>
<td>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.</td>
<td>132</td>
<td>144</td>
<td>124</td>
<td>-20</td>
</tr>
<tr>
<td>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.)</td>
<td>460</td>
<td>617</td>
<td>412</td>
<td>-205</td>
</tr>
</tbody>
</table>
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

<table>
<thead>
<tr>
<th></th>
<th>Submitted FY 2017</th>
<th>Revised FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Persons who exit Street Outreach</td>
<td>106</td>
<td>111</td>
<td>83</td>
<td>-28</td>
</tr>
<tr>
<td>Of persons above, those who exited to temporary &amp; some institutional destinations</td>
<td>44</td>
<td>41</td>
<td>5</td>
<td>-36</td>
</tr>
<tr>
<td>Of the persons above, those who exited to permanent housing destinations</td>
<td>34</td>
<td>33</td>
<td>30</td>
<td>-3</td>
</tr>
<tr>
<td>% Successful exits</td>
<td>74%</td>
<td>67%</td>
<td>42%</td>
<td>-25%</td>
</tr>
</tbody>
</table>

Metric 7b.1 – Change in exits to permanent housing destinations
### Metric 7b.2 – Change in exit to or retention of permanent housing

<table>
<thead>
<tr>
<th>Metric Description</th>
<th>Submitted FY 2017</th>
<th>Revised FY 2017</th>
<th>FY 2018</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Universe: Persons in all PH projects except PH-RRH</td>
<td>61</td>
<td>54</td>
<td>53</td>
<td>-1</td>
</tr>
<tr>
<td>Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations</td>
<td>55</td>
<td>51</td>
<td>45</td>
<td>-6</td>
</tr>
<tr>
<td>% Successful exits/retention</td>
<td>90%</td>
<td>94%</td>
<td>85%</td>
<td>-9%</td>
</tr>
</tbody>
</table>
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

<table>
<thead>
<tr>
<th></th>
<th>All ES, SH</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Number of non-DV Beds on HIC</td>
<td>36</td>
<td>97</td>
<td>293</td>
<td>251</td>
<td>184</td>
<td>146</td>
<td>105</td>
<td>103</td>
<td>89</td>
<td>108</td>
<td>55</td>
<td>56</td>
<td>33</td>
</tr>
<tr>
<td>2. Number of HMIS Beds</td>
<td>36</td>
<td>97</td>
<td>145</td>
<td>106</td>
<td>173</td>
<td>146</td>
<td>105</td>
<td>97</td>
<td>89</td>
<td>108</td>
<td>55</td>
<td>56</td>
<td>33</td>
</tr>
<tr>
<td>3. HMIS Participation Rate from HIC (%)</td>
<td>100.00</td>
<td>100.00</td>
<td>49.49</td>
<td>42.23</td>
<td>94.02</td>
<td>100.00</td>
<td>100.00</td>
<td>90.65</td>
<td>100.00</td>
<td>100.00</td>
<td>100.00</td>
<td>100.00</td>
<td>100.00</td>
</tr>
<tr>
<td>4. Unduplicated Persons Served (HMIS)</td>
<td>535</td>
<td>520</td>
<td>479</td>
<td>342</td>
<td>293</td>
<td>195</td>
<td>217</td>
<td>217</td>
<td>59</td>
<td>76</td>
<td>67</td>
<td>68</td>
<td>124</td>
</tr>
<tr>
<td>5. Total Leavers (HMIS)</td>
<td>481</td>
<td>430</td>
<td>396</td>
<td>268</td>
<td>213</td>
<td>104</td>
<td>142</td>
<td>151</td>
<td>15</td>
<td>24</td>
<td>18</td>
<td>24</td>
<td>124</td>
</tr>
<tr>
<td>6. Destination of Don't Know, Refused, or Missing (HMIS)</td>
<td>53</td>
<td>20</td>
<td>14</td>
<td>5</td>
<td>6</td>
<td>5</td>
<td>7</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>65</td>
</tr>
<tr>
<td>7. Destination Error Rate (%)</td>
<td>11.02</td>
<td>4.65</td>
<td>3.54</td>
<td>1.87</td>
<td>2.82</td>
<td>4.81</td>
<td>4.93</td>
<td>1.99</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>52.42</td>
</tr>
</tbody>
</table>

8/5/2019 8:18:30 PM 15
2019 HDX Competition Report
Submission and Count Dates for CA-522 - Humboldt County CoC

### Date of PIT Count

<table>
<thead>
<tr>
<th>Date CoC Conducted 2019 PIT Count</th>
<th>1/23/2019</th>
</tr>
</thead>
</table>

### Report Submission Date in HDX

<table>
<thead>
<tr>
<th>Date</th>
<th>Submitted On</th>
<th>Met Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019 PIT Count Submittal Date</td>
<td>5/1/2019</td>
<td>No</td>
</tr>
<tr>
<td>2019 HIC Count Submittal Date</td>
<td>5/1/2019</td>
<td>No</td>
</tr>
<tr>
<td>2018 System PM Submittal Date</td>
<td>5/31/2019</td>
<td>Yes</td>
</tr>
</tbody>
</table>
**ATTACHMENT:** Moving On Multifamily Preference

<table>
<thead>
<tr>
<th>DOCUMENTS SATISFYING REQUIREMENT</th>
<th>PAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Eureka/County of Humboldt Housing Authority Letter</td>
<td>1</td>
</tr>
</tbody>
</table>

- 9/24/19 letter from the City of Eureka/County of Humboldt Housing Authority to HUD stating that the Housing Authority is instituting a limited Moving On Preference for current residents of CoC-funded permanent supportive housing who are no longer in need of intensive supportive services.
September 24, 2019

HUD Region IX
One Sansome Street Suite 1200
San Francisco, CA 94104

Dear Mr. Windt:

In order to better align our goals with those of our local community, and to support individuals and agencies who are actively working to develop successful solutions to combat the shortage of affordable housing, the Housing Authority of the County of Humboldt (PHA) will institute a limited Moving-On Preference for current residents of Continuum of Care (CoC) Program-funded permanent supportive housing units who are no longer in need of CoC-funded intensive supportive services. The Moving-On Preference will make available a maximum of twenty Housing Choice Vouchers per fiscal year for these residents, to be referred by Humboldt Housing and Homeless Coalition agencies to the PHA.

HUD’s Office of Fair Housing and Equal Opportunity has analyzed race, ethnicity, and disability data regarding our applicants, participants, and beneficiaries of Continuum of Care services in Humboldt County, and determined that implementation of this preference does not raise any civil rights concerns. This policy update will be documented in the PHA’s upcoming Administrative Plan update, to be filed by December 31, 2019.

The Housing Authority aims to work collaboratively with other local agencies where possible to create and implement solutions to help our mutual clients. We are very excited about the opportunity to be able to support the goals of other CoC agencies while concurrently fulfilling HUD’s Moving-On initiative.

Sincerely,

Cheryl Churchill
Executive Director
<table>
<thead>
<tr>
<th>DOCUMENTS SATISFYING REQUIREMENT</th>
<th>PAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHA has not adopted a formal homeless preference. No documents attached.</td>
<td>N/A</td>
</tr>
</tbody>
</table>
ATTACHMENT:  CE Assessment Tool

<table>
<thead>
<tr>
<th>DOCUMENTS SATISFYING REQUIREMENT</th>
<th>PAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>VI-SPDAT Single Adult Packet</td>
<td>1-11</td>
</tr>
</tbody>
</table>
Vulnerability Index -
Service Prioritization Decision Assistance Tool
(VI-SPDAT)

Prescreen Triage Tool for Single Adults

AMERICAN VERSION 2.0

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1 (800) 355-0420 info@orgcode.com www.orgcode.com
Welcome to the SPDAT Line of Products

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

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

VI-SPDAT Series

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

Current versions available:
• VI-SPDAT V 2.0 for Individuals
• VI-SPDAT V 2.0 for Families
• VI-SPDAT V 1.0 for Youth

All versions are available online at
www.orgcode.com/products/vi-spdat/

SPDAT Series

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

Current versions available:
• SPDAT V 4.0 for Individuals
• SPDAT V 2.0 for Families
• SPDAT V 1.0 for Youth

Information about all versions is available online at
www.orgcode.com/products/spdat/
SPDAT Training Series

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

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

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

Current SPDAT training available:

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

Other related training available:

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

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

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

<table>
<thead>
<tr>
<th>Interviewer’s Name</th>
<th>Agency</th>
<th>Team</th>
<th>Staff</th>
<th>Volunteer</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Survey Date</th>
<th>Survey Time</th>
<th>Survey Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>DD/MM/YYYY</td>
<td><strong>/</strong>/_____</td>
<td>__ : ___ AM/PM</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>First Name</th>
<th>Nickname</th>
<th>Last Name</th>
</tr>
</thead>
</table>

In what language do you feel best able to express yourself? ________________________________

Date of Birth | Age | Social Security Number | Consent to participate
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>DD/MM/YYYY</td>
<td>___</td>
<td>___</td>
<td>Yes</td>
</tr>
</tbody>
</table>

IF THE PERSON IS 60 YEARS OF AGE OR OLDER, THEN SCORE 1.
A. History of Housing and Homelessness

1. Where do you sleep most frequently? (check one)
   - Shelters
   - Transitional Housing
   - Safe Haven
   - Outdoors
   - Other (specify):
   - Refused


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.

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.

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.
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.

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.

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.

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.

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.

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.
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.

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.

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.

IF THE RESPONDENT SCORED 1 FOR PHYSICAL HEALTH AND 1 FOR SUBSTANCE USE AND 1 FOR MENTAL HEALTH, SCORE 1 FOR TRI MORBIDITY.
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.

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.

Scoring Summary

<table>
<thead>
<tr>
<th>Domain</th>
<th>Subtotal</th>
<th>Results</th>
</tr>
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<tbody>
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<td>Score: Recommendation:</td>
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<tr>
<td>A. HISTORY OF HOUSING &amp; HOMELESSNESS</td>
<td>/2</td>
<td>0-3: no housing intervention</td>
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<tr>
<td>B. RISKS</td>
<td>/4</td>
<td>4-7: an assessment for Rapid Re-Housing</td>
</tr>
<tr>
<td>C. SOCIALIZATION &amp; DAILY FUNCTIONS</td>
<td>/4</td>
<td>8+: an assessment for Permanent Supportive Housing/Housing First</td>
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<tr>
<td>D. WELLNESS</td>
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<td></td>
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<tr>
<td>GRAND TOTAL:</td>
<td>/17</td>
<td></td>
</tr>
</tbody>
</table>

Follow-Up Questions

On a regular day, where is it easiest to find you and what time of day is easiest to do so? place: ___________________________________________ time: _____ : _____ or 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: (___) ______ - ___________ 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
- legal status in country
- children that may reside with the adult at some point in the future
- ageing out of care
- income and source of it
- current restrictions on where a person can legally reside
- safety planning
Appendix A: About the VI-SPDAT

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

The VI-SPDAT

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

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

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

Version 2

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

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

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

Since the VI-SPDAT is provided completely free of charge, and no training is required, any community is able to use the VI-SPDAT without the explicit permission of Community Solutions or OrgCode Consulting, Inc. As a result, the VI-SPDAT is being used in more communities than we know of. It is also being used in Canada and Australia.
A partial list of continua of care (CoCs) in the US where we know the VI-SPDAT is being used includes:

**Alabama**
- Parts of Alabama Balance of State

**Arizona**
- Statewide

**California**
- San Jose/Santa Clara City & County
- San Francisco
- Oakland/Alameda County
- Sacramento City & County
- Richmond/Contra Costa County
- Watsonville/Santa Cruz City & County
- Fresno/Madera County
- Napa City & County
- Los Angeles City & County
- San Diego
- Santa Maria/Santa Barbara County
- Bakersfield/Kern County
- Pasadena
- Riverside City & County
- Glendale
- San Luis Obispo County

**Colorado**
- Metropolitan Denver Homeless Initiative
- Parts of Colorado Balance of State

**Connecticut**
- Hartford
- Bridgeport/Stratford/Fairfield
- Connecticut Balance of State
- Norwalk/Fairfield County
- Stamford/Greenwich
- City of Waterbury

**District of Columbia**
- District of Columbia

**Florida**
- Sarasota/Bradenton/Manatee, Sarasota Counties
- Tampa/Hillsborough County
- St. Petersburg/Clearwater/Largo/Pinellas County
- Tallahassee/Leon County
- Orlando/Orange, Osceola, Seminole Counties
- Gainesville/Alachua, Putnam Counties
- Jacksonville-Duval, Clay Counties
- Palm Bay/Melbourne/Brevard County
- Ocala/Marion County
- Miami/Dade County
- West Palm Beach/Palm Beach County

**Georgia**
- Atlanta County
- Fulton County
- Columbus-Muscogee/Russell County
- Marietta/Cobb County
- Dekalb County

**Hawaii**
- Honolulu

**Illinois**
- Rockford/Winnebago, Boone Counties
- Waukegan/North Chicago/Lake County
- Chicago
- Cook County
- Parts of Illinois Balance of State

**Indiana**
- Austin/Travis County
- San Antonio/Bexar County
- North Dakota
- Statewide
- Nebraska
- Statewide
- New Mexico
- Statewide
- Nevada
- Las Vegas/Clark County
- New York
- New York City
- Yonkers/Mount Vernon/New Rochelle/Westchester County
- Ohio
- Toledo/Lucas County
- Canton/Massillon/Alliance/Stark County
- Oklahoma
- Tulsa City & County/Broken Arrow
- Oklahoma City
- Norman/Cleveland County
- Pennsylvania
- Philadelphia
- Lower Marion/Norristown/Abington/Montgomery County
- Allentown/Northeast Pennsylvania
- Lancaster City & County
- Bristol/Bensalem/Bucks County
- Pittsburgh/McKeesport/Penn Hills/Allegheny County
- Rhode Island
- Providence City
- Rhode Island Statewide
- Wilmington
- West Virginia
- Statewide
- Wyoming
- Wyoming Statewide is in the process of implementing

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1 (800) 355-0420 info@orgcode.com www.orgcode.com
ATTACHMENT: Projects Accepted Notification

<table>
<thead>
<tr>
<th>DOCUMENTS SATISFYING REQUIREMENT</th>
<th>PAGE</th>
</tr>
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<tbody>
<tr>
<td>9/3/19 Email to all Project Applicants</td>
<td>1</td>
</tr>
<tr>
<td>o Email from the Collaborative Applicant to all applicants in the local competition notifying them of projects to be included in the CoC’s Priority Listing and submitted to HUD.</td>
<td></td>
</tr>
<tr>
<td>o The Final Priority List was attached.</td>
<td></td>
</tr>
<tr>
<td>o All applications submitted to the CoC were included in the CoC’s Priority List for submission to HUD.</td>
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<tr>
<td>Final Priority List Attached to 9/3/19 Email</td>
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<tr>
<td>o The Final Priority List indicating project applications to be accepted and ranked on the 2019 Humboldt Listing.</td>
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</tr>
<tr>
<td>CoC Website Posting of Final Priority List</td>
<td>3–5</td>
</tr>
<tr>
<td>o 9/13/19 printout and screenshot showing CoC website posting of the Final Priority List.</td>
<td></td>
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</table>
Dear FY 2019 CoC Project Applicants,

Thank you for participating in the Humboldt County CoC local funding competition. We appreciate all of the hard work you invested to submit strong applications and maximize the CoC Program funding stream for our community. On September 3, the HHHC Executive Committee approved the attached FY 2019 CoC Priority Listing. This is the priority ranked order that will be submitted to HUD as part of the CoC’s FY 2019 funding application. All applications submitted in the local competition are included on the priority list.

As part of our CoC’s Consolidated Application submission for this funding, HUD requires that we attach documentation of our local Review and Rank process. For the first time this year, HUD has asked that we document that the CoC publicly posted a list of projects that includes final total project scores.

Our CoC has not historically shared final project scores publicly, but we will be doing so this year in order to fulfill this request from HUD. The CoC’s final ranked list with the final total score for each application will be posted on the CoC’s website. Note that individual scores for each scored factor will not be included, just total scores.

Thank you, again, for your participation in the CoC’s Review and Rank, and for your vital work to end homelessness in our community.

Best,

Robert Ward, JD
Housing and Assistance Coordinator
Humboldt County DHHS
929 Koster St.
Eureka, CA 95501
(707) 441-5035 desk
(707) 298-3499 cell

Email from Collaborative Applicant to all project applicants notifying them of projects to be included in the CoC’s Priority Listing and submitted to HUD, with Priority Listing attached.
Humboldt County Continuum of Care  
2019 Continuum of Care Final Priority Listing  
September 3, 2019

Annual Renewal Demand (ARD) $836,284  
Permanent Housing Bonus $41,814  
DV Bonus $65,853  
Planning $25,089  
Tier 1 $795,975  
Tier 2 $82,123  
Tier 1 + Tier 2 Total $878,098  
Total Funding Available $969,040

### Tier 1 Recommended List ($0-$795,975)

<table>
<thead>
<tr>
<th>Rank</th>
<th>Score</th>
<th>Project</th>
<th>Applicant</th>
<th>Type</th>
<th>Grant Amount</th>
<th>Tier 1 Running Total</th>
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### Tier 2 Recommended List ($795,976-$878,098)

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<td>DV Bonus (see table below)</td>
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### DV Bonus Applications ($65,853)

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<tr>
<td>RRH for DV <em>New Applicant</em></td>
<td>Arcata House Partnership (AHP)</td>
<td>PH</td>
<td>$65,853</td>
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### Not Ranked Per NOFA Guidelines

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<tr>
<td>2019 Planning Grant</td>
<td>Humboldt County DHHS</td>
<td>Planning</td>
<td>$25,089</td>
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</tbody>
</table>

* This project was scored and then ranked according to the CoC’s written rating and ranking process (see Tiering Policy), to meet community priorities and need.  
** These projects were ranked according to the CoC’s written rating and ranking process (see Tiering Policy), to meet community need for HUD-required data and Coordinated Entry infrastructure.

Priority Listing attached to 9/3/19 email to all project applicants.
Humboldt Housing & Homeless Coalition

If you are currently experiencing homelessness in Humboldt County, you may access the Coordinated Entry System by dialing 2-1-1 and/or by visiting 2-1-1’s website.

http://211humboldt.org/

About

The Humboldt Housing and Homeless Coalition (HHHC) is a Continuum of Care comprised of several organizations, service providers, developers, government agencies and leaders, faith-based organizations and community members dedicated to ending homelessness.

The HHHC was established in 2004 and includes service providers, local government agencies, advocates and others who are interested in helping people move out of homelessness. The group does not have a staff and is not officially incorporated or organized. The county provides some administrative support, but most projects are accomplished by volunteers.

Members of the HHHC work together on specific issues (policy, input into the general plan, working with law enforcement, etc). The HHHC is sometimes asked to provide input on issues to the local jurisdictions. Any public statements must be agreed upon by the whole membership.

The HHHC shares ideas, coordinates services, increases communication and helps identify service gaps within our communities. We administer the Point-in-Time Count, the Homeless Management Information System, and provides several training opportunities throughout the year.

The HHHC holds a general meeting every other month. These meetings are open to all concerned.

News & Events

The next HHHC meeting will be Thursday, Oct. 3, 2019, 9 -11 a.m.
at the Professional Building located at 507 F St. on the corner Fifth and F streets in Eureka.

