

Before Starting the CoC Application

The CoC Consolidated Application is made up of two parts: the CoC Application and the CoC Priority Listing, with all of the CoC's project applications either approved and ranked, or rejected. The Collaborative Applicant is responsible for submitting both the CoC Application and the CoC Priority Listing in order for the CoC Consolidated Application to be considered complete.

The Collaborative Applicant is responsible for:

1. Reviewing the FY 2017 CoC Program Competition NOFA in its entirety for specific application and program requirements.
2. Ensuring all questions are answered completely.
3. Reviewing the FY 2017 CoC Consolidated Application Detailed Instructions, which gives additional information for each question.
4. Ensuring all imported responses in the application are fully reviewed and updated as needed.
5. The Collaborative Applicant must review and utilize responses provided by project applicants in their Project Applications.
6. Some questions require the Collaborative Applicant to attach documentation to receive credit for the question. This will be identified in the question.

- Note: For some questions, HUD has provided documents to assist Collaborative Applicants in filling out responses. These are noted in the application.

- All questions marked with an asterisk (*) are mandatory and must be completed in order to submit the CoC Application.

For CoC Application Detailed Instructions click [here](#).

1A. Continuum of Care (CoC) Identification

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1A-1. CoC Name and Number: MA-519 - Attleboro, Taunton/Bristol County CoC

1A-2. Collaborative Applicant Name: Community Counseling of Bristol County, Inc.

1A-3. CoC Designation: CA

1A-4. HMIS Lead: Community Counseling of Bristol County, Inc.

1B. Continuum of Care (CoC) Engagement

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1B-1. From the list below, select those organization(s) and/or person(s) that participate in CoC meetings. Using the drop-down boxes, indicate if the organization(s) and/or person(s): (1) participate in CoC meetings; and (2) vote, including selection of CoC Board members. Responses should be for the period from 5/1/16 to 4/30/17.

Organization/Person Categories	Participates in CoC Meetings	Votes, including electing CoC Board Members
Local Government Staff/Officials	Yes	Yes
CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes
Law Enforcement	Yes	Yes
Local Jail(s)	Yes	No
Hospital(s)	Yes	No
EMT/Crisis Response Team(s)	Yes	Yes
Mental Health Service Organizations	Yes	Yes
Substance Abuse Service Organizations	Yes	Yes
Affordable Housing Developer(s)	Yes	Yes
Disability Service Organizations	Yes	Yes
Disability Advocates	Yes	Yes
Public Housing Authorities	Yes	Yes
CoC Funded Youth Homeless Organizations	Not Applicable	No
Non-CoC Funded Youth Homeless Organizations	Yes	Yes
Youth Advocates	Yes	Yes
School Administrators/Homeless Liaisons	Yes	No
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	No	No
LGBT Service Organizations	Yes	No
Agencies that serve survivors of human trafficking	Yes	Yes
Other homeless subpopulation advocates	Yes	Yes
Homeless or Formerly Homeless Persons	Yes	Yes
Other:(limit 50 characters)		

Veterans Services Organizations	Yes	Yes

Applicant must select Yes, No or Not Applicable for all of the listed organization/person categories in 1B-1.

1B-1a. Describe the specific strategy(s) the CoC uses to solicit and consider opinions from organizations and/or persons that have an interest in preventing or ending homelessness. (limit 1000 characters)

Overall, the CoC, also known as the Greater Bristol County/Attleboro/Taunton Coalition to end Homelessness (GBCATCH), has a broad and diverse membership, and this membership is reflected on the Board, which specifically seeks to include many different perspectives on homelessness, as well as geographic representation of the whole CoC. While committee work is often done in smaller groups, committees minutes are available at each bi-monthly meeting, and by email. The CoC reviews the Governance structure on a regular basis and changed from meeting on a quarterly basis to a bi-monthly basis with a bimonthly Steering Committee of the full Board in the intervening month. The governance structure has Committees that were developed to better meet the needs of the CoC and will meet a minimum of bi-monthly and make efforts to recruit members with various perspectives.

1B-2. Describe the CoC's open invitation process for soliciting new members, including any special outreach. (limit 1000 characters)

The GBCATCH has an open invitation process on an annual basis which is done through the local media including the Taunton Gazette, the Attleboro Sun Chronicle, and through local online social media websites and Facebook pages including the GBCATCH webpage and the Collaborative Applicant website. Regarding special outreach, a presentation is done at all local coalitions including the Prevention and Wellness Network, the Community Crisis Intervention Teams, the Suicide Prevention Coalition, the Taunton Opioid and Substance Use Task Force, and the local soup kitchens and homeless day shelter to reach out to potential new members and those who can offer a special perspective to the CoC.

1B-3. Describe how the CoC notified the public that it will accept and consider proposals from organizations that have not previously received CoC Program funding in the FY 2017 CoC Program Competition, even if the CoC is not applying for new projects in FY 2017. The response must include the date(s) the CoC made publicly knowing they were open to proposals. (limit 1000 characters)

When the competition opens the CoC sends a notice on the NOFA to all homeless providers regarding the potential for funds, both renewals and if there

are new funds available. For the Permanent Housing Bonus providers are asked to submit a Letter of Intent which is reviewed by our Application Committee. The whole process is transparent and is then reviewed by the entire CoC prior to a final decision on who will be asked to develop a proposal. As we are a small CoC we have typically had only one or maybe two at the most providers submit a proposal each year. To select projects to be included in the application to HUD, the CoC Application Committee scores and ranks all projects including both renewals and new projects. The full CoC conducts a final vote on the ranking given the based on performance and prior experience. Providers are always given feedback in writing if a vote is taken and then will be recorded in the minutes.

1C. Continuum of Care (CoC) Coordination

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1C-1. Using the chart below, identify the Federal, State, Local, Private and Other organizations that serve homeless individuals, families, unaccompanied youth, persons who are fleeing domestic violence, or those at risk of homelessness that are included in the CoCs coordination; planning and operation of projects. Only select "Not Applicable" if the funding source(s) do not exist in the CoC's geographic area.

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)	Not Applicable
Head Start Program	Yes
Housing and service programs funded through Department of Justice (DOJ) resources	Yes
Housing and service programs funded through Health and Human Services (HHS) resources	Not Applicable
Housing and service programs funded through other Federal resources	Yes
Housing and service programs funded through state government resources	Yes
Housing and service programs funded through local government resources	Yes
Housing and service programs funded through private entities, including foundations	No
Other:(limit 50 characters)	

1C-2. Describe how the CoC actively consults with Emergency Solutions Grant (ESG) recipient’s in the planning and allocation of ESG funds. Include in the response: (1) the interactions that occur between the CoC and the ESG Recipients in the planning and allocation of funds; (2) the CoCs participation in the local Consolidated Plan jurisdiction(s) process by providing Point-in-Time (PIT) and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions; and (3) how the CoC ensures local homelessness information is clearly communicated and addressed in Consolidated Plan updates. (limit 1000 characters)

The two cities in our CoC do not receive ESG funds and as a result, the ESG funds are available to our CoC through the Department of Housing and Community Development grant. The CoC actively consults with Catholic Social

Services the Emergency Solutions Grant (ESG) recipient in the planning and allocation of ESG funds. (1) the interactions that occur between the CoC and the ESG Recipients in the planning and allocation of funds; (2) the CoCs participation in the local Consolidated Plan jurisdiction(s) process by providing Point-in-Time (PIT) and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions; and (3) how the CoC ensures local homelessness information is clearly communicated and addressed in Consolidated Plan updates.

1C-3. CoCs must demonstrate the local efforts to address the unique needs of persons, and their families, fleeing domestic violence that includes access to housing and services that prioritizes safety and confidentiality of program participants. (limit 1000 characters)

The CoC is fortunate to have a experienced provider of Domestic Violence services in our region. The New Hope agency has been operating both a domestic violence shelter for women for many years and also works closely with families to ensure that they are on all waiting lists for PH and access the support for a successful transition from the shelter.

For some of the families coming into a DV program though, there are many factors that effect their decisions when it comes to choosing a final place to move to. In some cases, trauma issues and safety concerns may cause families to move earlier than hoped into less than permanent situations. The program will continue to engage these families in developing safe affordable opportunities. CCBC has recently provided Psychological First Aid training to the staff in the New Hope Shelter to support the families who are in shelters and have experienced trauma.

1C-3a. CoCs must describe the following: (1) how regular training is provided to CoC providers and operators of coordinated entry processes that addresses best practices in serving survivors of domestic violence; (2) how the CoC uses statistics and other available data about domestic violence, including aggregate data from comparable databases, as appropriate, to assess the scope of community needs related to domestic violence and homelessness; and (3) the CoC safety and planning protocols and how they are included in the coordinated assessment. (limit 1,000 characters)

The CoC offered training in the past year on our Coordinated Entry process known as The CALL, and accessed by calling 1-800-HOMELESS. This training was given to all CoC providers and other operators of coordinated entry processes and specifically focused on best practices in serving survivors of domestic violence. Data is kept separately on DV services provided and not entered into HMIS but used in addressing the needs of our CoC related to DV and homelessness. The initial assessment by the CALL asks in a sensitive way to determine if the individual needs the support of the local domestic violence agency and supports the connection to those services.

1C-4. Using the chart provided, for each of the Public Housing Agency's

(PHA) in the CoC's geographic area: (1) identify the percentage of new admissions to the Public Housing or Housing Choice Voucher (HCV) Programs in the PHA's that were homeless at the time of admission; and (2) indicate whether the PHA has a homeless admission preference in its Public Housing and/or HCV program.

Attachment Required: If the CoC selected, "Yes-Public Housing", "Yes-HCV" or "Yes-Both", attach an excerpt from the PHA(s) written policies or a letter from the PHA(s) that addresses homeless preference.

Public Housing Agency Name	% New Admissions into Public Housing and Housing Choice Voucher Program during FY 2016 who were homeless at entry	PHA has General or Limited Homeless Preference
Taunton Housing Authority	5.00%	Yes-Public Housing
Dartmouth Housing Authority	0.00%	No
North Attleboro Housing Authority	0.00%	No
Easton Housing Authority	0.00%	No
Attleboro Housing Authority	5.00%	Yes-Public Housing

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-4a. For each PHA where there is not a homeless admission preference in their written policies, identify the steps the CoC has taken to encourage the PHA to adopt such a policy. (limit 1000 characters)

The CoC works closely with all Housing Authorities in the geographic area especially Taunton and Attleboro who participate regularly in meetings and other initiatives to end homelessness. The Dartmouth Housing Authority recently offered a special veterans housing program that veterans in our CoC were able to take advantage of. The North Attleboro and Easton HA's are both very limited in their housing projects and give limited numbers of HCV's each year. We will continue to work with them to become more focused on developing a homeless preference when they develop additional housing resources.

1C-5. Describe the actions the CoC has taken to: (1) address the needs of Lesbian, Gay, Bisexual, Transgender (LGBT) individuals and their families experiencing homelessness, (2) conduct regular 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, including Gender Identify Equal Access to Housing, Fina Rule; and (3) implementation of an anti-discrimination policy. (limit 1000 characters)

The MA-519 CoC has formed a Committee to explore how we can connect more with the LGBTQ community in our geographic area. We have contacted the South Coast LGBTQ Network for their input and the Chair of the Committee is experienced in Fair Housing and is looking at ways to address this issue in the CoC regarding affirmative fair housing practices. We also have an

Unaccompanied Youth Committee that has connections to the LGBTQ community through our work with the local Teen Centers to get more input in serving young adults who may be homeless. We are planning a specialized training in the next quarter to address the topic Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity, including Gender Identify Equal Access to Housing, Final Rule and implementation of an anti-discrimination policy.

1C-6. Criminalization: Select the specific strategies implemented by the CoC to prevent the criminalization of homelessness in the CoC's geographic area. Select all that apply.

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

1D. Continuum of Care (CoC) Discharge Planning

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1D-1. Discharge Planning-State and Local: Select from the list provided, the systems of care the CoC coordinates with and assists in state and local discharge planning efforts to ensure those who are discharged from that system of care are not released directly to the streets, emergency shelters, or other homeless assistance programs. Check all that apply.

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

1D-1a. If the applicant did not check all the boxes in 1D-1, provide: (1) an explanation of the reason(s) the CoC does not have a discharge policy in place for the system of care; and (2) provide the actions the CoC is taking or plans to take to coordinate with or assist the State and local discharge planning efforts to ensure persons are not discharged to the street, emergency shelters, or other homeless assistance programs. (limit 1000 characters)

1D-2. Discharge Planning: Select the system(s) of care within the CoC's geographic area the CoC actively coordinates with to ensure persons who have resided in any of the institutions listed below longer than 90 days are not discharged directly to the streets, emergency shelters, or other homeless assistance programs. Check all that apply.

Foster Care:	<input checked="" type="checkbox"/>
Health Care:	<input checked="" type="checkbox"/>

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

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

Instructions

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

1E-1. Using the drop-down menu, select the appropriate response(s) that demonstrate the process the CoC used to rank and select project applications in the FY 2017 CoC Program Competition which included (1) the use of objective criteria; (2) at least one factor related to achieving positive housing outcomes; and (3) included a specific method for evaluating projects submitted by victim service providers.

