

## Before Starting the CoC Application

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

The Collaborative Applicant is responsible for reviewing the following:

1. The FY 2018 CoC Program Competition Notice of Funding Available (NOFA) for specific application and program requirements.
2. The FY 2018 CoC Application Detailed Instructions which provide additional information and guidance for completing the application.
3. All information provided to ensure it is correct and current.
4. Responses provided by project applicants in their Project Applications.
5. The application to ensure all documentation, including attachment are provided.
6. Questions marked with an asterisk (\*), which are mandatory and require a response.

## 1A. Continuum of Care (CoC) Identification

### Instructions:

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

**1A-1. CoC Name and Number:** 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 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

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

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

Other:(limit 50 characters)		
Veterans Services Agencies	Yes	Yes

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

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 reports are presented at monthly meetings, and minutes are sent for the CoC meeting by email. The CoC reviews the Governance structure and ten year plan to end homelessness is reviewed annually and sent out to all local organizations providing homeless services as well as other local business and government offices to solicit input. 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 including the Unaccompanied Homeless Youth, Veterans, Individual Services and Family Services Committee.

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

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 Facebook page 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.Public Notification for Proposals from Organizations Not Previously Funded. Applicants must describe how the CoC notified the public that it**

**will accept and consider proposals from organizations that have not previously received CoC Program funding, even if the CoC is not applying for new projects in FY 2018, and the response must include the date(s) the CoC publicly announced it was open to proposals.  
(limit 2,000 characters)**

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. An Request For Proposals was developed on July 20th, 2018 and emailed to CoC members but also published on the Collaborative Applicant website and the CoC Facebook page asking for new applicants not previously funded. 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 conducted 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 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

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

Entities or Organizations the CoC coordinates planning and operation of projects	Coordinates with Planning and Operation of Projects
Housing Opportunities for Persons with AIDS (HOPWA)	Yes
Temporary Assistance for Needy Families (TANF)	Yes
Runaway and Homeless Youth (RHY)	Not Applicable
Head Start Program	Yes
Funding Collaboratives	No
Private Foundations	Yes
Housing and services programs funded through U.S. Department of Justice (DOJ) Funded Housing and Service Programs	Yes
Housing and services programs funded through U.S. Health and Human Services (HHS) Funded Housing and Service Programs	Yes
Housing and service programs funded through other Federal resources	Yes
Housing and services programs funded through State Government	Yes
Housing and services programs funded through Local Government	Yes
Housing and service programs funded through private entities, including foundations	Yes
Other:(limit 50 characters)	

**1C-2. CoC Consultation with ESG Program Recipients. Applicants must describe how the CoC:**

- (1) consulted with ESG Program recipients in planning and allocating ESG funds; and**
  - (2) participated in the evaluating and reporting performance of ESG Program recipients and subrecipients.**
- (limit 2,000 characters)**

The two cities in our CoC do not receive Emergency Solutions Grant (ESG)funds but funds are available to our CoC through the state DHCD grant. The CoC actively consults with Catholic Social Services the (ESG) recipient in the planning and allocation of ESG funds. These interactions occur between the

CoC and the ESG Recipient in the planning and allocation of funds at monthly at the CoC meetings, as needed in specific client cases and at annual reviews of how ESG funds were distributed and planning for the coming year; the CoC is involved in the Taunton and Attleboro Consolidated Plan jurisdiction process and provides Point-in-Time (PIT) and Housing Inventory Count (HIC) data to these jurisdictions; the CoC reviews any Consolidated Plan updates from both jurisdictions. The Taunton and Attleboro Community Development staff participate in CoC meetings including this years review of the Ten Year Plan update which also included attendance and input from both Mayors.

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

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

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

**(1) the CoC's protocols, including the existence of the CoC's emergency transfer plan, that prioritizes safety and trauma-informed, victim-centered services to prioritize safety; and**  
**(2) how the CoC maximizes client choice for housing and services while ensuring safety and confidentiality.**  
**(limit 2,000 characters)**

1) The CoC is fortunate to have an experienced provider of Domestic Violence (DV) services, New Hope, the sole provider of emergency shelter in the GBCATCH CoC for individuals and families fleeing domestic violence (DV). When completing an assessment with the CoC's Coordinated Entry System known as The CALL if an individual has identified DV as an issue in their lives victims are referred immediately to New Hope. New Hope also refers its own clients to the CE system if they are experiencing homelessness. New Hope uses a trauma-informed and victim-centered model of service model that prioritizes safety, confidentiality, and client choice to identify appropriate housing and supports for DV victims. New Hope staff connects with each participant using a supportive, nonjudgmental approach which is crucial when assisting victims who have been through the trauma of DV. 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. New Hope as an active member of the CoC will provide ongoing training to providers addressing the unique needs of persons fleeing domestic violence.

2) New Hope offers supports and connection to a range of housing options, including secure emergency shelter to DV victims. New Hope also develops a safety plan with each victim to ensure all potential issues are addressed and individualized when determining housing placement. New Hope follows strict state and federal confidentiality laws regarding the sharing information and it is up to the individual to determine what if any information is shared with other agencies, and releases of information are always completed in order to share any information that adhere to strict time limits. These practices will ensure the safety and security of individuals and their private information.

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

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 had a section of the training which specifically focused on best practices in serving survivors of domestic violence. The New Hope DV Agency has offered to provide additional training in the coming year on best practices for serving survivors of domestic violence. New Hope also has a training program offered to all other agencies in the CoC and on many aspects of domestic violence, a focus on LGBTQ issues, and best practices for working with DV victims. General topics include the dynamics of domestic violence, safety planning, resources/referrals and how to help a victim, trauma and trauma-informed care, and confidentiality practices. New Hope services are also presented at CoC meetings on their specific model of trauma-informed, victim-centered service provision, in which New Hope staff members meet each participant where they are at, using a supportive, nonjudgmental approach and the development of safety plans when looking at moving from the shelter.

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

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. DV Bonus Projects. Is your CoC No  
applying for DV Bonus Projects?**

**1C-5. PHAs within CoC. Applicants must use the chart to provide information about each Public Housing Agency (PHA) in the CoC's**

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**geographic areas:**

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

Public Housing Agency Name	% New Admissions into Public Housing and Housing Choice Voucher Program during FY 2017 who were experiencing homelessness at entry	PHA has General or Limited Homeless Preference	PHA has a Preference for current PSH program participants no longer needing intensive supportive services, e.g. move on?
Taunton Housing Authority	5.00%	Yes-Public Housing	No
Department of Housing & Community Development	36.00%	Yes-HCV	No
Fall River Housing Authority	0.00%	Yes-Public Housing	No
Attleboro Housing Authority	5.00%	Yes-Public Housing	No
New Bedford Housing Authority	43.00%	Yes-Public Housing	No

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

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

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 5 HA's identified in our CoC all have homeless preference in either public housing or through the housing choice voucher program. We have attached information related to these programs.

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

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

Each program in the CoC works with project participants to register with all local PHA's and other low income housing programs to support them to access these resources when they become available to them. This happens either when new vouchers are available or the individual or family is able to afford based on income to move on to a different form of permanent housing. The Collaborative Applicant, CCBC worked with the Taunton Housing Authority during this past year to support their submission to HUD for Mainstream Vouchers for

individuals with disabilities. If awarded this will provide additional vouchers for participants in PSH projects to "move on" and other chronically homeless individuals would then have access to the CoC programs.

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

The MA-519 CoC continues 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 staff from the Taunton Office of Economic and Community Development 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. The CoC participated in a specialized training to address the 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-6a. Anti-Discrimination Policy and Training. Applicants must indicate if the CoC implemented a CoC-wide anti-discrimination policy and conducted CoC-wide anti-discrimination training on the Equal Access Final Rule and the Gender Identity Final Rule.**

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

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

Engaged/educated local policymakers:	<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"/>

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

- 1) The CALL (Coordinated Access to Local Links) is the CoC's Coordinated Entry system that covers the entire geographic area including Bristol County/Attleboro/Taunton as well as the Fall River and New Bedford CoC's.
- 2) In an effort to provide a "no wrong door" approach for those in need of housing services, The CALL is accessible by calling 1-800-HOMELESS. This system is an attempt to streamline services to those who are experiencing an acute housing instability crisis or who are already homeless. Persons seeking services are able to gain access to resources available that fit their situation. Once a household has contacted THE CALL, a phone triage can be completed as necessary and follow up appointments and referrals can be made. The system is set up to reach those who are least likely to apply for homelessness assistance. Through this Coordinated Entry System, people can be triaged and placed on waiting lists for Permanent Supportive Housing or Transitional Housing based on an evidence informed tool-- the Service Prioritization Decision Assistance Tool (SPDAT). This eliminates the need individuals to contact multiple agencies in an attempt to locate emergency shelter or permanent housing. It also eliminates the need to complete multiple referrals for housing within the Continuum.
- 3) The CALL's Assessment process begins with inquiries as to safety as relates to domestic violence, then looks to strategic diversion practices in order to prevent homelessness. If diversion does not work, the CALL's operation continues to reflect the CoC's order of priority as articulated in the CoC's written standards. MA is a right to shelter state and therefore all family emergency shelter needs go through the state, not the local CoC. However there is no waiting list for the Individual Emergency Shelter within the CoC and no assessment is undertaken for admission to the shelter.
- 4) The CoC's standard assessment tool is attached.

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

### Instructions:

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

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

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

Foster Care:	<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 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

**1E-1. Project Ranking and Selection. Applicants must indicate whether the CoC used the following to rank and select project applications for the FY 2018 CoC Program Competition:**

- (1) objective criteria;**
- (2) at least one factor related to achieving positive housing outcomes;**
- (3) a specific method for evaluating projects submitted by victim services providers; and**
- (4) attach evidence that supports the process selected.**

Used Objective Criteria for Review, Rating, Ranking and Section	Yes
Included at least one factor related to achieving positive housing outcomes	Yes
Included a specific method for evaluating projects submitted by victim service providers	No

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

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 2018 project application. The criteria for ranking utilized by the GBCATCH Application Committee incorporated both HUD priorities and community priorities established through a year-long planning process that included representation from the Mayor of Taunton and Attleboro's Community Development and Human Services Departments. 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 a higher ranking, 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.

