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 2018 CoC Program Competition Notice of Funding Available (NOFA) for specific application and program requirements.
 2. The FY 2018 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:

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

1A-1. CoC Name and Number: FL-507 - Orlando/Orange, Osceola, Seminole Counties CoC

1A-2. Collaborative Applicant Name: Homeless Services Network of Central Florida, Inc.

1A-3. CoC Designation: CA

1A-4. HMIS Lead: Homeless Services Network of Central Florida, Inc.

1B. Continuum of Care (CoC) Engagement

Instructions:

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

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

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

Other:(limit 50 characters)		
Landlords	Yes	Yes
Funders	Yes	Yes

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

The CoC solicits and considers opinions through an extensive base of open committees designed to solicit information and engage, and partnership with sister agencies with complimentary functions in our homeless system, including the Commission on Homelessness (CoH) with an emphasis on public awareness, collective impact and private sector engagement; Community Resource Network (CRN) with an emphasis on coordinating faith-based groups to work with homelessness prevention; jurisdictions with an emphasis on affordable housing; the Central FL Foundation (CFF) who administers private sector funding. General membership meetings, bolstered by year-round active committees, include small group work to increase multi-sector participation informing development and implementation of the CoC's regional plan. Inactive stakeholders whose input is important are asked to present at member meetings.

The CoC communicates to the public about meetings and other forums soliciting public information by announcing meetings/events on 1500+ email distribution list and posting on the CoC website with agenda topics included.

The CoC takes information gathered in meeting or forums into consideration in a diverse ways. The local hospital, foundation, jurisdictional staff, CES, outreach workers & case managers meet twice monthly to refine strategies for improving outcomes for chronically homeless persons. CoC Lead Agency hosted one-on-one consultations with multi-sectoral partners to build consensus around use of SPMs & promote the rollout of public system performance dashboard. Landlords participate in CES focus groups & fair housing training. Stakeholder information informs every aspect of CoC activity including policies, procedures, priorities, strategies, funding decisions, meeting logistics and strategies for client feedback.

1B-2.Open Invitation for New Members. Applicants must describe:
(1) the invitation process;
(2) how the CoC communicates the invitation process to solicit new members;
(3) how often the CoC solicits new members; and
(4) any special outreach the CoC conducted to ensure persons experiencing homelessness or formerly homeless persons are encouraged to join the CoC.
(limit 2,000 characters)

1) Invitation Process: The CoC is continuously open to all interested parties and

membership is activated directly as a result of participation in CoC meetings & committees and completion of a form confirming basic information, affiliations and stakeholder categories. The CoC website explains what it means to be a CoC member, has a membership form and announces meetings
2) Solicitation Process: In addition to membership information online, weekly meeting/committee reminders are sent to 1500+ interested parties via Constant Contact and all members of the public can self select to receive. Membership is also solicited at non-official CoC meetings that are held by partners and stakeholders, including, for example, homeless listening sessions and planning meetings hosted by jurisdictions or other nonprofits.
3) How Often: Membership is stressed at 6+ general membership meetings each year - including reminders about completing membership information forms and the importance of signing in to keep membership current. Email invitations are included in weekly updates. Membership forms are made available at all general membership meetings, committee meetings & online.
4) Special Outreach: Materials highlight the importance of participation by homeless & formerly homeless people and 7 current members self-identify as current or formerly homeless, including one formerly homeless representative on the CoC Board. The CoC also seeks input from homeless people through the creation of advisory boards, such as the Youth Action Board, and through participant satisfaction surveys in both RRH and PSH programs. Due to the CoC's large geographic coverage, the Lead Agency initiated intentional outreach to geographically remote providers with limited participation. CoC used PIT Count planning, YHDP submission, & Disaster Preparedness workgroup as catalyst to engage new providers and community advocates.

**1B-3.Public Notification for Proposals from Organizations Not Previously Funded. Applicants must describe how the CoC notified the public that it will accept and consider proposals from organizations that have not previously received CoC Program funding, even if the CoC is not applying for new projects in FY 2018, and the response must include the date(s) the CoC publicly announced it was open to proposals.
(limit 2,000 characters)**

How Notified & Dates: The CoC Lead Agency notified all potential applicants via email, announcements at public meetings, CoC website posting, and direct outreach efforts. Specifically, the CoC: 1) sent emails re: the regional application process & timeline to list of 1500+ people & 250+ agencies (7/8 & 7/19); 2) made announcements at 5 CoC membership and committee meetings during July and August; 3) posted notices of application availability on the CoC website homepage (7/19); and 4) directly contacted known but non-applying providers. Emails, verbal information, & the RFA emphasized the CoC's receptivity to new applicants & diverse audiences, & support for applicants for whom English is a second language (6/19). Lead agency advertised & conducted a training to incentivize and ease participation by non-funded agencies (6/25). Lead Agency held 2 training/Q&A sessions to explain local RFA and application process (7/23 & 7/27), made staff available to support new applicants through dedicated application email with 24 hour max response time. FAQs were sent to all who expressed any level of interest in submitting new applications. The CoC received 13 non-funded agency applications, including 4 DV/HT providers, of which 5 were selected for inclusion in the application to HUD.
Selection Process: Regional funding priorities & overall application/scoring

methodology were developed by (open) Resource Allocation Committee (RAC), approved by the CoC Board, and shared at membership, committee & applicant meetings in 3 months. RAC provided input on the Scorecard (based on 200+ applicant-specific inputs). "Blind" review by multiple independent scorer plus objective performance & administrative data, ensured project ranking based on merit rather than funding history or name recognition. Once scored, an unbiased Community Ranking Committee developed a slate of recommended projects for inclusion in the submission to HUD, which was approved by the CoC Board

1C. Continuum of Care (CoC) Coordination

Instructions:

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

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

Entities or Organizations the CoC coordinates planning and operation of projects	Coordinates with Planning and Operation of Projects
Housing Opportunities for Persons with AIDS (HOPWA)	Yes
Temporary Assistance for Needy Families (TANF)	Yes
Runaway and Homeless Youth (RHY)	Yes
Head Start Program	Yes
Funding Collaboratives	Yes
Private Foundations	Yes
Housing and services programs funded through U.S. Department of Justice (DOJ) Funded Housing and Service Programs	Yes
Housing and services programs funded through U.S. Health and Human Services (HHS) Funded Housing and Service Programs	Yes
Housing and service programs funded through other Federal resources	Yes
Housing and services programs funded through State Government	Yes
Housing and services programs funded through Local Government	Yes
Housing and service programs funded through private entities, including foundations	Yes
Other:(limit 50 characters)	

1C-2. CoC Consultation with ESG Program Recipients. Applicants must describe how the CoC:
(1) consulted with ESG Program recipients in planning and allocating ESG funds; and
(2) participated in the evaluating and reporting performance of ESG Program recipients and subrecipients.
(limit 2,000 characters)

1) Consulted in planning and allocation: The CoC Lead Agency: i) oversees the allocation of & administers Balance of State ESG funding for Seminole & Osceola Counties, ii) regularly consults with all 4 ESG jurisdictions, resulting in incorporation of CoC performance standards into grant award processes (e.g.

adding Housing First); iii) participates in ESG jurisdictions' Consolidated Plan and application review processes; and iv) has added extensive HMIS & Coordinated Entry System participation requirements to all CoC contracts. All ESG jurisdictions & all ESG-funded sub-recipients across the CoC participate in the CES Registry Management prioritization and matching processes. The CoC has also worked extensively with ESG jurisdictions to regionally integrate and leverage ESG funding to implement a seamless system-wide Rapid Rehousing (RRH) strategy. ESG jurisdictional & grantee reps participate actively in CoC committees and workgroups, which furthers integration of ESG-funded initiatives into system development efforts facilitated by the CoC.

2) Evaluation and Reporting performance:
Through the Lead Agency, the CoC has developed extensive reporting tools for use in evaluating ESG-funded project performance, including both a comprehensive system-level "dashboard" and project type-specific "report cards" grounded in key performance indicators. These efforts have not only promoted a shared system-wide understanding of ESG-applicable standards for accountability purposes, but also equipping grantees with the data necessary for continuous improvement. The Lead Agency also produces the CAPER reports for ESG grantees. Finally, the Lead Agency also conducts ongoing monitoring of RRH projects using ESG and other CoC funds, providing feedback to ESG grantees as needed.

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

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

1C-3. Addressing the Safety Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors. Applicants must describe:
(1) the CoC's protocols, including the existence of the CoC's emergency transfer plan, that prioritizes safety and trauma-informed, victim-centered services to prioritize safety; and
(2) how the CoC maximizes client choice for housing and services while ensuring safety and confidentiality.
(limit 2,000 characters)

(1) The CoC's protocols for addressing the safety needs of persons fleeing DV are grounded in a victim-centered & trauma-informed approach, prioritizing their safety while ameliorating the impact of violence & maximizing self-determination. Key to these efforts is the use of emergency transfer plans in both ES & PH. If a survivor determines that their housing is no longer safe, a

danger assessment and safety plan are created/updated, & the survivor is temporarily relocated to bridge housing while new PH is secured. CoC Housing Locator Team (HLT) works w. private landlords (LL) to secure lease bifurcations & voluntary terminations. Survivors relocating under emergency plan receive highest priority CoC-wide for re-housing & waiting periods for eligibility for relocation costs are waived. The CoC also works to ensure that other protections & rights for survivors in 24 CFR 5, Subpart L, as well as Housing First principles of client choice, are affirmed & balanced.

Providers CoC-wide receive ongoing training in trauma-informed care & safety planning to ensure safety & avoid re-traumatizing. DV case managers facilitate access to key legal supports(e.g.,confidential addresses, protective injunctions) and non-CoC resources through VAWA, VOCA, etc. Survivors also access services through non-DV-specific CoC- & ESG-funded agencies. In those settings, agency staff carefully review consent forms, allowing clients to withhold information without delaying service. Emergency transfers are available regardless of gender/gender identity/sexual orientation, DV status as determined at entry into housing, or limited documentation of the occurrence of DV.

(2) HLT works to quickly ID new housing options that meet survivor-identified preferences, including both internal & external transfer options. Providers are required and trained to safeguard the confidentiality of information the tenant submits when requesting an emergency transfer, with only narrow and time-limited exceptions.

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

(1) The CoC coordinates with victim service providers to offer a diverse & comprehensive array of trainings that address best practices in serving DV/Human Trafficking (HT) survivors, and has provided regular offerings open to CoC stakeholders. Some of the curriculum had broader applicability than to the DV context alone, and several other trainings were intensely DV-focused and led by trainers with decades of experience in working w. DV. Training sessions provided within the past year include: Trauma Informed Care (TIC), Motivational Interviewing, Cultural Competency, Complex Trauma, Mind of a Perpetrator, & Housing First for DV Survivors. In addition to staff of DV (incl. HT) providers, others who interact with DV survivors, such as outreach & non-DV shelter staff, have also participated. Additional trainings on relevant topics (e.g., LGBTQ and Vulnerablity to Victimization) were offered. In total, 200+ unduplicated front-line & project management staff have attended these trainings.
(2) Coordinated Entry System (CES) staff & volunteers are also trained in best practices in assisting DV survivors, & CES personnel have participated in all of the trainings offered to the CoC. The resulting increased capacity is particularly beneficial to our CoC, as CES is the primary convener/facilitator of case managers, outreach workers & other key project staff spanning all project types and populations. CES staff/volunteers are also trained on safety planning and protocols for persons actively fleeing DV, & have developed expertise in the

area of eligibility determination under Category 4. MOUs have also been developed through coordination of the DV agencies and CES staff/volunteers. The CES Volunteer Coordinator is also available at HUB (access point) locations to support volunteers & host staff who have ongoing training needs pertaining to the activation & application of safety protocols in response to the expressed and unexpressed DV-related needs of presenting clients.

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

CoC uses HMIS, an HMIS-comparable system with de-identified data from DV providers, & other publicly accessible data to assess the scope of community needs. The CoC isolates data on clients entering CoC projects & CES who have a history of DV; are currently fleeing DV, dating violence, sexual assault & stalking; & those who are currently utilize SO, SSO, ES, TH, RRH, & PSH. As a required Program Specific Data Element (PSDE) the CoC gathers these data points consistently across all project entries & examines the data for purpose of comparison & trend analysis. The CoC's 3 certified DV providers enter data into a statewide database (os-soft) by Osnium. Os-soft is HUD comparable & consistent w. HMIS Data & Technical Standards & has APR export capacity. Data currently tracked includes basic unidentifying client demographics: persons served with SSO & ES; age demo., household makeup, race & ethnicity, LOT. The CoC's HMIS team works w. DV providers to promote knowledge around System-Wide & Project performance goals & benchmarks to build data decision making competence & apply parallel SPM understanding within the DV context. The regional DV/HT projects start with the assumption that any data in their database could be subpoenaed in a child custody hearing. Thus, the DV/HT comparable database captures no details on many barriers/needs including substance use, mental illness, criminal history, evictions & credit issues. Thus, the CoC uses aggregate information about people served by those providers, but supplements with additional data from HMIS & other public databases to determine special needs of the population. The CoC utilizes data from Federal/State data sources & other agencies to extrapolate service needs (ex. 211, US Census, Justice Dep., Entities & Florida Coalition Against Domestic Violence, DCF Human Trafficking Hotline). Ex. CoC region saw 12,802 reported criminal offenses of DV/SA & DCF has 128 open HT cases involving children.

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

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

SSO Coordinated Entry	X
RRH	X

Joint TH/RRH	

1C-4b. Applicants must describe:
(1) how many domestic violence survivors the CoC is currently serving in the CoC's geographic area;
(2) the data source the CoC used for the calculations; and
(3) how the CoC collected the data.
(limit 2,000 characters)

(1) The CoC is serving 2474 domestic violence (DV) survivors; of those households 1117 are currently fleeing DV; 293 households are currently in CoC PH; & 91 in TH. Across all CoC projects tracking in HMIS, 22.8% of all unduplicated households assessed were surviving DV & 24.4% of survivors were actively fleeing.
(2) Data was drawn from the CoC's HMIS, the HMIS/HUD-comparable statewide database of certified DV providers, and segregated data from Human Trafficking (HT) providers to determine how many DV/HT survivors are currently being served within the CoC's tri-county geographic area.
(3) HMIS provides three data elements that support a determination of the number of DV survivors served CoC-wide: i) # of households who experienced DV & were assessed for housing services across providers; ii) # of households reporting that they are actively fleeing DV, dating violence, sexual assault, or stalking; & iii) # of households who received PH as a result. According to HMIS data, 1796 survivor households were assessed for housing services in FY 2017-2018 (4.3% increase over previous year). Of those assessed, 439 households (24.4%) reported they were actively fleeing domestic violence, dating violence, sexual assault, or stalking. Of the 1796 households assessed for housing services, 293 (16.3%) received PH services in FY 2017-2018. Although each certified DV and HT provider also submitted data, these agencies do not use HMIS and submit only aggregate data. As a result, CoC totals combine these DV provider-collected totals data (based on intakes) with totals drwn from HMIS using the HUD-required fields relating to DV. By continuously examining this data, the CoC is identifying bottlenecks & pursuing improvement strategies that will assess barriers to housing & provide more opportunities & services to households fleeing domestic violence.

1C-4c. Applicants must describe:
(1) how many domestic violence survivors need housing or services in the CoC's geographic area;
(2) data source the CoC used for the calculations; and
(3) how the CoC collected the data.
(limit 2,000 characters)

1- 2474 DV survivors assessed & identified with housing need in FY18. Nearly 13,000 domestic violence offenses were recorded within the CoC region in 2017. Increase in service needs extrapolated by data tracking from FL Dept. Children & Families (DCF). DCF reports that the leading cause of active children at risk cases statewide are attributed to substance use, yet this region's leading cause is in home violence (24.6%). DCF shows 10+% increase in Seminole Co DV reports; 54% increase in HT reports statewide between (16-17), w. the Central FL ranked 3rd nationally as hub for HT activity. 116 referrals to CES RRH sent from regional certified DV shelters & 47 HT survivors reported from the HT service provider as needing shelter, RRH, or TH.

2 Data sources are the CoC's HMIS, & comparable HMIS/HUD statewide database of CoC's certified DV providers; segregated data from Human Trafficking (HT) providers in addition to Florida's County & Jurisdictional Reported Domestic Violence Offenses, the Florida Department of Law Enforcement for the tri-county area & DCF statistics.

3 CoC collected aggregate reports from certified DV/HT provider reports; aggregate HMIS from HMIS Lead agency based on HUD required yes/no field re: DV: tri-county data from FL Dept of Law Enforcement pulled from online data; DCF data pulled by DCF data analyst. Used segregated housing & services data from HT provider. (CoC unable to un-duplicate between DV/HT provider data & HMIS).

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

(1) RRH Project: Data shows our region's Domestic Violence(DV)/Human Trafficking(HT) survivors have extensive hsg & service needs. Housing needs include ES with immediate, 24/7 access; bridge hsg to provide safety during emergency transfers; & scattered site permanent hsg that maximizes client choice including location flexibility that balances of proximity to employment & schools & distance from abusers. DV/HT survivors have intensive & unique service needs including supportive counseling for adults & children; health care; assistance with increased income from employment, mainstream cash/non-cash benefits; job training; transportation;child care; budget counseling; life skills development; parenting skill building; mental health & substance use services; & financial assistance with deposits, utilities, furniture & other household set up expenses. Wrap around services must be client focused & enriched with trauma-informed care & provided by well trained staff.

CES Project:Current CES needs additional capacity to develop responsive policies & procedures to create DV specific registry to prioritize housing & services while using data sources that intentionally do not capture service needs/vulnerability information such as mental illness, substance use, eviction history, credit history or employment status. CES needs additional capacity to create a regional prioritization process & support agencies that have historically acted independently to embrace a regional CES structure.

(2) DV shelters have identified an unmet permanent hsg need of 364 households. In FY2018, 238 DV survivors were served in non-DV specific RRH (recorded in HMIS). In 2018 CES saw an increase of 354 DV households eligible for RRH referred through non-DV agencies (702 in '17; 1056 in '18).HMIS exit destination data on regional DV households shows 498 (27.7% of 1797) persisted in a homeless situation. Applying the same percentages

across the aggregate total households assessed from HMIS & comparable DV database, an extraordinary extrapolated unmet housing need of 685 households. CoC acknowledges this as an undercount as # excludes survivors who did not present to a CES HUB, ES or DV Provider.

(3) Data sources include HMIS project performance metrics, & comparable database of certified DV providers, segregated data from Human Trafficking (HT), as well as CES data on the CoC's vulnerability assessment tool.

(4) Determining the unmet need requires extrapolation due to the segregation of DV data within the CoC. The work to pull different data points together is leading to creative problem solving that will improve sourcing & analysis over time. The CoC gathered DV providers from across the CoC to respond to the DV bonus opportunity with a collective strategy. Providers worked together to pull data available & suggested other sources that might provide insight into the unmet need (ex., Fed/State agencies, law enforcement & victim advocates).

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

RRH project will serve 55 individuals & families at a time using low barrier Housing 1st model incorporating field-based services & economic empowerment; will exit 90% to PH & 86% see increase in income. Survivors placed on a DV registry & prioritized for Project, speeding up access while other RRH projects have significant wait lists, thus enhancing access to housing & safety.

CMs work holistically w. survivors to help families/individuals regain control away from the abuser. Services address barriers over-represented among victims, including credit issues, employment & job training needs, criminal records, & eviction histories. With wrap-around services, individuals & their children are able to stabilize, heal, & prepare for a safe return into the community. Lead agency's housing team recruits landlord/units, assists w. lease negotiations & inspects units based on preferences requested/identified by survivors, w. special attention to locations. Landlords have a single point of contact regarding concerns with the program's tenants, adding additional anonymity & protection.

This project will supplement the work of an effective CES system to increase responsiveness to survivors who are not in a position to engage non-victim service providers. 1/3 FTE will be dedicated to working with the region's DV & Human Trafficking (HT) providers to develop a strategy to identify & prioritize eligible households while honoring federal & state requirement regarding confidentiality & use of the statewide DV database, Osnium. The CoC has requested technical assistance from HUD to help provide guidance for development of these processes. Household's needs will be identified utilizing a standardized common assessment tool (CAT) with additional agreed upon factors related to unique needs & vulnerability of victims of crime. At full capacity the project will serve up to 55 households at any given point in time, & more than 250 persons throughout the project year.

1C-4f. Applicants must address the capacity of each project applicant applying for DV bonus projects to implement a DV Bonus project by describing:
(1) rate of housing placement of DV survivors;
(2) rate of housing retention of DV survivors;
(3) improvements in safety of DV survivors; and
(4) how the project applicant addresses multiple barriers faced by DV survivors.
(limit 4,000 characters)

(1) Analyzing rate of housing placements among certified DV providers, 19.4% of ES leavers had a PH destination, 13.5% a temp hsg. The rate of housing placement of DV survivors in HMIS; 24.4% of DV survivors are currently housed in a PH situation & 14.4% are open/active, meaning they are still engaging in some form of housing services. Of those housed, 76% are in a PH situation with no ongoing subsidy. A significant portion of DV survivors are "whereabouts unknown". Using SPM metric 7a.1 & 7b.2, segregating DV surviving households 40.3% exited to PH from SO & 47% exited to PH from ES,SH,TH & RRH (compared to 40% & 40% for all households).
(2) The CoC analyzed housing retention among DV survivor households SPM metric 7b.2. 93.9% of 131 household surviving DV successfully retained PH upon exit compared to 95% across the universe of households in the CoC. Data quality insufficiency inhibited the CoC's ability to measure retention among the certified DV providers.
(3) All survivors being assessed for the Rapid Rehousing Project receive extensive safety planning & crisis intervention. Their unique safety needs are addressed on an individual basis. CES intake volunteers & staff at the tri-county HUB's are all advised & able to sit with the DV survivor for any referrals/calls they wish to make when seeking shelter & safety-planning services. Seminole County HUB offers on-site & immediate case mgmt/housing services for HT survivors. HUBs prioritize the safety needs & concerns of any household who presents stating they are fleeing DV/HT. Families who are actively fleeing DV & are seeking shelter are prioritized by CES for non-DV shelter beds.
(4) The Project has robust-wrap around services to address multiple barriers faced by DV/HT survivors, and services are provided in a client-centric manner that uses trauma informed care best practices and an empowerment model. CMs work holistically to address barriers over-represented among victims, including credit issues, employment & job training needs, criminal records, & eviction histories. Wrap-around services include linkage of personal counseling for adults and children; linkage to MH/SA and health care services; access to deposits, utility deposits, household setup items and furniture for new homes; child care; transportation; reviewing their credit reports & assisting with disputes & in contacting debtors to negotiate repayment options; mainstream cash and non-cash benefits; legal assistance. Housing team recruits units based on client choice, works with landlord to increase awareness of why survivors may have no rental history, assists w. lease negotiations & inspects units and implements emergency transfers as needed and prioritize rehousing for survivors. Landlords have a single point of contact regarding concerns with the program's tenants, adding additional anonymity & protection. The Project's approach will result in higher rates of housing placement and retention.

1C-5. PHAs within CoC. Applicants must use the chart to provide

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

Public Housing Agency Name	% New Admissions into Public Housing and Housing Choice Voucher Program during FY 2017 who were experiencing homelessness at entry	PHA has General or Limited Homeless Preference	PHA has a Preference for current PSH program participants no longer needing intensive supportive services, e.g. move on?
Orlando Housing Authority	100.00%	Yes-HCV	No
Osceola County Housing Agency	100.00%	Yes-HCV	No
Orange County Housing & Community Development	10.00%	No	No
Seminole Co Housing Authority	50.00%	Yes-HCV	No
Housing Authority of the City of Winter Park	0.00%	Yes-Public Housing	No

If you select "Yes--Public Housing," "Yes--HCV," or "Yes--Both" for "PHA has general or limited homeless preference," you must attach documentation of the preference from the PHA in order to receive credit.

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

Of the 5 PHAs serving the CoC's coverage area, the Orange County Housing Authority (OCHA) is the only PHA in the region that has not yet adopted any form of homeless admission preference. Although the CoC's goal is adoption of a preference by all PHAs to ensure access to housing choice vouchers and public housing units region-wide, it should be noted that OCHA is a direct arm of Orange County Government. Orange County's investment in the homelessness assistance system as a jurisdiction has been both substantial and diverse actively meeting with county officials to enhance partnership and encourage adoption of a preference policy. The jurisdiction's Director of Housing and Community Development has been invited to present to the CoC membership meeting in early 2019 giving additional opportunity for education about preferences and coordination. The Deputy Director for CoC is working directly with OCHA staff and is sharing HUD PHA/CoC partnership resources to educate and promote understanding towards mutually beneficial outcomes.

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

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

The CoC's emerging Move On strategy consists of: 1) ongoing ID and assessment of the subset of PSH clients who could be successful participants in a Move On initiative; 2) cultivation and coordination of opportunities to extend the housing "pipeline" beyond PSH; and 3) alignment of housing and service resources to cement appropriate and sustainable Move On modalities.

The CoC recently completed a system-wide Move On readiness assessment of all PSH clients, finding that 29% might be potential candidates for progression to PH options that do not rely on PSH subsidies and/or provide PSH-level intensity of services. Using this result, an estimated 129 individuals and families currently enrolled in PSH for 12+ months would be appropriate candidates to participate in a Move On initiative. Core principles of the initiative include prioritization by vulnerability, primacy of client choice in housing, and attainment of housing stability through right-sizing of assistance.

Through outreach and engagement, the CoC's Housing Locator Team has already made progress in marshalling affordable housing providers and resources in the region as a base upon which the initiative will be built. These include multifamily developments financed with Low-Income Housing Tax Credits or project-based Housing Choice Vouchers (HCVs), PHA-supplied tenant-based HCVs and other special needs housing developments. Capitalizing on available HCVs through an MOU with the Orlando Housing Authority and other units with affordability restrictions and unit set-asides is key to the effort.

Finally, housing must be linked with some level of service supports, albeit as a "step-down" from the intensive case management associated with PSH, including maximizing community integration, ensuring access to mainstream MH services, continuing case mgmt support using a "lightest-touch"/time-limited approach, and increasing emphasis on daily living and budgeting skills prior to leaving PSH.

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

The CoC has fully embraced and commenced implementation of a plan to ensure that LGBTQ persons experiencing homelessness are provided Equal Access and are welcomed & respected. The CoC enthusiastically adopted a written policy on Gender Inclusion & Sexual Orientation Non-Discrimination, including implementation plan that incentivizes projects - regardless of funding source- to implement the policy & adopt best practices for service delivery. The policy is grounded in & draws heavily from HUD's 2012 and 2016 Equal Access Rules.

The policy includes a 6-month timeline for adoption by contracted agencies & commitments to ongoing training. The policy was developed w. the CoC

Planning Committee (12/17), presented 2 the CoC membership (1/18) refined further in committee mtgs & finally adopted by the CoC Board (8/18).

The CoC also added a relevant question & scoring criterion to its FY 2018 regional application process.

In partnership w. Southern Legal Counsel (SLC), a Florida LGBTQ advocacy leader, the CoC completed a phased training program to equip participants w. tools to create welcoming & inclusive housing & services for transgender & gender non-conforming clients. The highlight was a full-day workshop on inclusive housing and services for transgender individuals, which was attended by over 100 participants. SLC continues to provide ongoing consultation and support.

LGBTQ youth continue to be among the most vulnerable segments of the homeless population. In response, the Zebra Coalition project was created and continues to provide TA to the full CoC. In addition, Zebra operates a youth drop-in center, street outreach program & emergency shelter serving LGBTQ youth as its primary target population. Zebra also provides case mgmt for a CoC-funded RRH project and anchors the Youth Registry Management process, together with Covenant House, which also incorporates LGBTQ cultural competencies into its outreach, shelter and transitional housing projects.

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

1. Did the CoC implement a CoC-wide anti-discrimination policy that applies to all projects regardless of funding source?	Yes
2. Did the CoC conduct annual CoC-wide training with providers on how to effectively implement the Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity (Equal Access Final Rule)?	Yes
3. Did the CoC conduct annual CoC-wide training with providers on how to effectively implement Equal Access to Housing in HUD Programs in Accordance with an Individual's Gender Identity (Gender Identity Final Rule)?	Yes

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

Engaged/educated local policymakers:	X
Engaged/educated law enforcement:	X
Engaged/educated local business leaders:	X
Implemented communitywide plans:	X
No strategies have been implemented:	

Other:(limit 50 characters)	
CJ-HMIS data sharing project	X
Central Receiving Center (MI/SA)	X
	☐

1C-8. Centralized or Coordinated Assessment System. Applicants must:
(1) demonstrate the coordinated entry system covers the entire CoC geographic area;
(2) demonstrate the coordinated entry system reaches people who are least likely to apply homelessness assistance in the absence of special outreach;
(3) demonstrate the assessment process prioritizes people most in need of assistance and ensures they receive assistance in a timely manner; and
(4) attach CoC's standard assessment tool.
(limit 2,000 characters)

(1) The CoC's Coordinated Entry System (CES) is unambiguously marketed & operated as serving the entire geographic region. CES also receives 211 referrals and operates HUBs in all 3 counties. Bilingual street outreach teams & navigators engage literally homeless persons in each county, with teams specializing in youth, individuals, families & veterans. Finally, each CES Registry Mgmt process is operated as a regional unit, prioritizing & assigning persons to housing & services using a singular process with one by-name list for the entire region.
(2) CES actively serves the full spectrum of persons experiencing homelessness in the region. To reach this diverse & dispersed group, field-based outreach workers/navigators find and engage clients where they are. HUBs are centrally located near public transit. Advocates in community settings engage DV survivors. 211 initiates intake for persons seeking help by phone, meeting the needs of clients with Limited English Proficiency, mobility barriers, etc. CES also engages agencies serving persons for whom English is a 2nd language to spread awareness.
(3) Outreach workers & others help clients complete the intake process and enter information into HMIS, resulting in their immediate placement on the appropriate by-name list (Registry) used to match eligible prioritized persons with housing & services. Prioritization is determined using a measure combining length of homelessness and vulnerability (& addl. inputs if relevant). Vulnerability is measured using the CoC's standardized common assessment tool (CAT), namely the population-appropriate version of the Vulnerability Index-Service Prioritization Decision Assessment Tool (VI-SPDAT). The tool can be completed in HMIS, but is also accessible by DV programs for use in comparable systems. Prioritized persons are continuously matched to programs based on eligibility and linked to case mgmt/housing location services.
4) COC's assessment tool is attached.

1D. Continuum of Care (CoC) Discharge Planning

Instructions:

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

1D-1. Discharge Planning–State and Local. Applicants must indicate whether the CoC has a discharge policy to ensure persons discharged from the systems of care listed are not discharged directly to the streets, emergency shelters, or other homeless assistance programs. Check all that apply (note that when "None:" is selected no other system of care should be selected).

Foster Care:	X
Health Care:	X
Mental Health Care:	X
Correctional Facilities:	X
None:	

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

Foster Care:	X
Health Care:	X
Mental Health Care:	X
Correctional Facilities:	X
None:	

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

Instructions

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

1E-1. Project Ranking and Selection. Applicants must indicate whether the CoC used the following to rank and select project applications for the FY 2018 CoC Program Competition:
(1) objective criteria;
(2) at least one factor related to achieving positive housing outcomes;
(3) a specific method for evaluating projects submitted by victim services providers; and
(4) attach evidence that supports the process selected.

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

1E-2. Severity of Needs and Vulnerabilities. Applicants must describe:
 ### (1) the specific severity of needs and vulnerabilities the CoC considered when reviewing, ranking, and rating projects; and
(2) how the CoC takes severity of needs and vulnerabilities into account during the review, rating, and ranking process.
(limit 2,000 characters)

(1) Severity of need factored prominently into project scoring & ranking. First, the regional application scoring heavily favored applicants that: i) adopted HUD's criteria for prioritization; ii) Used VI-SPDAT to assess needs and vulnerabilities; iii) referred clients based solely on the needs-driven CES process; iv) dedicated 100% of PSH units for chronically homeless; & v) implements Housing 1st/zero-barrier practices. Other specific needs & vulnerabilities considered & scored in the applications included income, family composition, current/former substance use, current/past mental health history, current/past history of domestic violence, criminal record, eviction history, credit issues, past history with agency &/or services, disability type, amount of possessions, sexual orientation or gender identity, access to transportation, & ability to engage intake/services during specified hours.
2) Existing projects were scored based on % of clients referred from the prioritized by-name CES list (which uses the above listed needs/vulnerability to prioritize), the % of those referrals that were accepted into the project & reasons why they were denied if they were denied as well as % of persons terminated from projects & the reasons termination; % terminated for reasons that

successful project completion; new projects were scored on commitments to CES & Hsg 1st & expectations for eligibility or termination based on the same specific list of needs/vulnerabilities. Second, CoC-adopted policies embedded in the 2018 application process included: 1) a priority for PSH projects; 2) PSH units to be filled using HUD's Orders of Priority (highest needs/longest histories); 3) other PH units filled & 4) applicant's implementation of Gender Inclusion & non-discrimination policy.

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

Public Posting of Objective Ranking and Selection Process		Public Posting of CoC Consolidated Application including: CoC Application, Priority Listings, Project Listings	
CoC or other Website	☐	**CoC or other Website**	☐
Email	☐	**Email**	☐
Mail	☐	**Mail**	☐
Advertising in Local Newspaper(s)	☐	**Advertising in Local Newspaper(s)**	☐
Advertising on Radio or Television	☐	**Advertising on Radio or Television**	☐
Social Media (Twitter, Facebook, etc.)	☐	**Social Media (Twitter, Facebook, etc.)**	☐

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

Reallocation: Yes

1E-5. Local CoC Competition. Applicants must indicate whether the CoC:
(1) established a deadline for project applications that was no later than 30 days before the FY 2018 CoC Program Competition Application deadline–attachment required;
(2) rejected or reduced project application(s)–attachment required; and
(3) notify applicants that their project application(s) were being rejected or reduced, in writing, outside of e-snaps, at least 15 days before FY 2018

CoC Program Competition Application deadline–attachment required. :

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

2A. Homeless Management Information System (HMIS) Implementation

Intructions:

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

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

Yes

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

PP 18-19 of Governance Charter & Bylaws

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

Yes

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

Mediware

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

Single CoC

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

(3) total number of beds in HMIS.

Project Type	Total Beds in 2018 HIC	Total Beds in HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ES) beds	1,325	220	1,006	91.04%
Safe Haven (SH) beds	0	0	0	
Transitional Housing (TH) beds	733	24	370	52.19%
Rapid Re-Housing (RRH) beds	836	0	836	100.00%
Permanent Supportive Housing (PSH) beds	1,464	0	640	43.72%
Other Permanent Housing (OPH) beds	426	0	426	100.00%

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

Concerted efforts by the CoC to maximize the inventory of "other permanent housing beds" covered in HMIS resulted in a 9% increase in the overall bed coverage.
PSH: CoC actually has 100% bed coverage for PSH in HMIS because VASH project data (700 beds) entered into another HMIS database as required by VA & HOPWA data (124 beds) entered into PROVIDE per local HOPWA grantee requirement. RE: VASH, the CoC continues to work with the Program Analyst for VHA Homeless Programs (VA) to identify a workable method for incorporating client data re: VASH beds into HMIS. Re: HOPWA, the regional grantee now tracks those beds in PROVIDE - a specialized database used only in HOPWA & Ryan White projects - rather than HMIS. In the past year, the CoC attempted 3 imports into HMIS from PROVIDE. However, due to vendor issues beyond CoC's control, the imports were not successful. The HMIS Lead will continue to work with all parties involved to improve the quality of the imports & ensure all HOPWA client data associated with PSH beds is included in HMIS.

TH: Almost all of the former funded TH inventory was eliminated/converted in alignment with HUD priorities, increasing the relative impact of the remaining TH providers on bed coverage. 64% (217) of the TH beds not covered in HMIS are at Orlando Union Rescue Mission (OURM), a privately-funded, faith-based provider historically unwilling to participate in HMIS. Efforts to fully engage OURM in CoC activity (RRH, CES, etc.) has debunked many HMIS myths, highlighted the CoC's strict adherence to privacy, etc. Furthermore, system-wide discussions about using CES for ES/TH prioritization has moved conversations forward, resulting in increased openness to the possibility of HMIS participation. The CoC will continue its outreach to OURM as it assesses future HMIS system options. Of the remaining beds 27% (91) were HOPWA beds (see above), and 9% (31) were classified as non-HMIS beds in HDX in error; these 31 beds are in fact covered.

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

2A-7. CoC Data Submission in HDX. 04/30/2018
Applicants must enter the date the CoC
submitted the 2018 Housing Inventory Count
(HIC) data into the Homelessness Data
Exchange (HDX).
(mm/dd/yyyy)

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

Instructions:

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

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

2B-2. HDX Submission Date. Applicants must enter the date the CoC submitted its PIT count data in HDX (mm/dd/yyyy).   04/30/2018

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

Instructions:

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

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

The CoC made no substantive changes to sheltered PIT methodology or data quality but continues to refine the sheltered count with an emphasis on improved planning including volunteer recruitment and improved training. CoC formed a PIT Steering Committee w. members from all 6 jurisdictions & every major shelter, RRH, PSH & supportive services provider agency participating in the planning process. Extensive outreach engaged providers on the periphery of CoC. Organizations that once reacted w. hostility against the PIT Count assisted as a result of persistent community organizing. Volunteer recruitment began three months earlier than previous years.The improved planning, communication and accountability that has resulted in fewer data quality errors. Shelter beds added resulting from state funded bridge housing, primarily project funded hotel beds. Beds removed resulting from region's ongoing shift of private and public funding from TH to PSH projects.

2C-2. Did your CoC change its provider coverage in the 2018 sheltered count?   Yes

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

Beds Added:	276
Beds Removed:	447
Total:	-171

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

count?

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

Beds Added:	0
Beds Removed:	0
Total:	0

2C-4. Changes in Unsheltered PIT Count Implementation. Did your CoC change its unsheltered PIT count implementation, including methodology and data quality changes from 2017 to 2018? If your CoC did not conduct and unsheltered PIT count in 2018, select Not Applicable.

No

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

Yes

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

1) Engagement of stakeholders in planning: Representatives from agencies serving homeless youth actively participated in the 2018 PIT Count Steering Committee (including Covenant House of Central Florida, Zebra Coalition-- focusing on LGBTQ youth, and Impower-- focusing on youth aging out of foster care). Additionally, the CoC partnered with Chapin Hall's Voice of Youth (VOY) Count for a second year, this time expanding the count from Orange County alone to the entire 3-county region. Lessons learned from the October 2017 VOY Count were incorporated into preparations for the January 2018 PIT Count. Stakeholder expertise was particularly critical on planning topics such as timing the deployment of enumerators and on the use of volunteers specifically trained to identify homeless youth.
2) Consulting stakeholders to select locations: As a direct result of the VOY Count in October 2017, the 2018 PIT Count maps and "hot spot" locations (targeted locations where homeless youth were known to gather) were validated by multiple focus groups comprised of youth provider agency staff, youth street outreach workers and youth experiencing homelessness at Youth Action Board meetings Youth Committee meetings and PIT Count planning meetings.

3) Involving youth in counting: During the 2018 PIT Count, the youth street outreach team from Covenant House led teams of enumerators (including youth with lived experience) to all identified hot spot locations The CoC will continue to work to increase involvement by youth with lived experience through the CoC Youth Action Board in order to further improve and increase the inclusion of youth in the upcoming 2019 PIT Count and to inform system process improvement.

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

To improve participation in the 2018 Count, the CoC formed a PIT Steering Committee w. members from all 6 jurisdictions & every major shelter, RRH, PSH & supportive services provider agency participating in the planning process. Extensive outreach engaged providers on the periphery of CoC. Organizations that once reacted w. hostility against the PIT Count assisted as a result of persistent community organizing. Volunteer recruitment began three months earlier than previous years.
1- Chronic: CoC's 2018 PIT leveraged the extensive 3 yr investments in street outreach. Collective expertise of street outreach teams ensured maximum number of unsheltered individuals region-wide were counted. Lead Agency utilized focus group information from street outreach, service providers & persons with lived experience to create & validate known location maps, refine the survey instrument to boost participation & completion rates. The CoC engaged & trained law enforcement to accompany surveyors to identify persons in encampments & remote locations both within & outside urban centers.
2- Families: Increased time allocated day of PIT Count to "micro-target" locations where families w. children & unaccompanied youth are known to frequent (for ex., airport, malls, laundromats, meal programs). Locations where homeless families living in cars often park were identified. CM identified "hot spots" based on feedback from clients. Recruitment & training of a diverse & well-equipped group of volunteers ensured enumeration efforts were non-threatening to families.
3- Veterans: The local VA and SSVF program staff participated in PIT Count planning & were heavily engaged the night of the count. Unsheltered veterans identified the night of the count were provided with immediate emergency shelter options.

3A. Continuum of Care (CoC) System Performance

Instructions

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

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

Number of First Time Homeless as Reported in HDX.	3,866

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

The number of 1st time homeless (FTH) decreased by 309 in 2018.

1- Risk factors: The CoC uses HMIS & other tools to conduct analysis to better understand FTH, target resources & intervene strategically. Analysis has consistently shown that Central Florida's tandem of low-wage jobs that dominate the service-driven economy & acute affordable rental housing shortage creates broad risk of FTH, w. those with limited support systems, facing eviction from/non-renewal of housing, & new arrivals at greatest risk.

Data shows that ES's are the largest system entry point for FTH, followed by 211, HUBs, faith-based partner agencies and DV agencies. A new CoC partner, CRN, has established a database for use by houses of worship in coordinating support from parishioners. This unique tool will gather information from organizations previously unwilling to participate in HMIS, providing addl data about HHs at risk of FTH who will not access traditional CoC services.

2- Strategy: Since shelters are the largest entry point for FTH, a primary strategy is diversion immediately prior to what would otherwise be formal entry into the system at the shelter "front door." A pilot diversion project at the region's largest family shelter has shown positive results. Training on mediation skills and the availability of small sums of crisis resolution funds will allow expansion to addl. settings. For example, outreach workers will be trained on diversion techniques as they interact with those on the cusp of homelessness. The CoC will monitor diversion project performance to inform improvements. CRN will train members on best practices in diversion & prevention as part of a strategy to better coordinate and target services provided by its large faith

network. Coordination with homeless education liaisons facilitates FTH families' expedited access to services & resources.
3 - Responsibility: The Lead Agency's Deputy Director for CoC is responsible for overseeing the strategy.

3A-2. Length-of-Time Homeless as Reported in HDX. Applicants must:
(1) provide the average length of time individuals and persons in families remained homeless (i.e., the number);
(2) describe the CoC's strategy to reduce the length-of-time individuals and persons in families remain homeless;
(3) describe how the CoC identifies and houses individuals and persons in families with the longest lengths of time homeless; and
(4) provide the name of the organization or position title that is responsible for overseeing the CoC's strategy to reduce the length of time individuals and families remain homeless.
(limit 2,000 characters)

1 The average Length of Time Homeless (LOTH) in ES/TH/SH settings across the CoC was 105 days, a decrease of 1 day over the previous year. This modest decrease appears much more significant when considered in the broader context, however. Central Florida has the nation's 3rd tightest rental market, with only 17 units per 100 ELI families in need of housing. Central FL Fair Market Rents have increased 20% in the past 2 years alone, creating a massive structural barrier to LOTH reduction.

2 Key elements of the CoC's strategy to reducing LOTH) include: 1) aggressive housing placement efforts with broad landlord engagement, 2) implementation of a robust diversion initiative, 3) outreach to/extended engagement of those with longest LOTHs, and 4) increasing flow into & out of the housing "pipeline." The CoC's team of housing location specialists recruit private landlords across the region, market aggressively to real estate professionals, and utilize master leasing to reduce access barriers for hardest-to-house clients. The CoC's largest ES is piloting a diversion program that has shown encouraging early results. CES is also rolling out a system-wide diversion & rapid exit initiative in early 2019 that will implement a phased assessment process & equip front-line staff, CES staff/volunteers & 211 Intake Specialists with mediation skills to facilitate rapid resolution of homelessness.
3 The CoC invests significantly in Street Outreach (SO) to identify the most vulnerable individuals with longest LOTHs, many of whom are not accessing ES beds (the resulting impact is not captured in this SPM). 20+ SO workers cover the CoC's tri-county footprint. The prioritization process used by the CoC includes a combination of the current vulnerability index & LOTH (based on HMIS) rather than Length of Stay (LOS) in shelter.

4 CoC Deputy Director & the CES Manager of the CoC Lead Agency share responsibility for overseeing the strategy for reducing the LOTH.

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

(2) provide the percentage of individuals and persons in families in permanent housing projects, other than rapid rehousing, that retain their permanent housing or exit to permanent housing destinations.

	Percentage
Report the percentage of individuals and persons in families in emergency shelter, safe havens, transitional housing, and rapid re-housing that exit to permanent housing destinations as reported in HDX.	40%
Report the percentage of individuals and persons in families in permanent housing projects, other than rapid re-housing, that retain their permanent housing or exit to permanent housing destinations as reported in HDX.	95%

3A-3a. Applicants must:
(1) describe the CoC's strategy to increase the rate at which individuals and persons in families in emergency shelter, safe havens, transitional housing and rapid rehousing exit to permanent housing destinations; and
(2) describe the CoC's strategy to increase the rate at which individuals and persons in families in permanent housing projects, other than rapid rehousing, retain their permanent housing or exit to permanent housing destinations.
(limit 2,000 characters)

Key elements of the CoC's strategy to ensure exits to/retention of PH include sustaining a strong system of housing-focused case mgmt, recruiting private landlords (LLs) & providing LL support, increasing client income, linking clients to "move on" units, maximizing resources, & monitoring system and project performance.

1 ES/TH/RRH exits to PH: CoC actively coordinates case mgmt system-wide, emphasizing housing-focused practice & providing frequent skills training (MI, TIC, etc.) Contracts w. funded agencies reinforce this, while case conferencing with non-funded partners further extends the housing-focused approach.

The CoC Housing Locator Team (HLT) recruits private-sector LLs and has developed a regional portfolio of 100s of affordable units allowing placement based on housing choice and need.
HLT support of LLs with tenant/payment concerns and jurisdictional support of LL incentives & damages funds bolsters LL participation. The CoC's integrated RRH system allows for braiding of funding, program transfers, etc., extending & targeting resources to promote successful exits, as does linkage to affordable "move on" units. CoC analysis of barriers to non-PH exits by race & geography informs system planning. Low-performing agencies are assigned performance improvement plans & funding was re-allocated to higher-performing agencies.

2 Exit/retention of PH: Most of the same elements of the prior strategy apply to exit to/retention of PH as well. The CoC Lead Agency actively coordinates and equips 40+ PSH case managers. HLT's landlord supports resolve tenancy concerns vs. eviction. The CoC's model for PSH supports emphasizes SOAR access & linkage to mainstream services 2 increase income/benefits to promote PH retention, along with peer support & housing specialists. Modification of service plans in response 2 changes in circumstances & use of targeted homelessness prevention resources are also key.
3,4 - CoC Dept Dir 2 support, monitor & enhance strategies

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

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

3A-4a. Applicants must:
(1) describe how the CoC identifies common factors of individuals and persons in families who return to homelessness;
(2) describe the CoC's strategy to reduce the rate of additional returns to homelessness; and
(3) provide the name of the organization or position title that is responsible for overseeing the CoC's strategy to reduce the rate individuals and persons in families returns to homelessness.
(limit 2,000 characters)

The CoC saw a 1% decrease in Returns to Homelessness (RTH) from the prior year.

1 CoC identifies factors correlated w. RTH through continuous examination of program data as well as system- & project-level performance measures at the macro level; case conferencing & continuous feedback loops at the provider/client level. Relationships between key variables and RTH are closely examined, with special ongoing system-wide analysis underway with the more complex reasons for RTH in RRH. CoC monitors project performance & implements performance improvement plans.

2 The CoCs strategy to reduce RTH involves simultaneous use of analytics, targeted interventions & structural linkages with the broader system. CoC committees & workgroups focus on projects with higher return rates. RRH/PSH workgroups have refined exit policies and procedures while addressing emerging issues that increase risk of housing instability. Housing Locator Team identifies units to re-house clients who lose their PH before they return to the homelessness system. DV Transfer Plans allow victims to move to new housing units rather than abandon unsafe living arrangements. Leveraging affordable PH units (e.g., tax credit developments) for use as next step/move on opportunities increases long-term sustainability. In response to displacement of vulnerable clients as a result of unauthorized capture of units by predators, CoC developed protocols to assertively regain possession of units & restore tenants. Housing stability case planning emphasizes linkage to job supports and training, SOAR & mainstream services to increase income & benefits. Case mgmt also includes budgeting to prioritize housing stability expenses; adapts to changes in client circumstances, engages targeted homelessness prevention when needed, supports development of positive social networks and includes follow-up monitoring after housing subsidy ends.