Attachment Required: Public posting of documentation that supports the process the CoC used to rank and select project application.

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	No

1E-2. Severity of Needs and Vulnerabilities

**CoCs must provide the extent the CoC considered the severity of needs and vulnerabilities experienced by program participants in their project ranking and selection process. Describe: (1) the specific vulnerabilities the CoC considered; and (2) how the CoC takes these vulnerabilities into account during the ranking and selection process. (See the CoC Application Detailed Instructions for examples of severity of needs and vulnerabilities.)
(limit 1000 characters)**

The CoC's Application Committee responsible for developing the proposed rankings to be voted on by the CoC considered the severity of needs and vulnerabilities in establishing priority rankings for FY 2017 project application. The Committee first looked at the primary target population for each project. It then categorized the target population and the projects serving persons the chronically homeless, have low or zero incomes, are living unsheltered, and/or have severe disabilities or barriers due to criminal histories and those projects were accorded more points, with lower priority for those with less severe needs. Priority consideration is also given to families with children and those who might have problems accessing housing or services due to other barriers, such as poor credit or inability to access state shelters. The CoC places a major focus on Housing First and as we had no new projects to consider we looked at the how the most vulnerable were housed in our renewal projects.

1E-3. Using the following checklist, select: (1) how the CoC made publicly available to potential project applicants an objective ranking and selection process that was used for all project (new and renewal) at least 2 days before the application submission deadline; and (2) all parts of the CoC Consolidated Application, the CoC Application attachments, Priority Listing that includes the reallocation forms and Project Listings that show all project applications submitted to the CoC were either accepted and ranked, or rejected and were made publicly available to project applicants, community members and key stakeholders.

Attachment Required: Documentation demonstrating the objective ranking 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. Attachments must clearly show the date the documents were publicly posted.

Public Posting	
CoC or other Website	<input checked="" type="checkbox"/>
Email	<input checked="" type="checkbox"/>
Mail	<input type="checkbox"/>
Advertising in Local Newspaper(s)	<input type="checkbox"/>
Advertising on Radio or Television	<input type="checkbox"/>
Social Media (Twitter, Facebook, etc.)	<input checked="" type="checkbox"/>

1E-4. Reallocation: Applicants must demonstrate the ability to reallocate lower performing projects to create new, higher performing projects. CoC's may choose from one of the following two options below to answer this question. You do not need to provide an answer for both.

Option 1: The CoC actively encourages new and existing providers to apply for new projects through reallocation.

Attachment Required - Option 1: Documentation that shows the CoC actively encouraged new and existing providers to apply for new projects through reallocation.

Option 2: The CoC has cumulatively reallocated at least 20 percent of the CoC's ARD between FY 2013 and FY 2017 CoC Program Competitions.

No Attachment Required - HUD will calculate the cumulative amount based on the CoCs reallocation forms submitted with each fiscal years Priority Listing.

Reallocation: Option 2

No Attachment Required - HUD will calculate the cumulative amount based on the CoCs reallocation forms submitted with each fiscal years Priority Listing.

1E-5. If the CoC rejected or reduced project application(s), enter the date the CoC and Collaborative Applicant notified project applicants their project application(s) were being rejected or reduced in writing outside of e-snaps. 09/13/2017

Attachment Required: Copies of the written notification to project applicant(s) that their project application(s) were rejected. Where a project application is being rejected or reduced, the CoC must indicate the reason(s) for the rejection or reduction.

1E-5a. Provide the date the CoC notified applicant(s) their application(s) were accepted and ranked on the Priority Listing, in writing, outside of e-snaps. 09/13/2017

Attachment Required: Copies of the written notification to project applicant(s) their project application(s) were accepted and ranked on the Priority listing.

2A. Homeless Management Information System (HMIS) Implementation

Intructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2A-1. Does the 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? Yes

Attachment Required: If “Yes” is selected, a copy of the sections of the Governance Charter, or MOU/MOA addressing the roles and responsibilities of the CoC and HMIS Lead.

2A-1a. 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. In addition, indicate if the page number applies to the Governance Charter or MOU/MOA. On Pages 10-12 of the governance charter, the roles and responsibilities of the CoC and the HMIS Lead are outlined.

2A-2. Does the CoC have a HMIS Policies and Procedures Manual? Attachment Required: If the response was “Yes”, attach a copy of the HMIS Policies and Procedures Manual. Yes

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

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

2A-5. Per the 2017 HIC use the following chart to indicate the number of beds in the 2017 HIC and in HMIS for each project type within the CoC. If a particular project type does not exist in the CoC then enter "0" for all cells

in that project type.

Project Type	Total Beds in 2017 HIC	Total Beds in HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ESG) beds	170	12	158	100.00%
Safe Haven (SH) beds	0	0	0	
Transitional Housing (TH) beds	55	0	25	45.45%
Rapid Re-Housing (RRH) beds	0	0	0	
Permanent Supportive Housing (PSH) beds	79	0	79	100.00%
Other Permanent Housing (OPH) beds	0	0	0	

2A-5a. To receive partial credit, if the bed coverage rate is below 85 percent for any of the project types, the CoC must provide clear steps on how it intends to increase this percentage for each project type over the next 12 months.

(limit 1000 characters)

The Taunton Housing Authority has a transitional housing program that is currently serving a total of 30, in 10 homeless families and they have stated they do not have the funding in order to enter this data into the HMIS system. Our hope is that we will be able to include this data once the CoC has an HMIS grant and can cover the fees to the HMIS vendor to allow them to input the data and add the information to our reports. Currently they are reporting manually for the HIC and PIT.

The Transitional Housing Program is designed to provide assistance to up to 10 homeless families coming from shelters. The goal of the program is to end the cycle of homelessness with families and maintain long-term stable housing, so families will not have to re-enter the shelter system. Once families complete the program, a lease is signed between the participating family and the Taunton Housing Authority. Units are scattered through six state-aided public housing developments within the THA.

2A-6. Annual Housing Assessment Report (AHAR) Submission: How many Annual Housing Assessment Report (AHAR) tables were accepted and used in the 2016 AHAR? 10

2A-7. Enter the date the CoC submitted the 2017 Housing Inventory Count (HIC) data into the Homelessness Data Exchange (HDX). 05/05/2017
(mm/dd/yyyy)

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

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2B-1. Indicate the date of the CoC's 2017 PIT count (mm/dd/yyyy). If the PIT count was conducted outside the last 10 days of January 2017, HUD will verify the CoC received a HUD-approved exception. 01/25/2017

2B-2. Enter the date the CoC submitted the PIT count data in HDX. (mm/dd/yyyy) 04/30/2017

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

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

2C-1. Describe any change in the CoC’s sheltered PIT count implementation, including methodology and data quality changes from 2016 to 2017. Specifically, how those changes impacted the CoCs sheltered PIT count results. (limit 1000 characters)

We did not change our process from 2016 in 2017 for our sheltered PIT count, but there was one issue of discrepancy which was addressed when reviewing our data after submission with the ABT consultant which focused on the need to include addresses and zip codes for the program sites and how to input that data. Additionally, as mentioned in a couple of places our Transitional Housing Count is drastically different from last years count having to do with the closing of one program, the decrease in beds for another, and the lack of HMIS data from the other. This resulted in a much lower TH sheltered count.

2C-2. Did your CoC change its provider coverage in the 2017 sheltered count? Yes

2C-2a. If “Yes” was selected in 2C-2, enter the change in provider coverage in the 2017 sheltered PIT count, including the number of beds added or removed due to the change.

Beds Added:	0
Beds Removed:	18
Total:	-18

2C-3. 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 2017 sheltered PIT count? No

2C-3a. If "Yes" was selected in 2C-3, enter the number of beds that were added or removed in 2017 because of a Presidentially declared disaster.

Beds Added:	0
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Beds Removed:	0
Total:	0

2C-4. Did the CoC change its unsheltered PIT count implementation, including methodology and data quality changes from 2016 to 2017? No

CoCs that did not conduct an unsheltered count in 2016 or did not report unsheltered PIT count data to HUD in 2016 should compare their efforts in 2017 to their efforts in 2015.

2C-4a. Describe any change in the CoC’s unsheltered PIT count implementation, including methodology and data quality changes from 2016 to 2017. Specify how those changes impacted the CoC’s unsheltered PIT count results. See Detailed Instructions for more information. (limit 1000 characters)

There were no changes to our process from our 2016 unsheltered PIT count methodology.

2C-5. Did the CoC implement specific measures to identify youth in their PIT count? Yes

2C-5a. If "Yes" was selected in 2C-5, describe the specific measures the CoC; (1) took to identify homeless youth in the PIT count; (2) during the planning process, how stakeholders that serve homeless youth were engaged; (3) how homeless youth were engaged/involved; and (4) how the CoC worked with stakeholders to select locations where homeless youth are most likely to be identified. (limit 1000 characters)

The CoC specifically targets homeless youth both during the PIT count and as a part of the Massachusetts special initiative to count Unaccompanied youth on an annual basis.

2C-6. Describe any actions the CoC implemented in its 2017 PIT count to better count individuals and families experiencing chronic homelessness, families with children, and Veterans experiencing homelessness. (limit 1000 characters)

The CoC adopted the prioritization notice for individuals and families experiencing chronic homelessness as well as veterans. Training was held on the new HMIS Data Standards, process for documentation and the importance of accurate data input to match the PIT counts. The majority of our count was done electronically so it went directly to the HMIS vendor and this enabled the CoC to ensure better data quality and deduplication. The regional effort of our CoC and the two other neighboring CoC's to look at by name lists in our

individual, family and veterans committees also helps to prepare for the count and know where these individuals can be found.

3A. Continuum of Care (CoC) System Performance

Instructions

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

**3A-1. Performance Measure: Reduction in the Number of First-Time Homeless. Describe: (1) the numerical change the CoC experienced; (2) the process the CoC used to identify risk factors of becoming homeless for the first time; (3) the strategies in place to address individuals and families at risk of becoming homeless; and (4) the organization or position that is responsible for overseeing the CoC's strategy to reduce or end the number of individuals and families experiencing homelessness for the first time.
(limit 1000 characters)**

The numbers of first time homeless families and individuals decreased overall in our CoC from 516 to 429 in Emergency Shelters. The number also decreased in ES and TH together but this had more to do with the decrease in TH beds in our CoC. The focus should be on our decrease in ES and this had to do with the focus on Rapid Rehousing in our CoC. We do not have any RRH projects listed in our HIC but there is a program known as Homebase in Massachusetts as well as Prevention and RRH funds through ESG available in our CoC that contributed to lower numbers in Emergency Shelter. Catholic Social Services oversees the Coordinated Entry project for the CoC as well as ESG and they place a major focus on prevention and diversion as much as possible.

**3A-2. Performance Measure: Length-of-Time Homeless. CoC 's must demonstrate how they reduce the length-of-time for individuals and families remaining homeless. Describe (1) the numerical change the CoC experienced; (2) the actions the CoC has implemented to reduce the length-of-time individuals and families remain homeless; (3) how the CoC identifies and houses individuals and families with the longest length-of-time homeless; and (4) identify the organization or position that is responsible for overseeing the CoC's strategy to reduce the length-of-time individuals and families remain homeless.
(limit 1000 characters)**

The number increased in our CoC when it came to Length of time homeless and this had a direct connection to those sheltered individuals and families who did not meet the criteria for chronic homelessness and as a result remained in shelter longer until they were able to attain some form of permanent housing. They were also placed on the Catholic Social Services Coordinated Entry list for the CoC and many received Case Management services through CCBC's Community Support Program. Additionally, the Individual Services, Unaccompanied Youth Family Services and Veterans Committees of the CoC

which are a part of the Regional South Coast Network to End Homelessness identified those who were homeless the longest using a confidential by name list process reviewed monthly to stratigize how to decrease the length of time homeless.

3A-3. Performance Measures: Successful Permanent Housing Placement and Retention

Describe: (1) the numerical change the CoC experienced; (2) the CoCs strategy to increase the rate of which individuals and families move to permanent housing destination or retain permanent housing; and (3) the organization or position responsible for overseeing the CoC’s strategy for retention of, or placement in permanent housing.

(limit 1000 characters)

The CoC has an excellent history of supporting individuals and families to maintain their permanent housing and according to data reported 95% of those who exited to PH destinations remained in PH during the current reporting year. The number of individuals and families who left ES and TH to go to PH destinations was lower by 10% this past year and the CoC will look at ways to improve this by working with the provider agencies to develop additional opportunities for PH for those individuals and families who do not meet the criteria for the PH projects operated in the CoC. The majority of those individuals who left were not chronically homeless and many had substance use disorders and needed further treatment.

3A-4. Performance Measure: Returns to Homelessness.

Describe: (1) the numerical change the CoC experienced, (2) what strategies the CoC implemented to identify individuals and families who return to homelessness, (3) the strategies the CoC will use to reduce additional returns to homelessness, and (4) the organization or position responsible for overseeing the CoC’s efforts to reduce the rate of individuals and families’ returns to homelessness.