A spreadsheet was also developed that looked at applicants to score them and

included the following: utilization rates on a quarterly basis, funding utilization, length of stay in permanent housing, % of beds dedicated to chronically homeless, increasing housing stability, commitment to housing first principles, full participation in the SoCo/GBCATCH coordinated entry system, and percentage of clients in the following populations: chronically homeless, veterans, families with children and unaccompanied youth. The CoC prioritized programs serving vulnerable populations including the chronically homeless, those with disabilities, unaccompanied homeless youth, and those fleeing domestic violence. The CoC also looked at the number of individuals in each project who were connected to benefits, had a steady income, and on health insurance.

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

Public Posting of Objective Ranking and Selection Process		Public Posting of CoC Consolidated Application including: CoC Application, Priority Listings, Project Listings	
CoC or other Website	<input type="checkbox"/>	CoC or other Website	<input type="checkbox"/>
Email	<input type="checkbox"/>	Email	<input type="checkbox"/>
Mail	<input type="checkbox"/>	Mail	<input type="checkbox"/>
Advertising in Local Newspaper(s)	<input type="checkbox"/>	Advertising in Local Newspaper(s)	<input type="checkbox"/>
Advertising on Radio or Television	<input type="checkbox"/>	Advertising on Radio or Television	<input type="checkbox"/>
Social Media (Twitter, Facebook, etc.)	<input type="checkbox"/>	Social Media (Twitter, Facebook, etc.)	<input type="checkbox"/>

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

**Reallocation:** Yes

**1E-5. Local CoC Competition. Applicants must indicate whether the CoC:**  
**(1) established a deadline for project applications that was no later than 30 days before the FY 2018 CoC Program Competition Application**

**deadline–attachment required;  
(2) rejected or reduced project application(s)–attachment required; and  
(3) notify applicants that their project application(s) were being rejected or  
reduced, in writing, outside of e-snaps, at least 15 days before FY 2018  
CoC Program Competition Application deadline–attachment required. :**

(1) Did the CoC establish a deadline for project applications that was no later than 30 days before the FY 2018 CoC Program Competition Application deadline? Attachment required.	Yes
(2) If the CoC rejected or reduced project application(s), did the CoC notify applicants that their project application(s) were being rejected or reduced, in writing, outside of e-snaps, at least 15 days before FY 2018 CoC Program Competition Application deadline? Attachment required.	Did not reject or reduce any project
(3) Did the CoC notify applicants that their applications were accepted and ranked on the Priority Listing in writing outside of e-snaps, at least 15 before days of the FY 2018 CoC Program Competition Application deadline?	Yes

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

### Intructions:

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

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

**2A-1a. Applicants must:** Pages 2-3 of the GBCATCH HMIS Governance Charter  
(1) provide the page number(s) where the roles and responsibilities of the CoC and HMIS Lead can be found in the attached document(s) referenced in 2A-1, and  
(2) indicate the document type attached for question 2A-1 that includes roles and responsibilities of the CoC and HMIS Lead (e.g., Governance Charter, MOU/MOA).

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

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

**2A-4. HMIS Implementation Coverage Area. Using the drop-down boxes, applicants must select the HMIS implementation Coverage area.** Regional (multiple CoC)

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



**(3) total number of beds in HMIS.**

Project Type	Total Beds in 2018 HIC	Total Beds in HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ES) beds	170	12	158	100.00%
Safe Haven (SH) beds	0	0	0	
Transitional Housing (TH) beds	50	0	12	24.00%
Rapid Re-Housing (RRH) beds	0	0	0	
Permanent Supportive Housing (PSH) beds	79	0	73	92.41%
Other Permanent Housing (OPH) beds	0	0	0	

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

There are three TH programs in the CoC, one has regularly submitted data to HMIS. The other two transitional housing programs have never submitted data to HMIS although they are willing to report their PIT count annually. These are not HUD funded programs. We have attempted to address this with the two agencies but have not been able to deal with their concern of cost to deal with having a data person. We are hoping that with our new HMIS grant we can offer help in that respect and improve in this area.

**2A-6. AHAR Shells Submission: How many 10  
2017 Annual Housing Assessment Report  
(AHAR) tables shells did HUD accept?**

**2A-7. CoC Data Submission in HDX. 12/01/2017  
Applicants must enter the date the CoC  
submitted the 2018 Housing Inventory Count  
(HIC) data into the Homelessness Data  
Exchange (HDX).  
(mm/dd/yyyy)**

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

### Instructions:

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

**2B-1. PIT Count Date. Applicants must enter the date the CoC conducted its 2018 PIT count (mm/dd/yyyy).** 01/31/2018

**2B-2. HDX Submission Date. Applicants must enter the date the CoC submitted its PIT count data in HDX (mm/dd/yyyy).** 04/29/2018

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

### Instructions:

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

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

We did not change our process from 2017 in 2018 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 number of sheltered veterans in the shelter for individuals. The data had changed from the original submission date and there was one homeless veteran so this needed to be corrected.

**2C-2. Did your CoC change its provider coverage in the 2018 sheltered count?** No

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

Beds Added:	0
Beds Removed:	0
Total:	0

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

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

Beds Added:	0
Beds Removed:	0
Total:	0

**2C-4. Changes in Unsheltered PIT Count Implementation. Did your CoC change its unsheltered PIT count implementation, including methodology and data quality changes from 2017 to 2018? If your CoC did not conduct an unsheltered PIT count in 2018, select Not Applicable.** No

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

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

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. During the PIT count when teams went to specific sites where young adults were found, the data collected was used to encourage these individuals to connect with the 1-800-HOMELESS Coordinated Entry to access housing resources as quickly as possible. The CoC will continue to monitor unaccompanied youth homelessness as a concern conducting a separate count each year and addressing the needs of the population through educational and planning meetings where we include the schools and teen centers in order to hear the voice of those affected.

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

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 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 2018 CoC Application Detailed Instructions and the FY 2018 CoC Program Competition NOFA. Please submit technical questions to the HUD Exchange Ask A Question.

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

Number of First Time Homeless as Reported in HDX.	400
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#### **3A-1a. Applicants must:**

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

1) Our CoC has recognized that the high risk factors that contribute to individuals becoming homeless for the first time relate to the increase in substance use and co-occurring mental health and substance use disorders that are untreated. Accessing behavioral health services is difficult for many but for others it is being able to maintain housing as a result of these issues. For others it is the inability to afford the high rents in our area that are above fair market rents and landlords that are resistant to working with individuals and families with poor credit and criminal histories.

2) Our CoC has been fortunate to have agencies who offer support to individuals and families that focus on diversion and rapid rehousing. 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 can contribute to lowering numbers of first time homeless in Emergency Shelter.

3) 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. Length-of-Time Homeless as Reported in HDX. Applicants must:**

(1) provide the average length of time individuals and persons in families remained homeless (i.e., the number);  
(2) describe the CoC's strategy to reduce the length-of-time individuals and persons in families remain homeless;  
(3) describe how the CoC identifies and houses individuals and persons in families with the longest lengths of time homeless; and

**(4) provide the name of the organization or position title that is responsible for overseeing the CoC's strategy to reduce the length of time individuals and families remain homeless.  
(limit 2,000 characters)**

- 1) The average length of time individuals and families remained homeless in our CoC was 137 days which was a decrease from our reported number last year of 162 days on average for those in emergency shelter.
- 2) Individuals and Families were also placed on the Catholic Social Services Coordinated Entry list for the CoC for permanent housing and many received Case Management services through CCBC's Community Support Program as well as access to the SAMHSA Safe Harbor Grant to Benefit Homeless Individuals (GBHI), the JRI Rapid Rehousing program all of which worked to support individuals and families who were homeless the longest to become permanently housed.
- 3) 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 strategize how to decrease the length of time homeless. The goal to decrease the length of time homeless was supported by the organized effort between homeless providers in the CoC to provide access to housing as quickly as possible with supportive services once referred through Coordinated Entry.
- 4) 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 and the strategy to reduce the length of time individuals and families remain homeless is incorporated into the CoC's Coordinated Entry process where all agencies with openings in shelter, transitional and permanent housing communicate openings on a daily basis to make placement as quickly as possible. .

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

- (1) provide the percentage of individuals and persons in families in emergency shelter, safe havens, transitional housing, and rapid rehousing that exit to permanent housing destinations; and**
- (2) provide the percentage of individuals and persons in families in permanent housing projects, other than rapid rehousing, that retain their permanent housing or exit to permanent housing destinations.**

	Percentage
Report the percentage of individuals and persons in families in emergency shelter, safe havens, transitional housing, and rapid re-housing that exit to permanent housing destinations as reported in HDX.	47%
Report the percentage of individuals and persons in families in permanent housing projects, other than rapid re-housing, that retain their permanent housing or exit to permanent housing destinations as reported in HDX.	100%

**3A-3a. Applicants must:**

- (1) describe the CoC's strategy to increase the rate at which individuals and persons in families in emergency shelter, safe havens, transitional housing and rapid rehousing exit to permanent housing destinations; and**
- (2) describe the CoC's strategy to increase the rate at which individuals and persons in families in permanent housing projects, other than rapid**

**rehousing, retain their permanent housing or exit to permanent housing destinations.  
(limit 2,000 characters)**

- 1) Of the 404 persons who exited ES, TH in our CoC 47% went to Permanent Housing destinations which was 3% lower than the past year. 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.
- 2) The CoC has an excellent history of supporting individuals and families to maintain their permanent housing and according to data reported 100% of those who exited to PH destinations remained in PH during the current reporting year.