3 Lead Agency's Dep Director for CoC is responsible for overseeing strategies.

3A-5. Job and Income Growth. Applicants must:
(1) describe the CoC's strategy to increase access to employment and non-employment cash sources;

(2) describe how the CoC works with mainstream employment organizations to help individuals and families increase their cash income; and
(3) provide the organization name or position title that is responsible for overseeing the CoC's strategy to increase job and income growth from employment.
(limit 2,000 characters)

The CoC's strategy consists of: 1) reduction of barriers to & integration with mainstream/community resources; 2) increased emphasis by & improved effectiveness on CoC agencies re: jobs/income; and 3) increased attention on system & project performance drivers around jobs & income.

1 Strategy re: non-employment cash sources:
Implementation of strategy included: require funded projects to include DCF ACCESS partner to facilitate enrollment and retention in SNAP, Medicaid & cash assistance; presentations & information to CoC to ensure that providers are aware of benefits, eligibility & application processes, incl. income tax and premium tax credits; entry into MOUs with "4C" agencies to facilitate access to subsidized child care; dedication of and support for SOAR workers to remove barriers & expedite applications for SSI/SSDI benefits; monitoring project performance re: increasing income; & using project type-specific workgroups/Planning Committee to refine strategies.
2 Mainstream employment - increase cash income: Implementation of CoC strategy included: Launching privately funded Employment Pilot program linking case mgmt. with mainstream employment programs such as Career Source and Valencia College; developing plan to transition Pilot into permanence using existing community resources; bolstering system-wide supports such as flexible funding for employment-related costs (e.g., uniforms, licenses) and increased attention to budgeting support as integral to case planning; establishing partnership to add youth-specific job training svcs; hosting of monthly "Learning Collaboratives" to support funded & non-funded partners to improve coordination at client level; monitoring project performance re: increased income & using project type-specific workgroups/Planning Committee to refine strategies; retaining reps. from several of region's largest employers on CoC Board.
3 Responsibility: Lead Agency's Dep Director for CoC is responsible for overseeing strategies.

3A-6. System Performance Measures Data Submission in HDX. Applicants must enter the date the CoC submitted the System Performance Measures data in HDX, which included the data quality section for FY 2017 (mm/dd/yyyy)   05/31/2018

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

Instructions

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

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

Total number of beds dedicated as DedicatedPLUS	14
Total number of beds dedicated to individuals and families experiencing chronic homelessness	485
Total	499

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

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

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

3B-2.2. Applicants must:
(1) describe the CoC's current strategy to rapidly rehouse every household of families with children within 30 days of becoming homeless;
(2) describe how the CoC addresses both housing and service needs to ensure families successfully maintain their housing once assistance ends; and
(3) provide the organization name or position title responsible for overseeing the CoCs strategy to rapidly rehouse families with children within 30 days of becoming homeless.
(limit 2,000 characters)

1 The crux of the CoC's strategy to re-house families within 30 days is ongoing development of a housing "pipeline" to ensure optimal "flow" of each family to appropriate housing through seamless system linkages & right-sized assistance. To be effective, all components of the family homelessness system align, incl. outreach, intake & assessment, diversion, emergency shelter/assistance, rapid exit, navigation, rapid rehousing (RRH) assistance & progressive engagement. Ongoing analysis of system & project performance data drive system improvements & help ID bottlenecks.

Specialized intake/outreach targets families - including those fleeing DV - through HUBs (access points) & 24-7 access w. 211. Using HMIS Coordinated Entry System (CES) facilitates assignment 2 housing & services prioritized from the by-name list (Family Registry) based on vulnerability & length of homelessness. Ongoing prioritization discussions will further improve targeting & accelerate system flow. CES now coordinates prioritization for family shelter placements & deploys field-based navigation to all 3 counties. Families not diverted from homelessness can access housing stability case mgmt, housing location svcs, bridge housing & rental assistance. Braiding of federal/state/local resources maximizes the availability of flexible funds to expedite move-ins & increase housing stability. Rental assistance is month-to-month & tapered to promote rapid exit.
2 RRH case managers promote housing retention by linking to employment & education opportunities (or to SOAR),facilitating access to mainstream benefits & using flexible funding to fill gaps. Housing locators facilitate access to "next units" in affordable developments & capitalize on LL relationships to aid retention of current units. Exiting RRH clients receive follow-up case mgmt to promote retention, & CES uses TANF set-asides to prevent returns to homelessness.
3 The Dep Dir for CoC is responsible for overseeing these strategies.

3B-2.3. Antidiscrimination Policies. Applicants must check all that apply that describe actions the CoC is taking to ensure providers (including emergency shelter, transitional housing, and permanent supportive housing (PSH and RRH) within the CoC adhere to antidiscrimination policies by not denying admission to or separating any family members from other members of their family or caregivers based on age, sex, gender, LGBT status, marital status, or disability when entering a shelter or housing.

CoC conducts mandatory training for all CoC and ESG funded service providers on these topics.	☐
CoC conducts optional training for all CoC and ESG funded service providers on these topics.	☐
CoC has worked with ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients.	☐

CoC has worked with ESG recipient(s) to identify both CoC and ESG funded facilities within the CoC geographic area that may be out of compliance, and taken steps to work directly with those facilities to come into compliance.	☐
CoC has sought assistance from HUD through submitting AAQs or requesting TA to resolve non-compliance of service providers.	☐

3B-2.4. Strategy for Addressing Needs of Unaccompanied Youth Experiencing Homelessness. Applicants must indicate whether the CoC's strategy to address the unique needs of unaccompanied homeless youth includes the following:

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

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

History or Vulnerability to Victimization (e.g., domestic violence, sexual assault, childhood abuse)	X
Number of Previous Homeless Episodes	X
Unsheltered Homelessness	X
Criminal History	X
Bad Credit or Rental History	X

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

1 - The crux of the CoC's strategy for increasing housing & services for homeless youth includes: 1) availability of an array of youth-centric housing options; 2) full implementation of the Coordinated Entry System's Youth Registry; & 3) youth-focused systems planning activities.

The CoC recognizes the uniqueness of youth homelessness & the need for a response that is not just a variation on the broader system response. Housing options in place/in development for youth include ES, TH, RRH, host homes & shared housing. The CoC funds dedicated RRH & TH slots & has sought new resources through YHDP, DOL & local funding RFAs.

The CES Youth Registry Mgmt process is now the central mechanism for coordination & prioritization regionally, aligning RRH & TH resources through collaboration based on need & inventory. The TAY-SPDAT as the common assessment tool ensures appropriate prioritization. A new youth MH provider has been onboarded, another is extending service to youth w. disabilities, & others are linked into the effort.

Ongoing planning efforts are led by the CoC's Youth Committee (YC). YC core values mandate a robust Youth Action Board comprised of youth w. lived experience to provide leadership. The YC refining a plan to end youth homelessness through a facilitated process. Dialogue between YC & ES Workgroup is exploring current ES barriers for youth. The CoC is also working with child welfare system partners on discharge planning to end exits from foster care to homelessness. CoC also hosted its 2nd Voices of Youth (VOY) Count, increasing coverage to all 3 counties.

2 - The strategy for unsheltered youth builds on the above with 2 dedicated youth street outreach workers who engage unsheltered youth complete CES intake; the CES HUB serving as a key point of entry & development of a privately funded app to help homeless youth access services. Additionally Local funds support youth drop-in centers & MH/SA services (incl. Tele-MH) that improve access.

3B-2.6a. Applicants must:
(1) provide evidence the CoC uses to measure both strategies in question 3B-2.6. to increase the availability of housing and services for youth experiencing homelessness;
(2) describe the measure(s) the CoC uses to calculate the effectiveness of the strategies; and
(3) describe why the CoC believes the measure it uses is an appropriate way to determine the effectiveness of the CoC's strategies.
(limit 3,000 characters)

1 Evidence used to measure the effectiveness of strategies to include: # of units created, # of dedicated youth staff, # and diversity of new projects created specifically addressing the needs of homeless youth (and # of applications for youth projects, public and privately funded), # members & participation rate of CoC's Youth Action Board (YAB), # of youth engaged with street outreach, # of youth using new app to identify services; # of youth accessing non-youth specific ES and other "front-door" access points; HMIS project performance measures; system performance measures for youth; & feedback from youth surveys, provider surveys and YAB .

2 - Measurements of effective strategies to include 85% positive feedback regarding satisfaction with housing and services in youth surveys, 80% positive feedback in provider surveys; increased access by youth to shelters in tandem with positive satisfaction surveys from the shelter experience; increase number of YAB members by 4 to include 2 who have not accessed youth housing services; increase of 2 additional housing options (project type) in the next 3 years; increased funding to support additional youth specific service staff; HMIS APR data to meet Youth Committee (YC) determined goals for data quality/completeness, length of homelessness, exits to permanent housing,

increases in income; decreased time to housing, housing retention;

3 CoC has deemed these measurements appropriate based on the emphasis of youth voices in assessing strategy effectiveness and overall objectivity of HMIS related project performance data. Surveys combined with objective data will provide CoC with robust data to inform improvements in strategies and implementation.

3B-2.7. Collaboration–Education Services. Applicants must describe how the CoC collaborates with:
(1) youth education providers;
(2) McKinney-Vento State Education Agency (SEA) and Local Education Agency (LEA);
(3) school districts; and
(4) the formal partnerships with (1) through (3) above.
(limit 2,000 characters)

1 Representatives from local school districts, colleges & universities are members of the CoC who participate in membership & committee meetings. A number of these participated in the planning for the Voices of Youth Counts and in the preparation of CoC youth-specific grant applications. The CoC also has engaged representatives from private schools & early learning programs.
2 An LEA Homeless Education Liaison serves on the CoC Board and represents the educational interests of homeless children and youth in CoC policymaking. Liaisons from the LEAs in the region train CoC providers re: educational rights & resources under McKinney-Vento at least annually. CoC members representing youth service agencies, corrections, local jurisdictions, 211/United Way, social services, mental health providers, shelter operators & family RRH program managers participate in LEA meetings/planning events. Liaisons participate regularly in CoC membership meetings, advisory committees & family case conferencing.
3 The CoC's primary contacts with the school districts in the region are the Homeless Education Liaisons. The CoC keeps them and other school officials informed about HUBs where families can be referred for assessments for access to housing and services through the Coordinated Entry System process. Representatives from the school districts actively participated in the CoCs recent YDHP application process and continue involvement in the CoC Youth Committee
4 Numerous CoC-adopted policies affirm the rights of homeless children and youth to enroll in, remain in and receive support for success in school. These policies are codified in contract requirements as well as in program/case management standards CoC-wide.

3B-2.7a. Applicants must describe the policies and procedures the CoC adopted to inform individuals and families who become homeless of their eligibility for education services.
(limit 2,000 characters)

The CoC has adopted policies & procedures intended to ensure that all children & youth experiencing homelessness nevertheless have the right to access a free, appropriate public education, as well as the right to receive educational services comparable to those provided to all other students, according to each

student's need.

These policies & procedures uphold the rights of homeless children and youth to, among other things:
Immediately enroll in school;
Remain enrolled in their school of origin, if determined to be in the student's best interest
Access transportation to and from their school of origin
Receive supports necessary for academic success

These policies and procedures have been implemented through the CoC's application & contracting processes, case management standards & educational programming for members.

More specifically, the CoC has required or encouraged key CoC participants to take active steps to affirm the educational rights of homeless children and youth, including but not limited to:
Clear identification of the person on their staff who is responsible for informing individuals & families of their eligibility for education services & serving as the point person for each schools district's McKinney-Vento Homeless Education Liaisons.
Promotion of the educational rights of children and youth and their families as stated in the McKinney Vento legislation.
Ensure that ALL case managers take reasonable step to affirm educational rights and access educational resources with program participants (outlined in case management standards).
Ensure that the Lead Agency trains members on the educational service rights of homeless program participants at least annually

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

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

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

Identify: CoC identifies clients in all three counties using the robust CES system including 6 full-time veteran specific outreach workers who engage veterans on the street, in places not meant for human habitation, feeding programs, etc; two SSVF specialised intake workers; a CES HUB at the local VAMC; 2-1-1 referrals, additional coordination with the VHA Homeless Programs Program Analyst; regular communication with providers & faith partners who identify veterans seeking shelter or other CoC services.
Assessment: All CoC outreach & intake staff, including those who are & are not veteran focused, are trained in assessing needs & barriers of homeless veterans. The VA has access to HMIS reports & identifies new veterans who are entered on a weekly basis. The VA confirms/verifies veteran status & eligibility for VASH, SSVF & GPD & the CoC lead agency enters that data into HMIS. The VI-SPDAT, length of homelessness & other vulnerability information are included in assessments.
Refer: Veteran By Name List registry is held weekly to improve matching, linkage & referrals. The CoC currently uses a progressive engagement tool to help case managers identify clients who are in more need of permanent supportive services. HUD-VASH serves veterans who need PSH & are eligible. Non-eligible veteran are linked with other CoC subsidies & services. GPD serves those who want longer term TH & collaborates as bridge housing for SSVF. SSVF targets both homelessness prevention & RRH to veterans & their families. All veterans are offered PH project options--including those served through GPD providers. If at the end of SSVF program, the case manager determines RRH SSVF services are not efficient for the client, they make the recommendation referral to HUD VASH , GPD or PSH. The CoC is maintaining efforts to meet USICH criteria in ending chronic Veteran homeless & hopes to complete certification in early 2019.

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

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

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

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

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

People of different races or ethnicities are more or less likely to receive homeless assistance.	X
People of different races or ethnicities are more or less likely to receive a positive outcome from homeless assistance.	X
There are no racial disparities in the provision or outcome of homeless assistance.	
The results are inconclusive for racial disparities in the provision or outcome of homeless assistance.	

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

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

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

Instructions:

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

4A-1. Healthcare. Applicants must indicate, for each type of healthcare listed below, whether the CoC:
(1) assists persons experiencing homelessness with enrolling in health insurance; and
(2) assists persons experiencing homelessness with effectively utilizing Medicaid and other benefits.

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

4A-1a. Mainstream Benefits. Applicants must:
(1) describe how the CoC works with mainstream programs that assist persons experiencing homelessness to apply for and receive mainstream benefits;
(2) describe how the CoC systematically keeps program staff up-to-date regarding mainstream resources available for persons experiencing homelessness (e.g., Food Stamps, SSI, TANF, substance abuse programs); and
(3) provide the name of the organization or position title that is responsible for overseeing the CoC's strategy for mainstream benefits. (limit 2,000 characters)

1 All CoC-funded projects include a provider agency that serves as a DCF ACCESS partner to ensure that enrollment & retention in SNAP, Medicaid, TANF, etc. are integral to the project. Medicaid-ineligible individuals are evaluated for CHIP through Florida KidCare as well as for premium tax credits through Healthcare.gov. CoC resources fund 5 SOAR workers to expedite access to SSI, SSDI, etc., and efforts to coordinate SOAR activity are improving relationships with SSA offices in the region. A partnership w/ Orlando Housing Authority links PSH clients to Housing Choice Vouchers along with CoC-dedicated case management assigned via the Coordinated Entry System (CES) process. United Way-administered 211 portal serves not only as an entry point into the CES process, but also to mainstream benefit access and health

insurance navigation. CoC anchor provider of PSH case mgmt. & outreach is also an FQHC and HCFH grantee. Employment initiative linked RRH case mgmt with WIA-funded programs and other mainstream employment resources. Increased system-wide case management capacity enables resolution of complex eligibility issues and reduction in barriers to enrollment and retention. More than a dozen mainstream programs are represented in CoC membership, committees and/or Board.

2 Monthly CoC membership meeting agendas include mainstream benefit updates, often with detailed presentations (McKinney-Vento Homeless Education Liaisons, Primary Care Access Network, DCF ACCESS (public benefits system portal), State and federal disaster response. CoC-wide provider listserv delivers mainstream program updates. CES' role in ongoing support for case management system-wide emphasizes mainstream benefit updates, particularly through weekly Registry meetings attended by CMs and outreach workers.

3 The Lead Agency's Deputy Director for CoC is responsible for this performance measure.

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

Total number of new and renewal CoC Program Funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC is applying for in FY 2018 CoC Program Competition.	21
Total number of new and renewal CoC Program Funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC is applying for in FY 2018 CoC Program Competition that have adopted the Housing First approach–meaning that the project quickly houses clients without preconditions or service participation requirements.	21
Percentage of new and renewal PSH, RRH, Safe-Haven, SSO non-Coordinated Entry projects in the FY 2018 CoC Program Competition that will be designated as Housing First.	100%

4A-3. Street Outreach. Applicants must:
(1) describe the CoC's outreach;
(2) state whether the CoC's Street Outreach covers 100 percent of the CoC's geographic area;
(3) describe how often the CoC conducts street outreach; and
(4) describe how the CoC tailored its street outreach to persons experiencing homelessness who are least likely to request assistance. (limit 2,000 characters)

1 The CoC utilizes more than 20 full-time trained street outreach workers (SOWs) & navigators (incl. multilingual staff) to engage persons in places not intended for human habitation across the 3 counties into the "pipeline" to housing. Diverse teams of SOWs include generalists & specialists, many with lived experience. Collectively, outreach efforts reach the full spectrum of homelessness, incl. veterans, youth, chronically homeless, & families w.

children. SOWs receive ongoing training in evidence-based practices (for ex,Trauma-Informed Care, Motivational Interviewing.) SOWs utilize HMIS & complete CES intake, incl. use of the vulnerability assessment to allow placement on the by-name registry. SOWs also refer persons experiencing DV to appropriate intake. SOWs with lived experience offer peer support in engagement.

2 SO activities cover 100% of the habitable & accessible portion of the CoC's tri-county coverage area, concentrated based upon geographic clustering, incl. but not limited to urban centers, street locations & parks. SOWs also cover large swaths of rural area, visiting difficult-to-reach campsites & other remote locations. SOWs use mapping software to continuously track known locations. When alerted to the need for outreach outside clearly accessible areas, SOWs seek to assist in a safe and lawful manner. Texting & email are also used to update/communicate with persons engaged.

3 SOW teams are mobile 5+ days per week, across a wide span of hours, year-round - regardless of inclement weather. 100+ volunteers also participate in regular "surges" (canvasses) that occur evenings & weekends.

4 SOWs coordinate w. healthcare providers, law enforcement & public defenders 2 ensure high-utilizers & service-resistant individuals receive critical time interventions and/or are reached through continuous engagement. Multilingual 211 staff assist those who call for assistance. SOWs play a central role in disaster preparation & response for persons w/o shelter.

4A-4. Affirmative Outreach. Applicants must describe:
(1) the specific strategy the CoC implemented that furthers fair housing as detailed in 24 CFR 578.93(c) used to market housing and supportive services to eligible persons regardless of race, color, national origin, religion, sex, gender identify, sexual orientation, age, familial status or disability; and
(2) how the CoC communicated effectively with persons with disabilities and limited English proficiency fair housing strategy in (1) above.
(limit 2,000 characters)

1 Core elements of the CoC's fair hsg strategy consist of increased requirements of providers; education & training for all CoC stakeholders; emphasis on best practices. Efforts 2 ensure compliance w. fair housing & non-discrimination requirements begin w. CoC applications & contracts. Street outreach, navigators, case mgrs. & 211 are charged w. reaching & serving persons least likely to apply for housing w/o targeted efforts, those w. mental illness, language/literacy barriers. The CoC-wide service model requires most activity to be conducted in field (vs. office-based) settings, promoting access by persons w. disabilities, TTY for DHOH,persons of color & others less likely to travel to services.

Education & training: LGBTQ-focused providers host cultural competency trainings for all agencies; CoC facilitated conversation w. providers re: trans awareness & best practices to adopt Gender Inclusion/Sexual Orientation Non-Disc. Policy. The CoC hosts landlord appreciation events include fair hsg/reasonable accommodation (RA) content. The CoC's Hsg Locator Team (HLT) & hsg specialists inform clients re: fair hsg rights & remedies, including RAs. Best practices: Using data to address potential disparities in service delivery based on race & ethnicity (HMIS), advocating for reasonable accommodations & to minimize criminal/credit history as barriers to hsg (HLT), & expediting access to IDs for trans- individuals whose ID does not reflect

gender identity/name.
2 The CoC actively supports communication for persons w. disabilities &/or limited English proficiency (LEP). HMIS, CES & Lead Agency have multi-lingual staff who routinely create documents & communicate in Spanish. LEP clients are assigned 2 bilingual case managers &/or assisted w. translation. CoC website has translation option. Interpretation services are provided for persons w. hearing impairments, & buddies assist persons with visual impairments. CoC agencies include LEP capacity in hiring practices.

4A-5. RRH Beds as Reported in the HIC. Applicants must report the total number of rapid rehousing beds available to serve all household types as reported in the Housing Inventory Count (HIC) for 2017 and 2018.

	2017	2018	Difference
RRH beds available to serve all populations in the HIC	285	836	551

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

4A-7. Homeless under Other Federal Statutes. Is the CoC requesting to designate one or more of its SSO or TH projects to serve families with children or youth defined as homeless under other Federal statutes?　　No

4B. Attachments

Instructions:

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

Document Type	Required?	Document Description	Date Attached
1C-5. PHA Administration Plan–Homeless Preference	No	PHA homeless pref...	09/14/2018
1C-5. PHA Administration Plan–Move-on Multifamily Assisted Housing Owners' Preference	No	PHA Move On Docum...	09/16/2018
1C-8. Centralized or Coordinated Assessment Tool	Yes	CES assessment tool	09/14/2018
1E-1. Objective Critiera–Rate, Rank, Review, and Selection Criteria (e.g., scoring tool, matrix)	Yes	Objective Criteria	09/14/2018
1E-3. Public Posting CoC-Approved Consolidated Application	Yes		
1E-3. Public Posting–Local Competition Rate, Rank, Review, and Selection Criteria (e.g., RFP)	Yes	public posting cr...	09/14/2018
1E-4. CoC's Reallocation Process	Yes	Reallocation Process	09/16/2018
1E-5. Notifications Outside e-snaps–Projects Accepted	Yes	Notification of P...	09/16/2018
1E-5. Notifications Outside e-snaps–Projects Rejected or Reduced	Yes	Notification of P...	09/16/2018
1E-5. Public Posting–Local Competition Deadline	Yes	pubic posting app...	09/14/2018
2A-1. CoC and HMIS Lead Governance (e.g., section of Governance Charter, MOU, MOA)	Yes	CoC & HMIS govern...	09/14/2018
2A-2. HMIS–Policies and Procedures Manual	Yes	HMIS P&P manual	09/14/2018
3A-6. HDX–2018 Competition Report	Yes	HDX report	09/14/2018
3B-2. Order of Priority–Written Standards	No	Priority standards	09/14/2018

3B-5. Racial Disparities Summary	No	Racial disparitie...	09/14/2018
4A-7.a. Project List–Persons Defined as Homeless under Other Federal Statutes (if applicable)	No		
Other	No		
Other	No		
Other	No		

Attachment Details

Document Description: PHA homeless preference

Attachment Details

Document Description: PHA Move On Documentation

Attachment Details

Document Description: CES assessment tool

Attachment Details

Document Description: Objective Criteria

Document Description:

Attachment Details

Document Description: public posting criteria etc

Attachment Details

Document Description: Reallocation Process

Attachment Details

Document Description: Notification of Projects Accepted

Attachment Details

Document Description: Notification of Projects Rejected or Reduced

Attachment Details

Document Description: pubic posting application deadline

Attachment Details

Document Description: CoC & HMIS governance

Attachment Details

Document Description: HMIS P&P manual

Attachment Details

Document Description: HDX report

Attachment Details

Document Description: Priority standards

Attachment Details

Document Description: Racial disparities summary

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Submission Summary

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

Page	Last Updated
1A. Identification	09/11/2018
1B. Engagement	09/16/2018
1C. Coordination	09/16/2018
1D. Discharge Planning	09/11/2018
1E. Project Review	09/16/2018
2A. HMIS Implementation	09/16/2018
2B. PIT Count	09/16/2018
2C. Sheltered Data - Methods	09/16/2018
3A. System Performance	09/14/2018
3B. Performance and Strategic Planning	09/14/2018
4A. Mainstream Benefits and Additional Policies	09/16/2018
4B. Attachments	Please Complete

Submission Summary   No Input Required

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Attachment #01:

1C-5. PHA Administration Plan—

Homeless Preference

Attachment #01 documents include the following:

1. (Page 2) Osceola County Housing Authority Homeless Preference; Excerpt from Osceola County Administrative Plan for Housing Choice Voucher Program, Excerpt: pg 59-60.
2. (Page 3) Seminole County Housing Authority; Seminole County 2017 HCV Preference Amendment, Excerpt: 5.2 Section D
3. (Page 4) Winter Park Public Housing Authority; Resolution #05102016 Admissions and Occupancy Policy Admissions Preferences, Excerpt.
4. (Page 5) Orlando Housing Authority MOU with Homeless Services Network of Central Florida (CoC Lead Agency), Memorandum of Understanding, pg 1-5.

1. Osceola County Housing Authority Homeless Preference; Excerpt from Osceola County Administrative Plan for Housing Choice Voucher Program, pg 59-60.

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

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

PHA Policy

The need for tenant-based rental assistance in Osceola County exceeds the availability of funds for this purpose, and a housing choice voucher is a scarce resource which is in great demand. For the purpose of ordering the issuance of housing choice vouchers to those most in need, and reflecting the priorities of the Osceola County Housing Agency, the local preferences described below and their weighted scores have been established.

Local Preferences

- *Homeless*
- *A legal resident of Osceola County*
- *Working families with minor children as defined by*

working 20 or more hours per week
- *A person unable to work because of the extent of their disability*
- *Working persons as defined by working 20 or more hours per week*

Preference Ranking with weighted score:

1. *Homeless, living in a place not meant human habitation – 10 points*

2. *Osceola County Resident at the time of application*

2. Seminole County Housing Authority; Excerpt from Seminole County 2017 HCV Preference Amendment, 5.2 Section D.

5.2 PREFERENCES

Consistent with the SEMINOLE COUNTY Housing Authority Agency Plan, the SEMINOLE COUNTY Housing Authority will select families based on the following preferences based on local housing needs and priorities. They are consistent with the SEMINOLE COUNTY Housing Authority's Agency Plan and the Consolidated Plan that covers our jurisdiction.

A. Former or current Seminole County TBRA participants whose program participation is terminating due to lack continued funding for the Seminole County TBRA program. This preference will not apply to TBRA participant families who have used their allotted program time limits or who no longer meet their TBRA eligibility. (These families will primarily be disabled/elderly families or families who were still receiving assistance at the time Seminole County discontinued the program)

B. Displaced person(s): Individuals or families whose dwelling has been extensively damaged or destroyed as a result of a disaster declared or otherwise formally recognized pursuant to Federal disaster relief laws.

C. Residents in the SEMINOLE COUNTY Housing Authority Public Housing Program who are required to move and who cannot be placed in another public housing unit.

D. Families that are participants in the Seminole County Public School "Families In Need" program or Families that are Homeless referrals from the "Seminole County Community Assistance Office" as a part of the Seminole County Homeless Task Force Initiative. Initially, 25 vouchers are being set aside for this preference. If any of these 25 vouchers turns over through attrition, a homeless family referral will be issued the replacement voucher. If all 25 voucher slots are in use, 1 out of every 5 turnover vouchers will be made available for this preference. (Example: if the SCHA needs to issue 5 vouchers to fill vacant positions, 1 of the 5 issued will be to a homeless referral, the other 4 will come from the waiting list)

3. Winter Park Public Housing Authority; Excerpt from Resolution #05102016 Admissions and Occupancy Policy Admissions Preferences.

RESOLUTION NO.: 05102016-C
AMENDING THE
ADMISSIONS AND OCCUPANCY POLICY (ACOP)
ADMISSIONS PREFERENCES TO INCLUDE
APPLICANTS PARTICIPATING
IN RECOGNIZED PERMANENT HOUSING PROGRAMS
WITH CASE MANAGEMENT SERVICES

WHEREAS, the Board of Commissioners of the Housing Authority of the City of Winter Park, Florida, commonly known as the Winter Park Housing Authority, has as its mission the provision of a secure, sanitary, non-discriminatory, crime and drug-free environment in an affordable nurturing community where residents have access to resources to become self-sufficient and independent, and

WHEREAS, the Board of Commissioners recognizes, as part of its mission, the need to establish admissions preferences based on its Five Year Plan goals as delineated in Goal II, Objective 4 and shown herein;

Participate/partner in initiatives related to the Continuum of Care regarding housing insecurity

1. Continue participation on Central Florida Regional Commission on Homelessness
2. Partner with providers of special needs housing and homelessness prevention when aligned with WPHA mission and vision
3. Advocate for permanent housing and services
4. Consider preferences for homeless families participating in permanent housing service programs
5. Re-evaluate admissions criteria for the hardest to house while maintaining Fair Housing standards and community safety priorities
6. Advocate for intervention alternatives to eviction for mental health issues and,

WHEREAS, preferences for persons in special circumstances serve the means of meeting such goals as confirmed in the Winter Park Housing Authority's Five Year Plan, and

WHEREAS, the Admissions and Continued Occupancy Policy (ACOP) has been amended to reflect the desired changes as Attachment A, herein incorporated by reference, and

WHEREAS, applicants involved in programs that offer case management and other supportive services that facilitate permanent housing, and

WHEREAS, it is the desire of the Board of Commissioners to establish a preference for applicants participating in recognize permanent housing programs offering case management services such as offered through Wounded Warriors, Homeless Services Network and the U.S. Veterans' Administration, and

WHEREAS, such a preference will be considered equal to other currently established preferences.

(continue to signature page)

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4. Orlando Housing Authority MOU

<u>**MEMORANDUM OF UNDERSTANDING**</u>

This Memorandum of Understanding ("MOU") is made by and between <u>Homeless Services Network of Central Florida</u>, (hereinafter referred to as "HSN"), and <u>Orlando Housing Authority</u>, (hereinafter referred to as "OHA").

In consideration of mutual promises made, the parties agree as follows:

I. <u>PURPOSE OF MOU</u>

The purpose of this MOU is to establish the parties' intention to mutually agree and coordinate services between HSN and OHA to provide a supported path from homelessness to permanent and affordable housing for homeless individuals/families in the Orlando/Orange County area.

II. <u>GOALS OF MOU</u>

    A. To provide a coordinated system for delivering affordable housing and supportive services to HSN and Continuum of Care clients.

    B. To ensure to the maximum extent possible that HSN and Continuum of Care clients, referred to OHA for housing assistance, receive the support they need to comply with relevant Housing Choice Voucher ("HCV") and City of Orlando Tenant Based Rental Assistance (TBRA) Program requirements.

    C. To determine areas of responsibility so as to maximize the rapid and efficient provision of housing and supportive services of HSN and Continuum of Care clients participating in the City of Orlando Tenant Based Rental Assistance Program.

III. <u>TERM OF MOU</u>

This MOU shall become effective upon being signed by all parties and shall remain in effect for a period of **<u>four (4)</u>** years, unless earlier terminated. Each party shall have the right to terminate this MOU with a thirty (30) calendar days written notice to the other parties.

IV. <u>AGREEMENTS AND RESPONSIBILITIES</u>

A. **HSN** hereby agrees to the following general obligations:

    1. Collect documentation and verify client's homeless status. Documentation will include; birth certificates, social security cards and photo ID,

    2. Complete criminal background check,

    3. Collect release of information waiver from client, which permits the sharing of client information between OHA, HSN;

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4. Determine if the client is eligibility for program participation,
5. Refer client to OHA for intake process for the HCV/TBRA program;
6. Provide HSN client housing assistance, within limits of available funding, to find units that comply with Housing Quality Standards ("HQS") and HCV program Payment Standards established and periodically updated by OHA;
7. Support client's transition from homelessness to being housed;
8. Provide the client ongoing supportive services including but not limited to voluntary case management to help ensure HCV/TBRA program and lease compliance;
9. Supportive services will include monitoring tenant paid utilities to make sure they are on at all times, including but limited to providing funds to pay utilities when those funds are available,
10. Notify OHA if client becomes non-compliant with service plan or other requirements of supportive service provision as appropriate;
11. Enter data into Homeless Management Information Services ("HMIS") and any additional mutually agreed upon collection tools; and
12. Participate in any OHA and/or OHA-approved third party research efforts related to partnership.

B. **OHA** hereby agrees to the following general obligations:

1. Provide an appropriate number of vouchers consistent with the City of Orlando Tenant Based Rental Assistance Program's intent, the OHA Administrative plan. The number of vouchers is subject to available funding from the City of Orlando,.
2. Process pre-applications for referred clients in accordance with OHA's Administrative Plan for Section 8 Programs and all other relevant U.S. Department of Housing and Urban Development ("HUD") regulations, guidelines, and requirements;
3. Provide Housing Assistance Payments ("HAPs") to landlords on behalf of client in accordance with OHA's Administrative Plan for Section 8 Programs and all other relevant HUD regulations, guidelines, and requirements;
4. Notify HSN if OHA becomes aware or discovers that client is in violation of HCV program rules or the client's lease;
5. Participate in any HSN approved third party research efforts related to partnership, and
6. Provide as requested by HSN reports regarding the value of voucher payments made on behalf of clients under HAP agreements for the purpose of utilizing such amounts for matching requirements.

V. MISCELLANEOUS

Assignment. This MOU shall not be assignable by any participating agency, nor shall any of the participating agencies' interest be assignable, except upon written consent of the other participating agencies.

Interpretation and Governing Law. This MOU shall not be construed against the party who prepared it but shall be construed as though prepared by all parties. This MOU shall be

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construed, interpreted, and governed by the laws of the State of Florida. Venue is in Orlando, Orange County Florida.

Severability. If any portion of this MOU is declared by a court of competent jurisdiction to be invalid or unenforceable such portion shall be deemed severed from this MOU and the remaining parts shall continue in full force as though such invalid or unenforceable provision had not been part of this MOU.

Parties Bound. No officer, director, shareholder, employee, agent, or other person authorized to act for and on behalf of either party shall be personally liable for any obligation, express or implied, hereunder.

Notices. Service of all notices under this contract shall be sufficient if given personally or mailed to the party involved at its respective address herein set forth, or at such address as such party may provide in writing from time to time. Any such notice mailed to such address shall be effective when deposited in the United States mail, duly addressed, and with postage prepaid. Notices delivered in person shall be deemed communicated at the time of actual delivery.

The contact person of **HSN** will be:

<div align="center">

Jennifer Taylor
Best Practices Director

jennifer.taylor@hsncfl.org
407-893-0133 x.602
2828 Edgewater Drive
Orlando, Fl 32804

</div>

The contact person of the **OHA** will be:

<div align="center">

Vivian Bryant, Esq.
President/CEO
City of Orlando Tenant Based Rental Assistance (TBRA) Program
Orlando Housing Authority
390 North Bumby Avenue
Orlando, FL 32803
Phone: 407-895-3300
(FAX 407-514-2407)

</div>

<div align="center">3</div>

Modification of MOU. This MOU may not be altered, modified, rescinded, or extended orally. This MOU may be amended, supplemented or changed only by a writing signed or authorized by or on behalf of the party to be bound thereby.

Successors. The terms, covenants, agreements, provisions, and conditions contained herein shall bind and inure to the benefit of the parties hereto, their successors and assigns.

Headings. The headings in this MOU are inserted for convenience only and shall not be used to define, limit or describe the scope of this MOU or any of the obligations herein.

Warranty of Good Standing and Authority. Each participating agency represents and warrants to the other agencies that it has all necessary authority for the undertaking of its obligations under this MOU.

Non-Discrimination. In the performance of this MOU, the parties agree that they will not discriminate against any person because of race, color, religion, sex, national origin, age, or disabilities as defined in the Americans with Disabilities Act.

Independent Contractor. Each participating agency is not an employee of the other participating agencies. Nothing contained in this MOU will be deemed or construed to create an employee/employer relationship between the participating agencies. Each agency will have no authority to create any obligation or make representations or warranty binding on the other agencies. All personnel supplied or used by a named participating agency in connection with this MOU will be deemed employees, agents, or subcontractors of that named participating agency alone and will not be considered employees, agents or subcontractors of the other agencies for any purpose whatsoever. Each participating agency alone is responsible for its work, direction, compensation and personal conduct. Nothing included in any provision of this MOU shall impose any liability or duty upon any participating agency in any capacity whatsoever, or make any participating agency liable for the acts, omissions, liabilities, or obligations, of whatsoever nature, of another participating agency or its personnel.

Final Agreement. This MOU constitutes the final understanding and agreement between the parties with respect to the subject matter hereof and supersedes all prior negotiations, understandings and agreements between the parties, whether written or oral.

Disputes. In the event of any controversy, claim, or dispute between the parties affecting or relating to the subject matter or the performance of this MOU, the parties agree to attempt to resolve any controversies, claims or disputes between or among them through the Orange County Dispute Resolution Center. If a controversy, claim, or dispute cannot be resolved by said process, a party may pursue its claims as allowed by law.

No Third Party Beneficiaries. This MOU is solely for the benefit of the named parties hereto and no other person or entity shall have any rights hereunder or any right to bring an action hereon. There are no third party beneficiaries of this MOU.

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Limit of Appropriations. Prior to execution of the MOU, _____ has advised
_____. and OHA clearly understand and agree, such
understanding and agreement being of the absolute essence of the MOU, that _____
has certified no funds for its performance under the MOU.

Executed in Orlando, Orange County, Florida this the _____ day of _____, 2016.

1. ___Martha Are_____   ___3/2/16_____
      (Authorized organization signature   Date

   _____Martha Are_____
           Printed Name

   For: Homeless Services Network of Central Florida

2. _____   ___8/17/16_____
      Authorized organization signature   Date

   _____
           Printed Name

   For: **OHA**
            Name of organization

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Attachment #02:

1C-5. PHA Administration Plan—

Move On Multi-Family Assisted Housing Owners' Preference

Attachment #02 document includes the following:

Orlando Housing Authority Memorandum of Understanding with Homeless Services Network of Central Florida (CoC Lead Agency), pp. 1-5.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is made by and between <u>Homeless Services Network of Central Florida,</u> (hereinafter referred to as "HSN"), and <u>Orlando Housing Authority,</u> (hereinafter referred to as "OHA").

In consideration of mutual promises made, the parties agree as follows:

I. PURPOSE OF MOU

The purpose of this MOU is to establish the parties' intention to mutually agree and coordinate services between HSN and OHA to provide a supported path from homelessness to permanent and affordable housing for homeless individuals/families in the Orlando/Orange County area.

II. GOALS OF MOU

    A. To provide a coordinated system for delivering affordable housing and supportive services to HSN and Continuum of Care clients.

    B. To ensure to the maximum extent possible that HSN and Continuum of Care clients, referred to OHA for housing assistance, receive the support they need to comply with relevant Housing Choice Voucher ("HCV") and City of Orlando Tenant Based Rental Assistance (TBRA) Program requirements.

    C. To determine areas of responsibility so as to maximize the rapid and efficient provision of housing and supportive services of HSN and Continuum of Care clients participating in the City of Orlando Tenant Based Rental Assistance Program.

III. TERM OF MOU

This MOU shall become effective upon being signed by all parties and shall remain in effect for a period of **four (4)** years, unless earlier terminated. Each party shall have the right to terminate this MOU with a thirty (30) calendar days written notice to the other parties.

IV. AGREEMENTS AND RESPONSIBILITIES

A. **HSN** hereby agrees to the following general obligations:

    1. Collect documentation and verify client's homeless status. Documentation will include; birth certificates, social security cards and photo ID,

    2. Complete criminal background check,

    3. Collect release of information waiver from client, which permits the sharing of client information between OHA, HSN;

<div align="center">1</div>

4. Determine if the client is eligibility for program participation,
5. Refer client to OHA for intake process for the HCV/TBRA program;
6. Provide HSN client housing assistance, within limits of available funding, to find units that comply with Housing Quality Standards ("HQS") and HCV program Payment Standards established and periodically updated by OHA;
7. Support client's transition from homelessness to being housed;
8. Provide the client ongoing supportive services including but not limited to voluntary case management to help ensure HCV/TBRA program and lease compliance;
9. Supportive services will include monitoring tenant paid utilities to make sure they are on at all times, including but limited to providing funds to pay utilities when those funds are available,
10. Notify OHA if client becomes non-compliant with service plan or other requirements of supportive service provision as appropriate;
11. Enter data into Homeless Management Information Services ("HMIS") and any additional mutually agreed upon collection tools; and
12. Participate in any OHA and/or OHA-approved third party research efforts related to partnership.

B. **OHA** hereby agrees to the following general obligations:

1. Provide an appropriate number of vouchers consistent with the City of Orlando Tenant Based Rental Assistance Program's intent, the OHA Administrative plan. The number of vouchers is subject to available funding from the City of Orlando,.
2. Process pre-applications for referred clients in accordance with OHA's Administrative Plan for Section 8 Programs and all other relevant U.S. Department of Housing and Urban Development ("HUD") regulations, guidelines, and requirements;
3. Provide Housing Assistance Payments ("HAPs") to landlords on behalf of client in accordance with OHA's Administrative Plan for Section 8 Programs and all other relevant HUD regulations, guidelines, and requirements;
4. Notify HSN if OHA becomes aware or discovers that client is in violation of HCV program rules or the client's lease;
5. Participate in any HSN approved third party research efforts related to partnership, and
6. Provide as requested by HSN reports regarding the value of voucher payments made on behalf of clients under HAP agreements for the purpose of utilizing such amounts for matching requirements.

V. MISCELLANEOUS

Assignment. This MOU shall not be assignable by any participating agency, nor shall any of the participating agencies' interest be assignable, except upon written consent of the other participating agencies.

Interpretation and Governing Law. This MOU shall not be construed against the party who prepared it but shall be construed as though prepared by all parties. This MOU shall be

construed, interpreted, and governed by the laws of the State of Florida. Venue is in Orlando, Orange County Florida.

Severability. If any portion of this MOU is declared by a court of competent jurisdiction to be invalid or unenforceable such portion shall be deemed severed from this MOU and the remaining parts shall continue in full force as though such invalid or unenforceable provision had not been part of this MOU.

Parties Bound. No officer, director, shareholder, employee, agent, or other person authorized to act for and on behalf of either party shall be personally liable for any obligation, express or implied, hereunder.

Notices. Service of all notices under this contract shall be sufficient if given personally or mailed to the party involved at its respective address herein set forth, or at such address as such party may provide in writing from time to time. Any such notice mailed to such address shall be effective when deposited in the United States mail, duly addressed, and with postage prepaid. Notices delivered in person shall be deemed communicated at the time of actual delivery.

The contact person of **HSN** will be:

<div align="center">

Jennifer Taylor
Best Practices Director

jennifer.taylor@hsncfl.org
407-893-0133 x.602
2828 Edgewater Drive
Orlando, Fl 32804

</div>

The contact person of the **OHA** will be:

<div align="center">

Vivian Bryant, Esq.
President/CEO
City of Orlando Tenant Based Rental Assistance (TBRA) Program
Orlando Housing Authority
390 North Bumby Avenue
Orlando, FL 32803
Phone: 407-895-3300
(FAX 407-514-2407)

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Modification of MOU. This MOU may not be altered, modified, rescinded, or extended orally. This MOU may be amended, supplemented or changed only by a writing signed or authorized by or on behalf of the party to be bound thereby.

Successors. The terms, covenants, agreements, provisions, and conditions contained herein shall bind and inure to the benefit of the parties hereto, their successors and assigns.

Headings. The headings in this MOU are inserted for convenience only and shall not be used to define, limit or describe the scope of this MOU or any of the obligations herein.

Warranty of Good Standing and Authority. Each participating agency represents and warrants to the other agencies that it has all necessary authority for the undertaking of its obligations under this MOU.

Non-Discrimination. In the performance of this MOU, the parties agree that they will not discriminate against any person because of race, color, religion, sex, national origin, age, or disabilities as defined in the Americans with Disabilities Act.

Independent Contractor. Each participating agency is not an employee of the other participating agencies. Nothing contained in this MOU will be deemed or construed to create an employee/employer relationship between the participating agencies. Each agency will have no authority to create any obligation or make representations or warranty binding on the other agencies. All personnel supplied or used by a named participating agency in connection with this MOU will be deemed employees, agents, or subcontractors of that named participating agency alone and will not be considered employees, agents or subcontractors of the other agencies for any purpose whatsoever. Each participating agency alone is responsible for its work, direction, compensation and personal conduct. Nothing included in any provision of this MOU shall impose any liability or duty upon any participating agency in any capacity whatsoever, or make any participating agency liable for the acts, omissions, liabilities, or obligations, of whatsoever nature, of another participating agency or its personnel.

Final Agreement. This MOU constitutes the final understanding and agreement between the parties with respect to the subject matter hereof and supersedes all prior negotiations, understandings and agreements between the parties, whether written or oral.

Disputes. In the event of any controversy, claim, or dispute between the parties affecting or relating to the subject matter or the performance of this MOU, the parties agree to attempt to resolve any controversies, claims or disputes between or among them through the Orange County Dispute Resolution Center. If a controversy, claim, or dispute cannot be resolved by said process, a party may pursue its claims as allowed by law.

No Third Party Beneficiaries. This MOU is solely for the benefit of the named parties hereto and no other person or entity shall have any rights hereunder or any right to bring an action hereon. There are no third party beneficiaries of this MOU.

Limit of Appropriations. Prior to execution of the MOU, _____ has advised
_____. and OHA clearly understand and agree, such
understanding and agreement being of the absolute essence of the MOU, that _____
has certified no funds for its performance under the MOU.

Executed in Orlando, Orange County, Florida this the _____ day of _____, 2016.

1.

_____*Martha Are*_____   ___3/2/16___
(Authorized organization signature   Date

_____Martha Are_____
Printed Name

For: Homeless Services Network of Central Florida

2.

_____   ___3/7/16___
Authorized organization signature   Date

_____
Printed Name

For: **OHA**
Name of organization

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Attachment #03:

1C-8. Coordinated Assessment Tool

CoC FL-507 Standard Assessment Tools:
TABLE OF CONTENTS

CES Intake Pre Screening Questions

Client Name: _____ HMIS#_____ DOB? ____/____/____ Age:_____

Date: _____HUB Location: _____ # of Adults in Household _____# of Minors in Household _____

Expecting_____

Prescreen Script: My name is [] and I work/volunteer with Coordinated Entry. What we're here to do is an assessment to see if there are any available services that meet your needs. I'm going to ask you some questions about your current situation to assess your eligibility based on the criteria for our programs. These questions will simply let me know if we should move forward with the full assessment. If you are not eligible I can provide you with some resources at the end and discuss with you some alternative options. Would you like to continue?