(limit 1000 characters)

The CoC experienced a very low percentage of returns to homelessness, 6% after 2 years, 17 out of 306 who had left ES, TH, or PH. The CoC providers work very closely with individuals and families to prevent a return to homelessness once they are placed in PH. Catholic Social Services oversees the Coordinated Entry and ESG funds which focus on diversion, rapid rehousing, and prevention with the support of all providers in the CoC.

3A-5. Performance Measures: Job and Income Growth

Describe: (1) the strategies that have been implemented to increase access to employment and mainstream benefits; (2) how the CoC program-funded projects have been assisted to implement the strategies; (3) how the CoC is working with mainstream employment organizations to help individuals and families increase their cash income; and (4) the organization or position that is responsible for overseeing the CoC’s strategy to increase job and income growth from employment, non-employment including mainstream benefits.

(limit 1000 characters)

The CoC has a number of strategies to increase access to employment and mainstream benefits including partnering with agencies in the CoC to leverage critical resources for clients served. Housing Solution of Southeastern MA collaborates with SER-Jobs for Progress to create the Secure Jobs Initiative for homeless families ready, willing and able to work that are residing in state shelters, motels and HomeBASE units. Other program participants willing and able to work seek employment options for the homeless by connecting the Career Centers, SER-Jobs for Progress, YouthBuild and Mass Rehab. CoC agencies have policies that clients complete employment profiles and obtain job training and job search assistance; case managers assist clients with interview skills and job search. The Taunton Career Center hosts job/career fairs a year and CoC staff transport clients. Bristol Community College which has campus in two of our communities, Taunton and Attleboro, hosts 2-3 job fairs a year.

3A-6. Did the CoC completely exclude a geographic area from the most recent PIT count (i.e. no one counted there, and for communities using samples in the area that was excluded from both the sample and extrapolation) where the CoC determined there were no unsheltered homeless people, including areas that are uninhabitable (deserts, forests). No

3A.6a. If the response to 3A-6 was “Yes”, what was the criteria and decision-making process the CoC used to identify and exclude specific geographic areas from the CoCs unsheltered PIT count? (limit 1000 characters)

3A-7. Enter the date the CoC submitted the System Performance Measures data in HDX, which included the data quality section for FY 2016. (mm/dd/yyyy) 06/05/2017

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

Instructions

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

3B-1. Compare the total number of PSH beds, CoC program and non CoC-program funded, that were identified as dedicated for use by chronically homeless persons in the 2017 HIC, as compared to those identified in the 2016 HIC.

	2016	2017	Difference
Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homelessness persons identified on the HIC.	36	73	37

3B-1.1. In the box below: (1) "total number of Dedicated PLUS Beds" provide the total number of beds in the Project Allocation(s) that are designated ad Dedicated PLUS beds; and (2) in the box below "total number of beds dedicated to the chronically homeless:, provide the total number of beds in the Project Application(s) that are designated for the chronically homeless. This does not include those that were identified in (1) above as Dedicated PLUS Beds.

Total number of beds dedicated as Dedicated Plus	73
Total number of beds dedicated to individuals and families experiencing chronic homelessness	0
Total	73

3B-1.2. Did the CoC adopt the Orders of Priority into their 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. Yes

3B-2.1. Using the following chart, check each box to indicate the factor(s) the CoC currently uses to prioritize households with children based on need during the FY 2017 Fiscal Year.

History of or Vulnerability to Victimization	<input checked="" type="checkbox"/>
Number of previous homeless episodes	<input checked="" type="checkbox"/>

Unsheltered homelessness	<input checked="" type="checkbox"/>
Criminal History	<input type="checkbox"/>
Bad credit or rental history (including not having been a leaseholder)	<input type="checkbox"/>
Head of Household with Mental/Physical Disability	<input checked="" type="checkbox"/>

3B-2.2. Describe: (1) the CoCs current strategy and timeframe for rapidly rehousing every household of families with children within 30 days of becoming homeless; and (2) the organization or position responsible for overseeing the CoC’s strategy to rapidly rehouse families with children within 30 days of becoming homeless. (limit 1000 characters)

Our CoC works closely with families who may become homeless to help them follow the procedures developed by MA law which states that no families should be unsheltered. The MA DTA, DHCD, and ES and other providers work together to place homeless families. GBCATCH participates in the Coordinated Entry process The CALL, operated by Catholic Social Services. Operational Standards, intake forms with a vulnerability index, real-time bed availability and a centralized waitlist are used. If efforts to prevent or divert a family from homelessness are unsuccessful and the family is EA eligible, the family is placed in emergency shelter. Under HomeBASE, families receive to prevent homelessness or Rental Assistance to provide a monthly rental subsidy and move families out of shelter as quickly as possible. JRI provided Rapid Rehousing to 45 families (138 total) in our CoC this year. This data has not been entered into HMIS and therefore is not on our HIC but is a very valuable resource in our CoC.

3B-2.3. Compare the number of RRH units available to serve families from the 2016 and 2017 HIC.

	2016	2017	Difference
Number of CoC Program and non-CoC Program funded PSH units dedicated for use by chronically homelessness persons identified on the HIC.	0	0	0

3B-2.4. Describe the actions the CoC is taking to ensure emergency shelters, transitional housing, and permanent supportive housing (PSH and RRH) providers within the CoC adhere to anti-discrimination 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. (limit 1000 characters)

The CoC is part of a regional Coordinated Entry system that requires all recipients of CoC funds to comply with nondiscrimination policies. Additionally, the HUD Coordinated Entry protocols which were adopted by the CoC also ask that all non funded agencies follow nondiscrimination policies. The Coc through

the Coordinated Entry process monitors entry and exits to ensure any denials are appropriate. Finally, all local, state, and federal programs are required to adhere to the "Equal Access to Housing in HUD Programs regardless of Sexual Orientation or Gender Identity", also including "Equal Access in Accordance With an Individual's Gender Identity in Community Planning and Development Programs". Training on these policies was made available through the Coordinated Entry process and at the CoC level.

3B-2.5. From the list below, select each of the following the CoC has strategies to address the unique needs of unaccompanied homeless youth.

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-2.6. From the list below, select each of the following the CoC has a strategy for prioritization of unaccompanied youth based on need.

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

3B-2.7. Describe: (1) the strategies used by the CoC, including securing additional funding to increase the availability of housing and services for youth experiencing homelessness, especially those experiencing unsheltered homelessness; (2) provide evidence the strategies that have been implemented are effective at ending youth homelessness; (3) the measure(s) the CoC is using to calculate the effectiveness of the strategies; and (4) why the CoC believes the measure(s) used is an appropriate way to determine the effectiveness of the CoC's efforts. (limit 1500 characters)

Our CoC , through our collaboration with the South Coast Regional Network to End Homelessness (SOCO) has an active Unaccompanied Youth Committee that is dedicated to working on the issue of ending homelessness for this population. Our CoC has participated in training put on by the state, and collaborated with the state to conduct a statewide Youth Count and survey of homeless and marginally housed youth up to age 25. The CoC has secured funding from the Commonwealth of MA annually to cover the costs of the count

and also allows for other resources such as gift cards for food and clothing and has helped young adults in crisis to find immediate housing. Our hope is to target this population with Housing First focused programs that delivers a rental subsidy, Medicaid funded case management, support to attend school or other educational or vocational activities as well as peer support and like skills training to support this population to move out of homelessness and into successful tenancy.

3B-2.8. Describe: (1) How the CoC collaborates with youth education providers, including McKinney-Vento local educational authorities and school districts; (2) the formal partnerships the CoC has with these entities; and (3) the policies and procedures, if any, that have been adopted to inform individuals and families who become homeless of their eligibility for educational services. (limit 1000 characters)

The CoC Family Services Committee meets monthly with participation by the local McKinney-Vento (MV) liaisons. Liaisons do presentations about the educational rights of homeless children; homeless service providers can then distribute materials directly to families in shelters and PSH. CoC programs communicate by phone and secure email with liaisons if needed about families, ensuring that all children are enrolled in school and receiving transportation. The CoC provide liaisons with data, information, referral and training to understand the resources available to homeless families with school age children. The CoC requires providers receive training and information about MV educational services. Providers are required to ensure that staff informs families of resources to identify the appropriate school for each child. CoC policy asks that CoC-funded providers ensure that homeless children/youth must be enrolled in school or an early childhood education program with services as needed.

3B-2.9. Does the CoC have any written formal agreements, MOU/MOAs or partnerships with one or more providers of early childhood services and supports? Select "Yes" or "No".

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

**3B-3.1. Provide the actions the CoC has taken to identify, assess, and refer homeless Veterans who are eligible for Veterans Affairs services and housing to appropriate resources such as HUD-VASH and Supportive Services for Veterans Families (SSVF) program and Grant and Per Diem (GPD).
(limit 1000 characters)**

All veteran’s service agencies in three regional CoC’s (Fall River, Greater Bristol County/Attleboro/Taunton and New Bedford) meet monthly in a South Coast Regional Network to End Homelessness (SoCo) Veteran Sub-Committee to discuss the current status and outcomes of all identified homeless veterans in the area. Representatives of housing services such as SSVF from the Veteran’s Transition House and Veteran’s Inc, Providence VASH, representatives from cities and towns, Community Counseling of Bristol County, Seven Hills and other agencies identify these veterans and the steps being taken to assist them. Triage is done within the group with anyone experiencing problems helping them to get housed. A by-name list is maintained by the SoCo Coordinator. All attendees are bound by HIPPA privacy statements signed by attendees. The Greater Bristol County/Attleboro/Taunton CoC achieved functional zero but continues ongoing participation in the subcommittee to maintain functional zero.

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 is assisted to quickly move into permanent housing using a Housing First approach? Yes

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

Instructions:

For guidance on completing this application, please reference the FY 2017 CoC Application Detailed Instructions and the FY 2017 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

4A-1. Select from the drop-down (1) each type of healthcare organization the CoC assists program participants with enrolling in health insurance, and (2) if the CoC provides assistance with the effective utilization of Medicaid and other benefits.

Type of Health Care	Yes/No	Assist with Utilization of Benefits?
Public Health Care Benefits (State or Federal benefits, e.g. Medicaid, Indian Health Services)	Yes	Yes
Private Insurers:	Yes	Yes
Non-Profit, Philanthropic:	Yes	Yes
Other: (limit 50 characters)		

4A-1a. Mainstream Benefits

CoC program funded projects must be able to demonstrate they supplement CoC Program funds from other public and private resources, including: (1) how the CoC works with mainstream programs that assist homeless program participants in applying for and receiving mainstream benefits; (2) how the CoC systematically keeps program staff up-to-date regarding mainstream resources available for homeless program participants (e.g. Food Stamps, SSI, TANF, substance abuse programs); and (3) identify the organization or position that is responsible for overseeing the CoCs strategy for mainstream benefits. (limit 1000 characters)

CoC funded projects will work with clients to assess their needs and refer them to appropriate mainstream programs. Staff will help clients determine if they need to fill out an application online, by phone or in person and help them compile the necessary information. Many of the clients we serve struggle with mental illness and have a difficult time with the application process and staff will accompany them to the appointment if they need support. Staff will follow up with them to assure benefits been attained or if any follow-up is needed. This is critical for clients applying for housing or health benefits as well as employment training opportunities and physical or behavioral health appointments. The long-term goal is to support individuals and families become self-sufficient and once they access the necessary support from outside agencies from the CoC funded program, supportive services can be decreased or redirected to new individuals

with a history of chronic homelessness.

4A-2. Low Barrier: Based on the CoCs FY 2017 new and renewal project applications, what percentage of Permanent Housing (PSH) and Rapid Rehousing (RRH), Transitional Housing (TH), Safe-Haven, and SSO (Supportive Services Only-non-coordinated entry) projects in the CoC are low-barrier?

Total number of PH (PSH and RRH), TH, Safe-Haven and non-Coordinated Entry SSO project applications in the FY 2017 competition (new and renewal)	7.00
Total number of PH (PSH and RRH), TH, Safe-Haven and non-Coordinated Entry SSO renewal and new project applications that selected "low barrier" in the FY 2017 competition.	7.00
Percentage of PH (PSH and RRH), TH, Safe-Haven and non-Coordinated Entry SSO renewal and new project applications in the FY 2017 competition that will be designated as "low barrier"	100.00%

4A-3. Housing First: What percentage of CoC Program Funded PSH, RRH, SSO (non-coordinated entry), safe-haven and Transitional Housing; FY 2017 projects have adopted the Housing First approach, meaning that the project quickly houses clients without preconditions or service participation requirements?