Partner Agencies

Agency Name: Arcata House Partnership
Agency Address: 1005 11th St., Arcata, CA 95521
Agency Phone: 707-822-4528
Website: www.arcatahouse.org
Email: arcatahouse@gmail.com

Agency Name: Eureka Veterans Clinic
Agency Address: 930 W. Harris St., Eureka, CA 95503
Agency Phone: 707-269-7500
Website: https://www.sanfrancisco.va.gov/locations/Eureka.asp

Agency Name: Food for People
Agency Address: 307 West 14th St., Eureka, CA 95501
Agency Phone: 707-445-3166
Website: www.foodforpeople.org

Agency Name: The Housing Authority of the City of Eureka and County of Humboldt
Agency Address: 735 West Everding St., Eureka, CA 95503
Agency Phone: 707-443-4583
Website: http://www.eureka-humboldt-hsg.org/

Agency Name: Housing Humboldt
Agency Address: 824 L St., Arcata, CA 95521
Agency Phone: 707-826-7312
Website: https://www.housinghumboldt.org/

Agency Name: Humboldt County Office of Education, Foster & Homeless Youth Services
Agency Address: 901 Myrtle Ave., Eureka, CA 95501
Agency Phone: 707-445-4538
Website: https://hcoe.org/
Email: Rgolec@hcoe.org

Agency Name: North Coast AIDS Project (NorCAP)
Agency Address: 908 Seventh St., Eureka, CA 95501
Agency Phone: 707-268-2132
Website: https://humboldtgov.org/norcap
Email: mweiss@co.humboldt.ca.us

Agency Name: North Coast Veterans Resource Center
Agency Address: 109 Fourth St., Eureka, CA 95501
Agency Phone: 707-442-5852
Website: https://www.vetsresource.org/

Agency Name: Open Door Community Health Centers Mobile Health Services
Agency Address: 2426 Buhne St., Eureka, CA 95501
Agency Phone: 707-443-4666
Website: http://opendoorhealth.com/opendoor/locations/mobile-health-services/

Agency Name: Redwood Community Action Agency
Agency Address: 904 G St., Eureka, CA 95501
Agency Phone: 707-269-2001
Website: http://rcaa.org/

Agency Name: RCAA - Youth Service Bureau (YSB)
Agency Phone: 707-443-7099
Website: http://rcaa.org/youth-service-bureau

Agency Name: Rural Community Housing Development Corporation
Agency Address: 499 Leslie St., Ukiah, CA 95482
Agency Phone: 707-826-7312
Website: http://www.rchdc.org/
### 2019 Humboldt CoC Final Priority List

#### Humboldt County Continuum of Care
2019 Continuum of Care Final Priority Listing

**September 3, 2019**

- **Annual Renewal Demand (ARD)**
  - Permanent Housing Bonus: $8,123
  - DV Bonus: $65,853

- **Planning**
  - Tier 1: $579,975
  - Tier 2: $582,123
  - Total: $587,808

- **Total Funding Available**: $969,040

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<th>Rank</th>
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<th>Applicant</th>
<th>Type</th>
<th>Grant Amount</th>
<th>Tier 1 Running Total</th>
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<td>Humboldt County CoC</td>
<td>PSH</td>
<td>$31,944</td>
<td>$791,414</td>
</tr>
<tr>
<td>7</td>
<td>93.187</td>
<td>PSH-Humboldt County Coordinated Entry</td>
<td>Humboldt County CoC</td>
<td>PSH</td>
<td>$58,165</td>
<td>$795,975</td>
</tr>
</tbody>
</table>

**DV Bonus Applications (56,853)**

<table>
<thead>
<tr>
<th>Project</th>
<th>Applicant</th>
<th>Type</th>
<th>Grant Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>PSH-Humboldt County Coordinated Entry</td>
<td>PSH</td>
<td>$41,147</td>
</tr>
</tbody>
</table>

**Notes:**
- Projects are ranked according to the CoC’s written scoring and ranking process (see Scoring Policy) to meet community priorities and need.
- These projects were ranked according to the CoC's written scoring and ranking process (see Scoring Policy) to meet community need and HUD-required data and Coordinated Entry infrastructure.

Priority Listing posted on Humboldt CoC website, dated 9/3/19.
ATTACHMENT: Project Rejected/Reduced Notification

<table>
<thead>
<tr>
<th>DOCUMENTS SATISFYING REQUIREMENT</th>
<th>PAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>The CoC did not reject or reduce any projects. No documents attached.</td>
<td>N/A</td>
</tr>
</tbody>
</table>
## ATTACHMENT: Local Competition Deadline

<table>
<thead>
<tr>
<th>DOCUMENTS SATISFYING REQUIREMENT</th>
<th>PAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Deadline Established for Project Applications</strong></td>
<td></td>
</tr>
<tr>
<td>2019 CoC NOFA Timeline (distributed via email on 7/10/19 and at 7/23/19 Bidders Conference)</td>
<td>1</td>
</tr>
<tr>
<td>• Proposals due 8/8/19</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Announcement of Deadline for Project Applications</strong></th>
<th>2–20</th>
</tr>
</thead>
<tbody>
<tr>
<td>7/10/19 Email to CoC Listserv (180+ members) providing 2019 CoC NOFA Timeline</td>
<td>2–6</td>
</tr>
<tr>
<td>Agenda for 7/23/19 public Bidders Conference where 8/8/19 deadline was discussed</td>
<td>7–8</td>
</tr>
<tr>
<td>Local Competition Information guide including 8/8/19 deadline, provided at 7/23/19 public Bidders Conference</td>
<td>9–18</td>
</tr>
<tr>
<td>New Project Application cover page showing 8/8/19 deadline</td>
<td>19</td>
</tr>
<tr>
<td>Renewal Project Application cover page showing 8/8/19 deadline</td>
<td>20</td>
</tr>
</tbody>
</table>
### 2019 Continuum of Care Program Grants

#### APPLICATION SUBMISSION TIMELINE

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>July 3, 2019</strong></td>
<td>CoC NOFA released</td>
</tr>
<tr>
<td><strong>July 17, 2019, 3:30 pm</strong></td>
<td>Scoring tools &amp; local process approved by HHHC Executive Committee</td>
</tr>
</tbody>
</table>
| **July 23, 2019, 10 am – 12 pm**
638 W Clark St, Bldg E | CoC bidders conference for applicants |
| **July 23, 2019** | Supplemental questionnaires released |
| **July 29, 2019, 5 pm** | New project letters of intent due |
| **August 8, 2019, 5 pm** | Supplemental questionnaires due to CoC via electronic submission to **HomeBase** (humboldt@homebaseccc.org) |
| **August 8, 2019, 5 pm** | New and renewal project proposals due to CoC via electronic submission to **HomeBase** (humboldt@homebaseccc.org) |
| **August 13, 2019** | Reports finalized in PRESTO |
| **August 13, 2019** | Orientation for Review and Rank Committee |
| **August 22, 2019** | Review and Rank Committee interviews/meeting |
| **August 23, 2019** | Posting of preliminary priority listing |
| **August 26, 2019, noon** | Notice of intent to appeal due |
| **August 29, 2019, 5 pm** | Appeals due |
| **September 4, 2019** | Appeals considered and decisions announced |
| **September 4, 2019** | Executive Committee email vote for approval of Review and Rank Committee recommendations |
| **By September 13, 2019** | CoC issues notice of final ranked list of applications |
| **September 17, 2019** | Deadline for final proposals into e-snaps |
| **September 24, 2019** | CoC Consolidated Application is posted on CoC website |
| **September 30, 2019** | Collaborative applicant submits Consolidated Application to HUD electronically |
Dear HHHC members and supporters,

I have attached a summary of the CoC Notice of Funding Availability (NOFA) and our timeline for the competition. If your organization is considering applying, I strongly recommend that you read the NOFA and that you attend the Bidders Conference on July 23rd at 638 West Clark Street, Eureka, Building E from 10 am to noon. We will have consultants from HomeBase on site to answer your questions.

Best,

Robert Ward, JD
Housing and Assistance Coordinator
Humboldt County DHHS
929 Koster St.
Eureka, CA 95501
(707) 441-5035 desk
(707) 298-3499 cell

From: Ward, Robert
Sent: Wednesday, July 3, 2019 12:49 PM
Subject: FW: The FY 2019 CoC Program Competition is Now Open

Dear HHHC members and supporters,

The 2019 CoC Notice of Funding Availability was released today. I will be sending out additional information on the local phase of the competition to this listserv soon.

Best,
The FY 2019 CoC Program Competition is Now Open

The Notice of Funding Availability (NOFA) for the Fiscal Year (FY) 2019 Continuum of Care (CoC) Program Competition has been posted to the FY 2019 CoC Program Competition: Funding Availability page on the HUD Exchange. Additional resources are available on the e-snaps page on the HUD Exchange.

The CoC Application, CoC Priority Listing, and Project Applications will be available the week of July 8, 2019 in e-snaps. Collaborative Applicants and project applicants will be able to access the applications to review, update, and enter information that is required for the application process.
Submission Deadline: Monday, September 30, 2019 at 8:00 PM EDT

Project Applicants

- Returning project applicants can choose to import the FY 2018 renewal project application responses; however, this must be requested during your registration of the Renewal Funding Opportunity in e-snaps and is only available if you submitted a renewal project application in last year’s FY 2018 CoC Program Competition. Imported responses should be carefully reviewed to ensure accuracy and that the information is a true representation of the project activities.

- First-time renewal projects must complete the entire renewal project application.

- New project applications must be completed in full and in line with the new project application components permitted in this year’s competition.

- CoC planning and UFA Costs applications will only be reviewed if submitted by the CoC’s designated Collaborative Applicant identified in the CoC Applicant Profile in e-snaps.

- Dedicated HMIS projects, renewal and new, can only be submitted by the CoC’s designated HMIS Lead as identified in the CoC Applicant Profile in e-snaps.

Collaborative Applicants

- The CoC Application and CoC Priority Listing with all project applications accepted and ranked or rejected are separate submissions in e-snaps. Collaborative Applicants must submit both parts of the CoC Consolidated Application by the application submission deadline for HUD to consider the CoC Consolidated Application to be complete.

- The CoC Competition Report, and instructions on how to access the report, that includes data reported in the Homelessness Data Exchange (HDX) is available for use by Collaborative Applicants to complete portions of the FY 2019 CoC Application.

What’s New for the FY 2019 CoC Program Competition

The list below highlights some important information regarding new concepts CoCs should consider while planning for the FY 2019 CoC Program Competition. This list is not exhaustive and additional details are in the NOFA.

- **Youth Homelessness Demonstration Program (YHDP) Renewals.** Many of the YHDP projects awarded in FY 2016 are due for first-time renewal in the FY 2019 CoC Program Competition. See Section II.B.6 of the NOFA for additional details.

- **Expansion Projects.** The application submission process for renewal projects that want to submit a new expansion project has changed. See Section III.C.2.j of the NOFA for additional details.

- **Domestic Violence (DV) Bonus Projects.** There is another up to $50 million available for new DV Bonus projects (Section III.B.2.c of the NOFA) and many of the DV Bonus projects awarded in last year’s FY 2018 CoC Program Competition are eligible for renewal.

- **CoC Bonus.** The CoC Bonus is calculated differently in FY 2019. As stated in Section III.C.2.c of the NOFA, “…CoC is eligible to apply for up to 5 percent of its Final Pro Rata Need (FPRN), or 25 percent of the CoC's Preliminary Pro Rata Need (PPRN) minus its Annual Renewal Demand (ARD), whichever is greater. To be eligible to receive a bonus project, a CoC must demonstrate that it ranks...
projects based on how they improve system performance as outlined in Section VII.B.1.a of this NOFA. The available amount per CoC can be found on the CoC Estimated ARD Report on the HUD Exchange.

**Additional Guidance**

HUD has posted, or will post, additional guidance regarding the FY 2019 CoC Program Competition that includes, but is not limited to:

**Available Today:**
- FY 2019 CoC Estimated ARD Report
- CoC Program Competition Report (HDX)
- PHA Crosswalk

**Available in the coming weeks:**
- Frequently Asked Questions (FAQs)
- Detailed Instructions and Navigational Guides
  - CoC Application
  - CoC Priority Listing
  - Project Applications

See the [e-snaps: CoC Program Applications and Grants Management System](https://www.hudexchange.info) and the [FY 2019 CoC Program Competition: Funding Availability](https://www.hudexchange.info) pages on the HUD Exchange for a complete listing of information and guidance.

**Questions**

If you have questions pertaining to e-snaps technical issues or the FY 2019 CoC Program Competition, submit your questions to the [e-snaps Ask A Question (AAQ) portal](https://www.hudexchange.info). To submit a question to the e-snaps AAQ portal, select “e-snaps” from the “My question is related to” dropdown list on Step 2 of the question submission process.

If you have questions related to the CoC Program interim rule or a policy related question, submit your questions to the CoC Program [AAQ portal](https://www.hudexchange.info). To submit a question to the CoC AAQ portal, select “CoC: Continuum of Care Program” from the “My question is related to” dropdown list on Step 2 of the question submission process.

**Listserv Notifications**

If you are aware or suspect that the Collaborative Applicant for your CoC is not currently receiving these listserv messages, please forward the following link so the Collaborative Applicant can register to receive listserv messages as this is the only form HUD uses to communicate CoC Program information to the public: [https://www.hudexchange.info/mailinglist/](https://www.hudexchange.info/mailinglist/).
You received this message because you are subscribed to the Google Groups "Humboldt" group. To unsubscribe from this group and stop receiving emails from it, send an email to humboldt+unsubscribe@homebaseccc.org.

To view this discussion on the web visit https://groups.google.com/a/homebaseccc.org/d/msgid/humboldt/CH2PR09MB4314F1AF0EF2F884A57A37A2AFF00%40CH2PR09MB4314.namprd09.prod.outlook.com.

2 attachments

- **2019 CoC NOFA Timeline.pdf** 84K
- **2019 CoC NOFA Summary.pdf** 387K

**Attached CoC competition timeline, which indicates deadline for submitting projects for local competition.**
2019 HUD CONTINUUM OF CARE (COC) PROGRAM COMPETITION

BIDDERS CONFERENCE

Tuesday, July 23, 2019
10:00 AM – 12:00 PM

AGENDA

I. Welcome and Introductions

II. 2019 HUD CoC Notice of Funding Availability (NOFA)

III. Local Competition Process and Timeline

IV. Renewal Projects
   a. Local Scoring and Application
   b. E-SNAPS and HUD Project Application

V. New Projects
   a. Overview of HUD Priorities and CoC Program Requirements
   b. New Project Types and DV Bonus Funding
   c. Local Scoring and Application

To request technical assistance at any point in this process, please contact the HomeBase Team for Humboldt at: Humboldt@homebaseccc.org
<table>
<thead>
<tr>
<th>Acronym</th>
<th>Definition</th>
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</thead>
<tbody>
<tr>
<td>AHAR</td>
<td>Annual Homeless Assessment Report</td>
</tr>
<tr>
<td>APR</td>
<td>Annual Performance Report (for HUD homeless programs)</td>
</tr>
<tr>
<td>CDBG</td>
<td>Community Development Block Grant (CPD program – federal)</td>
</tr>
<tr>
<td>CSBG</td>
<td>Community Services Block Grant</td>
</tr>
<tr>
<td>Continuum of Care</td>
<td>Continuum of Care approach to assistance to the homeless</td>
</tr>
<tr>
<td>CoC</td>
<td>Federal grant program stressing permanent solutions to homelessness</td>
</tr>
<tr>
<td>Con Plan</td>
<td>Consolidated Plan, a locally developed plan for housing assistance and urban development under CDBG and other CPD programs</td>
</tr>
<tr>
<td>CPD</td>
<td>Community Planning and Development (HUD Office)</td>
</tr>
<tr>
<td>ESG</td>
<td>Emergency Solutions Grant (CPD – federal program)</td>
</tr>
<tr>
<td>FMR</td>
<td>Fair Market Rent (maximum rent for Section 8 rental assistance/CoC grants)</td>
</tr>
<tr>
<td>HCD</td>
<td>Housing and Community Development (State office)</td>
</tr>
<tr>
<td>HEARTH</td>
<td>Homeless Emergency and Rapid Transition to Housing (HEARTH) Act of 2009</td>
</tr>
<tr>
<td>HPRP</td>
<td>Homeless Prevention and Rapid Re-Housing</td>
</tr>
<tr>
<td>HMIS</td>
<td>Homeless Management Information System</td>
</tr>
<tr>
<td>HOME</td>
<td>Home Investment Partnerships (CPD program)</td>
</tr>
<tr>
<td>HOPWA</td>
<td>Housing Opportunities for Persons with AIDS (CPD program)</td>
</tr>
<tr>
<td>HUD</td>
<td>U.S. Department of Housing and Urban Development (federal)</td>
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<tr>
<td>MHSA</td>
<td>Mental Health Services Act</td>
</tr>
<tr>
<td>NOFA</td>
<td>Notice of Funding Availability</td>
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<tr>
<td>PHA</td>
<td>Public Housing Authority</td>
</tr>
<tr>
<td>SAMHSA</td>
<td>Substance Abuse &amp; Mental Health Services Administration</td>
</tr>
<tr>
<td>SNAPS</td>
<td>Office of Special Needs Assistance Program (HUD office overseeing CoC)</td>
</tr>
<tr>
<td>SOAR</td>
<td>SSI/SSDI Outreach, Access, and Recovery (SSI/SSDI Application program)</td>
</tr>
<tr>
<td>SRO</td>
<td>Single-Room Occupancy housing units</td>
</tr>
<tr>
<td>SSA</td>
<td>Social Security Administration</td>
</tr>
<tr>
<td>SSDI</td>
<td>Social Security Disability Income</td>
</tr>
<tr>
<td>SSI</td>
<td>Supplemental Security Income</td>
</tr>
<tr>
<td>TA</td>
<td>Technical Assistance</td>
</tr>
<tr>
<td>TANF</td>
<td>Temporary Assistance to Needy Families</td>
</tr>
<tr>
<td>TAY</td>
<td>Transition Age Youth (usually ages 16-24)</td>
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<tr>
<td>VA</td>
<td>Veterans Affairs (U.S. Department of)</td>
</tr>
<tr>
<td>VASH</td>
<td>Veterans Affairs Supportive Housing</td>
</tr>
<tr>
<td>VI-SPDAT</td>
<td>Vulnerability Index – Service Prioritization Decision Assistance Tool</td>
</tr>
</tbody>
</table>
Humboldt County Continuum of Care

HUD CONTINUUM OF CARE PROGRAM

Bidders Conference
2019 NOFA Competition

LOCAL COMPETITION INFORMATION

July 23, 2019
This section is intended to explain the Review and Rank Process that is used to review and evaluate all project applications submitted in the local competition.

The process will proceed as follows:

- All applicants prepare Project Applications (formerly Exhibits 2) and supplemental information.
- Non-conflicted Review and Rank Committee members are oriented to the process and receive applications and scoring materials.
- Review and Rank Committee members review and tentatively score the applications.
- Review and Rank Committee meets to jointly discuss each application and conduct short in-person interviews with applicants to have questions answered and to comment on ways to improve the application. The Committee discusses the merits of each proposal, scores all projects, and turns in score sheets to staff. Staff combines scores to achieve overall raw scores for new projects.
- Review and Rank Committee considers adjustments for such issues as HUD incentives or requirements. Review and Rank Committee considers proposal changes or project budget adjustments that may be required to meet community needs.
- Review and Rank Committee finalizes and tells agency its rank and approved funding level. Review and Rank Committee reserves the right to adjust project ranking order upon receipt of final proposal if proposal is inadequate (violates threshold requirement; shoddily prepared) for consolidated application.
  - In 2019, it is allowable to reallocate renewal project funds. In the event that the Review and Rank Committee identifies a renewal project (or projects) whose funding should not be renewed (or funding should be decreased) due to substandard performance, the Committee will then determine whether any new project will utilize any reallocated funds and proceed with reallocation (see detail below).
  - In 2019, renewal projects scoring below 60 points out of a total possible of 100 points must be reallocated to a new permanent housing project (Permanent Supportive Housing dedicated to Chronically Homeless, DedicatedPLUS, Rapid Rehousing, or the Joint Transitional Housing – Rapid Rehousing Component). If a renewal project scores between 60 and 70 points, the Review and Rank Committee may recommend reallocation at its discretion.
- Appellate hearings are held, if requested.
- Non-conflicted Executive Committee considers/approves the Review and Rank process outcome, which is then included in the County’s Consolidated NOFA Application.
- If requested after the close of the competition, projects are given feedback from Review and Rank Panel on the quality of the application and ways to improve.
All renewal projects must meet a number of “threshold” criteria, as determined by HUD; if it so decides, the Review and Rank Committee may choose not to recommend any project for renewal if it fails to meet any HUD Project Renewal Threshold. These factors include:

- Whether the project applicant’s performance met the plans and goals established in the initial application as amended;
- Whether the project applicant demonstrated all timeliness standards for grants being renewed, including the standards for the expenditure of grant funds have been met;
- The project applicant’s performance in assisting program participants to achieve and maintain independent living and record of success, except HMIS-dedicated projects;
- Whether there is evidence that the project applicant has been unwilling to accept technical assistance, has indications of project mismanagement, has a drastic reduction in the population served, has made program changes without prior HUD approval, or has lost a project site;
- Outstanding obligation to HUD that is in arrears or for which a payment schedule has not been agreed upon;
- Audit finding(s) for which a response is overdue or unsatisfactory;
- History of inadequate financial management accounting practices;
- Evidence of untimely expenditures on prior award;
- History of other major capacity issues that have significantly affected the operation of the project and its performance;
- History of not reimbursing subrecipients for eligible costs in a timely manner, or at least quarterly; and,
- History of serving ineligible program participants, expending funds on ineligible costs, or failing to expend funds within statutorily established timeframes.