1. What county are you currently staying in?   ☒ Orange   ☐Osceola   ☐ Seminole   ☐ Other: _____

2. Are you (or someone in your household) fleeing a situation that is dangerous to you (DV)?   ☐ Yes   ☐ No

3. Have you (or someone in your household) served on active duty in the US Military?   ☐ Yes   ☐ No

4. Where did you sleep last night:

Location Options	A) Where did you sleep last night?	B) How long have you been there?	C) How long can you stay there?
Streets/Place not meant for human habitation			
Emergency Shelter			
Motel/Hotel Paid by Agency			
Jail, medical facility, treatment program			
Transitional Housing			
Motel/Hotel Self Pay or family pay			
House or Apartment			
Halfway House or Residential Project			

5. (For Chronic Screening) In the past 3 years, how many total months have you spent sleeping on the streets or emergency shelters?_____

6. Do you *(or any other **adult** in your household)* have a disability?   ☐ Yes ☐ No
    a. Who? ☐ Self   ☐ Other _____
    b. What type of disability _____
    c. Do you believe you may qualify for any programs that serve people with HIV?   ☐ Yes   ☐ No

7. How did you hear about us? _____

8. (For Screened-in Families ONLY) If there was space available in an emergency shelter would you be interested in being contacted?   ☐ Yes ☐ No   If not why? _____

9. Is your primary cause of homelessness due to a natural disaster?(hurricane)   ☐ Yes ☐ No
    Which disaster?_____

Screen in: Have them sign the ROI
Screen out: Provide them with a list of resources

☐ SI	/	☐ SO:	Ind.	☐ LOH	☐ Dis.	☐ H-Stat.
			Fam.	☐ Stay F/F	☐ S-P Hot.	☐ OH

**Screen in:** _Based on what you've just shared, I'd like to gather more details on your situation. The next part of the assessment will take about 15-30 minutes. There are no right or wrong answers, and the more accurate and honest you can be, the better we can understand your needs. Most questions only require a "yes" or "no" or one-word answers. If you have someone helping you out with housing, you should still work with them. I can also give you some basic information about resources in the community that we encourage you to use. Again, this doesnot guarantee any services and does not mean you are in a program, but we do want to gather as much information about your situation in the event that there is a program you may be eligible for. If you do not hear from anyone that means services are not available. Would you like to continue?_

**Screen out:** _Thank you for your information. Unfortunately we don't have any programs available that you appear to be eligible for. Please know that this isn't the only option for services or programs, and there may be other Community Resources that you could benefit from (provide community resource list and highlight recommended resources or refer to 2-1-1). If your situation changes, please feel free to come back and let us know._

Case Notes:

_____

_____

_____

_____

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_____

Staff/Volunteer Initials: _____

3

CES: Follow Up

Client's Name _____ DOB? _____/_____/_____ HMIS # _____

Intake Location: _____ Date: _____ Family ☐ Single ☐

      Date of last assessment _____

      Staff notes: _____

      _____

      Update:

            ☐ CoC Entry

            ☐ VI-SPDAT

1. Has anything changed since your last visit?
   - ☐ Yes (explain change in case notes below)
     - ○ Wellness (health)
     - ○ Risk (safety, criminal activities)
     - ○ Socialization (legal, money, happiness, basic needs)

   - ☐ No
2. Contact Information- *if it has changed*
   a. Phone Number: _____
   b. Email: _____
   c. Location of Engagement (If I needed to meet to talk with you tomorrow, where could I find you?)_____

Client Case Notes:

_____
_____
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_____
_____

Volunteer Initials: _____

4

CoC Entry Assessment

*To be completed on all **ADULTS** over the age of 18 in the household*

Personal Information

Name:_____   Date of Birth_____   Veteran?_____

SSN:_____   Phone:_____

Email:_____   Emergency Contact Info:_____

Primary Race
- ☐ American Indian/Alaska Native
- ☐ Asian
- ☐ Black/African American
- ☐ Native Hawaiian/ Pacific Islander
- ☐ White

Ethnicity
- ☐ Non-Hispanic/Non-Latino
- ☐ Hispanic/Latino
- ☐ DK/Refused

Gender
- ☐ Female
- ☐ Male
- ☐ Trans Female (MTF)
- ☐ Trans Male (FTM)
- ☐ Gender Non-Conforming
- ☐ Client doesn't know
- ☐ Client refused

Relationship to the Head of Household
- ☐ Self (HOH)
- ☐ HOH's Child
- ☐ HOH's spouse or partner
- ☐ HOH's other relation member
- ☐ Other non-related

CoC Location
- ☐ Orange, Seminole, Osceola (FL-507)
- ☐ Citrus, Hernando, Lake, Sumter (FL-520)

Disability Information

Do you have a disabling condition like a physical, mental, emotional, developmental, HIV/AIDS, or diagnosable substance use disorder that significantly impairs your ability to perform daily activities?
- ☐ Yes
- ☐ No

If yes, what kind of Disability Condition (Select All that apply)
- ☐ Alcohol Use Disorder
- ☐ Alcohol & Drug Use Disorder
- ☐ Chronic Health Condition
- ☐ Developmental
- ☐ Drug Use Disorder
- ☐ HIV\AIDS
- ☐ Mental Health Problem
- ☐ Physical
- ☐ Physical \ Medical

Has a medical provider ever diagnosed the disability? (Disability Determination)
- ☐ Yes
- ☐ No

Does the condition significantly impair your daily living and ability to keep a steady job or housing (Expected to be of long-continued and indefinite duration and substantially impairs ability to live independently?)
- ☐ Yes
- ☐ No
- ☐ Client Doesn't Know
- ☐ Client Refused

Health Insurance

Do you currently have Health Insurance?
- ☐ Yes
- ☐ No
- ☐ Client Doesn't Know
- ☐ Client Refused

If yes, what type(s) of Health Insurance (select all that apply):
- ☐ Medicaid
- ☐ Medicare
- ☐ State Children's Health Ins Program
- ☐ Indian Health Services Program
- ☐ (VA) Medical Services
- ☐ Employer Provided Health Ins
- ☐ Health Ins Obtained via Cobra
- ☐ Private Pay Health Ins
- ☐ State Health Ins for Adults
- ☐ Other

Current Living Situation

Where did you sleep last night? (Residence Prior to Project Entry)
> *HOMELESS SITUATIONS*
- ☐ Streets / Place not meant for habitation
- ☐ Emergency Shelter (ES), including hotel or motel paid for with emergency shelter voucher
- ☐ Safe Haven (Emergency Shelter for persons with severe mental illness)
> *INSTITUTIONAL SITUATIONS (89 days or less when entering from the streets counts as homelessness)*
- ☐ Foster care home or foster care group home
- ☐ Hospital or other residential non-psychiatric medical facility
- ☐ Jail, prison or juvenile detention facility
- ☐ Long-term care facility or nursing home
- ☐ Psychiatric hospital or other psychiatric facility
- ☐ Substance abuse treatment facility or detox center
> *TRANSITIONAL OR PERMANENT HOUSING SITUATIONS (7+ nights in any of these are a break in homelessness)*
- ☐ Hotel or motel paid for without emergency shelter voucher
- ☐ Owned by client, no ongoing housing subsidy
- ☐ Owned by client, with ongoing housing subsidy
- ☐ Permanent housing (Other than RRH) for formerly homeless persons
- ☐ Rental by client, no ongoing housing subsidy
- ☐ Rental by client, with VASH subsidy
- ☐ Rental by client, with GPD TIP subsidy
- ☐ Rental by client, with other ongoing housing subsidy (including RRH)
- ☐ Residential project or halfway house with no homeless criteria
- ☐ Staying or living in a family member's room, apartment or house
- ☐ Staying or living in a friend's room, apartment or house
- ☐ Transitional housing for homeless persons (including homeless youth)

How long have you been in the above living situation? (Length of stay in previous place)

☐ 1 night or less	☐ 7+ nights, less than a month	☐ 90+ days, less than a year
☐ 2 – 6 nights	☐ 1 month – 89 days	☐ 1 year or longer

What's the approximate date your current homeless episode started? (Think of the last night you stayed 7+ nights in any of the above Transitional or Permanent Housing situations. The date you left to one of the homeless situations would be the approximate date your current homeless episode began.)   _____/_____/_____

Regardless of where you stayed last night, how many times have you been on streets or ES in the last 3 years?

☐ 1 time	☐ 3 times
☐ 2 times	☐ 4 of more times

What's the total number of months homeless on the streets/ES in the past 3 years: _____

6

CoC Homeless Questions

In what county did your current episode of homelessness begin?
- ☐ Orange
- ☐ Seminole
- ☐ Osceola
- ☐ Other_____

How long were you staying in the county before becoming homeless?
- ☐ One week or less
- ☐ More than 1 week, less than a month
- ☐ 1-3 months
- ☐ More than 3 months, less than a year
- ☐ 1 year or more
- ☐ Don't Know/Client refused

Primary Cause of homelessness
- ☐ Don't Know/Refused
- ☐ Employment/Financial
- ☐ Family Problems
- ☐ Housing Issues – Forced to relocate
- ☐ Medical/Disability
- ☐ Natural/Other Disaster
- ☐ Recent Immigration

Residence or Last Permanent Address? (Any address client resided at. Not including shelters/jail/hospitals)
- o Street Address: _____
- o Apartment Number: _____
- o City: _____
- o State: _____
- o Zip:_____
- o Start Date: ____/____/_____   End Date: ____/____/_____

Domestic Violence

Are you currently, or have you ever been, a domestic violence victim \ survivor?
- ☐ Yes
- ☐ No
- ☐ Client Doesn't Know
- ☐ Client Refused

If yes for domestic violence victim \ survivor, when did the experience occur?
- ☐ Within the past three months
- ☐ Three to six months ago
- ☐ Six to twelve months ago
- ☐ More than a year ago
- ☐ Client Doesn't Know
- ☐ Client Refused

If yes for Domestic Violence Victim/Survivor, are you currently fleeing?
- ☐ Yes
- ☐ No
- ☐ Client Doesn't Know
- ☐ Client Refused

Income Information

Do you have income from any source in the last 30 days?
- ☐ Yes
- ☐ No
- ☐ Client Doesn't Know

If yes to any of the following income, specify gross amount:
- ☐ Alimony/Spousal Support _____
- ☐ Child Support _____
- ☐ Earned Income _____
- ☐ General Assistance _____
- ☐ Other _____
- ☐ Pension or retirement from job _____
- ☐ Private Disability _____
- ☐ Retirement from SSA _____
- ☐ SSDI _____
- ☐ SSI _____
- ☐ TANF _____
- ☐ Unemployment _____
- ☐ VA Non Service Connected Disb. _____
- ☐ VA Service Connected Disability _____
- ☐ Worker's Comp _____

Total Monthly Income: $_____

7

Non-Cash Benefit Information

2. Do you have any Non-Cash benefit from any source?
   ☐ Yes   ☐ No   ☐ Client Doesn't Know
   If yes to Non-Cash benefits, specify amount:
   ☐ SNAP   _____   ☐ TANF Transportation   _____
   ☐ WIC   _____   ☐ Other TANF-funded Services _____
   ☐ TANF Child Care   _____   ☐ Other Source   _____

Employment Information

Are you currently employed?   ☐ Yes   ☐ No

If yes, Type of Employment: ☐ Full Time   ☐ Part Time   ☐ Seasonal/Sporadic (including day labor

If No, Reason: ☐ Looking for work   ☐ Unable to work   ☐ Not looking for work

Does client need connection with SOAR?   ☐ Yes   ☐ No

Case Notes: _____

_____

_____

8

CoC Entry Assessment
To be completed on all MINORS under the age of 18 in the household

Personal Information

Client Name:_____   Date of Birth: _____

SSN:_____   Phone:_____

Email:_____   Emergency Contact Info:_____

Primary Race
- ☐ American Indian/Alaska Native
- ☐ Asian
- ☐ Black/African American
- ☐ Native Hawaiian/ Pacific Islander
- ☐ White

Ethnicity
- ☐ Non-Hispanic/Non-Latino
- ☐ Hispanic/Latino
- ☐ DK/Refused

Gender
- ☐ Female
- ☐ Male
- ☐ Trans Female (MTF)
- ☐ Trans Male (FTM)
- ☐ Gender Non-Conforming
- ☐ Client doesn't know
- ☐ Client refused

Relationship to the Head of Household
- ☐ Self (HOH)
- ☐ HOH's Child
- ☐ HOH's spouse or partner
- ☐ HOH's other relation member
- ☐ Other non-related

Client's CoC Location
- ☐ Orange, Seminole, Osceola (FL-507)
- ☐ Citrus, Hernando, Lake, Sumter (FL-520)

Disability Information

Does the child have a disabling condition like a physical, mental, emotional, developmental, HIV/AIDS, or diagnosable substance use disorder that significantly impairs your ability to perform daily activities?
- ☐ Yes
- ☐ No

If yes, what kind of Disability Condition (Select All that apply)
- ☐ Alcohol Use Disorder
- ☐ Alcohol & Drug Use Disorder
- ☐ Chronic Health Condition
- ☐ Developmental
- ☐ Drug Use Disorder
- ☐ HIV\AIDS
- ☐ Mental Health Problem
- ☐ Physical
- ☐ Physical \ Medical

Has a medical provider ever diagnosed the disability? (Disability Determination)
- ☐ Yes
- ☐ No

Does the condition significantly impair their activities of daily living (Expected to be of long-continued and indefinite duration and substantially impairs ability to live independently?)
- ☐ Yes
- ☐ No
- ☐ Client Doesn't Know
- ☐ Client Refused

Health Insurance

Does the child currently have Health Insurance?
- ☐ Yes
- ☐ No
- ☐ Client Doesn't Know
- ☐ Client Refused

If yes, what type(s) of Health Insurance (select all that apply):
- ☐ Medicaid
- ☐ Medicare
- ☐ State Children's Health Ins Program
- ☐ Indian Health Services Program
- ☐ (VA) Medical Services
- ☐ Employer Provided Health Ins
- ☐ Health Ins Obtained via Cobra
- ☐ Private Pay Health Ins
- ☐ State Health Ins for Adults
- ☐ Other

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

VI-SPDAT 2.0 – Individuals

Personal Information

Client Name:_____ Date of Birth:_____ Veteran?_____

Opening Script

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

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

A. History of Housing and Homelessness

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

   ☐ Shelters
   ☐ Transitional Housing
   ☐ Safe Haven
   ☐ Outdoors
   ☐ Other_____
   ☐ Refused

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

   ☐ Less than a year
   ☐ One year or more
   ☐ Refused

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

   _____

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 centers, family/intimate violence, distress and suicide prevention hotlines? _____ ☐ Refused

10

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

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

5. Have you been attacked or beaten up since you've become homeless? ☐ Yes ☐ No ☐ Refused

6. Have you threatened to or tried to harm yourself or anyone else in the last year? ☐ Yes ☐ No ☐ Refused

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? ☐ Yes ☐ No ☐ Refused

8. Does anybody force or trick you to do things that you do not want to do? ☐ Yes ☐ No ☐ 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 they don't know, share a needle, or anything like that? ☐ Yes ☐ No ☐ Refused

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? ☐ Yes ☐ No ☐ 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? ☐ Yes ☐ No ☐ Refused

12. Do you have planned activities, other than just surviving, that make you feel happy and fulfilled? ☐ Yes ☐ No ☐ Refused

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? ☐ Yes ☐ No ☐ Refused

14. Is your current homelessness in any way caused by a relationship that broke down, an unhealthy or abusive relationship, or because other family or friends caused you to become evicted? ☐ Yes ☐ No ☐ Refused

D. Wellness

15. Have you ever had to leave an apartment, shelter program, or other place you were staying because of your physical health? ☐ Yes ☐ No ☐ Refused

16. Do you have any chronic health issues with your liver, kidneys, stomach, lungs or heart? ☐ Yes ☐ No ☐ 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? ☐ Yes ☐ No ☐ 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? ☐ Yes ☐ No ☐ Refused

11

19. When you are sick or not feeling well, do you avoid getting medical help?   ☐ Yes   ☐ No   ☐ Refused

20. FOR FEMALE RESPONDENTS ONLY: Are you currently pregnant?   ☐ Yes   ☐ No   ☐ Refused

21. Has drinking or drug use led you to being kicked out of an apartment   ☐ Yes   ☐ No   ☐ Refused
or program where you were staying in the past?

22. Will drinking or drug use make it difficult for you to stay housed or afford   ☐ Yes   ☐ No   ☐ Refused
your housing?

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?   ☐ Yes   ☐ No   ☐ Refused
   b) A past head injury?   ☐ Yes   ☐ No   ☐ Refused
   c) A learning disability, developmental disability, or other impairment?   ☐ Yes   ☐ No   ☐ Refused

24. Do you have any mental health or brain issues that would make it hard   ☐ Yes   ☐ No   ☐ Refused
for you to live independently because you'd need help?

25. Are there any medications that a doctor said you should be taking that,   ☐ Yes   ☐ No   ☐ Refused
for whatever reason, you are not taking?

26. Are there any medications like painkillers that you don't take the way   ☐ Yes   ☐ No   ☐ Refused
the doctor prescribed or where you sell the medication?

27. Has your current period of homelessness been caused by an experience   ☐ Yes   ☐ No   ☐ Refused
of emotional, physical, psychological, sexual, or other type of abuse, or by
any other trauma you have experienced?

Thanks for taking time to go through this assessment. What happens now is IF and WHEN services become available, someone will reach out to you. Remember that I said we can't promise any services because I can't tell exactly if or when programs will have availability. If you do not hear from anyone that means services are not available so the best thing you can do for yourself is to utilize your support system and other community resources. Don't rely on just one program. Keep doing what you're doing: engaging with service providers like myself, and looking for housing services that make sense for you. This assessment is good for up to 6 months. If you are still in the same situation after the 6 months, you should return to complete a new assessment to update any outdated information about your situation. If your contact information changes, you should return to update that with us.(Provide list of resources)

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

VI-SPDAT – Families

Personal Information

Client Name:_____ Date of Birth:_____ Veteran?_____

Opening Script

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

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

Children

1. How many children under the age of 18 are currently with you? _____

2. How many children under the age of 18 are not currently with your family, but you have reason to believe they will be joining you when you get housed? _____

3. IF HOUSEHOLD INCLUDES A FEMALE: Is any member of the family currently pregnant? _____

4. Please provide a list of children's names and ages:

First Name	Last Name	Age

A. History of Housing and Homelessness

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

13

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

☐ Less than a year
☐ One year or more
☐ Refused

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

_____

B. Risks

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

a) Received health care at an emergency department/room? _____ ☐ Refused

b) Taken an ambulance to the hospital? _____ ☐ Refused

c) Been hospitalized as an inpatient? _____ ☐ Refused

d) Used a crisis service, including sexual assault crisis, mental health centers crisis, family/intimate violence, distress and suicide prevention hotlines? _____ ☐ Refused

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

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

9. Have you or anyone in your family been attacked or beaten up since they've become homeless? ☐ Yes ☐ No ☐ Refused

10. Have you or anyone in your family threatened to or tried to harm themself or anyone else in the last year? ☐ Yes ☐ No ☐ Refused

11. Do you or anyone in your family have any legal stuff going on right now that may result in them being locked up, having to pay fines, or that make it more difficult to rent a place to live? ☐ Yes ☐ No ☐ Refused

12. Does anybody force or trick you or anyone in your family to do things that you do not want to do? ☐ Yes ☐ No ☐ Refused

13. .Do you or anyone in your family ever do things that may be considered to be risky like exchange sex for money, run drugs for someone, have unprotected sex with someone they don't know, share a needle, or anything like that? ☐ Yes ☐ No ☐ Refused

C. Socialization & Daily Functioning

14. Is there any person, past landlord, business, bookie, dealer, or government group like the IRS that thinks you or anyone in your family owe them money? ☐ Yes ☐ No ☐ Refused

15. Do you or anyone in your family get any money from the government, a pension, an inheritance, working under the table, a regular job, or anything like that? ☐ Yes ☐ No ☐ Refused

14

16. Does everyone in your family have planned activities, other than just surviving, that make them feel happy and fulfilled? □ Yes □ No □ Refused

17. Is everyone in your family currently able to take care of basic needs like bathing, changing clothes, using a restroom, getting food and clean water and other things like that?. □ Yes □ No □ Refused

18. Is your family's current homelessness in any way caused by a relationship that broke down, an unhealthy or abusive relationship, or because other family or friends caused your family to become evicted? □ Yes □ No □ Refused

D. Wellness

19. Has your family ever had to leave an apartment, shelter program, or other place you were staying because of the physical health of you or anyone in your family? □ Yes □ No □ Refused

20. Do you or anyone in your family have any chronic health issues with your liver, kidneys, stomach, lungs or heart? □ Yes □ No □ Refused

21. If there was space available in a program that specifically assists people that live with HIV or AIDS, would that be of interest to you or anyone in your family? □ Yes □ No □ Refused

22. Does anyone in your family have any physical disabilities that would limit the type of housing you could access, or would make it hard to live independently because you'd need help? □ Yes □ No □ Refused

23. When someone in your family is sick or not feeling well, does your family avoid getting medical help? □ Yes □ No □ Refused

24. Has drinking or drug use by you or anyone in your family led your family to being kicked out of an apartment or program where you were staying in the past? □ Yes □ No □ Refused

25. Will drinking or drug use make it difficult for your family to stay housed or afford your housing? □ Yes □ No □ Refused

26. Has your family ever had trouble maintaining your housing, or been kicked out of an apartment, shelter program or other place you were staying, because of:
   a) A mental health issue or concern? □ Yes □ No □ Refused
   b) A past head injury? □ Yes □ No □ Refused
   c) A learning disability, developmental disability, or other impairment? □ Yes □ No □ Refused

27. Do you or anyone in your family have any mental health or brain issues that would make it hard for your family to live independently because help would be needed? □ Yes □ No □ Refused

28. IF THE FAMILY ANSWERED YES TO 19-23, AND YES TO 24-25, AND YES TO ANY 26-27:
   Does any single member of your household have a, medical condition, mental health concerns, and experience with problematic substance use? □ Yes □ No □ Refused

29. Are there any medications that a doctor said you or anyone in your family should be taking that, for whatever reason, they are not taking? □ Yes □ No □ Refused

15

30. Are there any medications like painkillers that you or anyone in your family don't take the way the doctor prescribed or where they sell the medication? □ Yes □ No □ Refused

31. Has your family's current period of homelessness been caused by an experience of emotional, physical, psychological, sexual, or other type of abuse, or by any other trauma you or anyone in your family have experienced? □ Yes □ No □ Refused

E. Family Unit

32. Are there any children that have been removed from the family by a child protection service within the last 180 days? □ Yes □ No □ Refused

33. Do you have any family legal issues that are being resolved in court or need to be resolved in court that would impact your housing or who may live within your housing? □ Yes □ No □ Refused

34. In the last 180 days have any children lived with family or friends because of your homelessness or housing situation? □ Yes □ No □ Refused

35. Has any child in the family experienced abuse or trauma in the last 180 days? □ Yes □ No □ Refused

36. IF THERE ARE SCHOOL-AGED CHILDREN: Do your children attend school more often than not each week? □ Yes □ No □ Refused

37. Have the members of your family changed in the last 180 days, due to things like divorce, your kids coming back to live with you, someone leaving for military service or incarceration, a relative moving in, or anything like that? □ Yes □ No □ Refused

38. Do you anticipate any other adults or children coming to live with you within the first 180 days of being housed? □ Yes □ No □ Refused

39. Do you have two or more planned activities each week as a family such as outings to the park, going to the library, visiting other family, watching a family movie, or anything like that? □ Yes □ No □ Refused

40. After school, or on weekends or days when there isn't school, is the total time children spend each day where there is no interaction with you or another responsible adult...
    a) 3 or more hours per day for children aged 13 or older? □ Yes □ No □ Refused
    b) 2 or more hours per day for children aged 12 or younger? □ Yes □ No □ Refused

41. IF THERE ARE CHILDREN BOTH 12 AND UNDER & 13 AND OVER: Do your older kids spend 2 or more hours on a typical day helping their younger sibling(s) with things like getting ready for school, helping with homework, making them dinner, bathing them, or anything like that? □ Yes □ No □ Refused

Thanks for taking time to go through this assessment. What happens now is IF and WHEN services become available, someone will reach out to you. Remember that I said we can't promise any services because I can't tell exactly if or when programs will have availability. If you do not hear from anyone that means services are not available so the best thing you can do for yourself is to utilize your support system and other community resources. Don't rely on just one program. Keep doing what you're doing: engaging with service providers like myself, and looking for housing services that make sense for you. This assessment is good for up to 3 months. If you are still in the same situation after the 3 months, you should return to complete a new assessment. If your contact information changes, you should return to update that information.

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

VI-SPDAT – Youth

Personal Information

Client Name:_____ Date of Birth:_____ Veteran?_____

Opening Script

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

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

A. History of Housing and Homelessness

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

2. How long has it been since you lived in permanent stable housing?
   - ☐ Less than a year
   - ☐ One year or more
   - ☐ Refused

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

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 centers crisis, family/intimate violence, distress and suicide prevention hotlines? _____ ☐ Refused

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

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

5. Have you been attacked or beaten up since you've become homeless? ☐ Yes ☐ No ☐ Refused

6. Have you threatened to or tried to harm yourself or anyone else in the last year? ☐ Yes ☐ No ☐ Refused

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? ☐ Yes ☐ No ☐ Refused

8. Were you ever incarcerated when younger than age 18? ☐ Yes ☐ No ☐ Refused

9. Does anybody force or trick you to do things that you do not want to do? ☐ Yes ☐ No ☐ Refused

10. 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 they don't know, share a needle, or anything like that? ☐ Yes ☐ No ☐ Refused

C. Socialization & Daily Functioning

11. Is there any person, past landlord, business, bookie, dealer, or government group like the IRS that thinks you owe them money? ☐ Yes ☐ No ☐ Refused

12. Do you get any money from the government, a pension, an inheritance, working under the table, a regular job, or anything like that? ☐ Yes ☐ No ☐ Refused

13. Do you have planned activities, other than just surviving, that make you feel happy and fulfilled? ☐ Yes ☐ No ☐ Refused

14. Are you currently able to take care of basic needs like bathing, changing clothes, using a restroom, getting food and clean water and other things like that? ☐ Yes ☐ No ☐ Refused

15. Is your current lack of stable housing...
   a. Because you ran away from your family home, a group home or a foster home? ☐ Yes ☐ No ☐ Refused
   b. Because of a difference in religious or cultural beliefs from your parents, guardians, or caregivers? ☐ Yes ☐ No ☐ Refused
   c. Because your family or friends caused you to become homeless? ☐ Yes ☐ No ☐ Refused
   d. Because of conflicts around gender identity or sexual orientation? ☐ Yes ☐ No ☐ Refused
   e. Because of violence at home between family members? ☐ Yes ☐ No ☐ Refused
   f. Because of unhealthy or abusive relationship, either at home or Elsewhere? ☐ Yes ☐ No ☐ Refused

D. Wellness

16. Have you ever had to leave an apartment, shelter program, or other place you were staying because of your physical health? ☐ Yes ☐ No ☐ Refused

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17. Do you have any chronic health issues with your liver, kidneys, stomach, lungs or heart? □ Yes □ No □ Refused

18. If there was space available in a program that specifically assists people that live with HIV or AIDS, would that be of interest to you? □ Yes □ No □ Refused

19. Do you have any physical disabilities that would limit the type of housing you could access, or would make it hard to live independently because you'd need help? □ Yes □ No □ Refused

20. When you are sick or not feeling well, do you avoid getting medical help? □ Yes □ No □ Refused

21. Are you currently pregnant, have you ever been pregnant, or have you ever gotten someone pregnant? □ Yes □ No □ Refused

22. Has drinking or drug use led you to being kicked out of an apartment or program where you were staying in the past? □ Yes □ No □ Refused

23. Will drinking or drug use make it difficult for you to stay housed or afford your housing? □ Yes □ No □ Refused

24. If you've ever used marijuana, did you try it at age 12 or younger? □ Yes □ No □ Refused

25. Has 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? □ Yes □ No □ Refused
    b) A past head injury? □ Yes □ No □ Refused
    c) A learning disability, developmental disability, or other impairment? □ Yes □ No □ Refused

26. Do you have any mental health or brain issues that would make it hard for you to live independently because you'd need help? □ Yes □ No □ Refused

27. Are there any medications that a doctor said you should be taking that, for whatever reason, you are not taking? □ Yes □ No □ Refused

28. Are there any medications like painkillers that you don't take the way the doctor prescribed or where you sell the medication? □ Yes □ No □ Refused

Thanks for taking time to go through this assessment. What happens now is IF and WHEN services become available, someone will reach out to you. Remember that I said we can't promise any services because I can't tell exactly if or when programs will have availability. If you do not hear from anyone that means services are not available so the best thing you can do for yourself is to utilize your support system and other community resources. Don't rely on just one program. Keep doing what you're doing: engaging with service providers like myself, and looking for housing services that make sense for you. This assessment is good for up to 6 months. If you are still in the same situation after the 6 months, you should return to complete a new assessment to update any outdated information about your situation. If your contact information changes, you should return to update that with us.(Provide list of resources)

FY 2018

FL-507 - Orlando/Orange, Osceola, Seminole Counties Continuum of Care

Attachment #04:

1E-1. Objective Criteria—Rate, Rank, Review, and Selection Criteria

Attachment #04 documents include the following:

Central Florida Continuum of Care (CoC FL-507)
2018 Regional Request for Applications for HUD Funding
Scorecard Methodology and Explanation

<u>**8 Application Scoring Categories and Respective Weighting Factors**</u>   <u>**Weights**</u>

1.	Continuity of Overall CoC Efforts	7
2.	Contribution to CoC Permanent Housing Supply by Priority Type	5
3.	Geographic Coverage & Applicant Responsiveness to Jurisdictions	3
4.	Population Targeting & Resource Prioritization	4
5.	System Participation, Engagement & Coordination	4
6.	Applicant Performance, Capacity, Effectiveness, Efficiency	8
7.	Project Quality, Feasibility and Design	6
8.	Budget Presentation: Reasonableness, Cost-Effectiveness and Value	3
	TOTAL	**40**

<u>**Summary of Scoring and Ranking Process (see Detailed Scoring and Preliminary Ranking Method for more information):**</u>

1. For each of the 8 scoring categories above, an applicant's score will be tabulated based on applicant responses to both administratively scored (based on formula) and manually scored (based on reviewer assessment) items.

2. For any scoring item that is not applicable to a particular applicant or project type, the applicant's score will be adjusted proportionately in a manner that neither penalizes nor rewards the applicant.

3. Within each scoring category, an application will be compared only with other applications of the same project and activity type (e.g., RRH Services).

4. For each scoring category, applicants' scores will be tabulated and then converted to a ranking among all applications of the same project and activity type. Each application will then be assigned a total score, which will be the sum of the 8 applicable ranks, after weighting each rank as described above. Of particular note is the fact that the numbers of points assigned to the various scored items can only be compared within the same scoring category; no individual or total numbers of points can be compared across categories.

5. Within each project type, all applications will be ranked based on total score. Higher-ranking applications will accordingly be those with LOWER total scores. (For example, if an application receives the highest raw score among its project type in every scoring category, that application would receive a "perfect" (minimum) score of 40 points.

6. A proposed project consists of at least one housing component and at least one services component. Each application's total score will count toward the applicable project's housing component score, services component score or both, as applicable. Projects will be assembled from the list of applications by project and activity type in rank order.

7. The overall project ranking list submitted to the Community Ranking and Project Selection Committee for consideration will then be based on the combined total of the average housing component score and the average services component score from all applications comprising the project.

Scoring Category #1: Continuity of Overall CoC Efforts

Scoring Component(s):   **Administrative**   **Weighting Factor: 7**
Application Sections: **Section 2 - General Information About Proposed Project and Activities**

Project and Activity Type(s)	Location/Question	Issue/Factor	Method for Awarding Points	Maximum Pts. Awarded
All Applicants	Section 2 – Application Project Type Staff Administrative Data	Sustaining/Extending Existing System Capacity vs. vs. Creating New Project	Renewal Under Existing Project =5 points Expansion of Existing Project = 3 points New Project = 0 points	+5 pts.

Scoring Category #2: Project Contribution to CoC Housing Supply by Priority Type

Scoring Component(s):   **Administrative**   **Weighting Factor: 5**

Application Sections: Section 3. Key Project Characteristics: Housing - review together with Sections 4, 6, 7

Affected Project and Activity Type(s)	Specific Project Type	Issue or Factor to Be Scored	Situation/Scenario	Basis for Awarding Points	Maximum (or Minimum) # of Points Awarded
All Project Types Activity Type = Housing	PSH, RRH, Youth TH (YTH), TH-RRH	Proposed Total # of PH Units	Priority Renewal Activity	PSH: Add # of proposed units x4 pts. RRH/YTH: Add # of proposed units x 3 pts.	+100 pts.
			Priority Expansion Activity	PSH: Add # of proposed units in x 3 pts. RRH: Add # of units. x 2 pts. YTH: Add # of units x 1 pt.	
			Priority New Activity	PSH: Add # of proposed units. x 2 pts. RRH: Add # of proposed units. x 1 pt. TH-RRH/YTH: Add # of proposed units x ½ pt.	

	All Others		Non-Priority Project Activity	Add 0 pts.	
Component of Renewal Project Activity Type = Housing	PSH, RRH, YTH, TH-RRH	Status of Units Currently Funded	High-Priority Units Backlogged/Not Yet Online	PSH: # of units in Line 2 (not yet available) x -1 RRH/YTH: # of units in Line 2 x -.75	Best score is 0; Maximum deduction is -50
			High-Priority Project Units Previously Available but Currently Offline	PSH: # of units in Line 4 (not previously available) x -1 (negative) RRH/YTH: # of units in Line 4 x -.75	

Scoring Category #3: Project Geographic Coverage and Applicant Responsiveness to Jurisdictions

Scoring Component(s):   Administrative (with Manual Threshold Review)   Weighting Factor: 3

Application Section 1 of 2:   Section 5 - Geographic Coverage and Responsiveness to Jurisdictional Priorities

Affected Project and Activity Type(s)	Location	Issue or Factor to Be Scored	Situation/ Scenario	Basis for Awarding Points	Max/Min Points Awarded
All Project and Activity Types	Box(es) checked in Column A	Service Coverage of Jurisdiction	Applicant Commits to Serve Clients from Jurisdiction	For each jurisdiction: ADD 2 points For each box checked	County-specific: +4 pts. Multiple counties: +12 pts.
	Box(es) checked in Column B	County-Specific Project: Jurisdictional Priority	Jurisdiction Indicates that Applicant Meets Jurisdictional Priority	For each jurisdiction: ADD 6 points for each box checked with accompanying certification of priority Project	County-specific: +12 pts. Multiple counties: +0 pts.
All Applicants	Box(es) checked in Column C	County-Specific Project: Jurisdictional History of Investment	Jurisdiction Indicates Historical Investment in Applicant's Effort	For each jurisdiction: ADD 3 points for each box checked with accompanying certification of past investment in Applicant-administered homelessness assistance efforts ADD Up to 3 additional points as follows:	County-specific: +12 pts. Multiple

				Take the annual average amount of the jurisdiction's certified investment in Applicant's homelessness efforts over the previous 3 fiscal years. Divide that amount by Applicant's HUD funding request, multiply by 3, and round to one decimal place.	counties: +0 pts.
All Applicants	Box(es) checked in Column D	Multi-county Projects: Applicant Has Served Individuals/Households in the Jurisdiction		For each jurisdiction: ADD 2 points for each box checked with accompanying certification of service by corresponding jurisdiction	County-specific: +4 pts. Multiple counties: +12 pts.
All Projects	Box(es) checked in Column E	Responsiveness to Need Identified by Jurisdiction		For up to 2 jurisdictions: ADD up to 6 points for each jurisdiction which meets an identified high-priority need.	All: +12 pts.

Application Section 2 of 2:   **Section 4 - Key Project Characteristics – Supportive Services**

Affected Project and Activity Type(s)	Location	Issue or Factor to Be Scored	Situation/ Scenario	Basis for Awarding Points	Max/Min Points Awarded
All Project Types Activity Type = Services	Tables - Questions 39, 50, 60, 70	Jurisdictional Coverage of Assessment/Intake Street Outreach, Housing Navigation, Housing Stability Case Management Activity	Applicant Commits Provide Field-Based Services to/within Jurisdiction	For each jurisdictional option, ADD 1 point for each box checked	+5 (per question)

Scoring Category #4: Project Population Targeting and Resource Prioritization

Scoring Component(s): Administratively <u>and</u> Manually Scored   **Weighting Factor: 4**

Application Section 1 of 4: Section 6 - Target Population(s) and Services to Sub-Populations (read with Sections 3 and 4)

Affected Project and Activity Type(s)	Issue or Factor to Be Scored	Situation or Scenario	Basis for Awarding Points	Max/Min Pts. Awarded
Project Type = PSH All Activity Types	% of Units, Vouchers or Slots Dedicated for Chronically Homeless Individuals (Line 1)	Extent to Which Applicant Targets Housing and Service Resources Address HUD and CoC Priorities without Barriers	For each full 5% dedicated up to 75%, ADD 2 pts. For each full 5% above 75%, ADD 1 pt. (e.g., 25% = 10 points, 48% = 18 points, 85% = 32 pts.)	+35 pts.
Project Type = RRH All Activity Types	% of Units, Vouchers or Slots Dedicated for Families with Children or for Unaccompanied Youth (Line 2)		For each full 5% dedicated up to 75%, ADD 2 pts. For each full 5% above 75%, ADD 1 pts. (e.g.., 25% = 10 points, 48% = 18 points, 85% = 32 pts.)	+30 pts.
Project Type = TH-RRH All Activity	% of Units, Vouchers or Slots Dedicated for Crisis Housing or TH-RRH-Appropriate Housing Modality		If 100% dedicated to appropriate priority population, ADD 30	+30 pts.

Types	(Applicable Line #)			pts. If less than 100% dedicated to appropriate priority population, ADD 0 pts	
Project Type = YTH	% of Units, Vouchers or Slots Dedicated for Youth (Line 3)			If 100% of units dedicated for youth, ADD 30 points If less than 100% dedicated for youth, ADD 0 points	+30 pts.
All Activity Types	% of Units, Vouchers or Slots Inclusive of Applicable Sub-Populations (Lines 2a, 3b, 3c, 4,4a 5,6,7,8,9)			For sub-populations: For each full 10%, ADD ½ pt. Example: 33% = 1½ pts., 100% = 5pts.) PSH: Chronically Homeless Families with Children, Chronically Homeless Veterans, Persons with Substance Abuse Disorders, Persons with Severe Mental Illnesses, Survivors of Domestic Violence RRH/YTH: Unaccompanied LGBTQ Youth, Youth Families with Children, Survivors of Domestic Violence/Victims of Human Trafficking, Persons with Substance Abuse Disorders, Persons with Severe Mental Illnesses TH-RRH: Refer to PSH or RRH/YTH sub-population list,	+5 pts. per applicable sub-population Maximum total = 25 pts.

All Projects and Activity Types	Reasons for Potentially Denying Admission to Population or Sub-Populations	Applicant Operates Using a Housing First/Zero-Barrier Approach	whichever is applicable	
			For each population or sub-population, reviewers** will evaluate applicant's reasons for potentially denying admission using the following scale: 0 = Explanation consistent with HUD and CoC Priorities -1 = Explanation neither fully consistent or inconsistent with HUD and CoC Priorities -2 = Explanation inconsistent with HUD and CoC Priorities Average all reviewer ratings, round to 1 decimal place and multiply by 10	Maximum total deduction = -20 pts.
			For the primary target population, reviewers** will evaluate applicant's reasons for potentially denying admission (using the same scale): PSH: Re: chronically homeless, multiply reviewer avg x 10 pts. RRH: Re: families with children, multiply reviewer avg x 10 pts. YTH: Re: youth, multiply reviewer avg. x 10 pts. For TH/PH-RRH Projects Re: primary target population, ADD reviewer average x10 pts. For all other project types & all other populations, ADD reviewer average x 5 pts. *Example:* *Explanation of for denial of chronically homeless clients in PSH Project*	Maximum total deduction = -20 pts.

			Avg. reviewer rating = -1.4 x 10 = -14 pts.	

Application Section 2 of 4:   **Section 7 - Housing First/Zero-Barrier Approach**

**   Method for Manually Scored Items:

Affected Project and Activity Type(s)	Issue or Factor to Be Scored	Situation/ Scenario	Basis for Awarding Points	Max/Min Pts. Awarded
All Project and Activity Types	Eligibility Chart: Denial or Determination of Ineligibility	Applicant's past or future denials of eligibility consistent with key Housing First principles	** - Reviewers score all explanations accompanying "No" responses For each "Yes" response, add + 2 pts. For each "No" response, reviewers evaluate explanations as follows: +2 pts. = Fully consistent or compatible with a Housing First/Zero Barrier approach +1 pt. = Neither fully consistent or inconsistent with Housing First/Zero Barrier approach +0 pts. = Inconsistent or incompatible with a Housing First/Zero Barrier approach Calculate total number of points for 15 items related to past	Max: + 30 pts.

All Project and Activity Types	Termination Chart: Termination of Service or Eviction from Housing		12 months and 15 items related to future expectations, and multiply grand total by ½.	
	Termination Chart: Termination of Service or Eviction from Housing	Applicant's past or future terminations or evictions consistent with key Housing principles	** - Reviewers score all explanations accompanying "No" responses For each "Yes" response, add + 2 pts. For each "No" response, reviewers evaluate explanations as follows: +2 pts. = Fully consistent or compatible with a Housing First/Zero Barrier approach +1 pt. = Neither fully consistent or inconsistent with Housing First/Zero Barrier approach +0 pts. = Inconsistent or incompatible with a Housing First/Zero Barrier approach Calculate total number of points for 5 items related to past 12 months and 5 items related to future expectations.	Max: + 20 pts
	Service Continuity	Applicant continues to link to services after eviction, etc.	Award 10 points for a "Yes" answer ** - Reviewers score the explanations accompanying a "No" response**up to 10 points, where 10 points indicate full consistency or compatibility with a Housing First approach	+10 pts.

			Take average termination or discharge % across all applicants of the same project and activity type	
	12 Month Discharge %	Applicant has discharged, evicted or discontinued only a small percentage of clients over the past year	+2 points if applicant is between one and two standard deviations below average +2.5 points if applicant is less than one standard deviation below average +5 points if applicant is less than one standard deviation above average (or if applicant is not current operating) +7.5 points if applicant is between one and two standard deviations above average +10 points if applicant is more than two standard deviations above average	+10 pts.
	Partner Discharge Policies	Applicant does not defer to third party partner with power to terminate/evict in its stead	Award 10 points for a "No" response ** Reviewers score the explanations accompanying a "Yes" response** using scale above Average scores of all reviewers, and then multiply by 5	+10 pts.
	Service Intensity	Applicant allows changes in service intensity and duration	Award 10 points for a "Yes" response ** Reviewers score the explanations accompanying a "No" response using scale above Average scores of all reviewers, and then multiply by 5	+ 10 pts
	Location Limitation	Applicant promotes housing choice by	Award 10 points for a "No" response	

		limiting requirement to live in a particular area or structure	** Reviewers score the explanations accompanying a "Yes" response*using scale above Average scores of all reviewers, and then multiply by 5	+10 pts.
	Additional Requirements	Applicant declines to require participation in services or other prerequisites	Award 10 points for a "No" response ** Reviewers score the explanations accompanying a "Yes" response*using scale above Average scores of all reviewers, and then multiply by 5	+10 pts.
	Move Quickly Into Permanent Housing	Applicant prioritizes housing placement	Award 5 points for a "Yes" response ** Reviewers score the explanations accompanying a "No" response using scale above Average scores of all reviewers, and then multiply by 2.5	+5 pts
	Housing First Self-Assessment	Applicant seeks to assure fidelity to housing first	Award 5 points for a "Yes" response ** Reviewers score the explanations accompanying a "No" response using scale above	+5 pts.

			Average scores of all reviewers, and then multiply by 2.5	
	Client Satisfaction Surveys	Applicant solicits participant program feedback	Award 5 points for a "Yes" response ** Reviewers score the explanations accompanying a "No" response using scale above Average scores of all reviewers, and then multiply by 2.5	+ 5 pts.
	Gender Inclusion/Non-Discrimination Policy	Applicant ensures inclusion and non-discrimination based on equal access criteria	Unscored for 2018 Application Process	N/A

Application Section 3 of 4 for Category 4: **Section 8. Participation in Coordinated Entry System/Prioritization Based on Need**

Project and Activity Type(s)	Issue or Factor to Be Scored	Situation or Scenario	Basis for Awarding Points	Maximum Pts. Awarded
All Project and Activity Types	% CES Assignments & Explanation	Extent to which clients were assigned by CES	100% response in % CES Assignments = 50 pts. (or 5 or fewer) For every 10% below 100%, subtract 5 pts.	+50 pts.

All Project and Activity Types	% CES Assignment & Selection Criteria	Use of other criteria besides CES/prioritization based on need	**Then add back in reviewer score of explanation: +0 pts. = Applicant's explanation is inconsistent or incompatible with a Housing First/Zero Barrier approach +5 pts. = Applicant's explanation is neither consistent/compatible nor inconsistent/incompatible with a Housing First/Zero Barrier approach +10 pts. = Applicant's explanation is fully consistent or compatible with a Housing First approach	
			For each selection criterion, multiply the percentage given for each response by the following weights: "Never" = 0 "Seldom" = - ½ "Sometimes" = -1 "Often" = -1.5 Then add across all responses. Multiply the above amount by 2 for the following selection criteria: "First come, first served" and "Assessment as to how likely client is to succeed" Add all amounts to generate a total score.	Maximum deduction is -12 pts.
			0% response in % of CES Declines = 20 pts.	

All Project and Activity Types	% of CES-Referred Clients Denied or Declined for Service & Explanation	Extent to which clients assigned by CES were denied or refused service by Applicant	For every 5% above 0%, subtract 2 pts., up to a maximum of 20 pts. **Then add back in average reviewer score of explanation: +0 pts. = Applicant's explanation is inconsistent or incompatible with a Housing First/Zero Barrier approach +3 pts. = Applicant's explanation is neither consistent/compatible nor inconsistent/incompatible with a Housing First/Zero Barrier approach +6 pts. = Applicant's explanation is fully consistent or compatible with a Housing First approach	+20 pts.
All Project and Activity Types	Prioritization in Provision of Project Housing & Services	Extent to which Applicant agrees to accept only clients through Coordinated Entry System (CES) Registry Management process using HUD and CoC prioritization	For a "Yes" response to each item below , award 2 pts. **- Reviewers score the explanations accompanying a "No" response using the following score: +2 pts. = Explanation consistent with HUD and CoC Priorities + 1 pt. = Explanation neither fully consistent or inconsistent with HUD and CoC Priorities + 0 pts. = Explanation inconsistent with HUD and CoC Priorities RRH/YTH: Re: Families with Children or Unaccompanied Youth PSH: Re: Chronically Homeless Individuals and Families Other: Re: Other relevant populations • Accept referral only through CES = +4 pts. • Align with prioritization based on highest needs and longest homelessness histories = + 4 pts.	+20 pts.

| All Applicants not exclusively using Coordinated Entry | Place Resided Immediately Prior to Program Entry | Residence Prior to Project Entry | • Agree to continue with prioritization = + 4 pts.

All Project Types:

• Equal Access – Does not separate family members = +2 pts.
• Entered Into MOU with Coordinated Entry System = +2 pts.
• Agreed to continue to continue to comply with CES MOU = +2 pts.
• Assist CES with HUD-required recordkeeping = + 2 pts.

If using CES exclusively = 4 pts.

If table is not completed = 0 pts.

If TH + Other > 10% = 0 pts.

If TH + Other between 0.1% and 10% = 2 pts.

If TH + Other is 0% = 4 pts. | + 4 pts.

(Using CES only = automatic 4 pts.) |

Application Section 4 of 4 for Category 4: **Section 9. CoC Involvement and Engagement**

Project and Activity Type(s)	Issue or Factor to Be Scored	Situation or Scenario	Basis for Awarding Points	Maximum Pts. Awarded
All Project and Activity Types	Past HMIS Participation	Applicant's Participation in HMIS	Yes = 20 points	+20 pts.
	General CES Participation	Applicant's	Yes = 6 points	+6 pts.

		Participation In the Coordinated Entry System		

Scoring Category #5: Applicant System Participation, Engagement and Coordination

Scoring Components: Administrative <u>and</u> Manual   **Weighting Factor: 4**

Application Section 1 of 2:   **Section 9 - CoC Involvement and Engagement**

Project and Activity Type(s)	Issue or Factor	Situation or Scenario	Basis for Awarding Points	Maximum Pts. Awarded
All Project and Activity Types	# of Membership Meetings Attended	Applicant's Membership and Participation in CoC *Subject to verification (Attachment A-1, #3)*	If "Yes" and # attended = 1-2, Add 2 pts. If "Yes" and # attended = 3-7, Add 4 pts. If "Yes" and # attended = 8 or more, Add 6 pts.	+ 10 pts.
	CoC Membership Status		If "Yes", Add 2 pts.	
	CoC Advisory Committee Participation		If "Yes", Add 2 pts.	
	Direct Practice Skills Training (e.g., Motivational Interviewing, Trauma-Informed Care, DV & Human	Applicant's Participation in Training & Percentage of Staff Participating	If "Yes", Add 5 points If 50% or more of direct practice and supervisory staff attended at least 1 training , Add 5 points OR If 50% or more of staff attended 2 or more trainings, Add an additional 5 points.	+ 15 pts.

	Trafficking)	*Subject to verification*		. +12 pts.
	Participation in HMIS	Applicant's Participant in a Robust and Responsive HMIS *Subject to verification (Attachment A-1, #12)*	For each "YES" response, Add 1 pt.: • Past HMIS Participation • Commitment to Future HMIS Continuity • Current Inclusion in HMIS Bed/Services Inventory • Commitment to Future HMIS Beds/Services Inventory • Signed HMIS Agency Partner Inventory Continuity • Designated HMIS Agency Administrator • Compliance with Requirement that End Users Have Licenses &Training • Commitment to End User Participation in Refresher Training • Commitment to Enter UDEs and PII into HMIS • Commitment to Work in Support of CoC Data Quality Plan • Commitment to Work in Support of Ongoing Available APR Data • Track Record of Recording Project Entry/Exits in HMIS For each percentage below, multiply by 2 pts. • % of Units/Beds/Slots in HMIS • % of Clients for which HMIS Update Assessments Completed • % of Clients for which HMIS Annual Assessments Completed	+6 pts.

			If "Yes" to general CES participation= +2 pts.	
	General CES Participation	Applicant's Participation In the Coordinated Entry System *Subject to verification (Attachment A-1, #14)*	If # of Registry Management Meetings: = 1-3: +2 pts. = 4-14: + 4 pts =15+: + 6 pts If "Yes" to housing placements = + 2 pts. If "Yes" to completing CES 'Big 3' = +2 pts. If # of Big 3 = 1-10, Add additional +1 pt. If # of Big 3 = 11-50, Add additional +2 pts. If # of Big 3 = 51+, Add additional +3 pts.	+15 pts.
	2018 Point-In-Time (PIT) 2019 Point-In-Time (PIT) 2019 Housing Inventory Count (HIC)	Applicant's Participation in the CoC's PIT and HIC *Subject to verification (Attachment A-1, #17)*	For each box checked (except N/A), add 1 pt. If "Yes" for 2019 PIT, add 1 pt. If "Yes" for 2019 HIC, add 1 pt.	+5 pts.