Total number of PSH, RRH, non-Coordinated Entry SSO, Safe Haven and TH project applications in the FY 2017 competition (new and renewal).	7.00
Total number of PSH, RRH, non-Coordinated Entry SSO, Safe Haven and TH renewal and new project applications that selected Housing First in the FY 2017 competition.	7.00
Percentage of PSH, RRH, non-Coordinated Entry SSO, Safe Haven and TH renewal and new project applications in the FY 2017 competition that will be designated as Housing First.	100.00%

4A-4. Street Outreach: Describe (1) the CoC's outreach and if it covers 100 percent of the CoC's geographic area; (2) how often street outreach is conducted; and (3) how the CoC has tailored its street outreach to those that are least likely to request assistance. (limit 1000 characters)

The CoC has the involvement of the Eliot Community Human Services PATH program which coordinates 100% of the CoC's geographic area for Street Outreach. Additionally, the City of Taunton has developed a team of individuals from the Department of Human Services, the local homeless providers and the police department to conduct street outreach to the local encampments. CCBC also through the Safe Harbor program and conducts outreach to homeless veterans and individuals through a SAMHSA funded Grant to Benefit Homeless Individuals and a Community Support Program for People Experiencing Chronic Homelessness (CSPECH). All of these initiatives work together to as a team to go to the soup kitchens, encampments, in the woods or wherever sheltered homeless have been reported to engage as respectfully and sensitively with individuals to help them potentially move from homelessness to permanent housing.

**4A-5. Affirmative Outreach
Specific strategies the CoC has 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; who are least likely to apply in the absence of special outreach.

Describe: (1) the specific strategies that have been implemented that affirmatively further fair housing as detailed in 24 CFR 578.93(c); and (2) what measures have been taken to provide effective communication to persons with disabilities and those with limited English proficiency. (limit 1000 characters)

The CoC's Coordinated Entry process requires that all funded and non-funded providers comply with Fair Housing Laws and applicable civil rights requirements when serving individuals and families. The CoC works closely with all local non-profits, public and private social service agency to market the housing and supportive services available and clearly state both verbally and in writing on all documents that this housing is available regardless of race, color, national origin, religion, sex, age, familial status or disability.

4A-6. Compare the number of RRH beds available to serve populations from the 2016 and 2017 HIC.

	2016	2017	Difference
RRH beds available to serve all populations in the HIC	0	0	0

4A-7. Are new proposed project applications requesting \$200,000 or more in funding for housing rehabilitation or new construction? No

4A-8. Is the CoC requesting to designate one or more SSO or TH projects to serve homeless households with children and youth defined as homeless under other Federal statues who are unstably housed (paragraph 3 of the definition of homeless found at 24 CFR 578.3). 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
01. 2016 CoC Consolidated Application: Evidence of the CoC's communication to rejected participants	Yes	Evidence of the C...	09/25/2017
02. 2016 CoC Consolidated Application: Public Posting Evidence	Yes		
03. CoC Rating and Review Procedure (e.g. RFP)	Yes	CoC Rating and Re...	09/25/2017
04. CoC's Rating and Review Procedure: Public Posting Evidence	Yes		
05. CoCs Process for Reallocating	Yes	CoCs Process for...	09/18/2017
06. CoC's Governance Charter	Yes	CoC's Governance ...	09/18/2017
07. HMIS Policy and Procedures Manual	Yes	HMIS Policy and P...	09/22/2017
08. Applicable Sections of Con Plan to Serving Persons Defined as Homeless Under Other Fed Statutes	No		
09. PHA Administration Plan (Applicable Section(s) Only)	Yes		
10. CoC-HMIS MOU (if referenced in the CoC's Governance Charter)	No		
11. CoC Written Standards for Order of Priority	No	CoC Written Stand...	09/25/2017
12. Project List to Serve Persons Defined as Homeless under Other Federal Statutes (if applicable)	No		
13. HDX-system Performance Measures	Yes	HDX-system Perfor...	09/22/2017
14. Other	No	2017 HDX Competit...	09/25/2017
15. Other	No	MA-519 Tiering Co...	09/25/2017

Attachment Details

Document Description: Evidence of the CoC's communication to rejected participants

Attachment Details

Document Description:

Attachment Details

Document Description: CoC Rating and Review Procedure

Attachment Details

Document Description:

Attachment Details

Document Description: CoCs Process for Reallocating

Attachment Details

Document Description: CoC's Governance Charter

Attachment Details

Document Description: HMIS Policy and Procedures Manual

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description: CoC Written Standards for Order of Priority

Attachment Details

Document Description:

Attachment Details

Document Description: HDX-system Performance Measures

Attachment Details

Document Description: 2017 HDX Competition Report

Attachment Details

Document Description: MA-519 Tiering Competition

Submission Summary

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

Page	Last Updated
1A. Identification	08/25/2017
1B. Engagement	09/12/2017
1C. Coordination	09/24/2017
1D. Discharge Planning	09/10/2017
1E. Project Review	09/16/2017
2A. HMIS Implementation	09/24/2017
2B. PIT Count	08/25/2017
2C. Sheltered Data - Methods	09/24/2017
3A. System Performance	09/25/2017
3B. Performance and Strategic Planning	09/25/2017
4A. Mainstream Benefits and Additional Policies	09/25/2017
4B. Attachments	Please Complete

Submission Summary

No Input Required

Request for Proposals (RFP)
HUD Continuum of Care (CoC) Homeless Assistance
Issued: July 28th, 2017

INTRODUCTION

The Greater Bristol County/Attleboro/Taunton Coalition to End Homelessness (GBCATCH) is accepting proposals for Continuum of Care Homeless Assistance funding from the U.S. Department of Housing and Urban Development (HUD).

FUNDS AVAILABILITY

The amount of funding estimated to be available from HUD is \$728,684 for Tier 1 (Estimated ARD at 94 Percent) which is based on the amount of currently funded projects eligible for renewal funding. Additionally, HUD has announced that for our CoC there is \$48,612 available for Permanent Housing Bonus in addition to that amount. New projects can be funded only through reallocation of existing project funding or through bonus funds.

DEADLINE

Both renewal and new project proposals must be submitted to GBCATCH by **5:00 p.m. on August 28, 2017**. Submission procedures are described below.

BONUS FUNDS

Bonus funds may be used to create the following types of new projects:

1. New permanent supportive housing projects that will primarily serve chronically homeless individuals and families including youth experiencing chronic homelessness.
2. New rapid rehousing projects that will serve homeless individuals and families who enter directly from the streets or emergency shelters, including youth up to age 24, and includes persons fleeing violence as defined by HUD.
3. New joint component projects, which will combine transitional housing and rapid rehousing into a single project to serve individuals and families experiencing homelessness.

REALLOCATED FUNDS

Continuums of Care may reduce or eliminate funds from eligible renewal projects and reallocate the funds to create or expand the following types of projects:

1. Permanent supportive housing projects that will primarily serve chronically homeless individuals and families including youth experiencing chronic homelessness.
2. Rapid rehousing projects that will serve homeless individuals and families who enter directly from the streets or emergency shelters, including youth up to age 24, and includes persons fleeing violence as defined by HUD.

3. Joint component projects, which will combine transitional housing and rapid re-housing into a single project to serve individuals and families experiencing homelessness.
4. Homeless Management Information System (HMIS) projects.
5. Supportive Services projects for centralized or coordinated assessment systems.

BACKGROUND

HUD publishes a CoC Notice of Funding Availability (NOFA) for each funding year. The 2017 NOFA was published on July 14th 2017, with a deadline of September 28th, 2017.

A single, consolidated submission of all selected projects in CoC MA-519 will be submitted to HUD by Community Counseling of Bristol County, Inc. (CCBC) as the Collaborative Applicant representing GBCATCH. Funding will be derived from Federal Fiscal Year 2017 allocations of HUD funds and is subject to funding availability under the NOFA. GBCATCH reserves the right to request that applicant organizations submit adjusted project budgets based on the amount of funding made available by HUD.

KEY INFORMATION

- a. Threshold Requirements -- All projects must meet the threshold criteria shown in the attached Appendix A – Threshold Criteria for Continuum of Care Grant Proposals.
- b. Proposed funding for new projects cannot supplant funding from other sources.
- c. Participants in CoC-funded projects must meet HUD's eligibility requirements, which vary by program component. More information on the CoC regulations is found below.
- d. Permanent supportive housing projects may serve families or individuals. An adult participant in each household served in any permanent supportive housing program must be disabled.
- e. Projects may not charge participants program fees in any program.
- f. Funds are not available for transitional housing, except in the new component, which combines transitional housing and rapid re-housing.
- g. Funds are not available for supportive services, unless they are part of a renewal project or a new project created through reallocation for coordinated entry.
- h. Emergency shelter and services are not eligible for funding under the CoC Program.
- i. All eligible funding costs except leasing must be matched with no less than a 25 percent cash or in-kind match. Leasing costs are not required to be matched.
- j. All projects will be limited to requests for one year of assistance. Upon expiration, projects may be renewed subject to HUD requirements, local priorities, satisfactory performance, and availability of funds.
- k. Collaborative efforts by community agencies are encouraged.

PROJECT RANKING PROCESS

HUD requires that all projects be ranked and prioritized in a two-tiered list. Tier 1 will be the top priority projects. Tier 2 will be lower priority projects. Either new or renewal projects may be ranked in Tier 1 or Tier 2. The placement of each project on the priority list will be determined through a multi-stage process including review by the GBCATCH Performance and Evaluation

Committee and the GBCATCH Application Committee, prior to review by the GBCATCH Continuum of Care voting membership.

Based on the highly competitive nature of the grant program, ranking of each project will be critical in determining the likelihood of funding. Projects ranked in Tier 2, particularly at the bottom of Tier 2, have a low probability of funding. New projects created through reallocation or bonus funding may be included in either Tier 1 or Tier 2.

Renewal projects will be reviewed and ranked through the CoC process based on performance. New project proposals will be reviewed in reference to organizational capacity, strategic priority, project approach and design, and cost effectiveness and ranked through the CoC process.

HUD PROGRAM INFORMATION

All parties intending to apply for funding are strongly encouraged to review the program regulations, including those organizations that are currently or were previously funded. Proposals that do not conform to the regulations will not be considered for funding. The regulations and other information for the Continuum of Care Program may be found at [this link](#).

FUNDS AVAILABILITY

Once awarded by HUD, grant funds are estimated to be made available by HUD by **the first half of calendar year 2018**. However, the awarding of funds and the timing of awards and grant-making by HUD is outside of the control of the GBCATCH/MA-519 CoC. Agencies seeking renewal funding must be aware of all operating year start and end dates and must make arrangements to accommodate any period for which a HUD funding award is denied or delayed. It should be noted that projects created through reallocation are not renewal projects and may have different start dates than the grants from which funds were taken.

SUBMISSION PROCEDURE

Please prepare and submit a project letter of intent including the following information:

Nature of Project (Renewal Project, Bonus Project, or New Project (from reallocated funds)):

Project Title:

Project Summary (1 paragraph):

Program type (Permanent Supportive Housing, Rapid Re-Housing, New “Joint Project”, Supportive Services including HMIS and Coordinated Intake):

Proposed Funding Amount:

Contact person and contact information:

Name and contact information of person responsible for preparing final application in eSNAPS:

Please submit the letter of intent on applicant’s letterhead, signed by executive director (or appropriate similar position), including the items listed in Appendix A, Part II, via email or postal mail to:

By E-Mail:

ebruder-moore@comcounseling.org

Please include “2017 NOFA LOI” in the subject line.

By Postal Mail:

Attn: Ellen Bruder-Moore Abramowitz
GBCATCH c/o CCBC
1 Washington Street
Taunton, MA 02780

NOTE: The applicant will enter the formal grant application via HUD’s eSNAPS online portal, following the timeline distributed by GBCATCH for the FY2017 CoC NOFA application process.

GBCATCH may request additional information for any project, if needed pursuant to the CoC NOFA or related materials. If your project is selected for submission to HUD, you may be requested to provide additional information within a timeframe to be specified by GBCATCH.

This RFP and the 2017 CoC NOFA Information will be added to the GBCATCH Facebook Page (<https://www.facebook.com/Greater-Bristol-County-Attleboro-Taunton-Coalition-to-end-Homelessness-1450711035143268/?ref=bookmarks>) and the CCBC Website (www.comcounseling.org) .

Please direct any questions to Kevin McCarthy, Chair, GBCATCH at Kevin.McCarthy@bcsbmail.com, or Ellen Bruder-Moore Abramowitz, Collaborative Applicant for GBCATCH, ebruder-moore@comcounseling.org.

Appendix A
Threshold Criteria for Continuum of Care Grant Proposals

I. Criteria for Continuum of Care Grant Participation

- a) Must have documentation of having served HUD-eligible homeless persons or families, through activities that are eligible under the CoC Interim Rule, during the twelve months prior to the deadline stated in the Request for Proposals
- b) Must propose an eligible activity for an eligible homeless population, pursuant to HUD requirements
- c) Must be an eligible contractor for federal funds per <https://www.sam.gov/>, must have a current tax exempt status as verified by the IRS and must not owe any overdue tax debts, as documented on IRS 990 submissions to the IRS
- d) Must not propose to use HUD funds to supplant current funding
- e) Must identify matching funds prior to application submission
- f) Must provide the information listed below in Section II and must have satisfactory organizational status, experience and capacity to submit, implement and operate the proposed project, as determined by GBCATCH

II. Information on Organizational Status

Sponsors of CoC projects must provide the following items to the GBCATCH for review:

- a) Signed letter of intent to apply for CoC Funding
- b) Copy of Code of Conduct
- c) IRS 501(c)3 designation letter (status in place for at least one year prior to application deadline)
- d) Most current APR on file with HUD (*e-snaps* prior to April 1, 2017, or SAGE after April 1, 2017) Please indicate the date the APR was submitted.