Renewal projects are reviewed for capacity, eligibility, timeliness, and quality. When considering renewal projects for award, the Review and Rank Committee will focus on identifying performance issues, technical assistance needs, and strengthening our HUD-funded programs with questions like:

- What barriers are you facing?
- What help do you need?
- What are your next steps?
- Are you having difficulties with fundraising? Staff turnover? Long-term strategic planning? Sustainability?
Background
For the first time in 2012, anticipating that the total Annual Renewal Demand (ARD) for all CoCs nationwide exceeded the funding allocated by Congress, HUD required that CoCs rank projects within two tiers: Tier 1 projects were those high-performing projects most in line with CoC priorities, while Tier 2 projects were those of lower priority. In 2013, Tier 1 was equal to the CoC’s ARD minus 5 percent, while Tier 2 was equal to the remaining 5 percent of the ARD plus a designated amount for a planning project. In 2014, Tier 1 was equal to the CoC’s Annual Renewal Demand less 2 percent; Tier 2 was equal to 2 percent of the CoC’s Annual Renewal Demand plus the HUD-approved amount for a planning application. HUD allowed CoCs discretion on how to rank projects (while reserving authority to fund based on its own priorities), but has specified that that all projects, including those in Tier 2, should be high-performing projects meeting CoC needs. Projects that are low-performing or that do not align with CoC priorities should be reallocated in favor of new permanent housing projects.

In 2015, HUD made significant changes to the tiering process. Tier 2 was much larger than previous years, and HUD began to prioritize projects within the tiers differently when determining renewal funding. HUD indicated that it would de-fund the lowest ranking Tier 2 projects nation-wide to create funding for Permanent Housing Bonus Projects.

In 2018, the CoC continued to be required to rank projects in tiers. Tier 1 was equal to the greater of the combined amount of the CoC’s Annual Renewal Demand for all permanent housing and HMIS projects eligible for renewal up to $1,000,000 or 94 percent of the CoC’s FY 2018 Annual Renewal Demand; Tier 2 was equal to 6 percent of the CoC’s Annual Renewal Demand plus the HUD-approved amount for Permanent Housing Bonus funding (6 percent of Final Pro Rata Need, the higher of the Annual Renewal Demand or Preliminary Pro Rata Need).

In 2019, Tier 1 is equal to 100 percent of the combined Annual Renewal Amounts for all projects eligible for renewal for the first time plus 94 percent of the combined Annual Renewal Amounts for all other projects eligible for renewal. Tier 2 is the difference between Tier 1 and the CoC’s Annual Renewal Demand plus any amount available for CoC Bonus projects.

In 2019, projects in Tier 2 will be selected and funded based on a score related to the overall CoC score, the project’s ranked order, and low barriers to entry. Therefore, depending on the Humboldt Continuum of Care’s Consolidated Application score and the characteristics of the projects, Tier 2 projects may again receive funding. However, if Tier 2 projects do not receive funding, the CoC’s Annual Renewal Demand (on which amounts for Bonus and Planning project applications are based) will permanently decrease. Therefore, it is important to ensure that Tier 1 be utilized to the greatest extent possible.

If a project straddles tiers, the Tier 1 portion will be funded in accordance with Tier 1 processes and the Tier 2 portion will be funded in accordance with Tier 2 processes. HUD may award
project funds for just the Tier 1 portion, provided the project is still feasible with the reduced funding (e.g., is able to continue serving homeless program participants effectively).

**Tiering Policy**
Based on the above considerations, the Humboldt Continuum of Care Executive Committee will implement the following strategy:

- In general, projects should be assigned to tiers based on the score assigned by the Review and Rank Committee scoring process. This includes new project applications for reallocated funds, which will compete with renewal projects for Tier 1 placement. However, the following special cases (those projects for which comparable scoring and ranking against housing and services projects is not possible) should be treated as follows:
  - If a new project application scores marginally higher than (within 1 point of) a renewal project, causing that renewal project to fall into Tier 2, the renewal project will be prioritized and funded in Tier 1 above the new project application.
  - HMIS and Coordinated Entry: Humboldt has one HMIS project and one Coordinated Entry project renewing in the 2019 competition. Due to their importance to the CoC for meeting HUD requirements, both HMIS and the Coordinated Entry project will be automatically scored and placed as the lowest ranked project in Tier 1 in the 2019 competition.
  - Renewal projects with less than one year of data available for the time period will be reviewed by the Review and Rank panel, but will be automatically placed in Tier 1 immediately above the HMIS and Coordinated Entry projects.

According to these guidelines, a sample ranked list would appear as follows:

- **Tier 1:**
  - High performing renewal projects and new permanent housing projects aligned with CoC priorities
  - Renewal projects with less than one year of data for the time period measured
  - HMIS & Coordinated Entry

- **Tier 2:**
  - High performing renewal projects and new permanent housing projects less aligned with CoC priorities
2019 Continuum of Care Program Grants
APPEALS PROCESS

The Review and Rank Committee reviews all applications and ranks project proposals for funding recommendations to HUD. That review and ranking decision is communicated to all applicants by email within 24 hours of the ranking decision and determination. All applicants are hereby instructed to contact HomeBase (humboldt@homebaseccc.org) if no email notice is received.

Who May Appeal and What May Be Appealed
Projects that are reallocated or not funded are eligible to appeal the result of the Review and Rank Committee. Applicants that have been found not to meet the threshold requirements are not eligible for an appeal.

In order to succeed, the appeal must:
• Prove their score is not reflective of the application information provided; or
• Describe bias or unfairness in the process, which warrants the appeal.

Note that appeals cannot be based upon the judgment of the Review and Rank Committee alone. 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.

The decision of the Appeal Committee will be final.

Initiating the Formal Appeal
Notice of intent to appeal must be filed with HomeBase (humboldt@homebaseccc.org) AND Sally Hewitt (SHewitt@co.humboldt.ca.us) by noon on August 26, 2019. The notice of appeal must include a written statement specifying in detail the grounds asserted for the appeal.

Any and all appeals must be received in writing by 5 pm on August 29, 2019. The appeal must be signed by an individual authorized to represent the sponsor agency (i.e., Executive Director). The appeal is limited to one single spaced page in 12-point font. All appeals (one original and four copies) must be submitted to:
Sally Hewitt
929 Koster St.
Mod E
Eureka, CA 95501
(707) 441-4628

The appeal must include a copy of the application and all accompanying materials submitted to the Review and Rank Committee.
The Appeal Process, Including Involvement of Other Affected Agencies
- All valid appeals will be read, reviewed and evaluated by the Appeal Committee.
- The Appeal Committee will meet to deliberate.
  - All applicants will be invited to attend any appeal and may make a 10-minute statement regarding the appeal.
  - The panel will review the rankings made by the Review and Rank Committee 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 Review and Rank Committee. No new information can be submitted by the applicant or reviewed by the Appeal Committee.
  - The decision of the appellate panel must be supported by a simple majority vote.
- The appealing agency will receive, in writing, the decision of the Appeal Committee within 2 business days of the Appeal Committee Meeting. The decision of the Appeal Committee will be final.

Members of the Appeal Panel
The Appeal Committee will be made up of non-conflicted members of the HHHC Executive Committee (and additional non-conflicted HHHC members as necessary) and one non-voting member of the original Review and Rank Committee. No member of the Appeal Committee may have a conflict of interest with any of the agencies applying for CoC funding and must sign a conflict of interest statement. The role of the Appeal Committee is to read and review only those areas of the application that are being appealed.
## General Overview (Please see next page for additional detail)

<table>
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<tr>
<th>Date</th>
<th>Event</th>
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</tr>
<tr>
<td>August 8, 2019, 5 pm</td>
<td>New and renewal project proposals due to CoC via electronic submission to HomeBase (<a href="mailto:humboldt@homebaseccc.org">humboldt@homebaseccc.org</a>)</td>
</tr>
<tr>
<td>August 13, 2019</td>
<td>Reports finalized in PRESTO</td>
</tr>
<tr>
<td>August 13, 2019</td>
<td>Orientation for Review and Rank Committee</td>
</tr>
<tr>
<td>August 22, 2019</td>
<td>Review and Rank Committee meeting (including short in-person interviews with applicants)</td>
</tr>
<tr>
<td>August 23, 2019</td>
<td>Posting of preliminary priority listing</td>
</tr>
<tr>
<td>August 26, 2019, noon</td>
<td>Notice of intent to appeal due</td>
</tr>
<tr>
<td>August 29, 2019, 5 pm</td>
<td>Appeals due</td>
</tr>
<tr>
<td>September 4, 2019</td>
<td>Appeals considered and decisions announced</td>
</tr>
<tr>
<td>September 4, 2019</td>
<td>Executive Committee email vote for approval of Review and Rank Committee recommendations</td>
</tr>
<tr>
<td>By September 13, 2019</td>
<td>CoC issues notice of final ranked list of applications</td>
</tr>
<tr>
<td>September 17, 2019</td>
<td>Deadline for final proposals into e-snap</td>
</tr>
<tr>
<td>September 24, 2019</td>
<td>CoC Consolidated Application is posted on CoC website</td>
</tr>
</tbody>
</table>
Collaborative applicant submits Consolidated Application to HUD electronically on September 30, 2019.

## Detailed Timeline

This list highlights the steps that your agency will take to participate in the local competition for NOFA funding. Please mark these dates in your calendar!

### July 23:

CoC Bidders Conference

10 – 12 AM

**Location:** 638 W Clark St, Bldg E, Eureka

- Review Technical Assistance and Application materials
- View HUD e-snaps Training Modules and submit questions online at: [https://www.hudexchange.info/programs/e-snaps/](https://www.hudexchange.info/programs/e-snaps/)

### July 23:

Enter e-snaps and start working on your Applicant Profile and your Project Application.

- Before you can prepare your Project Application, complete your Applicant Profile. Once your Applicant Profile is complete, move ahead with the Project Application(s).
- **PLEASE FOLLOW INSTRUCTIONS IN THE HUD E-SNAPS TRAINING MODULES BEFORE CALLING HOMEBASE FOR TECHNICAL ASSISTANCE.**

### August 8:

Submit Supplemental Questionnaires for Review and Rank

5 PM

PLEASE SUBMIT THESE MATERIALS VIA EMAIL TO: humboldt@homebaseccc.org

- Application materials checklist and supplemental questionnaire forms to be emailed to all applicants following Bidders Conference

### August 8:

Submit Draft e-snaps Project Application for HomeBase Review

5 PM

PLEASE SUBMIT PDFS OF YOUR PROJECT APPLICATIONS EXPORTED FROM E-SNAPS VIA EMAIL TO: humboldt@homebaseccc.org

### August 22:

Review and Rank Short In-Person Interviews

**Time TBD**

**Location:** TBD

- Applicants will participate in short in-person interviews with the Review and Rank Committee during the assigned time slots. These sessions are designed to permit the Review and Rank Committee to ask questions about your applications and to give applicants ideas about how to improve applications. You do not need to prepare a presentation; come prepared to engage in a discussion. You may bring as many people as you feel is necessary to represent your project well, but be sure to bring those who know the most about the application.
August 23: **Applicant Notification**
- You will receive notification of the results of the Review and Rank process.

August 26: **Appeals Process**
- By noon

August 29: **Appeals Process**
- By 5 pm

**September 4:** **Appeals Committee Meets and Final Priority List Posted; Executive Committee Approval of Priority Listings**

**September 17:** **Final Project Application (Exhibit 2) Submissions Uploaded to e-snaps**
- Between August 8 and September 17, applicants should finalize their applications, incorporating suggestions from the Review and Rank Committee and technical edits from HomeBase.
- All Project Applications must be submitted in e-snaps by 5 PM on **September 17** to allow HomeBase to review every submission for omissions or inconsistencies and allow for correction.

**September 27:** **Entire Consolidated Application Submitted to HUD (by Sally)**

**September 30:** **Application due to HUD**
This form and attachments are due no later than 5 p.m. on Thursday, August 8th to HomeBase. When submitting this form via email, please attach this completed form both in Microsoft Word format and in PDF format (Note: PDF version must include Executive Director Signature). Please also attach the following:

For All Projects:

• 1 PDF of Project Data (e.g., most recently submitted APR) demonstrating success in achieving proposed performance outcomes - YES/NO?
• 1 PDF of written communications between HUD and the agency concerning any unresolved/outstanding HUD Monitoring Findings - YES/NO?

For DV Projects Only:

• 1 PDF of documentation (e.g., aggregated data) demonstrating the number of DV Survivors in the CoC geographic region - YES/NO?

Optional/As Applicable:

• 1 PDF of the agency’s/project’s Client Feedback Survey template, used to solicit client feedback (no need to provide actual client feedback) - YES/NO?

Please indicate either YES or NO above if this document is attached in your submission email, and send the completed form & attachments to: Humboldt@homebaseccc.org

<table>
<thead>
<tr>
<th>AGENCY NAME:</th>
</tr>
</thead>
<tbody>
<tr>
<td>PROJECT NAME:</td>
</tr>
<tr>
<td>CONTACT PERSON NAME:</td>
</tr>
<tr>
<td>TELEPHONE:</td>
</tr>
<tr>
<td>EMAIL:</td>
</tr>
<tr>
<td>TOTAL GRANT AMOUNT REQUESTED:</td>
</tr>
</tbody>
</table>

Please indicate the desired funding source and whether the project will be a new “Transition” project below:

• Reallocated and/or Bonus funding - YES/NO?
• DV Bonus funding - YES/NO?
• Transitioning to a new program component type - YES/NO?
This form and attachments are due no later than 5 p.m. on Thursday, August 8th to HomeBase. When submitting this form via email, please attach this completed form both in Microsoft Word format and in PDF format (Note: PDF version must include Executive Director Signature). Please also attach the following:

**Financial Audit:**

- 1 PDF of Independent Auditors Report Letter - YES/NO?
- 1 PDF of A-133 Letter - YES/NO?
- 1 PDF of Management Letter - YES/NO?
- 1 PDF of Schedule of Findings - YES/NO?

**Projects with Unresolved HUD, SSF, or DHA Monitoring Findings:**

- 1 PDF containing any written communications between HUD and the project concerning monitoring findings - YES/NO?

**Client Feedback Survey (Optional):**

- 1 PDF of the agency’s/project’s Client Feedback Survey template, used to solicit client feedback (no need to provide actual client feedback) - YES/NO?

Please indicate either YES or NO above if this document is attached in your submission email, and send the completed form & attachments to: Humboldt@homebaseccc.org

<table>
<thead>
<tr>
<th>AGENCY NAME:</th>
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<tbody>
<tr>
<td>PROJECT NAME:</td>
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<tr>
<td>CONTACT PERSON NAME:</td>
</tr>
<tr>
<td>TELEPHONE:</td>
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<tr>
<td>EMAIL:</td>
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</table>
### ATTACHMENT: Local Competition Public Posting Announcement

<table>
<thead>
<tr>
<th>DOCUMENTS SATISFYING REQUIREMENT</th>
<th>PAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Announcement of Local Competition Review and Rank Criteria</td>
<td>1– 9</td>
</tr>
<tr>
<td>o 7/10/19 Email to CoC Listserv (180+ members) announcing local competition and public Bidders Conference at which the NOFA and local competition would be discussed.</td>
<td>1 – 5</td>
</tr>
<tr>
<td>o 7/23/19 Bidders Conference Agenda</td>
<td>6 – 7</td>
</tr>
<tr>
<td>o Local competition materials, including point values and other ranking criteria, were provided to all participants</td>
<td></td>
</tr>
<tr>
<td>o 7/23/19 Email to Project Applicants and CoC Listserv including point values and other ranking criteria. Attachments included the 2019 Local Competition Information, Project Scoring Tools, and Request for Information Forms (see below).</td>
<td>8 – 9</td>
</tr>
<tr>
<td>2019 CoC Local Competition Information</td>
<td>10 – 19</td>
</tr>
<tr>
<td>Scoring Tool – Renewal Projects</td>
<td>20– 23</td>
</tr>
<tr>
<td>o 1E-1: Objective criteria for reviewing and ranking</td>
<td>21 - 22</td>
</tr>
<tr>
<td>o 1E-1: Factors related to improving system performance</td>
<td>21</td>
</tr>
<tr>
<td>o 1E-1: Specific method for evaluating projects submitted by victim services providers that utilized data generated from a comparable database and evaluated DV projects based on the degree they improve safety for the population they serve</td>
<td>21, 23</td>
</tr>
<tr>
<td>Scoring Tool – New Housing Projects (New, Transfer, First Time Renewal/First Time Renewal After Transfer)</td>
<td>24 – 29</td>
</tr>
<tr>
<td>o 1E-1: Objective criteria for reviewing and ranking</td>
<td>26, 28</td>
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<tr>
<td>o 1E-1: Factors related to improving system performance</td>
<td>27</td>
</tr>
<tr>
<td>o 1E-1: Specific method for evaluating projects submitted by victim services providers that utilized data generated from a comparable database and evaluated DV projects based on the degree they improve safety for the population they serve</td>
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<tr>
<td>2019 Request for Information Forms</td>
<td>30 – 40</td>
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<tr>
<td>o Renewal Project Application</td>
<td>30–40</td>
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<tr>
<td>o New Project Application</td>
<td>41–52</td>
</tr>
<tr>
<td>Appeals Policy and Process</td>
<td>15–16</td>
</tr>
</tbody>
</table>
Dear HHHC members and supporters,

I have attached a summary of the CoC Notice of Funding Availability (NOFA) and our timeline for the competition. If your organization is considering applying, I strongly recommend that you read the NOFA and that you attend the Bidders Conference on July 23rd at 638 West Clark Street, Eureka, Building E from 10 am to noon. We will have consultants from HomeBase on site to answer your questions.

Best,

Robert Ward, JD
Housing and Assistance Coordinator
Humboldt County DHHS
929 Koster St.
Eureka, CA 95501
(707) 441-5035 desk
(707) 298-3499 cell

From: Ward, Robert
Sent: Wednesday, July 3, 2019 12:49 PM
Subject: FW: The FY 2019 CoC Program Competition is Now Open

Dear HHHC members and supporters,

The 2019 CoC Notice of Funding Availability was released today. I will be sending out additional information on the local phase of the competition to this listserv soon.

Best,
The FY 2019 CoC Program Competition is Now Open

The Notice of Funding Availability (NOFA) for the Fiscal Year (FY) 2019 Continuum of Care (CoC) Program Competition has been posted to the FY 2019 CoC Program Competition: Funding Availability page on the HUD Exchange. Additional resources are available on the e-snaps page on the HUD Exchange.

The CoC Application, CoC Priority Listing, and Project Applications will be available the week of July 8, 2019 in e-snaps. Collaborative Applicants and project applicants will be able to access the applications to review, update, and enter information that is required for the application process.
Submission Deadline: Monday, September 30, 2019 at 8:00 PM EDT

Project Applicants

- Returning project applicants can choose to import the FY 2018 renewal project application responses; however, this must be requested during your registration of the Renewal Funding Opportunity in e-snaps and is only available if you submitted a renewal project application in last year’s FY 2018 CoC Program Competition. Imported responses should be carefully reviewed to ensure accuracy and that the information is a true representation of the project activities.

- First-time renewal projects must complete the entire renewal project application.

- New project applications must be completed in full and in line with the new project application components permitted in this year’s competition.