	Subject to verification (Attachment A-1, #18)			
Administrative Data		Participation in HIC , add 1 pt.		+ 1 pt.
Administrative Data	Applicant's HMIS Data Completeness/Quality *Based on CoC Performance Scorecard Elements – Attachment A-1, #5-#11*	Use Quartile Method Pts. x 2 pts.		+ 8 pts.

Application Section 2 of 2 of Category 5:   **Section 10 - Increasing Access to Mainstream Benefits**

Project and Activity Type(s)	Issue or Factor	Situation or Scenario	Basis for Awarding Points	Maximum Pts. Awarded
Activity Type = Services	Commitment to Incorporating Strategies for Increasing Access to Mainstream Benefits into the Project	Applicant commits to promote and sustain access to mainstream benefits	If Yes, Add 4 pts.	+ 4 pts.

	Current Efforts to Increase Access to Mainstream Services	Applicant currently promotes and sustains access to mainstream benefits	If Yes, ADD 4 pts.	+4 pts.
	Facilitating Access to Mainstream Benefits as an ACCESS Community Partner	Applicant or project partner serves as DCF ACCESS community partner to ensure enrollment in mainstream benefits	If YES, ADD 4 pts. If NO, but will perform same function, ADD 2 pts.	+4 pts.
Activity Type = Services	Facilitating Access to Transportation	Applicant or project partner commits to providing transportation to mainstream and community resources	If YES, ADD 8 pts.	+8 pts.
	Description of Access to Transportation		Reviewer evaluates narrative response for consistency with policies and priorities and for assertiveness.	+ 4 pts.
	Facilitating Access to SSI and SSDI	Applicant or project partner will enter MOU with SOAR Provider	If YES, ADD 4 pts.	+4 pts.
	School Liaison	Project partner has committed to have a designated staff person whose responsibilities include ensuring children are enrolled in school and receive appropriate	If YES, ADD 4 pts.	+4 pts

Project or Activity Type	Issue or Factor	Situation or Scenario	Method for Awarding Pts.	Maximum Pts. Awarded
All	Mainstream MOUs	Project partner has entered agreements and partnerships facilitating access to mainstream benefits by program participants	IF YES, add 2 points	+2 pts.
All	Administrative Data	Enrollment in mainstream benefit programs (non-cash) (Attachment A-1, #11)	Use Quartile Method in Appendix A X 1 pt.	+4 pts.

Scoring Category #6: Applicant Current Capacity/Past Performance

Scoring Component(s):   **Administrative <u>and</u> Manual**   **Weighting Factor: 3**

Application Section 1 of 2:   **Section 12. Program and Financial Management**

Project or Activity Type	Issue or Factor	Situation or Scenario	Method for Awarding Pts.	Maximum Pts. Awarded
** - Manual Scoring:				

** - Manual Scoring:

For each part under which points were NOT added to the Applicant's score in this category, review the explanation that follows. Under each part where 4 points were lost, add instead:

+3pts., if the explanation fully resolved questions or concerns regarding the extent to which the applicant could successfully perform the activities described in and administer the funds requested in this application.

+2 pts., if the explanation partially or incompletely resolved any such questions or concerns

+1 pts., if the explanation did little or nothing to resolve any such questions or concerns

+0 pts., if the explanation served to exacerbate or intensify any such questions or concerns

If 6 points were lost, add the above totals back after multiplying by 1½.

If 8 points were lost, add the above totals back after multiplying by 2.

All Project and Activity Types	Filing of APR	Applicant timely and successfully filed APR *Subject to verification* *(Attachment A-1, #20)*	If "Yes" or "N/A", Add 4 pts.	+4 pts.
	Filing of IRS Form 990	Applicant filed 990	If "Yes" and submitted with application, and includes a date within reporting period after December 31, 2016 (or N/A), ADD 4 pts. (For Each of the 2 components, +2 pts) If No, explanation addresses some concerns = 1 Explanation addresses all concern = 2 Explanation fails to provide satisfactory explanation = 0	+4 pts.
	Repay/Return Grant Funds	Applicant Returned funds to HUD or other federal or state agency within 2 years	NO – ADD 4 pts. If Yes, explanation addresses some concerns = 1	+4 pts.

All Project and Activity Types			Explanation addresses all concern = 2 Explanation fails to provide satisfactory explanation = 0	
	Unspent HUD Funds	Left HUD funds unspent within 2 years	NO - ADD 4 pts. If Yes, explanation addresses some concerns = 1 Explanation addresses all concern = 2 Explanation fails to provide satisfactory explanation = 0	+4 pts.
	Outstanding HUD Obligation	Has outstanding obligation/debt to HUD in arrears or with payment schedule pending	NO - ADD 4 pts. If Yes, explanation addresses some concerns = 1 Explanation addresses all concern = 2 Explanation fails to provide satisfactory explanation = 0	+4 pts.
	Unresolved Findings	Have any unresolved HUD Monitoring or OIG Audit findings	NO – ADD 4 pts. If Yes, explanation addresses some concerns = 1 Explanation addresses all concern = 2 Explanation fails to provide satisfactory explanation = 0	+4 pts.
		Most recent independent financial audit and	Submitted with application, and includes a date in reporting period after December 31, 2016 (or N/A), ADD 4 pts.	+6 pts.

		management letter		
	Most Recent Audit		(For each of the 2 components, ADD 2 pts. each) ADD 2 points for management letter with no findings .	
	Findings/ Corrective Action	Found in serious or continuous non-compliance or had grant terminated	If "No", Add 4 pts.	+4 pts.
	Fair Housing Complaint	Fair Housing complaint within 2 years	If "No", Add 4 pts. If "Yes", but the complaint is no longer active or if no remediation/corrective action was required – ADD 2 pts.	+4 pts.

Administrative Data

All	Admin Data	Applicant's Drawdowns Rates using eLOCCS *(Attachment A-1, #21)*	Use Quartile Method x 2 pts. (Reverse Ranked)	+8 pts.
All	Admin Data	Applicant's relevant utilization rates for Project *(Attachment A-1, #22)*	Use Quartile Method x 2 pts. (Reverse Ranked)	+ 8 pts.

Scoring Category #7: Project Quality, Feasibility and Design (including Application Completeness and Consistency)

Scoring Component(s): Administrative and Manual   **Weighting Factor:** 5
Application Section 1 of 4: Section 4 - Supportive Services: Key Project Characteristics

Project or Activity Type	Issue or Factor	Situation or Scenario	Basis for Awarding Points	Max. Pts.
All	Geographic Coverage: (by Services Provided)		ADD 1 point for each of East Orange, West Orange, Downtown/Central Orange, Seminole, Osceola for relevant part	+5 pts.
Applicants Providing Supportive Services	Field Based: (by Services Provided)	Yes = 5 pts		+5 pts.
	Scope of Work: (by Services Provided) Case Load Size for Housing Navigation	ONLY If YES to both questions, ADD 6 pts.	All other response combinations = 0 pts.	+6 pts.

	and/or Housing Stability Case Management			
	Standards & Policies _____ Education and Training Requirements	Yes = 3 pts _____ <mark>Reviewer scored:</mark> Between 0 and 4 pts.	0 = Applicant fails to provide evidence of capacity to deliver quality housing and/or services 1 = Applicant provides limited evidence of capacity to deliver quality housing and/or services 2 = Applicant provides reasonable evidence of capacity to deliver quality housing and/or services 3 = Applicant provides strong evidence of capacity to deliver quality housing and/or services 4 = Applicant provides exceptional evidence of capacity to deliver quality housing and/or services	3 _____ +4 pts.
	Job Description	<mark>Reviewer scored:</mark> Between 0 and- 4 pts 0 = job description is for the position; -2 if job description isn't for the position (titles may fluctuate a little		Max = 0 Lowest = -4

		bit) ; -4 if job description isn't a job description (totally wrong document) or aren't uploaded.	
	Professional Oversight and Supervision	<mark>Manually scored:</mark> Between 0 and 4 pts. 0 = document is for the position; -2 if document isn't for the position (titles may fluctuate a little bit) ; -4 if document isn't relevant or aren't uploaded	Max = 0 Lowest = -4
	Cultural Competenc e	<mark>Manually scored:</mark> Between 0 and 4 pts. Projects that express efforts to address cultural competence of only one sub-population can score a maximum of 2 points.	+4 pts.
	Language barriers/Lim ited English Proficiency	<mark>Manually scored:</mark> Between 0 and 4 pts. Projects that express efforts to address language barriers with only one sub-population (language and/or literacy) can score a maximum of 3 points.	+4 pts.
	Core Trainings	Score .5 pts for each Yes	+4 pts.

Applicants Requesting Funding Case Management and Housing Stability Planning	Overall soundness of approach to housing with service provision	==Manually scored:== Between 0 and 6 x 2 pts.	Max: +12 pts.
Applicants Requesting Funding for Outreach and Engagement	Review together with Section III - Housing	==Manually scored:== Between 0 and 6 x 2 pts.	(Average manual scores of all sections pertaining to funding requests)
Applicants Requesting Funding for Other Supportive Services	See: Question "Supportive Services Provided" for anticipated services	==Manually scored:== Between 0 and 6 pts. x 2 pts.	

Project Type(s)	Issue/Factor	Method for Awarding Points	Max. Pts. Awarded
All	Applicant read Project Performance criteria	Yes = 6	+6
All	Timeliness of entry of data elements into HMIS	% of records entered into HMIS in 3 days or less (Interim CoC FL-507 Standard) (Attachment A-1, #5)	+4
All	Completeness of data entered into HMIS - PII	% error rate for all personally identifiable information (PII) entered into HMIS (Attachment A-1, #6)	+4 pts.
All	Completeness of data entered into HMIS – UDEs	% error rate for all Universal Data Elements (UDEs) entered into HMIS (Attachment A-1, #7)	+4 pts.
All	Completeness of data entered into HMIS – Income (Entry)	% error rate for all Income and Housing Data Quality (Entry Assessment) (Attachment A-1, #8)	+4 pts.
All	Completeness of data entered into HMIS – Income (Annual)	% error rate for all Income and Housing Data Quality (Annual Assessment) (Attachment A-1, #9)	+4 pts.
	Completeness of data entered into HMIS –		+4 pts.

All	Income (Exit)	% error rate for all Income and Housing Data Quality (Exit Assessment) (Attachment A-1, #10)	
All	Completeness of data – Chronic Homelessness	% error rate for Chronic Homelessness (Attachment A-1, #11)	+4 pts.

Application Section 3 of 4 in Category 7: **Section 11. Proximity of Key Resources and Services to Housing**

Project Type(s)	Location/Question	Issue/Factor	Method for Awarding Points	Max. Pts. Awarded
All Projects	Average Distance from Housing Units to Resources and Services	Average distance to nearest public transportation stop	If ¼ mile or less, ADD 3 pts If at least ¼ mile but less than ½ mile., ADD 2pts If at least than ½ mile but less than 1 mile , ADD 1pt If at least 1 mile –ADD 0 pts	+3 pts.
	Average Distance from Housing Units to Resources and Services.	Average distance to nearest full-service grocery store (not a convenience store)	If ½ mile or less – ADD 3 pts If at least ½ mile but less than 1 mile, ADD 2 pts If at least 1 mile but less than 2 miles , ADD 1 pt If at least 2 miles, ADD 0 pts	+3 pts.
	Average Distance from Housing Units to Resources and Services	Average to nearest full-service pharmacy	If ½ mile or less, ADD 3 pts If at least ½ mile but less than 1 mile, ADD 2 pts If at least 1 mile but less than 2 miles, ADD 1 pt.	+3 pts.

		If at least 2 miles, ADD 0 pts	
Average Distance from Housing Units to Resources and Services	Average distance to location where case management services are provided	If 1 mile or less, ADD3 pts At least 1 mile but less than 2 miles, ADD 2 pts. At least 2 miles but less than 5 miles, ADD 1 pt. At least 5 miles, ADD 0 pts.	+3 pts.

Application Section 4 of 4:   **Sections 15, 16, 17 – New Project Information**

Project Type(s)	Issue/Factor	Method for Awarding Points	Max. or Min. Pts. Awarded
New Projects		Divide all applications into one of 6 types: PSH Housing, PSH Services, RRH Housing, RRH Services, Youth Transitional Housing and CoC-wide System Supports. Within each type, reviewers rank the proposals from highest (1st) to lowest overall in terms of soundness of design, experience, feasibility and The highest ranking proposal of each type receives 24 pts. The lowest ranked receives 0 pts., unless there is only one new application of that type. If there are n new applications of a particular type, the kth –ranked application earns (24-$(24(k-1)/(n-1))$) pts., rounded to one decimal place.	Max: +24 pts

Renewal Projects		All renewals get 12 pts. (i.e., held harmless)		Max: +12 pts.

Scoring Category #8: Project Budget: Reasonableness, Cost-Effectiveness and Value

Scoring Component(s): Administrative <u>and</u> Manual   **Weighting Factor:** 4
Application Section 1 of 2: Section 13. Applicant's Portion of the Project Budget (Review together with Sections 3 & 4)

Project and Activity Type(s)	Issue or Factor	Situation or Scenario	Method for Awarding Points	Max Pts.
All	All	Are all budget sections completed and does the budget information provided make sense?	Are the budget line items completed? Do they make sense - For example, do line item descriptions for expenses make sense for the amount of funds requested? Do housing project request no more than FMR for each unit? <mark>Reviewer scored:</mark> Between 0 and 5 pts.	+ 5 pts.
All	All	Does Applicant budget appear to be reasonable and necessary to accomplish the activities described in the application?	<mark>Reviewer scored:</mark> Between 0 and 10 pts. Budget drastically insufficient = 0 pts. Budget drastically excessive = 0 pts.	+10 pts.

			Budget reasonable and appropriate = 10 pts.	
All	All	Does TOTAL Project budget appear to be reasonable and necessary to accomplish the activities described in the application?	Between 0 and 5 pts. Budget drastically insufficient = 0 pts. Budget drastically excessive = 0 pts. Budget reasonable and appropriate = 5 pts.	+5 pts.
Housing Projects	All & Section 3	Does budget request match the number of units identified in Section 3 for which the applicant noted HUD funds would be sought?	Subtract 5 pts for each non-matching amount, with maximum of negative 15 pts	Max Deduction: -15 pts.
Services Projects	All & Section 4	Does budget request match the number of FTEs identified in the first half of Section 4 for which the applicant noted HUD funds would be sought?	Subtract 5 pts for each non-matching amount, with maximum of negative 10 pts	Max Deduction: -10 pts.
Services Projects	All & Section 4	Does the budget request match the "Other Supportive Services" and "Detail for other Supportive Services Request" for which the applicant noted HUD funds would be sought?	Subtract 3 pts for each non-matchinga mount, with maximum of negative 9 pts	-9

Application Section 2 of 2 for Category 8:   Section 14. Project Performance, Cost-Effectiveness and Alignment with System Performance Measurement Initiatives

Project and Activity Type(s)	Issue or Factor	Situation or Scenario	Basis for Awarding Points	Max. Pts. Awarded
All	Admin Data	Applicant's Drawdowns Rates using LOCCS *(Attachment A-1, #21)*	Use Quartile Method in Appendix A x 1 pt.	+ 4 pts.
All	HMIS (APR)	Utilization - Applicant's % of available housing or service unit slots in use during the period *(Attachment A-1, #22)*	Use Quartile Method in Appendix A x 1 pt.	+ 4 pts.
All	HMIS (APR)	Applicant's Project exits to permanent housing destinations *(Attachment A-1, #23)*	Use Quartile Method in Appendix A x 1 pt.	+ 4 pts.
All	HMIS/ Admin Data	Applicant's # of days from assignment to case management to placement into permanent housing *(Attachment A-1,#26)*	Use Quartile Method in Appendix A x 1 pt.	+ 4 pts.
All	HMIS (APR)	Applicant's Project exits – % returning to	Use Quartile Method in Appendix A x 1 pt.	+ 4 pts.

		homelessness *(Attachment A-1,#27)*		
All	HMIS (APR)	Applicant's Project increases in income *(Attachment A-1, #28)*	Use Quartile Method in Appendix A x 1 pt.	+ 4 pts.
All Projects	Sections 3, 4, 14,15 (see Appendix B)	Applicant's Proposed Per-Unit Leveraging of Proposed Investment of HUD $ (X3 from Appendix B)	Use Quartile Method <u>within Applicant Type</u> x 1 pts.	+4 pts.
		RRH: Applicant's Proposed Investment of HUD $ Per individual or Household Served PSH: Applicant's Proposed Investment of HUD $ Per 6-Month and 12-Month Housing Retention (X5 from Appendix B)	Use Quartile Method <u>within Applicant Type</u> x1 pt.	+4 pts.
		Project's Proposed Per-Unit Leveraging of Proposed Investment of HUD $ (Y3 from Appendix B)	Use Quartile Method <u>within Applicant Type</u> x 1 pts.	+4 pts.
		RRH: Project's Proposed Investment of HUD $ Per individual or Household Served PSH: Project's Proposed Investment of HUD $ Per 6-Month and 12-Month Housing Retention (Y5	Use Quartile Method <u>within Applicant Type</u> x 1 pt.	+4 pts.

		from Appendix B)		

Note: For all scoring categories, whenever external or administrative data is to be used, if information about the Applicant's activity/performance pertaining to the Project are not available (e.g., with a new Project), scoring may instead be based on any of the Applicant's current (or most recent) homelessness assistance activity.

Appendix A
Quartile Method for Scoring Applicants Using Administrative Data

Project or Activity Type	Issue or Factor	Basis for Awarding Points
All Project and Activity Types	Admin Data	If the data to be analyzed pertains to a particular Project, calculate/determine each Project-specific value of the performance indicator using the appropriate data from the relevant source(s) whenever possible.**
		** - If a new or reallocation Project, the measure may be calculated instead based on another Project for which the applicant enters data into HMIS.
		If the data pertains to a specific Applicant, calculate/determine the value of the performance indicator for each applicant using the appropriate data from the relevant source(s) whenever possible.
		++
		Applicants will then be rank-ordered from highest–performing to lowest-performing, except for those in Groups 1 and 2 below.
		● Group 1 includes applicants that began entering data into HMIS prior to January 1, 2017, and for which the system performance measure cannot reliably be calculated.
		● Group 2 includes applicants that began entering data into HMIS on or after January 1, 2017 (or have not entered data into HMIS), and for which the system performance measure cannot reliably be calculated.
		Applicants in Group 1 will be assigned the identical arbitrary value that ensures that they are ranked as lower performing than all other applicants for which the measure can reliably be calculated.
		Applicants in Group 2 will be assigned the identical arbitrary value that ensures that they are ranked as lower performing than all other applicants for which the measure can reliably be calculated, but higher than the applicants in Group 1.
		++

		Divide the ranked list of into 4 equal groups (using the Quartile.Inc function in Microsoft Excel):
		- For applicants with measures below at or below the 25th percentile, ADD 0 pts. - For applicants with measures above the 25th percentile, but at or below the median, ADD 1 pt. - For applicants with measures above the median, but at or below the 75th percentile, ADD 2 pts. - For applicants with measures above the 75th percentile, ADD 4 points. If the applicants with identical value straddle a quartile, all such applicants receive the greater number of pts.

Appendix B
CoC Method for Calculating Applicant- and Project-Level Cost-Effectiveness

Define U as the total number of housing units, vouchers or slots proposed for the Project, per Section III, part a., OR the total number of units, vouchers or slots that are currently on-line, per Section III, part f., Line (1), whichever is greater.

Applicant-level cost-effectiveness is calculated as follows:

APPLICANT Total (Either Housing or Supportive Services Project Component)		
Proposed Investment of HUD $ Per Housing Unit/Voucher/Slot (X1)	Proposed Investment of All $ Per Housing Unit/Voucher/Slot (X2)	Applicant's Per-Unit Leveraging of Proposed Investment of HUD $ (X3)
Section XIII, Line 1 in Income Table ÷ U	Section XIII, Line 5 in Income Table ÷ U	(X2) ÷ (X1), rounded to 2 decimal places

1. Project-level cost-effectiveness is calculated by aggregating all applicant-level costs into project-wide costs and performing the same calculations.

PROJECT Total		
Proposed Investment of HUD $ **Per Housing Unit/Voucher/Slot** **(Y1)**	**Proposed Investment of All $** **Per Housing Unit/Voucher/Slot** **(Y2)**	**Applicant's** **Per-Unit Leveraging of Proposed Investment of HUD $** **(Y3)**
Sum all values of Section XIII, Line 1 in Income Table from all HUD-funded housing and service components (project-wide) ÷ U	Sum all values Section XIII, Line 5 in Income Table from all HUD-funded housing and service components (project-wide) ÷ U	(Y2) ÷ (Y1), rounded to 2 decimal places

Attachment A-1

Applicant and Project Performance Measurement Using HMIS and Other Administrative Data Sources

Notes:

1) Unless otherwise specified, the time period referenced is July 1, 2017 through June 30, 2018.

2) If data specific to the Project is unavailable, data will be drawn from the most recent, relevant source of homelessness assistance activity recorded by the Applicant.

#	Factor to be to be assessed or measured through administrative/external data	Performance Indicator or Measure	Source(s) of Data Used to Measure

Section VII.   Housing First/Zero Barrier Approach

#		Performance Indicator or Measure	Source(s) of Data Used to Measure
1		% of clients with zero income upon Project entry (APR 8b)	HMIS
2	Applicant's service to high needs populations	% of client population that meets chronic homelessness definition (PSH) or high barrier threshold	HMIS and program data generated by Coordinated Entry and Grants Management

Section IX., CoC Membership and Participation

#		Performance Indicator or Measure	Source(s) of Data Used to Measure
3	Applicant representative's attendance at CoC Membership Meetings	Number attended during year	CoC Planning
4	Applicant representative's participation in CoC advisory committee meetings	Number Attended during year	CoC Planning

Section X., HMIS Data Quality

#		Performance Indicator or Measure	Source(s) of Data Used to Measure
5	Timeliness of entry of data elements into HMIS	% of records entered into HMIS in 3 days or less (Interim CoC FL-507 Standard) (from APR 6e)	HMIS
6	Completeness of data	% error rate for all personally identifiable	HMIS

	entered into HMIS - PII	information (PII) entered into HMIS (from APR 6a)	
7	Completeness of data entered into HMIS – UDEs	% error rate for all Universal Data Elements (UDEs) entered into HMIS (from APR 6b)	HMIS
8	Completeness of data entered into HMIS – Income (Entry)	% error rate for all Income and Housing Data Quality (Entry Assessment) (from APR 6c)	HMIS
9	Completeness of data entered into HMIS – Income (Annual)	% error rate for all Income and Housing Data Quality (Annual Assessment) (from APR 6c)	HMIS
10	Completeness of data entered into HMIS – Income (Exit)	% error rate for all Income and Housing Data Quality (Exit Assessment) (from APR 6c)	HMIS
11	Completeness of data – Chronic Homelessness	% error rate for Chronic Homelessness (from APR 6d)	HMIS

Section IX., Participation in HMIS

12	Applicant's active and continuous participation in HMIS generally	Whether HMIS data entered in each of 4 quarters Whether Applicant has signed HMIS Agency Agreement and assigned HMIS Agency Administrator	HMIS
13	Applicant's bed coverage rate in HMIS	Whether 100% of funded beds are covered under HMIS	HMIS

Section IX., Participation in the Coordinated Entry System

14	Applicant's active and continuous participation in CES generally	Registry intake, navigation or placement activity in each of 2 quarters	Coordinated Entry System
15	Applicant representative's attendance at Registry Management meetings	Number of meetings attended	Coordinated Entry System
16	Applicant's Participation in CES	Applicant's placement of individuals/households Into housing through CES (Housing providers)	Coordinated Entry System
		Applicant's active navigation of individuals/households referred into CES (Supportive Service providers)	Coordinated Entry System

Section IX., Participation in PIT and HIC

17	Applicant's participation in 2016 CoC Point-in-Time Count (PIT)	Types of activities performed in relation to event	HMIS/CoC Planning
18	Applicant's participation in 2016 Housing Inventory Count (HIC)	Types of activities performed in relation to event	HMIS

Section X. Access to Mainstream Benefit Programs

19	Extent to which individuals/households served by Applicant are enrolled in mainstream benefit programs	% of individuals/families enrolled in at least one mainstream benefit program (non-cash) (from APR 20b)	Data draw from HMIS

Section XII., Filing of Annual Progress Reports (APRs)

20	Applicant's timely and successful filing of most recent applicable APR	Whether Applicant filed or facilitated successful filing of APR within 90 days of the end of the most recently expired grant year	Grants Management

Section XV., Applicant Past HUD Administrative Performance

21	Applicant's funding draw downs (Spend Downs) from LOCCS	% of award drawn down vs. % of award of period elapsed during snapshots during the most recent award period	Grants Management

Section XV, Applicant Past HUD Program Performance

22	Applicant's utilization rate for Project housing and/or services	% of available housing or services based on quarterly snapshots (PIT) (APR 8b)	HMIS and program data generated by Coordinated Entry/Grants Management
23	Applicant's Project Participant exits to permanent housing destinations	RRH, TH and TH/PH-RRH: % of exits made to permanent housing destinations (based on APR 23a, 23b) PSH: % of exits made to permanent housing destinations or retained (based on APR 23a, 23b, 5a)	HMIS

24	Applicant's Project Participant increases in income	% of adult participants with income at latest update or exit (based on APR 19a3)	Data draw by HMIS

Section XV.c., Alignment with System Performance Measurement Initiative

25	Extent to which applicant meets or exceeds system performance measure benchmarks (Project-specific analogs)	RRH, TH and TH/PH-RRH: % of exits made to permanent housing destinations (based on APR 23a, 23b) PSH: % of exits made to permanent housing destinations or retained (based on APR 23a, 23b, 5a) - System Measures 3 and 7	Data draw by HMIS
26		# of days from project entry to placement into permanent housing -System Measures 1 and 3) (based on Length of Stay)	
27		% returning to homelessness during period (from SPM 0701)	
28		% of participants with income growth since project entry - System Measures 2, 4 and 7 (based on APR 24.b.1,24.b.2.,24.b.3)	

Section XV.d.,   Cost-Effectiveness

29a 29b	Extent to which HUD funding is leveraged by Applicant and Project	Applicant's and Project's proposed per-unit leveraging of investment of HUD $	CoC Planning analysis of application data
30a 30b	HUD funds to be spent by Applicant and Project per successful housing outcome	RRH, TH and TH/PH-RRH: Applicant's and Project's proposed investment of HUD $ per individual or family projected to be served PSH: Applicant's proposed investment of HUD $ per housing retention	

Section IV. Racial Disparity

31	Racial and ethnic disparity in exits to permanent housing	Applicant and project racial and ethnic breakdown of enrollments compared to exits to permanent housing	HMIS

Attachment B

Central Florida Continuum of Care (CoC FL-507)

Steps in the Review, Ranking and Selection of Projects for Inclusion in the 2018 Submission to HUD

1. **Development of the Application Scoring by the CoC Resource Allocation and Coordination Committee, with the Input of CoC Stakeholders**

All eligible applications will be reviewed using a Scoring Framework approved by the CoC FL-507 Resource Allocation and Coordination Committee. The Scoring Framework lists and defines all of the scoring categories that reviewers will use in evaluating applications, as well as specifies the maximum number of points that an application can earn in each category. The elements of the Application and Scoring were developed with input from CoC FL-507 stakeholders across the region, the CoC FL-507 Resource Allocation and Coordination Committee and the CoC FL-507 Board.

The categories, point assignments and weights included in the Scoring process incorporate the input received the broad CoC FL-507 membership. It is important to note, however, that a number of the factors considered and the weights they are assigned are a function of the priorities and policies of HUD and the U.S Interagency Council on Homelessness. Specific steps were taken to address factors uniquely or disproportionately impacting CoC participation by victim service providers and to hold them harmless with respect to those factors.

2. **Scoring of Each Application Based on Multiple Independent Reviews as well as Evaluation of Performance and Administrative Data**

Each of the sub-scores in the eight major scoring categories will be based on a combination of scoring by trained and qualified reviewers (including key CoC FL-507 stakeholders such as victim service providers, jurisdictional representatives, individuals who have experienced homelessness, etc.) as well as administrative and external data, as described in the Application Scorecard. Each reviewer will evaluate the application independently. Reviewers will be randomly assigned applications, except that steps will be taken to minimize the potential for reviewer bias on the basis of population served, service provided, or geography represented. Performance and administrative data will be generated using HMIS reporting tools. All scores will be compiled and submitted to the CoC FL-507 Community Ranking and Selection Committee, together with additional information about the proposed projects, HUD's priorities and other relevant factors.

3. **Development of Recommendations by the Community Ranking and Selection Committee**

The Community Ranking and Selection Committee, a group of independent community representatives from across the region, will review the compiled scores for all of the applications, along with other relevant information, such as geographic coverage as well as the priorities and goals identified by CoC FL-507 and HUD. The Community Ranking and Selection Committee process will collectively develop a recommended slate of funded projects and amounts for consideration by the CoC FL-507 Board.

4. Approval of Final Slate of Projects and Funding Amounts

The CoC FL-507 Board, the governing body for the Central Florida Continuum of Care, will approve a final slate of projects and funding amounts for inclusion in the Central Florida CoC's application to HUD.

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A copy of the FY 2018 Application Scorecard as well as Attachment A-1 to the Request for Applications (list of sources of external or administrative data included in the scoring process) will be available on the CoC FL-507 website at: http://www.centralfloridacoc.org

Attachment C
Activities Eligible and Prioritized for Funding Under the 2018 CoC FL-507 Request for Applications

IMPORTANT NOTE: Many activities that are theoretically eligible to be funded under the Interim CoC Rule nevertheless cannot be funded or are extremely unlikely to be funded through the FY 2018 CoC Program regional application process, either as a result of HUD policies, directives and incentives, or of CoC FL-507/jurisdictional policies, priorities and funding constraints. These activities are denoted with a double-asterisk (**) below.

Prospective Applicants should carefully review the HUD NOFA, the Interim Application (Attachment A) and Key CoC FL-507 Policies and Priorities (Attachment D), together with this list of eligible activities. References provided are to 24 CFR Part 578 (HUD's Interim CoC Rule).

Program Components and Uses of Assistance (§578.37)
Key Definitions:
- **Permanent Housing (PH)** means community-based housing without a designated length of stay, and includes both Permanent Supportive Housing and Rapid Rehousing.
- **Permanent Supportive Housing (PSH)** means permanent housing in which supportive services are provided to assist homeless persons with a disability to live independently.
- **Rapid Rehousing (RRH)** means the provision of supportive services and tenant-based rental assistance in keeping with CoC FL-507 standards, as necessary to help a homeless individual or family, with or without disabilities, move as quickly as possible into permanent housing and achieve stability in that housing.

Rental assistance (§578.51)
- Rental assistance is an eligible cost for permanent housing and transitional housing (TH)**.
- Program participants must enter into a lease agreement for a term of at least one year, which is terminable for cause. The leases must be automatically renewable upon expiration for terms that are a minimum of one month long, except on prior notice by either party.
- Three types of rental assistance configurations are eligible:
  a) Tenant Based Rental Assistance is scattered-site rental assistance, in which Program Participants choose housing of an appropriate size in which to reside.
  b) Sponsor-based rental assistance is provided through contracts between the recipient and sponsor organization. Program participants must reside in housing owned or leased by the sponsor.
  c) Project-based rental assistance is provided through a contract with the owner of an existing structure, where the owner agrees to lease the subsidized units to program participants. Program participants will not retain rental assistance if they move.

Supportive services (§578.53)
- Grant funds may be used to pay the eligible costs of supportive services that address the particular needs of Program Participants.

- Although supportive services are essential, as the federal housing agency, HUD does not prioritize the use of CoC Program funding for supportive services. As a result, the amount that can be requested in the Submission to HUD is limited.
- Supportive services must be made available to Program Participants throughout the duration of their enrollment in the Project.
- Because of the limited supportive service dollars and the activities critical to housing retention and stability, CoC FL-507 has prioritized the use of HUD supportive services funding for case management (particularly Housing Stability Case Management and Housing Navigation as defined in the Housing Navigation Case Management Scope of Work (Attachment E).
- RRH, PSH and TH projects must ensure that Case Managers meet with each Program Participant not less than once per month to assist the program participant in maintaining long-term housing stability.
- Staff training and the costs of obtaining professional licenses or certifications needed to provide supportive services are not eligible costs.
- Additional information about additional types of supportive services that are potentially eligible but nevertheless unlikely to be funded can be found at: https://tinyurl.com/yabgwqc8
- CoC FL-507 has determined that particular sets and configurations of supportive services are integral to the effective operation of a regional system of housing and services, and are therefore priority uses for Other Coalition-Administered Grant (OCAG) funding. These include:
  - PSH Intensive Case Management with Wrap-Around Supports, which includes the provision of Housing Stability Case Management services, peer support, housing specialists and SOAR case management.
  - Integrated System-wide Landlord Services, including housing identification and placement activities, post-housing service to and support for landlords, and support of administration of rental subsidies.
  - RRH Housing Stability Case Management services accompanied by flexible financial assistance.

Operating costs (§578.55)
- Grant funds may be used to pay the costs of the day-to-day operation of permanent housing and transitional housing in a single structure or individual housing units.
- Program funds may not be used for rental assistance and operating costs in the same project. Program funds may not be used for the operating costs of emergency shelter- and supportive service-only facilities. Program funds may not be used for the maintenance and repair of housing where are included in the lease agreement.
- Eligible costs include maintenance and repair of housing; property taxes and insurance; scheduled payments to a reserve for replacement of a major system of housing; building security; electricity, gas, and water; furniture; and equipment.

Leasing (§578.49)
- Grant funds may be used to pay the costs of leasing a structure or structures, or portions of structures, to provide housing (or supportive services**).

- Under leasing activity, the lease agreement is between the recipient of funds and the landlord, and units are not owned by the recipient. Occupancy agreements or subleases are required for participants.
- Terms of lease must be for at least 12 months and be automatically renewable upon expiration, for a maximum of 24 months.
- Eligible costs include: leasing structures**, leasing individual units, utilities, security deposits and first and last month's rent

§ 578.43 Acquisition**   §§ 578.45 Rehabilitation****   §   578.47   New construction****

July 15, 2018

Attachment D

Central Florida Continuum of Care (CoC FL-507)

Selected Policies and Priorities Re: the 2018 Application for HUD CoC Program Funding

A. Projects and Applications

1. Types of Projects Eligible for Consideration through the Community Process

The HUD regional application review and selection process should score and rank submitted applications for funding to form projects within the following six (6) categories:

a. Permanent Supportive Housing (PSH)
b. Rapid Rehousing (RRH)
c. Youth-Specific Transitional Housing (TH) or Supportive Services Only (SSO) Renewals
d. Transitional Housing- Rapid Rehousing (TH-RRH)
e. Essential System Supports – Coordinated Entry System (CES)
f. Essential System Supports – Homeless Management Information System (HMIS)

CoC FL-507 should include at least one project in each of the above categories on its list of highest-priority (Tier 1) projects in the Submission to HUD (assuming at least one eligible project is submitted in each category), with the exception of TH-RRH.

2. Types of Projects Ineligible for Consideration through the Regional Application Process

The following types of projects should be ineligible for consideration through the CoC FL-507 regional application process:

a. All other TH projects
b. All other SSO projects, unless they are or can be directly bundled with a PSH, RRH or are linked to a youth TH project
c. Safe Haven projects
d. Expansion CES or HMIS projects

3. Types of Projects Eligible for Consideration through the Regional Application Process, but Unlikely to be Included in the Submission to HUD

The following types of projects should be eligible for review through the regional application process, but ineligible for inclusion in the Application to HUD without the express approval of the CoC FL-507 Board:

a. Projects that propose to use HUD funding for acquisition, new construction or rehabilitation activity.
b. Projects that propose to use HUD funding for project- or sponsor-based rental assistance, where the housing units are not yet on-line.
c. Projects proposed in applications that do not meet threshold (i.e., do not meet the basic criteria to be eligible for consideration by HUD).

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B. Jurisdictional Issues

1. Option for Jurisdictions to Express Preference for <u>Jurisdiction-Specific Projects</u>

a. The regional application process should include a mechanism whereby each participating jurisdiction has the option to indicate a preference among all Applicants dedicated to serving a particular county, in the event that the CoC receives an application for a single-jurisdiction application.

b. As a secondary option, a jurisdiction should have the opportunity to verify and quantify its history of investing or leveraging funds for Projects administered by the Applicant in the past. This information may be helpful in determining if a jurisdiction is choosing to develop capacity for a specific agency and/or if the HUD funds will be leveraged in a way that reduces the service per HUD dollar ratio.

2. **Option for Jurisdictions to Corroborate Applicant Claims that a Project Will Serve the**

a. Each jurisdiction should be afforded the opportunity to confirm (or deny) jurisdiction-specific activities that an Applicant claims in its proposal. Specifically, if in its application, the Applicant asserts that it has "served" households in/from a particular jurisdiction, that jurisdiction should have the opportunity to confirm the assertion. If the jurisdiction is not aware of any activity, the Applicant would have to provide verification to the jurisdiction.

b. The definition of "served" will vary based on the nature of the Project. In many cases, however, the determination of whether the jurisdiction will be served will be immediate.

c. An Applicant that expresses the intent to serve a jurisdiction without a documented history of doing so would not receive points that another applicant with an established history would receive.

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C. <u>**Specific Project Factors Relevant to the Application Process**</u>

1. **Project "Bundling"**

a.   Given the flexibility afforded by an approach that "bundles" housing with supportive services - both with regard to budgeting and programming - application bundling should continue to be the preferred approach to building housing-services linkages within PSH and RRH projects, subject to HUD's expectation that no more than 20 percent of a Project's funding be provided for services.

b.   Notwithstanding a., no consensus has emerged on the issue of whether an attempt should be made to reduce the number of applicants receiving funding for supportive services (depth vs. breadth). Instead, the recommendation was that, if existing bundled projects are selected for renewal, the renewal will incorporate the same general distribution of funding among agencies, unless an Applicant chooses not to renew or has already-documented performance issues.

2. **Administration of Scattered-Site Rental Assistance**

In light of the fact that the administration of scattered-site rental assistance/leasing funds across the CoC is such a specialized and complex function, HSN should continue to administer these resources CoC-wide. Because of the increased efficiency and reduced regional confusion associated with having a single point of contact, these funds should continue to be administered on a consolidated basis across the region. This recommendation was also based on a recognition that rental assistance funds are pass-through dollars to landlords, stretch an agency's cash flow capacity, and do not tend

to build organizational capacity.

3.   **Funding Request Limits for Renewal Projects**
Applicants submitting renewals should be discouraged (but are not prohibited) from seeking funding to expand their projects in 2018, because: a) many of these projects have only recently become operational, and 2) the source of any additional funding would likely be a reduction in funding for another renewal Project.

4.   **Domestic Violence (DV) Bonus Project**
CoC FL-507 should include at least one and perhaps all (but not more one of each) of the following Project types as a DV Bonus Project serving survivors of domestic violence and/or human trafficking in the Submission to HUD: 1) Rapid ReHousing   2) Joint Transitional Housing – Permanent Housing/Rapid ReHousing, 3) Coordinated Entry for Domestic Violence (Victim Services).

5.   **Permanent Housing Bonus Project**
CoC FL-507 should include at least one of the following as a Permanent Housing Bonus Project in the Submission to HUD, all other things being equal: 1) a TH-RRH Project serving youth, 2) a RRH project serving families with children and/or youth, or 3) a Permanent Supportive Housing Leasing project serving chronically homeless individuals and/or families (particularly if securing matching funds proves challenging.)

****

D. Application Ranking and Project Selection Process
1.   Grouping of Applications for Initial Ranking
Each Application should be scored so that it competes only with other projects within the same Project and activity type, at least for purposes of generated the initial ranked project list. For example, all Applicants proposing to provide supportive services to RRH Projects should be scored and ranked as a separate and distinct group, and none would be evaluated in comparison with Applicants proposing to provide services to PSH projects.

2.   Baseline Assumptions for Use in the Community Ranking and Project Selection Process
Because many of the Projects awarded funding in FY 2015 were newly configured re-allocations that have not yet completed two full years of operation, declining to renew them would be disruptive to the system. Absent compelling circumstances (e.g., serious performance concerns with performance on the part of Applicants with regard to their current projects.) Therefore, the baseline assumption for the FY 2018 scoring and selection process should be that:
a. The distribution of FY 2017 awards should generally favor the current mix of PSH vs. RRH project funding (approximately 75%-25%) and housing vs. supportive services funding (80%-20%). The latter split is also an implicit expectation of HUD. This distribution will be reflected in the publication of baseline renewal amounts by Project and activity type.
b. All other things being equal, particularly while CoC FL-507 is in the process of collecting more and better performance data, projects funded in FY 2017 should be prioritized for renewal.

c. Notwithstanding a. and b., the need for some adjustments could become clear through the Community Ranking and Project Selection process in the form of documented system and project performance concerns.

5. Baseline Tier 1 Assumptions

Because of the expectation that a PSH unit be made available to a resident for as long as it may be needed, the cost to the region of losing a PSH unit is significantly greater than the cost of losing a RRH unit. Consequently, all other things being equal, PSH renewals should be funded in Tier 1 and in front of RRH projects in order to reduce the likelihood that these resources are imperiled.

6. Baseline Tier 2 Assumptions

In order to maximize the competitiveness of the Submission to HUD based on published criteria, CoC FL-507 should include only one Project in Tier 2. Assuming consistency with CoC FL-507 priorities, such a Project would be a RRH Project straddling Tier 1 and Tier 2, so that even in a scenario under which Tier 2 is not funded, a portion of the RRH Project would be preserved.

7. Baseline Permanent Housing Bonus Assumptions.

Given the manner in which HUD has structured the Permanent Housing Bonus opportunity, funding requests by all Applicants associated with a particular proposed Permanent Housing Bonus Project should not exceed a total of $100,000, of which no more than 20 percent should be proposed for supportive services.

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E. CoC FL-507 Prioritization

1.   Definition of Homelessness

In order to be eligible to receive housing assistance and/or supportive services through a HUD CoC Program- or OCAG-funded Project, a Program Participant must meet the definition of homelessness found in either Category 1 (i.e., is literally homeless) or Category 4 (i.e., fleeing or attempting to flee domestic violence) of the HUD definition of homelessness (24 CFR §578.3).

<u>Category 1</u>:   Any individual or family who lacks, regular and adequate nighttime residence, meaning:

- Has a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground;
- Is living in a public or privately operated shelter (congregate shelters, transitional housing and hotels and motels are paid for by charitable organizations or federal, state and local government; or
- Is exiting an institution where (s) he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.

Category 4:   Any individual or family who:
- Is fleeing, or is attempting to flee domestic violence, human trafficking, dating violence, stalking, or sexual assault;
- Has no other residence; and
- Lacks the resources or support networks to obtain other permanent housing.

2. Income

Any individual or family with household income exceeding 50 percent of the Area Median Income (AMI) most recently published by HUD for the Orlando-Kissimmee-Sanford MSA is assumed to have sufficient resources to obtain other permanent housing and is not eligible for HUD CoC Program- or OCAG-funded PSH, RRH or TH assistance.

3. Chronicity

PSH housing assistance and supportive services are prioritized for individuals and families experiencing the longest histories of homelessness histories and most severe needs.

Attachment E
CoC FL-507 Requirements Related to Adoption of a Housing First Approach

1.   **Housing First Generally.**

a. For purposes of this RFA, "Housing First" means a model of housing assistance that prioritizes rapid placement and stabilization in permanent housing that does not have service participation requirements or preconditions, as explained in the 2018 HUD NOFA.

b. Instructions for the Project application that were incorporated into the 2018 HUD NOFA and that serve as the basis for this RFA further specify that:

i.   Housing First is an approach to quickly and successfully connect individuals and families experiencing homelessness to permanent housing, without barriers to entry, and without related preconditions that might lead to the Program Participant's termination from the Project.

ii.   Under a Housing First approach, supportive services are offered to maximize housing stability and prevent returns to homelessness as opposed to addressing pre-determined treatment goals prior to permanent housing entry; however, participation in supportive services is based on the needs and desires of Program Participants.

2.   **Denial of Eligibility for Service under a Housing First Approach.**

Applicant agrees that eligibility for or access to the Project will not be made contingent on any condition or restriction that is not essential for eligibility, including but not limited to:

a. Failure to meet minimum income requirements;
b. Poor credit or problematic financial history;
c. Poor rental history or no rental history;
d. Perceived lack of housing readiness;
e. Current or past history of mental illness;
f. Current or past history of substance use;
g. Criminal record, with the exception of state- or federally-mandated restrictions;
h. Failure to complete treatment or make progress on a service plan;
i. Failure to participate in supportive services;
j. Current or past history of domestic violence (e.g., lack of protective order, period of separation from abuser, law enforcement involvement);
k. Disability or type of disability;
l. Composition of the family, as defined by HUD for Equal Access purposes;
m. Sexual orientation;
n. Gender identity;
o. Lack of transportation;
p. Possessions or belongings;

q. Project hours of intake or operation;

r. Accompaniment by pets; or

s. Any other activity not covered in a typical lease agreement executed in accordance with Florida landlord-tenant laws.

3. Termination of Service under a Housing First Approach.

Applicant agrees that eligibility for the Project will not be contingent on any condition or restriction that is not essential for eligibility, including those listed at Paragraph 2 above and the following:

a. Loss of income or failure to increase income;

b. Decision on the part of a domestic violence survivor to reunite with abuser; or

c. Eviction, displacement, or relocation from a housing unit.

4. Additional Housing First Requirements.

Applicant further agrees to take all reasonable steps to:

a. Adjust or modify service intensity and duration as appropriate based on changes in Program Participants' needs or circumstances;

b. Provide prospective and current Program Participants with disabilities with clear opportunities to request reasonable accommodations as part of the service delivery process;

c. If providing Case Management services, in the event of an eviction, displacement, or relocation of a Program Participant from a housing unit, continue the service relationship and the provision of appropriate and necessary services unless/until Program Participant is transferred or terminated from service via the Registry Management process of the Coordinated Entry System (CES);

d. Notify the CES-designated Point of Contact and assigned Case Manager within two (2) business days of becoming aware that:

    i) an eviction action has been filed against any Program Participant, or

    ii) a notice has been provided to any Program Participant that, without resolution, will imminently result in the filing of an eviction against the Program Participant; and

e. Notify the CES-designated Point of Contract and assigned Case Manager within two (2) business days of becoming aware of an impending vacancy in any housing unit currently occupied by a Program Participant or the impending availability of a housing voucher or slot currently used by a Program Participant.

5. Exceptions to Housing First.

Notwithstanding Paragraphs 2, 3, and 4 above, actions taken by the Applicant in direct response to the following shall not be considered incompatible with or a violation of a Housing First approach:

a. Requirements imposed by local, state or federal laws;

b. Documented, imminent threats to health and safety; or
c. Exceptions mutually agreed upon in advance between Applicant and recipient.

Central Florida Continuum of Care (CoC FL-507)
FY 2018 Regional Application for HUD CoC Program Funding
Minutes from Community Ranking and Project Selection Committee

Present: Dawn Haynes (Community Resource Network), Ron Piccolo (University of Central Florida), Thelisha Thomas (Healthy Start Coalition of Seminole County), Cynthia Schmidt (Center for Law and Policy), David Jeczala (Florida Department of Children and Families), Sandi Vidal (Central Florida Foundation)

Staff: Martha Are, Greg Mellowe, Brian Postlewait

BACKGROUND AND CONTEXT

Martha Are convened the meeting and welcomed the Committee members, who then introduced themselves. Ms. Are then provided some background for the CoC regional application process for CoC Program funding as well as the process for the submission of the application to U.S. HUD. She then reviewed the regional application scoring criteria and weighting, HUD's decision-making process, the CoC Board-adopted policies and priorities regarding application ranking and project selection, and the bundling of projects.

The committee reviewed its charge, namely to submit a proposal regarding the ranking of applications received, the selection of projects and the recommendation of funding amounts to the CoC Board, which makes the final decisions regarding inclusion in the application to HUD.

Ms. Are explained that the applications under review pertain to FFY 2018; contracts awarded will therefore not be effective until late 2019. Given that lag, the Committee agreed that award amounts for individual applicants within selected projects should be considered preliminary and subject to future adjustment based on applicant performance, spending, etc., prior to the start date of FY 2018 agreements.

Ms. Are explained that the Annual Renewal Demand (HUD-calculated expected maximum renewal funding for CoC-funded Projects) for FY 2018 is $7,326,489, 94% of which falls into Tier 1 (somewhat competitive) and Tier 2 (highly competitive). In addition, the CoC may appropriately include in its submission to HUD both applications for Permanent Housing (PH) Bonus projects totaling up to $479,404, and up to 3 type-specific projects under a first-ever Domestic Violence (DV) Bonus Project.