**Greater Bristol County/
Attleboro/Taunton
Coalition to End
Homelessness (GBCATCH)**
*MA-519
Attleboro/Taunton/Bristol
County Continuum of Care*

GOVERNANCE CHARTER

Approved January 21, 2014

Updated December 2014

Updated December 2015

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1. Organization

The name of this unincorporated organization is The Greater Bristol County/Attleboro/Taunton Coalition to End Homelessness (hereinafter referred to as GBCATCH). HUD refers to this CoC as the MA-519 Attleboro/Taunton/Bristol County Continuum of Care (CoC).

2. Geographic Area

GBCATCH carries out its activities throughout a portion of Bristol County, Massachusetts, including Acushnet, Attleboro, Berkley, Dartmouth, Dighton, Easton, Fairhaven, Freetown, Mansfield, Norton, North Attleboro, Raynham, Rehoboth, Seekonk, Somerset, Swansea, Taunton, and Westport. This CoC covers all cities and towns in Bristol County with the exception of Fall River and New Bedford which each have their own CoC.

3. Purpose

The purpose of GBCATCH is to:

- Promote community-wide commitment to the goal of ending homelessness;
- Provide funding for efforts by nonprofit providers and local governments to re-house homeless individuals and families rapidly while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness;
- Coordinate a region-wide systematic approach to helping vulnerable residents move from homelessness to permanent housing.
- Promote access to and effective utilization of mainstream programs by homeless individuals and families; and
- Optimize self-sufficiency among individuals and families experiencing homelessness.

4. Responsibilities

GBCATCH is responsible for fulfilling four major duties, as follows:

4.1. Operation of GBCATCH

- Hold meetings of the full membership, with published agendas, at least quarterly;
- Issue a public invitation annually for new members to join within the geographic area;
- Adopt and follow a written process to select a CoC Board and review, update, and approve the process at least once every 5 years;
- Appoint additional committees, subcommittees, or workgroups;
- Adopt, follow, and update annually a governance charter in consultation with the collaborative applicant and the HMIS lead;
- For CoC and ESG grants, establish performance targets appropriate for population and program type in consultation with recipients and sub-recipients, then monitor recipient and sub-recipient performance, evaluate outcomes, take actions against poor performers, and

report to HUD;

- Establish and operate a centralized or coordinated entry system in consultation with recipients of CoC Funds; and
- Establish priorities for the distribution of CoC funds

4.2. Designation and operation of a Homeless Management Information System (HMIS)

- Designate a single HMIS for its geographic area and an eligible applicant to manage its HMIS;
- Review, revise, and approve privacy, security, and data quality plans;
- Ensure consistent participation of recipients/sub-recipients in HMIS;
- Ensure that the HMIS is administered in compliance with HUD requirements; and
- Ensure that agencies providing services in the area sign the HMIS agreement developed by the South Coast Regional Network HMIS Committee.

4.3. Continuum of Care Planning

- Coordinate implementation of a housing and service system;
- Conduct, at least every other year, a Point-in-Time count of homeless persons that meets HUD requirements;
- Conduct an annual gaps analysis of homelessness needs and services;
- Prioritize the needs based on the HUD expectations as outlined in the Hearth Act;
- Provide information required to complete the Consolidated Plan(s);
- Consult with State and local ESG recipients in the geographic area on the plan for allocating ESG funds and reporting/evaluating performance of ESG programs.

4.4. Preparation of a CoC Application for Funds

- Design, operate, and follow a collaborative process for the development of applications and approve submission of applications in response to a CoC Program Notice of Funding Availability (NOFA);
- Establish priorities for funding projects;
- Designate the Collaborative Applicant to submit the application;
- The Collaborative Applicant must collect and combine the required application information from all projects within the geographic area and will apply for funding for CoC planning activities.

5. CoC Membership

5.1. Open Membership and New Members

Membership in GBCATCH is open to all stakeholders in the cities and towns represented in Bristol County, with the exception of Fall River and New Bedford, (herein stated as Bristol County), including nonprofit homeless assistance providers, victim service providers, faith-based organizations, governments, businesses, advocates, public housing agencies, school districts, social service providers, mental health agencies, hospitals, universities, affordable housing developers, law enforcement, and organizations that serve veterans and homeless and formerly homeless individuals.

Annually, GBCATCH shall issue a public invitation for any interested person in Bristol County to become a member of the CoC. The invitation will be sent to relevant organizations in Bristol County and published in a daily newspaper with wide circulation in Bristol County.

New members may enroll at any time during the year by providing to the CoC their names, contact information, and any relevant affiliations.

5.2. Responsibilities of Members

Most of the responsibilities of GBCATCH will be carried out by its Board/Membership (herein stated as the Board), with the following exceptions:

- Members will vote directly to approve the governance framework set forth in this Governance Charter and any subsequent changes or additions to the Governance Charter;
- Every five years following initial approval of this Governance Charter, members will review, update, and approve changes to the Governance Charter;
- Unless the Board/Membership selection process is changed by a subsequent amendment to the Governance Charter, membership will vote annually to elect directors to available offices.

5.3. Membership Meetings

The full membership of the GBCATCH shall meet bi-monthly. The bi-monthly meetings shall include a report on the CoC's activities, funding, and progress toward meeting goals. All GBCATCH members shall be notified of the date and location of membership meetings.

The final meeting of the year will be the Annual Meeting. The agenda for the Annual Meeting will include:

- The election of officers;
- A review of any proposed changes to the GBCATCH CoC Governance Charter followed by a vote on those changes; and
- Any other business the Board/Membership chooses to put before its members.

5.4. Notice of Meeting

Notice of the place, date and time of each Membership Meeting, including the Annual Meeting, shall be sent to members by email or other reasonable means of communication at least five business days before the meeting date, along with the agenda for the meeting.

5.5. Quorum and Voting

A simple majority of the average attendance of the members present over the course of one year's quarterly meetings from the prior year of GBCATCH members shall constitute a quorum. This number is tracked by an annual review of the attendance sheets collected by the Collaborative Applicant and will be announced at the Annual Meeting. At the beginning of the meeting it will be determined if a quorum has been met in order to take any votes on issues before the GBCATCH. If a quorum is not reached for that meeting, an announcement will be made by the Chair, or their designee, and any votes will be delayed till the next scheduled meeting of the full GBCATCH. In an emergency, an email can be taken. Issues presented to GBCATCH members for a vote will be decided by simple majority of the votes cast. For each agency represented, only one vote can be cast. For example, each city will have one voting member; each homeless provider will have one voting member, etc. Additional members may attend the meetings but each agency is responsible for choosing the one member at the meeting who will be the voting member.

6. Board

GBCATCH shall be governed by its membership which constitutes the Board, and will provide oversight and accountability for all GBCATCH's responsibilities.

6.1. Responsibilities of the Board

The Board will act on behalf of the GBCATCH to fulfill the regulatory duties of a Continuum of Care (CoC) set forth in 24 CFR § 578. The Board/Membership shall be responsible for approval and implementation of all CoC policies and procedures.

6.2. Board

6.2.1. Composition

The Board must be representative of the stakeholder organizations identified in paragraph 5.1 and must include a representative of the CoC Collaborative Applicant and the HMIS Lead, as well as representatives of each of the following four groups:

1) Government; 2) Nonprofit Homeless Service Providers; 3) Consumers and Advocates; and 4) Community Stakeholders. The Board must, at all times, include at least one homeless or formerly homeless individual. Examples of each of the four categories are provided below.

- Local Government Representatives from the various departments working on issues related to homelessness from the:

- City of Attleboro
 - City of Taunton
 - Town of Raynham
 - Town of Seekonk
 - Town of Dighton
 - Town of Rehoboth
 - Town of North Attleboro
 - Town of Norton
 - Town of Berkley
 - Town of Mansfield
 - Town of Swansea
 - Town of Acushnet
 - Town of Westport
 - Town of Dartmouth
 - Town of Freetown
 - Town of Somerset
 - Town of Fairhaven
 - Massachusetts Department of Housing and Community Development
 - Massachusetts Department of Mental Health
 - Massachusetts Department of Transitional Assistance
 - Massachusetts Rehabilitation Commission
 - Massachusetts Department of Correction
 - McKinney Vento Liaison Committee
 - Bristol County Sheriff's Department
- Nonprofit Homeless Assistance Providers
 - Collaborative Applicant
 - McKinney Homeless Providers
 - Domestic Violence Services provider
 - Local Housing Authority (ies)
 - Emergency Solutions Grant (ESG) provider
 - Housing Opportunities for Persons with AIDS (HOPWA) provider
 - Veterans Services provider
 - HMIS Provider
 - Other providers
- Consumers and Advocates
 - Homeless/formerly homeless person
 - HIV/AIDS Consumer Steering Committee
 - Community advocacy agency
 - Taunton Emergency Task Force
 - Attleboro Area Self Sufficiency Coalition

- Community Stakeholders
 - South Coast Regional Network to End Homelessness- Joint CoC-Network to End Homelessness Family Committee; Individual Committee; HMIS Committee; Unaccompanied Youth Committee; Veterans Committee
 - Regional funders - United Way of Greater Attleboro/Taunton
 - Bristol Workforce Investment Board/Career Centers
 - Attleboro Area Council of Churches
 - Affiliated Chambers of Commerce of Greater Attleboro/Taunton
 - Regional hospitals-Morton Hospital; Sturdy Hospital
 - Public Safety Officials
 - Public School Officials

6.3. Officers

6.3.1. Officers

The officers of GBCATCH shall be a Chair, a Vice Chair, and a Secretary.

6.3.2. Nomination and Voting

Each year the GBCATCH will solicit recommendations from CoC members and develop for membership approval a slate of candidates as Officers of the Board. The membership will vote for open positions at the Annual Meeting.

6.3.3. Election and Term

Each officer shall hold office for a term of one year or until their successors have been elected and qualified. No person may hold more than one office.

6.3.4. Chair and Vice Chair

The Chair is responsible for scheduling meetings of GBCATCH, ensuring that GBCATCH meets regularly or as needed, and for setting the agenda for meetings in collaboration with the Steering Committee. In the absence of the Chair, the Vice Chair assumes the duties of the Chair.

6.3.5. Secretary

The Secretary shall keep accurate records of the acts and proceedings of all meetings of the CoC Steering Committee, or designate another person to do so at each meeting, including documenting all actions taken without a meeting. Such records will include the names of those in attendance. The Secretary shall give all notices required by law and by these Regulations. The Secretary shall perform such other duties as G B C A T C H may designate, and shall chair GBCATCH meetings in the case of the absence of the Chair and Vice Chair.

6.3.6. Resignation of Officers

Unless otherwise provided by written agreement, any officer may resign at any time by giving written

notice to the Chair or the Secretary. Any such resignations shall take effect at the time specified within the written notice or if the time be not specified therein upon its acceptance by GBCATCH.

6.3.7. Officer Vacancies

Vacancies among the officers may be filled for the remainder of the term by a vote of the majority of GBCATCH membership at any meeting at which a quorum is present.

7. Rules of Governance for the Board

7.1. Quorum and Voting

A simple majority of the average quarterly attendance of the members present (see section 5.5) at any properly announced meeting of GBCATCH members shall constitute a quorum of the Board for the transaction of business at any meeting.

At all meetings, business items may be decided by arriving at a consensus. If a vote is necessary, all votes shall be by voice or ballot at the will of the majority of those in attendance at a meeting with a quorum represented. Each representative seat shall have one vote. No member may vote on any item which presents a real or perceived conflict of interest.

7.2. Proxies

Board members may have non-voting proxies attend meetings in their place.

7.3. Action without a Meeting

Any action that may be taken at any meeting of GBCATCH may be taken without a meeting if that action is approved, in writing (e.g. letter, email) by a majority of all GBCATCH Board members who would be entitled to vote if a meeting was held for such purpose.

8. Committees and Working Groups

GBCATCH will carry out its responsibilities through the work of a number of Committees and Working Groups. All CoC members may participate on Committees and Working Groups, with the exception of the Steering Committee. Policy decisions made by Committees and Working Groups must be approved by the Board before taking effect.

8.1. Standing Committees

GBCATCH shall have four standing committees, as follows:

8.1.1. Steering Committee

The Steering Committee shall set agendas for Board meetings and shall carry out the work of GBCATCH between bi-monthly Membership meetings. The Committee shall be made up of: the representative of the Collaborative Applicant, the Board Chair, the Vice Chair, the Secretary, and Chairs of all Committees/Working Groups.