- CoC planning and UFA Costs applications will only be reviewed if submitted by the CoC’s designated Collaborative Applicant identified in the CoC Applicant Profile in e-snaps.

- Dedicated HMIS projects, renewal and new, can only be submitted by the CoC’s designated HMIS Lead as identified in the CoC Applicant Profile in e-snaps.

Collaborative Applicants

- The CoC Application and CoC Priority Listing with all project applications accepted and ranked or rejected are separate submissions in e-snaps. Collaborative Applicants must submit both parts of the CoC Consolidated Application by the application submission deadline for HUD to consider the CoC Consolidated Application to be complete.

- The CoC Competition Report, and instructions on how to access the report, that includes data reported in the Homelessness Data Exchange (HDX) is available for use by Collaborative Applicants to complete portions of the FY 2019 CoC Application.

What’s New for the FY 2019 CoC Program Competition

The list below highlights some important information regarding new concepts CoCs should consider while planning for the FY 2019 CoC Program Competition. This list is not exhaustive and additional details are in the NOFA.

- Youth Homelessness Demonstration Program (YHDP) Renewals. Many of the YHDP projects awarded in FY 2016 are due for first-time renewal in the FY 2019 CoC Program Competition. See Section II.B.6 of the NOFA for additional details.

- Expansion Projects. The application submission process for renewal projects that want to submit a new expansion project has changed. See Section III.C.2.j of the NOFA for additional details.

- Domestic Violence (DV) Bonus Projects. There is another up to $50 million available for new DV Bonus projects (Section III.B.2.c of the NOFA) and many of the DV Bonus projects awarded in last year’s FY 2018 CoC Program Competition are eligible for renewal.

- CoC Bonus. The CoC Bonus is calculated differently in FY 2019. As stated in Section III.C.2.c of the NOFA, “...CoC is eligible to apply for up to 5 percent of its Final Pro Rata Need (FPRN), or 25 percent of the CoC’s Preliminary Pro Rata Need (PPRN) minus its Annual Renewal Demand (ARD), whichever is greater. To be eligible to receive a bonus project, a CoC must demonstrate that it ranks
projects based on how they improve system performance as outlined in Section VII.B.1.a of this NOFA. The available amount per CoC can be found on the CoC Estimated ARD Report on the HUD Exchange.

Additional Guidance

HUD has posted, or will post, additional guidance regarding the FY 2019 CoC Program Competition that includes, but is not limited to:

Available Today:

- FY 2019 CoC Estimated ARD Report
- CoC Program Competition Report (HDX)
- PHA Crosswalk

Available in the coming weeks:

- Frequently Asked Questions (FAQs)
- Detailed Instructions and Navigational Guides
  - CoC Application
  - CoC Priority Listing
  - Project Applications

See the e-snaps: CoC Program Applications and Grants Management System and the FY 2019 CoC Program Competition: Funding Availability pages on the HUD Exchange for a complete listing of information and guidance.

Questions

If you have questions pertaining to e-snaps technical issues or the FY 2019 CoC Program Competition, submit your questions to the e-snaps Ask A Question (AAQ) portal. To submit a question to the e-snaps AAQ portal, select “e-snaps” from the “My question is related to” dropdown list on Step 2 of the question submission process.

If you have questions related to the CoC Program interim rule or a policy related question, submit your questions to the CoC Program AAQ portal. To submit a question to the CoC AAQ portal, select “CoC: Continuum of Care Program” from the “My question is related to” dropdown list on Step 2 of the question submission process.

Listserv Notifications

If you are aware or suspect that the Collaborative Applicant for your CoC is not currently receiving these listserv messages, please forward the following link so the Collaborative Applicant can register to receive listserv messages as this is the only form HUD uses to communicate CoC Program information to the public: https://www.hudexchange.info/mailinglist/.

Visit the HUD Exchange at https://www.hudexchange.info

Forward to a Friend | Update Subscription | Unsubscribe from the List
You received this message because you are subscribed to the Google Groups "Humboldt" group. To unsubscribe from this group and stop receiving emails from it, send an email to humboldt+unsubscribe@homebaseccc.org.
To view this discussion on the web visit https://groups.google.com/a/homebaseccc.org/d/msgid/humboldt/CH2PR09MB4314F1AF0EF2F884A57A37A2AFF00%40CH2PR09MB4314.namprd09.prod.outlook.com.

2 attachments

- 2019 CoC NOFA Timeline.pdf
  84K

- 2019 CoC NOFA Summary.pdf
  387K
2019 HUD CONTINUUM OF CARE (COC) PROGRAM COMPETITION

BIDDERS CONFERENCE

Tuesday, July 23, 2019
10:00 AM – 12:00 PM

AGENDA

I. Welcome and Introductions

II. 2019 HUD CoC Notice of Funding Availability (NOFA)

III. Local Competition Process and Timeline

IV. Renewal Projects
   a. Local Scoring and Application
   b. E-SNAPS and HUD Project Application

V. New Projects
   a. Overview of HUD Priorities and CoC Program Requirements
   b. New Project Types and DV Bonus Funding
   c. Local Scoring and Application

To request technical assistance at any point in this process, please contact the HomeBase Team for Humboldt at: Humboldt@homebaseccc.org
## COMMONLY USED ACRONYMS

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>AHAR</td>
<td>Annual Homeless Assessment Report</td>
</tr>
<tr>
<td>APR</td>
<td>Annual Performance Report (for HUD homeless programs)</td>
</tr>
<tr>
<td>CDBG</td>
<td>Community Development Block Grant (CPD program – federal)</td>
</tr>
<tr>
<td>CSBG</td>
<td>Community Services Block Grant</td>
</tr>
<tr>
<td>Continuum of Care</td>
<td>Continuum of Care approach to assistance to the homeless</td>
</tr>
<tr>
<td>CoC</td>
<td>Federal grant program stressing permanent solutions to homelessness</td>
</tr>
<tr>
<td>Con Plan</td>
<td>Consolidated Plan, a locally developed plan for housing assistance and urban development under CDBG and other CPD programs</td>
</tr>
<tr>
<td>CPD</td>
<td>Community Planning and Development (HUD Office)</td>
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<tr>
<td>ESG</td>
<td>Emergency Solutions Grant (CPD – federal program)</td>
</tr>
<tr>
<td>FMR</td>
<td>Fair Market Rent (maximum rent for Section 8 rental assistance/CoC grants)</td>
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<tr>
<td>HCD</td>
<td>Housing and Community Development (State office)</td>
</tr>
<tr>
<td>HEARTH</td>
<td>Homeless Emergency and Rapid Transition to Housing (HEARTH) Act of 2009</td>
</tr>
<tr>
<td>HPRP</td>
<td>Homeless Prevention and Rapid Re-Housing</td>
</tr>
<tr>
<td>HMIS</td>
<td>Homeless Management Information System</td>
</tr>
<tr>
<td>HOME</td>
<td>Home Investment Partnerships (CPD program)</td>
</tr>
<tr>
<td>HOPWA</td>
<td>Housing Opportunities for Persons with AIDS (CPD program)</td>
</tr>
<tr>
<td>HUD</td>
<td>U.S. Department of Housing and Urban Development (federal)</td>
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<tr>
<td>MHSA</td>
<td>Mental Health Services Act</td>
</tr>
<tr>
<td>NOFA</td>
<td>Notice of Funding Availability</td>
</tr>
<tr>
<td>PHA</td>
<td>Public Housing Authority</td>
</tr>
<tr>
<td>SAMHSA</td>
<td>Substance Abuse &amp; Mental Health Services Administration</td>
</tr>
<tr>
<td>SNAPS</td>
<td>Office of Special Needs Assistance Program (HUD office overseeing CoC)</td>
</tr>
<tr>
<td>SOAR</td>
<td>SSI/SSDI Outreach, Access, and Recovery (SSI/SSDI Application program)</td>
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<tr>
<td>SRO</td>
<td>Single-Room Occupancy housing units</td>
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<tr>
<td>SSA</td>
<td>Social Security Administration</td>
</tr>
<tr>
<td>SSDI</td>
<td>Social Security Disability Income</td>
</tr>
<tr>
<td>SSI</td>
<td>Supplemental Security Income</td>
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<td>Technical Assistance</td>
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<tr>
<td>TANF</td>
<td>Temporary Assistance to Needy Families</td>
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<tr>
<td>TAY</td>
<td>Transition Age Youth (usually ages 16-24)</td>
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<tr>
<td>VA</td>
<td>Veterans Affairs (U.S. Department of)</td>
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<tr>
<td>VASH</td>
<td>Veterans Affairs Supportive Housing</td>
</tr>
<tr>
<td>VI-SPDAT</td>
<td>Vulnerability Index – Service Prioritization Decision Assistance Tool</td>
</tr>
</tbody>
</table>
Dear HHHC members and supporters,

Thank you to everyone that attended the 2019 Humboldt CoC Bidders Conference! As a reminder, Letters of Intent to apply for New Projects must be submitted by 5:00 pm on Tuesday, July 29th.

For applicants intending to apply for new or renewal projects, please find attached the following materials to support the drafting of your applications:

- TA Handbook;
- Local Competition Information & Review and Rank Procedures;
- List of Eligible Renewal Projects;
- Renewal Project Scoring Tool;
- New Project Scoring Tool;
- Renewal Project Request for Information; and
- New Project Request for Information.

The HUD Continuum of Care program Notice of Funding Availability (NOFA) was released on July 3, 2019. Humboldt County's CoC is eligible to apply for $836,284 in renewal funds, as well as $41,814 in new permanent housing bonus, and $65,853 in new domestic violence bonus. Please do not hesitate to contact HomeBase at humboldt@homebaseccc.org with any questions.

Best,

Robert Ward, JD
Housing and Assistance Coordinator
Humboldt County DHHS
929 Koster St.
Eureka, CA 95501
(707) 441-5035 desk
(707) 298-3499 cell

You received this message because you are subscribed to the Google Groups "Humboldt" group.
To unsubscribe from this group and stop receiving emails from it, send an email to humboldt+unsubscribe@homebaseccc.org.
To view this discussion on the web visit https://groups.google.com/a/homebaseccc.org/d/msgid/humboldt/CH2PR09MB43146CDA397D786854C3116BAFC70%40CH2PR09MB4314.namprd09.prod.outlook.com.
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<td>List of Eligible Renewal Projects.pdf</td>
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<tr>
<td>Renewal Project Request for Information.docx</td>
<td>41K</td>
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<tr>
<td>New Project Request for Information.docx</td>
<td>52K</td>
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<tr>
<td>New Project Scoring Tool.pdf</td>
<td>351K</td>
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<tr>
<td>Local Competition Information &amp; Review and Rank Procedures.pdf</td>
<td>342K</td>
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<tr>
<td>Renewal Project Scoring Tool.pdf</td>
<td>325K</td>
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<tr>
<td>TA Handbook.pdf</td>
<td>930K</td>
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</table>
Humboldt County Continuum of Care

HUD CONTINUUM OF CARE PROGRAM

Bidders Conference
2019 NOFA Competition

LOCAL COMPETITION INFORMATION

July 23, 2019
This section is intended to explain the Review and Rank Process that is used to review and evaluate all project applications submitted in the local competition.

The process will proceed as follows:

- All applicants prepare Project Applications (formerly Exhibits 2) and supplemental information.
- Non-conflicted Review and Rank Committee members are oriented to the process and receive applications and scoring materials.
- Review and Rank Committee members review and tentatively score the applications.
- Review and Rank Committee meets to jointly discuss each application and conduct short in-person interviews with applicants to have questions answered and to comment on ways to improve the application. The Committee discusses the merits of each proposal, scores all projects, and turns in score sheets to staff. Staff combines scores to achieve overall raw scores for new projects.
- Review and Rank Committee considers adjustments for such issues as HUD incentives or requirements. Review and Rank Committee considers proposal changes or project budget adjustments that may be required to meet community needs.
- Review and Rank Committee finalizes and tells agency its rank and approved funding level. Review and Rank Committee reserves the right to adjust project ranking order upon receipt of final proposal if proposal is inadequate (violates threshold requirement; shoddily prepared) for consolidated application.
  - In 2019, it is allowable to reallocate renewal project funds. In the event that the Review and Rank Committee identifies a renewal project (or projects) whose funding should not be renewed (or funding should be decreased) due to substandard performance, the Committee will then determine whether any new project will utilize any reallocated funds and proceed with reallocation (see detail below).
  - In 2019, renewal projects scoring below 60 points out of a total possible of 100 points must be reallocated to a new permanent housing project (Permanent Supportive Housing dedicated to Chronically Homeless, DedicatedPLUS, Rapid Rehousing, or the Joint Transitional Housing – Rapid Rehousing Component). If a renewal project scores between 60 and 70 points, the Review and Rank Committee may recommend reallocation at its discretion.
  - Appellate hearings are held, if requested.
  - Non-conflicted Executive Committee considers/approves the Review and Rank process outcome, which is then included in the County’s Consolidated NOFA Application.
  - If requested after the close of the competition, projects are given feedback from Review and Rank Panel on the quality of the application and ways to improve.
All renewal projects must meet a number of “threshold” criteria, as determined by HUD; if it so decides, the Review and Rank Committee may choose not to recommend any project for renewal if it fails to meet any HUD Project Renewal Threshold. These factors include:

- Whether the project applicant’s performance met the plans and goals established in the initial application as amended;
- Whether the project applicant demonstrated all timeliness standards for grants being renewed, including the standards for the expenditure of grant funds have been met;
- The project applicant’s performance in assisting program participants to achieve and maintain independent living and record of success, except HMIS-dedicated projects;
- Whether there is evidence that the project applicant has been unwilling to accept technical assistance, has indications of project mismanagement, has a drastic reduction in the population served, has made program changes without prior HUD approval, or has lost a project site;
- Outstanding obligation to HUD that is in arrears or for which a payment schedule has not been agreed upon;
- Audit finding(s) for which a response is overdue or unsatisfactory;
- History of inadequate financial management accounting practices;
- Evidence of untimely expenditures on prior award;
- History of other major capacity issues that have significantly affected the operation of the project and its performance;
- History of not reimbursing subrecipients for eligible costs in a timely manner, or at least quarterly; and,
- History of serving ineligible program participants, expending funds on ineligible costs, or failing to expend funds within statutorily established timeframes.

Renewal projects are reviewed for capacity, eligibility, timeliness, and quality. When considering renewal projects for award, the Review and Rank Committee will focus on identifying performance issues, technical assistance needs, and strengthening our HUD-funded programs with questions like:

- What barriers are you facing?
- What help do you need?
- What are your next steps?
- Are you having difficulties with fundraising? Staff turnover? Long-term strategic planning? Sustainability?
Background
For the first time in 2012, anticipating that the total Annual Renewal Demand (ARD) for all CoCs nationwide exceeded the funding allocated by Congress, HUD required that CoCs rank projects within two tiers: Tier 1 projects were those high-performing projects most in line with CoC priorities, while Tier 2 projects were those of lower priority. In 2013, Tier 1 was equal to the CoC’s ARD minus 5 percent, while Tier 2 was equal to the remaining 5 percent of the ARD plus a designated amount for a planning project. In 2014, Tier 1 was equal to the CoC’s Annual Renewal Demand less 2 percent; Tier 2 was equal to 2 percent of the CoC’s Annual Renewal Demand plus the HUD-approved amount for a planning application. HUD allowed CoCs discretion on how to rank projects (while reserving authority to fund based on its own priorities), but has specified that that all projects, including those in Tier 2, should be high-performing projects meeting CoC needs. Projects that are low-performing or that do not align with CoC priorities should be reallocated in favor of new permanent housing projects.

In 2015, HUD made significant changes to the tiering process. Tier 2 was much larger than previous years, and HUD began to prioritize projects within the tiers differently when determining renewal funding. HUD indicated that it would de-fund the lowest ranking Tier 2 projects nation-wide to create funding for Permanent Housing Bonus Projects.

In 2018, the CoC continued to be required to rank projects in tiers. Tier 1 was equal to the greater of the combined amount of the CoC’s Annual Renewal Demand for all permanent housing and HMIS projects eligible for renewal up to $1,000,000 or 94 percent of the CoC’s FY 2018 Annual Renewal Demand; Tier 2 was equal to 6 percent of the CoC’s Annual Renewal Demand plus the HUD-approved amount for Permanent Housing Bonus funding (6 percent of Final Pro Rata Need, the higher of the Annual Renewal Demand or Preliminary Pro Rata Need).

In 2019, Tier 1 is equal to 100 percent of the combined Annual Renewal Amounts for all projects eligible for renewal for the first time plus 94 percent of the combined Annual Renewal Amounts for all other projects eligible for renewal. Tier 2 is the difference between Tier 1 and the CoC’s Annual Renewal Demand plus any amount available for CoC Bonus projects.

In 2019, projects in Tier 2 will be selected and funded based on a score related to the overall CoC score, the project’s ranked order, and low barriers to entry. Therefore, depending on the Humboldt Continuum of Care’s Consolidated Application score and the characteristics of the projects, Tier 2 projects may again receive funding. However, if Tier 2 projects do not receive funding, the CoC’s Annual Renewal Demand (on which amounts for Bonus and Planning project applications are based) will permanently decrease. Therefore, it is important to ensure that Tier 1 be utilized to the greatest extent possible.

If a project straddles tiers, the Tier 1 portion will be funded in accordance with Tier 1 processes and the Tier 2 portion will be funded in accordance with Tier 2 processes. HUD may award
project funds for just the Tier 1 portion, provided the project is still feasible with the reduced funding (e.g., is able to continue serving homeless program participants effectively).

**Tiering Policy**

Based on the above considerations, the Humboldt Continuum of Care Executive Committee will implement the following strategy:

- In general, projects should be assigned to tiers based on the score assigned by the Review and Rank Committee scoring process. This includes new project applications for reallocated funds, which will compete with renewal projects for Tier 1 placement. However, the following special cases (those projects for which comparable scoring and ranking against housing and services projects is not possible) should be treated as follows:
  - If a new project application scores marginally higher than (within 1 point of) a renewal project, causing that renewal project to fall into Tier 2, the renewal project will be prioritized and funded in Tier 1 above the new project application.
  - HMIS and Coordinated Entry: Humboldt has one HMIS project and one Coordinated Entry project renewing in the 2019 competition. Due to their importance to the CoC for meeting HUD requirements, both HMIS and the Coordinated Entry project will be automatically scored and placed as the lowest ranked project in Tier 1 in the 2019 competition.
  - Renewal projects with less than one year of data available for the time period will be reviewed by the Review and Rank panel, but will be automatically placed in Tier 1 immediately above the HMIS and Coordinated Entry projects.

According to these guidelines, a sample ranked list would appear as follows:

- **Tier 1:**
  - High performing renewal projects and new permanent housing projects aligned with CoC priorities
  - Renewal projects with less than one year of data for the time period measured
  - HMIS & Coordinated Entry

- **Tier 2:**
  - High performing renewal projects and new permanent housing projects less aligned with CoC priorities
2019 Continuum of Care Program Grants
APPEALS PROCESS

The Review and Rank Committee reviews all applications and ranks project proposals for funding recommendations to HUD. That review and ranking decision is communicated to all applicants by email within 24 hours of the ranking decision and determination. All applicants are hereby instructed to contact HomeBase (humboldt@homebaseccc.org) if no email notice is received.

Who May Appeal and What May BeAppealed
Projects that are reallocated or not funded are eligible to appeal the result of the Review and Rank Committee. Applicants that have been found not to meet the threshold requirements are not eligible for an appeal.

In order to succeed, the appeal must:
• Prove their score is not reflective of the application information provided; or
• Describe bias or unfairness in the process, which warrants the appeal.

Note that appeals cannot be based upon the judgment of the Review and Rank Committee alone. 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.

The decision of the Appeal Committee will be final.

Initiating the Formal Appeal
Notice of intent to appeal must be filed with HomeBase (humboldt@homebaseccc.org) AND Sally Hewitt (SHewitt@co.humboldt.ca.us) by noon on August 26, 2019. The notice of appeal must include a written statement specifying in detail the grounds asserted for the appeal.