PROJECTS FILLING TIERS 1 and 2

The Committee then proceeded to review the preliminary ranking of applications to determine recommended funding amounts (see attached). The ranked list included 30 applications proposing activities that upon bundling into 17 projects that would fill Tiers 1 and 2. These were all renewal projects, although in some cases adjustments were made with respect to the applicants included.

The Request for Applications process included a plan for potential reallocation of funding from a lower-performing project to a higher-performing project if its total score was 1.5 standard deviations below

the average score. However, no currently funded applicants scored so low as to be subject to be reallocation.

PERMANENT HOUSING BONUS PROJECT
Of the remaining applications that were not ranked highly enough to displace any applicant selected for inclusion in a project placed in Tier 1 or Tier 2, the committee reviewed any that were eligible for potential inclusion as part of a Permanent Housing (PH) Bonus Project.

These projects in rank order included the Coalition for the Homeless' Rapid Rehousing expansion proposal ("grossed up" with rental assistance to match the services amount), Ability Housing's new PSH Rental Assistance project (with Wayne Densch providing services), and IMPOWER's new TH/RRH for youth project ("grossed up" with rental assistance to align with the services and TH operations amounts), and Transition House's proposed new PSH Leasing project.

The Committee then discussed competing principles related to sizing the Permanent Housing Bonus Project request(s). Given the PH Bonus Project ceiling of $479,002, the size of the adjusted request amounts, and the Coalition's expressed willingness in its application to scale the project as needed, the Committee recommended that the Coalition be asked bifurcate its project and submit the two parts separately.

If the Coalition did not agree to bifurcate, the Committee agreed that this action was to be construed as an indication that the Coalition wished to forego further participation in the FY 2018 process, and IMPOWER was to be moved into the 2nd Bonus slot.

The Committee's recommendation therefore incorporated two distinct scenarios for ranking applications for the PH Bonus:

Scenario 1:   **Coalition agrees to bifurcate its project**

#1	Coalition for the Homeless/HSN	RRH for Families - A
	$160,081 *	
#2	Ability Housing PSH	$102,514 *
#3	Coalition for the Homeless/HSN	RRH for Families - B
	$215,054 *	
Total		
		$477,648 *

Scenario 2:   **Coalition declines to bifurcate its project**

#1	Ability Housing PSH	
		$102,514 *
#2	IMPOWER/HSN Youth TH-RRH	
	$263,494 *	**Total**
		$366,008 *

DV Bonus Project

Four applications were received from DV/victim services providers, each of which proposed to provide case management services to survivors in Rapid Rehousing, and all of which received scores that ranked them below their Tier 1 and 2 counterparts. One DV-specific application for rental assistance and one application proposing a small DV-focused expansion to the Coordinated Entry System were also received from HSN. The DV Bonus Project was then assembled as a bundle of these applications, which was to include case management for DV clients along with 55 rental assistance vouchers to be administered by HSN, plus a small set-aside to increase Coordinated Entry System capacity to administer the parallel DV system.

ADDITIONAL DISCUSSION

Three applicants (Family Promise of Greater Orlando, Catholic Charities and IMPOWER) that were not recommended for any specific award amount were nevertheless recommended for pre-qualification as additional potential sub-recipients that could provide their proposed services in HUD-funded RRH bundles as/if the need arises. Three additional applications were unable to meet all threshold criteria, and so were considered to be non-qualifying in terms of eligibility for further consideration. The only other application under consideration was a "placeholder" PSH Leasing application from HSN to be bundled as part of a PH Bonus Project. This was unnecessary and so had been withdrawn by HSN.

FINAL SUMMARY:

By unanimous consent, the Committee agreed to forward the following recommendations to the CoC Board for immediate consideration:

- Recommend inclusion of the list of proposed projects and funding amounts to fill Tiers 1 and 2 in the 2018 submission to HUD, in the rank order and with funding amounts as presented to the Committee, after corrections, and with the caveat that small adjustments to funding amounts may be necessary to fit within the constraints of the HUD project budget framework. Actual award amounts at the time sub-recipient agreements are executed in 2019 may be adjusted based on factors including, but not limited to, project performance, spending rates and funding availability.

- Further recommend inclusion in the HUD submission the three Permanent Housing Bonus projects and the DV Bonus project described above (in the order that maximizes regional access to CoC funding), with corrections, and again subject to slight adjustment for project sizing.

As all scheduled business was completed, the meeting was adjourned.

Minutes Recorded by Greg Mellowe

Exhibit C to CoC Application Scorecard

Sample CoC FL-507 Project Evaluation Reporting Tool

About the CoC Emergency Shelter Evaluation Scorecard

CoC FL 507 has designed a scorecard to help all projects evaluate their performacne year round. This tool will also be used as part of the evaluation of any CoC competition application proces.

Getting Started

Step 1.
Each project type (Emergency Shelter(ES), Rapid Rehousing(RRH), Permanent Supportive Housing(PSH), Street Outreach (SO), has its own scorecard. Make sure you are using the correct scorecard for your project type.

Step 2.
Run CoC APR

Step 3.
Enter the information below based on your CoC APR report the only data element used that is not found in the CoC APR is the HIC number if applicable and that number is found in (HUD HDX) submitted HIC . Make sure to read the data source on the left column competlely before transposing data values. Entering the incorrect data value in this section will change the overal score for the scorecard.

General Information

Organization Name / Reporting Group :

Project Contact / Agency Admin :

APR Report Start Date :

APR Report End Date :

Reviewed By :

Data Source	Enter Data in this column	Description	How its used
APR 5a - Q1:	208	Total Number of Clients Served	
APR 5a - Q5:	113	Number of Leavers	
APR 5a - Q2:	83	Number of Adults (Age 18+)	
APR 6a - Overal Score:	5%	Data Quality: Personally Identifiable Information	
APR Question 6b			
APR 6b - Veteran Status (3.7):	1%	Data Quality: Universal Data Elements	
APR 6b - Project Entry Date (3.10):	0%	Data Quality: Universal Data Elements	
APR 6b - Relationship to Head of Household (3.15):	6%	Data Quality: Universal Data Elements	
APR 6b - Client Location (3.16):	0%	Data Quality: Universal Data Elements	
APR 6b - Disabling Condition (3.8):	3%	Data Quality: Universal Data Elements	
APR 6c - Income and Sources (4.2) at Entry (% of Error Rate):	19%	Data Quality: Income and Housing Data Quality (Income and sources at entry)	
APR 6c - Income and Sources (4.2) at Annual Assessment (% of Error Rate):	100%	Data Quality: Income and Housing Data Quality (Income and sources at annual assessments)	
APR 6c - Income and Sources (4.2) at Exit (% of Error Rate):	9%	Data Quality: Income and Housing Data Quality (Income and sources at exit)	
APR 6d Total:	32%	Data Quality Chronic Homelessness	
APR Question 6e (Number of Project Entry Records)		Data Quality: Timeliness	
0 days:	0		Calculate percentage of timelines rec 0 + 1-3 - conapre to total number of person served
1 - 3 days:	24		

65

Field	Value	Description	Note
APR 6f:	0	Data Quality: Inactive Records: Street Outreach and Emergency Shelter (If Applicable)	
APR 8b		Point-in-Time Count of Households on the Last Wednesday	Only used for SO and ES
January Total:	24		
April Total:	22		
July Total:	18		
October Total:	20		
APR Q 13a2		Minimum percent of participants with more than one disability type	This will help determine the vulnerabilty of clients entering the project
None:	167		
1 Condition:	24		
2 Conditions:	6		
3+ Conditions:	0		
Condition Unknown	3		
Client Doesn't Know/Client Refused	0		
Date not collected	5		
APR Q15 - Living Situation - Homeless Situation - Place not meant for human habitation :	34	Minimum percent of participants entering project from place not meant for human habitation	This will help determine the vulnerability of clients entering the project Calulation....
APR 16:	35	Cash Income – ranges - No Income at Entry	
APR 19a3:	21%	Client Cash Income Change - Income Source - by Entry and Latest Status/Exit - Performance Measure: Percent of Persons who Accomplished this Measure.	
APR Q 22a1		Length of Partiicpation - CoC Projects Total	
30 days or less	50		
60 days	16		
90 days	0		
91 to 180	60		
181 to 365 days	84		
366 to 730 Days (1-2 Yrs)	13		
731 to 1,095 Days (2-3 Yrs)	5		
1,096 to 1,460 Days (3-4 Yrs)	0		
1,461 to 1,825 Days (4-5 Yrs)	0		
More than 1,825 Days (>5 Yrs)	0		
Data not collected	0		
APR Q 22b	15	Average Length of participation in days leavers	
APR Q 22b	5	Average Length of participation in days stayers	
APR Q 23a		Exit Destination - More than 90 days	
Permanent Destination Subtotal:	65		
APR Q 23b		Exit Destination - 90 Days or Less	
Permanent Destination Subtotal:	12		23a + 23b will be used in combination to calculate % of clients exiting to permananent housing
APR Q26a:	1	Chronic Homeless Status - Number of Households w/at least one or more CH person	

Emergency Shelter(ES)_Project Evaluation Scorecard_v2.5

Project Name:	
Date:	
Reviewed By:	
Project Contact / Agency	
Admin:	

TOTAL POINTS AVAILABLE	TOTAL POINTS EARNED	OVERALL SCORE
100	10.0	10.0%

100%	80%	60%	40%	0%
Half Performance	Goal	Average	Below Average	Very Poor Performance

Category 1: Data Quality

Description/ Rating factor	Data Source	Point value	A	B	C	D	F	Your Score
Timeliness	APR 6e - Data Quality: Timeliness % of records between 0-3 days	8	Example: 85% + between 0 to 3 days	70% to 84% Between 0 to 3 days	55% to 69 % Between 0 to 3 days	40% to 54% Between 0 to 3 days	40% and under Between 0 to 3 days	0
Data completeness	APR 6a - Data Quality: Personally Identifiable Information Overall Score % of Error Rate	6.5						0
	APR 6b - Data Quality: Universal Data Elements Overall Score % of Error Rate	6.5						0
Income (Entry)	APR 6c - Data Quality: Income and Housing Data Quality (Entry) % error rate	0.5						0
Income (Annual)	APR 6c - DQ: Income and Housing Data Quality (Annual) % error rate	1.5						0
Income (Exit)	APR 6c - DQ: Income and Housing Data Quality (Exit) % error rate	0.5						0
	APR 6d - Data Quality Chronic Homelessness % error rate	6.5						0
	Total Points Available in This Category:	30					Total Points In This Category:	0.0

67

FY 2018

FL-507 - Orlando/Orange, Osceola, Seminole Counties Continuum of Care

Attachment #06:

1E-3. Public Posting—Local Competition Rate, Rank, Review, and Selection Criteria

Attachment #06 documents include the following:

- **Screenshots of Public Postings of Local RFA**
- **Screenshots of Public Postings of Application Timeline**
- **Screenshots of Email Notifications of Local RFA (1500+ list)**
- **Screenshots of Application Session Notifications (information or Rating and Ranking review and selection criteria**
- **Local CoC FL-507 Request for Applications**

Public Postings 7-19-2018

2018 CoC FL-507 Request for Applications (RFA) (Posted 7/19/2018)

This document explains the process, timeline and criteria for the submission and selections of applications for inclusion in the CoC FL-507 application to HUD. This is NOT the application
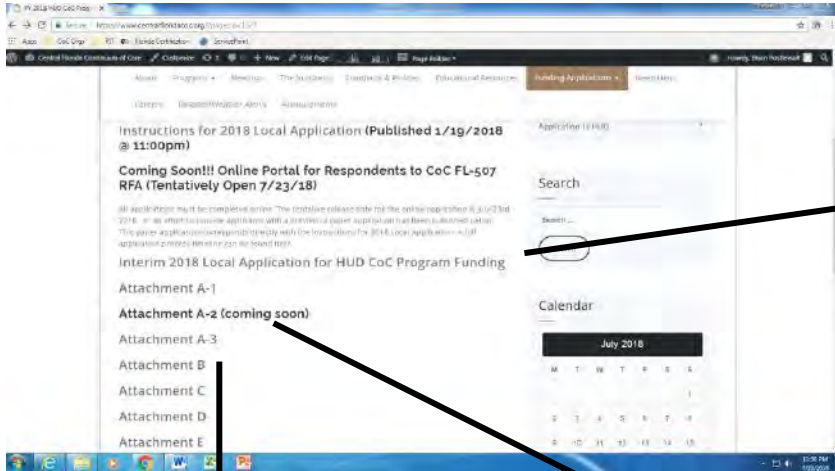
RFA Attachment A-1: Proj. Measurement Using HMIS and Other Administrative Data Sources (Posted 7/19/18)

RFA Attachment B: Application Review and Project Selection (Posted 7/19/18)

Central Florida Continuum of Care (CoC FL-507) - Orange, Osceola and Seminole Counties
HUD Continuum of Care Program
Request for Applications

Release Date: Thursday, July 19, 2018
Completed Applications Due: Tuesday, August 14, 2018, 5:00 p.m. EST

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Section XI	Additional Specifications	p. 10

Attachments:

Attachment A	INTERIM Application for HUD CoC Program and Other CoC FL-507-Administered Grant Funding
Attachment B	Application Review and Project Selection Process
Attachment C	Activities Eligible or Prioritized for Funding
Attachment D	Selected CoC FL-507 Policies and Priorities
Attachment E	Requirements Related to a "Housing First" Approach to Program Operations
Attachment F	Housing Navigation and Housing Stability Case Management Scope of Work
Attachment G	Key HMIS-Related Requirements

Section I: Definitions and Acronyms.
1. Acronyms.
The following acronyms are in use throughout this Request for Applications:
CES =   Coordinated Entry System
CFR =   Code of Federal Regulations

Attachment B
Central Florida Continuum of Care (CoC FL-507)
Steps in the Review, Ranking and Selection of Projects for Inclusion in the 2018 Submission to HUD

1. Development of the Application Scoring by the CoC Resource Allocation and Coordination Committee, with the Input of CoC Stakeholders
All eligible applications will be reviewed using a Scoring Framework approved by the CoC FL-507 Resource Allocation and Coordination Committee. The Scoring Framework lists and defines all of the scoring categories that reviewers will use in evaluating applications, as well as specifies the maximum number of points that an application can earn in each category. The elements of the Application and Scoring were developed with input from CoC FL-507 stakeholders across the region, the CoC FL-507 Resource Allocation and Coordination Committee and the CoC FL-507 Board.

The categories, point assignments and weights included in the Scoring process incorporate the input received the broad CoC FL-507 membership. It is important to note, however, that a number of the factors considered and the weights they are assigned are a function of the priorities and policies of HUD and the U.S Interagency Council on Homelessness. Specific steps were taken to address factors uniquely 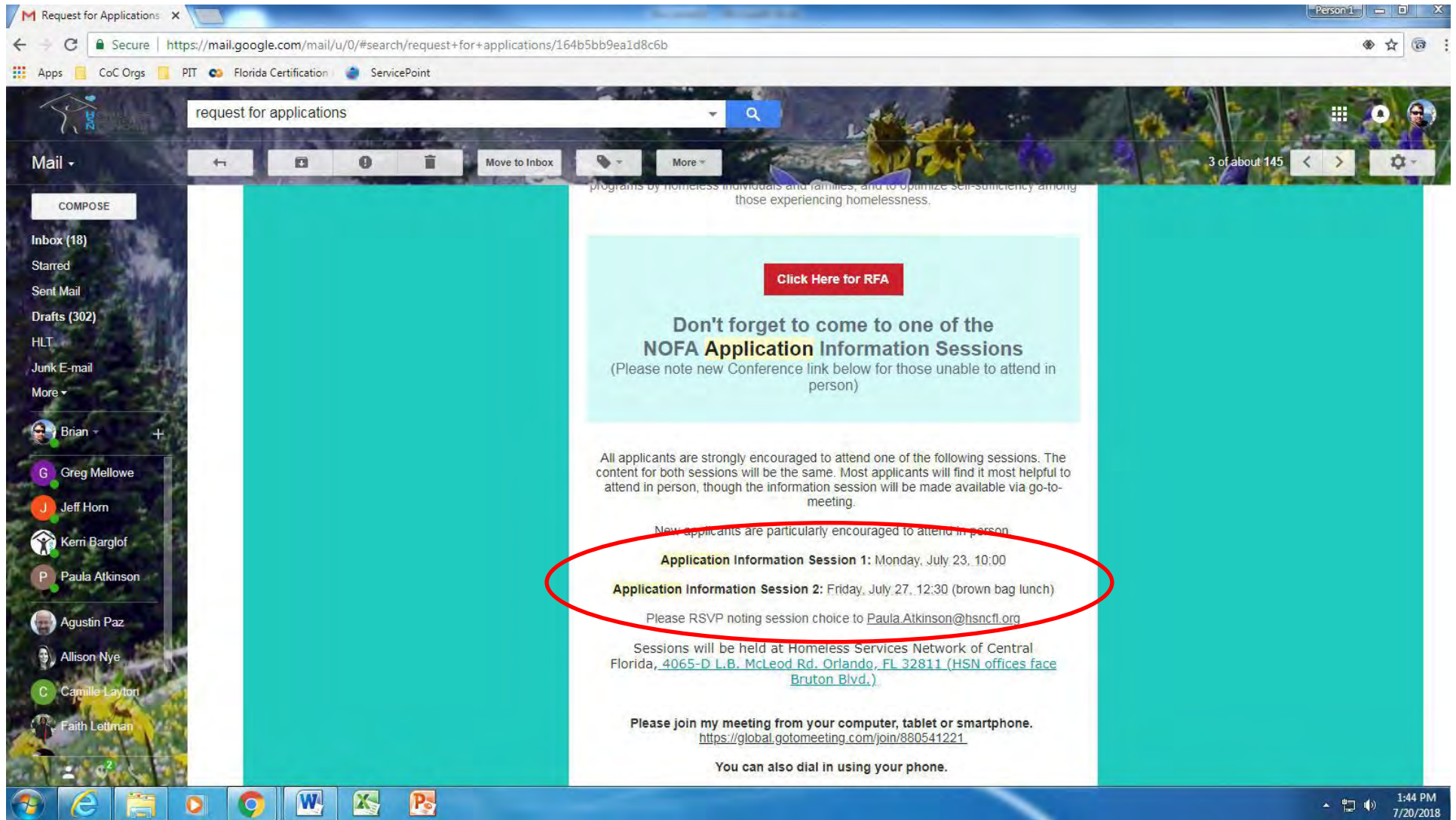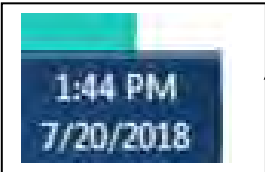or disproportionately impacting CoC participation by victim service providers and to hold them harmless with respect to those factors.

2. Scoring of Each Application Based on Multiple Independent Reviews as well as Evaluation of Performance and Administrative Data
Each of the sub-scores in the eight major scoring categories will be based on a combination of scoring by trained and qualified reviewers (including key CoC FL-507 stakeholders such as victim service providers, jurisdictional representatives, individuals who have experienced homelessness, etc.) as well as administrative and external data, as described in the Application Scorecard. Each reviewer will evaluate the application independently. Reviewers will be randomly assigned applications, except that steps will be taken to minimize the potential for reviewer bias on the basis of population served, service provided, or geography represented. Performance and

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Attachment A-1
Applicant and Project Performance Measurement Using HMIS and Other Administrative Data Sources

Notes:
1) Unless otherwise specified, the time period referenced is July 1, 2017 through June 30, 2018.
2) If data specific to the Project is unavailable, data will be drawn from the most recent, relevant source of homelessness assistance activity recorded by the Applicant.

#	Factor to be to be assessed or measured through administrative/external data	Performance Indicator or Measure	Source(s) of Data Used to Measure
	Section VII. Housing First/Zero Barrier Approach		
1		% of clients with zero income upon Project entry (APR 8b)	HMIS
2	Applicant's service to high needs populations	% of client population that meets chronic homelessness definition (PSH) or high barrier threshold	HMIS and program data generated by Coordinated Entry and Grants Management
	Section IX., CoC Membership and Participation		
3	Applicant representative's attendance at CoC Membership Meetings	Number attended during year	CoC Planning
4	Applicant representative's	Number	

CoC FL-507 Application Timeline
Posted 7/6/2018

Local Request for Applications, Released July 19th 2018, 1 of 3 (on homepage)
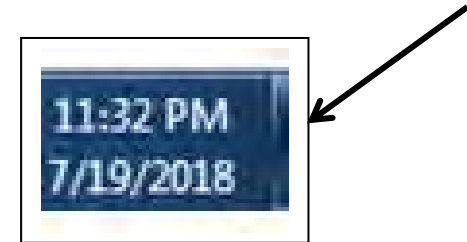
2018 Local Application

Released July 19th 2018; 2 of 3

About   Programs ▾   Meetings   The Numbers   Standards & Policies   Educational Resources   Funding Applications ▾   Need Help

Careers   Disaster/Weather Alerts   Annoucements

Attachment B

Attachment C

Attachment D

Attachment E

Attachment F

FY 2018 CoC HUD NOFA timeline v.7.5.18

Posted (07/06/2018 05:42 pm)

CoC FL-507 Consolidated Application to HUD – FY 2018 CoC Program

The Homeless Services Network of Central Florida (HSN) is pleased to make publicly available the 2018 FL-507 CoC Consolidated Application to HUD, including all parts of the application, attachments, and priority listing. HSN will submit its final application no later than September 18, 2018 pursuant to the 2018 NOFA. Please submit comments or questions regarding our application to Martha Are, Executive Director.

FY 2018 FL 507 CoC Consolidated Application

(Not available yet)

FY 2018 FL 507 Priority Listing

(Not available yet)

M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

11:31 PM
7/19/2018

Local Request for Applications

Released July 19th 2018, 3 of 3

11:31 PM
7/19/2018

Central Florida Continuum of Care (CoC FL-507) - Orange, Osceola and Seminole Counties
HUD Continuum of Care Program
Request for Applications

Release Date: Thursday, July 19, 2018
Completed Applications Due:| Tuesday, August 14, 2018, 5:00 p.m. EST

Local Request for Applications

Released July 19th 2018

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Attachment G	Key HMIS-Related Requirements

Section I: Definitions and Acronyms.

1. Acronyms.
The following acronyms are in use throughout this Request for Applications:

CES =   Coordinated Entry System
CFR =   Code of Federal Regulations

Email Announcing Local Application Info Sessions 7/30/18
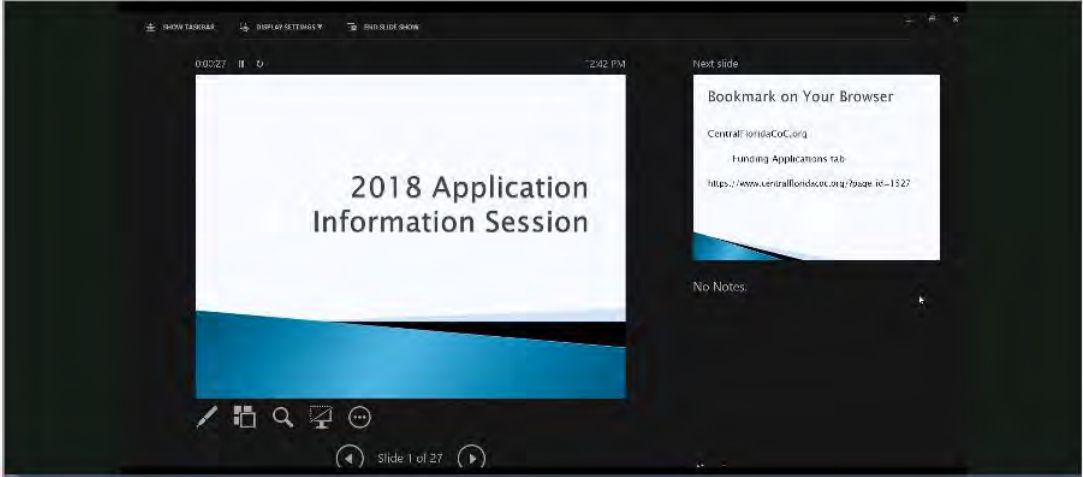
Application Instructions
Information Sessions 7/27/18

Local Application Online Portal Goes Live on 7/30/18

Central Florida Continuum of Care (CoC FL-507) - Orange, Osceola and Seminole Counties
HUD Continuum of Care Program
Request for Applications

Release Date: Thursday, July 19, 2018
Completed Applications Due: Tuesday, August 14, 2018, 5:00 p.m. EST

Attachments:

Attachment A   <u>INTERIM</u> Application for HUD CoC Program and Other CoC FL-507-Administered Grant Funding
Attachment B   Application Review and Project Selection Process

Attachment C   Activities Eligible or Prioritized for Funding
Attachment D   Selected CoC FL-507 Policies and Priorities
Attachment E   Requirements Related to a "Housing First" Approach to Program Operations
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Attachment G   Key HMIS-Related Requirements

Section I: **Definitions and Acronyms.**

1. Acronyms.

The following acronyms are in use throughout this Request for Applications:

CES =   Coordinated Entry System

CFR =   Code of Federal Regulations

CoC =   Continuum of Care

CoC FL-507 =   Central Florida Continuum of Care

CoC Interim Rule = 24 CFR Part 578, as amended

EST =   Eastern Standard Time

HMIS = Homeless Management Information System

HSN =   Homeless Services Network of Central Florida, Inc.

HUD = U.S. Department of Housing and Urban Development

NOFA = Notice of Fund Availability

OCAG = Other CoC FL-507-Administered Grants

RFA =   Request for Applications

TBD =   To Be Determined

2. Definitions.

For purposes of this RFA:

a. "2018 HUD NOFA" or "NOFA" means the HUD Notice of Funding Availability for Federal Fiscal Year 2018 Continuum of Care Program, found at:
    https://www.hudexchange.info/resources/documents/FY-2018-CoC-Program-Competition-NOFA.pdf

b. "Applicant" means an organization or unit of government submitting an application in response to this RFA.

c. "Central Florida" means Orange, Osceola and Seminole Counties, including their constituent municipalities.

d. The terms "Homeless", "Chronically Homeless", "Continuum of Care", "Homeless Management Information Systems", "Collaborative Applicant", "Rapid Rehousing", "Permanent Housing", "Permanent Supportive Housing", "Program Participant", "Project", "Sub-recipient", "Supportive Services", and "Transitional Housing" have the same meanings as set forth in the CoC Interim Rule and the HUD NOFA.

e. "Submission to HUD" means the application package submitted by CoC FL-507 to HUD in response to the 2018 NOFA.

Section II: **Description of Funding Opportunity.**

A. **About the HUD CoC Program.**

The 2018 HUD NOFA establishes the funding criteria for the FY 2018 HUD Continuum of Care (CoC) Program. The HUD CoC Program is designed to promote a region-wide commitment to the goal of ending homelessness; to provide funding for efforts by nonprofit providers, states, and local governments to quickly re-house homeless individuals, families, persons fleeing domestic violence, and youth while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by homeless individuals and families; and to optimize self-sufficiency among those experiencing homelessness.

B.   About the CoC FL-507 Regional Application Process.

The process related to the selection of Projects for inclusion in the CoC FL-507 Submission to HUD and the review of applications pertaining to the 2018 HUD NOFA and other CoC FL-507-administered grant (OCAG) opportunities is only one part of a year-round, comprehensive effort by CoC FL-507 to mobilize, align and maximize resources in an effort to respond effectively to homelessness across the Central Florida region (Orange, Osceola and Seminole Counties). Membership in the CoC FL-507 is open to all individuals, organizations, businesses, and units or instrumentalities of local or state government who wish to work collaboratively toward that end. The competitive process described in this RFA is intended to be open as well, although all prospective Applicants should be aware of the eligibility requirements set forth in Section IV.

Section III: Application Information.

A. Generally.

This RFA and the associated review process are based on established CoC FL-507 priorities as well as the requirements, terms, incentives and evaluation criteria found in the 2018 HUD NOFA, the CoC Interim Rule, and the McKinney-Vento Homeless Assistance Act, as amended by the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009, all of which are incorporated into this RFA by reference. A full explanation of the content of those source documents is beyond the scope of this RFA. Prospective Applicants may direct questions about such issues to the Point of Contact identified in Section IX.1. In the event of any conflict between this RFA and any of the above-mentioned source documents, the latter is the authority.

B. Specifically.

The particular types and categories of Projects that may be considered for inclusion in the Submission to HUD or in relation to the selection sub-recipients for OCAG funding, the funding amounts and activities that are eligible for consideration, and the associated application review process are described in this RFA and its attachments.

Section IV: Eligibility Information.

A. Eligible Applicants.

1. An Applicant must be a corporation exempt from taxation under section 501(c)(3) of the Internal Revenue Code, a unit of state or local government, or an instrumentality of state or local government that:

a. Can demonstrate its ability, if funded, to effectively provide housing and/or services to people experiencing homelessness in Orange, Osceola and/or Seminole Counties throughout the HUD or OCAG funding award period, in accordance with HUD or OCAG funder requirements and CoC FL-507 priorities; and

b. Is not suspended, debarred, or otherwise precluded from bidding on or receiving federal, state, or local government grant awards.

2. CoC FL-507 encourages all prospective Applicants to review this RFA and to apply for funding to undertake eligible activities, as appropriate, and particularly those that are responsive to the priorities identified by HUD and CoC FL-507. As the Lead Agency and Collaborative Applicant for CoC FL-507, HSN is also available as a resource to assist prospective Applicants outside of this RFA period with building capacity or identifying alternative funding opportunities that best match their missions and resources.

3. Two or more prospective Applicants that agree to work together as a consortium or collaborative may submit either a joint ("bundled") Application or separate Applications. If submitting separate Applications, the content of the individual submissions must not conflict, and each of the respective collaborative partners must be clearly identified. In either case, the collaborating Applicants should identify one Applicant as the Project lead to serve as the recipient of HUD or OCAF funding, if awarded, and to subcontract with the other Applicants.

B. Eligible Activities.

1. Activities eligible for funding through this RFA are included in the CoC Interim Rule and the 2018 HUD NOFA. In summary, the primary eligible activities for which Applicants may request funding include:

    a) The provision of rental assistance and/or supportive services directly to eligible individuals and/or families;

    b) Leasing, operations, acquisition, rehabilitation, and/or construction in direct relation to the provision of housing assistance and/or supportive services to eligible individuals and/or families; and/or

    c) Essential system supports (i.e., HMIS and CES) required by the CoC Interim Rule and necessary for a Continuum of Care approach,

    where such activities are proposed in appropriate forms and allowable combinations, in accordance with the requirements of the CoC Interim Rule, the 2018 NOFA, and OCAG funder requirements.

    A more complete description is appended to this RFA as Attachment C, Activities Eligible or Prioritized for Funding.

    A small supplemental funding amount may be made added to award amounts to reimburse Sub-recipients for eligible administrative activities outside of this competitive process.

C. Eligible Program Participants.

Applicants may only use HUD CoC Program or OCAG funds to serve eligible Program Participants. For purposes of this RFA, consistent with established CoC FL-507 priorities, eligible Program Participants include only those individuals or families who meet either condition (i) or condition (iv) in the definition of "homeless" under 24 CFR §578.3, as further described in Attachment E, Selected CoC FL-07 Policies and Priorities. Informally, eligible Program Participants include those individuals or families in Orange, Osceola or Seminole Counties who are either "literally homeless" or who are actively fleeing domestic violence, dating violence, sexual assault, stalking or human trafficking.

D. Match Requirement.

Most Applicants selected for inclusion in the Submission to HUD or as Sub-recipients of OCAG funding will be required to demonstrate a commitment of matching funds or in-kind services from eligible sources that are specifically dedicated to the Project. In particular, all HUD CoC Program grant funds, with the exception of those used for leasing activity, require a minimum of 25 percent match. CoC FL-507 is prioritizing the availability of matching funds (cash) for the provision of direct services (case management, and/or flexible financial assistance to clients for activities that promote housing stability and retention.

E. Activities Eligible to Be Funded vs. Activities Likely to Be Funded.

The set of Projects and activities that are eligible for HUD CoC Program or OCAG funding, as well as the smaller set of Projects and activities that are most likely to be competitive in this RFA process, are based on the priorities and directives set by HUD in the 2018 NOFA, OCAG funder agencies, and the CoC FL-507 Board. Prospective Applicants should therefore be aware that some activities, although eligible for funding through this RFA, are nevertheless by their nature highly unlikely to be selected for inclusion in the Submission to HUD or for a sub-award of OCAG funding. Prospective Applicants are encouraged to pay careful attention to these issues and to contact the Point of Contact listed at Section IX to request clarification.

Section V: Submission of Applications.

A. Application Form.

Prospective Applicants seeking to respond to this RFA should complete and submit an Application form, the preliminary version of which is appended to this RFA as Attachment A, Interim Application for CoC Program Funding ("Interim Application").

The final version of the application to be completed by Applicants will be made available at the earliest possible date, and its availability will be the subject of a separate, specific announcement to all known CoC stakeholders, specifically including the list of Interested Parties described in Section IX.2.

The final version of the application will primarily be accessed through the Survey Monkey Apply software application ("Apply program"), which will be available via the CoC FL-507 website at http://www.centralfloridacoc.org until the application deadline. Neither a cost nor training is involved in Applicants' use of the Apply program.

Applicants are very strongly encouraged to review and submit the Application electronically using the Apply program. However, any Applicant that is unable to access and/or submit the Application using the Apply program should notify the Point of Contact identified at Section IX.1. no later than Friday, August 3, 2018, so that an alternative method of access to and/or submission of the Application can be arranged.

B. Prospective Applicant Information Sessions

As part of the Application process, HSN in its capacity as the Lead Agency and Collaborative Applicant has scheduled two information sessions for prospective Applicants as indicated in the Application Timeline of Key Events at Section VIII below. Attendance at one of the sessions is strongly encouraged for all prospective Applicants not currently receiving HUD CoC Program or OCAG funding or that are requesting additional funding for new activities not currently HUD CoC Program or OCAG-funded.

C. Application Instructions.

The general nature of the content that must be provided as part of any submitted Application, including required forms, attachments and other content necessary to ensure a thorough and independent review are found in the Interim Application. The final version of the Application will supersede and replace the Interim Application immediately upon availability, as described in Paragraph 1. Submitted Applications must be complete and responsive in order to be considered for inclusion in the Submission to HUD and/or selection as a Sub-recipient of OCAG funding, unless otherwise approved by the CoC Board, per Section XI.2 below.

D. Application Deadline.

All Applications must be submitted to HSN no later than the deadline of 5:00 p.m., EST, **Tuesday, August 14, 2018.** For purposes of this RFA, "submitted" means that a completed Application is fully uploaded in the Apply program, accessible via the CoC FL-507 website at: http://www.centralfloridcoc.org or, if pre-arranged as described in paragraph 1, that a completed Application is received at the address identified at Section IX.1. Applications submitted after the deadline cannot and will not be accepted or reviewed.

E. HUD CoC Program Funding Requests and Award Amounts.
1. Renewal Funding Baseline Amount.

Applicants may request and be considered for HUD CoC Program funding for eligible activities under any applicable project type. However, the baseline for the development of the Submission to HUD is HUD's calculation of the amount of funding eligible for renewal. In keeping with the 2018 HUD NOFA,

the approximate amounts for which CoC FL-507 can expect to request renewal funding by project and activity type are as follows:

Project (and Activity Type)	Renewal Baseline Amount (rounded)
Permanent Supportive Housing	**$4,504,000**
Housing Assistance	$4,081,000
Supportive Services	$ 423,000
Rapid Rehousing/Youth Transitional Housing	**$1,562,000**
Housing Assistance	$1,146,000
Supportive Services	$ 416,000
Other Supportive Services (including Coordinated Entry System)	**$501,000**
HMIS	**$316,000**
TOTAL (excludes limited administrative funding)	**$6,883,000**

2. Selection of Projects.

Applicants requesting HUD CoC Program funding can therefore be selected for inclusion in the Submission to HUD in one of four (4) distinct ways, based on the results of the competitive Application Review and Project Selection Process described at Section VI. below:

a. Currently funded Applicants may be selected for renewal funding;

b. Applicants that are not currently funded (or that are currently funded, but not for activities for which they are currently requesting funding) may be selected to receive a re-allocation of portions of renewal funding amounts as described in paragraph 3. below;

c. Applicants that are not currently funded (or that are currently funded, but not for activities for which they are currently requesting funding) may be funded by displacing another lower-ranking Applicant included among projects funded for FY 2017; or

d. Applicants may be selected for inclusion in a Bonus Project eligible under the 2018 NOFA that does not absorb any renewal funding.

3. Reallocation of Funding.

a. Reallocation of HUD CoC Program funding is the process by which an Applicant associated with a particular Project and activity type(s) requests renewal funding, but is ranked lower through the Community Ranking and Selection process than a higher-ranking Applicant associated with the same project and activity type(s), and a portion of the renewal amount for the former is consequently transferred to the latter;

b. Funding may be reallocated within one Project and activity type under any of the following circumstances:

     i. The Applicant is ineligible for renewal of an FY 2017 award, in which case the entire award amount will be reallocated;

    ii. The Applicant voluntarily submits a request for an award amount that is less than the FY 2017 award amount, in which case the difference will be reallocated;

   iii. The Applicant is projected to leave at least 25 percent of the current grant award unexpended by the end of the grant period, in which case up to 5 percent of the award amount is subject to reallocation;

   iv. The Applicant's total Application score is more than 1.5 standard deviations below the mean total Application score among all Applicants within the same Project and activity type, in which case up to 10 percent of the FY 2017 award amount may be subject to reallocation.

c. The amount available for reallocation is the sum of the amounts made available under i., ii., iii, and iv. above.

d. Applicants with total Application scores that exceed 1.5 standard deviations above the mean total score for their respective Project type and activity may be eligible to receive funds that are reallocated.

e. The maximum additional amount that any Applicant receiving funding via reallocation may receive will be based on the distribution of total Application scores among all reallocation-eligible applicants relative to the mean total score for the associated Project type and activity. The minimum anticipated reallocation amount to be transferred to any one Applicant is $10,000.

f. Reallocation decisions will be implemented in a manner that places the highest priority on holding current Program Participants harmless.

4. **Bonus Projects.**

a. Through the Community Ranking and Selection process, one or more Projects that do not absorb any renewal funding ("Bonus Projects") may be selected for inclusion in the Submission to HUD.

b. CoC FL-507 anticipates the inclusion of a minimum of one (1) and a maximum of three (3) Bonus Projects in the Submission to HUD that are targeted to survivors of domestic violence and/or human trafficking in keeping with the parameters set forth in the 2018 NOFA. CoC FL-507 anticipates that the total amount of funding requested for such Bonus Project(s) in the Submission to HUD will not exceed $799,007.

c. CoC FL-507 further anticipates the inclusion of a minimum of one (1) and a maximum of five (5) Bonus Projects in the Submission to HUD that request funding for permanent housing in keeping with parameters set forth in the 2018 NOFA. CoC FL-507 anticipates that the total amount of funding requested for each such Bonus Project will not exceed $300,000, though Projects requesting approximately $100,000 may be preferred if all other factors and scores are equal.

F. Other CoC FL-507-Administered Grant (OCAG) Funding Requests.

1. Prospective Applicants that are current OCAG Sub-recipients seeking to continue in that capacity, or that are not-current OCAG Sub-recipients but wish to be considered for selection as an OCAG-funded Sub-recipient are encouraged to submit an Application requesting OCAG funding.

2. Applications for OCAG funding are encouraged to be submitted separately from any application for HUD CoC Program funding, except as described in sub-paragraph 3 below.

3. Applicants for OCAG funding that are also applying for HUD CoC Program funding for the same or very similar set of activities under the same Project type may elect not to submit two (2) separate applications. In that event, all applicable portions of the application for HUD CoC Program funding will be used to support an application for OCAG funding of the same or most similar project and activity.

4. Current Sub-recipients of OCAG funding seeking continuation funding but that are not applying for HUD CoC Program funding for the same or maximally similar project type and activity should complete the Application as if requesting new funding.

5. Prospective Applicants who wish to request OCAG funding that is not associated with the same or maximally similar project and activity type eligible under the HUD CoC Program need not address such activity in their Application, but will be asked to briefly describe them.

6. Prospective Applicants who request OCAG funding may be solicited for additional information before scoring of those applications for OCAG funding is completed.

Section VI: Review of Applications, Selection of Projects and Selection of Sub-recipients
A.   Application Review and Project Selection Process.
The process for the review and scoring of applications and the selection of Projects for inclusion in the Submission to HUD are described in Attachment B to this RFA.

B.   Application Review and Project Selection Criteria.
The final decision regarding which Projects will be selected for inclusion in the Submission to HUD or as a Sub-recipient of OCAG funding falls to the CoC FL-507 Board as part of the Application Review and Project Selection Process in Attachment B. However, one of the key inputs into that process are scores assigned by independent reviewers, who will evaluate submitted applications using the CoC FL-507 Application Scorecard. The detailed Application Scorecard as well as the final Project Selection Process cannot be finalized until the full set of requirements for the Submission to HUD are made available and reviewed. The final version of the Scorecard and Project Selection Process will be made available at the earliest possible date, and its availability will be posted on the CoC website at centralforidacoc.org.

C. Applicants Requesting HUD CoC Program Funding Selected for Inclusion in Submission to HUD

Because the time elapsed between release of the 2018 NOFA and the start date for the FY 2018 grant term may approach 18 months, Applicants selected for inclusion in the Submission to HUD will receive baseline sub-award amounts based on current assumptions and conditions. Such sub-award amounts are to be considered tentative placeholders. Actual sub-award amounts for FY 2018 will be finalized by the CoC Board at least 90 days prior to the start of the grant term for the Project. Any changes to a Sub-recipient's baseline sub-award amount will be a function of Sub-recipient performance levels, interim adjustments to prior Sub-recipient award amounts, Sub-recipient spending rates in prior grant years, and other factors comparing the performance of Sub-recipient relative to those of other selected Project Sub-recipients. With respect to consideration for increases to baseline sub-award amounts, selected applicants will be considered in order of ranking through the ranking and review process.

D. Applicants Requesting HUD CoC Program Funding Not Selected for Inclusion in the Submission to HUD.

Applicants not selected for inclusion in the Submission to HUD will be placed by the ranking and review process into two distinct categories: 1) Applicants qualified for future incorporation into the Project, and 2) Applicants ineligible for future incorporation into the Project. Although Applicants in the former category will not receive a baseline sub-award amount, but may be considered for a FY 2018 award.

Section VII: Appeals of Application-Related Decisions

Applicants notified that they have not been selected for inclusion in the Submission to HUD and that perceive that their non-selection is the result of reversible error may submit an appeal to be considered by the CoC Board. Appeals must be submitted in the same manner as the application and be received by 5:00 p.m. EST, September 7, 2018. In order to be eligible for consideration, an appeal should include a detailed explanation of the perceived error and any other information the applicant considers relevant. HUD has emphasized that appeals should focus on how the applicant was denied the opportunity to participate in the planning process. Each Applicant submitting an appeal will be notified of its final status upon disposition by the CoC Board.

Section VIII.   Key Events and Resources for Prospective Applicants

A. Timeline of Key Events

The following key events are anticipated in relation to the issuance of this RFA, the subsequent review of applications received in response to this RFA, and the selection of applications for inclusion in the Submission to HUD. All dates listed in this timeline refer to 2018 unless otherwise specified, and all times are EST.

Event or Due Date   **Anticipated Date (& Time, if applicable**)

FY 2018 NOFA Released by HUD	Wednesday, June 20
2018 NOFA Overview Meeting	Monday, June 25th, 2:30 p.m.
CoC General Meeting	Tuesday, June 26, 9:00 a.m.
Release of RFA and Interim Application (PDF)	Week of July 16
Release of Web Application	Monday, July 23 *(tentative)*
RFA Information and Q&A Session 1	Monday, July 23, 10:00 a.m.
RFA Information and Q&A Session 2 (repeat)	Friday, July 27, 11:30 a.m.
Training for Independent Reviewers	Tuesday, August 14, 10:30 a.m. *(tentative)*
CoC Governance Committee	Tuesday, August 8, 12:00 p.m.
CoC Resource and Allocation Committee	Tuesday, August 14, 12:00 a.m.
Applicant Applications Due to HSN	**Tuesday, August 14, 5:00 p.m.**
Review Period	Friday, August 17- Thu., August 23, 12:00 a.m.
Community Ranking Committee	Monday, August 27 *(tentative)*
CoC Board Meeting	Friday, August 28, 9:00 a.m. *(tentative)*
Funding Decision Notifications	Monday, September 3
Appeals of Funding Decisions Due	Friday, September 7, 5:00 p.m.
Review of Appeals	Saturday, September 8 - Tuesday, Sept. 11
Appeal Notifications	Wednesday, September 12
Submission to HUD posted on CoC FL-507 Website	Sunday, September 16
Submission to HUD	Tuesday, September 18
Announcement of Awards by HUD	TBD (late 2018)
Expected Start Date for Funded Projects	TBD (in 2019)

B. Resources for Prospective Applicants.

As the Lead Agency and Collaborative Applicant facilitating the preparation of the CoC's Submission to HUD, HSN will:

1. Host two webinars/teleconferences for the purpose of explaining this RFA and the associated review process, as well as answering questions raised by prospective Applicants.

2. Respond to questions raised by prospective Applicants and others by posting and updating the list of such questions and associated responses. A list of such questions and responses will be posted on the HSN website at https://www.centralfloridacoc.org/?page_id=1527. The list will be updated on an ongoing basis through at least August 13, 2018.

3. As necessary, issue other correspondence as a result of information received from HUD, the CoC Board, or other authoritative source that is pertinent to this RFA.

4. Seek to accommodate and facilitate participation by prospective Applicant representatives with disabilities or Limited English Proficiency.

5. Seek to accommodate and facilitate participation by victim service provider organizations in a manner that holds them harmless in the competitive process despite their

Section IX: Communication.

A. Point of Contact.

All inquiries regarding this RFA and the associated application review process may be directed as follows:

Collaborative Applicant: Homeless Services Network of Central Florida (HSN)

E-mail: application@hsncfl.org

Website:

     https://www.centralfloridacoc.org/?page_id=1527

U.S. Mail: Homeless Services Network
                                        4065-D   L.B. McLeod Rd.
                                        Orlando, FL 32811

B. Interested Parties List.

Prospective Applicants and other interested parties are encouraged to sign up for the RFA Interested Parties List to receive periodic announcements and updates regarding this RFA and the associated application review process. Individuals are automatically subscribed to the Interested Parties List when registering for the Apply program application software as described in Section IV. Individuals may also subscribe to the Interested Parties List by sending a request via email to application@hsncfl.org.

Section X: **Post-Award Requirements.**

A. Sub-recipients and Sub-recipient Agreements.

The majority of Projects selected for inclusion in the Submission to HUD that are approved for funding by HUD will, upon completion of additional post-award requirements, become Sub-recipients of HUD funding via an agreement with HSN. The Sub-recipient agreement will address the responsibilities of both HSN and the Sub-recipient, including but not limited to, service delivery, program reporting and administrative requirements. Renewal projects that currently have direct contracts with HUD will continue to contract directly and will not be Sub-recipients of HSN.

B. Program and Funding Restrictions.

CoC Program grant funds may only be used to perform eligible activities that serve eligible participants in compliance with all applicable federal, state and local laws and regulations, including but not limited to 2 CFR Part 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards), 24 CFR Part 100 (Discriminatory Conduct Under the Fair Housing Act), and 24 CFR Part 578 (Continuum of Care Program). HSN will provide training and support for all Sub-recipients to assist them with developing the capacity to meet such requirements.

C. Restrictions on Assignment.

Each Sub-recipient retains the responsibility to comply with the terms and conditions of its Sub-recipient agreement throughout the award period, in accordance with all applicable federal laws and regulations, except that HUD may from time to time approve proposed amendments to such agreement, if doing so would increase the likelihood that the Project will meet performance objectives and promote the goals of the CoC Program. The Sub-recipient is also responsible for ensuring and, when necessary, demonstrating compliance on the part of any contractor providing services under the agreement. However, Sub-recipients may not assign responsibility for performance of the activities funded under the agreement without prior approval.

Section XI.   **Additional Specifications.**

A. Modifications to this RFA.

Although the content of this RFA is not expected to change substantially following its issuance, the time frame between release of the 2018 HUD NOFA and the CoC FL-507 Submission to HUD in response to the NOFA is compressed. Events necessitating modifications to this RFA may include, but are not limited to, clarifications or corrections to the 2018 NOFA by HUD and program or policy clarifications made by the CoC in direct response to issues raised by the 2018 NOFA. Prospective Applicants are encouraged to subscribe to the RFA Interested Parties List described in Section IX.2 in order to ensure prompt notification of all announcements related to this RFA, including any modifications thereto.

B. Adjustments to Submitted Applications and the RFA Process.

1. The CoC Board reserves the right to propose adjustments to the scope of services, funding amounts, collaborative arrangements, and other project characteristics submitted in an

application based on factors unrelated to the application itself in order to best align the Submission to HUD with HUD and CoC FL-507 priorities. The specific justification for any such proposed adjustment will be posted at http://www.centrafloridacoc.org. Inclusion of any such application in the proposed modification will be communicated in writing to the Applicant as soon as possible, and prior to inclusion in the Submission to HUD.