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

	Percentage
Report the percentage of individuals and persons in families returning to homelessness over a 6- and 12-month period as reported in HDX	0%

**3A-4a. Applicants must:**

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

- 1) The CoC experienced a very low percentage of returns to homelessness, 5% after 2 years, 12 out of 232 who had left ES, TH, or PH. For those who do return to homelessness common factors that have been addressed at the individual, unaccompanied youth, veterans, and and family services committee meetings primarily include non-payment of rent and untreated behavioral health issues.
- 2) The CoC providers work very closely with individuals and families to prevent a return to homelessness once they are placed in PH. Each provider works on budgeting, provides case management support and connection to mainstream benefits and employment services as well as connection to health and behavioral health treatment.
- 3) 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. Job and Income Growth. Applicants must:**

- (1) describe the CoC's strategy to increase access to employment and non-employment cash sources;
- (2) describe how the CoC works with mainstream employment organizations to help individuals and families increase their cash income;



and

**(3) provide the organization name or position title that is responsible for overseeing the CoC's strategy to increase job and income growth from employment.**

**(limit 2,000 characters)**

1) The CoC has a number of strategies to increase access to employment and non-employment cash sources including partnering with agencies in the CoC to leverage critical resources for clients served. The data collected by project showed that of the clients served in the most recent APR's submitted, 97% have at least one income source. We are continuing to work on strategies to increase the number of clients served with earned income as that is currently at 14%.

2) 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 the Massachusetts Rehabilitation Commission. 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.

3) The GBCATCH does not have one agency or person but rather reviews these strategies in the Individual and Family Services Committee Meetings monthly.

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

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

### Instructions

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

#### 3B-1. DedicatedPLUS and Chronically Homeless Beds. In the boxes below, applicants must enter:

- (1) total number of beds in the Project Application(s) that are designated as DedicatedPLUS beds; and
- (2) total number of beds in the Project Application(s) that are designated for the chronically homeless, which does not include those that were identified in (1) above as DedicatedPLUS Beds.

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

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

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

History of or Vulnerability to Victimization (e.g. domestic violence, sexual assault, childhood abuse)	<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"/>
Head of Household with Mental/Physical Disability	<input checked="" type="checkbox"/>

**3B-2.2. Applicants must:**

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

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

CoC conducts mandatory training for all CoC and ESG funded service providers on these topics.	<input type="checkbox"/>
CoC conducts optional training for all CoC and ESG funded service providers on these topics.	<input type="checkbox"/>
CoC has worked with ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients.	<input type="checkbox"/>
CoC has worked with ESG recipient(s) to identify both CoC and ESG funded facilities within the CoC geographic area that may be out of compliance, and taken steps to work directly with those facilities to come into compliance.	<input type="checkbox"/>
CoC has sought assistance from HUD through submitting AAQs or requesting TA to resolve non-compliance of service providers.	<input type="checkbox"/>

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

Human trafficking and other forms of exploitation	Yes
LGBT youth homelessness	Yes
Exits from foster care into homelessness	Yes
Family reunification and community engagement	Yes

Positive Youth Development, Trauma Informed Care, and the use of Risk and Protective Factors in assessing youth housing and service needs	Yes
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**3B-2.5. Prioritizing Unaccompanied Youth Experiencing Homelessness Based on Needs. Applicants must check all that apply from the list below that describes the CoC's current strategy to prioritize unaccompanied youth based on their needs.**

History or Vulnerability to Victimization (e.g., domestic violence, sexual assault, childhood abuse)	<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 checked="" type="checkbox"/>

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

1) Our CoC, through our collaboration with the South Coast Regional Network to End Homelessness (SOCO) has an active Unaccompanied Homeless Youth focus as a part of the Individual Services 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. There are two programs available to this population in Bristol County operated by Catholic Social Services Francis House and Kilian's House that offer Emergency Shelter and Transitional Housing to support young adults to move from the streets to a safe option while working on a permanent solution.

2) Our CoC recently worked on the submission of a new proposal under the leadership of Catholic Social Services to the Commonwealth of Massachusetts to address the specific needs of this population and to complete a needs assessment while developing additional housing resources that will specifically target ending homelessness for unaccompanied homeless youth.

**3B-2.6a. Applicants must:**  
**(1) provide evidence the CoC uses to measure both strategies in question 3B-2.6. to increase the availability of housing and services for youth experiencing homelessness;**  
**(2) describe the measure(s) the CoC uses to calculate the effectiveness of**

**the strategies; and**  
**(3) describe why the CoC believes the measure it uses is an appropriate way to determine the effectiveness of the CoC's strategies.**  
**(limit 3,000 characters)**

) The most recent Unaccompanied Homeless Youth Count found 5 young adults as meeting the Massachusetts's Commission's definition of being homeless. Though that is a relatively low number it is concerning to our CoC as we try to focus on strategies to meet the need of this specialized group to ensure the number does not increase. To measure the effectiveness of our strategies we review the by name list at monthly meetings to ascertain if any of the individuals meet the criteria for unaccompanied homeless youth and try to connect them to the appropriate services and housing as quickly as possible. GBCATCH has also been working with University of Massachusetts Dartmouth to address the issues related to homeless students and increased levels of substance use disorders, providing both overdose and suicide prevention services.

2) Through the Coordinated Entry System, a point of entry for youth experiencing homelessness young adults are triaged and placed on waiting lists for Permanent Supportive Housing or Transitional Housing based on an evidence informed tool-- the Service Prioritization Decision Assistance Tool (SPDAT). This eliminates the need for a young adult to contact multiple agencies in an attempt to locate emergency shelter or permanent housing. It also eliminates the need to complete multiple referrals for housing within the Continuum.

3) Catholic Social Services, the GBCATCH, and the SoCo Regional Network realize the importance of maintaining relationships with local volunteer, faith-based, and community organizations to provide gap services for the young adults and others at risk of homelessness in our region. Agencies have also developed a joint response to provide additional seasonal supports in the winter if additional beds were needed to address the special needs of this population.

**3B-2.7. Collaboration–Education Services. Applicants must describe how the CoC collaborates with:**

- (1) youth education providers;**
  - (2) McKinney-Vento State Education Agency (SEA) and Local Education Agency (LEA);**
  - (3) school districts; and**
  - (4) the formal partnerships with (1) through (3) above.**
- (limit 2,000 characters)**

The CoC collaborates with local education providers to assure that families with children receive the best educational support while experiencing homelessness including the following:

1)The providers of Early Childhood and Head Start including the Old Colony YMCA and other providers in the area including JRI and CCBC's Children's Behavioral Health Initiative supports youth experiencing mental health issues while in school collaborate with the GBCATCH and the Family Services Committee to meet the youth education needs of those children experiencing homelessness in our CoC.

2)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.

3)The GBCATCH CoC providers who operate shelters for families work closely with local school districts to assure that the children in their Shelters are provided access to the local schools or transportation to their home district if that is appropriate.

4)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. Formal partnerships have been developed with the local providers of children's behavioral health services, youth education, and school

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

The CoC requires that all project applicants be able to clearly demonstrate that they are informing families and individuals who experience homelessness of their eligibility for education services. All project applicants attest to this in their McKinney Vento (MV) applications annually. Other agencies are educated at the Family Services Committee monthly where the MV school liaison reviews the requirements and services available. Applicants serving children must demonstrate they have policies and procedures that meet the criteria of the education subtitle of the MV Act including a designated staff to ensure students are enrolled in school and connected to appropriate resources in the community. The CoC provides local education liaisons with data, information, referral and training to understand the resources available to homeless families with school age children. DHCD is the state agency responsible for managing the statewide

networks of emergency shelter and locating overflow capacity for families when the emergency shelters are full. It also has responsibility for placing families within 20 miles of the families' community of origin whenever possible and for notifying the MA Department of Education of every family emergency shelter placement when there is a school age child in the household. Providers assist in connecting families with the appropriate McKinney-Vento homeless liaison in each school district. The CoC policy asks that CoC-funded providers ensure that homeless children must be enrolled in school or an early childhood education program with services in the community as needed. Providers must distribute materials to families that children must be in school or enrolled as quickly as feasible. If possible, children who remain in their school of origin are provided transportation to the school; and that homeless children who may be homeless are not treated any differently ensuring access to any school program or necessary services as any other students.

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

	MOU/MOA	Other Formal Agreement
Early Childhood Providers	Yes	Yes
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	Yes	No
Birth to 3 years	No	No
Tribal Home Visting Program	No	No
Other: (limit 50 characters)		
In home therapy	Yes	Yes

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

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) Individual Services Committee which includes a focus on Veterans 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** Yes

**benchmarks and criteria for ending Veteran homelessness?**

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

**3B-5. Racial Disparity. Applicants must:** No  
**(1) indicate whether the CoC assessed whether there are racial disparities in the provision or outcome of homeless assistance;**  
**(2) if the CoC conducted an assessment, attach a copy of the summary.**



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

### Instructions:

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

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

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

### 4A-1a. Mainstream Benefits. Applicants must:

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

1) 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 longterm 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.Housing First: Applicants must report:**

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

Total number of new and renewal CoC Program Funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC is applying for in FY 2018 CoC Program Competition.	7
Total number of new and renewal CoC Program Funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC is applying for in FY 2018 CoC Program Competition that have adopted the Housing First approach—meaning that the project quickly houses clients without preconditions or service participation requirements.	7
Percentage of new and renewal PSH, RRH, Safe-Haven, SSO non-Coordinated Entry projects in the FY 2018 CoC Program Competition that will be designated as Housing First.	100%

**4A-3. Street Outreach. Applicants must:**

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

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-4. Affirmative Outreach. Applicants must describe:**

- (1) the specific strategy the CoC implemented that furthers fair housing as detailed in 24 CFR 578.93(c) used to market housing and supportive services to eligible persons regardless of race, color, national origin,**

**religion, sex, gender identify, sexual orientation, age, familial status or disability; and**  
**(2) how the CoC communicated effectively with persons with disabilities and limited English proficiency fair housing strategy in (1) above.**  
**(limit 2,000 characters)**

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

	2017	2018	Difference
RRH beds available to serve all populations in the HIC	0	0	0