Any and all appeals must be received in writing by 5 pm on August 29, 2019. The appeal must be signed by an individual authorized to represent the sponsor agency (i.e., Executive Director). The appeal is limited to one single spaced page in 12-point font. All appeals (one original and four copies) must be submitted to:
    Sally Hewitt
    929 Koster St.
    Mod E
    Eureka, CA 95501
    (707) 441-4628

The appeal must include a copy of the application and all accompanying materials submitted to the Review and Rank Committee.
The Appeal Process, Including Involvement of Other Affected Agencies

- All valid appeals will be read, reviewed and evaluated by the Appeal Committee.
- The Appeal Committee will meet to deliberate.
  - All applicants will be invited to attend any appeal and may make a 10-minute statement regarding the appeal.
  - The panel will review the rankings made by the Review and Rank Committee 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 Review and Rank Committee. No new information can be submitted by the applicant or reviewed by the Appeal Committee.
  - The decision of the appellate panel must be supported by a simple majority vote.
- The appealing agency will receive, in writing, the decision of the Appeal Committee within 2 business days of the Appeal Committee Meeting. The decision of the Appeal Committee will be final.

Members of the Appeal Panel

The Appeal Committee will be made up of non-conflicted members of the HHHC Executive Committee (and additional non-conflicted HHHC members as necessary) and one non-voting member of the original Review and Rank Committee. No member of the Appeal Committee may have a conflict of interest with any of the agencies applying for CoC funding and must sign a conflict of interest statement. The role of the Appeal Committee is to read and review only those areas of the application that are being appealed.
### General Overview

(Please see next page for additional detail)

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 3, 2019</td>
<td>CoC NOFA released</td>
</tr>
<tr>
<td>July 17, 2019, 3:30 pm</td>
<td>Scoring tools &amp; local process approved by HHHC Executive Committee</td>
</tr>
<tr>
<td>July 23, 2019, 10 am – 12 pm 638 W Clark St, Bldg E</td>
<td>CoC bidders conference for applicants</td>
</tr>
<tr>
<td>July 23, 2019</td>
<td>Supplemental questionnaires released</td>
</tr>
<tr>
<td>July 29, 2019, 5 pm</td>
<td>New project letters of intent due</td>
</tr>
<tr>
<td>August 8, 2019, 5 pm</td>
<td>Supplemental questionnaires due to CoC via electronic submission to HomeBase (<a href="mailto:humboldt@homebaseccc.org">humboldt@homebaseccc.org</a>)</td>
</tr>
<tr>
<td>August 8, 2019, 5 pm</td>
<td>New and renewal project proposals due to CoC via electronic submission to HomeBase (<a href="mailto:humboldt@homebaseccc.org">humboldt@homebaseccc.org</a>)</td>
</tr>
<tr>
<td>August 13, 2019</td>
<td>Reports finalized in PRESTO</td>
</tr>
<tr>
<td>August 13, 2019</td>
<td>Orientation for Review and Rank Committee</td>
</tr>
<tr>
<td>August 22, 2019</td>
<td>Review and Rank Committee meeting (including short in-person interviews with applicants)</td>
</tr>
<tr>
<td>August 23, 2019</td>
<td>Posting of preliminary priority listing</td>
</tr>
<tr>
<td>August 26, 2019, noon</td>
<td>Notice of intent to appeal due</td>
</tr>
<tr>
<td>August 29, 2019, 5 pm</td>
<td>Appeals due</td>
</tr>
<tr>
<td>September 4, 2019</td>
<td>Appeals considered and decisions announced</td>
</tr>
<tr>
<td>September 4, 2019</td>
<td>Executive Committee email vote for approval of Review and Rank Committee recommendations</td>
</tr>
<tr>
<td>By September 13, 2019</td>
<td>CoC issues notice of final ranked list of applications</td>
</tr>
<tr>
<td>September 17, 2019</td>
<td>Deadline for final proposals into e-snaps</td>
</tr>
<tr>
<td>September 24, 2019</td>
<td>CoC Consolidated Application is posted on CoC website</td>
</tr>
</tbody>
</table>
Detailed Timeline
This list highlights the steps that your agency will take to participate in the local competition for NOFA funding. Please mark these dates in your calendar!

**July 23:**
**CoC Bidders Conference**
**10 – 12 AM**
Location: 638 W Clark St, Bldg E, Eureka
- Review Technical Assistance and Application materials
- View HUD e-snaps Training Modules and submit questions online at: [https://www.hudexchange.info/programs/e-snaps/](https://www.hudexchange.info/programs/e-snaps/)

**July 23:**
Enter e-snaps and start working on your Applicant Profile and your Project Application.
- Before you can prepare your Project Application, complete your Applicant Profile. Once your Applicant Profile is complete, move ahead with the Project Application(s).
- PLEASE FOLLOW INSTRUCTIONS IN THE HUD E-SNAPS TRAINING MODULES BEFORE CALLING HOMEBASE FOR TECHNICAL ASSISTANCE.

**August 8:**
Submit Supplemental Questionnaires for Review and Rank
**5 PM**
PLEASE SUBMIT THESE MATERIALS VIA EMAIL TO: humboldt@homebaseccc.org
- Application materials checklist and supplemental questionnaire forms to be emailed to all applicants following Bidders Conference

**August 8:**
Submit Draft e-snaps Project Application for HomeBase Review
**5 PM**
PLEASE SUBMIT PDFS OF YOUR PROJECT APPLICATIONS EXPORTED FROM E-SNAPS VIA EMAIL TO: humboldt@homebaseccc.org

**August 22:**
Review and Rank Short In-Person Interviews
**Time TBD**
Location: TBD
- Applicants will participate in short in-person interviews with the Review and Rank Committee during the assigned time slots. These sessions are designed to permit the Review and Rank Committee to ask questions about your applications and to give applicants ideas about how to improve applications. You do not need to prepare a presentation; come prepared to engage in a discussion. You may bring as many people as you feel is necessary to represent your project well, but be sure to bring those who know the most about the application.
August 23:  
**Applicant Notification**
- You will receive notification of the results of the Review and Rank process.

August 26:  
**Appeals Process**  
**By noon**
- If you intend to appeal the Review and Rank decision, you must notify HomeBase ([humboldt@homebaseccc.org](mailto:humboldt@homebaseccc.org)) AND Sally Hewitt ([SHeWitt@co.humboldt.ca.us](mailto:SHeWitt@co.humboldt.ca.us))

August 29:  
**Appeals Process**  
**By 5 pm**
- Any and all appeals must be received in writing by 5 pm. Appeals (one original and four copies) must be submitted to:
  
  Sally Hewitt  
  929 Koster St.  
  Mod E  
  Eureka, CA 95501  
  (707) 441-4628  
- The appeal must include a copy of the application and all accompanying materials submitted to the Review and Rank Committee.

September 4:  
**Appeals Committee Meets and Final Priority List Posted; Executive Committee Approval of Priority Listings**

September 17:  
**Final Project Application (Exhibit 2) Submissions Uploaded to e-snaps**  
- Between August 8 and September 17, applicants should finalize their applications, incorporating suggestions from the Review and Rank Committee and technical edits from HomeBase.
- All Project Applications must be submitted in e-snaps by 5 PM on **September 17** to allow HomeBase to review every submission for omissions or inconsistencies and allow for correction.

September 27:  
** Entire Consolidated Application Submitted to HUD (by Sally)**

September 30:  
**Application due to HUD**
### Humboldt CoC 2019 Continuum of Care Program
### RENEWAL PROJECT SCORING TOOL

#### Project Name:
______________________________

#### Reviewer:
______________________________

---

<table>
<thead>
<tr>
<th>THRESHOLD CRITERIA</th>
<th>Yes or No</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Standing with HUD:</strong> The project applicant is in good standing with HUD, meaning that the applicant does not have any open monitoring findings or history of slow expenditure of grant funds.</td>
<td></td>
</tr>
</tbody>
</table>
| **HMIS & Data Sharing:**  
  - Project enters data for all CoC-funded beds into HMIS.  
  - Project agrees to share client-level data with agencies that have signed data-sharing and confidentiality agreements subject to other funding restrictions, project requirements, and other privacy/legal considerations.  
  - Program staff have been trained on HMIS requirements.  
  - All program staff signed the current end user agreement for HMIS.  
  - Project checks data reports at least quarterly. | |
| **Participation in Coordinated Entry:** Project participates in Coordinated Entry in compliance with the CoC Coordinated Entry Policies and Procedures. | |
| **Participant Eligibility:** The project will only accept participants that can be documented as eligible for this project’s program type based on their housing and disability status. | |
| **Compliance with Fair Housing:** The project provides equal access and fair housing without regard to sexual orientation, gender identity, or local residency status. | |

These factors are required, but not scored. HMIS and Coordinated Entry projects will be reviewed for threshold compliance then automatically scored and placed at the bottom of Tier 1.
1

**Outcomes**
Has the project been performing satisfactorily and effectively addressing the need(s) for which it was designed? Keep in mind that outcomes will naturally be lower for projects serving populations that have additional barriers, including chronically homeless persons, persons with a history of victimization (e.g., domestic violence, sexual assault, childhood abuse), criminal histories, and persons with mental and/or addictive illnesses.

*Panel will take into consideration small projects where number of clients impacts percentages.*

Projects submitted by victim service providers will be evaluated using de-identified aggregate data from comparable databases.

---

1a

**Utilization:** Is the project at capacity and serving the number of homeless persons that it is designed to serve?
- This factor will be calculated using the number of beds (or units, if the project is shared or family housing) that were actually occupied on an average night.

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>92-100%</td>
<td>10 pts</td>
</tr>
<tr>
<td>84-91.9%</td>
<td>8 pts</td>
</tr>
<tr>
<td>76-83.9%</td>
<td>6 pts</td>
</tr>
<tr>
<td>68-75.9%</td>
<td>4 pts</td>
</tr>
<tr>
<td>60-67.9%</td>
<td>2 pts</td>
</tr>
<tr>
<td>0-59.9%</td>
<td>0 pts</td>
</tr>
</tbody>
</table>

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1b

**Housing Stability:** The percentage of project participants who achieve housing stability by obtaining or maintaining permanent housing.
- At least 80% who enter the project remain in the permanent housing project (for at least 12 months) or exit as “living-leavers” to other permanent housing. Leavers who exit to Permanent housing (other than RRH) for formerly homeless persons and Rental by client, with RRH or equivalent subsidy are excluded from this measure.

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>80-100%</td>
<td>20 pts</td>
</tr>
<tr>
<td>70-79%</td>
<td>16 pts</td>
</tr>
<tr>
<td>50-69%</td>
<td>12 pts</td>
</tr>
<tr>
<td>20-49%</td>
<td>8 pts</td>
</tr>
<tr>
<td>&lt; 19%</td>
<td>0 pts</td>
</tr>
</tbody>
</table>

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1c

**Maintaining/Increasing Cash Income:** Project demonstrates success connecting clients to employment and non-employment income.
- Percentage of adult leavers and stayers who maintained or increased a non-zero income from entry to Annual Assessment or exit.
- The universe of clients includes only adult project leavers and adult stayers who were eligible to receive an Annual Assessment, to reflect changes instituted by the 2017 APR format.

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>51-100%</td>
<td>5 pts</td>
</tr>
<tr>
<td>41-50%</td>
<td>4 pts</td>
</tr>
<tr>
<td>31-40%</td>
<td>3 pts</td>
</tr>
<tr>
<td>21-30%</td>
<td>2 pts</td>
</tr>
<tr>
<td>11-20%</td>
<td>1 pt</td>
</tr>
<tr>
<td>&lt; 10.9%</td>
<td>0 pts</td>
</tr>
<tr>
<td></td>
<td>Agency Capacity/Financial Performance</td>
</tr>
<tr>
<td>---</td>
<td>--------------------------------------</td>
</tr>
</tbody>
</table>
| 2 | **Administrative Capacity:** The agency has the expertise, staff, procedural, and administrative structure needed to meet all grant audit, administrative, and reporting requirements. Consider:  
- Are there outstanding HUD findings (regarding another project) and/or financial audit findings?  
- Has HUD de-obligated any of the agency’s other program grant funds in the past two years?  
- Has the project drawn down funds at least quarterly?  
- Has the project submitted all HUD-required reports on time (e.g., APRs)?  
  | 15 points |
| 2a | Drawdown Rate: The amount of money drawn down from e-LOCCs during the project’s most recently completed contract, as reported by the project, divided by the amount of CoC funding shown for that project on the corresponding GIW.  
  | 5 Points Available >95% = 5 pts  
  |  | 85-94% = 3 pts  
  |  | 75-84% = 1 pt  
  |  | < 74% = 0 pts  
| 2b | **HMIS Data Quality:** Project demonstrates a commitment to maintaining accurate data in HMIS (or comparable database for domestic violence) by maintaining a high percentage of Data Elements complete, as reported in APR tables 6a - 6c. Full points should be awarded where 95% of project’s Data Elements are complete.  
  | 10 points >95-100% = 10 pts  
  |  | 90-94.9% = 8 pts  
  |  | 85-89.9% = 6 pts  
  |  | 80-84.9% = 4 pts  
  |  | <79.9% = 0 pts  
| 2c | **Training & Quality Improvement:** The agency and/or project ensures continuous improvement to the quality of housing and service provision. Consider:  
- Does the agency/project demonstrate a commitment to facilitating and/or attending trainings, (including training on addressing the needs of victims of domestic violence, the implementation of Fair Housing, and the Equal Access Final Rule), to ensure high quality of care?  
- Does the agency/project assess quality of service and consumer satisfaction through surveys, focus groups, etc.?  
- Does the agency/project use HMIS data to inform strategies to improve project performance?  
<p>| 5 points |</p>
<table>
<thead>
<tr>
<th>3</th>
<th>Alignment with HUD Priorities</th>
<th>30 points</th>
</tr>
</thead>
</table>
| 3a | **Housing First Approach:** The agency and/or project ensures fidelity to the principles of the Housing First approach. Consider whether the agency/project conditions entry/participation on the basis of any of the following:  
  - current or past substance use;  
  - diagnosis of mental illness;  
  - low/no income;  
  - history of domestic violence;  
  - sexual orientation or gender identity, or;  
  - failure to participate in supportive services.  
Note: this refers to project policy and not to landlord/property management policy; however, projects should also demonstrate efforts to work with landlords to minimize landlord-imposed barriers. | 10 points |
| 3b | **Responsiveness to Community Needs & Priorities:** The agency indicates the extent to which the program addresses an unmet community need by serving an underserved area or population, supported by data exported from the Homeless Management Information System (HMIS) and/or other sources. | 10 points |
| 3c | **Tailored Services:** Services provided or described are adequate to meet the needs of the population served, as indicated by:  
  - The type of services provided (housing navigation, substance use treatment, trauma informed care, subpopulation-specific programming, etc.);  
  - A clear, comprehensive service delivery strategy/plan;  
  - Strategies to improve participant quality of life;  
  - For projects dedicated to serving survivors of domestic violence, dating violence, sexual assault, stalking, and/or human trafficking, the degree to which agency’s program design promotes client safety. | 10 points |
Humboldt CoC 2019 Continuum of Care Program
NEW PROJECT SCORING TOOL

Project Name: ________________________________
Reviewer: ________________________________

Instructions:
This application is submitted to compete for reallocated and/or bonus, or DV bonus funding for:
- New permanent supportive housing (PSH);
- New DedicatedPLUS permanent supportive housing (PSH+);
- New rapid rehousing (RRH);
- New joint transitional housing – rapid rehousing (TH-RRH);
- Homeless Management Information System (HMIS), or;
- Supportive Services Only (SSO) for Coordinated Entry.

<table>
<thead>
<tr>
<th>THRESHOLD CRITERIA</th>
<th>Yes or No</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Threshold Criteria</strong></td>
<td></td>
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<tr>
<td>These factors are required, but not scored.</td>
<td></td>
</tr>
<tr>
<td><strong>Eligible Project Type</strong>: Projects must be one of the following:</td>
<td></td>
</tr>
<tr>
<td>- Permanent Supportive Housing, dedicated to serving only chronically homeless individuals and families (PSH) or DedicatedPLUS (PSH+);</td>
<td></td>
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<tr>
<td>- Rapid Rehousing (RRH) serving persons who qualify as homeless under Paragraphs (1), (2), or (4) of 24 CFR 578.3;</td>
<td></td>
</tr>
<tr>
<td>- Joint Transitional Housing and Rapid Rehousing (TH-RRH), combining both program components in a single project to serving persons who qualify as homeless under Paragraphs (1), (2), or (4) of 24 CFR 578.3;</td>
<td></td>
</tr>
<tr>
<td>- Homeless Management Information System (HMIS); or</td>
<td></td>
</tr>
<tr>
<td>- Supportive Services Only (SSO) for Coordinated Entry.</td>
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</tr>
<tr>
<td><strong>HMIS &amp; Data Sharing</strong>: Projects are required to participate in HMIS, unless the project is a victim-service agency, serving survivors of domestic violence, or a legal services agency.</td>
<td></td>
</tr>
<tr>
<td><strong>Coordinated Entry</strong>: Projects are required to participate in Coordinated Entry.</td>
<td></td>
</tr>
<tr>
<td><strong>Participant Eligibility</strong>: Permanent housing projects must serve one of the following:</td>
<td></td>
</tr>
<tr>
<td>- Permanent Supportive Housing: Only chronically homeless individuals or families. (Definition: individuals from streets, emergency shelters, safe havens,</td>
<td></td>
</tr>
<tr>
<td>THRESHOLD CRITERIA</td>
<td>Yes or No</td>
</tr>
<tr>
<td>--------------------</td>
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<tr>
<td>or an institution for less than 90 days and was chronically homeless at entry into the institution that has been homeless in such places for at least one year or at least four times in three years and that has a diagnosed disability, or families with a head of household that meets the definition of chronic homelessness)</td>
<td></td>
</tr>
<tr>
<td>• DedicatedPLUS: Same as above, but including participants that 1) had been admitted and enrolled in a permanent housing project within the last year and were unable to maintain a housing placement; 2) residing and has resided in a place not meant for human habitation, a safe haven, or emergency shelter for at least 12 months in the last three years, but has not done so on four separate occasions, or; 3) receiving assistance through the Department of Veterans Affairs (VA)-funded homeless assistance program and met one of the above criteria at initial intake to the VA’s homeless assistance system.</td>
<td></td>
</tr>
<tr>
<td>• Rapid Rehousing: Individuals, families, or unaccompanied youth who come directly from the streets, emergency shelters, receiving services through a VA-funded homeless assistance program and met one of the above criteria at initial intake to the VA’s homeless assistance system (Paragraph 1); those who will lose their primary nighttime residence within 14 days of the date of application for homeless assistance, have no subsequent residence identified; and lack the resources or support networks needed to obtain other permanent housing (Paragraph 2); and those who are fleeing, or are attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member (Paragraph 4).</td>
<td></td>
</tr>
</tbody>
</table>

| Compliance with Fair Housing: | The project provides equal access and fair housing without regard to sexual orientation, gender identity, or local residency status. |
| Standing with HUD: | The project applicant is in good standing with HUD, meaning that the applicant does not have any open monitoring findings or history of slow expenditure of grant funds. |
| Rapid Implementation: |  • Applicant not receiving acquisition, construction, or rehabilitation funding must demonstrate a plan for rapid implementation of the project; the project narrative documents how the project will be ready to begin housing the first project participant within 12 months of the award. |
|  • Projects receiving acquisition, construction, or rehabilitation funding must demonstrate site control within two years of the announcement of funding awards, begin construction within 9 months of the grant award letter, and complete construction within 24 months of the grant award letter. Supportive services or operations must begin within 3 months of completion of construction/rehabilitation and all activities that can be conducted. |
| Mainstream Services: | Applicant demonstrates a connection to mainstream services. |
### Consistency with Community Needs

<table>
<thead>
<tr>
<th>Points</th>
<th>Housing Activities: The percentage of the grant the project utilizes for “housing activities” as opposed to supportive services. Housing activities include:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Leasing; Rental Assistance; Operations. 96-100% = 15 points 91-95.9% = 12 points 86-90.9% = 9 points 80-85.9% = 6 points 70-79.9% = 3 points</td>
</tr>
</tbody>
</table>

#### Alignment with Housing First Principles:
- Does the project provide housing without preconditions (including sobriety, minimum income, criminal background, or poor credit history)?
- Does the project require participants to participate in services for entry or continuation in the program?
- Does the project prioritize rapid placement and stabilization in permanent housing?