2. The CoC Board reserves the right to authorize the correction of errors and/or the clarification of irregularities in the content of any application that would not affect the scoring of applications or the selection of Projects.

3. The CoC Board reserves the right to make adjustments to the process and timeline described in this RFA that would not reduce or restrict the ability of a prospective Applicant to participate without competitive disadvantage.

Issued July 19, 2018

FY 2018

CoC FL-507 - Orlando/Orange, Osceola, Seminole Counties Continuum of Care

Attachment #07:

1E-4. CoC's Reallocation Process

CoC FL-507:

1) Re-allocated funds from $5,000,000 eligible renewal grants in FY2015 (p.2)

and

2) Incorporated performance-based/needs-based re-allocation methodology into its regional application process in both FY 2017 and FY 2018 (p.5)

(See attached)

2. Reallocation

Instructions:

For guidance on completing this form, please reference the FY 2015 CoC Priority Listing Detailed Instructions. Submit technical question to the e-snaps HUD Exchange Ask A Question (AAQ) at https://www.hudexchange.info/get-assistance/.

2-1 Is the CoC reallocating funds from one or   Yes
more eligible renewal grant(s) that will expire
in calendar year 2016 into one or more new
projects?

FY 2015:
$5.0
million
in reallocated
renewals

2

3. Reallocation - Grant(s) Eliminated

CoCs that intend to reallocate eligible renewal funds to create a new project application (as detailed in the FY 2015 CoC Program Competition NOFA) may do so by eliminating one or more expiring eligible renewal projects. CoCs that are eliminating projects entirely must identify those projects on this form.

Amount Available for New Project: (Sum of All Eliminated Projects)				
$4,924,347				
Eliminated Project Name	**Grant Number Eliminated**	**Component Type**	**Annual Renewal Amount**	**Type of Reallocation**
HSN Rapid Re-housing	FL0079L4H071403	TH	$385,147	Regular
Harbor House -On ...	FL0081L4H071404	TH	$91,503	Regular
Lifestream - Tran...	FL0082L4H071403	TH	$85,414	Regular
ASPIRE (Lakeside ...	FL0083L4H071404	TH	$170,218	Regular
HSN - Scattered S...	FL0087L4H071407	TH	$93,519	Regular
Salvation Army of...	FL0088L4H071407	TH	$126,040	Regular
Coalition - WRCC	FL0089L4H071407	TH	$61,078	Regular
ASPIRE (CFDFL) - ...	FL0096L4H071407	TH	$121,418	Regular
Sanford Hope Team	FL0097L4H071407	SSO	$77,249	Regular
Safe House of Sem...	FL0098L4H071407	TH	$51,019	Regular
Seminole County H...	FL0100L4H071407	TH	$178,530	Regular
Transition House ...	FL0101L4H071407	TH	$93,274	Regular
Wayne Densch Cent...	FL105L4H071407	TH	$279,466	Regular
IMPOWER - The Vil...	FL0304L4H071406	TH	$134,906	Regular
ASPIRE (CFDFL) - ...	FL0306LH071406	TH	$120,800	Regular
ASPIRE (CFDFL) - ...	FL0333L4H071404	TH	$167,024	Regular
ASPIRE (CFDFL) - ...	FL0357L4H071405	TH	$370,394	Regular
Coalition - Commu...	FL0358L4H071405	TH	$96,664	Regular
Coalition - First...	FL0359L4H071405	TH	$116,659	Regular

Catholic Charitie...	FL0375L4H071403	TH	$107,963	Regular
Harbor House - Co...	FL0092L4H071407	PH	$308,016	Regular
Orlando Hope Team	FL0095L4H071407	SSO	$165,977	Regular
Grand Avenue - Pe...	FL0303L4H071406	PH	$287,593	Regular
Wayne Densch Cent...	FL0330L4H071403	PH	$96,957	Regular
Pathlight Home Ne...	FL0502L4H071401	PH	$181,261	Regular
CoC FL-507 new PS...	FL0521L4H071400	PH	$956,258	Regular

CoC's Current Reallocation Process

The CoC has reallocated far more than 20 percent of the CoC FL-507's Annual Renewal Demand (more than $5 million) since 2014.

The CoC nevertheless has recognized the need to continuously evaluate project performance and system need, reallocating from lower-performing to higher-performing projects when necessary to strengthen and increase the responsiveness of the system.

As a primary example, Section V.E.3 of the FY 2018 CoC FL-507 Request for Applications (RFA) exemplifies the CoC's performance-based/needs-based approach to re-allocation through the regional application process.

3. **Reallocation of Funding.**
a. Reallocation of HUD CoC Program funding is the process by which an Applicant associated with a particular Project and activity type(s) requests renewal funding, but is ranked lower through the Community Ranking and Selection process than a higher-ranking Applicant associated with the same project and activity type(s), and a portion of the renewal amount for the former is consequently transferred to the latter;
b. Funding may be reallocated within one Project and activity type under any of the following circumstances:
   i. The Applicant is ineligible for renewal of an FY 2017 award, in which case the entire award amount will be reallocated;
   ii. The Applicant voluntarily submits a request for an award amount that is less than the FY 2017 award amount, in which case the difference will be reallocated;
   iii. The Applicant is projected to leave at least 25 percent of the current grant award unexpended by the end of the grant period, in which case up to 5 percent of the award amount is subject to reallocation;
   iv. The Applicant's total Application score is more than 1.5 standard deviations below the mean total Application score among all Applicants within the same Project and activity type, in which case up to 10 percent of the FY 2017 award amount may be subject to reallocation.
c. The amount available for reallocation is the sum of the amounts made available under i., ii., iii, and iv. above.
d. Applicants with total Application scores that exceed 1.5 standard deviations above the mean total score for their respective Project type and activity may be eligible to receive funds that are reallocated.
e. The maximum additional amount that any Applicant receiving funding via reallocation may receive will be based on the distribution of total Application scores among all reallocation-eligible applicants relative to the mean total score for the associated Project type and activity. The minimum anticipated reallocation amount to be transferred to any one Applicant is $10,000.
f. Reallocation decisions will be implemented in a manner that places the highest priority on holding current Program Participants harmless.

FY 2018

FL-507 - Orlando/Orange, Osceola, Seminole Counties Continuum of Care

Attachment #08:

1E-5. Notifications Outside e-Snaps—

Projects Accepted

Attachment #08 documents include the following notifications send on September 3, 2018

P. 1 – cover

Martha Are <martha.are@hsncfl.org>

HUD 2018

1 message

Martha Are <martha.are@hsncfl.org>   <mark>Mon, Sep 3, 2018 at 11:42 AM</mark>
To: Jeanne Gold <JGold@safehousefl.com>, Jennifer Pinson <JenniferP@safehousefl.com>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Jeanne Gold
SafeHouse of Seminole
P.O. Box 471279
Lake Monroe, FL 32747

RE: New project application submitted to FL-507 CoC

Dear Ms. Gold,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care RFA. The SafeHouse application was recommended by the CoC's Ranking Committee during their August 27th meeting and approved by the CoC Board on August 30th 2018.

The organization has been approved for inclusion in the HUD submission as part of a DV – Rapid ReHousing project. The approved preliminary budget for your application equals $33,403 in Supportive Services and $2,437 in Administrative funding. The project is ranked 22 and will be included as part of the region's DV Bonus request.

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: Jennifer Pinson

2

Martha Are
Executive Director

Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **22 - SafeHouse.pdf**
65K

Martha Are <martha.are@hsncfl.org>

HUD 2018

1 message

Martha Are <martha.are@hsncfl.org>
To: mbatchelor@thelifeboatproject.org, Jill Bolander Cohen <thelifeboatproject@gmail.com>
Bcc: Martha Are <martha.are@hsncfl.org>

Mon, Sep 3, 2018 at 11:42 AM

September 3, 2018

Mark Batchelor
Lifeboat
829 Votaw Rd
Apopka, FL 32703

RE: New project application submitted to FL-507 CoC

Dear Mr. Batchelor,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care RFA. The Lifeboat application was recommended by the CoC's Ranking Committee during their August 27th meeting and approved by the CoC Board on August 30th 2018.

The organization has been approved for inclusion in the HUD submission as part of a DV – Rapid ReHousing project. The approved preliminary budget for your application equals $33,403 in Supportive Services and $2,437 in Administrative funding. The project is ranked 22 and will be included as part of the region's DV Bonus request.

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: Jill Bolander Cohen

4

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **22 - LifeBoat.pdf**
69K

Martha Are <martha.are@hsncfl.org>

HUD 2018 - DV RRH
1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:42 AM
To: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Martha Are
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd. Suite D
Orlando, FL 32811

RE: New project application submitted to FL-507 CoC

Dear Ms. Are,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care
RFA. The HSN application was recommended by the CoC's Ranking Committee during their
August 27th meeting and approved by the CoC Board on August 30th 2018.

**The organization has been approved for inclusion in the HUD submission as part of a DV –
Rapid ReHousing project. The approved preliminary budget for your application equals
$596,028 in Rental Assistance and $43,487 in Administrative funding. The project is ranked 22
and will be included as part of the region's DV Bonus request.**

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as
we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

6

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

---

22 - HSN.pdf
61K

HOMELESS SERVICES NETWORK of Central Florida

Martha Are <martha.are@hsncfl.org>

HUD 2018

1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:42 AM
To: Tammy Douglass <tammyd@helpnowshelter.org>, Shelley Gordon <shelleyg@helpnowshelter.org>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Tammy Douglass
Help Now of Osceola
P.O. Box 420370
Kissimmee, FL 34742

RE: New project application submitted to FL-507 CoC

Dear Ms. Douglass,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care RFA. The Help Now application was recommended by the CoC's Ranking Committee during their August 27th meeting and approved by the CoC Board on August 30th 2018.

The organization has been approved for inclusion in the HUD submission as part of a DV – Rapid ReHousing project. The approved preliminary budget for your application equals $33,403 in Supportive Services and $2,437 in Administrative funding. The project is ranked 22 and will be included as part of the region's DV Bonus request.

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: Shelley Gordon

8

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **22 - Help Now.pdf**
   60K

Martha Are <martha.are@hsncfl.org>

HUD 2018
1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:42 AM
To: Michelle Sperzel <msperzel@harborhousefl.com>, llucy@harborhousefl.com
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Michelle Sperzel
Harbor House of Central Florida
P.O. Box 680748
Orlando, FL 32868

RE: New project application submitted to FL-507 CoC

Dear Ms. Sperzel,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care
RFA. The Harbor House application was recommended by the CoC's Ranking Committee during
their August 27th meeting and approved by the CoC Board on August 30th 2018.

**The organization has been approved for inclusion in the HUD submission as part of a DV –
Rapid ReHousing project. The approved preliminary budget for your application equals
$33,403 in Supportive Services and $2,437 in Administrative funding. The project is ranked 22
and will be included as part of the region's DV Bonus request.**

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as
we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: Laura Lucy

10

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

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22 - DV - Harbor House.pdf
59K

![Homeless Services Network of Central Florida logo]

Martha Are <martha.are@hsncfl.org>

HUD 2018 - DV CES
1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:43 AM
To: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Martha Are
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd. Suite D
Orlando, FL 32811

RE: New project application submitted to FL-507 CoC

Dear Ms. Are,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care RFA. The HSN application was recommended by the CoC's Ranking Committee during their August 27th meeting and approved by the CoC Board on August 30th 2018.

The organization has been approved for inclusion in the HUD submission as part of a DV – CES project. The approved preliminary budget for your application equals $15,000 in Supportive Services and $1,129 in Administrative funding. The project is ranked 21 and will be included as part of the region's DV Bonus request.

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.

Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **21 - DV CES - HSN.pdf**
   61K

Martha Are <martha.are@hsncfl.org>

HUD 2018 - RRH Exp - 2

1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:43 AM
To: John Hearn <John.Hearn@cflhomeless.org>, Allison Krall <Allison.Krall@cflhomeless.org>, Alane Hill
<Alane.Hill@cflhomeless.org>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

John Hearn
Coalition for the Homeless of Central Florida
18 N. Terry Ave.
Orlando, FL 32801

RE: New project application submitted to FL-507 CoC

Dear Mr. Hearn,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care
RFA. The Coalition for the Homeless of Central Florida's application was recommended by the
CoC's Ranking Committee during their August 27th meeting and approved by the CoC Board on
August 30th 2018.

**The organization has been approved for inclusion in the HUD submission as an expansion to
the Rapid ReHousing 2 project. The approved preliminary budget for your application equals
$29,775 in Supportive Services and $2,241 in Administrative funding. The project is ranked 20
and will be included as part of the region's Bonus request.**

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as
we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: Alane Hill
    Allison Krall

14

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **20 - RRH Exp Coalition 2.pdf**
    69K

HOMELESS SERVICES NETWORK of Central Florida

Martha Are <martha.are@hsncfl.org>

HUD 2018
1 message

Martha Are <martha.are@hsncfl.org>   <mark>Mon, Sep 3, 2018</mark> at 11:43 AM
To: Michael Cochran <MCochran@abilityhousing.org>, Joseph Johnson <jjohnson@abilityhousing.org>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Michael Cochran
Ability Housing
3740 Beach Blvd.
Jacksonville, FL 32207

RE: New project application submitted to FL-507 CoC

Dear Mr. Cochran,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care RFA. The Ability Housing application was recommended by the CoC's Ranking Committee during their August 27th meeting and approved by the CoC Board on August 30th 2018.

The organization has been approved for inclusion in the HUD submission as Permanent Supportive Housing project. The approved preliminary budget for your application equals $95,808 in Rental Assistance and $3,606 in Administrative funding. The project is ranked 19 and will be included as part of the region's Bonus request.

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: Joe Johnson

16

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **19 - Ability.pdf**
    66K

Martha Are <martha.are@hsncfl.org>

HUD 2018 - RRH Exp - 1

1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:43 AM
To: John Hearn <John.Hearn@cflhomeless.org>, Allison Krall <Allison.Krall@cflhomeless.org>, Alane Hill
<Alane.Hill@cflhomeless.org>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

John Hearn
Coalition for the Homeless of Central Florida
18 N. Terry Ave.
Orlando, FL 32801

RE: New project application submitted to FL-507 CoC

Dear Mr. Hearn,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care
RFA. The Coalition for the Homeless of Central Florida's application was recommended by the
CoC's Ranking Committee during their August 27th meeting and approved by the CoC Board on
August 30th 2018.

**The organization has been approved for inclusion in the HUD submission as an expansion to
the Rapid ReHousing 2 project. The approved preliminary budget for your application equals
$40,000 in Supportive Services and $3,011 in Administrative funding. The project is ranked 18
and will be included as part of the region's Bonus request.**

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as
we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: Alane Hill
    Allison Krall

18

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

18 - RRHExp - Coalition.pdf
60K

Martha Are <martha.are@hsncfl.org>

HUD 2018 application - RRH1

1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:45 AM
To: Carrie Longsworth <CLongsworth@seminolecountyfl.gov>, Kiauna Carbin <kcarbin@seminolecountyfl.gov>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Carrie Longsworth
Seminole County
534 W. Lake Mary Blvd.
Sanford, FL

RE : Renewal project application submitted to FL-507 CoC

Dear Ms. Longsworth,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care
RFA. The Seminole County application was recommended by the CoC's Ranking Committee
during their August 27th meeting and approved by the CoC Board on August 30th 2018.

**The Rapid ReHousing 1 renewal project has been approved for inclusion in the HUD
submission. The approved preliminary budget for your application equals $31,561 in
Supportive Services and $2,308 in Administrative funding. The Rapid ReHousing 1 Renewal
project is ranked 14 and will be included as part of Tier 1 in the region's submission.**

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as
we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: Kiauna Carbin

****

20

Martha Are
Executive Director
Homeless Services Network of Central Florida

4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **14 - RRH1 - Seminole Co.pdf**
　　60K

Martha Are <martha.are@hsncfl.org>

HUD 2018 application - RRH 1

1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:45 AM
To: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Martha Are
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811

RE : Renewal project application submitted to FL-507 CoC

Dear Ms. Are,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care RFA. The HSN application was recommended by the CoC's Ranking Committee during their August 27th meeting and approved by the CoC Board on August 30th 2018.

The Rapid ReHousing 1 renewal project has been approved for inclusion in the HUD submission. The approved preliminary budget for your application equals $251,820 in Rental Assistance and $17,256 in Administrative funding. The Rapid ReHousing 1 Renewal project is ranked 14 and will be included as part of Tier 1 in the region's submission.

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

22

14 - RRH1 - HSN.pdf

62K

HOMELESS
SERVICES
NETWORK
of Central Florida

Martha Are <martha.are@hsncfl.org>

2018 HUD application

1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:45 AM
To: Heather Wilkie <hwilkie@zebrayouth.org>, Sandy Stenoff <sandrastenoff@gmail.com>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Heather Wilkie
Zebra
911 N. Mills Ave.
Orlando, FL 32803

RE : Renewal project application submitted to FL-507 CoC

Dear Ms. Wilkie,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care
RFA. The Zebra application was recommended by the CoC's Ranking Committee during their
August 27th meeting and approved by the CoC Board on August 30th 2018.

**The Rapid ReHousing 1 renewal project has been approved for inclusion in the HUD
submission. The approved preliminary budget for your application equals $50,000 in
Supportive Services and $3,656 in Administrative funding. The Rapid ReHousing 1 Renewal
project is ranked 14 and will be included as part of Tier 1 in the region's submission.**

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as
we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: Sandy Stenoff

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.

24

Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **14 - RRH1 - Zebra.pdf**
   64K

Martha Are <martha.are@hsncfl.org>

HUD 2018 - ROPAL

1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:45 AM
To: Anne Lee <alee@covenanthousefl.org>, Maria Shorkey <mshorkey@covenanthousefl.org>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Anne Lee
Covenant House
5931 E. Colonial Dr.
Orlando, FL 32807

RE: Renewal project application submitted to FL-507 CoC

Dear Ms. Lee,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care
RFA. The Covenant House application was recommended by the CoC's Ranking Committee during
their August 27th meeting and approved by the CoC Board on August 30th 2018.

**The Covenant House - ROPAL renewal project has been approved for inclusion in the HUD
submission. The approved preliminary budget for your application equals $81.360 in Leasing,
$62,987 in Supportive Services and $5,051 in Administrative funding. The Covenant House
SSO Renewal project is ranked 15 and will be included in Tier 1 of the region's submission.**

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as
we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: Maria Shorkey

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.

26

Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

🗎 **15 - ROPAL - Covenant House.pdf**
66K

Martha Are <martha.are@hsncfl.org>

HUD 2018 - SSO

1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:44 AM
To: Anne Lee <alee@covenanthousefl.org>, Maria Shorkey <mshorkey@covenanthousefl.org>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Anne Lee
Covenant House
5931 E. Colonial Dr.
Orlando, FL 32807

RE: Renewal project application submitted to FL-507 CoC

Dear Ms. Lee,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care RFA. The Covenant House application was recommended by the CoC's Ranking Committee during their August 27th meeting and approved by the CoC Board on August 30th 2018.

The Covenant House - SSO renewal project has been approved for inclusion in the HUD submission. The approved preliminary budget for your application equals $85,050 in Supportive Services and $2,977 in Administrative funding. The Covenant House SSO Renewal project is ranked 16 and will be included in Tier 1 of the region's submission.

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: Maria Shorkey

28

Martha Are
Executive Director

Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

---

16 - SSO - Covenant House.pdf
65K

Martha Are <martha.are@hsncfl.org>

HUD 2018 application

1 message

Martha Are <martha.are@hsncfl.org>   <mark>Mon, Sep 3, 2018 at</mark> 11:43 AM
To: Kelvin Coachman <Kelvin_Coachman@uss.salvationarmy.org>, Kyle Mcneil <Kyle.McNeil@uss.salvationarmy.org>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Kelvin Coachman
Salvation Army
416 W. Colonial Drive
Orlando, FL 32804

RE: Renewal project application submitted to FL-507 CoC

Dear Mr. Coachman,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care RFA. The Salvation Army application was recommended by the CoC's Ranking Committee during their August 27th meeting and approved by the CoC Board on August 30th 2018.

The Rapid ReHousing 2 renewal project has been approved for inclusion in the HUD submission. The approved preliminary budget for your application equals $18,296 in Supportive Services and $1,221 in Administrative funding. The Rapid ReHousing 2 Renewal project is ranked 17 and will be split between Tier 1 and Tier 2 in the region's submission.

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: Kyle McNeil

30

Martha Are
Executive Director

Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **17 - RRH2 - Salvation Army.pdf**
  67K

HOMELESS SERVICES NETWORK of Central Florida

Martha Are <martha.are@hsncfl.org>

HUD 2018 - RRH2

1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:44 AM
To: John Hearn <John.Hearn@cflhomeless.org>, Allison Krall <Allison.Krall@cflhomeless.org>, Alane Hill
<Alane.Hill@cflhomeless.org>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

John Hearn
Coalition for the Homeless of Central Florida
18 N. Terry Ave.
Orlando, FL 32801

RE: Renewal project application submitted to FL-507 CoC

Dear Mr. Hearn,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care
RFA. The Coalition for the Homeless of Central Florida's application was recommended by the
CoC's Ranking Committee during their August 27th meeting and approved by the CoC Board on
August 30th 2018.

**The Rapid ReHousing 2 renewal project has been approved for inclusion in the HUD
submission. The approved preliminary budget for your application equals $54,000 in
Supportive Services and $4,383 in Administrative funding. The Rapid ReHousing 2 Renewal
project is ranked 17 and will be split between Tier 1 and Tier 2 in the region's submission.**

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as
we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: Alane Hill
    Allison Krall

32

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **17 - RRH2 - Coalition.pdf**
64K

Martha Are <martha.are@hsncfl.org>

HUD 2018

1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:44 AM
To: Mary Downey <mary.downey@hope192.com>, Will Cooper <will.cooper@hope192.com>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Mary Downey
Community Hope Center
2198 Four Winds Blvd.
Kissimmee, Fl 34746

RE: Renewal project application submitted to FL-507 CoC

Dear Rev. Downey,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care RFA. The Community Hope Center application was recommended by the CoC's Ranking Committee during their August 27th meeting and approved by the CoC Board on August 30th 2018.

The Rapid ReHousing 2 renewal project has been approved for inclusion in the HUD submission. The approved preliminary budget for your application equals $37,155 in Supportive Services and $2,522 in Administrative funding. The Rapid ReHousing 2 Renewal project is ranked 17 and will be split between Tier 1 and Tier 2 in the region's submission.

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: Will Cooper

34

Martha Are
Executive Director

Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **17 - RRH2 - Community Hope.pdf**
67K

HOMELESS
SERVICES
NETWORK
of Central Florida

Martha Are <martha.are@hsncfl.org>

HUD 2018 - RRH 2
1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:44 AM
To: Melinda Clark <Melinda.Clark@cbccfl.org>, Jennifer Bero <Jennifer.Bero@cbc-ci.org>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Melinda Clark
Community Initiatives
4001 Pelee St.
Orlando, FL 32817

RE: Renewal project application submitted to FL-507 CoC

Dear Ms. Clark,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care
RFA. The Community Initiatives application was recommended by the CoC's Ranking Committee
during their August 27th meeting and approved by the CoC Board on August 30th 2018.

**The Rapid ReHousing 2 renewal project has been approved for inclusion in the HUD
submission. The approved preliminary budget for your application equals $91,378 in
Supportive Services and $6,096 in Administrative funding. The Rapid ReHousing 2 Renewal
project is ranked 17 and will be split between Tier 1 and Tier 2 in the region's submission.**

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as
we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: Jennifer Bero

36

Martha Are
Executive Director

Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **17 - RRH 2 - Community Initiatives.pdf**
66K

HUD 2018 - RR2

1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:44 AM
To: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Martha Are
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd. Suite D
Orlando, FL 32811

RE : Renewal project application submitted to FL-507 CoC

Dear Ms. Are,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care
RFA. The HSN application was recommended by the CoC's Ranking Committee during their
August 27th meeting and approved by the CoC Board on August 30th 2018.

**The Rapid ReHousing 2 renewal project has been approved for inclusion in the HUD
submission. The approved preliminary budget for your application equals $812,388 in Rental
Assistance and $55,996 in Administrative funding. The Rapid ReHousing 2 Renewal project is
ranked 17 and will be split between Tier 1 and Tier 2 in the region's submission.**

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as
we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

38

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.

Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

🗎 **17 - RRH2 - HSN.pdf**
60K

Martha Are <martha.are@hsncfl.org>

HUD 2018- RA&S

1 message

Martha Are <martha.are@hsncfl.org>   <mark>Mon, Sep 3, 2018 at 11:39 AM</mark>
To: Helaine Blum <Helaine@grandave.org>, Babette Allen <Babette@grandave.org>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Helaine Blum
Grand Avenue Economic CDC
3200 W. Colonial Drive
Orlando, FL 32808

RE: Renewal project application submitted to FL-507 CoC

Dear Ms. Blum,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care
RFA. The Grand Avenue Economic CDC application was recommended by the CoC's Ranking
Committee during their August 27th meeting and approved by the CoC Board on August 30th 2018.

**The Rental Assistance & Services Renewal project has been approved for inclusion in the
HUD submission. The approved preliminary budget for your application equals $166,480 in
Rental Assistance, $33,787 in Supportive Services and $13,938 in Administrative funding. The
Rental Assistance & Services Renewal project is ranked 6 and will be included as part of Tier
1 in the region's submission.**

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as
we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: Babette Allen   40

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

---

6 - GAECDC.pdf
62K

HOMELESS
SERVICES
NETWORK
of Central Florida

Martha Are <martha.are@hsncfl.org>

HUD 2018 - Operating & Services

1 message

Martha Are <martha.are@hsncfl.org>
To: Helaine Blum <Helaine@grandave.org>, Babette Allen <Babette@grandave.org>
Bcc: Martha Are <martha.are@hsncfl.org>

Mon, Sep 3, 2018 at 11:39 AM

September 3, 2018

Helaine Blum
Grand Avenue Economic CDC
3200 W. Colonial Drive
Orlando, FL 32808

RE: Renewal project application submitted to FL-507 CoC

Dear Ms. Blum,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care
RFA. The Grand Avenue Economic CDC application was recommended by the CoC's Ranking
Committee during their August 27th meeting and approved by the CoC Board on August 30th 2018.

**The Operating and Services Renewal project has been approved for inclusion in the HUD
submission. The approved preliminary budget for your application equals $217,540 in
Operating, $54,234 in Supportive Services and $9,439 in Administrative funding. The
Operating and Services Renewal project is ranked 1 and will be included as part of Tier 1 in
the region's submission.**

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as
we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: Babette Allen

42

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **1 - GAECDC.pdf**
  63K

Martha Are <martha.are@hsncfl.org>

HUD 2018 - HNB

1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:39 AM
To: Helaine Blum <Helaine@grandave.org>, Babette Allen <Babette@grandave.org>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Helaine Blum
Grand Avenue Economic CDC
3200 W. Colonial Drive
Orlando, FL 32808

RE: Renewal project application submitted to FL-507 CoC

Dear Ms. Blum,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care
RFA. The Grand Avenue Economic CDC application was recommended by the CoC's Ranking
Committee during their August 27th meeting and approved by the CoC Board on August 30th 2018.

**The Homes for New Beginnings Renewal project has been approved for inclusion in the HUD
submission. The approved preliminary budget for your application equals $33,917 in
Operating, $15,000 in Supportive Services and $1,633 in Administrative funding. The Homes
for New Beginnings Renewal project is ranked 2 and will be included as part of Tier 1 in the
region's submission.**

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as
we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: Babette Allen   44

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

---

2 - GAECDC.pdf
63K

Martha Are <martha.are@hsncfl.org>

HUD 2018
1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:39 AM
To: Carole Mason <cmason@wdccenter.com>, Richard Wang <richard@wdccenter.com>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Carole Mason
Wayne Densch Center
100 Kingston Ct.
Orlando, FL 32810

RE: Renewal project application submitted to FL-507 CoC

Dear Ms. Mason,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care
RFA. The Grand Avenue Economic CDC application was recommended by the CoC's Ranking
Committee during their August 27th meeting and approved by the CoC Board on August 30th 2018.

**The Operating and Services Renewal project has been approved for inclusion in the HUD
submission. The approved preliminary budget for your application equals $62,056 in
Operating, $28,942 in Supportive Services and $3,161 in Administrative funding. The
Operating and Services Renewal project is ranked 1 and will be included as part of Tier 1 in
the region's submission.**

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as
we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: Richard Wang

48

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **1 - WD.pdf**
    63K

HOMELESS
SERVICES
NETWORK
of Central Florida

Martha Are <martha.are@hsncfl.org>

HUD 2018- Beacon of Light

1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:38 AM
To: Melinda Clark <Melinda.Clark@cbccfl.org>, Jennifer Bero <Jennifer.Bero@cbc-ci.org>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Melinda Clark
Community Initiatives
4001 Pelee St.
Orlando, FL 32817

RE: Renewal project application submitted to FL-507 CoC

Dear Ms. Clark,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care
RFA. The Community Initiatives application was recommended by the CoC's Ranking Committee
during their August 27th meeting and approved by the CoC Board on August 30th 2018.

**The Beacon of Light Renewal project has been approved for inclusion in the HUD submission.
The approved preliminary budget for your application equals $64,438 in Operating, $21,000 in
Supportive Services and $2,968 in Administrative funding. The Beacon of Light Renewal
project is ranked 3 and will be included as part of Tier 1 in the region's submission.**

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as
we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: Jennifer Bero

50

Martha Are
Executive Director
Homeless Services Network of Central Florida

4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **3 - Community Initiatives.pdf**
　65K

HUD 2018 application - S+C -

1 message

Martha Are <martha.are@hsncfl.org>   <mark>Mon, Sep 3, 2018 at 11:38 AM</mark>
To: Carrie Longsworth <CLongsworth@seminolecountyfl.gov>, Kiauna Carbin <kcarbin@seminolecountyfl.gov>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Carrie Longsworth
Seminole County
534 W Lake Mary Blvd.
Sanford, FL

RE: Renewal project application submitted to FL-507 CoC

Dear Ms. Longsworth,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care RFA. The Seminole County application was recommended by the CoC's Ranking Committee during their August 27th meeting and approved by the CoC Board on August 30th 2018.

The Seminole County Shelter Plus Care Renewal project has been approved for inclusion in the HUD submission. The approved preliminary budget for your application equals $449,436 in Rental Assistance, $10,000 in Supportive Services and $19,855 in Administrative funding. The Seminole County Shelter Plus Care Renewal project is ranked 4 and will be included as part of Tier 1 in the region's submission.

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: Kiauna Carbin

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811

52

407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **4 - Seminole.pdf**
   62K

Martha Are <martha.are@hsncfl.org>

HUD 2018 - HMIS 1
1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:38 AM
To: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Martha Are
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811

RE: Renewal project application submitted to FL-507 CoC

Dear Ms. Are,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care
RFA. The HSN application was recommended by the CoC's Ranking Committee during their
August 27th meeting and approved by the CoC Board on August 30th 2018.

**The HMIS 1 renewal project has been approved for inclusion in the HUD submission. The
approved preliminary budget for your application equals $226,985 in HMIS and $15,885 in
Administrative funding. The HMIS 1 Renewal project is ranked 12 and will be included as
part of Tier 1 in the region's submission.**

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as
we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

54

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **12 - HMIS 1.pdf**
   62K

Martha Are <martha.are@hsncfl.org>

HUD 2018 - HMIS 3
1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:38 AM
To: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Martha Are
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811

RE: Renewal project application submitted to FL-507 CoC

Dear Ms. Are,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care
RFA. The HSN application was recommended by the CoC's Ranking Committee during their
August 27th meeting and approved by the CoC Board on August 30th 2018.

**The HMIS 3 renewal project has been approved for inclusion in the HUD submission. The
approved preliminary budget for your application equals $88,500 in HMIS and $6,195 in
Administrative funding. The HMIS 3 Renewal project is ranked 13 and will be included as
part of Tier 1 in the region's submission.**

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as
we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

56

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **13 - HMIS3.pdf**
   61K

HOMELESS
SERVICES
NETWORK
of Central Florida

Martha Are <martha.are@hsncfl.org>

HUD 2018

1 message

Martha Are <martha.are@hsncfl.org>
To: Kim Boettner <Kim.Boettner@ocfl.net>, Dianne Arnold <dianne.arnold@ocfl.net>
Bcc: Martha Are <martha.are@hsncfl.org>

Mon, Sep 3, 2018 at 11:37 AM

September 3, 2018

Kim Boettner
Orange County
525 E. South St.
Orlando, FL 32801

RE: Renewal project application submitted to FL-507 CoC

Dear Ms. Boettner,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care RFA. The Orange County application was recommended by the CoC's Ranking Committee during their August 27th meeting and approved by the CoC Board on August 30th 2018.

The Orange County Shelter Plus Care Renewal project has been approved for inclusion in the HUD submission. The approved preliminary budget for your application equals $632,772 in Rental Assistance and $43,341 in Administrative funding. The Orange County Shelter Plus Care Renewal project is ranked 5 and will be included as part of Tier 1 in the region's submission.

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: Dianne Arnold

58

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

5 - Orange.pdf
67K

Martha Are <martha.are@hsncfl.org>

HUD 2018

1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:37 AM
To: Todd Dixon <Todd.Dixon@aspirehp.org>, Katherine Schroeder <Katherine.Schroeder@aspirehp.org>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Todd Dixon
Aspire Health Partners
5151 Adanson Street
Orlando, FL 32804

RE: Renewal project application submitted to FL-507 CoC

Dear Mr. Dixon,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care RFA. The Aspire Health Partners application was recommended by the CoC's Ranking Committee during their August 27th meeting and approved by the CoC Board on August 30th 2018.

The Rental Assistance & Services Renewal project has been approved for inclusion in the HUD submission. The approved preliminary budget for your application equals $50,000 in Supportive Services and $3,480 in Administrative funding. The Rental Assistance & Services Renewal project is ranked 6 and will be included as part of Tier 1 in the region's submission.

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: Katherine Schroeder

60

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **6 - Aspire.pdf**
67K

Martha Are <martha.are@hsncfl.org>

HUD 2018

1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:37 AM
To: "Burns, Bakari - Calendar Events" <BBurns@hcnetwork.org>, "Betts, Terri L." <TBetts@hcnetwork.org>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Bakari Burns
Health Care Center for the Homeless
232 N. Orange Blossom Trail
Orlando, FL 32805

RE: Renewal project application submitted to FL-507 CoC

Dear Mr. Burns,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care RFA. The Health Care Center for the Homeless application was recommended by the CoC's Ranking Committee during their August 27th meeting and approved by the CoC Board on August 30th 2018.

The Rental Assistance & Services Renewal project has been approved for inclusion in the HUD submission. The approved preliminary budget for your application equals $160,329 in Supportive Services and $11,158 in Administrative funding. The Rental Assistance & Services Renewal project is ranked 6 and will be included as part of Tier 1 in the region's submission.

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: Terri Betts

62

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **6 - HCCH.pdf**
69K

Martha Are <martha.are@hsncfl.org>

HUD 2018 - RA&S

1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:36 AM
To: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Martha Are
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd. Suite D
Orlando, FL 32811

RE: Renewal project application submitted to FL-507 CoC

Dear Ms. Are,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care
RFA. The HSN application was recommended by the CoC's Ranking Committee during their
August 27th meeting and approved by the CoC Board on August 30th 2018.

**The Rental Assistance & Services Renewal project has been approved for inclusion in the
HUD submission. The approved preliminary budget for your application equals $1,171,424 in
Rental Assistance and $81,033 in Administrative funding. The Rental Assistance & Services
Renewal project is ranked 6 and will be included as part of Tier 1 in the region's submission.**

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as
we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

Martha Are
Executive Director
Homeless Services Network of Central Florida   64
4065 L.B. McLeod Rd.
Orlando, FL 32811

407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

6 - HSN.pdf
64K

Martha Are <martha.are@hsncfl.org>

HUD 2018

1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:36 AM
To: Michael Dippy <michael@idignity.org>, Robin Cusimano <robin.cusimano@idignity.org>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Michael Dippy
I Dignity
424 E. Central Blvd. #199
Orlando, FL 32801

RE: Renewal project application submitted to FL-507 CoC

Dear Mr. Dippy,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care
RFA. The I Dignity application was recommended by the CoC's Ranking Committee during their
August 27th meeting and approved by the CoC Board on August 30th 2018.

**The Rental Assistance & Services Renewal project has been approved for inclusion in the
HUD submission. The approved preliminary budget for your application equals $50,000 in
Supportive Services and $3,480 in Administrative funding. The Rental Assistance & Services
Renewal project is ranked 6 and will be included as part of Tier 1 in the region's submission.**

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as
we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: Robin Cusimano

66

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **6 - IDignity.pdf**
　　68K

HOMELESS
SERVICES
NETWORK
of Central Florida

Martha Are <martha.are@hsncfl.org>

HUD 2018 - Leasing
1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:36 AM
To: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Martha Are
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd. Suite D
Orlando, FL 32811

RE: Renewal project application submitted to FL-507 CoC

Dear Ms. Are,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care
RFA. The HSN application was recommended by the CoC's Ranking Committee during their
August 27th meeting and approved by the CoC Board on August 30th 2018.

**The Leasing Renewal project has been approved for inclusion in the HUD submission. The
approved preliminary budget for your application equals $1,089,976 in Leasing and $75,057 in
Administrative funding. The Leasing Renewal project is ranked 7 and will be included as part
of Tier 1 in the region's submission.**

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as
we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

Martha Are
Executive Director   68
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811

407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **7 - leasing - HSN.pdf**
  63K

Martha Are <martha.are@hsncfl.org>

HUD 2018 - S+C1

1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:36 AM
To: Celestia McCloud <Celestia.Mccloud@osceola.org>, David Barnett <David.Barnett@osceola.org>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Celestia McCloud
Osceola County
330 N. Beaumont Ave.
Kissimmee, FL 34741

RE: Renewal project application submitted to FL-507 CoC

Dear Ms. McCloud,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care RFA. The Osceola County application was recommended by the CoC's Ranking Committee during their August 27th meeting and approved by the CoC Board on August 30th 2018.

The Shelter Plus Care 1 Renewal project has been approved for inclusion in the HUD submission. The approved preliminary budget for your application equals $110,484 in Rental Assistance and $7,725 in Administrative funding. The Shelter Plus Care 1 Renewal project is ranked 8 and will be included as part of Tier 1 in the region's submission.

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: David Barnett

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.

70

Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **8 - Osceola - S+C1.pdf**
   60K

HOMELESS
SERVICES
NETWORK
of Central Florida

Martha Are <martha.are@hsncfl.org>

HUD 2018 - Osceola 2
1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:36 AM
To: Celestia McCloud <Celestia.Mccloud@osceola.org>, David Barnett <David.Barnett@osceola.org>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Celestia McCloud
Osceola County
330 N. Beaumont Ave.
Kissimmee, FL 34741

RE: Renewal project application submitted to FL-507 CoC

Dear Ms. McCloud,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care
RFA. The Osceola County application was recommended by the CoC's Ranking Committee during
their August 27th meeting and approved by the CoC Board on August 30th 2018.

**The Shelter Plus Care 2 Renewal project has been approved for inclusion in the HUD
submission. The approved preliminary budget for your application equals $82,332 in Rental
Assistance and $5,602 in Administrative funding. The Shelter Plus Care 2 Renewal project is
ranked 9 and will be included as part of Tier 1 in the region's submission.**

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as
we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

cc: David Barnett

                                                                                          72

Martha Are
Executive Director
Homeless Services Network of Central Florida

4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **9 - Osceola 2.pdf**
   65K

HOMELESS SERVICES NETWORK of Central Florida

HUD 2018 - CES 1
1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:35 AM
To: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Martha Are
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811

RE: Renewal project application submitted to FL-507 CoC

Dear Ms. Are,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care RFA. The HSN application was recommended by the CoC's Ranking Committee during their August 27th meeting and approved by the CoC Board on August 30th 2018.

The CES 1 renewal project has been approved for inclusion in the HUD submission. The approved preliminary budget for your application equals $319,759 in Supportive Services and $16,830 in Administrative funding. The CES 1 Renewal project is ranked 10 and will be included as part of Tier 1 in the region's submission.

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

Martha Are   74
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.

Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **10 - CES1 - HSN.pdf**
62K

Martha Are <martha.are@hsncfl.org>

HUD 2018 - CES 2
1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:35 AM
To: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Martha Are
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811

RE: Renewal project application submitted to FL-507 CoC

Dear Ms. Are,

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care
RFA. The HSN application was recommended by the CoC's Ranking Committee during their
August 27th meeting and approved by the CoC Board on August 30th 2018.

**The CES 2 renewal project has been approved for inclusion in the HUD submission. The
approved preliminary budget for your application equals $96,641 in Supportive Services and
$6,765 in Administrative funding. The CES 2 Renewal project is ranked 11 and will be
included as part of Tier 1 in the region's submission.**

Thank you for the commitment of your organization and staff to be a partner to the FL-507 CoC as
we work together to reduce and end homelessness.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Governing Board

76

Martha Are
Executive Director

Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **11 - CES2 - HSN.pdf**
63K

FY 2018

FL-507 - Orlando/Orange, Osceola,

Seminole Counties Continuum of Care

Attachment #09:

1E-5. Notifications Outside e-Snaps—

Projects Rejected

(no Projects Reduced)

Attachment #09 documents include the following:

Martha Are <martha.are@hsncfl.org>

HUD 2018

1 message

Martha Are <martha.are@hsncfl.org>　　　　　　　　　Mon, Sep 3, 2018 at 11:40 AM
To: Tom Griffin <tom@thetransitionhouse.org>, Chris Falkowski <chris@thetransitionhouse.org>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Thomas Griffin
The Transition House
3800 5th Street
St. Cloud, FL 34769

RE: New project application submitted to the FL-507 CoC

Dear Mr. Griffin:

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care RFA.

The CoC had $1,278,411 in funding to award to new projects, and received fourteen (14) new/expansion project applications totaling requests for $2,022,962 in funding. While the CoC's Community Ranking Committee is grateful for the excellent work you do on behalf of those experiencing homelessness, requests for funding exceed resources. The application process is always very competitive. We are sorry to say that The Transition House's application score was not sufficient to be awarded funding. We deeply appreciate the effort involved in participating in this funding competition and encourage you to apply again in FY2019.

The CoC has an Appeal Policy outlined in Section VII of the RFA, under which you may appeal this decision. If you decide to appeal, you must submit via application@hsncfl.org by September 7th 2018.

If your organization opts to seek funding from other sources, please let us know if we can be of assistance. We will also be glad to meet with you after the federal submission at the end of September to share feedback on your application.

Thank you for your interest and commitment to the work that you do.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Board

Cc: Christine Falkowski

2

Martha Are

Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

Transition House.pdf
74K

Martha Are <martha.are@hsncfl.org>

HUD 2018
1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:40 AM
To: Jimmy Diller <jdiller@rescueoutreachcfl.org>, Julia Howard <julia.howard@bristolwest.com>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Jimmy Diller
Rescue Outreach Mission
1701 Historic Goldsboro Blvd.
Sanford, FL 32771

RE: New project application submitted to the FL-507 CoC

Dear Mr. Diller:

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care RFA.

The CoC had $1,278,411 in funding to award to new projects, and received fourteen (14) new/expansion project applications totaling requests for $2,022,962 in funding. While the CoC's Community Ranking Committee is grateful for the excellent work you do on behalf of those experiencing homelessness, requests for funding exceed resources. The application process is always very competitive. We are sorry to say that Rescue Outreach Mission's application score was not sufficient to be awarded funding. We deeply appreciate the effort involved in participating in this funding competition and encourage you to apply again in FY2019.

The CoC has an Appeal Policy outlined in Section VII of the RFA, under which you may appeal this decision. If you decide to appeal, you must submit via application@hsncfl.org by September 7th 2018.

If your organization opts to seek funding from other sources, please let us know if we can be of assistance. We will also be glad to meet with you after the federal submission at the end of September to share feedback on your application.

Thank you for your interest and commitment to the work that you do.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Board

Cc: Julia Howard

4
3

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **Rescue Outreach Mission.pdf**
71K

![Homeless Services Network of Central Florida logo]

Martha Are <martha.are@hsncfl.org>

HUD 2018

1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:41 AM
To: Susan King <sking6713@gmail.com>, Jacqueline Montgomery <pastorjackie616@att.net>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Susan King
New Faith Christian Church
12652 Salomon Cove Dr.
Windermere, FL 34786

RE: New project application submitted to the FL-507 CoC

Dear Ms. King:

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care RFA.

The CoC had $1,278,411 in funding to award to new projects, and received fourteen (14) new/expansion project applications totaling requests for $2,022,962 in funding. While the CoC's Community Ranking Committee is grateful for the excellent work you do on behalf of those experiencing homelessness, requests for funding exceed resources. The application process is always very competitive. We are sorry to say that New Faith Christian Church's application score was not sufficient to be awarded funding. We deeply appreciate the effort involved in participating in this funding competition and encourage you to apply again in FY2019.

The CoC has an Appeal Policy outlined in Section VII of the RFA, under which you may appeal this decision. If you decide to appeal, you must submit via application@hsncfl.org by September 7th 2018.

If your organization opts to seek funding from other sources, please let us know if we can be of assistance. We will also be glad to meet with you after the federal submission at the end of September to share feedback on your application.

Thank you for your interest and commitment to the work that you do.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Board

Cc: Jacqueline Montgomery

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

🗎 **New Faith Christian Church.pdf**
75K

Martha Are <martha.are@hsncfl.org>

HUD 2018
1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:41 AM
To: Anna Baznik <abaznik@impowerfl.org>, Marcie Dearth <mdearth@impowerfl.org>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Anna Baznik
Impower
111 W. Magnolia Ave.
Longwood, FL 32750

RE: New project application submitted to the FL-507 CoC

Dear Ms. Baznik:

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care RFA.

The CoC had $1,278,411 in funding to award to new projects, and received fourteen (14) new/expansion project applications totaling requests for $2,022,962 in funding. While the CoC's Community Ranking Committee is grateful for the excellent work you do on behalf of those experiencing homelessness, requests for funding exceed resources. The application process is always very competitive. We are sorry to say that Impower's application score was not sufficient to be awarded funding. We deeply appreciate the effort involved in participating in this funding competition and encourage you to apply again in FY2019.

Impower was, however, pre-qualified for inclusion in a Rapid ReHousing bundled project should the opportunity arise between now and the next HUD funding cycle. If funding does become available HSN will contact you with additional information.

The CoC has an Appeal Policy outlined in Section VII of the RFA, under which you may appeal this decision. If you decide to appeal, you must submit via application@hsncfl.org by September 7th 2018.

If your organization opts to seek funding from other sources, please let us know if we can be of assistance. We will also be glad to meet with you after the federal submission at the end of September to share feedback on your application.

Thank you for your interest and commitment to the work that you do.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Board

8

Cc: Marcie Dearth

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **Impower.pdf**
    75K

Martha Are <martha.are@hsncfl.org>

HUD 2018

1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:41 AM
To: Ivette Celestrin <hopeiscentral@gmail.com>, Nana Amoah <namoah@rollins.edu>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Ivette Ramos Celestrin
Hope Central
5442 Lake Margaret Dr. #1314
Orlando, FL 32812

RE: New project application submitted to the FL-507 CoC

Dear Ms. Celestrin:

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care RFA.

The CoC had $1,278,411 in funding to award to new projects, and received fourteen (14) new/expansion project applications totaling requests for $2,022,962 in funding. While the CoC's Community Ranking Committee is grateful for the excellent work you do on behalf of those experiencing homelessness, requests for funding exceed resources. The application process is always very competitive. We are sorry to say that Hope Central's application score was not sufficient to be awarded funding. We deeply appreciate the effort involved in participating in this funding competition and encourage you to apply again in FY2019.

The CoC has an Appeal Policy outlined in Section VII of the RFA, under which you may appeal this decision. If you decide to appeal, you must submit via application@hsncfl.org by September 7th 2018.

If your organization opts to seek funding from other sources, please let us know if we can be of assistance. We will also be glad to meet with you after the federal submission at the end of September to share feedback on your application.

Thank you for your interest and commitment to the work that you do.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Board

Cc: Nana Amoah

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

Hope Central.pdf
71K

Martha Are <martha.are@hsncfl.org>

HUD 2018

1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:41 AM
To: Tia Aery <tiaaery@familypromiseorlando.org>, Asoye' Uhurubey <auhurubey@familypromiseorlando.org>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Dorothea Aery
Family Promise
1000 Clay Street
Winter Park, FL 32789

RE: New project application submitted to the FL-507 CoC

Dear Ms. Aery:

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care RFA.

The CoC had $1,278,411 in funding to award to new projects, and received fourteen (14) new/expansion project applications totaling requests for $2,022,962 in funding. While the CoC's Community Ranking Committee is grateful for the excellent work you do on behalf of those experiencing homelessness, requests for funding exceed resources. The application process is always very competitive. We are sorry to say that Family Promise's application score was not sufficient to be awarded funding. We deeply appreciate the effort involved in participating in this funding competition and encourage you to apply again in FY2019.