8.1.2. Performance and Outcomes Committee

The Performance and Outcomes Committee will collaborate with the CoC Collaborative Applicant, CoC-funded entities and CoC Membership to:

- Review PIT and HIC data, conduct a gaps analysis, and make recommendations for Board approval the priorities to be used in ranking requests for CoC funding;
- Establish performance targets appropriate for population and program type in consultation with recipients and sub-recipients, then monitor recipient and sub-recipient performance, evaluate outcomes, and recommend to the Board actions to be taken against poor performers;
- Develop performance measures to evaluate GBCATCH’s overall success in eliminating homelessness, using guidance available from HUD and making changes over time as necessary to incorporate new regulations or guidance available from state or local authorities;
- Establish written standards and performance measures for ESG assistance and providers;
- Evaluate outcomes of projects funded under the ESG and CoC Program, and provide outcome data to the Collaborative Applicant to report to HUD; and
- Consult with state and local government agencies, homeless service providers, private funders, and other relevant entities and organizations to evaluate available resources and reach agreement about how those resources can be allocated most effectively to implement plans to eliminate homelessness.

8.1.3. CoC Application Committee

The CoC Application Committee will:

- Work with the Collaborative Applicant to design and implement a collaborative process for developing a consolidated application for Attleboro/Taunton/Bristol County programs and projects seeking CoC funding;
- Review findings of the Performance and Outcomes Committee, the program priorities established by the Board, and the applications for new programs or projects, and make recommendations to the Board about which programs/projects to include in the annual CoC application, and rank projects for the application; and
- Develop and oversee operation of a grievance process for agencies whose applications for funding have not been selected by the CoC.

8.1.4. HMIS/Data/Coordinated Entry Committee

The HMIS/Data/Coordinated Entry Committee is regional and functions as a committee under the South Coast Regional Network to End Homelessness (SOCO) and will work with the HMIS Lead to:

- Develop, annually review, and, as necessary, revise for Board approval a privacy plan, security plan, and data quality plan for the HMIS, as well as any other HMIS policies and procedures required by HUD.
- Develop for Board approval and implement a plan for monitoring the HMIS to ensure that:
 - Recipients and sub-recipients consistently participate in HMIS;
 - HMIS is satisfying the requirements of all regulations and notices issued by HUD;
 - The HMIS Lead is fulfilling the obligations outlined in its HMIS Governance Charter and Agreement with the CoC, including the obligation to enter into written participation agreements with each contributing HMIS organization.

- Oversee and monitor HMIS data collection and production of the following reports:
 - Sheltered point-in-time count;
 - Housing Inventory Chart;
 - Annual Homeless Assessment Report (AHAR); and
 - Annual Performance Reports (APRs).
- Work with the CoC and the Coordinated Entry Lead in conjunction with the HMIS Lead to carry out the Coordinated Entry Process (see attached Coordinated Entry MOU)

8.2. Joint Committees: South Coast Regional Network to End Homelessness (SOCO)

GBCATCH collaborates with the South Coast Regional Network to End Homelessness Network to coordinate services, improve intake and assessment, share best practices, create innovative responses, and review state and local discharge planning policies through four population-specific committees and the regional HMIS/Data Committee. These collaborative committees shall be considered to be standing committees of GBCATCH. However, no decision of a Joint Committee shall bind the CoC unless the decision is approved by the CoC membership.

8.2.1. Individual Services Committee

The Individual Services Committee works on and strategizes about efforts to prevent and end homelessness for individuals. Regional meetings bring together outreach, housing, shelter, and service providers from multiple agencies, as well as the New Bedford and Fall River COC's to perform group triage and coordinated assessment and placement. The Individual Services Committee is also responsible for reviewing the state discharge planning policies for Corrections, Mental Health, and Health facilities in collaboration with provider agencies in the CoC.

8.2.2. Family Services Committee

The Family Services Committee works to coordinate and strategize about efforts to prevent and end family homelessness.

8.2.3. Unaccompanied Youth Committee

The Unaccompanied Youth Committee works to coordinate and strategize about efforts to prevent and end homelessness for youth under 18 who are not living with parents or other adults. This Committee is also responsible for planning for counting of youth in the annual Point-in-Time count, and for reviewing and implementation of the state discharge planning from foster care in collaboration with provider agencies in the CoC.

8.2.4. Veterans Services Committee

The Veterans Services Committee works to coordinate and strategize about efforts to prevent and end veteran homelessness.

8.2.5 HMIS Committee

The HMIS Committee functions on a regional level under SOCO; See 8.1.4 above.

8.3 Other Committees and Working Groups- The CoC may establish ADHOC committees or working groups as it deems necessary.

9. Appointment of Agents and Designation of HMIS

9.1. Collaborative Applicant

Community Counseling of Bristol County, Inc. (CCBC) serves as GBCATCH's Collaborative Applicant. Community Counseling of Bristol County, Inc. is authorized to apply for designation as a Unified Funding Agency.

9.2. HMIS Lead

HousingWorks, Inc. serves as GBCATCH's HMIS Lead.

9.3. HMIS Designation

GBCATCH designates the Housing Works system as the single Homeless Management Information System for its geographic area.

9.4. HMIS Governance Charter

The duties and responsibilities of GBCATCH, the HMIS Lead, the HMIS/Data Committee and Contributing HMIS Organizations are set forth in further detail in the regional SOCO HMIS Governance Charter, approved simultaneously with this GBCATCH Governance Charter.

10. Code of Conduct and Conflicts of Interest

10.1. Conduct and Attendance

Officers, Board members, committee members, and other GBCATCH agents and employees must exercise care, diligence and prudence when acting on behalf of the GBCATCH. These individuals must timely complete work they have agreed to undertake on behalf of GBCATCH. In addition, they must attend Board and committee meetings and be prepared to discuss matters presented for their deliberation.

10.2. Conflict of Interest

10.2.1. Rules Regarding Conflict

Officers, Board members, committee members, and other GBCATCH agents and employees must abide by the following rules in order to avoid conflicts of interest and promote public confidence in the integrity of the CoC and its processes. Failure to honor these rules will be grounds for removal from the Steering Committee and any of its committees.

- Officers, Board members, committee members, and other GBCATCH agents and employees may not participate in or influence discussions or resulting decisions concerning the award of a grant or other financial benefit to:
 - Any organization that they or a member of their immediate family represents; or

- Any organization from which they or a member of their immediate family derives income or anything of value.
- Whenever GBCATCH officers, members, committee members, agents, employees, or any of their immediate family members have a financial interest or any other personal interest in a matter coming before the Board or one of its committees, they must:
 - Fully disclose the nature of the interest; and
 - Withdraw from discussing, lobbying or voting on the matter.

10.2.2. Disclosure

At the beginning of every meeting of the Board or committees, members must disclose if they have any conflicts of interest or potential conflicts of interest regarding any business included in the meeting's agenda.

10.2.3. Abstention from Decision-Making

Any matter in which Officers, Board members, or GBCATCH committee members have an actual or potential conflict of interest will be decided only by a vote of disinterested individuals. In addition, the minutes of any meeting at which such a vote is conducted must reflect the disclosure of interested Officers, Board members, and committee members' actual or potential conflicts of interest and their abstention.

10.2.4. Annual Conflict of Interest Acknowledgement Form

GBCATCH Officers, and Board members, and GBCATCH committee members must sign a conflict of interest form annually, affirming that they have reviewed the conflict of interest policy and disclosing any conflicts of interest that they face or are likely to face in fulfillment of their duties as directors.

10.2.5. Conflict Of Interest for CoC Application Committee

No person with a conflict of interest may serve on the CoC Application Committee. For the purpose of this section only, a conflict of interest exists if:

- You are now, or within the last year have been, or have a current agreement to serve in the future as, a Board member, staff member or paid consultant of an organization making a proposal for funding; or
- Your employer or an organization on whose Board of Directors you sit, now has, or within the last year has had, a contractual relationship with an organization making a proposal for funding. However, under this second definition of "conflict of interest," no conflict exists if your employer, or the organization on whose Board of Directors you sit, is a funding entity or organization whose mission includes providing services and/or funding to other service providers; or
- Any other circumstance exists which impedes your ability to objectively, fairly and impartially review and rank the proposals for funding.

11. Approval of Governance Charter and Subsequent Amendments

This Governance Charter and every subsequent amendment to it must be approved by a majority of GBCATCH members following the voting rules set in Section 5.5 of one vote per agency. In consultation with the Collaborative Applicant and the HMIS Lead, the Board will review the Governance Charter annually and recommend to the Members changes to improve the functioning of GBCATCH and maintain compliance with federal and state regulations. In addition, every five years, the Board will invite interested CoC members to participate in a review and discussion of the Governance Charter. Based on consensus achieved in that discussion, the Board will ask GBCATCH members to ratify the existing Governance Charter or approve proposed changes to the Governance Charter at their next Annual Meeting.

Att: Membership Agreement

Annual Conflict of Interest Form

Regional HMIS Agreement/Governance Charter

Organizational Chart

Coordinated Entry MOU

I. **REASONS FOR POLICY:**

- A. To protect the privacy of agency clients
- B. To comply with applicable laws and regulations
- C. To insure fair information practices as to:
 - 1. Openness
 - 2. Accountability
 - 3. Collection limitations
 - 4. Purpose and use limitations
 - 5. Access and correction
 - 6. Data Quality
 - 7. Security

II. **SCOPE OF POLICY:**

- A. **Compliance** Agency privacy practices will comply with all applicable laws governing HMIS client privacy/confidentiality. Applicable standards include, but are not limited to the following:
 - 1. Federal Register Vol. 69, No. 146 (HMIS FR 4848-N-02) - Federal statute governing HMIS information;
 - 2. HIPAA - the Health Insurance Portability and Accountability Act of 1996;
 - 3. 42 CFR Part 2. - Federal statute governing drug and alcohol treatment;
 - 4. Interagency sharing agreements.

NOTE: HIPAA statutes are more restrictive than the HMIS FR 4848-N-02 standards and in cases where both apply, HIPAA over-rides the HMIS FR 4848-N-02 standards. In cases where an agency already has a confidentiality policy designed around the HIPAA statutes, HMIS FR 4848-N-02 standards apply only to items not addressed by HIPAA.

- B. **Use of Information** PPI (Protected Personal Information—information which can be used to identify a specific client) can be used:
 - 1. to provide or coordinate services to a client;
 - 2. for functions related to payment or reimbursement for services;
 - 3. to carry out administrative functions such as legal, audit, personnel, planning, oversight and management functions;
 - 4. for creating de-personalized client identification for unduplicated counting.

Also under applicable law, PPI may be used:

- 5. where disclosure is required by law;
- 6. to prevent or lessen a serious and imminent threat to the health or safety of an individual or the public;
- 7. to report abuse, neglect, or domestic violence as required or allowed by law;
- 8. for contractual research where privacy conditions are met (including a written agreement);
- 9. to report criminal activity on agency premises;
- 10. for law enforcement purposes in response to a properly authorized request for information from a properly authorized source.

NOTE: HMIS FR 4848-N-02 standards list items 1-4 above as allowable reasons for disclosing PPI. In some cases, additional uses (5-10 above) have additional conditions, and HMIS FR

4848-N-02 4.1.3 should be consulted if any of these optional items are to be exercised. Except for first party access to information and required disclosures for oversight and compliance auditing, all uses and disclosures are permissive and not mandatory.

NOTE: If a client refuses to release PPI, and such information is needed/required in order to provide services, the client's refusal may necessitate denial of service. Agencies may choose to make provisions for such denial of services in their policy.

C. Privacy Requirements

1. Collection and Notification Information will be collected only by fair and lawful means with the knowledge or consent of the client.
 - a) PPI will be collected only for the purposes listed in items II.B.1-4.
 - b) Clients will be made aware that personal information is being collected and recorded.
 - c) A written sign will be posted in locations where PPI is collected. This written notice will read:
 - i. *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 persons, and to better understand the needs of homeless persons. We only collect information that we consider to be appropriate.*
 - ii. *The collection and use of all personal information is guided by strict standards of confidentiality. Our Privacy Notice is posted. A copy of our Privacy Notice is available to all clients upon request.*
 - d) This sign will be explained in cases where the client is unable to read and/or understand it.

NOTE: Under HMIS FR 4848-N-02 standards, agencies are permitted to require a client to express consent to collect PPI verbally or in writing, however this is optional and not a requirement of the statute.

2. Data Quality PPI data will be accurate, complete, timely, and relevant.
 - a) All PPI collected will be relevant to the purposes for which it is to be used.
 - b) Identifiers will be removed from data that is not in current use after 7 years (from last edit) unless other requirements mandate longer retention.
 - c) Data will be entered in a consistent manner by authorized users.
 - d) Data will be entered in as close to real-time data entry as possible.
 - e) Measures will be developed to monitor data for accuracy and completeness and for the correction of errors.
 - i. The agency runs reports and queries monthly to help identify incomplete or inaccurate information.
 - ii. The agency monitors the correction of incomplete or inaccurate information.
 - iii. All monitoring reports will reflect corrected data within two weeks of notification of errors.