#### Alignment with Community Needs and Priorities:
- Does the agency indicate the extent to which the program addresses unmet community needs by serving an underserved area or population?
- Does the agency align with and support CoC priorities (e.g., through participation in or leadership of CoC planning activities)?
- If project serves survivors of domestic violence, dating violence, sexual assault, stalking, and/or human trafficking: Has the project described the unmet need for housing and services for survivors, and provided data demonstrating the number of survivors the CoC is currently serving in the geographic area?

### Project Quality, Appropriateness, and Readiness

#### Design:
- The project design includes provision of appropriate supportive services. Consider:
  - Is the project staffed appropriately to provide the services?
  - Are linkages to other services or agencies described and confirming letters of support provided?
  - Are staff trained to meet the needs of the population to be served?
  - Are clientele involved in designing and operating the project?
  - Does the method of service delivery described include...
<table>
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<tr>
<th>SCORRED CRITERIA</th>
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| **culturally-specific/sensitive elements appropriate to the population?**  
  - Do the project application materials reflect cultural competency appropriate to the population to be served?  
  - Does the project demonstrate a plan for programmatic accessibility to persons with disabilities?  
  - For projects serving survivors of domestic violence, dating violence, sexual assault, stalking, and/or human trafficking, does the program design include safety planning and confidentiality protocols as well as trauma-informed, victim-centered services? It is considered a best practice for programs serving survivors of domestic violence to have certified domestic violence, sexual assault, and/or human trafficking advocates (40- or 65-hour training course) to provide confidential supportive services. | | |
| **Housing Quality:** Housing where participants will reside is fully described and appropriate to the project design proposed. Consider: | | 6 points |
|  - Is the project staffed appropriately to operate the housing?  
  - Are staff trained to meet the needs of the population to be served?  
  - Will the project be physically accessible to persons with disabilities? | | |
| **Policies and Procedures:** The project has policies and procedures to ensure that all homeless participants will be individually assisted to identify, apply for, and obtain benefits under mainstream health and social services programs. Consider: | | 6 points |
|  - Does the agency demonstrate a track record of enrolling clients in all mainstream services for which they are eligible?  
  - Does the project indicate specific activities to identify and enroll all Medicaid-eligible program participants and does the project include Medicaid-financed services (including case management, tenancy supports, behavioral health services, or other services important to supporting housing stability)?  
  - If project serves Families:  
    - Does the project have a plan for policies and procedures that are consistent with, and that do not restrict the rights of children and families under the McKinney-Vento Education subtitle and other laws regarding education and homelessness?  
    - Does the project have a designated staff person responsible for ensuring children are enrolled | | |
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<th>SCORER CRITERIA</th>
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<tr>
<td>2d</td>
<td>6 points</td>
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<tr>
<td><strong>Outcomes:</strong> Projected outcomes are realistic but sufficiently challenging given the scale of the project. Consider:</td>
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<tr>
<td>• Are outcomes measurable and appropriate to the population to be served?</td>
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<tr>
<td>• Does the project indicate intent to meet minimal outcomes (including: 80% maintaining permanent housing for at least 6 months and at least a 20% increase in income through employment or benefits)?</td>
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<td>• How do the projected outcomes compare to performance outcomes data from other projects administered by the applicant? Does this comparison support the assertion that the projected outcomes are achievable?</td>
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<tr>
<td>• For projects dedicated to serving survivors of domestic violence, dating violence, sexual assault, stalking, and/or human trafficking, the agency should provide examples of outcomes for existing or prior housing projects that serve(d) a similar population.</td>
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<tr>
<td>• Projects submitted by victim service providers will be evaluated using de-identified aggregate data from comparable databases.</td>
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<td>3</td>
<td>15 points</td>
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<tr>
<td><strong>Budget &amp; Cost Effectiveness</strong></td>
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<tr>
<td>3a</td>
<td>5 points</td>
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<td><strong>Budget:</strong> The project’s budget is clearly articulated, with no unnecessary or unexplained items.</td>
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<tr>
<td>3b</td>
<td>10 points</td>
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<td><strong>Cost Effectiveness:</strong> Does the budget show that the project is taking appropriate measures to promote cost effectiveness?</td>
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<tr>
<td>4</td>
<td>20 points</td>
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<tr>
<td><strong>Agency Capacity:</strong> The agency has the expertise, staff, procedural, and administrative structure needed to meet all grant audit, administrative, and reporting requirements. Consider:</td>
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<td>• Has the agency successfully handled federal or other major grants of this size without difficulty or problems?</td>
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<td>• Are there outstanding HUD findings (regarding another project) and/or financial audit findings?</td>
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<td>• Has HUD de-obligated any of the agency’s other program grant funds?</td>
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<td>SCORED CRITERIA</td>
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<td>Points</td>
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<tr>
<td>• Are the agency’s HUD grant funds being drawn down regularly throughout the grant year?</td>
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<tr>
<td>• Does the application packet that was submitted reflect an agency with capacity that is sufficient to carry out the HUD administrative requirements?</td>
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<tr>
<td><strong>4b</strong> Past Performance: The agency has demonstrated, through past performance, the ability to successfully carry out the work they propose and has successfully served homeless persons as a particular group. Consider:</td>
<td>10 points</td>
<td></td>
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<tr>
<td>• What is the experience of the agency in handling a like project (e.g., if the project will involve relocation of tenants, what experience does the agency have with relocation)?</td>
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<tr>
<td>• For projects serving <strong>survivors of domestic violence, dating violence, sexual assault, stalking, and/or human trafficking</strong>, what is the experience of the agency in handling projects dedicated to serving this population?</td>
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HUMBOLDT COUNTY
CONTINUUM OF CARE PROGRAM RENEWAL PROJECTS
2019 REQUEST FOR INFORMATION

This form and attachments are due no later than 5 p.m. on Thursday, August 8th to HomeBase. When submitting this form via email, please attach this completed form both in Microsoft Word format and in PDF format (Note: PDF version must include Executive Director Signature). Please also attach the following:

**Financial Audit:**

- 1 PDF of Independent Auditors Report Letter - YES/NO?
- 1 PDF of A-133 Letter - YES/NO?
- 1 PDF of Management Letter - YES/NO?
- 1 PDF of Schedule of Findings - YES/NO?

**Projects with Unresolved HUD, SSF, or DHA Monitoring Findings:**

- 1 PDF containing any written communications between HUD and the project concerning monitoring findings - YES/NO?

**Client Feedback Survey (Optional):**

- 1 PDF of the agency’s/project’s Client Feedback Survey template, used to solicit client feedback (no need to provide actual client feedback) - YES/NO?

Please indicate either YES or NO above if this document is attached in your submission email, and send the completed form & attachments to: Humboldt@homebaseccc.org

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<th>AGENCY NAME:</th>
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<tr>
<td>PROJECT NAME:</td>
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<tr>
<td>CONTACT PERSON NAME:</td>
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<td>TELEPHONE:</td>
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<td>EMAIL:</td>
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</table>
1. What population(s) does your project serve? (E.g. homeless emancipated foster youth, chronically homeless families, etc.) If your project serves a particularly high-needs population, please describe. (Limit to ½ page)

2. Please provide a summary description of your project. If your project is a Supportive Services Only project, state whether it provides supportive services to people in permanent housing. (Limit to ½ page)
In order to be scored in the 2019 competition, all renewal projects must meet the following threshold criteria. Please confirm each of the following is true by indicating (e.g., underlining, highlighting, etc.) either YES or NO.

**Standing with HUD:** Project meets HUD threshold requirements for renewal projects, including that the project has none of the following:

- Outstanding obligation to HUD that is in arrears or for which a payment schedule as not been agreed upon;
- Audit finding(s) for which a response is overdue or unsatisfactory;
- History of inadequate financial management accounting practices;
- Evidence of untimely expenditures on prior award;
- History of other major capacity issues that have significantly impacted the operation of the project and its performance
- History of not reimbursing subrecipients for eligible costs in a timely manner, or at least quarterly;
- History of serving ineligible persons, expending funds on ineligible costs, or failing to expend funds within statutorily established timeframes.

**YES/NO?**

**HMIS & Data Sharing:**

- Project enters data for all CoC-funded beds into HMIS.
- Project agrees to share client-level data with agencies that have signed data-sharing and confidentiality agreements subject to other funding restrictions, project requirements, and other privacy/legal considerations.
- Program staff have been trained on HMIS requirements.
- All program staff signed the current end user agreement for HMIS.
- Project checks data reports at least quarterly.

**YES/NO?**

**Participation in Coordinated Entry:** Project participates in Coordinated Entry in compliance with the CoC Coordinated Entry Policies and Procedures.

**YES/NO?**
Participant Eligibility: The project will only accept participants that can be documented as eligible for this project’s program type based on their housing and disability status.

YES/NO?

Compliance with Fair Housing: The project provides equal access and fair housing without regard to sexual orientation, gender identity, or local residency status.

YES/NO?

If you are unable to indicate YES for all Threshold Criteria above, please provide an explanation (one page maximum).
<table>
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<tr>
<th>SCORING CRITERIA 1: OUTCOMES</th>
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<tr>
<td>Has the project been performing satisfactorily and effectively addressing the need(s) for which it was designed? Please describe any relevant information that the Review &amp; Rank Panel should consider in evaluating your outcomes related to utilization rate, housing stability, and income, such as serving a more difficult to serve population that may have additional, including chronically homeless persons, persons with a history of victimization (e.g., domestic violence, sexual assault, childhood abuse), criminal histories, and persons with mental and/or addictive illnesses. Please note if you are a small project, where number of clients may impact percentages.</td>
</tr>
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</table>
CONTINUUM OF CARE PROGRAM RENEWAL PROJECTS
2019 APPLICATION MATERIALS

SCORING CRITERIA 2: AGENCY CAPACITY/FINANCIAL PERFORMANCE

Are there any unresolved HUD monitoring findings related to this project?

YES/NO?

If YES, please attach the written communications between HUD and the project concerning those findings.

EXPLANATION OF UNRESOLVED HUD MONITORING FINDINGS:
CONTINUUM OF CARE PROGRAM RENEWAL PROJECTS
2019 APPLICATION MATERIALS

DEOBILIGATION OF HUD FUNDS:
In the past 3 operating years, has HUD ever deobligated any grant funds awarded to this project? This includes not spending all of the grant awarded.

YES/NO?

If yes:

<table>
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<th>AMOUNT DEOBLIGATED:</th>
<th>DATE DEOBLIGATED:</th>
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DRAWDOWN RATES:
In the past operating year, have you drawn down funds regularly throughout the grant year (i.e., at least quarterly)?

YES/NO?

Please indicate on the line below the amount of funds that have been drawn down from e-LOCCs during the project’s most recently completed contract:

$_______________________

EXPLANATION OF DRAWDOWN HISTORY AND DEOBLIGATION OF FUNDS:

HUD REPORTING:
In the past operating year, have you submitted all HUD-required reports on time (e.g., APRs)?

YES/NO?
TRAINING & QUALITY IMPROVEMENT:
Please describe below 1) the number and subject matter of all CoC or other trainings agency staff have attended/facilitated in the past calendar year, and 2) explain how feedback received through client surveys/focus groups and HMIS data are used to inform strategies to improve project performance.

HOUSING FIRST APPROACH:
Does the agency condition entry/continued participation in the project on the basis of any of the following?

- Current or past substance use - YES/NO?
- Diagnosis of mental illness - YES/NO?
- Low/no income - YES/NO?
- History of domestic violence - YES/NO?
- Sexual orientation or gender identity - YES/NO?
- Failure to participate in supportive services - YES/NO?

If you indicated “YES” for any of the above, please provide an explanation in the box below:
RESPONSIVENESS TO COMMUNITY NEEDS & PRIORITIES:
Please describe the extent to which the project seeks to address an unmet community need by serving an underserved population, supported by data exported from the Homeless Management Information System (HMIS) and/or other sources.
TAILORED SERVICES:
Please describe how the services provided by your project meet the needs of the target population, as indicated by:

1. The type of services provided AND
   → E.g., housing navigation, substance use treatment, trauma informed care, subpopulation-specific programming, etc.

2. A clear, comprehensive service delivery strategy/plan AND
   → Please describe how program staff work with clients to address barriers to housing stability, including the step-by-step process of assessing and identifying service needs, developing a service plan and goals, connecting clients to resources within your agency or in the community, and monitoring progress.

3. Strategies to improve participant quality of life AND

4. For projects dedicated to serving survivors of domestic violence, dating violence, sexual assault, stalking, and/or human trafficking, the degree to which the program design promotes client safety.

Answer in no more than one single-spaced page.
Please include information about your project, including project performance, that would be relevant for the Review Panel to consider, but is not reflected in these application materials or APR data.

I hereby certify that the information contained herein is true and accurate to the best of my knowledge.

Signed by: ___________________________  Date: ______________________

Executive Director
This form and attachments are due no later than 5 p.m. on Thursday, August 8th to HomeBase. When submitting this form via email, please attach this completed form both in Microsoft Word format and in PDF format (Note: PDF version must include Executive Director Signature). Please also attach the following:

**For All Projects:**

- 1 PDF of Project Data (e.g., most recently submitted APR) demonstrating success in achieving proposed performance outcomes - YES/NO?
- 1 PDF of written communications between HUD and the agency concerning any unresolved/outstanding HUD Monitoring Findings - YES/NO?

**For DV Projects Only:**

- 1 PDF of documentation (e.g., aggregated data) demonstrating the number of DV Survivors in the CoC geographic region - YES/NO?

**Optional/As Applicable:**

- 1 PDF of the agency’s/project’s Client Feedback Survey template, used to solicit client feedback (no need to provide actual client feedback) - YES/NO?

Please indicate either YES or NO above if this document is attached in your submission email, and send the completed form & attachments to: Humboldt@homebaseccc.org

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<td>EMAIL:</td>
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<td>TOTAL GRANT AMOUNT REQUESTED:</td>
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Please indicate the desired funding source and whether the project will be a new “Transition” project below:

- Reallocated and/or Bonus funding - YES/NO?
- DV Bonus funding - YES/NO?
- Transitioning to a new program component type - YES/NO?
In addition to the scoring criteria, all Permanent Housing Bonus projects and DV Bonus projects must meet a number of threshold criteria. A threshold review will take place prior to the review and rank process to clarify baseline requirements. Please highlight the project component type, and indicate either YES or NO to confirm each of the following threshold criteria will apply to this project:

- The application proposes:
  - **Permanent Supportive Housing** (serving only chronically homeless individuals and families);
  - **DedicatedPLUS Permanent Supportive Housing** (serving chronically homeless participants that 1) had been admitted and enrolled in a permanent housing project within the last year and were unable to maintain a housing placement; 2) residing and has resided in a place not meant for human habitation, a safe haven, or emergency shelter for at least 12 months in the last three years, but has not done so on four separate occasions, or; 3) receiving assistance through the Department of Veterans Affairs (VA)-funded homeless assistance program and met one of the above criteria at initial intake to the VA’s homeless assistance system);
  - **Rapid Rehousing** (serving individuals, families, or unaccompanied youth who come directly from the streets or shelters, those who will imminently lose their primary nighttime residence, or those who are fleeing domestic violence or otherwise meet the criteria of paragraph (4) of the definition of homelessness);
  - **Joint Transitional Housing – Rapid Rehousing** (combining both program components in a single project to serve serving individuals, families, or unaccompanied youth who come directly from the streets or shelters, those who will imminently lose their primary nighttime residence, or those who are fleeing domestic violence or otherwise meet the criteria of paragraph (4) of the definition of homelessness);
  - **Homeless Management Information System (HMIS);**
  - **Supportive Services Only (SSO) for Coordinated Entry, or;**
  - **Permanent Housing Expansion Project**

- This application is submitted by a project applicant that is eligible and in good standing with HUD, which means that the project applicant does not have any open monitoring Findings, or history of slow expenditure of grant funds - YES/NO?
- This application demonstrates a plan for rapid implementation of the program, documenting how the project will be ready to begin housing the first program participant within one year of the award - YES/NO?
- This application demonstrates a connection to mainstream service system - YES/NO?
CONTINUUM OF CARE PROGRAM NEW PROJECTS
2019 APPLICATION MATERIALS

• The project agrees to participate in the CoC’s coordinated entry system - YES/NO?
• The project agrees to participate in the CoC’s HMIS, which must already be implemented prior to HUD executing a grant agreement - YES/NO?
• The project agrees to provide equal access and fair housing without regard to sexual orientation, gender identity, or local residency status - YES/NO?
SCORING CRITERIA: CONSISTENCY WITH COMMUNITY NEEDS

Factor 1A  What percentage of the grant award will your project utilize for “housing activities” (leasing, rental assistance, or operations only)?

Yes/No?

Factor 1B  Will your project provide housing without preconditions (such as sobriety, minimum income, criminal background, or poor credit history)?

Yes/No?

Will your project require participants to participate in services for entry or continuation in the program?

Yes/No?

If yes to either of the above, please provide a brief explanation.

Yes/No?
CONTINUUM OF CARE PROGRAM NEW PROJECTS
2019 APPLICATION MATERIALS

How will your project prioritize rapid placement and stabilization in permanent housing?

Factor 1C  How will your project address an unmet community need by serving an underserved area or population? If applying for a project that will serve survivors of domestic violence, dating violence, sexual assault, stalking, and/or human trafficking, please attach and explain data/evidence demonstrating the number of DV survivors the CoC is currently serving in the geographic area.

How does your agency align with and support CoC priorities (e.g., through participation in or leadership of CoC planning activities, etc.)? Please explain.
Factor 2A  If not included in your HUD application, please briefly describe how the project design includes provision of appropriate supportive services. Answer in no more than one single-spaced page:

- Is the project staffed appropriately to provide the services?
- Are linkages to other services or agencies described and confirming letters of support provided?
- Are staff trained to meet the needs of the population to be served?
- Are clientele involved in designing and operating the project?
- Does the method of service delivery described include culturally-specific/sensitive elements appropriate to the population?
- Do the project application materials reflect cultural competency appropriate to the population to be served?
- Does the project demonstrate a plan for programmatic accessibility to persons with disabilities?
- For projects that will serve **survivors of domestic violence, dating violence, sexual assault, stalking, and/or human trafficking**, does the program design include safety planning and confidentiality protocols, protocols as well as trauma-informed, victim-centered services? It is considered a best practice for programs serving survivors of domestic violence to have certified domestic violence, sexual assault, and/or human trafficking advocates (40- or 65-hour training course) to provide confidential supportive services.
Factor 2B  If not included in your HUD application, please briefly describe how housing where participants will reside will be appropriate to the project design proposed. Answer in no more than one single-spaced page:

- Is the project staffed appropriately to operate the housing?
- Are staff trained to meet the needs of the population to be served?
- Will the project be physically accessible to persons with disabilities?
CONTINUUM OF CARE PROGRAM NEW PROJECTS
2019 APPLICATION MATERIALS

Factor 2C  If not included in your HUD application, please briefly describe your policies and procedures in place to ensure all homeless participants will be individually assisted to identify, apply for, and obtain benefits under mainstream health and social services programs. Answer in no more than one single-spaced page:

• What is your track record of enrolling clients in all mainstream services for which they are eligible?
• What specific activities to identify and enroll all Medicaid-eligible program participants will be used and will include Medicaid-financed services (including case management, tenancy supports, behavioral health services, or other services important to supporting housing stability)?
• For projects that will serve Families: Do you have a plan for policies and procedures that are consistent with, and that do not restrict the rights of children and families under the McKinney-Vento Education subtitle and other laws regarding education and homelessness? Do you have a designated staff person responsible for ensuring children are enrolled in school and connected to appropriate services?
Factor 2D Please state the goals and/or outcome objectives for your project.

Minimal project outcomes should include:
  
  o The percentage of formerly homeless individuals who remain housed in the HUD permanent housing project at the end of the operating year or exited to other permanent housing is at least 80%;
  o The percentage of participants that will have maintained/increased employment and non-employment income by Annual Assessment or exit;
  o The percentage of participants that will have non-cash mainstream benefits.