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

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

## 4B. Attachments

### Instructions:

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

Document Type	Required?	Document Description	Date Attached
1C-5. PHA Administration Plan–Homeless Preference	No		
1C-5. PHA Administration Plan–Move-on Multifamily Assisted Housing Owners' Preference	No		
1C-8. Centralized or Coordinated Assessment Tool	Yes	Centralized or Co...	09/11/2018
1E-1. Objective Criteria–Rate, Rank, Review, and Selection Criteria (e.g., scoring tool, matrix)	Yes	Objective Critier...	09/12/2018
1E-3. Public Posting CoC-Approved Consolidated Application	Yes		
1E-3. Public Posting–Local Competition Rate, Rank, Review, and Selection Criteria (e.g., RFP)	Yes	Public Posting–Lo...	09/12/2018
1E-4. CoC's Reallocation Process	Yes	CoC's Reallocatio...	09/13/2018
1E-5. Notifications Outside e-snaps–Projects Accepted	Yes		
1E-5. Notifications Outside e-snaps–Projects Rejected or Reduced	Yes	Notifications Out...	08/30/2018
1E-5. Public Posting–Local Competition Deadline	Yes	Public Posting–Lo...	09/13/2018
2A-1. CoC and HMIS Lead Governance (e.g., section of Governance Charter, MOU, MOA)	Yes	CoC and HMIS Lead...	09/13/2018
2A-2. HMIS–Policies and Procedures Manual	Yes	GBCATCH HMIS poli...	08/30/2018
3A-6. HDX–2018 Competition Report	Yes	MA-519 2018 HDX C...	08/30/2018
3B-2. Order of Priority–Written Standards	No	Order of Priority...	09/12/2018

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

## Attachment Details

**Document Description:**

## Attachment Details

**Document Description:**

## Attachment Details

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

## Attachment Details

**Document Description:** Objective Criteria—Rate, Rank, Review, and Selection Criteria (e.g., scoring tool, matrix)

## Attachment Details

**Document Description:**

## Attachment Details

**Document Description:** Public Posting–Local Competition Rate, Rank, Review, and Selection Criteria

## Attachment Details

**Document Description:** CoC's Reallocation Process

## Attachment Details

**Document Description:**

## Attachment Details

**Document Description:** Notifications Outside e-snaps–Projects Rejected or Reduced

## Attachment Details

**Document Description:** Public Posting–Local Competition Deadline

## Attachment Details

**Document Description:** CoC and HMIS Lead Governance (e.g., section of Governance Charter, MOU, MOA)

## Attachment Details

**Document Description:** GBCATCH HMIS policies and procedures 2018

## Attachment Details

**Document Description:** MA-519 2018 HDX Competition Report

## Attachment Details

**Document Description:** Order of Priority–Written Standards

## Attachment Details

**Document Description:**

## Attachment Details

**Document Description:**

## Attachment Details

**Document Description:**



## Attachment Details

**Document Description:**

## Attachment Details

**Document Description:**

## Submission Summary

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

Page	Last Updated
1A. Identification	09/11/2018
1B. Engagement	09/12/2018
1C. Coordination	09/12/2018
1D. Discharge Planning	09/11/2018
1E. Project Review	09/12/2018
2A. HMIS Implementation	09/11/2018
2B. PIT Count	09/11/2018
2C. Sheltered Data - Methods	09/12/2018
3A. System Performance	09/13/2018
3B. Performance and Strategic Planning	09/13/2018
4A. Mainstream Benefits and Additional Policies	09/13/2018
4B. Attachments	Please Complete

FY2018 CoC Application	Page 42	09/13/2018
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## Submission Summary

No Input Required

## SPDAT Score (Service Prioritization Decision Assistance Tool)

Place Total in box below at conclusion of interview

<p>Please circle correct assessment</p> <p>FAMILY SPDAT COMPLETED</p> <p>INDIVIDUAL SPDAT COMPLETED</p>	
---	--

### Referral process for “THE CALL”

Enclosed you will find a triage form and a SPDAT for “THE CALL” (Coordinated Access to Local Links). This process is an initial point of intake for the assessment to assist Homeless individuals or families within the three CoC’s (Continuums of Care) in Bristol County- New Bedford CoC, (Homeless Service Providers Network-HSPN), Fall River’s CoC (Homeless Service Providers Coalition), and the Greater Bristol County/Attleboro/Taunton coalition to End Homelessness’ CoC (GBCATCH). These referrals will be reviewed and entered into the Centralized Waiting List **only if submitted complete.**

Once received, the referrals are then placed on a centralized waiting list. As vacancies are submitted, the consumer with the highest needs, meet the HUD definition of literally homeless and meets the eligibility requirements for the vacant program will then be referred to the vacancy. Each consumer must originate from the CoC that the vacancy is located in. The program that the referral is sent to is responsible to contact the consumer for a full intake and will request all required documentation.

Please complete all forms completely. All forms must be emailed or faxed to:

Email: [Thecall@cssdioc.org](mailto:Thecall@cssdioc.org)

or

Fax #: ATTN: Emergency Solutions Dept.

The Call

508-675-2224

Referring Agency:	_____
Agency Address (incl. city/state/zip):	_____
Name of Staff who completed this form:	_____
Phone of Staff:	_____
Email of Staff:	_____
Date of Referral mm/dd/yyyy:	_____/_____/_____

WHAT HOUSING WAITLISTS WOULD YOU BE ELIGIBLE FOR? (choose as many as seem appropriate)

INDIVIDUALS	FAMILIES	UNACCOMPANIED YOUTH
<div><input type="radio"/> PSH</div> <div>SUBPOPULATION:</div> <div><input type="radio"/> Veterans</div> <div><input type="radio"/> Special Needs</div> <div><div><input type="radio"/> MH</div><div><input type="radio"/> HIV</div><div><input type="radio"/> DD</div><div><input type="radio"/> Other</div></div>		

Describe current living situation:

Date entered current living situation:

Applicant’s place of origin

☐ FALL RIVER

☐ NEW BEDFORD

☐ GBCATCH

(Bristol Co. other than Fall River or New Bedford city limits)

**WAITLIST PLACEMENT – ALL FIELDS ARE REQUIRED (SPDAT to be completed by CSS staff)**

[illegible]

<input type="radio"/> Yes <input type="radio"/> No   Have you ever served in the military?										<input type="radio"/> Yes <input type="radio"/> No   Have you or anyone in your HH experienced DV?									
<b>Head of Household's SOCIAL SECURITY NUMBER</b>										<input type="radio"/>		<b>GENDER</b>		<b>Head of Household's DATE OF BIRTH</b>					
														<b>Month</b>		<b>Day</b>		<b>Year</b>	
<input type="radio"/>					-			-			<input type="radio"/>			<input type="radio"/>					

[illegible][illegible][illegible]

<b>WHERE CAN WE REACH YOU</b>	same address as shown on the opposite side of this page or <input type="radio"/> Address is P.O. Box <input type="radio"/> street address - include apartment # <input checked="" type="checkbox"/> "Care of" include care of person's name in address line below: ex: c/o Smith, 19 Flower St #4
<b>City, State, and Zip Code:</b>	

[illegible][illegible]

INCOME SOURCES fill in the circles next to any income source that your household currently receives ○ = ●									
○	○ Job	○ Pension	○ Unemployment	○ SSI	○ SSDI	○ SS Retirement	○ Veteran's Payments	○ Other	
	○ GA/TANF/TAFDC/Welfare		○ Disability	○ Worker's Comp	○ Child Support/Alimony		○ Food Stamps		

**MOBILE RENTAL ASSISTANCE** Do you currently have rental assistance that you can use to pay rent in our building?

☐ ☐ I will not bring rental assistance ☐ Section 8 voucher ☐ MRVP ☐ AHVP ☐ VASH or similar ☐ Temp. assistance \_\_\_\_\_

ACCOMMODATIONS – DO YOU NEED				
<input type="radio"/>	<input type="radio"/> Wheelchair Access	<input type="radio"/> No-Steps Unit	<input type="radio"/> First-Floor Unit	<input type="radio"/> Reasonable Accommodation <i>based on disability or language barrier</i>



# AUTHORIZATION FOR RELEASE OF INFORMATION

## HOW YOUR INFORMATION IS PROTECTED

Any information collected about you in electronic format is not accessible to anyone but your authorized advocate(s), THE CALL [Coordinated Access to Local Links], and eventually to the eligible receiving agency for housing placement.

- We do collect/store anonymous aggregate information for policy purposes but identifying information about you is never released.
- We don't store SSNs and names online; we comply with the tightest possible laws governing your personal information.
- We are "tighter than most banks".

## **YOUR ADVOCATE/S NEED YOUR PERMISSION TO SEND THE COMPLETED REFERRAL/APPLICATIONS**

I, \_\_\_\_\_, understand it is my sole responsibility to update my advocate of any change in my information, specifically telephone number and address, as soon as change occurs. I understand that my advocate intends to use the HousingWorks/SimTech system to input and apply for housing. My housing information will be stored electronically and used to search for housing options. I further authorize my advocate to release my demographics and Vulnerability Index Score to the Coordinated Access Local Links otherwise known as "THE CALL". A second possibility is that my advocate can update waitlists I am on with any crucial changes in my application profile. Finally, I understand that if I authorize any other advocates in writing to work for me, then all my advocates will be able to see my housing application information, and have permission to talk with each other. I understand, however, that I can ask one advocate to permanently bar the other housing advocates from my records, if I wish; this lets me keep control over who advocates for me. I can also ask my advocate to show me which advocates have updated my information and when.

My advocate should explain to me what kinds of agencies they generally contact in order to perform housing advocacy:

### **Restrictions on the use of Information. (Please check one):**

- ☐ This release lets my advocate request, or provides information from/to all relevant agencies for purposes of my housing search.
- ☐ This release specifies the only agencies [below], that my advocate can contact.

---

---

### **My signature below acknowledges my understanding, authorization and consent for the following:**

1. This *Authorization for Release of Information* form is valid until it is revoked in writing by the applicant;
2. This authorization is subject to my revocation at any time, except for information already released;
3. This authorization covers the release of that information specified in the previous section and the information to be compiled during the course of client's involvement with the agency or program;
4. I understand that I have a right to receive a copy of this authorization form as well as the *Revocation of Authorization* form.
5. I understand that by signing this release I authorize this agency's auditors and HousingWorks/Simtech support staff to view information contained in my file (for audit purposes only);
6. A copy of this form is as valid as the original;
7. My advocate cannot withdraw any of my applications without documented attempts to contact me. It is my responsibility to stay in touch with the agency unless I revoke their authorization by completing a *Revocation of Authorization* form.