- f) Data quality is subject to routine audit by the Agency Data Quality Manager on a monthly basis and the HMIS Lead Agency on a quarterly basis.
3. Privacy Notice, Purpose Specification and Use Limitations The purposes for collecting PPI data, as well as its uses and disclosures, will be specified and limited.
 - a) The purposes, uses, disclosures, policies, and practices relative to PPI data are outlined in this document.
 - b) The Privacy Notice complies with all applicable regulatory and contractual limitations.
 - c) The Privacy Notice is available to agency clients, or their representative, upon request and explained/interpreted as needed.
 - d) Reasonable accommodations will be made with regards to the Privacy Notice for persons with disabilities and non-English speaking clients as required by law.
 - e) PPI will be used and disclosed only as specified in the Privacy Notice, and only for the purposes specified in item II. B. "Use of Information" of this document.
 - f) Uses and disclosures not specified in the Privacy Notice can be made only with the consent of the client.
 - g) The Privacy Notice will be posted on the agency web site, if applicable.
 - h) The Privacy Notice will reviewed and amended as needed.
 - i) Amendments to or revisions of the Privacy Notice will address the retroactivity of any changes.
 - j) Permanent documentation will be maintained of all Privacy Notice amendments/revisions.
 - k) All access to, and editing of PPI data will be tracked by an automated audit trail, and will be monitored for violations use/disclosure limitations.

NOTE: Items above are required by HMIS FR 4848-N-02 standards and/or HMIS policy, but agencies can restrict and limit the use of PPI data further by requiring express client consent for various types of uses/disclosures, and/or by putting restriction or limits on various kinds of uses/disclosures. If agencies have further restrictions, a descriptive appendix must be attached to this Privacy Notice.

4. Record Access and Correction Provisions will be maintained for access to and corrections of PPI records.
 - a) Clients will be allowed to review their HMIS records within 7 working days of a request to do so.
 - b) During a client review of their record, an agency staff person must be available to explain any entries the client does not understand.
 - c) The client may request to have their record corrected so that information is up-to-date and accurate to ensure fairness in its use.
 - d) When a correction is requested by a client, the request will be documented and the staff will make the corrective entry if the request is valid.
 - e) A client may be denied access to their personal information for the following reasons:
 - i. Information is compiled in reasonable anticipation of litigation or comparable proceedings;
 - ii. Information about another individual other than the agency staff would be disclosed;

- iii. Information was obtained under a promise of confidentiality other than a promise from this provider and disclosure would reveal the source of the information;
 - iv. The disclosure of such information would reasonably be likely to endanger the life or physical safety of any individual.
 - f) A client may be denied access to their personal information in the case of repeated or harassing requests for access or correction. However, if denied, documentation will be provided regarding the request and reason for denial to the individual and be made a part of the client's record.
 - g) A grievance process may be initiated if a client feels that their confidentiality rights have been violated, if access has been denied to their personal records, or if they have been put at personal risk or harmed.
 - h) A copy of any client grievances relative to HMIS data or other privacy/confidentiality issues requiring a response are to be reported on the uniform Grievance Form and forwarded to the Continuum of Care lead agency for review.
5. Accountability Processes will be maintained to insure that the privacy and confidentiality of client information is protected and staff is properly prepared and accountable to carry out agency policies and procedures that govern the use of PPI data.
- a) Grievances may be initiated through the grievance process for considering questions or complaints regarding privacy and security policies and practices (see attached Grievance Policy, Appendix A). All users of the HMIS must sign a Users Agreement that specifies each staff person's obligations with regard to protecting the privacy of PPI and indicates that they have received a copy of the Privacy Notice and that they will comply with its guidelines.
 - b) All users of HMIS must complete formal privacy training.
 - c) A process will be maintained to document and verify completion of training requirements.
 - d) A process will be maintained by the CoC Lead Agency to monitor and audit compliance with basic privacy requirements including but not limited to auditing clients entered against signed HMIS Releases.
 - e) A copy of any staff grievances initiated relative to privacy, confidentiality, or HMIS data will be forwarded to CDA.
 - f) User meetings will be held and issues concerning data security, client confidentiality, and information privacy will be discussed and solutions will be developed.
6. Sharing of Information Client data may be shared with partnering agencies only with client approval.
- a) All routine data sharing practices with partnering agencies will be documented and governed by an Interagency Data Sharing Agreement that defines the agency's sharing practices.
 - b) A completed HMIS Client Consent Form is needed before information may be shared electronically according to the Interagency Data Sharing Agreement.
 - i. The HMIS release is customized to inform the client about what is shared and with whom it is shared.
 - ii. The client accepts or rejects the sharing plan.

- c) Clients will be informed about and understand the benefits, risks, and available alternatives to sharing information prior to signing a Client Consent Form, and their decision to sign or not sign shall be voluntary.
 - d) Clients who choose not to authorize sharing of information cannot be denied services for which they would otherwise be eligible.
 - e) All Client Consent Forms related to the HMIS will be placed in a file to be located on premises and will be made available to the HMIS Lead Agency for periodic audits.
 - f) HMIS-related Client Consent Forms will be retained for a period of 7 years from last edit, after which time the forms will be discarded in a manner that ensures client confidentiality is not compromised.
 - g) No confidential/restricted information received from HMIS will be shared with any organization or individual without proper written consent by the client, unless otherwise permitted by applicable regulations or laws.
 - h) Restricted information, including progress notes and psychotherapy notes, about the diagnosis, treatment, or referrals related to a mental health disorder, drug or alcohol disorder, HIV/AIDS, and domestic violence concerns shall not be shared with other participating Agencies without the client's written, informed consent as documented on the Client Consent Form.
 - i) If a client has previously given permission to share information with multiple agencies, beyond basic identifying information and non-restricted service transactions, and then chooses to revoke that permission with regard to one or more of these agencies, the effected agency/agencies will be contacted accordingly, and those portions of the record, impacted by the revocation.
7. System Security System security provisions will apply to all systems where PPI is stored, including but not limited to agency's networks, desktops, laptops, mini-computers, mainframes and servers.
- a) Password Access:
 - i. Each user will be required to enter a User ID with a Password in order to logon to the system. (Only individuals who have completed Training and have signed off on the Procedures Manual and the Privacy Policy may be given access to the HMIS through User IDs and Passwords.)
 - ii. User ID and Passwords are to be assigned to individuals.
 - iii. Passwords are the individual's responsibility, and users cannot share passwords. Any passwords written down should be securely stored and inaccessible to other persons. Users should **not** store passwords on a personal computer for easier log on.
 - b.) Virus Protection and Firewalls:
 - i. Anti-virus protection software will be maintained to protect the HMIS system from virus attack.
 - ii. Virus protection will include automated scanning of files as they are accessed by users.
 - iii. Virus definitions will be updated regularly.
 - iv. All workstations will be protected by a firewall either through a workstation firewall or a server firewall.
 - d.) Physical Access to Systems where HMIS Data is Stored
 - i. Computers stationed in public places must be secured when workstations are not in use and staff is not present.

- ii. Access to computer terminals within restricted areas should be controlled through a password or through physical security measures.
 - iii. After a short period of time a password protected screen saver will be activated during time that the system is temporarily not in use.
 - iv. For extended absence, staff must log off the computer
- e.) Stored Data Security and Disposal:
- i. All HMIS data downloaded onto a data storage medium must be maintained and stored in a secure location.
 - ii. Data downloaded for purposes of statistical analysis will exclude PPI whenever possible.
 - iii. HMIS data downloaded onto a data storage medium must be disposed of by reformatting as opposed to erasing or deleting.
 - iv. A data storage medium will be reformatted a second time before the medium is reused or disposed of.
- g.) Hard Copy Security:
- i. Any paper or other hard copy containing PPI that is either generated by or for HMIS, including, but not limited to report, data entry forms and signed consent forms will be secured.
 - ii. Agency staff will, at all times, supervise hard copy with identifying information generated by or for the HMIS when the hard copy is in a public area. If the staff leaves the area, the hard copy must be secured in areas not accessible by the public.
 - iii. All written information pertaining to the user name and password must not be stored or displayed in any publicly accessible location.

NOTE: Various important aspects of system security are the contracted responsibility of the applicable vendor and are therefore not covered in agency policy. These involve procedures and protections that take place at the site of the central server and include data backup, disaster recovery, data encryption, binary storage requirements, physical storage security, public access controls, location authentication, etc.

Appendix A

Grievance Form

If you think that your privacy rights have been violated or disagree with a decision made about access to your "Protected Information," you should complete this form. It is against the law for any agency to take retaliatory action against you if you file this grievance. You can expect a response within 30 days via the method of your choice.

Grievances must be submitted in writing to:
Fall River Community Development Agency
One Government Center
Fall River, Massachusetts 02722
Phone: 508-679-0131/Fax: 508-679-0752

Name: _____

Mailing address: _____

Phone: _____

Best way to reach you: _____

.....

Name of agency that violated your privacy rights: _____

Name of individual who violated your privacy rights: _____

Date of offense: _____

Nature of offense: _____

.....

For Agency Use Only
Review Date: _____

Recommendation to Agency:

Appendix A

Grievance Form

If you think that your privacy rights have been violated or disagree with a decision made about access to your "Protected Information," you should complete this form. It is against the law for any agency to take retaliatory action against you if you file this grievance. You can expect a response within 30 days via the method of your choice.

Grievances must be submitted in writing to:
Office of Housing and Community Development
608 Pleasant Street
New Bedford, Massachusetts 02740
Phone: 508-979-1500/Fax: 508-979-1575

Name: _____
Mailing address: _____
Phone: _____
Best way to reach you: _____

.....
Name of agency that violated your privacy rights: _____

Name of individual who violated your privacy rights: _____

Date of offense: _____

Nature of offense: _____

.....
For Agency Use Only
Review Date: _____

Recommendation to Agency:

Appendix A

Grievance Form

If you think that your privacy rights have been violated or disagree with a decision made about access to your "Protected Information," you should complete this form. It is against the law for any agency to take retaliatory action against you if you file this grievance. You can expect a response within 30 days via the method of your choice.

Grievances must be submitted in writing to:
United Way of Greater Attleboro/Taunton, Inc.
247 Maple Street
Attleboro, Massachusetts 02722
Phone: 508-222-2337/Fax: 508-222-4190

Name: _____

Mailing address: _____

Phone: _____

Best way to reach you: _____

.....

Name of agency that violated your privacy rights: _____

Name of individual who violated your privacy rights: _____

Date of offense: _____

Nature of offense: _____

.....

For Agency Use Only
Review Date: _____

Recommendation to Agency:



System Performance Measure 1

Region:	GBCATCH - MA-519	Date Range:	10/01/2014 to 09/30/2015
Organization:	All Organizations	Data As Of:	08/08/2016
Project:	All Projects	Created By:	Gold,Heidi

System Performance Measure 1: Length of Time Persons Remain Homeless

Measure 1a

	Universe	Avg. Length of Time Homeless	Median Length of Time Homeless
Metric 1: Persons in ES and SH	516	136.13	94
Metric 2: Persons in ES, SH, and TH	540	154.96	98

Measure 1b: Includes Element 3.17.1.A

	Universe	Avg. Length of Time Homeless	Median Length of Time Homeless
Metric 1: Persons in ES and SH	516	184.19	110
Metric 2: Persons in ES, SH, and TH	540	207.52	124



System Performance Measure 2

Region:	GBCATCH - MA-519	Date Range:	10/01/2014 to 09/30/2015
Organization:	All Organizations	Data As Of:	08/08/2016
Project:	All Projects	Created By:	Gold, Heidi

System Performance Measure 2: Returns to Homelessness

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

	Total Number of Persons who Exited to a PH Dest.	Number Returning to Homelessness in Less than 6 Months	Number Returning to Homelessness from 6 to 12 Months	Number Returning to Homelessness from 12 to 24 Months	Number Returning to Homelessness in 2 Years
Exit was from SO	0	0	0	0	0
Exit was from ES	213	4	4	1	9
Exit was from TH	2	1	0	0	1
Exit was from SH	0	0	0	0	0
Exit was from PH	31	4	0	3	7
Total Returns to Homelessness	246	9	4	4	17



System Performance Measure 3

Region:	GBCATCH - MA-519	Date Range:	10/01/2014 to 09/30/2015
Organization:	All Organizations	Data As Of:	08/08/2016
Project:	All Projects	Created By:	Gold, Heidi

System Performance Measure 3: Number of Homeless Persons

Metric 3.2 - Change in annual counts of sheltered homeless persons in HMIS

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

	Current FY
Universe: Unduplicated Sheltered Homeless Persons	543
Emergency Shelter Total	519
Safe Haven Total	0
Transitional Housing Total	30



System Performance Measure 4

Region:	GBCATCH - MA-519	Date Range:	10/01/2014 to 09/30/2015
Organization:	All Organizations	Data As Of:	08/08/2016
Project:	All Projects	Created By:	Gold,Heidi

System Performance Measure 4: Employment and Income Growth for Persons in CoC Program-funded Projects

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

This measures the change in earned income for adult system stayers during the reporting period.

	Current FY
Universe	36
Number of adults with increased earned income	2
Percentage of adults who increased earned income	6%

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

This measures the change in non-employment cash income for adult system stayers during the reporting period.