Please attach project data (e.g., the most recent Annual Performance Report) from another project administered by the agency demonstrating success in achieving similar performance in the same measures as proposed above. For projects dedicated to serving survivors of domestic violence, dating violence, sexual assault, stalking, and/or human trafficking, please provide examples of outcomes for existing or prior housing projects that serve(d) a similar population.
Factor 4A  Are there any unresolved HUD monitoring findings or concerns or outstanding HUD audit findings related to any project of your agency?

YES/NO?

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

YES/NO?

If yes to either of the above, please attach the written communications between HUD and the project concerning those matters; in the space provided below, please describe the issue and status, including the extent to which you have advised the Collaborative Applicant of the outstanding HUD findings or concerns (no more than 1 page).
Factor 4B  In the past five years, has the lead agency previously managed a significant state/federal grant, for example, a grant for at least $200,000 per year for a three-year period?

YES/NO?

Please describe your agency’s experience in handling a like project (e.g., if the project will involve relocation of tenants, what experience does the agency have with that activity, etc.). For projects that will serve survivors of domestic violence, dating violence, sexual assault, stalking, and/or human trafficking, please describe the agency’s experience in handling projects dedicated to serving this population.
ADDITIONAL INFORMATION

Please include information about your project that would be relevant for the Review Panel to consider, but is not reflected in these application materials.

I hereby certify that the information contained herein is true and accurate to the best of my knowledge.

Signed by: ___________________________ Date: ________________
Executive Director
ATTACHMENT: Local Education or Training Organization Agreement

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<tr>
<th>DOCUMENTS SATISFYING REQUIREMENT</th>
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<tbody>
<tr>
<td>Letter of Agreement Between the Humboldt County Department of Health and Human Services Employment Training Division and the College of the Redwoods</td>
<td>1</td>
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<tr>
<td>- 2019 Agreement between the Collaborative Applicant’s Employment Training Division and local community college, the College of the Redwoods, ensuring priority access to the College of the Redwoods’ specialized training programs for persons experiencing homelessness.</td>
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Letter of Agreement Between the Humboldt County Department of Health and Human Services Employment Training Division and the College of the Redwoods

The Humboldt County Department of Health and Human Services (DHHS) Employment Training Division (ETD), which is part of the Humboldt County Continuum of Care (CoC), has an interest in ensuring that people experiencing homelessness within the CoC 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. The 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.

The College of the Redwoods (CR) is a provider of vocational training and education services accredited by the Accrediting Commission for Community and Junior Colleges. CR provides workforce and community education in fields such as auto body collision repair; business, office & computer skills; construction & workplace safety; culinary & food handling; healthcare (e.g. medical assistant, EMT, pharmacy technician, etc.); truck driving; and security guard training. CR and the CoC’s ETD have partnered to create specialized training programs for cohorts of CoC/ETD clients who receive ETD-funded services provided by CR which are tailored to meet the needs of persons experiencing homelessness.

This letter of agreement seeks to memorialize and deepen an existing partnership between the CoC’s ETD and CR as a provider of vocational training and education services that prioritizes access to CR’s ETD-funded services for persons experiencing homelessness.

Under this agreement, the CR will accept a minimum of two enrollees who are persons experiencing homelessness in any future specialized ETD-funded training. The CoC/ETD will identify these individuals and make all necessary referrals to CR.

This agreement may be terminated upon written notice of either party.

Agreed to on behalf of the CoC/ETD:

Signatures: [Signature]
Name: Connie Lorenzo
Titles: Sr. Program Manager, DHHS/ETD
Representative of the CoC/ETD
Date: 9/11/19

Agreed to on behalf of CR:

Signatures: [Signature]
Name: Prudence Rathiff
Titles: Director, Workforce & Community Ed
Representative of CR
Date: 9/11/19
### ATTACHMENT: State or Local Workforce Development Agreement

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<thead>
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<tr>
<td><strong>Workforce Innovation and Opportunity Act America’s Job Center of California Memorandum of Understanding (AJCC MOU)</strong></td>
<td>1–30</td>
</tr>
<tr>
<td>o 2019 MOU signed by entities including the Humboldt County Workforce Development Board and the Collaborative Applicant, Humboldt County Department of Health and Human Services, prioritizing access to employment opportunities for people experiencing homelessness.</td>
<td>2-3, 6, 12, 22</td>
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<tr>
<th>Letter of Agreement</th>
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<tr>
<td>o 2019 Letter of agreement between CoC Lead Agency, Humboldt Housing and Homeless Coalition, and the Humboldt County Workforce Development Board, recognizing that the 2019 AJCC MOU includes prioritization for persons experiencing homelessness and chronic homelessness (as defined by the CoC Program Interim Rule), as well as permanent supportive housing residents.</td>
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</table>
June 14, 2019

Tim Reynaga, Regional Advisor
Employment Development Department
722 Capitol Mall
MIC Room 5099c
Sacramento, CA 95814

Dear California Workforce Development Board:

The Humboldt County Workforce Development Board (HC-WDB), by its action on June 14, 2019, approved a recommendation to the Board of Supervisors for approval of the submission of the Workforce Innovation and Opportunity Act (WIOA) Memorandum of Understanding (MOU) 2019-2022 for the America’s Job Center of California (AJCC) Partners.

Approval of the MOU will ensure continuation of Workforce Innovation and Opportunity Act (WIOA) partnership and services in Humboldt County. Approval of the MOU also recognizes the HC-WDB membership to be in compliance with WIOA requirements. The completed MOU must be signed by the Local Board (HC-WDB) Chair and the local Chief Elected Official (Chair, Board of Supervisors) for submission to the State Board no later than June 30, 2019. To meet the deadline, the request must be approved by your Board on June 25, 2019.

As reported in the AJCC MOU, the AJCC Partners plan to continue a high quality AJCC delivery system and enhance collaboration among partner programs and employers. The MOU will serve as a functional tool and visionary plan for how the HC-WDB and AJCC Partners will work together to create a unified delivery system that best meets the needs of their shared customers.

Thank you for considering approval of the WIOA MOU 2019-2022 for the America’s Job Center of California Partners. If you need additional information, please contact WDB Executive Director Allison Tans at 707-476-4802 or altans@co.humboldt.ca.us.

Sincerely,

Jeff Nelson, Chair
Humboldt County Workforce Development Board

Rex Bohn, Chair
Humboldt County Board of Supervisors
Preamble/Purpose of MOU:

The Workforce Innovation and Opportunity Act (WIOA) requires that a Memorandum of Understanding (MOU) be developed and executed between the Humboldt County Workforce Development Board (HC-WDB) and the America’s Job Center of CaliforniaSM (AJCC) Partners to establish an agreement concerning the operations of the AJCC delivery system. The purpose of the MOU is to establish a cooperative working relationship between the AJCC Partners and to define their respective roles and responsibilities in achieving the policy objectives. The MOU also serves to establish the framework for providing services to employers, employees, job seekers and others needing workforce services.

California’s delivery system, the AJCC, is a locally-driven system which develops partnerships and provides programs and services to achieve three main policy objectives established by the California Workforce Development Strategic Plan, which includes the following:

- Foster demand-driven skills attainment
- Enable upward mobility for all Californians
- Align, coordinate, and integrate programs and services

These objectives will be accomplished by ensuring access to high-quality AJCCs that provide the full range of services available in the community for all customers seeking assistance with any of the following:

- Looking to find a job.
- Building basic educational or occupational skills.
- Earning a postsecondary certificate or degree.
- Obtaining guidance on how to make career choices.
- Seeking to identify and hire skilled workers.

Vision Statement:
The Job Market provides quality services to Humboldt County businesses, employees and job-seekers, so they may thrive.
Mission Statement and Goals:

Bringing together workforce development, educational, economic development and other employment services in a seamless customer-focused delivery network that enhances access to program services and improves long-term employment outcomes. As AJCC partners, we are committed to administering our independently funded programs as a set of integrated streamlined services to job seekers and employers, by:

- Helping businesses find skilled workers and access other supports services, including education and training, for their current workforce; and
- Providing an array of employment and business services and connecting customers to work-related training and education; and
- Continuing to align investments in workforce, education and economic development to regional in-demand jobs; and
- Reinforcing partnerships and strategies to provide job seekers and workers with high-quality career services, education and training, and supportive services needed to get good jobs and stay employed.

AJCC Partners to the MOU:

This MOU is entered into between HC-WDB and the AJCC Partners named below, with agreement of the Chief Local Elected Official, the Humboldt County Board of Supervisors, hereafter, CLEO.

Required Partners include local/regional representatives of the following programs:

- WIOA Title I Adult, Dislocated Worker, Smart Business Resource Center (SBRC)
- WIOA Title II Adult Education and Literacy, College of the Redwoods (CR)
- WIOA Title III Wagner-Peyser, Employment Development Department (EDD)
- WIOA Title IV Vocational Rehabilitation, Department of Rehabilitation (DOR)
- Carl Perkins Career Technical Education, College of the Redwoods (CR)
- Title V, Older Americans Act, AARP Foundation
- Community Services Block Grant, Redwood Community Action Agency (RCAA)
Workforce Innovation and Opportunity Act  
America's Job Center of California\textsuperscript{sm}  
Memorandum of Understanding

- Native American Programs (Section 166), Northern California Indian Development Council (NCIDC)
- Migrant Seasonal Farmworkers, California Human Development (CHD)
- Veterans, Employment Development Department (EDD)
- Trade Adjustment Assistance Act, Employment Development Department (EDD)
- Unemployment Insurance, Employment Development Department (EDD)
- Second Chance, Department of Health and Human Services, Employment & Training Division (ETD)
- Temporary Assistance for Needy Families, Department of Health and Human Services, CalWORKs Division

Additional Partners approved by the HC-WDB and CLEO:
- Business Services, Humboldt State University, North Coast Small Business Development Center (NCSBDC)
- Business Services, Cardinal Services, Inc. DBA Sequoia Personnel Services (SPS)
- Workforce & Community Education, College of the Redwoods (CR)
- North Coast Regional Department of Child Support Services (NCRDCSS)
- Department of Health and Human Services, CalFresh Division
- Humboldt County Probation Department

Effective Dates and Term of MOU:

This MOU shall begin on July 1, 2019 and shall remain in full force and effect until June 30, 2022, unless sooner terminated as provided herein. This MOU shall be reviewed, at a minimum, every one year.

AJCC System Services:

AJCC's services as required by WIOA Law and to be provided by the AJCC Partners to this MOU are outlined in Attachment A, AJCC System Services.

Responsibility of AJCC Partners:
The AJCC Partners agree to the responsibilities outlined below.

1. The AJCC Partners will participate in joint planning, plan development, and modification of activities to accomplish the following:
   - Continuous partnership building.
   - Adherence to state and federal requirements.
   - Responsiveness to local and economic conditions, with an emphasis on employer needs.
   - Adherence to common data collection and reporting needs.

2. Make the service(s) identified in Attachment A, the AJCC System Services, available to customers through the AJCC delivery system.

3. Participate in the operation of the AJCC, consistent with the terms of the MOU and requirements of authorized laws.

4. Participate in capacity building and staff development activities in order to ensure that all AJCC Partners and staff are adequately cross-trained.

Funding of Services and Operating Costs:

All relevant AJCC Partners (excluding additionally approved partners referenced on page 3) to this MOU agree to share in the operating costs of the AJCC system, either in cash or through in-kind services. The cost of services, operating cost, and infrastructure costs of the system will be funded by relevant AJCC Partners through a separately negotiated cost sharing agreement.

AJCC Partners will ensure that the shared costs are supported by accurate data, the shared costs are consistently applied over time, and the methodology used in determining the shared costs are reflected in the cost sharing agreement.

AJCC Partners agree to reconcile the cost sharing plan on an annual basis.
Methods for Referring Customers:

An inter-partner and inter-agency referral process as required by WIOA and to be used by the AJCC Partners to this MOU is described in Attachment C, AJCC System Services Referral Agreement.

Access for Individuals with Barriers to Employment:

Humboldt County’s AJCC, The Job Market, located at 409 K Street, Eureka, CA, is the primary physical location and access point for residents in the County. The Job Market is committed to providing priority of services to recipients of public assistance, other low-income individuals, individuals with a legal responsibility to support their children, or individuals who are basic skills deficient when providing individualized career services and training services with WIOA adult funds.

The AJCC will ensure access for all individuals that qualify as an “individual with a barrier to employment.” The term means, an individual, of one or more of the following populations:

- Displaced homemakers
- Low-income individuals
- Indians, Alaska Natives, and Native Hawaiians, defined in section 166 in WIOA Law
- Individuals with disabilities, including youth
- Older individuals
- Ex-offenders
- Homeless individuals, defined in section 41403(6) in the Violence Against Women Act of 1994, or homeless children and youths, defined in section 725(2) of the McKinney-Vento Homeless Assistance Act
- Youth who are in or have aged out of foster care
- Individuals who are English language learners, individuals who have low levels of literacy, and individuals facing substantial cultural barriers
- Eligible migrant and seasonal farm workers
- Individuals within 2 years of exhausting lifetime eligibility under Part A of title IV of the Social Security Act
- Single parents, including pregnant women
- Long-term unemployed individuals
- Such other groups as the Governor involved determines to have barriers to employment

Humboldt AJCC partners ensure their policies, procedures, programs, and services are in
compliance with the Americans with Disabilities Act of 1990 and its amendments, in order to provide equal access to all customers with disabilities.

Shared Technology and System Security:

WIOA emphasizes technology as a critical tool for making all aspects of information exchange possible, including client tracking, common case management, reporting, and data collection. To support the use of these tools, each AJCC Partner agrees to the following:

- Comply with the applicable provisions of WIOA, Welfare and Institutions Code, California Education Code, Rehabilitation Act, and any other appropriate statutes or requirements.
- The principles of common reporting and shared information through electronic mechanisms, including shared technology.
- Commit to share information to the greatest extent allowable under their governing legislation and confidentiality requirements.
- Maintain all records of the AJCC customers or Partners (e.g. applications, eligibility and referral records, or any other individual records related to services provided under this MOU) in the strictest confidence and use them solely for purposes directly related to such services.
- Develop technological enhancements that allow interfaces of common information needs, as appropriate.
- Understand that system security provisions shall be agreed upon by all AJCC Partners.

Confidentiality:

The AJCC Partners agree to comply with the provisions of WIOA as well as the applicable sections of the Welfare and Institutions Code, the California Education Code, the Rehabilitation Act, and any other appropriate statute or requirement that may apply to one or all of the AJCC Partners to assure the following:

- All applications and individual records related to services provided under this MOU, including eligibility for services and enrollment and referral, shall be confidential and shall not be open to examination for any purpose not directly connected with the delivery of such services.
- No person will publish, disclose use, or permit, cause to be published, disclosed or used, any confidential information pertaining to AJCC applicants, participants, or customers overall unless a specific release is voluntarily signed by the participant or customer.
- The AJCC partners agree to abide by the current confidentiality provisions of the respective statutes to which AJCC operators and other AJCC Partners must adhere and...
shall share information necessary for the administration of the program as allowed under WIOA law and regulation. The AJCC partner, therefore, agrees to share client information necessary for the provision of services such as assessment, universal intake, program or training referral, job development or placement activities, and other services as needed for employment or program support purposes upon the written permission from a participant outlined in Attachment D, AJCC Release of Information Form.

- Client information shall be shared solely for the purpose of enrollment, referral or provision of services. In carrying out their respective responsibilities, each party shall respect and abide by the confidentiality policies of the other Partners.
- These provisions shall be interpreted consistent with the California Public Records Act.

**Non-Discrimination and Equal Opportunity:**

The AJCC partner shall not unlawfully discriminate, harass or allow harassment against any employee, applicant for employment or AJCC applicant due to gender, race, color, ancestry, religion, national origin, veteran status, physical disability, mental disability, medical condition(s), age, sexual orientation or marital status. The AJCC partner agrees to comply with the provisions of the Fair Employment and Housing Act (Government Code Section 12990) and related, applicable regulations.

The AJCC partners will assure compliance with the Americans with Disabilities Act of 1990 and its amendments, which prohibits discrimination on the basis of disability, as well as other applicable regulations and guidelines issued pursuant to the Americans with Disabilities Act.

**Grievances and Complaints Procedure:**

The AJCC has established and will maintain a procedure for grievance and complaints as outlined in WIOA and described in Attachment E, Grievance and Complaint Procedure. The process for handling grievances and complaints will be applicable to customers when utilizing WIOA funded programs or services. These procedures will allow the customer or entity filing the complaint to exhaust every administrative level in receiving a fair and complete hearing and resolution of their grievance. The AJCC further agrees to communicate openly and directly to resolve any problems or disputes related to the provision of services in a cooperative manner and at the lowest level of intervention possible.

AJCC Partners to this MOU who have established grievance and complaint processes pertinent solely to their own programs and funds will continue to use those processes when a complaint is
being filed only with a Partner agency and not about the AJCC at large or to WIOA funded programs. AJCC Partners to this MOU will share information about how, where, and to whom to file complaints targeted for non-WIOA funded Partners of the AJCC.

American’s with Disabilities Act and Amendments Compliance:

The AJCC Partners agree to ensure that the policies and procedures as well as the programs and services provided at the AJCC are in compliance with the Americans with Disabilities Act and its amendments. Additionally, AJCC Partners agree to fully comply with the provisions of WIOA, Title VII of the civil Rights act of 1964, the Age Discrimination Act of 1975, Title IX of the Education Amendments of 1972, 29 CRF Part 37 and all other regulations implementing the aforementioned laws.

Modifications and Revisions:

This MOU constitutes the entire agreement between the AJCC Partners and the HC-WDB and no oral understanding not incorporated herein shall be binding on any of the parties hereto. This MOU may be modified, altered, or revised, as necessary, by mutual consent of the parties, by the issuance of a written amendment, signed and dated by the parties.

Termination:

The AJCC Partners understand that implementation of the AJCC system is dependent on the good faith effort of every partner to work together to improve services to the community. The AJCC Partners also agree that this is a project where different ways of working together and providing services are being tried. In the event that it becomes necessary for one or more AJCC Partners to cease being a part of this MOU, said entity shall notify the other Partners and the HC-WDB, in writing, 30 days in advance of that intention. In the event that the HC-WDB determines that it is necessary for one or more AJCC Partners to cease being a part of this MOU, the HC-WDB shall notify the other AJCC Partners and said entity in writing, 30 days in advance of that intention.

EDD Premises:

During the term of this MOU, and as long as the AJCC is located within the local EDD building, all parties to this MOU who are co-located at The Job Market shall be required to have a space sharing agreement in place with the local EDD office regarding use of designated and common space for the purpose of conducting acceptable AJCC services as outlined herein.
Supervision/Day to Day Operations:

The day-to-day supervision of staff assigned to the AJCC will be the responsibility of the site supervisor(s). The original employer of staff assigned to the AJCC will continue to set the priorities of its staff. Any change in work assignments or any problems at the worksite will be handled by the site supervisor(s) and the management of the original employer.

The office hours for the staff at the AJCC will be established by the site supervisor(s) and the primary employer. All staff will comply with the holiday schedule of their primary employer and will provide a copy of their holiday schedule to the operator and host agency at the beginning of each fiscal year.

Disciplinary actions may result in removal of co-located staff from the AJCC and each party will take appropriate action.

Each party shall be solely liable and responsible for providing to, or on behalf of, its employee(s), and all legally-required employee benefits. In addition, each party shall be solely responsive and save all other parties harmless from all matters relating to payment of each party's employee(s), including compliance with social security withholding, workers' compensation, and all other regulations governing such matters.