\_\_\_\_\_  
Client/Parent/Guardian Signature

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

### **How client was informed of the above information (Please check one):**

- ☐ Client read and signed this form
- ☐ Verbal explanation of this form was provided point by point by advocate
- ☐ An interpreter was provided

\_\_\_\_\_  
Printed Name of the Advocate I am authorizing

\_\_\_\_\_  
Signature of the Advocate I am authorizing

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

THE CALL 1-800-HOMELESS  
A program of Catholic Social Services  
1600 Bay Street P.O. Box M-So Station  
Fall River, MA 02724  
Ph: 508.674-4681 ■ Fx: 508-675-2224





## THE CALL

# REVOCATION OF AUTHORIZATION

## HOW YOU CAN STOP AN ADVOCATE FROM WORKING ON YOUR BEHALF

**WRITTEN REVOCATION:** I hereby revoke all authorization for the releases specified on the Authorization for Release of Information form that I previously signed.

\_\_\_\_\_  
Signature of Client/Parent/Guardian

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**ORAL REVOCATION:** Client/Parent/Guardian revoked all authorizations for the above specified client.

\_\_\_\_\_  
Signature of Advocate

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**WHAT AUTHORIZATION(S) IS REVOKED?** ☐ Ability to sign applications ☐ Permission to advocate for me in any way.

THE CALL 1-800-HOMELESS  
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## THE CALL

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Signature of Client/Parent/Guardian

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**ORAL REVOCATION:** Client/Parent/Guardian revoked all authorizations for the above specified client.

\_\_\_\_\_  
Signature of Advocate

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**WHAT AUTHORIZATION(S) IS REVOKED?** ☐ Ability to sign applications ☐ Permission to advocate for me in any way.

THE CALL 1-800-HOMELESS  
A program of Catholic Social Services  
1600 Bay Street P.O. Box M-So Station  
Fall River, MA 02724  
Ph: 508.674-4681 ■ Fx: 508-675-2224





**VERIFICATION OF DISABILITY**

U.S. Department of Housing  
and Urban Development  
Office of Housing Federal Housing Commissioner

OMB Approval No. 2502-0204



**THE CALL**  
COORDINATED ACCESS TO LOCAL LINKS  
(A PROGRAM OF CATHOLIC SOCIAL SERVICES)  
SERVING 3 CONTINUUMS OF CARE WITHIN BRISTOL COUNTY MA

**PERMANENT SUPPORTIVE HOUSING PROGRAM-VERIFICATION OF DISABILITY**

DATE: \_\_\_\_\_

TREATING SOURCE: \_\_\_\_\_

FROM: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SUBJECT: VERIFICATION OF DISABILITY

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

This person has applied for housing assistance under a program of the U.S. Department of Housing and Urban Development (HUD). HUD requires the housing owner to verify all information that is used in determining this person's eligibility or level of benefits.

We ask your cooperation in providing the following information and returning it to the person listed at the top of the page. Your prompt return of this information will help to ensure timely processing of the application for assistance. The applicant/tenant has consented to this release of information as shown below.

=====

**RELEASE:** I hereby authorize the release of the requested information. Information obtained under this consent is limited to information that is no older than 12 months.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Note to Applicant/Tenant:** You do not have to sign this form if either the requesting organization or the organization supplying the information is left blank.

This form is valid for one year from the date of signature. You have the right to revoke this authorization at any time by notifying your case manager in writing.

VERIFICATION OF DISABILITY (Page 2 of 3)

INFORMATION BEING REQUESTED

For each numbered item below, mark an "X" in the **applicable box** that accurately describes the person listed above.

1. ☐ YES ☐ NO      Has a physical, mental, or emotional impairment that is expected to be of long-continued and indefinite duration, substantially impedes his or her ability to live independently, and is of a nature that such ability could be improved by more suitable housing conditions.
2. ☐ YES ☐ NO      Is a person with a developmental disability, as defined in Section 102(7) of the Developmental Disabilities Assistance and Bill of Rights Act (42 U.S.C. 6001(8)), i.e., a person with a severe chronic disability that:
- a. Is attributable to a mental or physical impairment or combination of mental and physical impairments;
  - b. Is manifested before the person attains age 22;
  - c. Is likely to continue indefinitely;
  - d. Results in substantial functional limitation in three or more of the following areas of major life activity;
    - (1) Self-care,
    - (2) Receptive and expressive language,
    - (3) Learning,
    - (4) Mobility,
    - (5) Self-direction,
    - (6) Capacity for independent living, and
    - (7) Economic self-sufficiency; and
  - e. Reflects the person's need for a combination and sequence of special, interdisciplinary, or generic care, treatment, or other services that are of lifelong or extended duration and are individually planned and coordinated.
3. ☐ YES ☐ NO      Is a person with a chronic mental illness, i.e., he or she has a severe and persistent mental or emotional impairment that seriously limits his or her ability to live independently, and whose impairment could be improved by more suitable housing conditions.
4. ☐ YES ☐ NO      Is a person whose sole impairment is alcoholism or drug addiction.

VERIFICATION OF DISABILITY (Page 3 of 3)

\_\_\_\_\_  
NAME AND TITLE OF PERSON  
SUPPLYING THE INFORMATION

\_\_\_\_\_  
FIRM/ORGANIZATION

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

=====

**Public reporting burden** for this collection is estimated to average 12 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This information is required to obtain benefits and is voluntary. HUD may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number. Owners/management agents must obtain third party verification that a disabled individual meets the definition for persons with disabilities for the program governing the housing where the individual is applying to live. The definitions for persons with disabilities for programs covered under the United States Housing Act of 1937 are in 24 CFR 403 and for the Section 202 and Section 811 Supportive Housing for the Elderly and Persons with Disabilities in 24 CFR 891.305 and 891.505. No assurance of confidentiality is provided. The Department of Housing and Urban Development (HUD) is authorized to collect this information by the U.S. Housing Act of 1937, as amended (42 U.S.C. 1437 et. seq.); the Housing and Urban-Rural Recovery Act of 1983 (P.L.98-181); the Housing and Community Development Technical Amendments of 1984 (P.L. 98-479); and by the Housing and Community Development Act of 1987 (42 U.S.C. 3543).

=====

PENALTIES FOR MISUSING THIS CONSENT:

Title 18, Section 1001 of the U.S. Code states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any department of the United States Government; HUD and any owner (or any employee of HUD or the owner) may be subject to penalties for unauthorized disclosures or improper uses of information collected based on the consent form. Use of the information collected based on this verification form is restricted to the purposes cited above. Any person who knowingly or willingly requests, obtains, or discloses any information under false pretenses concerning an applicant or participant may be subject to a misdemeanor and fined not more than \$5,000. Any applicant or participant affected by negligent disclosure of information may bring civil action for damages and seek other relief, as may be appropriate, against the officer or employee of HUD or the owner responsible for the unauthorized disclosure or improper use. Penalty provisions for misusing the social security numbers are contained in the Social Security Act at 208 (a) (6), (7) and (8). Violations of these provisions are cited as violations of 42 USC 408 (a) (6), (7) and (8).



**THE CALL**  
COORDINATED ACCESS TO LOCAL LINKS  
(A PROGRAM OF CATHOLIC SOCIAL SERVICES)  
SERVING 3 CONTINUUMS OF CARE WITHIN BRISTOL COUNTY MA

**VERIFICATION OF HOMELESSNESS**

Date: \_\_\_\_\_

Client/Participant/Guest Name: \_\_\_\_\_

Control Number for THE CALL (if known) \_\_\_\_\_

The above referenced person or family has been under the care of this facility from

\_\_\_\_\_ to \_\_\_\_\_

*Additional detail about the client's episodes of homelessness may be written below.*

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Before coming to this facility, the homeless person resided at:

\_\_\_\_\_

This facility is classified as one of the following types of facilities/ programs:

- |   |   |
|---|---|
| <input type="checkbox"/> Emergency Shelter    | <input type="checkbox"/> Mental Health Facility   |
| <input type="checkbox"/> Transitional Housing | <input type="checkbox"/> Correctional Facility    |
| <input type="checkbox"/> Permanent Housing    | <input type="checkbox"/> Substance Abuse Facility |
| <input type="checkbox"/> Medical Institution  | <input type="checkbox"/> Other: _____             |

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature of Facility Staff)

Title: \_\_\_\_\_ Phone: \_\_\_\_\_

This person has completed a comprehensive housing search and no subsequent residence has been identified and the client lacks resources and support networks needed to obtain housing. The resident is being referred to your agency’s housing program.

The person was homeless prior to entering this facility as evidenced below:

\_\_\_\_\_ Residing in a place not meant for human habitation

\_\_\_\_\_ Residing in an emergency shelter, transitional housing, or exiting an institution where they were placed for less than 90 days

\_\_\_\_\_  
Signature of referral Source

\_\_\_\_\_  
Title of Referral Source

\_\_\_\_\_  
Agency

\_\_\_\_\_  
Contact Phone Number

\_\_\_\_\_  
Date

# CHRONICALLY HOMELESS CERTIFICATION

THIS CHRONICALLY HOMELESS CERTIFICATION MUST BE COMPLETED FOR EACH HOUSEHOLD.