Family Promise was, however, pre-qualified for inclusion in a Rapid ReHousing bundled project should the opportunity arise between now and the next HUD funding cycle. If funding does become available HSN will contact you with additional information.

The CoC has an Appeal Policy outlined in Section VII of the RFA, under which you may appeal this decision. If you decide to appeal, you must submit via application@hsncfl.org by September 7th 2018.

If your organization opts to seek funding from other sources, please let us know if we can be of assistance. We will also be glad to meet with you after the federal submission at the end of September to share feedback on your application.

Thank you for your interest and commitment to the work that you do.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Board

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Cc: Asoye Uhurubey

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📑 **Family Promise.pdf**
75K

Martha Are <martha.are@hsncfl.org>

HUD 2018

1 message

Martha Are <martha.are@hsncfl.org>   Mon, Sep 3, 2018 at 11:41 AM
To: Heather Knoop <Heather.Knoop@cflcc.org>, Abbey Brown <ABrown@cflcc.org>
Bcc: Martha Are <martha.are@hsncfl.org>

September 3, 2018

Heather Knoop
Catholic Charities
1819 N. Semoran Blvd.
Orlando, FL 32807

RE: New project application submitted to the FL-507 CoC

Dear Ms. Knoop:

Thank you for submitting an application to the FL-507 CoC under the FY2018 Continuum of Care RFA.

The CoC had $1,278,411 in funding to award to new projects, and received fourteen (14) new/expansion project applications totaling requests for $2,022,962 in funding. While the CoC's Community Ranking Committee is grateful for the excellent work you do on behalf of those experiencing homelessness, requests for funding exceed resources. The application process is always very competitive. We are sorry to say that Catholic Charities's application score was not sufficient to be awarded funding. We deeply appreciate the effort involved in participating in this funding competition and encourage you to apply again in FY2019.

Catholic Charities was, however, pre-qualified for inclusion in a Rapid ReHousing bundled project should the opportunity arise between now and the next HUD funding cycle. If funding does become available HSN will contact you with additional information.

The CoC has an Appeal Policy outlined in Section VII of the RFA, under which you may appeal this decision. If you decide to appeal, you must submit via application@hsncfl.org by September 7th 2018.

If your organization opts to seek funding from other sources, please let us know if we can be of assistance. We will also be glad to meet with you after the federal submission at the end of September to share feedback on your application.

Thank you for your interest and commitment to the work that you do.

Sincerely,

Bob Brown
Chairman, FL-507 CoC Board

Cc: Abbey Brown

Martha Are
Executive Director
Homeless Services Network of Central Florida
4065 L.B. McLeod Rd.
Orlando, FL 32811
407-893-0133 x.602
C) 919-559-6193
F) 407-893-5299

📄 **Catholic Charities.pdf**
75K

FY 2018

FL-507 - Orlando/Orange, Osceola, Seminole Counties Continuum of Care

Attachment #10:

1E-5. Public Posting—

Local Competition Deadline

Attachment #10 documents include the following:

- **Screenshot from CoC FL-502 Webpage www.centralfloridacoc.org 7/19/2018**

Notification of Local Application Deadline

Posted 7/19/2018

Central Florida Continuum of Care
(CoC FL-507)

Homeless Management Information System
(HMIS) Policies & Procedures

Prepared by the Homeless Services Network of Central Florida (HMIS Lead Agency)
and the CoC HMIS Advisory Committee

Adopted by the Central Florida Continuum of Care

Re-adopted in full January 2013, with subsequent amendments

Reviewed and current as of July 1, 2017

Central Florida Continuum of Care (CoC FL-507)

HMIS Policies and Procedures

TABLE OF CONTENTS

I. Introduction

The Central Florida Continuum of Care (CoC) is the region's strategic approach to the organization and delivery of services to people who are homeless in Orange, Seminole, and Osceola Counties. The result is a coordinated, multi-agency system of the services ranging from outreach to permanent housing, which addresses many of the housing and supportive services needs of both homeless individuals and families in Central Florida. The Homeless Services Network of Central Florida (HSN) currently serves as the HMIS Lead Agency for the Central Florida CoC.

The Central Florida CoC has implemented a Homeless Management Information System (HMIS) to facilitate the collection of information on homeless individuals and families throughout the region. HMIS data can be employed to better understand the characteristics of homeless persons in the community, improve the delivery of housing and services homeless persons, and document the community's progress in reducing homelessness.

The CoC recognizes the importance of maintaining confidential client records in a secure environment to insure that the information is not misused or accessed by unauthorized people. The following Policies and Procedures have been developed to establish standards for the collection, storage and dissemination of confidential information by the users of the CoC HMIS.

II.   Governing Principles

Described below are the overall governing principles upon which all other decisions pertaining to the CoC's HMIS project are based.

The CoC's HMIS will be:

- A confidential and secure environment for the collection and use of client data.
- A benefit to individual clients through enhanced service delivery.
- A tool for the provider agencies in managing programs and services.
- A guide for the CoC and its funders through compilation of aggregate data regarding community resource needs and service delivery.

III. HMIS Benefits

Benefits for service providers:
- Provides online real-time information about client needs and the services available for homeless persons.
- Assures confidentiality by providing information in a secured system.
- Decreases duplicative client intakes and assessments.
- Tracks client outcomes and provides a client history.
- Generates data reports for local use and for state and federal reporting requirements.
- Facilitates the coordination of services within an organization and with other agencies and programs.
- Provides access to a regional database of service providers, allowing agency staff to easily select a referral agency.

Benefits for homeless persons:

- Intake information and needs assessments are maintained historically, reducing the number of times homeless persons must repeat their stories to multiple service providers.
- The opportunity to provide intake and life history one time demonstrates that service providers consider the homeless person's time is valuable and restores some of the consumer's dignity.
- Multiple services can be easily coordinated and referrals streamlined.

Benefits for policy makers:

- Better able to define and understand the extent of homelessness throughout the region.
- Better able to focus staff and financial resources to the agencies and programs in geographical areas where services for homeless persons are needed the most.
- Better able to evaluate the effectiveness of specific interventions and specific programs and services provided.
- Better able to provide the Florida Legislature, Congress, U.S. HUD, the Florida Department of Children and Families, and other state and federal agencies with data and information on the homeless population in Central Florida.
- Better able to meet all federal and other reporting requirements.

IV. HMIS Roles and Responsibilities

HMIS Advisory Committee

1. Implement and continuously improve the CoC's HMIS.
2. Ensure the HMIS scope is in alignment and compliance with the requirements of agencies, HUD and other stakeholder groups.
3. Address any issue that has major implications for the HMIS, such as policy mandates from HUD or performance problems with the HMIS vendor.
4. Reconcile differences in opinions and approaches, and resolve disputes arising from them.
5. Under the oversight of the CoC Board and in accordance with the CoC Governance Charter, develop and implement the CoC's HMIS program.
6. Periodically review, revise, and submit to the CoC Board for approval a privacy plan, a security plan, and a data quality plan for the HMIS.
7. Review and recommend new or revised HMIS policies, procedures, and standard to the CoC Board.
8. Implement CoC-wide strategies to ensure consistent and appropriate participation by recipients and sub-recipients in the HMIS.

HMIS Software Vendor

1. Design the HMIS to meet HUD HMIS Data Standards.
2. Develop a codebook and provide other documentation of programs created.
3. Provide ongoing support to the HMIS Program Manager pertaining to needs of end-users to mine the database, generate reports and other end-user interface needs.
4. Administer the product servers including web and database servers.
5. Monitor access to HMIS through auditing.
6. Monitor functionality, speed and database backup procedures.
7. Provide backup and recovery of internal and external networks.
8. Maintain the system twenty-four hours a day, seven days a week.
9. Communicate any planned or unplanned interruption of service to the HMIS Program Manager.

HMIS Lead Agency:

1. Oversee all contractual agreements with funders, participating organizations and consultants in adherence to adopted HMIS policies and procedures.
2. Monitor compliance and periodically review control decisions.
3. Communicate with participating organization leadership and other stakeholders regarding HMIS.
4. Authorize usage and access to HMIS for users who need access to the system for technical administration, data entry, editing of client records, viewing of client records, report writing, or administration of essential activities associated with carrying out HMIS responsibilities.
5. Develop reports.
6. Mine the database to respond to the information needs of participating organizations, community

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stakeholders and consumers.

7. Document work on the database and the development of reports/queries.
8. Provide technical assistance as needed with program sites.
9. Provide training and technical assistance to participating organizations on policies and procedures and system use.
10. Respond to questions from users.
11. Coordinate technical support for system software.
12. Communicate problems with data entry and support data quality to participants.
13. Monitor agency participation including timeliness and completeness of entry.
14. Communicate any planned or unplanned interruption in service.
15. Audit policy and procedure compliance.
16. Serve as the applicant to HUD for any HMIS grants that will cover the Continuum of Care geographic area.
17. Complete an annual security review.

HMIS Agency Administrator:

1. Edit and update agency information in HMIS.
2. Ensure that the Participating Agency obtains a unique user license for each user at the agency.
3. Establish the standard report for each specific program created.
4. Ensure a minimum standard of data quality by answering all the HUD Universal Data Elements for every individual entered into HMIS by the agency.
5. Maintain the HUD required elements for each program.
6. Train new staff persons on HMIS, including reviewing the policies and procedures and any agency policies that impact the security and integrity of client information.
7. Ensure that HMIS access is granted only to staff members that have received training and are authorized to use HMIS.
8. Grant technical access to HMIS for persons authorized by the HMIS Program Manager by creating usernames and passwords.
9. Notify all users at their agency of interruptions in service.
10. Provide a single point of communication between users and HMIS staff
11. Administer and monitor data security policies and standards, including:
    a. User access control
    b. Back-up and recovery of data
    c. Detection of, responding to and reporting of violations of HMIS Policies and Procedures.

HMIS End User:

1. Take appropriate measures to prevent unauthorized data disclosure.
2. Report any security violations.
3. Comply with relevant policies and procedures.

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4. Input required data field in a timely manner.
5. Inform clients about agency use of HMIS and relevant privacy policies.
6. Take responsibility for any actions undertaken with his or her username and/or password.

V.   HMIS Administration Requirements

Participation Agreement Documents

Participating Agencies must complete the following documents:

- HMIS Agency Agreement, which must be signed by each Participating Agency's executive director. The participation agreement states the agency's commitment to adhere to the policies and procedures for effective use of HMIS.
- HMIS End User Agreement must be signed by each authorized End User.

The HMIS Lead Agency will retain the original, signed documents.

User Access to the System

The Participating Agency will work with HMIS Lead Agency staff to determine the appropriate user access level for all staff who will be granted access to HMIS. All HMIS End Users must receive training before access to the system is granted. The HMIS Agency Administrator will generate username and passwords within the administrative function of the software.

Passwords

- Creation: Passwords are automatically generated from the system when a user is created. The HMIS Agency Administrator will communicate the temporary, system-generated password directly to the HMIS End User.
- Use: The HMIS End User (User) will be required to change the password the first time they log onto the system. The password must be at least 8 characters and include two numbers or symbols. Passwords should not be able to be easily guessed or found in a dictionary. Passwords are each User's responsibility and users cannot share passwords. Users may not keep written copies of their password in a publicly accessible location.
- Storage: Any passwords that are written down are to be stored securely and must be inaccessible to other persons. Users are not to store passwords on a personal computer for convenience.
- Expiration: Passwords expire every 45 days. Users may not use the same password consecutively. Passwords cannot be re-used until 2 password selections have expired.
- Unsuccessful log-on: If a User unsuccessfully attempts to log-on 3 times, the User ID will be "locked out," and the User account will be de-activated, rendering the User unable to gain access until his/her password is reset by HMIS staff.

Inputting Data:

Participating Agencies must meet the minimum data entry requirements established by HUD standards. Program entry and exit dates should be recorded upon any program entry or exit on all participants. Entry dates should record the first day of service or program entry with a new program entry date for each

period/episode of service. Exit dates should record the last day of residence in a program's housing before the participant leaves the shelter or the last day a service was provided.

Tracking of Unauthorized Access

Any suspicion of unauthorized activity should be reported to the HMIS Lead Agency.

Agency HMIS Administrators

Agencies with 10 or more users may designate one person to be an Agency HMIS Administrator. HMIS Support Specialists must undergo a criminal background check. Agencies with fewer than 10 users may forego designating an HMIS Support Specialist. CoC HMIS staff will perform Agency Administrator responsibilities for all other agencies.

Agency HMIS Administrators will be responsible for creating usernames and passwords, and monitoring HMIS access by users at their agency. This person will also be responsible for training new agency staff persons on how to use HMIS.

Client Consent Forms

In addition to posting their agency's Privacy Notice, agencies must ask clients to sign the CoC's HMIS Release of Information (ROI) form. This form allows clients to authorize the electronic sharing of their personal information with other agencies that participate in HMIS when data sharing is appropriate for client service.

HMIS Software Vendor Requirements

Physical Security: Access to areas containing HMIS equipment, data and software will be secured.

Firewall Protection: The vendor will secure the perimeter of its network using technology from firewall vendors. Company system administrators monitor firewall logs to determine unusual patterns and possible system vulnerabilities.

User Authentication: Users may only access HMIS with a valid username and password combination that is encrypted via SSL for Internet transmission to prevent theft. If a user enters an invalid password three consecutive times, they are automatically shut out of that HMIS session. For added security, the session key is automatically scrambled and re-established in the background at regular intervals.

Application Security: HMIS users will be assigned a system access level that restricts their access to appropriate data.

Database Security: Wherever possible, all database access is controlled at the operating system and database connection level for additional security. Access to production databases is limited to a minimal number of access points; as with production servers, production databases do not share a master password database.

Technical Support: The vendor will assist HMIS Lead Agency to resolve software problems, make necessary

modifications for special programming, and will explain system functionality to HMIS Program Manager.

Technical Performance: The vendor maintains the system, including data backup, data retrieval and server functionality/operation. Upgrades to the system software will be continuously developed and implemented.

Hardware Disposal: Data stored on broken equipment or equipment intended for disposal will be destroyed using industry standard procedures.

VI.   Confidentiality and Security

The importance of the integrity and security of HMIS cannot be overstated. Given this importance, HMIS must be administered and operated under high standards of data quality and security. The HMIS Lead Agency and Participating Agencies are jointly responsible for ensuring that HMIS data processing capabilities, including the collection, maintenance, use, disclosure, transmission and destruction of data, comply with the HMIS privacy, security and confidentiality policies and procedures. When a privacy or security standard conflicts with other Federal, state and local laws to which the Participating Agency must adhere, the Participating Agency must contact the HMIS Lead Agency to collaboratively update the applicable policies for the Participating Agency to accurately reflect the additional protections.

Data Assessment And Access

All HMIS data will be handled according to the following major classifications: Shared or Closed Data. HMIS staff will assess all data, and implement appropriate controls to ensure that data classified as shared or closed are handled according to the following procedures.

Shared Data

Shared data is unrestricted information that has been entered by one provider and is visible to other providers using HMIS. The CoC's HMIS operates as an open system that defaults to allow shared data. Providers have the option of changing their program settings to keep client data closed.

Closed Data

Information entered by one provider that is not visible to other providers using HMIS. Programs serving particularly vulnerable populations (e.g. persons with disabilities, victims fleeing domestic violence, or individuals with HIV/AIDS), if entering client data at all, may do so in a manner that does not share such information with other Participating Agencies.

Procedures For Transmission And Storage Of Data

- Open Data: This is data that does not contain personal identifying information. The data should be handled discreetly, unless it is further classified as Public Data. The data must be stored out of site, and may be transmitted via internal or first-class mail until it is considered public data.
- Confidential Data at the Agency Level: Confidential data contains personal identifying information. Each agency shall develop rules governing the access of confidential data in HMIS to ensure that those staff needing confidential data access will have access, and access is otherwise restricted. The agency rules shall also cover the destruction of paper and electronic data in a manner that will ensure that privacy is maintained and that proper controls are in place for any hard copy and electronic data that is based on HMIS data.

Whenever confidential data is accessed:

- Hard copies shall be shredded when disposal is appropriate. Hard copies shall be stored in a secure environment that is inaccessible to the general public or staff not requiring access.
- Hard copies shall not be left out in the open or unattended.
- Electronic copies shall be stored only where the employee can access the data.
- Electronic copies shall be stored where a password is required to access the data if on shared server space.

All public data must be classified as aggregated public or unpublished restricted access data.

Aggregated Public Data

Information published according to the "Reporting Parameters and Guidelines" section of these Policies and Procedures.

Unpublished Restricted Access Data

Information scheduled, but not yet approved, for publication. Examples include draft reports, fragments of data sets, and data without context or data that have not been analyzed.

Procedures for Transmission and Storage of Data

- Aggregated Public Data: Security controls are not required.
- Unpublished Restricted Access Data:
  - Draft or Fragmented Data – Accessible only to authorized HMIS staff and agency personnel. Requires auditing of access and must be stored in a secure out-of-sight location. Data can be transmitted via e-mail, internal departmental or first class mail. If mailed, data must be labeled confidential.
  - Confidential Data: Requires encryption at all times. Must be magnetically overwritten and destroyed. Hard copies of data must be stored in an out-of-sight secure location.

VII.   Data Reporting Parameters and Guidelines

All open data will be handled according to the following classifications - Public Data, Internal Data, and Restricted Data - and should be handled according to the following procedures.

Principles for Release of Data

- Only de-identified aggregated data will be released except as specified below.
- No identified client data may be released without informed consent unless otherwise specified by Florida State and Federal confidentiality laws. All requests for such information must be addressed to the owner/Participating Agency where the data was collected.
- Program specific information used for annual grant program reports and program specific information included in grant applications is classified as public information. No other program specific information will be released without written consent.
- There will be full access to aggregate data included in published reports.
- Reports of aggregate data may be made directly available to the public.
- The parameters of the aggregated data, that is, where the data comes from and what it includes will be presented with each report.
- Data will be mined for agencies requesting reports on a case-by-case basis.
- Requests must be written with a description of specific data to be included and for what duration of time. Requests are to be submitted 30 days prior to the date the report is needed. Exceptions to the 30-day notice may be made.
- The HMIS Lead Agency reserves the right to deny any request for aggregated data, except in circumstances and under conditions approved by the CoC.

Release Of Data For Grant Funders

Entities providing funding to agencies or programs required to use HMIS will not have automatic access to HMIS. Access to HMIS will only be granted by the HMIS Lead Agency when there is a voluntary, written agreement in place between the funding entity and the agency or program. Funding for any agency or program using HMIS cannot be contingent upon establishing a voluntary written agreement allowing the funder HMIS access.

Baseline Privacy Policy

Collection of Personal Information

Personal information will be collected for HMIS only when it is needed to provide services, when it is needed for another specific purpose of the agency where a client is receiving services, or when it is required by law. Personal information may be collected for these purposes:

- To provide or coordinate services for clients
- To find programs that may provide additional client assistance
- To comply with government and grant reporting obligations
- To assess the state of homelessness in the community, and to assess the condition and availability of affordable housing to better target services and resources

Only lawful and fair means are used to collect personal information.

Personal information is collected with the knowledge and consent of clients. It is assumed that clients consent to the collection their personal information as described in this notice when they seek assistance from an agency using HMIS and provide the agency with their personal information.

Your personal information may also be collected from:

- Additional individuals seeking services with a client
- Other private organizations that provide services and participate in HMIS

Clients must be able to access the Use and Disclosure of Personal Information policy found below.

Use and Disclosure of Personal Information

These policies explain why an agency collects personal information from clients. Personal information may be used or disclosed for activities described in this part of the notice. Client consent to the use or disclosure of personal information for the purposes described in this notice, and for reasons that are compatible with purposes described in this notice but not listed, is assumed. Clients must give consent before their personal information is used or disclosed for any purpose not described here.

Personal information may be used or disclosed for the following purposes:

1. We collect personal information only when appropriate to provide services or for another specific purpose of our organization or when required by law. We may collect information for these purposes:
   a. to provide or coordinate services to clients
   b. to locate other programs that may be able to assist clients
   c. for functions related to payment or reimbursement from others for services that we provide
   d. to operate our organization, including administrative functions such as legal, audits, personnel, oversight, and management functions
   e. to comply with government reporting obligations
   f. when required by law
2. We only use lawful and fair means to collect personal information.
3. We regularly collect personal information with the knowledge or consent of our clients. If you seek our assistance and provide us with personal information, we assume that you consent to the collection of information as described in this notice.
4. We may also get information about you from:

a. Individuals who are with you

b. Other private organizations that provide services including, but not limited to, other agencies and programs participating in the CoC's HMIS.

c. Government agencies including, but not limited to HUD, DCF, and the Social Security Administration

d. Telephone directories and other published sources

5. We post a sign at all client intake desks or other locations explaining the reasons we ask for personal information. The sign says: We collect personal information directly from you for reasons that are discussed in our privacy statement. We may be required to collect some personal information by law or by organizations that give us money to operate this program. Other personal information that we collect is important to run our programs, to improve services for homeless individuals, and to better understand the need of homeless individuals. We only collect information that we consider to be appropriate.

How We Use and Disclose Personal Information

1. We may or may not use or disclose personal information for activities described in this part of the notice. We assume that you consent to the use or disclosure of your personal information for the purposes described here and for other uses and disclosures that we determine to be compatible with these uses or disclosures:

a. to provide or coordinate services to individuals. We share client records with other homeless service organizations that may have separate privacy policies and that may allow different uses and disclosures of the information. These organizations include, but are not limited to, other agencies and programs participating in the CoC's HMIS.

b. for functions related to payment or reimbursement for services

c. to carry out administrative functions such as legal, audits, personnel, oversight, and management functions

d. to create anonymous information that can be used for research and statistical purposes without identifying clients

e. when required by law to the extent that use or disclosure complies with and is limited to the requirements of the law

f. to avert a serious threat to health or safety if

    i. we believe that the use or disclosure is necessary to prevent or lessen a serious and imminent threat to the health or safety of an individual or the public, and

    ii. the use or disclosure is made to a person reasonably able to prevent or lessen the threat, including the target of the threat

g. to report about an individual we reasonably believe to be a victim of abuse, neglect or domestic violence to a governmental authority (including a social service or protective services agency) authorized by law to receive reports of abuse, neglect or domestic violence

    i. under any of these circumstances:

1. where the disclosure is required by law and the disclosure complies with and is limited to the requirements of the law
2. if the individual agrees to the disclosure, or
3. to the extent that the disclosure is expressly authorized by statute or regulation, and
   a. we believe the disclosure is necessary to prevent serious harm to the individual or other potential victims, or
   b. if the individual is unable to agree because of incapacity, a law enforcement or other public official authorized to receive the report represents that the PPI for which disclosure is sought is not intended to be used against the individual and that an immediate enforcement activity that depends upon the disclosure would be materially and adversely affected by waiting until the individual is able to agree to the disclosure;

   And

ii. when we make a permitted disclosure about a victim of abuse, neglect or domestic violence, we will promptly inform the individual who is the victim that a disclosure has been or will be made, except if:
   1. we, in the exercise of professional judgment, believe informing the individual would place the individual at risk of serious harm, or
   2. we would be informing a personal representative (such as a family member or friend), and we reasonably believe the personal representative is responsible for the abuse, neglect or other injury, and that informing the personal representative would not be in the best interests of the individual as we determine in the exercise of professional judgment.

h. for academic research purposes
   i. conducted by an individual or institution that has a formal relationship with the HMIS Lead Agency if the research is conducted either:
      1. by an individual employed by or affiliated with the organization for use in a research project conducted under a written research agreement approved in writing by the HMIS Program Administrator (if not the individual conducting the research), or
      2. by an institution for use in a research project conducted under a written research agreement approved in writing by the designated HMIS Administrator;

      And

   ii. any written research agreement:
      1. must establish rules and limitations for the processing and security of PPI in the course of the research
      2. must provide for the return or proper disposal of all PPI at the conclusion of the

research

3. must restrict additional use or disclosure of PPI, except where required by law
4. must require that the recipient of data formally agree to comply with all terms and conditions of the agreement, and
5. is not a substitute for approval (if appropriate) of a research project by an Institutional Review Board, Privacy Board or other applicable human subjects protection institution.

i. to a law enforcement official for a law enforcement purpose (if consistent with applicable law and standards of ethical conduct) under any of these circumstances:
   i. in response to a lawful court order, court-ordered warrant, subpoena or summons issued by a judicial officer, or a grand jury subpoena
   ii. if the law enforcement official makes a written request for PPI that:
      1. is signed by a supervisory official of the law enforcement agency seeking the PPI
      2. states that the information is relevant and material to a legitimate law enforcement investigation
      3. identifies the PPI sought
      4. is specific and limited in scope to the extent reasonably practicable in light of the purpose for which the information is sought, and
      5. states that de-identified information could not be used to accomplish the purpose of the disclosure.
   iii. if we believe in good faith that the PPI constitutes evidence of criminal conduct that occurred on our premises
   iv. in response to an oral request for the purpose of identifying or locating a suspect, fugitive, material witness or missing person and the PPI disclosed may or may not consist only of name, address, date of birth, place of birth, Social Security Number, and distinguishing physical characteristics, or
   v. if
      1. the official is an authorized federal official seeking PPI for the provision of protective services to the President or other persons authorized by 18 U.S.C. 3056, or to foreign heads of state or other persons authorized by 22 U.S.C. 2709(a)(3), or for the conduct of investigations authorized by 18 U.S.C. 871 and 879 (threats against the President and others), and
      2. the information requested is specific and limited in scope to the extent reasonably practicable in light of the purpose for which the information is sought.

j. to comply with government reporting obligations for homeless management information systems and for oversight of compliance with homeless management information system requirements.

2. Before we make any use or disclosure of your personal information that is not described here, we will

attempt to seek your consent first.

3. You have a right to an accounting of disclosures of your personal protected information. To obtain an accounting of how your PPI may have been disclosed, contact Homeless Services Network as outlined in the section regarding Privacy Grievances.

Inspection and Correction of Personal Information

1. You may inspect and have a copy of your personal information that we maintain. We will offer to explain any information that you may not understand. You have the right to receive these confidential communications from us as well as the right to receive them through alternative means.

2. We will consider a request from you for correction of inaccurate or incomplete personal information that we maintain about you. If we agree that the information is inaccurate or incomplete, we may delete it or we may choose to mark it as inaccurate or incomplete and to supplement it with additional information.

3. To inspect, get a copy of, or ask for correction of your information, you must submit your request in writing.

4. We may deny your request for inspection or copying of personal information if:
   a. the information was compiled in reasonable anticipation of litigation or comparable proceedings
   b. the information is about another individual (other than a health care provider or homeless provider)
   c. the information was obtained under a promise or confidentiality (other than a promise from a health care provider or homeless provider) and if the disclosure would reveal the source of the information, or
   d. disclosure of the information would be reasonably likely to endanger the life or physical safety of any individual.

5. If we deny a request for access or correction, we will explain the reason for the denial. We will also include, as part of the personal information that we maintain, documentation of the request and the reason for the denial

6. We may reject repeated or harassing requests for access or correction.

Data Quality

1. We collect only personal information that is relevant to the purposes for which we plan to use it. To the extent necessary for those purposes, we seek to maintain only personal information that is accurate, complete, and timely.

2. We are developing and implementing a plan to dispose of personal information not in current use seven years after the information was created or last changed. As an alternative to disposal, we may choose to remove identifiers from the information.

3. We may keep information for a longer period if required to do so by statute, regulation, contract, or other requirement.

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Complaints and Accountability

1. We accept and consider questions or complaints about our privacy and security policies and practices. If you think we may have violated your privacy rights or you disagree with a decision we made about access to your "Personal Protected Information" you may complete a Privacy Grievance Form, available from any staff member.
   a. It is against the law for any agency to take retaliatory action against you if you file this grievance. You can expect a written response within 30 days.
   b. Grievances may be submitted in writing and mailed or hand-delivered to: Homeless Services Network of Central Florida, 4065-D, L.B. McLeod Road, Orlando, FL 32811.
2. All members of our staff (including employees, volunteers, affiliates, contractors and associates) are required to comply with this privacy notice. Each staff member must receive and acknowledge receipt of a copy of this privacy notice.

Use of a Comparable Database by Victim Service Providers

Victim service providers, private nonprofit agencies whose primary mission is to provide services to victims of domestic violence, dating violence, sexual assault, or stalking, must not directly enter or provide data into HMIS if they are legally prohibited from participating in HMIS. Victim service providers that are recipients of funds requiring participation in HMIS, but are prohibited from entering data in HMIS, must use a comparable database to enter client information. A comparable database is a database that can be used to collect client-level data over time and generate unduplicated aggregated reports based on the client information entered into the database. The reports generated by a comparable database must be accurate and provide the same information as the reports generated by HMIS.

Security Procedure Training for Users

All users must receive security training prior to being given access to HMIS. Security training will be covered during the new user training for all new users. All users must receive on-going annual training on security procedures from the HMIS Lead Agency.

Violation of Security Procedures

All potential violations of any security protocols will be investigated and any user found to be in violation of security protocols will be sanctioned accordingly. Sanctions may include but are not limited to; a formal letter of reprimand, suspension of system privileges, revocation of system privileges and criminal prosecution.

If possible, all confirmed security violations will be communicated in writing to the affected client within 14 days, unless the client cannot be located. If the client cannot be located, a written description of the violation and efforts to locate the client will be prepared by HMIS Lead Agency staff and placed in the client's file at the Agency that originated the client's record.

Any agency that is found to have consistently and/or flagrantly violated security procedures may have their

access privileges suspended or revoked. All sanctions are imposed by HMIS Lead Agency staff. All sanctions may be appealed to the Executive Director of the CoC Lead Agency.

Procedure For Reporting Security Incidents

Users and HMIS Support Specialists should report all unlawful access of HMIS and unlawful attempted access of HMIS. This includes theft of usernames and passwords. Security incidents should be reported to the HMIS Program Manager. The HMIS Program Manager will use the HMIS user audit trail report to determine the extent of the breach of security.

Disaster Recovery Plan

The CoC's HMIS is covered under Bowman Systems' Disaster Recovery Plan. Due to the nature of technology, unforeseen service outages may occur. In order to assure service reliability, Bowman Systems provides the following disaster recovery plan. Plan highlights include:

- Database tape backups occur nightly.
- Tape backups are stored offsite.
- Seven day backup history is stored locally on instantly accessible Raid 10 storage.
- One month backup history is stored off site.
- Access to Bowman Systems emergency line to provide assistance related to "outages" or "downtime" 24 hours a day.
- Data is backed up locally on instantly-accessible disk storage every 24 hours.
- The application server is backed up offsite, out-of-state, on a different internet provider and on a separate electrical grid via secured Virtual Private Network (VPN) connection.
- Backups of the application site are near-instantaneous (no files older than 5 minutes).
- The database is replicated nightly at an offsite location in case of a primary data center failure.
- Priority level response (ensures downtime will not exceed 4 hours).

Standard Data Recovery

The CoC's HMIS database is stored online, and is readily accessible for approximately 24 hours a day. Tape backups of the database are kept for approximately one month. Upon recognition of a system failure, HMIS can be copied to a standby server. The database can be restored, and the site recreated within three to four hours if online backups are accessible. As a rule, a tape restoration can be made within six to eight hours. On-site backups are made once daily. A restore of this backup may incur some data loss between when the backup was made and when the system failure occurred.

All internal servers are configured in hot-swappable hard drive RAID configurations. All systems are configured with hot-swappable redundant power supply units. Our Internet connectivity is comprised of a primary and secondary connection with separate internet service providers to ensure redundancy in the event of an ISP connectivity outage. The primary Core routers are configured with redundant power supplies, and are

configured in tandem so that if one core router fails the secondary router will continue operation with little to no interruption in service. All servers, network devices, and related hardware are powered via APC Battery Backup units that are connected in turn to electrical circuits, which are connected to a building generator.

All client data is backed-up online and stored on a central file server repository for 24 hours. Each night a tape backup is made of the client database and secured in a bank vault.

Historical data can be restored from tape as long as the data requested is newer than 30 days old. As a rule, the data can be restored to a standby server within four hours without affecting the current live site. Data can then be selectively queried and/or restored to the live site.

For power outage, HMIS is backed up via battery back-up units, which are connected via generator-backed up electrical circuits. For a system crash, a system restore will take four hours. There is potential for some small data loss (data that was entered between the last backup and when the failure occurred) if a tape restore is necessary. If the failure is not hard drive related, the data restore time will possibly be shorter as the drives themselves can be repopulated into a standby server.

All major outages are immediately brought to the attention of executive management. Bowman Systems support staff helps manage communication or messaging to the HMIS Program Manager as progress is made to address the service outage.

VIII.   Data Requirements

Data Collection Protocol

Participating Agencies are responsible for asking all clients a minimum set of questions for use in aggregate analysis. These questions are included in custom assessments that are created by HMIS System Administrators. The required data elements depend on the program. The mandatory data elements in each assessment are displayed in red text and/or specific text indicating that the field is required.

Programs that do not adhere to the minimum data entry standards will be notified of their deficiencies and given appropriate training on how to correctly enter data. Programs that do not meet minimum data entry standards will have HMIS access suspended until such time that HMIS staff believes the program could begin to correctly enter information. After the two initial warnings from HMIS staff, a program still not adhering to the minimum data entry requirements will be made permanently inactive, and licenses will be revoked until the agency can demonstrate to HMIS staff that it is capable of maintaining minimum data requirements.

HMIS staff will submit a report to the CoC annually that identifies the degree to which each all agencies within the CoC are meeting the minimum data entry standards.

The HMIS Program Manager must identify the assessments and requirements for each program, and properly set up each program in the HMIS software.

While HMIS databases are required to have the capacity to accept XML imports, the HMIS Lead Agency and the CoC reserve the right to not allow XML imports into the CoC's HMIS. Allowing XML imports may adversely impact data integrity and may also increase the likelihood of duplication of client files in the system.

Data Integrity And Reliability

Guidelines clearly articulating the minimum expectations for data entry for all programs entering data in HMIS will be defined in Agency Agreements. HMIS Support Specialists must ensure that the minimum data elements are fulfilled for every program.

Participating Agencies are responsible for the overall quality, accuracy and completeness of data entered by their staff for their clients. HMIS staff will monitor data collection for random variables and hold Participating Agencies accountable for not entering required data.

SECTION IX

HMIS-Related Forms

Note: Some formatting has been lost upon incorporation of forms into this document.

Please contact HSN for official copies of all forms.

HOMELESS SERVICES NETWORK HMIS – Partner Agency Agreement

The Homeless Services Network Homeless Management Information System ("HMIS") is an information system that maintains information regarding the characteristics and service needs of Clients for a variety of reasons, including the provision of more effective and streamlined services to Clients and the creation of information which communities can use to determine the use and effectiveness of services.

Ultimately, when used correctly and faithfully by all involved parties, the HMIS is designed to benefit multiple stakeholders, including provider agencies, persons who are homeless, funders and the community through improved knowledge about people who are homeless, their services and service needs and a more effective and efficient service delivery system.

_____, ("Agency") has elected to participate in the Homeless Services Network HMIS.

Agency and Homeless Services Network agree as follows:

Section 1 - General Understandings

1. In this Agreement, the following terms will have the following meanings:

    a. "Client" refers to a consumer of services;

    b. "Partner Agency" refers generally to any Agency participating in Homeless Services Network HMIS.

    c. "Agency staff" refers to both paid employees and volunteers of an Agency.

    d. "HMIS" refers to the Homeless Services Network HMIS system.

    e. "Enter(ing)" or "entry" refers to the entry of any Client information into the HMIS.

    f. "Shar(e)(ing)," or "Information Shar(e)(ing)" refers to the sharing of information which has been entered in the HMIS with another Partner Agency.

    g. "Homeless Services Network HMIS Advisory Group" refers to Homeless Services Network's HMIS advisory body. The Advisory Group is comprised of representatives from Homeless Services Network's Continuum of Care and at large members. The Advisory Group serves in a consultative and counseling capacity to Homeless Services Network's role as the HMIS administrator.

    h. "Identified Information" refers to Client data that can be used to identify a specific Client. Also referred to as "Confidential" data or information.

    i. "De-identified Information" refers to data that has specific Client demographic information removed, allowing use of the data *without identifying* a specific Client. Also referred to as "non-identifying" information.

2. Agency understands that when it enters information into the HMIS, such information will be available to the Homeless Services Network staff who may review the data to administer HMIS; to conduct analysis; and to prepare reports which may be submitted to others in de-identified form *without* individual identifying Client information.

    a. Agency understands that Agency will have the ability to indicate whether information Agency entered into HMIS may be shared with and accessible to Partner Agencies in HMIS system. Agency is responsible

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for determining and designating in HMIS whether information may or may not be shared.

Section 2 - Confidentiality

1. Agency will not

   a. enter information into HMIS which it is not authorized to enter; and

   b. will not designate information for sharing which Agency is not authorized to share, under any relevant federal, state, or local confidentiality laws, regulations or other restrictions applicable to Client information. By entering information into HMIS or designating it for sharing, Agency represents that it has the authority to enter such information or designate it for sharing.

2. Agency represents that: *(check applicable items)*

3. it is _____; is not _____a "covered entity" whose disclosures are restricted under HIPAA (45 CFR 160 and 164);

   a. it is _____; is not _____ a program whose disclosures are restricted under Federal Drug and Alcohol Confidentiality Regulations: 42 CFR Part 2;

   b. If Agency is subject to HIPAA, (45 CFR 160 and 164) or 42 CFR Part 2, a fully executed *Business Associate or Business Associate/Qualified Service Organization Agreement* must be attached to this agreement before information may be entered. Sharing of information will not be permitted otherwise.

   c. If Agency is subject to any laws or requirements which restrict Agency's ability to either enter or authorize sharing of information, Agency will ensure that any entry it makes and all designations for sharing fully comply with all applicable laws or other restrictions.

4. To the extent that information entered by Agency into HMIS is or becomes subject to additional restrictions, Agency will immediately inform Homeless Services Network in writing of such restrictions.

Section 3 - Display of Notice

Pursuant to the notice published by the Department of Housing and Urban Development ("HUD") on July 30, 2004, Agency will prominently display at each intake desk (or comparable location) a Privacy Notice that explains the reasons for collecting Client identified information in the HMIS and the client rights associated to providing Agency staff with their identified data. Agency will post its Privacy Notice document prominently to ensure client's understanding of their rights. The current form is available from Homeless Services Network and is incorporated into this Agreement and may be modified from time to time by Homeless Services Network.

Section 4 - Information Collection, Release and Sharing Consent

1. **Collection of Client Identified Information**: An agency may collect client identified information only when appropriate to the purposes for which the information is obtained or when required by law. An Agency must collect client information by lawful and fair means and, where appropriate, with the knowledge or consent of the individual.

2. **Obtaining Client Consent:** In obtaining Client consent, Agency will post its Privacy Notice at each intake desk (or comparable location). Consent of the individual for data collection may be inferred from the circumstances of the collection.

a. If a Client withdraws or revokes consent for Client identified information collection, Agency is responsible for immediately making appropriate data entries in HMIS to ensure that Client's personal identified information will not be shared with other Partner Agencies or visible to the Agency staff within the system.

b. This information is being gathered for the collection and maintenance of a research database and data repository. The consent implied is in effect until the client revokes the consent in writing.

3. **Designation for Sharing:** Prior to designating any information for sharing, Agency will provide the Client with a copy of the Homeless Services Network *Client Release and Sharing of Information* form. The current form is available from Homeless Services Network and is incorporated into this Agreement and may be modified from time to time by Homeless Services Network. Following an explanation of the data use, the Agency will obtain the informed consent of the Client by having the Client sign the Homeless Services Network *Client Release and Sharing of Information* form*.*

a. If a Client does not sign the release/sharing form as described above, information may not be shared with other Partner Agencies**. It is the responsibility of Agency entering information about a Client to determine whether consent has been obtained; to make appropriate entries in HMIS to either designate the information as appropriate for sharing or prohibit information sharing; to implement any restrictions on information sharing; and to implement any revocation of consent to information sharing.**

b. Agency will keep all copies of the *Client Release and Sharing of Information* form signed by Clients for a period of seven years. Such forms will be available for inspection and copying by Homeless Services Network at any time.

Section 5 - No Conditioning of Services

Agency will not condition any services upon or decline to provide any services to a Client based upon a Client's refusal to sign a *Client Release and Sharing of Information* form for the sharing of identified information or refusal to allow entry of identified information into HMIS.

Section 6 - Re-release Prohibited

Agency agrees not to release any Client identifying information received from HMIS to any other person or organization without written informed Client consent, or as required by law.

Section 7 - Client Inspection/Correction

Agency will allow a Client to inspect and obtain a copy of his/her own personal information except for information compiled in reasonable anticipation of, or for use in, a civil, criminal or administrative action or proceeding. Agency will also allow a Client to correct information which is inaccurate. Corrections will be made by way of a new entry which is in addition to but is not a replacement for an older entry.

Section 8 - Security

Agency will maintain security and confidentiality of HMIS information and is responsible for the actions of its users and for their training and supervision. Agencies will follow the *Homeless Services Network Security Policy* which is available from Homeless Services Network and is incorporated into this agreement and may be

modified from time to time. Among the steps Agency will take to maintain security and confidentiality are:

1. **Access:** Agency will permit access to HMIS or information obtained from it only to authorized Agency staff who need access to HMIS for legitimate business purposes (such as to provide services to the Client, to conduct evaluation or research, to administer the program, or to comply with regulatory requirements). Agency will limit the access of such staff to only those records that are immediately relevant to their work assignments.

2. **User Policy:** Prior to permitting any user to access HMIS, Agency will require the user to sign a *User Policy, Responsibility Statement & Code of Ethics* ("User Policy") which is available from Homeless Services Network and is incorporated into this agreement and may be amended from time to time by Homeless Services Network. Agency will comply with, and enforce the User Policy and will inform Homeless Services Network immediately in writing of any breaches of the User Policy.

3. **Computers:** Security for data maintained in the Homeless Services Network HMIS depends on a secure computing environment. Computer security is adapted from relevant provisions of the Department of Housing and Urban Development's (HUD) *"Homeless Management Information Systems (HMIS) Data and Technical Standards Notice"* (Docket No. FR 4848- N-01; see http://www.hud.gov/offices/cpd/homeless/hmis). Agencies are encouraged to directly consult that document for complete documentation of HUD's standards relating to HMIS. Agency will allow access to HMIS only from computers which are:

   a. physically present on Agency's premises;

   b. owned by Agency; or

   c. approved by Agency for the purpose of accessing and working with HMIS; and

   d. protected from viruses by commercially available virus protection software,

   e. protected with a software or hardware firewall,

   f. maintained to insure that the computer operating system running the computer used for the HMIS is kept up to date in terms of security and other operating system patches, updates, and fixes,

   g. accessed through web browsers with 128-bit encryption. Some browsers have the capacity to remember passwords, so that the user does not need to type in the password when returning to password-protected sites. This default shall **not** be used with respect to the Homeless Services Network HMIS; the end-user is expected to physically enter the password each time he or she logs on to the system,

   h. staffed at all times when in public areas. When computers are not in use and staff are not present, steps should be taken to ensure that the computers and data are secure and not publicly accessible. These steps should minimally include: Logging off the data entry system, physically locking the computer in a secure area, or shutting down the computer entirely,

4. **Passwords:** Agency will permit access to HMIS only with use of a User ID and password which the user may not share with others. Written information pertaining to user access (e.g. username and password) shall not be stored or displayed in any publicly accessible location. Passwords shall be at least eight characters long and meet industry standard complexity requirements, including, but not limited to, the use of at least one of each of the following kinds of characters in the passwords: Upper and lower-case letters, and numbers and symbols. Passwords shall not be, or include, the username, or the HMIS name. In addition, passwords should not consist entirely of any word found in the common dictionary or any of the above

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spelled backwards. The use of default passwords on initial entry into the HMIS application is allowed so long as the application requires that the default password be changed on first use. Passwords and user names shall be consistent with guidelines issued from time to time by HUD and/or Homeless Services Network.

5. **Training/Assistance:** Agency will permit access to HMIS only after the authorized user receives appropriate training. Agency will conduct ongoing basic confidentiality training for all persons with access to HMIS and will train all persons who may receive information produced from HMIS on the confidentiality of such information. Agency will participate in such training as is provided from time to time by Homeless Services Network. Homeless Services Network will be reasonably available during its defined weekday business hours for technical assistance (i.e. troubleshooting and report generation).

6. **Records:** Agency and Homeless Services Network will maintain records of any disclosures of Client identifying information either of them makes of HMIS information for a period of seven years after such disclosure. On written request of a Client, Agency and Homeless Services Network will provide an accounting of all such disclosures within the prior seven-year period. Homeless Services Network will have access to an audit trail from HMIS so as to produce an accounting of disclosures made from one Agency to another by way of sharing of information from HMIS.

Section 9 - Information Entry Standards

1. Information entered into HMIS by Agency will be truthful, accurate and complete to the best of Agency's knowledge.

2. Agency will *not* solicit from Clients or enter information about Clients into the HMIS database unless the information is required for a legitimate business purpose such as to provide services to the Client, to conduct evaluation or research, to administer the program, or to comply with regulatory requirements.

3. Agency will only enter information into HMIS database with respect to individuals which it serves or intends to serve, including through referral.

4. Agency will enter information into the HMIS database within one month of data collection.

5. Agency will not alter or over-write information entered by another Agency.

Section 10 - Use of Homeless Services Network HMIS:

1. Agency will not access identifying information for any individual for whom services are neither sought nor provided by the Agency. Agency may access identifying information of the Clients it serves and may request via writing access to statistical, non-identifying information on both the Clients it serves and Clients served by other Homeless Services Network HMIS participating agencies.

2. Agency may report non-identifying information to other entities for funding or planning purposes. Such non-identifying information shall not directly identify individual Clients.

3. Agency and Homeless Services Network will report only non-identifying information in response to requests for information from HMIS.

4. Agency will use HMIS database for its legitimate business purposes only.

5. Agency will not use HMIS in violation of any federal or state law, including, but not limited to, copyright, trademark and trade secret laws, and laws prohibiting the transmission of material, which is threatening, harassing, or obscene.

6. Agency will not use the HMIS database to defraud federal, state or local governments, individuals or entities, or conduct any illegal activity.

Section 11 - Proprietary Rights of the Homeless Services Network HMIS:

1. Agency shall not give or share assigned passwords and access codes for HMIS with any other Agency, business, or individual.

2. Agency shall take due diligence not to cause in any manner, or way, corruption of the HMIS database, and Agency agrees to be responsible for any damage it may cause.

Section 12 - HMIS Advisory Group

Homeless Services Network will consult with the Advisory Group from time to time regarding issues such as revision to the form of this Agreement. Written Agency complaints that are not resolved may be forwarded to the HMIS Advisory Group, which will try to reach a voluntary resolution of the complaint.

Section 13 - Limitation of Liability and Indemnification

No party to this Agreement shall assume any additional liability of any kind due to its execution of this agreement of participation in the HMIS system. It is the intent of the parties that each party shall remain liable, to the extent provided by law, regarding its own acts and omissions; but that no party shall assume additional liability on its own behalf or liability for the acts of any other person or entity except for the acts and omissions of their own employees, volunteers, agents or contractors through participation in HMIS. The parties specifically agree that this agreement is for the benefit of the parties only and this agreement creates no rights in any third party.

Section 14 - Limitation of Liability

Homeless Services Network shall not be held liable to any member Agency for any cessation, delay or interruption of services, nor for any malfunction of hardware, software or equipment.

Section 15 - Disclaimer of Warranties

Homeless Services Network makes no warranties, express or implied, including the warranties or merchandise ability and fitness for a particular purpose, to any Agency or any other person or entity as to the services of the HMIS system to any other matter.

Section 16 - Additional Terms and Conditions

1. Agency will abide by such guidelines as are promulgated by HUD and/or HSN from time to time regarding administration of the HMIS.

2. Agency and HSN intend to abide by applicable law. Should any term of this agreement be inconsistent with applicable law, or should additional terms be required by applicable law, Agency and HSN agree to modify the terms of this agreement so as to comply with applicable law.

3. Neither HSN nor Agency will transfer or assign any rights or obligations regarding HMIS without the written consent of either party.

4. Agency agrees to indemnify and hold HSN and its agents and staffs harmless from all claims, damages,

costs, and expenses, including legal fees and disbursements paid or incurred, arising from any breach of this Agreement or any of Agency's obligations under this Agreement.

5. This Agreement will be in force until terminated by either party. Either party may terminate this agreement at will with twenty-one (21) days written notice. Either party may terminate this agreement immediately upon a material breach of this Agreement by the other party, including but not limited to the breach of the CoC HMIS security policies by Agency.

6. If this Agreement is terminated, Agency will no longer have access to HMIS. HSN and the remaining Partner Agencies will maintain their right to use all of the Client information previously entered by Agency except to the extent a restriction is imposed by Client or law.