Dispute Resolution:

The parties agree to communicate openly and directly to resolve policy, practice disputes or other problems at the lowest level, starting with the site supervisor(s) and staff. If issues cannot be resolved at this level, they shall be referred to the management staff of the respective staff employer and the operator, for discussion and resolution. Parties shall continue with the responsibilities under the MOU during any dispute. Disputes shall be resolved in a timely manner. If not able to resolve at these lower levels, disputed issues shall be submitted in writing to the AJCC Operators Consortium for a written decision. If this decision is not accepted by the disputing parties, then the parties may, within 30 days, appeal in writing to the HC-WDB Executive Committee. The HC-WDB Executive Committee shall attempt to resolve the dispute in a mutually satisfactory manner. If the HC-WDB Executive Committee is unsuccessful, it may engage the services of a local mediation service to assist. If mediation is unsuccessful, the HC-WDB Executive Committee shall select a local arbitrator acceptable to the parties involved. The arbitrator so elected may schedule and hold an arbitration hearing. The parties shall be bound by final decisions of the arbitrator.
Press Releases and Communications:

The pertinent AJCC Partners shall have the option to be included in any communicating with the press, television, radio or any other form of media when an AJCC Partner’s specific duties or performance under this MOU is addressed. Participation of each party in press/media presentations will be determined by each party’s public relations policies. Unless otherwise directed by the other AJCC Partners, in all communications, each party shall make reference to The Job Market or AJCC as a single system and only call out individual AJCC Partners as appropriate to the topic or issue being covered.

The AJCC Partners agree to utilize the AJCC logo developed by the State of California and the Local Board on buildings identified for AJCC usage. This also includes letterhead, envelopes, business cards, any written correspondence and fax transmittals.

Hold Harmless/Indemnification/Liability:

In accordance with provisions of Section 895.4 of the California Government Code, each party hereby agrees to indemnify, defend and hold harmless all other parties identified in this MOU from and against any and all claims, demands, damages and costs arising out of or resulting from any acts or omissions which arise from the performance of the obligations by such indemnifying party pursuant to this MOU. In addition, except for Departments of the State of California which cannot provide for indemnification of court costs and attorney’s fees under the indemnification policy of the State of California, all other parties to this MOU agree to indemnify, defend and hold harmless each other from and against all court costs and attorney’s fees arising out of or resulting from any acts or omissions which arise from the performance of the obligations by such indemnifying party pursuant to this MOU. It is understood and agreed that all indemnity provided herein shall survive the termination of this MOU.

[SIGNATURE PAGE FOLLOWS]
In WITNESS THEREOF, the parties to this MOU hereby agree to the terms and execute this agreement, and the Chief Local Elected Official of Humboldt County, represented by the Chair of the Humboldt County Board of Supervisors hereby agrees to the execution of the this MOU, Attachment A, B, C, D, and E.

Dated 6-13-2019

Dated 6-125-2019

By:
Jeff Nelson, Chair
Humboldt County Workforce Development Board

By:
Rex Bohm, Chair
Humboldt County Board of Supervisors

(SEAL)

ATTEST:
Clerk of the Humboldt County Board of Supervisors
By:
Deputy
Ryan Sharp
Workforce Innovation and Opportunity Act
America's Job Center of California™
Memorandum of Understanding

Dated: 6/27, 2019

By: 
Smart Business Resource Center
Wendy Zanotelli, Director
Workforce Innovation and Opportunity Act
America’s Job Center of California℠
Memorandum of Understanding

Dated: \[signature\], 2019

By: \[signature\]
College of the Redwoods
Dr. Keith Flamer,
President/Superintendent
Workforce Innovation and Opportunity Act
America's Job Center of California
Memorandum of Understanding

Dated: 4/26/19 2019

By: Emilia Bartolomeu
State of CA Employment Development Department
Emilia Bartolomeu, Deputy Division Chief
Workforce Services Branch
Dated: July 1st, 2019

By: State of CA Department of Rehabilitation
David Wayte, Regional Director
Workforce Innovation and Opportunity Act
America’s Job Center of California™
Memorandum of Understanding

Dated: ________________, 2019

By: ________________________________________

AARP Foundation
Demetrios Antzoulatos
VP-Finance, Operations and Grants
Dated: 6/27, 2019  
By: Val Martinez, Executive Director
Redwood Community Action Agency
Val Martinez, Executive Director
By signing below, all parties agree that when data are available to determine the AJCC benefit to non-colocated partners, the infrastructure cost sharing agreement will be renegotiated to include their proportionate share of contributions subject to the WIOA (h)(2)(D)(iv). The Native American Program will have a separate negotiation process to discuss any voluntary in-kind or cash contributions that agreed upon would be beneficial and allowable outside of the scope of the formula funding mechanisms referenced in the MOU.

Dated: 7/11/2019

By: [Signature]
Northern California Indian Development Council
Greg Gehr, Executive Director
Workforce Innovation and Opportunity Act
America's Job Center of California™
Memorandum of Understanding

Dated: 6/25/2019

By: Anita Maldonado
California Human Development
Anita Maldonado, CEO
Dated: 6/30/19, 2019

By:
Humboldt County Department of Health and Human Services
Connie Beck, Director
Workforce Innovation and Opportunity Act  
America’s Job Center of California℠  
Memorandum of Understanding

Dated: June 24, 2019

By: ____________________________
North Coast Small Business Development Center, a Program of Humboldt State University  
Sponsored Programs Foundation  
Kacie Flynn, Executive Director
Workforce Innovation and Opportunity Act
America’s Job Center of California™
Memorandum of Understanding

Dated: June 25, 2019

By: 
Cardinal Services, Inc. DBA Sequoia Personnel Services
Mike Freeman, Chair and Chief Strategic Officer
Dated: 6.26.19, 2019

By: M. L. Dugan

North Coast Regional Department of Child Support
Lisa Dugan, Director
Workforce Innovation and Opportunity Act
America’s Job Center of California
Memorandum of Understanding

Dated: June 24, 2019

By: Shaun Brenneman
Humboldt County Probation Department
Shaun Brenneman, Chief Probation Officer
## AMERICA’S JOB CENTER OF CALIFORNIA (AJCC)™
### SYSTEM SERVICES

<table>
<thead>
<tr>
<th>CAREER SERVICES</th>
<th>DESCRIPTION</th>
<th>PROVIDING OPERATOR OR PARTNER(S)</th>
</tr>
</thead>
</table>
| Intake, Identification of Service Need and Referrals | • AJCC registration into CalJOBS and information and referrals to appropriate services based on indicated interest and service needs.  
• Client referral from partner agency sites as indicated from determining client interest, request or need. | • AJCC intake: SBRC; EDD – W-PA; and/or YPO                                                      |
| Eligibility Determination                    | • Collect data and verification documents to identify individuals who qualify for eligibility-based services – WIOA, TANF, General Relief, CalFresh, and/or Affordable Care Act programs. | • Partner program intake and referrals offsite: AARP; CalWORKs; CR; DOR; GR; HCCCC; NCIDC; NCSBDC; RCAA; and/or YPO |
| AJCC Orientation                             | • An orientation that provides an introduction to AJCC services and basic information on how to conduct an effective job search.  
• A required workshop for AJCC clients who want to use staff-supported services. | • SBRC                                                                                           |
| Initial Assessment of skills, aptitudes, abilities and support services needed. | • Provide WIOA clients with individual and/or group assessments.  
  o Conduct evaluation to determine training and supportive service needs one-on-one. | • EDD – W-PA through mandated workshops – IAW, PJS, and REA                                      |
| Job Search and Placement Assistance          | • AJCC self-serve computer-aided job search and job postings in lobby.  
• Staff-assisted job search; information regarding labor market and high-demand jobs; resume, cover letter and interview assistance; work-readiness workshops; career counseling; assistance with job placement. | • SBRC; and/or YPO                                                                               |

Revision 4 / 2019
### Provision of Referrals and Coordination of Activities

Referrals are made to partner or other supportive service agencies to ensure for optimal assistance and success of job seeker clients.

#### TRAINING SERVICES

**Description**

- Inform WIOA clients about amount and purpose of training funds available to them, and program and education provider performance data.
- Similar information provided by Partner agencies regarding their programs.
- Inform WIOA clients about supportive services and funds that can be provided to assist with their training success.
- Similar information provided by Partner agencies regarding their programs.
- Inform WIOA clients about other program resources that they may qualify for to help them meet basic needs and assist in completing their training goals.
- Similar information provided by AJCC partner agencies to their clients.
- Make referrals to other agencies as appropriate.

**Providing Operator or Partner(s)**

- SBRC; and/or YPO's
- CalWORKs; DOR; AJCC; SBRC; and/or EDD - TAA
- SBRC; and/or YPO's
- CalWORKs; DOR, AARP, and/or EDD-TAA
- SBRC; and/or YPO's
- SBRC; CalWORKs; DOR, AARP YPO's; and/or EDD - TAA
- SBRC; and/or YPO's
- CalWORKs; DOR; and/or AARP
- SBRC; EDD - TAA; and/or YPO
- CalWORKs; DOR; and/or AJCC
<table>
<thead>
<tr>
<th><strong>Short-Term Pre-Vocational Services</strong></th>
<th><strong>Internships and Work Experience Placement</strong></th>
<th><strong>On-the-Job Training Placements</strong></th>
<th><strong>Out-of-Area Job Search and Relocation Assistance</strong></th>
<th><strong>Follow-Up Services</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>• Offer Basic skills training in literacy and numeracy as needed.</td>
<td>• Develop job sites and place clients in a WEX training aligned with their employment goals.</td>
<td>• Develop job sites and place clients in an OJT aligned with their employment goals.</td>
<td>• Provide job placement assistance to WIOA clients who have trained for a high-demand job out-of-area.</td>
<td>• Provide WIOA clients with continued career and retention counseling as needed for up to 12 months following employment.</td>
</tr>
<tr>
<td>• Provide skills to assist in English language acquisition.</td>
<td>• Monitor and assist job site employer and client to ensure for successful outcomes.</td>
<td>• Monitor and assist job site employer and client to ensure for successful outcomes.</td>
<td>• Assist WIOA client with a relocation plan and funds to support the plan.</td>
<td></td>
</tr>
<tr>
<td>• Offer financial literacy workshops.</td>
<td>• Offer Life Skills and Work/Life Balance assistance.</td>
<td>• Develop job sites and place clients in an OJT aligned with their employment goals.</td>
<td>• Provide WIOA clients with continued career and retention counseling as needed for up to 12 months following employment.</td>
<td></td>
</tr>
<tr>
<td>• Assist in attaining High School Diploma, GED or another HSD equivalency preparation and testing.</td>
<td>• Provide Work Readiness and Retention Skills Development Workshops and/or Group Counseling when appropriate.</td>
<td>• Candidate screening via aptitude, skills and readiness testing, and interviews.</td>
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<tr>
<td>• Provide information on Applying for UI Benefits.</td>
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<tr>
<td>• Offer Life Skills and Work/Life Balance assistance.</td>
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**EMPLOYER, BUSINESS AND INDUSTRY**

**BUSINESS SERVICES**

<table>
<thead>
<tr>
<th>Labor Exchange Services</th>
<th><strong>DESCRIPTION</strong></th>
<th><strong>PROVIDING OPERATOR OR PARTNER(S)</strong></th>
</tr>
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<tbody>
<tr>
<td></td>
<td>• Provide basic and in-depth labor market and employment information.</td>
<td>BizNet; EDD – LIMID, TAA, W-PA, and Veterans; SBRC; and/or WDB</td>
</tr>
<tr>
<td></td>
<td>• Job posting assistance into CalJOBS and AJCC website.</td>
<td>EDD – W-PA and Veterans; and/or SBRC</td>
</tr>
<tr>
<td></td>
<td>• Recruitment assistance including job fairs, resume searches, job announcements across AJCC partners.</td>
<td>EDD – W-PA and Veterans; and/or SBRC</td>
</tr>
<tr>
<td></td>
<td>• Candidate screening via aptitude, skills and readiness testing, and interviews.</td>
<td>EDD – W-PA and Veterans; and/or SBRC</td>
</tr>
<tr>
<td>Business Assistance with Employment Related Questions</td>
<td>Business Assistance with HR Related Needs</td>
<td>Business Assistance with Layoff Aversion or Events</td>
</tr>
<tr>
<td>--------------------------------------------------------</td>
<td>------------------------------------------</td>
<td>-----------------------------------------------</td>
</tr>
</tbody>
</table>
| • Provide basic and in-depth labor market information regarding wages, job classifications, employment rates and in-demand industry sectors.  
  • Provide answers and materials to employers regarding managing employees and regulations.  
  • Provide answers and materials related to small business and self-employment.  
  • Information regarding wage subsidy programs.  
  • Information regarding employment related tax credits.  
  • Hiring and making accommodations for employees with disabilities. | • Employer workshops in hiring, interviewing and employee retention.  
  • Assistance with job descriptions.  
  • Workshops in recruitment, hiring and retention. | • Business analyses and assistance to avoid employee layoffs or closures.  
  • Assistance with layoff and provision of information to dislocated workers. | • Customer Service Training.  
  • Customized Training for a specific company or industry sector.  
  • Management/Supervisory and/or HR training.  
  • Bookkeeping, financial reporting and business computing training.  
  • Business plan development and business loan procurement assistance.  
  • Monthly luncheon training/presentations and periodic seminars on labor and employment law, business regulations and compliance, Human Resource (HR) and other business related topics. |
| | | | • SBRC, DOR; YPO and/or CR |
| | | | • BizNet; EDD – LMID; SBRC; SPS; and/or WDB |
| | | | • BizNet; EDD; NCSBDC; and/or SPS |
| | | | • BizNet; NCSBDC; and/or SBRC |
| | | | • SBRC; CalWORKs; and/or YPO's |
| | | | • SBRC; EDD – W-PA and Veterans; and/or CalWORKs |
| | | | • DOR |
| | | | • SBRC; SPS; and/or NCSBDC |
| | | | • SBRC, EDD – W-PA and Veterans; and/or SPS |
| | | | • SBRC, SPS |
| | | | • NCSBDC; SPS; and/or WDB |
| | | | • EDD; EDD – W-PA; DHHS/SSB; and/or WDB staff |
| | | | • CR and/or SBRC |
| | | | • CR and/or SBRC |
| | | | • CR and/or SBRC |
| | | | • CR and/or NCSBDC |
| | | | • NCSBDC |
| | | | • EDD – W-PA (via NEAC) |
Letter of Agreement Between the Humboldt Housing and Homeless Coalition and the Humboldt County Workforce Development Board

The Humboldt Housing and Homeless Coalition, which acts as the Continuum of Care Board for Humboldt County Continuum of Care (CoC), works to facilitate community partnerships that ensure that people experiencing homelessness within the CoC 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. The CoC works 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.

To this end, the CoC seeks to endorse the America’s Job Center of California Partnership Memorandum of Understanding (AJCC MOU) between the Humboldt County Workforce Development Board (WDB), the CoC’s Employment Training Division (ETD), and other CoC-member agencies.

The CoC recognizes that offering priority for recipients of public assistance, other low-income individuals, or individuals who are basic skills deficient when providing individualized career services and training services with WIOA adult funds, as described in the AJCC MOU, includes prioritization for persons experiencing homelessness and chronic homelessness under the CoC Program Interim Rule 24 CFR Section 578, as well as those persons who are formerly homeless residents of permanent supportive housing.

The CoC commends the innovative work of the WDB and their established partnership with homeless service providers in the community and will continue to endorse the WDB’s work and the mutually aligned goal of connecting persons experiencing homelessness with employment and job training.

This agreement may be terminated upon written notice of either party.

Agreed to on behalf of the CoC:

Name: Sally Hewitt
Title: CoChair of HHHC
Date: 9/8/19

Agreed to on behalf of WDB:

Name: Cara Olling
Title: Executive Director
Date: 9/13/19

As Representative of the CoC

As Representative of WDB

Date
ATTACHMENT: Racial Disparity Assessment Summary

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<thead>
<tr>
<th>DOCUMENTS SATISFYING REQUIREMENT</th>
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<tbody>
<tr>
<td>Humboldt Racial Disparity Assessment Summary</td>
<td>1 - 3</td>
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</table>
ANALYZING DATA ON RACIAL DISPARITIES

To assess whether there are racial disparities in the provision or outcome of homeless assistance in Humboldt County, Humboldt DHHS staff gathered Homeless Management Information System (HMIS), Point-In-Time Count, and local demographic data to share with the CoC Executive Committee on September 4th for consideration and discussion at the Special Executive Committee meeting September 11th; the Executive Committee discussed the following findings, and approved next steps for further assessment.

Data on Racial Disparities in Homelessness

Information from the 2017 census\(^1\) indicates that the majority of people living in Humboldt are white (84%), with 12% who identify as Hispanic or Latino, and 6% American Indian:

<table>
<thead>
<tr>
<th>Race</th>
<th>2017 PIT</th>
<th>PSH-RRH</th>
<th>ACS 7/1/17</th>
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<tbody>
<tr>
<td>Multiple Races</td>
<td>36</td>
<td>10</td>
<td>56</td>
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<tr>
<td>Native Hawaiian or OPI</td>
<td>6</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td>American Indian</td>
<td>80</td>
<td>4</td>
<td>63</td>
</tr>
<tr>
<td>Asian</td>
<td>5</td>
<td>0</td>
<td>29</td>
</tr>
<tr>
<td>Black</td>
<td>16</td>
<td>3</td>
<td>14</td>
</tr>
<tr>
<td>White</td>
<td>616</td>
<td>63</td>
<td>835</td>
</tr>
<tr>
<td>Total</td>
<td>759</td>
<td>80</td>
<td>1000</td>
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\(^1\) https://www.census.gov/quickfacts/fact/table/humboldtcountycalifornia/PST045217
In January of each year, Humboldt conducts a Point in Time (PIT) Count, a single-night count of homeless people and families. In 2017, the number of people experiencing homelessness was 759, with 325 of those staying in shelters or transitional housing programs, and 434 unsheltered, or in cars, parks, tents, sidewalks or other places not meant for habitation. The percentages of individuals identifying as white and Hispanic/Latino was similar to that of census numbers (8% Hispanic, 92% Non-Hispanic); however, the percentage of individuals identifying as American Indian was slightly higher:

The Continuum of Care also tracks the race/ethnicity of those who access housing and housing-related services throughout the year in the Homeless Management Information System (HMIS). Data regarding placement in CoC-funded Permanent Housing from 7/1/17 to 6/30/18 is similar to the PIT Count, but shows fewer people who identified as American Indian accessing housing assistance while more identified as Multiple Races accessing housing assistance:
Language, Cultural, and Geographic Disparity

According to ACS data, 89.1% of persons aged 5 and up speak only English, and 98.2% of the population speaks English very well or well. The Humboldt HMIS and PIT count do not collect data on homeless individuals who do not speak English; while Humboldt CoC Outreach Teams help conduct outreach to non-English-speaking communities and individuals who may not attempt to access governmental services because of immigration status, language, or cultural barriers, the CoC will continue to discuss ways in which CoC and Coordinated Entry staff may work to better identify unmet needs of non-English speaking populations experiencing or at risk of homelessness in Humboldt County.

Questions Considered by the CoC Executive Committee Meeting

a. Any additional resources/data needed to better understand pattern of program use, CE evaluations, and needs of people of different races or ethnicities, or language barriers?
b. Formation of a committee to analyze and discuss any overt or hidden disparities?
c. Partnership with other organizations, stakeholders, local and national nonprofits to study this topic and the intersection of race/ethnicity/homelessness?
d. Analyze issues in context of other systems of care – health, employment, education, childcare?
e. Steps to take that will help CoC Executive Committee and decision-making bodies, as well as program staff, to be more diverse, inclusive and reflect population served in the CoC?
f. Steps CoC will take to expand CE and other service outreach in geographic or other areas to better reach underrepresented groups?
g. Trainings needed for program staff and CoC Executive Committee and members about racism, bias, and intersection of racism and homelessness?

Summary & Next Steps for Further Assessment

The CoC would like conduct a more fulsome analysis to ensure that CoC-funded housing & services are accessible and meaningfully offered/ supported by CoC-funded providers to persons of all races and ethnicities seeking assistance in the geographic area. To that end, in the next 12 months, the CoC will hold a General Meeting open to the public to discuss the potential under-representation of certain racial and ethnic subpopulations in the annual Point-In-Time Count. The CoC makes every effort to ensure that individuals and families experiencing homelessness in Humboldt County have equal access to housing and support services, and achieve positive outcomes from homeless assistance.

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2 http://downloads.esri.com/esri_content_doc/dbl/us/sample_reports/acs_population.pdf; while much of the census information was updated in 2017, the information about language was from years 2012-2016.
ATTACHMENT: Project List – Homeless Under Other Federal Statutes

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