Agency /Program Name: \_\_\_\_\_

Individual/Household Name: \_\_\_\_\_ Date Form Completed: \_\_\_\_\_

**This form is to certify the above individual or household is currently chronically homeless based on the category checked and required documentation.**

1

## HOW DO THEY MEET THE CHRONICALLY HOMELESS DEFINITION?

The individual/household meets the definition of chronic homelessness\* because he/she is a single individual or a head of household with a disability living in a place not meant for human habitation, safe haven or in an emergency shelter who has experienced homelessness... (check one appropriate box)

- ☐ ...continuously for at least 12 months, during which time they may have lived in a shelter, safe haven or a place not meant for human habitation.
- ☐ ...over a period of 4 or more separate episodes totaling 12 months in the last 3 years that were separated by breaks of *at least 7 nights* between each episode. *(Stays in institutions for less than 90 days do not constitute a break.)*
- ☐ ...living in a shelter, safe haven or a place not meant for human habitation *before* exiting an institutional care facility like a jail, prison, substance abuse or mental health facility, hospital or similar facility after spending less than 90 days there.
- ☐ ...is a family with an adult head of household (or if there is no adult in the family, a minor head of household) who meets all of the criteria in option 1 or 2 of this section, including a family whose composition has fluctuated while the head of household has been homeless.

*\*Refers to HUD definition which became effective January 15, 2016. See page 4 for additional resources and HUD links.*

2

## WHAT EVIDENCE HAS BEEN PROVIDED TO DOCUMENT CHRONIC HOMELESS STATUS?

It has been verified that the individuals/household whose primary nighttime residence is a public or private place not meant for human habitation, or who are living in a publicly/privately operated shelter designated to provide temporary living arrangements (like congregate shelters and motels paid for by charitable organizations or public dollars), have been documented as meeting the definition of chronic homelessness through the following standard documentation: (check each appropriate box)

- ☐ Third party documentation *(proceed to question 2a)*.
- ☐ Intake worker observation *(proceed to question 2b)*.
- ☐ Certification from the person seeking assistance *(proceed to question 2c)*.

2a

**Third party documentation** has been provided and is present in the case file in the following way: (check all appropriate boxes)

- ☐ HMIS records that retain an auditable history of all entries (example: "who, what, when") and prevent overrides or changes of the dates of entries.
- ☐ A written referral by another housing or service provider.

**2b**

**Intake Worker Observation** has been provided and is present in the case file in the following way: *(check all appropriate boxes)*

- ☐ Written observation(s) by an outreach worker of the conditions where the individual was living.
- ☐ Written referral by another housing or service provider.
- ☐ Evidence of due diligence to secure third party documentation and the individual's self-certification of the living situation is documented in the case file.

**2c**

**Certification from the person seeking assistance** is available to all clients for up to 3 months of their homelessness but in limited circumstances, up to 12 months can be obtained through self certification where there is evidence in the case file that third party documentation and initial worker observations are unavailable. In the case of self-certification, both of the following items must be documented:

- ☐ Written self-certification.
- ☐ The intake worker's documentation of the individual/household's living situation and evidence of due diligence in attempting to obtain third party documentation and intake worker observation.

Has evidence that the individual/household has experienced homelessness for 12 months included a combination of these three forms (i.e. 2a, 2b or 2c) of standard documentation? *(Check one box):* ☐ YES ☐ NO

**3**

#### **WHAT ABOUT INSTITUTIONAL CARE?**

If an individual resided in an institutional care facility for 90 days or less and was chronically homeless before entering the facility, the following evidence of homelessness—in *addition to* the standard documentation already noted in this section—is also required. *(Check appropriate box to reflect which documentation has been provided in the case file).*

- ☐ Discharge paperwork or a written/oral referral from a social worker, case manager or other appropriate official of the institutional care facility stating the start and end dates of the individual's stay, or
- ☐ Where discharge paperwork cannot be obtained, a written record of the intake worker's due diligence in attempting to obtain it and a certification by the individual that they exited the facility where the individual or head of household resided for less than 90 days.

**4**

#### **HOW HAS DISABILITY BEEN DOCUMENTED?**

Those qualifying under the chronic homeless definition must meet the standards demonstrating homelessness, but they must also demonstrate evidence of a disability. *(Check all appropriate boxes to reflect which documentation has been provided in the case file).*

- ☐ Written verification of the disability from a professional licensed by the state to diagnose and treat the disability AND his/her certification that the disability is expected to be long-continuing or of indefinite duration and that it substantially impedes the individual/head of household's ability to live independently.
- ☐ Written verification from the Social Security Administration.
- ☐ Receipt of a disability check (e.g. SSDI, Veterans Disability Compensation).

5

### **ARE THE 12 MONTHS OF HOMELESSNESS CONTINUOUS OR CUMULATIVE?**

Those identified as being chronically homeless must be literally homeless and living either in a place not meant for human habitation, in a safe haven or in an emergency shelter for 12 months or longer. *(Check one box to reflect whether the individual/household being documented was continuously or cumulatively homeless and complete the documentation section for the selected option).*

#### ☐ **Continuous**

The chronically homeless persons must be homeless and living in a place not meant for human habitation, a safe haven or in an emergency shelter continuously for 12 months or greater.

Check any boxes that may apply:

- ☐ If records show that there are not 12 months of continuous homelessness in HMIS with no break, but the client reports that they have been homeless for the last 12 months with no breaks, other third-party sources providing adequate documentation are now in the case file.
- ☐ In rare and extreme cases, if at least 9 months of continuous homelessness cannot be obtained by third party documentation, up to the full 12 months can be documented through self-certification, only. If this has been done, evidence of documented attempts to obtain third-party documentation and why the third-party documentation was not obtained must be included within the case file along with a written certification from the individual or head of household of the living situation for the undocumented period.

#### ☐ **Cumulative**

For chronically homeless persons experiencing 4 or more occasions of homelessness over a period of 3 years, the cumulative total of the occasions must be 12 months or greater.

Check one box, only:

- ☐ A review of HMIS data demonstrated that there were 12 months of cumulative homelessness over the last 3 years and is documented in the case file.
- ☐ Although HMIS data did not demonstrate 12 months of cumulative homelessness over the last 3 years, other third party sources were identified and documentation of the homeless episodes totaling 12 months has been documented in the case file.
- ☐ Although there were fewer than 3 breaks found in HMIS, the client was able to identify additional breaks between separate occasions of homelessness that brought the total to 4 or more occasions of homelessness over the past 3 years. This self-certifying information is documented in the case file.

---

### **STAFF CERTIFICATION**

All of the information identified on this form has been placed in the client's case file.

Intake Staff Signature: \_\_\_\_\_

Date Form Completed: \_\_\_\_\_



PART 1: INSTRUCTIONS	
<input type="checkbox"/> Complete all fields in Part 2 <input type="checkbox"/> Attach all supporting documents to this form	<input type="checkbox"/> Complete all relevant fields in Part 3 <input type="checkbox"/> Maintain this form & supporting docs in participant's file
<i>See Part 4 for Detailed Instructions &amp; Part 5 for a Quick Guide to Eligibility</i>	

PART 2: GENERAL INFORMATION			
Participant Name:		Participant Date of Birth:	
Person Completing Form:		Agency Completing:	
Email & Phone Number for Person Completing Form:			
Email:		Phone #:	
CoC Program for which Homelessness is Being Certified:		CoC Program Type: <b>(Check One)</b>	
		CoC Project Entry Date:	
		<input type="checkbox"/> PSH <input type="checkbox"/> TH <input type="checkbox"/> RRH	

PART 3: CURRENT HOMELESS STATUS & HOMELESS HISTORY	
<b>Location Prior to CoC Program Entry:</b> <i>Indicate place where client was staying immediately prior to program entry <b>(Check One)</b>:</i> <i><b>Required Documentation Must Be Attached</b> (See Part 4).</i>	
<input type="checkbox"/> Unsheltered <input type="checkbox"/> Rapid Re-housing <input type="checkbox"/> Hotel/Motel Paid by Govt or Charity	<input type="checkbox"/> Emergency Shelter <input type="checkbox"/> Transitional Housing (not qualified as chronic) <input type="checkbox"/> Institution < 90 days & literally homeless prior

<b>Is client fleeing or attempting to flee domestic violence <b>(Check One)</b>?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO <i><b>Required Documentation Must Be Attached</b> (See requirements in Part 4).</i>	
--	--

Homeless Status <b>(Check One)</b>		
<input type="checkbox"/> Literally Homeless (includes <90 days institution)	<input type="checkbox"/> Imminent Risk of Homelessness	<input type="checkbox"/> Fleeing Domestic Violence

Chronic/Disability Status	
Is this participant chronically homeless? (SEE HOMELESS HISTORY)	<input type="checkbox"/> YES <input type="checkbox"/> NO <i>If yes, to any, Disability Verification</i>
Is this participant being qualified for permanent supportive housing?	<input type="checkbox"/> YES <input type="checkbox"/> NO <i>must be completed.</i>
Is this participant being qualified for transitional housing for disabled?	<input type="checkbox"/> YES <input type="checkbox"/> NO

Homeless History - EXAMPLE	
<i>Starting with the most recent occasion of homelessness, provide the names, dates and types of locations and length of each stay, where the participant resided during the <u>last three years</u>. Occasions can include more than one location and must be separated by at least a 7 night break when the individual did not meet the homeless definition. Unless there is evidence of a break in homelessness of 7 or more nights, documentation of an encounter with a service provider on a single day within 1 month, counts for the entire month. Each month can be counted only once. To qualify a participant as chronically homeless, you must document at least 12 consecutive months or at least 4 separate occasions within the last three years of living unsheltered, in ES, or in another qualified location provided that the total time homeless during those occasions equals at least twelve months.</i> <i><b>Required Documentation Must Be Attached</b> - For more details, including institutional stays &amp; doc requirements, see Part 4.</i>	

Program Name or Location		Program/Location Type	Start Date	End Date	Length of Stay	Occasion #
SAMPLE	Riverside Park	Unsheltered	Aug 2014	12/23/14	Aug-Dec: 5 months	Occasion #1
	Veteran's	Housed	12/24/14	1/2/15	10 days = break	Not Homeless
	Harbor House	Emergency Shelter	1/3/15	1/10/15	January: 1 month	Occasion #2
	Riverside Park	Unsheltered	1/11/15	2/2/15	February: 1 month	
	Southcoast	Institutional Stay < 90 days	2/3/15	4/15/15	March-April : 2 months	
	John's House	Residential Rehab > 90 days	4/16/15	8/30/15	4+months=break	Not Homeless
	Sister Rose	Emergency Shelter	8/31/15	11/5/15	Aug-Nov: 4 months	Occasion #3
	Friends/Family	Housed	11/6/15	End of Jan	2+months=break	Not Homeless
	Bus Station	Unsheltered	End of Jan	2/5/16	Jan-Feb: 2 months	Occasion #4
TOTAL # Occasions (red lengths do not count towards total):					15 months	4 Occasions
SAMPLE PARTICIPANT QUALIFIES AS CHRONICALLY HOMELESS.						