	Current FY
Universe	36
Number of adults with increased non-employment cash income	6
Percentage of adults who increased non-employment cash income	17%

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

This measures the change in total income for adult system stayers during the reporting period.

	Current FY
Universe	36
Number of adults with increased total income	8
Percentage of adults who increased total income	22%

Metric 4.4 - Change in earned income for adult system leavers

This measures the change in earned income for adult system leavers.

	Current FY
Universe	8
Number of adults with increased earned income	1
Percentage of adults who increased earned income	13%

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

This measures the change in non-employment cash income for adult system leavers.

	Current FY
Universe	8
Number of adults with increased non-employment cash income	3
Percentage of adults who increased non-employment cash income	38%

Metric 4.6 - Change in total income for adult system leavers

This measures the change in total income for adult system leavers during the reporting period.

Current FY

Universe	8
Number of adults with increased total income	4
Percentage of adults who increased total income	50%



System Performance Measure 5

Region:	GBCATCH - MA-519	Date Range:	10/01/2014 to 09/30/2015
Organization:	All Organizations	Data As Of:	08/08/2016
Project:	All Projects	Created By:	Gold,Heidi

System Performance Measure 5: Number of Persons who Become Homeless for the First Time

Metric 5.1

This measures the change in active persons in ES, SH, and TH projects with no prior enrollments in HMIS.

	# of Persons
Universe: Persons with entries into ES, SH, TH	383
Persons in ES, SH, TH within 24 months prior to their first entry in the reporting period	335
Persons NOT in ES, SH, TH within 24 months prior to their first entry in the reporting period	48

Metric 5.2

This measures the change in the number of persons entering ES, SH, TH, and PH projects with no prior enrollment in HMIS.

	# of Persons
Universe: Persons with entries into ES, SH, TH, PH	402
Persons in ES, SH, TH, PH within 24 months prior to their first entry in the reporting period	342
Persons NOT in ES, SH, TH, PH within 24 months prior to their first entry in the reporting period	60



System Performance Measure 7

Region:	MA-519	Date Range:	10/01/2014 to 09/30/2015
Organization:	All Organizations	Data As Of:	09/12/2016
Project:	All Projects	Created By:	Barber,Eddie

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

Metric 7a.1 Change in exits from street outreach to acceptable destinations

This measures the change in exits from street outreach to acceptable destinations.

	Current FY
Universe: Persons who exit Street Outreach	0
Those who exited to temporary & some institutional destinations	0
Those exited to permanent housing destinations	0
% Successful exits	-

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

This measures the change in exits to permanent housing destinations.

	Current FY
Universe: Persons in ES,SH,TH and PH-RRH who exited	376
Those exited to permanent housing destinations	225
% Successful exits	60%

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

This measures the change in exit to or retention of permanent housing.

	Current FY
Universe: Persons in all PH projects except PH-RRH	89
Those who remained in applicable PH projects and those who exited to permanent housing destinations	78
% Successful exits/retention	88%

2017 HDX Competition Report

PIT Count Data for MA-519 - Attleboro/Taunton/Bristol County CoC

Total Population PIT Count Data

	2016 PIT	2017 PIT
Total Sheltered and Unsheltered Count	243	234
Emergency Shelter Total	158	170
Safe Haven Total	0	0
Transitional Housing Total	58	28
Total Sheltered Count	216	198
Total Unsheltered Count	27	36

Chronically Homeless PIT Counts

	2016 PIT	2017 PIT
Total Sheltered and Unsheltered Count of Chronically Homeless Persons	30	22
Sheltered Count of Chronically Homeless Persons	18	7
Unsheltered Count of Chronically Homeless Persons	12	15

Homeless Households with Children PIT Counts

	2016 PIT	2017 PIT
Total Sheltered and Unsheltered Count of the Number of Homeless Households with Children	55	40
Sheltered Count of Homeless Households with Children	55	40
Unsheltered Count of Homeless Households with Children	0	0

Homeless Veteran PIT Counts

	2011	2016	2017
Total Sheltered and Unsheltered Count of the Number of Homeless Veterans	5	6	3
Sheltered Count of Homeless Veterans	1	1	3
Unsheltered Count of Homeless Veterans	4	5	0

2017 HDX Competition Report

HIC Data for MA-519 - Attleboro/Taunton/Bristol County CoC

HMIS Bed Coverage Rate

Project Type	Total Beds in 2017 HIC	Total Beds in 2017 HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ES) Beds	170	12	158	100.00%
Safe Haven (SH) Beds	0	0	0	NA
Transitional Housing (TH) Beds	55	0	25	45.45%
Rapid Re-Housing (RRH) Beds	0	0	0	NA
Permanent Supportive Housing (PSH) Beds	79	0	79	100.00%
Other Permanent Housing (OPH) Beds	6	0	0	0.00%
Total Beds	310	12	262	87.92%

PSH Beds Dedicated to Persons Experiencing Chronic Homelessness

Chronically Homeless Bed Counts	2016 HIC	2017 HIC
Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons identified on the HIC	30	50

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

Households with Children	2016 HIC	2017 HIC
RRH units available to serve families on the HIC		

2017 HDX Competition Report

HIC Data for MA-519 - Attleboro/Taunton/Bristol County CoC

Rapid Rehousing Beds Dedicated to All Persons

All Household Types	2016 HIC	2017 HIC
RRH beds available to serve all populations on the HIC		

2017 HDX Competition Report

FY2016 - Performance Measurement Module (Sys PM)

Summary Report for MA-519 - Attleboro/Taunton/Bristol County CoC

Measure 1: Length of Time Persons Remain Homeless

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

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

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

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

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Previous FY	Current FY	Previous FY	Current FY	Difference	Previous FY	Current FY	Difference
1.1 Persons in ES and SH	516	429	136	162	26	94	109	15
1.2 Persons in ES, SH, and TH	540	451	155	192	37	98	121	23

b. Due to changes in DS Element 3.17, metrics for measure (b) will not be reported in 2016.

This measure includes data from each client's "Length of Time on Street, in an Emergency Shelter, or Safe Haven" (Data Standards element 3.17) response and prepends this answer to the client's entry date effectively extending the client's entry date backward in time. This "adjusted entry date" is then used in the calculations just as if it were the client's actual entry date.

NOTE: Due to the data collection period for this year's submission, the calculations for this metric are based on the data element 3.17 that was active in HMIS from 10/1/2015 to 9/30/2016. This measure and the calculation in the SPM specifications will be updated to reflect data element 3.917 in time for next year's submission.

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Previous FY	Current FY	Previous FY	Current FY	Difference	Previous FY	Current FY	Difference
1.1 Persons in ES and SH	-	421	-	207	-	-	162	-
1.2 Persons in ES, SH, and TH	-	451	-	238	-	-	170	-

2017 HDX Competition Report

FY2016 - Performance Measurement Module (Sys PM)

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

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

	Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior)	Returns to Homelessness in Less than 6 Months (0 - 180 days)		Returns to Homelessness from 6 to 12 Months (181 - 365 days)		Returns to Homelessness from 13 to 24 Months (366 - 730 days)		Number of Returns in 2 Years	
		# of Returns	% of Returns	# of Returns	% of Returns	# of Returns	% of Returns	# of Returns	% of Returns
Exit was from SO	0	0		0		0		0	
Exit was from ES	281	7	2%	4	1%	6	2%	17	6%
Exit was from TH	9	0	0%	0	0%	0	0%	0	0%
Exit was from SH	0	0		0		0		0	
Exit was from PH	16	0	0%	0	0%	0	0%	0	0%
TOTAL Returns to Homelessness	306	7	2%	4	1%	6	2%	17	6%

2017 HDX Competition Report

FY2016 - Performance Measurement Module (Sys PM)

Measure 3: Number of Homeless Persons

Metric 3.1 – Change in PIT Counts

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

	2015 PIT Count	Most Recent PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	240	243	3
Emergency Shelter Total	146	158	12
Safe Haven Total	0	0	0
Transitional Housing Total	53	58	5
Total Sheltered Count	199	216	17
Unsheltered Count	41	27	-14

Metric 3.2 – Change in Annual Counts

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

	Submitted FY 2015	Current FY	Difference
Universe: Unduplicated Total sheltered homeless persons	543	452	-91
Emergency Shelter Total	519	430	-89
Safe Haven Total	0	0	0
Transitional Housing Total	30	23	-7

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

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

2017 HDX Competition Report

FY2016 - Performance Measurement Module (Sys PM)

	Submitted FY 2015	Current FY	Difference
Universe: Number of adults (system stayers)	36	21	-15
Number of adults with increased earned income	2	1	-1
Percentage of adults who increased earned income	6%	5%	-1%

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

	Submitted FY 2015	Current FY	Difference
Universe: Number of adults (system stayers)	36	21	-15
Number of adults with increased non-employment cash income	6	3	-3
Percentage of adults who increased non-employment cash income	17%	14%	-2%

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

	Submitted FY 2015	Current FY	Difference
Universe: Number of adults (system stayers)	36	21	-15
Number of adults with increased total income	8	4	-4
Percentage of adults who increased total income	22%	19%	-3%

Metric 4.4 – Change in earned income for adult system leavers

	Submitted FY 2015	Current FY	Difference
Universe: Number of adults who exited (system leavers)	8	3	-5
Number of adults who exited with increased earned income	1	1	0
Percentage of adults who increased earned income	13%	33%	21%

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

	Submitted FY 2015	Current FY	Difference
Universe: Number of adults who exited (system leavers)	8	3	-5
Number of adults who exited with increased non-employment cash income	8	2	-6
Percentage of adults who increased non-employment cash income	100%	67%	-33%

2017 HDX Competition Report

FY2016 - Performance Measurement Module (Sys PM)

Metric 4.6 – Change in total income for adult system leavers

	Submitted FY 2015	Current FY	Difference
Universe: Number of adults who exited (system leavers)	8	3	-5
Number of adults who exited with increased total income	4	3	-1
Percentage of adults who increased total income	50%	100%	50%

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

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

	Submitted FY 2015	Current FY	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.	383	300	-83
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	335	23	-312
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time)	48	277	229

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

	Submitted FY 2015	Current FY	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	402	309	-93
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	342	27	-315
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time.)	60	282	222

2017 HDX Competition Report

FY2016 - Performance Measurement Module (Sys PM)

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

This Measure is not applicable to CoCs in 2016.

2017 HDX Competition Report

FY2016 - Performance Measurement Module (Sys PM)

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

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

	Submitted FY 2015	Current FY	Difference
Universe: Persons who exit Street Outreach	0	0	0
Of persons above, those who exited to temporary & some institutional destinations	0	0	0
Of the persons above, those who exited to permanent housing destinations	0	0	0
% Successful exits			

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

	Submitted FY 2015	Current FY	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited	376	300	-76
Of the persons above, those who exited to permanent housing destinations	225	150	-75
% Successful exits	60%	50%	-10%

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

	Submitted FY 2015	Current FY	Difference
Universe: Persons in all PH projects except PH-RRH	15	84	69
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	4	80	76
% Successful exits/retention	27%	95%	69%

2017 HDX Competition Report

FY2016 - SysPM Data Quality

MA-519 - Attleboro/Taunton/Bristol County CoC

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

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

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

2017 HDX Competition Report FY2016 - SysPM Data Quality

	All ES, SH				All TH				All PSH, OPH				All RRH				All Street Outreach			
	2012-2013	2013-2014	2014-2015	2015-2016	2012-2013	2013-2014	2014-2015	2015-2016	2012-2013	2013-2014	2014-2015	2015-2016	2012-2013	2013-2014	2014-2015	2015-2016	2012-2013	2013-2014	2014-2015	2015-2016
1. Number of non-DV Beds on HIC	185	158	158	158	60	60	57	57	86	86	90	90								
2. Number of HMIS Beds	185	158	158	158	30	30	27	27	80	80	84	84								
3. HMIS Participation Rate from HIC (%)	100.00	100.00	100.00	100.00	50.00	50.00	47.37	47.37	93.02	93.02	93.33	93.33								
4. Unduplicated Persons Served (HMIS)	515	591	517	430	25	28	30	23	72	88	84	84	0	0	0	0	0	0	0	0
5. Total Leavers (HMIS)	389	444	373	297	7	11	15	7	11	25	11	10	0	0	0	0	0	0	0	0
6. Destination of Don't Know, Refused, or Missing (HMIS)	89	90	42	77	1	2	2	0	4	3	0	0	0	0	0	0	0	0	0	0
7. Destination Error Rate (%)	22.88	20.27	11.26	25.93	14.29	18.18	13.33	0.00	36.36	12.00	0.00	0.00								

2017 HDX Competition Report

Date of PIT Count

	Date	Received HUD Waiver
Date CoC Conducted 2017 PIT Count	1/25/2017	

Report Submission Date in HDX

	Submitted On	Met Deadline
2017 PIT Count Submittal Date	5/5/2017	
2017 HIC Count Submittal Date	5/5/2017	
2016 System PM Submittal Date	6/5/2017	Yes