7. Copies of Agency data will be provided to the Agency upon written request of termination of this agreement. Data will be provided on mutually agreed upon media. Unless otherwise specified in writing, copies of data will be delivered to Agency within twenty-eight (28) calendar days of receipt of written requests for data copies.

Section 17 - Signatory Page

Agency Name _____ **Agency Address** _____ _____	**Homeless Services Network of Central Florida, Inc.** 4065 L.B. McLeod Road Suite D Orlando, FL 32811
Agency Executive Director _____ (print) _____ (signature) Date	**HSN Executive Director** _____ (print) _____ (signature) Date

CENTRAL FLORIDA CONTINUUM OF CARE
AGENCY ADMINISTRATOR AGREEMENT

All HMIS participating agencies must designate and staff one HMIS Agency Administrator. Agency Administrator requirements and responsibilities include, but are not limited to, the following:

- Has completed, at minimum, general Client Point training.

- Ensure that all Agency users have signed End User Agreement documents on file.

- Ensure that all Users complete an annual End User Certification Test, which includes Privacy and Security training.

- Ensure that all Users have completed workflow training and related updates, and have documentation of training.

- Ensure that the Agency is in compliance with the CoC Data Security standards.

- Ensure that the Agency is in compliance with the HMIS Policies and Procedures, has completed the Compliance Checklist, and is responsible for returning it to the local Lead Agency System Administrator.

- Ensure that all Users have submitted a criminal background check to the local Lead Agency System Administrator.

The original Agency Administrator Agreement shall be kept on file at the Agency. Forms completed by individuals no longer employed by the Agency shall be kept on file for a minimum of five years.

The CoC makes no warranties, expressed or implied. The Agency, at all times, will indemnify and hold the CoC harmless from any damages, liabilities, claims, and expenses that may be claimed against the Agency; or for injuries or damages to the Agency or another party arising from participation in the; or arising from any acts, omissions, neglect, or fault of the Agency or its agents, employees, licensees, or clients; or arising from the Agency's failure to comply with laws, statutes, ordinances, or regulations applicable to it or the conduct of its business. This Agency will also hold the CoC harmless for loss or damage resulting in the loss of data due to delays, non-deliveries, mis-deliveries, or service interruption caused by Bowman Information Systems, by the Agency's or other member agency's negligence or errors or omissions, as well as natural disasters, technological difficulties, and/ or acts of God. The CoC shall not be liable to the Agency for damages, losses, or injuries to the Agency or another party other than if such is the result of gross negligence or willful misconduct of the CoC. The CoC agrees to hold the Agency harmless from any damages, liabilities, claims or expenses caused solely by the negligence or misconduct of the CoC.

This agreement is in effect for a period of one (1) year after date of signing. Agency Administrators are

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required to complete HMIS End User Certification testing and to document compliance monitoring annually, at which time a new agreement will be provided. Failure to participate in annual Certification and/or maintain a current agreement may result in immediate termination or suspension of the user's ServicePoint license and access to ServicePoint. Failure to comply with the provisions of this Agency Administrator Agreement is grounds for immediate termination. Your signature below indicates your agreement to comply with this Agency Administrator Agreement.

_____

Employee Printed Name

_____

Agency Executive Director Name

_____

Employee Signature

_____

Agency Executive Director Signature

_____

Date (mm/dd/yy)

_____

Date (mm/dd/yy)

Central Florida Continuum of Care
Agency HMIS Audit Checklist

_____ Has completed and submitted Policies and Procedures Compliance Checklist

_____ Has completed annual Privacy and Security Checklist

_____ All End Users have executed End User Agreement

_____ Agency has conducted criminal background checks on all end users

_____ HUD Public Notice is posted and visible to clients

_____ Has HMIS Privacy Notice and is available to clients

_____ Has HMIS Privacy Policy which details the procedures of the Privacy Notice

_____ HMIS Privacy Policy includes a remote access plan

_____ Hard copy data is secure

_____ HMIS workstations are password protected

_____ HMIS workstations have time scheduled locked settings

_____ All clients are entered into the System within 48 hours of intake

_____ All End Users have received a copy of the HUD Data Elements

_____ Staff members have been trained on the HUD definition of homelessness and understand the priority of homelessness documentation

_____ Agency has process to ensure clients name is spelled properly and DOB is accurate

_____ End Users are updated client information as required for program type through Interim Reviews and Follow Ups

_____ Agency Admins or assigned staff are running monthly data quality reports and making corrective action in accordance with the requirements of the CoC Policies and Procedures

_____ All End Users have had at least general ClientPoint training

CoC Security Officer Agreement

Name: _____

Agency Name: _____

All HMIS participating agencies must designate and staff one HMIS Security Officer. Security Officer requirements and responsibilities include, but are not limited to, the following:

- Ensures that all staff using the system complete annual privacy and security training. Training must be provided by the CoC designated trainers and be based on the CoC Privacy and Security standards.

- Conducts an annual security review of the agency that includes reviewing compliance with the Privacy and Security sections of the CoC Homeless Management Information System (HMIS) Operating Policy and Procedure. The Agency must document the findings of the review on the Privacy and Security Checklist and submit the findings to the local Lead HMIS System Administrator no later than December 31st of each year.

- Notifies the local Lead Agency System Administrator when a staff person leaves the organization or when revision of the user's access level is needed because of a change in job responsibilities. The notification must be made within 48 hours of the change.

- Reports any security or privacy incidents to the local Lead HMIS System Administrator for the CoC Jurisdiction. The System Administrator investigates the incident including running applicable audit reports. If the System Administrator and Security Officer determine that a breach has occurred and/or the staff involved violated privacy or security guidelines, the System Administrator will report to the chair of the CoC. A Corrective Action Plan will be implemented. Components of the Plan must include, at minimum, supervision and retraining. It may also include removal of HMIS license, client notification if a breach has occurred, and any appropriate legal action.

The original Security Officer Agreement shall be kept on file at the Agency. Forms completed by individuals no longer employed by the Agency shall be kept on file for a minimum of five years.

The CoC makes no warranties, expressed or implied. The Agency, at all times, will indemnify and hold the CoC harmless from any damages, liabilities, claims, and expenses that may be claimed against the Agency; or for injuries or damages to the Agency or another party arising from participation in the ; or arising from any acts, omissions, neglect, or fault of the Agency or its agents, employees, licensees, or clients; or arising from the Agency's failure to comply with laws, statutes, ordinances, or regulations applicable to it or the conduct of its business. This Agency will also hold the CoC harmless for loss or damage resulting in the loss of data due to delays, non-deliveries, mis-deliveries, or service interruption caused by Bowman Information Systems, by the Agency's or other member agency's negligence or errors or omissions, as well as natural disasters, technological difficulties, and/ or acts of God. The CoC shall not be liable to the Agency for damages, losses, or injuries to the Agency or another party other than if such is the result of gross negligence or willful misconduct of the CoC. The CoC agrees to hold the Agency harmless from any damages, liabilities, claims or expenses

caused solely by the negligence or misconduct of the CoC.

This agreement is in effect for a period of one (1) year after date of signing. Security Officers are required to complete HMIS End User Certification testing and documented Privacy & Security compliance monitoring annually, at which time a new agreement will be provided. Failure to participate in annual Certification, Privacy & Security monitoring, and/or maintain a current agreement may result in immediate termination or suspension of the user's ServicePoint license and access to ServicePoint. Failure to comply with the provisions of this Security Officer Agreement is grounds for immediate termination. Your signature below indicates your agreement to comply with this Security Officer Agreement.

_____	_____
Employee Printed Name	Agency Official Printed Name
_____	_____
Employee Signature	Agency Official Signature
_____	_____
Date (mm/dd/yy)	Date (mm/dd/yy)

CONSENT TO SHARE PROTECTED PERSONAL INFORMATION

The CoC FL-507 HMIS is a local electronic database that securely record information (data) about clients accessing housing and homeless services within the Seminole, Osceola and Orange Counties. This organization participates in the HMIS database and shares information with other organizations that use this database. This information is utilized to provide supportive services to you and your household members.

What information is shared in the HMIS database? We share both Protected Personal Information (PPI) and general information obtained during your intake and assessment, which may include but is not limited to:
- Your name and your contact information
- Your social security number
- Your birthdate
- Your basic demographic information such as gender and race/ethnicity
- Your history of homelessness and housing (including your current housing status, and where and when you have accessed services)
- Your self-reported medical history, including any mental health and substance abuse issues
- Your case notes and services
- Your case manager's contact information
- Your income sources and amounts; and non-cash benefits
- Your veteran status
- Your disability status
- Your household composition
- Your emergency contact information
- Any history of domestic violence
- Your photo (optional)

How do you benefit from providing your information? The information you provide for the HMIS database helps us coordinate the most effective services for you and your household members. By sharing your information, you may be able to avoid being screened more than once, get faster services, and minimize how many times you tell your 'story.' Collecting this information also gives us a better understanding of homelessness and the effectiveness of services in your local area.

Who can have access to your information? Organizations that participate in the HMIS database can have access to your data. These organizations may include homeless service providers, housing groups, healthcare providers, and other appropriate service providers.

How is your personal information protected? Your information is protected by the federal HMIS Privacy Standards and is secured by passwords and encryption technology. In addition, each participating organization has signed an agreement to maintain the security and confidentiality of the information. In some instances, when the participating organization is a health care organization, your information may be protected by the privacy standards of the Health Insurance Portability and Accountability Act (HIPAA).

By signing below, you understand and agree that:

- You have the right to receive services, even if you do not sign this consent form.
- You have the right to receive a copy of this consent form.
- Your consent permits any participating organization to add to or update your information in HMIS, without asking you to sign another consent form.
- This consent is valid for seven (7) years from the date the PPI was created or last changed.
- You may revoke your consent at any time, but your revocation must be provided either in writing or by completing the *Revocation of Consent* form. Upon receipt of your revocation, we will remove your PPI from the shared HMIS database and prevent further PPI from being added. The PPI that you previously authorized to be shared cannot be entirely removed from the HMIS database and will remain accessible to the limited number of organization(s) that provided you with direct services.
- The Privacy Notice for the CoC FL-507 HMIS contains more detailed information about how your information may be used and disclosed. A copy of this notice is available upon request.
- No later than five (5) business days of your written request, we will provide you with:
- A correction of inaccurate or incomplete PPI
- A copy of your consent form
- A copy of your HMIS records; and
- A current list of participating organizations that have access to your HMIS data.
- Aggregate or statistical data that is released from the HMIS database will not disclose any of your PPI.
- You have the right to file a grievance against any organization whether or not you sign this consent.
- You are not waiving any rights protected under Federal and/or Florida law.

SIGNATURE AND ACKNOWLEDGEMENT

Your signature below indicates that you have read (or been read) this client consent form, have received answers to your questions, and you freely consent to have your information, and that of your minor children (if any), entered into the HMIS database. You also consent to share your information with other participating organizations as described in this consent form.

☐ **I consent to sharing my photograph. (Check here)**

Client Name: _____ DOB: _____ Last 4 digits of SS_____

Signature _____ Date _____

☐ **Head of Household (Check here)**

Minor Children (if any):

Client Name: _____ DOB: _____ Last 4 digits of SS _____ Living with you? (Y/N)

Client Name: _____ DOB: _____ Last 4 digits of SS _____ Living with you? (Y/N)

Client Name: _____ DOB: _____ Last 4 digits of SS _____ Living with you? (Y/N)

_____ _____

Print Name of Organization   Staff

_____ _____

Signature of Organization Staff Date

Central Florida Continuum of Care HMIS
HMIS End User Agreement

For: _____   From: _____
       User's Full Name (print name)   Agency Name (print name)

User Responsibilities

1. Users must be prepared to answer Client questions regarding HMIS.

2. Users must faithfully respect Client preferences with regard to the entry and sharing of Client information within HMIS.

Users must accurately record Client's preferences by making the proper designations as to the sharing of Client information and/or any restrictions on the sharing of Client information.

3. Users must allow Client to change his or her information sharing preferences at the Client's request.

4. Users must not decline services to a Client or potential Client if that person refuses to allow entry of information into HMIS or to share their personal information with other agencies via HMIS.

5. The User has primary responsibility for information entered by the User. Information Users enter must be truthful, accurate and complete to the best of User's knowledge.

6. Users will not solicit from or enter information about Clients into HMIS unless the information is required for a legitimate business purpose such as to provide services to the Client.

7. Users will not use HMIS database for any violation of any law, to defraud any entity, or conduct any illegal activity.

8. Upon Client's written request, users must allow a Client to inspect and obtain a copy of the Client's own information maintained within HMIS. Information compiled in reasonable anticipation of or for use in a civil, criminal or administrative action or proceeding need not be provided to Client.

9. Users must permit Clients to file a written complaint regarding the use or treatment of their information within HMIS.

Clients may file a written complaint with either the Partner Agency or Homeless Services Network (at P.O. Box 547068, Orlando, FL 32854-7068).

10. Users may not retaliate against a Client for filing a complaint.

11. Users are responsible for obtaining and maintaining their own HMIS account security.

12. Users will not share access to their HMIS accounts with anyone.

13. Users will take reasonable means to keep chosen passwords physically secure.

14. Users will only view, obtain, disclose, or use the database information that is necessary to perform their jobs.

15. Users understand that only authorized individuals may directly access HMIS Client information and will take the following

steps to prevent casual observers from accessing HMIS Client information:

a. Users will log off the HMIS before leaving their work area, or make sure that the HMIS database has "timed out" before leaving their work area.

b. Users will not leave unattended any computer that has HMIS "open and running".

c. Users will keep their computer monitors positioned so that persons not authorized to use HMIS cannot view the screen.

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d. Users will store hard copies of HMIS information in a secure file and not leave such hard copy information in public view.

e. Users will properly destroy paper copies of HMIS information when they are no longer needed unless they are required to be retained in accordance with applicable law.

f. Users will not discuss HMIS confidential Client information with staff, Clients, or Client family members in a public area.

g. Users will not discuss HMIS confidential Client information on the telephone in any areas where the public might overhear my conversation.

h. Users will not leave messages on an agency's voice mail system that contains HMIS confidential Client information.

i. Users will take steps to ensure HMIS confidential information left by callers is not overheard by the public or unauthorized persons.

16. Users must understand that a failure to follow these security steps appropriately may result in a breach of Client HMIS confidentiality and HMIS security. If such a breach occurs, access to the HMIS may be terminated and users may be subject to further disciplinary action as defined in the Partner Agency's personnel policy.

17. If users notice or suspect a security breach, they will immediately notify the Director of their Agency and the Homeless Services Network HMIS Administrator.

User Agreement: I understand and agree to comply with all the statements listed above.

User Signature	Date	User's Full Name (please print)

User's Job Title

Witness Signature	Date	Witness Full Name (please print)

Central Florida Continuum of Care
Privacy and Security Checklist

Agency Name:_____

Security Officer Name: _____

_____ **(Int.) Agency has the HUD Public Notice posted in an area visible to clients.**

Finding(s):_____

_____

Corrective Action(s): _____

_____

Deadline for Completion: _____

_____ **(Int.) Agency has an HMIS Privacy Notice that complies with the requirements set forth by the CoC HMIS Operating Policies and Procedures, and is available to all clients.**

Finding(s): _____

_____

Corrective Action(s): _____

_____

Deadline for Completion: _____

_____ **(Int.) Agency has a copy of the HUD Public Notice and the Privacy Notice on its website.**

Finding(s): _____

_____

Corrective Action(s): _____

Deadline for Completion: _____

_____ (Int.)   Client files with hard copy data that includes client identifying information is protected behind one lock, at minimum, from unauthorized access.

Finding(s): _____

_____

Corrective Action(s): _____

_____

Deadline for Completion: _____

_____ (Int.)   Offices that contain client files are locked when not occupied.

Finding(s): _____

_____

Corrective Action(s): _____

_____

Deadline for Completion: _____

_____ (Int.)   Client files are not left visible for unauthorized individuals.

Finding(s): _____

_____

Corrective Action(s): _____

_____

Deadline for Completion: _____

_____ (Int.)   Agency has adopted the PromisSE Release of Information and requests this from every client.

Finding(s): _____

_____

Corrective Action(s): _____

_____

Deadline for Completion: _____

_____ (Int.)   HMIS workspaces are configured to support privacy of client interaction and privacy of data entry.

Finding(s): _____

_____

Corrective Action(s): _____

_____

Deadline for Completion: _____

_____ (Int.)   User accounts and passwords are not shared between End Users, or left visible for others to see.

Finding(s): _____

_____

Corrective Action(s): _____

_____

Deadline for Completion: _____

_____ (Int.)   End Users do not save HMIS reports with identifying client information on portable media.

Finding(s): _____

Corrective Action(s): _____

_____

Deadline for Completion: _____

_____ **(Int.)** **All HMIS workstations, including laptops and remote workstations, have virus protection and automatic updates.**

Finding(s): _____

_____

Corrective Action(s): _____

_____

Deadline for Completion: _____

_____ **(Int.)** **All HMIS workstations, including laptops and remote workstations, are protected by a Firewall.**

Finding(s): _____

_____

Corrective Action(s): _____

_____

Deadline for Completion: _____

_____ **(Int.)** **End Users are not accessing the HMIS on a public computer, or from an internet connection that is not secured.**

Finding(s): _____

_____

Corrective Action(s): _____

Deadline for Completion: _____

_____ (Int.)   Agency has a documented plan for remote access if End Users are accessing the HMIS outside of the office setting.

Finding(s): _____

_____

Corrective Action(s): _____

_____

Deadline for Completion: _____

Security Officer Printed Name	Agency Official Printed Name
Security Officer Signature	Agency Official Signature
Date (mm/dd/yy)	Date (mm/dd/yy)

Central Florida Continuum of Care (CoC FL-507)
Homeless Management Information Systems (HMIS)
Self-Monitoring Tool

Purpose: To ensure the integrity of HMIS and to protect the clients and agencies served by HMIS, each agency participating in the CoC FL-507 HMIS - whether or not the agency receives HUD funding – must periodically review its HMIS practices and evaluate its compliance with applicable HUD requirements and CoC FL-507 policies.

Instructions:
The HMIS Agency Administrator must personally complete the self-monitoring process below, and then sign and return this form to the HMIS Lead Agency (HSN) **by April 30 <u>and</u> October 31** of each year. (Note: Completion of this self-monitoring process is separate and distinct from any monitoring of HMIS-related activity that may be conducted by the HMIS Lead (HSN) during on-site monitoring visits or via remote access.

Compliance Standard	For each compliance standard, check the box that <u>BEST</u> describes the agency's status				
	Currently in Compliance	Will Be in Compliance within 7 Days	Need Help to Comply	Cannot/ Will Not Comply	N/A
Administrative Oversight					
1. Agency's chief executive has read, signed and agrees to the CoC FL-507 HMIS Agency Agreement.					
2. Agency has designated a single HMIS Agency Administrator who oversees and coordinates all efforts to ensure: • Compliance by Agency with the HMIS Agency Agreement • Compliance by HMIS Users with the User Agreement, • Availability of training and technology needed for Agency participation in HMIS. Agency has also provided the name and contact information for the current Agency Administrator to the HMIS Lead (HSN).					
3. Agency has ensured that User Agreements for all HMIS Users are up to date and on file with HMIS Lead (HSN).					
4. Agency Administrator regularly reviews and, when requested, responds to communications from the HMIS Lead (HSN).					
5. Agency informs HSN of new programs or grants received that require additional CoC compliance and/or training.					
Data Completeness and Quality					
6. Agency collects and enters data into HMIS: a. for all clients (whenever relevant to and appropriate for inclusion in HMIS) in all households served, including project entry, project exit and all services. b. using all HUD- and CoC-required Data Elements. c. in a manner that is as close to real time as possible, but no later than 30 days after the collection of information/occurrence of the event to be entered.					
7. Agency received a grade of "B" or higher on a Data Quality Report Card (252) run within the last 14 days.					

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Compliance Standard	For each compliance standard, check the box that BEST describes the agency's status				
	Currently in Compliance	Will Be in Compliance within 7 Days	Need Help to Comply	Cannot/ Will Not Comply	N/A
8. Agency runs & reviews the set of data completeness, quality and accuracy monitoring reports required under any CoC-related contract(s) for funding. Agency takes steps to promptly correct any identified concerns or deficiencies.					
9. Agency uses a specific procedure to ensure that all names are spelled properly and DOBs are correct.					
10. Agency has trained all HMIS Users on the HUD definition of homelessness and the priority of documenting each client's status in that regard.					
Privacy, Security and Confidentiality					
11. Each HMIS User has read and the Agency as a whole is in compliance with privacy- and security-related standards and requirements found in the CoC's HMIS Policies and Procedures.					
12. Agency displays the privacy notice and requirements found in the CoC's HMIS Policies and Procedures, and provides a copy to clients upon request.					
13. Agency has either: • Conducted a Level 1 or higher background check (i.e., criminal history check) on each HMIS User; OR • Required each HMIS User to obtain a Level 1 or higher background check from an independent source.					
14. Agency ensures that a signed HMIS Release of Information is obtained for every client for which the Agency may share personally identifiable information with external entities.					
15. Agency ensures that all computer stations, laptops and mobile devices on which HMIS is accessed: a. are private and secure. b. automatically locks HMIS after a time					
16. Agency requires that each HMIS User log out after each session.					
17. Agency strictly limits access to information entered into HMIS to authorized personnel only.					
18. Each HMIS User (including those with read-only access) has a unique user name/password. Agency strictly prohibits the sharing of user names/passwords.					
19. Agency strictly prohibits HMIS Users from using "auto-fill" and using any other password storage methods that may compromise the security of HMIS data.					
20. HMIS Lead (HSN) is notified immediately whenever an incident of unauthorized access to or inappropriate use of HMIS data is discovered by or reported to the Agency.					
21. HMIS Lead (HSN) is notified immediately whenever any HMIS User is terminated from the Agency or otherwise loses authorization to use HMIS.					

Please explain any compliance issues identified above, and provide any additional questions, requests or comments below:

<u>Certification</u>

I certify that the information provided above regarding our agency's compliance with HMIS-related requirements and standards is true and accurate. I further certify that I personally conducted or oversaw the HMIS compliance self-monitoring of the agency and its HMIS practices.

Print Name: _____ Title: _____

Signature: _____ Date: _____

Written Orders of Priority

CENTRAL FLORIDA CONTINUUM OF CARE, INC.
ORGANIZATIONAL GOVERNANCE CHARTER AND BYLAWS

ARTICLE I
IDENTIFICATION

1.1   Name.

The name of this corporation shall be the Central Florida Continuum of Care, Inc. (hereinafter "CoC").

1.2   Definitions.

For purposes of this organizational governance charter and bylaws and (hereinafter "Byl[...]

a. "The Act" means the McKinney-Vento Homeless Assistance Act, as amended by P[...] 110 and S.896, The Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009, and as may be further amended.

b. "HUD" means the U.S. Department of Housing and Urban Development.

c. "DCF" means the Florida Department of Children and Families.

d. "CoC Interim Rule" means 24 CFR Part 578, as may be amended or superseded, together with applicable sub-regulatory guidance issued by HUD.

e. "ESG Interim Rule" means 24 CFR Part 576, as may be amended or superseded, together with applicable sub-regulatory guidance issued by HUD.

f. "Coordinated entry system" or "CES" means the centralized or coordinated process described in §578.7(a)(8) of the CoC Interim Rule and used by the Central Florida CoC to coordinate program participant intake assessment and provision of referrals to housing and services.

g. "Local jurisdictions" means the jurisdictions of Kissimmee (HUD geographic code 121572), Sanford (HUD geographic code 122754 Orlando (HUD geographic code 122292), Osceola County (HUD geographic code 129097), Seminole County (HUD geographic code 129117), and Orange County, Florida (HUD geographic code 129095).

h. "Applicant" means a corporation or unit or instrumentality of government that is selected to apply for and, if approved, receive funding through a grant or other resource allocation process administered by the CoC.

i. "Project" means a group of eligible activities, such as a permanent supportive housing program, rapid rehousing program, an outreach program, or HMIS activity, where such programs or activities have been identified in an application to HUD or other funding source administered by the CoC.

Terms defined in the CoC Interim Rule or ESG Interim Rule but not otherwise defined in these Bylaws shall have the same meanings as defined therein.

Please refer to Section 11.4 of the Governance Charter (attached as next page)

of HUD, DCF and jurisdictional funding for homeless assistance programs establish performance measures and standards and benchmarks appropriate for the target population and program type. The Lead Agency shall also monitor recipient and sub-recipient performance on these measures, evaluate outcomes, and develop performance improvement plans for those programs that are underperforming with respect to the established standards and benchmarks.

11.2   Outcome Evaluation.

The CoC, in partnership with the Lead Agency, shall evaluate outcomes of projects funded under CoC Interim Rule; ESG Interim Rule; Part VI of Chapter 420, Florida Statutes; and jurisdictional initiatives.

11.3   Coordinated Entry System.

The CoC shall, in partnership with the Lead Agency, and in consultation with recipients of Continuum of Care and Emergency Solutions Grants Program funding, establish and operate the Coordinated Entry System region-wide.

11.4   Prioritization Standards.

a.   Generally.

The CoC shall establish and follow written standards and policies for system wide prioritization of Permanent Supportive Housing and Rapid Rehousing services to households identified through the Coordinated Entry System. These standards shall include policies and procedures for: (1) evaluating individuals' and families' eligibility for assistance available through the CoC; (2) determining and prioritizing which eligible individuals and families will receive Permanent Supportive Housing assistance; and (3) determining and prioritizing which eligible individuals and families will receive Rapid Rehousing assistance.

b.   Assessment.

The CoC shall use the most current, available version of the Vulnerability Index - Service Prioritization Decision Assistance Tool (VI-SPDAT), including any variations created for specific sub-populations as appropriate, as the common assessment tool (CAT) used to assist in identifying individuals and households with high service needs until and unless a different CAT is selected. For homeless families with children, specific prioritization needs include, but are not limited to, vulnerability to victimization, number of previous episodes of homelessness, unsheltered homelessness, criminal history, bad credit or rental history, and a disability on the part of the head of household. For homeless and unaccompanied youth, specific prioritization needs include vulnerability to victimization, length of time homeless, unsheltered homelessness and lack of access to family and community support networks.

c.   Persons Experiencing Chronic Homelessness.

The CoC adopts and shall implement, individually and collectively, the service prioritization standards (Orders of Priority) set forth in HUD Notice CPD 14-012, as superseded by HUD Notice CPD 16-011, and as may be further amended or superseded.

FY 2018

FL-507 - Orlando/Orange, Osceola, Seminole Counties Continuum of Care

Attachment #15:

3B-5. Racial Disparities Summary

Contents:

- **Racial Disparity Analysis – Highlights**
- **All Projects Combined – Pie Chart**
- **Emergency Shelters – Pie Chart**
- **Transitional Housing – Pie Chart**
- **Rapid Re-Housing – Pie Chart**
- **Permanent Supportive Housing – Pie Chart**
- **Data Tables used for Pie Charts**

Continuum of Care FL-507
Racial Disparity Analysis
FY 17-18

Highlights

All CoC Projects Combined:

- Whites and African Americans make up more than 90% of the overall population served all CoC projects, split almost evenly.
- African Americans are significantly over represented in the population served (45.0%) compared to the overall population in the area (17.3%).

Emergency Shelters:

- Positive outcomes for African Americans (49.7%) are better than the percent enrolled (42.9%)

Transitional Housing:

- African Americans enrollments (34.2%), while still higher than their percentage of the overall population (17.3%), have less successful outcomes (26.4%) in this project type.
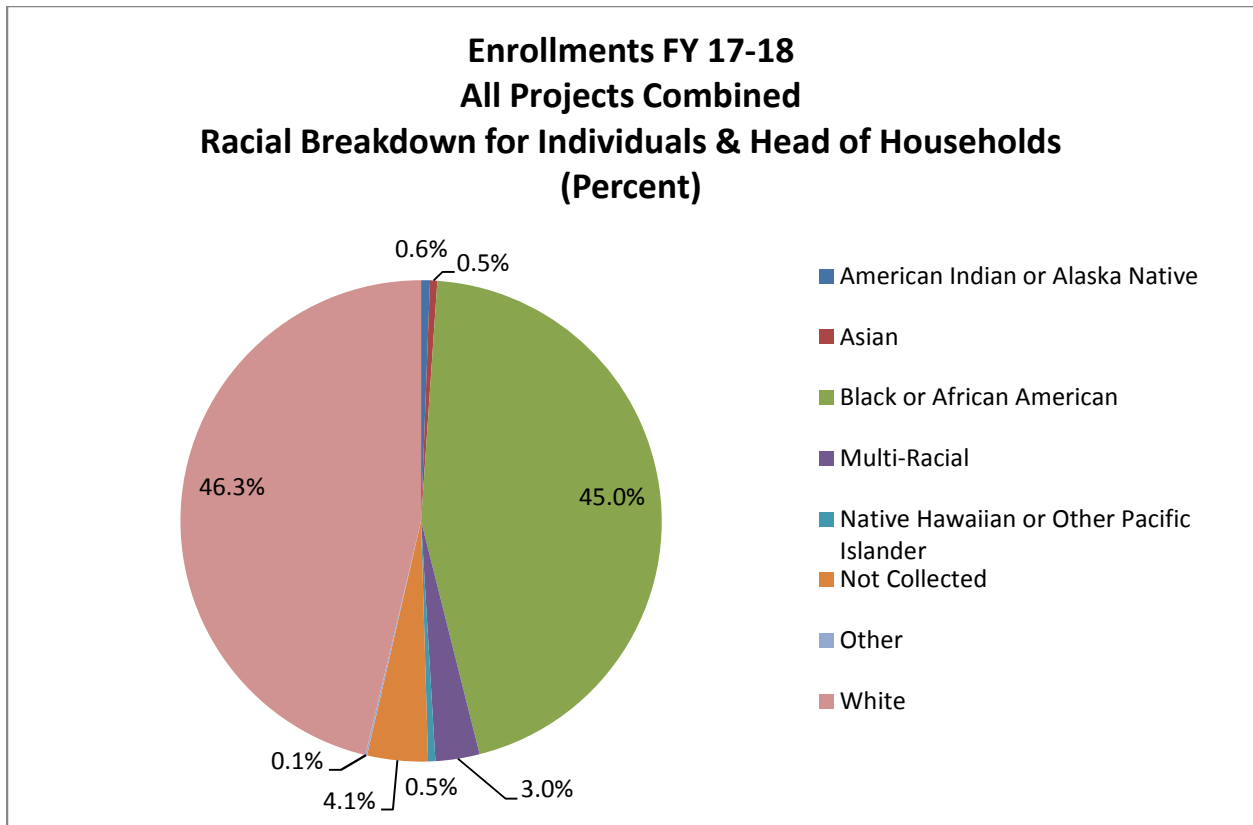
Rapid Re-Housing:

- This project type has the highest level African Americans enrollments (54.5%) with comparable positive outcomes (52.6%).

Permanent Supportive Housing:

- While this project type has the lowest absolute number of enrollments for all populations, African Americans enrollments (29.0%) are the lowest for all lodging projects.

Continuum of Care FL-507
Racial Disparity Analysis
FY 17-18

Enrollments FY 17-18
All Projects Combined
Racial Breakdown for Individuals & Head of Households
(Percent)

Pie chart values:
- 0.6%
- 0.5%
- 46.3%
- 45.0%
- 0.1%
- 4.1%
- 0.5%
- 3.0%

Legend:
- American Indian or Alaska Native
- Asian
- Black or African American
- Multi-Racial
- Native Hawaiian or Other Pacific Islander
- Not Collected
- Other
- White

Populations	Orange	Osceola	Seminole	Total	Percent
White alone	792,374	227,745	348,169	1,368,288	69.6%
Black or African American alone	255,754	34,061	50,641	340,456	17.3%
American Indian and Alaska Native alone	2,792			2,792	0.1%
Asian alone	63,813	7,891	18,172	89,876	4.6%
Native Hawaiian and Other Pacific Islander	2,470	1,409	1,378	5,257	0.3%
Other	111,836	29,764	18,986	160,586	8.2%
Total population	1,229,039	300,870	437,346	1,967,255	100.0%

Source: U.S. Census Bureau, 2011-2015 American Community Survey 5-Year Estimates

Continuum of Care FL-507
Racial Disparity Analysis
FY 17-18

Emergency Shelters
Racial Breakdown for Individuals & Head of Households
Percent Enrolled vs Percent Housed
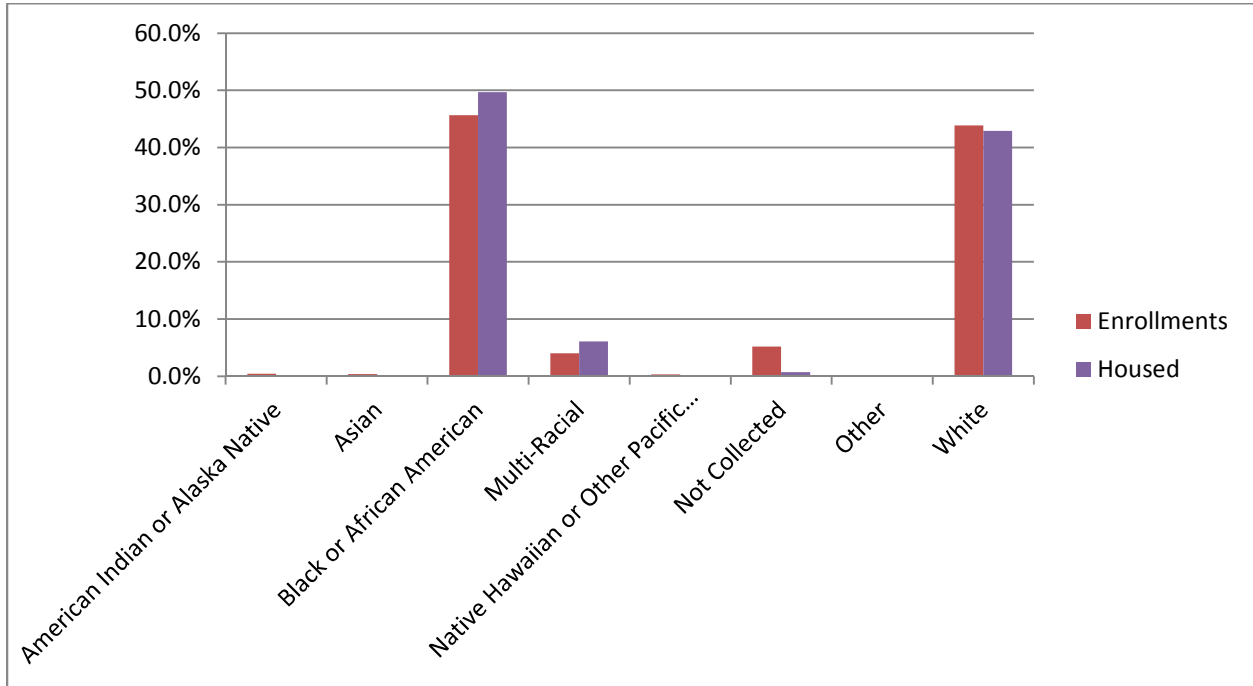
Transitional Housing
Racial Breakdown for Individuals & Head of Households
Percent Enrolled vs Percent Housed

Homeless Services Network of Central Florida
Send inquiries to: info@centralfloridacoc.org
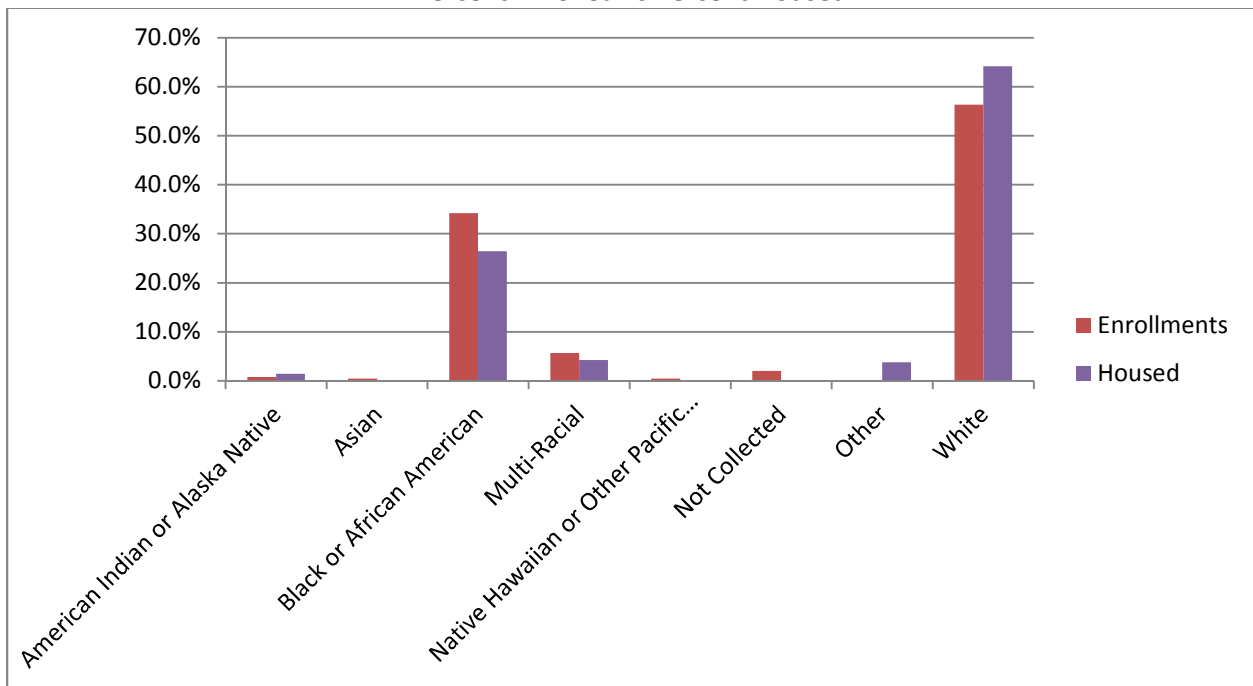
Continuum of Care FL-507
Racial Disparity Analysis
FY 17-18

Rapid Re-Housing
Racial Breakdown for Individuals & Head of Households
Percent Enrolled vs Percent Housed

Permanent Supportive Housing
Racial Breakdown for Individuals & Head of Households
Percent Enrolled vs Percent Housed

Continuum of Care FL-507
Racial Disparity Analysis
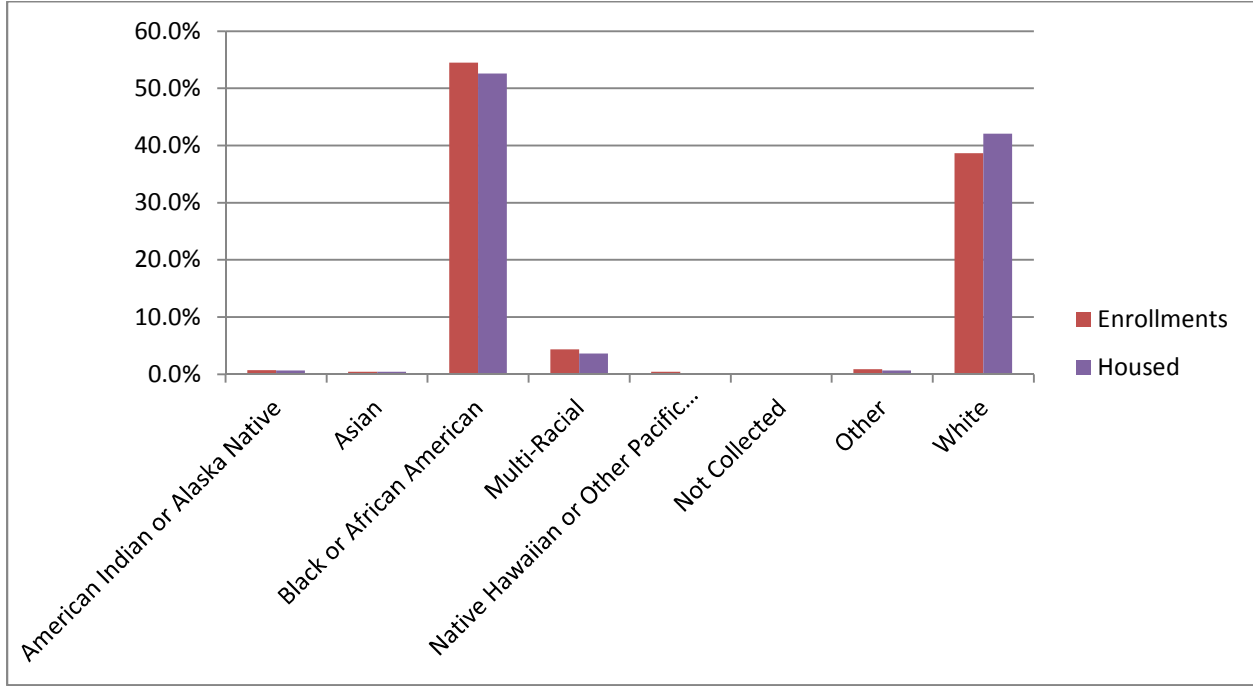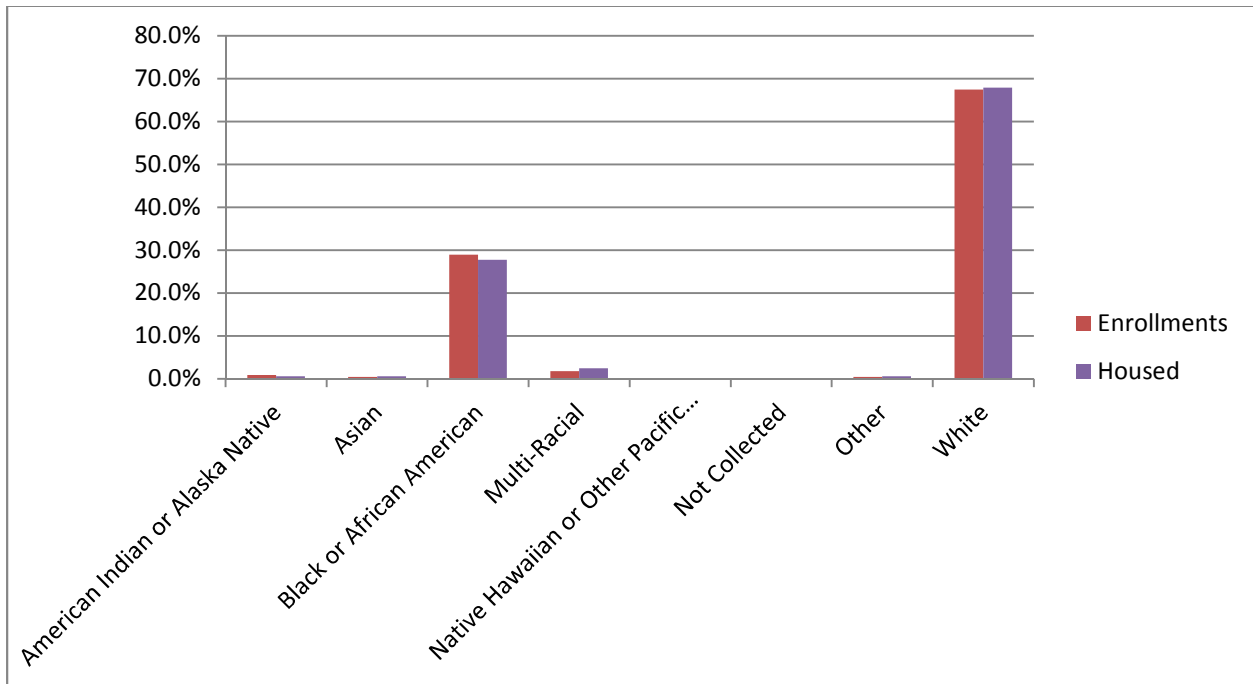### FY 17-18

All Projects Combined	Enrollments	
Primary Race	FY 17-18 (Count)	FY 17-18 (Percent)
American Indian or Alaska Native (HUD)	47	0.6%
Asian (HUD)	38	0.5%
Black or African American (HUD)	3547	45.0%
Multi-Racial	233	3.0%
Native Hawaiian or Other Pacific Islander (HUD)	38	0.5%
Not Collected	322	4.1%
Other	9	0.1%
White (HUD)	3647	46.3%
Total	**7881**	**100.0%**

Emergency Shelters	Enrollments		Housed	
Primary Race	FY 17-18 (Count)	FY 17-18 (Percent)	FY 17-18 (Count)	FY 17-18 (Percent)
American Indian or Alaska Native (HUD)	17	0.4%	2	0.2%
Asian (HUD)	16	0.4%	2	0.2%
Black or African American (HUD)	1853	45.7%	489	49.7%
Multi-Racial	163	4.0%	60	6.1%
Native Hawaiian or Other Pacific Islander (HUD)	14	0.3%	2	0.2%
Not Collected	210	5.2%	7	0.7%
Other	5	0.1%	0	0.0%
White (HUD)	1781	43.9%	422	42.9%
Total	**4059**	**100.0%**	**984**	100.0%

Homeless Services Network of Central Florida
Send inquiries to: info@centralfloridacoc.org

Continuum of Care FL-507
Racial Disparity Analysis
FY 17-18

Transitional Housing	Enrollments		Housed	
Primary Race	FY 17-18 (Count)	FY 17-18 (Percent)	FY 17-18 (Count)	FY 17-18 (Percent)
American Indian or Alaska Native (HUD)	5	0.8%	3	1.4%
Asian (HUD)	3	0.5%	0	0.0%
Black or African American (HUD)	218	34.2%	56	26.4%
Multi-Racial	36	5.7%	9	4.2%
Native Hawaiian or Other Pacific Islander (HUD)	3	0.5%	0	0.0%
Not Collected	13	2.0%	0	0.0%
Other	0	0.0%	8	3.8%
White (HUD)	359	56.4%	136	64.2%
Total	**637**	**100.0%**	**212**	100.0%

Support Services Only	Enrollments	
Primary Race	FY 17-18 (Count)	FY 17-18 (Percent)
American Indian or Alaska Native (HUD)	6	0.5%
Asian (HUD)	5	0.4%
Black or African American (HUD)	422	34.1%
Multi-Racial	52	4.2%
Native Hawaiian or Other Pacific Islander (HUD)	10	0.8%
Not Collected	50	4.0%
Other	2	0.2%
White (HUD)	689	55.7%
Total	**1236**	**100.0%**

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Street Outreach	Enrollments	
Primary Race	FY 17-18 (Count)	FY 17-18 (Percent)
American Indian or Alaska Native (HUD)	6	0.8%
Asian (HUD)	3	0.4%
Black or African American (HUD)	253	32.7%
Multi-Racial	30	3.9%
Native Hawaiian or Other Pacific Islander (HUD)	7	0.9%
Other	0	0.0%
Not Collected	11	1.4%
White (HUD)	464	59.9%
Total	774	100.0%

Coordinated Entry System	Enrollments		Housed	
Primary Race	FY 17-18 (Count)	FY 17-18 (Percent)	FY 17-18 (Count)	FY 17-18 (Percent)
American Indian or Alaska Native (HUD)	21	0.8%	3	1.0%
Asian (HUD)	14	0.5%	3	1.0%
Black or African American (HUD)	1531	55.4%	151	49.5%
Multi-Racial	78	2.8%	14	4.6%
Native Hawaiian or Other Pacific Islander (HUD)	7	0.3%	1	0.3%
Not Collected	50	1.8%	1	0.3%
Other	2	0.1%	0	0.0%
White (HUD)	1063	38.4%	132	43.3%
Total	2766	100.0%	305	100.0%

Continuum of Care FL-507
Racial Disparity Analysis
FY 17-18

Rapid Re-Housing	Enrollments		Housed	
Primary Race	FY 17-18 (Count)	FY 17-18 (Percent)	FY 17-18 (Count)	FY 17-18 (Percent)
American Indian or Alaska Native (HUD)	5	0.7%	3	0.6%
Asian (HUD)	3	0.4%	2	0.4%
Black or African American (HUD)	375	54.5%	246	52.6%
Multi-Racial	30	4.4%	17	3.6%
Native Hawaiian or Other Pacific Islander (HUD)	3	0.4%	0	0.0%
Other	0	0.0%	0	0.0%
Not Collected	6	0.9%	3	0.6%
White (HUD)	266	38.7%	197	42.1%
Total	688	100.0%	468	100.0%

Permanent Supportive Housing	Enrollments		Housed	
Primary Race	FY 17-18 (Count)	FY 17-18 (Percent)	FY 17-18 (Count)	FY 17-18 (Percent)
American Indian or Alaska Native (HUD)	2	0.9%	1	0.6%
Asian (HUD)	1	0.5%	1	0.6%
Black or African American (HUD)	64	29.0%	45	27.8%
Multi-Racial	4	1.8%	4	2.5%
Other	0	0.0%	0	0.0%
Not Collected	0	0.0%	0	0.0%
Native Hawaiian or Other Pacific Islander (HUD)	1	0.5%	1	0.6%
White (HUD)	149	67.4%	110	67.9%
Total	221	100.0%	162	100.0%

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