Homeless History – ENTER PARTICIPANT INFO BELOW					
<i>Starting with the most recent occasion of homelessness, provide the names, dates and types of locations and length of each stay, where the participant resided during the last three years. Occasions can include more than one location and must be separated by at least a 7 night break when the individual did not meet the homeless definition. Unless there is evidence of a break in homelessness of 7 or more nights, documentation of an encounter with a service provider on a single day within 1 month, counts for the entire month. Each month can be counted only once. To qualify a participant as chronically homeless, you must document at least 12 consecutive months or at least 4 separate occasions within the last three years of living unsheltered, in ES, or in another qualified location provided that the total time homeless during those occasions equals at least 12 months.</i> <b>Required Documentation Must Be Attached</b> - For more details, including institutional stays & doc requirements, see Part 4.					
Program Name or Location	Program/Location Type	Start Date	End Date	Length of Stay	Occasion #
<i>To qualify a participant as chronically homeless, you must document at least 12 consecutive months or at least 4 separate occasions totaling 12 months within the last three years of living in a qualified location.</i> <b>ENTER CHRONIC STATUS ON PAGE ONE.</b>			TOTAL # OCCASIONS:		
			TOTAL # MONTHS:		

**Required Documentation Must Be Attached** - For more details, including institutional stays & doc requirements, see Part 4.

Program Name or Location	Program/Location Type	Start Date	End Date	Length of Stay	Occasion #
<i>To qualify a participant as chronically homeless, you must document at least 12 consecutive months or at least 4 separate occasions totaling 12 months within the last three years of living in a qualified location.</i> <b>ENTER CHRONIC STATUS ON PAGE ONE.</b>			TOTAL # OCCASIONS:		
			TOTAL # MONTHS:		

Signature of Person Completing Form:	Certification:	Date
	<input type="checkbox"/> <b>CHECK BOX TO CERTIFY THAT ALL REQUIRED DOCUMENTS ARE ATTACHED.</b>	

## Disability Accommodation Form



### Disability Accommodation

A Disability Accommodation Request is used to place a household on the Prioritized By-Name List that was unable to participate in the HMIS Client Consent Form and VI-SPDAT due to a disability. This accommodation should be used sparingly and must include evidence that at least three documented attempts have been made to complete the triage tool with the household. Please fill out this form entirely.

<b>Person completing Assessment/Agency</b>	
<b>Client Unique Identifier/Name</b>	

<b>How many attempts have been made to offer this individual an assessment? When did these attempts occur?</b>
<b>What are the barriers or disabilities this individual is experiencing?</b>
<b>Why does the individual need the accommodation?</b>

*I certify that the information I have provided is accurate to the best of my knowledge.*

<b>Assessor Signature</b>	<b>Date</b>
<b>Print Name</b>	<b>Title</b>
<b>Phone Number</b>	<b>Email</b>

# Grievance Form for New Bedford



## CALL Grievance Form

<b>Name:</b>	
<b>Date:</b>	
<b>Contact Information:</b>	
<b>Best Time/ Way to Reach You:</b>	
<b>Explanation of your concern/ grievance:</b>	
<b>Action you believe would solve the problem:</b>	

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*Please return signed form to:*

**CALL Grievance  
Department of Planning, Housing & Community Development  
2<sup>nd</sup> floor 608 Pleasant Street  
New Bedford, MA 02740**

*The Department of Planning, Housing & Community Development  
will respond to your grievance in writing within ten (10) business days.*

## Grievance Form for Fall River



### CALL Grievance Form

<b>Name:</b>	
<b>Date:</b>	
<b>Contact Information:</b>	
<b>Best Time/ Way to Reach You:</b>	
<b>Explanation of your concern/ grievance:</b>	
<b>Action you believe would solve the problem:</b>	

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*Please return signed form to:*

**CALL Grievance  
Community Development Agency  
1 Government Agency  
Fall River, MA 02722**

*The Community Development Agency  
will respond to your grievance in writing within ten (10) business days.*

# Grievance Form for GBCATCH



## CALL Grievance Form

<b>Name:</b>	
<b>Date:</b>	
<b>Contact Information:</b>	
<b>Best Time/ Way to Reach You:</b>	
<b>Explanation of your concern/ grievance:</b>	
<b>Action you believe would solve the problem:</b>	

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*Please return signed form to:*

**CALL Grievance  
Community Counseling of Bristol County  
1 Washington Street  
Taunton, MA 02780**

*THE GBCATCH (Greater Bristol County Attleboro/Taunton Coalition for the Homeless) Board  
will respond to your grievance in writing within ten (10) business days.*

THE NEWEST VERSION OF THE SPDAT (SERVICE PRIORITIZATION DECISION ASSESSMENT TOOL) WILL BE USED TO DETERMINE PRIORITY ON THE COORDINATED ENTRY WAITLIST.

*To find the most updated SPDAT please visit:*

[www.orgcode.com/products](http://www.orgcode.com/products)

For Individuals Utilize the Individual SPDAT

For Families Utilize the Family SPDAT

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MORE

**Add a Donate Button**

Add a donate button to your post to raise money for a nonprofit, and we'll take care of the donation processing with no fees. To raise money for a personal cause instead, create a personal fundraiser.

[Select Nonprofit](#)**Greater Bristol County Attleboro Taunton Coalition to end Homelessness**

13 mins ·

GBCATCH CoC Ranking/Funding Decisions

August 31, 2018

The Greater Bristol County/ Attleboro/Taunton Coalition to End Homelessness (GBCATCH) MA-519 CoC Application Ranking Committee has completed review of projects in response to HUD's requirement to develop a ranking and funding for each project to be placed in Tier 1 or Tier 2. In response to the Request for Proposals released on 7/20/18, the Committee had received Letters of Intent (LOI) from two agencies for Renewals and one for a new Domestic Violence Project. Unfortunately the agency who submitted the LOI for the DV project withdrew because of an internal issue and did not submit a project.

The CoC Application Review Committee met on August 27th, 2018 to review applicant performance, current funding, HUD recommended rankings, and make funding decisions. The Committee consisted of Kevin McCarthy (Bristol County Savings Bank) Janet Richardi (South Coast Regional Network to End Homelessness), Melissa Terra (Veterans Inc.) and Jamie Litchfield (MA VA) . Thank you to the Committee for their hard work, and thank you to the applicants for working so diligently through the process.

The Committee considered all of HUD's scoring criteria as described in the RFP that was sent out and published and came up with four scenarios when deciding on the final rankings. One of the factors was that HUD encouraged agencies to consolidate smaller renewal projects into one larger project during the 2018 competition process. The Committee decided to recommend the ranking that would support the funding of Permanent Supportive Housing that served the chronically homeless with a disability. The Committee also recognized the critical need for Coordinated Entry to continue as well as the funding of an HMIS project both to meet the expectations of HUD mandates for the Continuum of Care. The following projects are selected to be included in the CoC application and ranked in the following order:

**Tier 1**

- 1) Homes With Heart- PSH-CH -\$182,682.00 (Renewal)
- 2) Steadfast -PSH-CH (Renewal-Consolidation of Beacon Hope, Keystone, and Path to Independence)-\$182,720.00
- 3) Moving Forward II-PSH-CH (Renewal-Consolidation of Moving Forward, Welcome Home II and New Horizons) -\$371,980.00

**Tier 2**

- 4) The CALL Taunton/Attleboro and Bristol County\$27,357 (Renewal)
- 5) GBCATCH HMIS- -\$20,273.00 (Renewal)

The following projects were also ranked based on HUD's instructions to rank the individual projects if the consolidation is not approved

- 2) Keystone-\$25,810.00 PSH (Renewal) needs to use the same number as the consolidated grant as the grant with the surviving PIN that ends the earliest
- 3) Moving Forward (Renewal) -\$57,606-needs to use the same number as the consolidated grant as the grant with the surviving PIN that ends the earliest.
- 4) Beacon of Hope-\$68,191.00 PSH (Renewal)
- 5) Welcome Home II-\$49,206.00 PSH-CH (Renewal)
- 6) Path to Independence-\$88,719.00 PSH (Renewal)
- 7) New Horizons-\$265,168.00 PSH (Renewal)

**No Tier**

- 2) Planning grant, \$26,213.00

**Selection Process**

The Committee followed a multi-step process to make funding decisions.

Information was sent to all agencies and members of the GBCATCH regarding the NOFA and discussed in person at our bi-monthly meetings.



## **GBCATCH CoC Ranking/Funding Decisions**

August 31, 2018

The Greater Bristol County/ Attleboro/Taunton Coalition to End Homelessness (GBCATCH) MA-519 CoC Application Ranking Committee has completed review of projects in response to HUD's requirement to develop a ranking and funding for each project to be placed in Tier 1 or Tier 2. In response to the Request for Proposals released on 7/20/18, the Committee had received Letters of Intent (LOI) from two agencies for Renewals and one for a new Domestic Violence Project. Unfortunately the agency who submitted the LOI for the DV project withdrew because of an internal issue and did not submit a project.

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- 7) New Horizons-\$265,168.00 PSH (Renewal)

**No Tier**

- 2) Planning grant, \$26,213.00

## **Selection Process**

The Committee followed a multi-step process to make funding decisions. Information was sent to all agencies and members of the GBCATCH regarding the NOFA and discussed in person at our bi-monthly meetings. Below is the information and schedule that was sent to the CoC:

### ***Greater Bristol County/Attleboro/Taunton Coalition to End Homelessness (GBCATCH)***

*Below is the timeline for the 2018 CoC Competition that we must adhere to. I have attached relevant material about this year's competition and we have a great deal of work to do to meet the deadlines and submit a high scoring proposal.*

- *June 20th, 2018-NOFA is released*
- *July 20, 2018-GBCATCH RFP is released, letters of Intent due by August 7<sup>th</sup>, 2018*
- *July 20<sup>th</sup>, August 17th-GBCATCH meeting to review NOFA-discuss priorities and the potential to reallocate projects, current providers need to send in most recent APR's if available to Collaborative Applicant (CA)*
- *August 7<sup>th</sup>-15th Work on applications and request help from CA if needed;*
- *August 15th- Last possible day for project applications to be submitted to Collaborative Applicant for review and opportunity to make corrections (HUD requires that the application be submitted 30 days prior to the full grant on Esnap).*
- *Submit Applications to Esnap by August 17<sup>th</sup> at 5 pm.*
- *Date August 27th-Performance and Outcomes and Application/Project Ranking Committees to meet to review projects to develop Tier 1 and 2 Ranking based on performance and HUD guidance.*

- *All agencies who submit applications will be notified if their projects have been accepted no later than 15 days prior to the application submission to HUD (September 3rd).*
- *August 31st - Project Ranking process and decisions emailed to GBCATCH members and published on website and Facebook for final vote*
- *September 18th- Full Application submitted to HUD*

A Project Ranking /Application Committee was developed made up of members of the GBCATCH not receiving funding to review the criteria for Ranking in Tier 1 and Tier 2. The Committee will develop a proposed ranking of the CoC's projects according to HUD's priorities according to the instructions below:

The Committee used objective criteria to rank all projects. The criterion was provided to all Applicants based on HUD's priorities for the 2018 competition and sent out in emails to all applicants and members of the CoC. The committee looked at performance outcomes, including working with the number of clients as outlined in the original project, recaptured funds, number of chronic homeless served, goals and objectives met, etc.

### **Rationale for Funding and Ranking Decisions**

The two agencies currently funded to provide services submitted Letters of Intent to continue their Renewal projects and submitted them to Esnap according to the proposed timeline. There was one Letter of Intent submitted by an agency for new Domestic Violence funding which was withdrawn and no applicants for the Permanent Housing Bonus.

The selected projects will be included in the CoC Application which will be submitted to HUD by September 18<sup>th</sup>, 2018. The Committee's decision was posted on the Collaborative Applicant's webpage [www.comcounseling.org](http://www.comcounseling.org) and the GBCATCH Facebook page, and sent out to the entire membership on August 31<sup>st</sup>, 2018 for final review and approval by email vote.

### **Appeals**

Agencies that wish to challenge the funding level or ranking of their project may appeal by submitting a written letter which states the reason for the appeal to Kevin McCarthy, Chair, GBCATCH, C/O Bristol County Savings Bank, 29 Broadway, Taunton, MA 02780. Letters must be received no later than September 10<sup>th</sup>, 2018 4 pm.

		Program	A: # adults exiting	B: # adults who did not leave	Total	C: # exiting after 7 months	D: # who did not leave after 7 months or more	Total	% in PH staying more than 7 months	2018 HUD Goal
PH	CCBC	New Horizons	3	18	21	2	18	20	95.2%	
PH	CSS	Path to Independence	4	3	7	4	2	6	85.7%	
PH	CCBC	Welcome Home II	1	5	6	1	4	5	83.3%	
PH	CCBC	Moving Forward	0	4	4	0	4	4	100.0%	
PH	CSS	Beacon of Hope	2	8	10	2	8	10	100.0%	
PH	CCBC	Homes with Heart	1	13	14	1	13	14	100.0%	
PH	CCS	Keystone	0	4	4	0	4	4	100.00%	
<b>TOTALS</b>			<b>11</b>	<b>55</b>	<b>66</b>	<b>10</b>	<b>53</b>	<b>63</b>	<b>95.5%</b>	<b>77.00%</b>

Performance - 2018 Application

	Housing Type	Agency	Project Name	Total Served-Adults and Children	# of Adult Stayers	Number Adults Exited	SSI	SSDI	SS	GA
7/1/16 thru 6/30/17	PH	CCBC	New Horizons	21	18	3	9	3	1	7
9/1/16 thru 8/31/17	PH	CSS	Path to Independence	17	3	4	1	2	0	0
7/1/16 thru 6/30/17	PH-CH	CCBC	Welcome Home II	6	5	1	0	1	1	3
12/1/16 thru 11/30/17	PH-CH	CCBC	Moving Forward	4	4	0	3	0	0	1
9/1/16 thru 8/31/17	PH	CSS	Beacon of Hope	10	8	2	1	3	0	3
4/30/16 thru 3/31/17	PH-CH	CCBC	Homes with Heart	14	13	1	9	0	1	0
7/1/16 thru 6/30/17	PH	CCS	Keystone	8	4	0	1	0	0	0
	<b>TOTAL</b>		<b>TOTALS</b>	<b>80</b>	<b>55</b>	<b>11</b>	<b>24</b>	<b>9</b>	<b>3</b>	<b>14</b>
			<b>GBCATCH</b>				<b>36.36%</b>	<b>13.64%</b>	<b>4.55%</b>	<b>21.21%</b>
			<b>HUD GOAL</b>				<b>Have Income</b>	<b>96.97%</b>	<b>earned income</b>	<b>1</b>





Tiers	Rank	Project Name	current budget	Consolidated	new budget	difference	Running Total	Percentage	Running total to 94%
Tier 1	1	Homes With Heart	\$182,682.00	\$0.00	\$182,682.00	\$0.00	\$182,682.00	0.2327124	\$555,229.28
Tier 1	3	Moving Forward	\$57,606.00	-\$57,606.00	\$0.00	-\$57,606.00	\$182,682.00	0.2327124	\$555,229.28
Tier 1	6	Welcome Home II	\$49,206.00	-\$49,206.00	\$0.00	-\$49,206.00	\$182,682.00	0.2327124	\$555,229.28
Tier 1	7	Beacon of Hope	\$68,191.00	-\$68,191.00	\$0.00	-\$68,191.00	\$182,682.00	0.2327124	\$555,229.28
Tier 1	2	Path to Independence	\$88,719.00	-\$88,719.00	\$0.00	-\$88,719.00	\$182,682.00	0.2327124	\$555,229.28
Tier 1	8	Keystone	\$25,810.00	-\$25,810.00	\$0.00	-\$25,810.00	\$182,682.00	0.2327124	\$555,229.28
Tier 1	9	New Horizons	\$265,168.00	-\$265,168.00	\$0.00	-\$265,168.00	\$182,682.00	0.2327124	\$555,229.28
Tier 1	2	Steadfast	\$0.00	\$182,720.00	\$182,720.00	\$182,720.00	\$365,402.00	0.4654731	\$372,509.28
Tier 1	3	Moving Forward II	\$0.00	\$371,980.00	\$371,980.00	\$371,980.00	\$737,382.00	0.9393258	\$529.28
Tier 1/Tier 2	4	the CALL-Coordinated Entry	\$27,357.00	\$0.00	\$27,357.00	\$0.00	\$210,039.00	0.2675615	
Tier 1/Tier 2	5	GBCATCH HMIS project	\$20,273.00	\$0.00	\$20,273.00	\$0.00	\$757,655.00	0.9651509	
		totals	\$785,012.00	\$0.00	\$785,012.00	\$0.00			
		Project Name							
		CoC Planning Application	\$26,213.00		\$26,213.00		\$26,213.00		

CoC Number and Name	PPRN	ARD	ARD at 94 %
MA-519 - Attleboro, Taunton/Bristol County			
CoC	\$873,756	\$785,012	\$737,911

Project Name	CH	PH	Sp Pop	New CH Total	Ind	Families	Total
Homes With Heart	14	14		14	14	0	
Moving Forward	4	4		4	4	0	
Welcome Home II	6	6	Veterans	6	6	0	
Beacon of Hope	0	8		8	8	0	
Path to Independence	0	12		12	0	12	
Keystone	0	5		5	0	5	
The CALL-Coordinated Entry	0	0		0	0	0	
New Horizons	12	24		24	24	0	
	36	73		73	56	17	73

Project Name	CH	PH	Sp Pop	New CH Total	Ind	Families	Total
Homes With Heart	14	14		14	14	0	
Steadfast	25	25		25	8	17	
Moving Forward II	34	34	Veterans	34	34	0	
Totals	73	73		73	56	17	73

**Request for Proposals (RFP)**  
**HUD Continuum of Care (CoC) Homeless Assistance**  
**Issued: July 20, 2018**

**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).

**BACKGROUND**

HUD publishes a CoC Notice of Funding Availability (NOFA) for each funding year. The 2018 NOFA was published on June 20<sup>th</sup>, 2018, with a deadline of September 18<sup>th</sup>, 2018.

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 2018 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.

**FUNDS AVAILABILITY**

The amount of funding estimated to be available from HUD is \$737,911 for Tier 1 (Estimated ARD at 94 Percent) which is based on the amount of currently funded projects eligible for renewal funding. HUD has announced that for our CoC there is \$52,425 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. Additionally, HUD has announced that there is \$87,376 for Domestic Violence Projects as described below.

**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.

The HUD 2018 NOFA was published on June 20, 2018 including:

[NOTICE OF FUNDING AVAILABILITY \(NOFA\) FOR FY 2018 CONTINUUM OF CARE PROGRAM COMPETITION](#)

HUD 2018 NOFA additional information:

[FY 2018 COC NOFA :: NEW, CHANGES AND HIGHLIGHTS FOR THIS YEAR](#)

### **Description of Projects:**

**Renewal Projects.** The total amount of funding estimated to be available for Renewal Projects (and those taking advantage of the transition grant—see Eligible Projects) from HUD is \$ 785,012; this amount is based on the amount of currently funded projects eligible for renewal funding; this is also referred to as the Annual Renewal Demand (ARD) determined by HUD.

**New Projects** can be funded through reallocation from existing projects or through a bonus funding process, as described in this RFP. New project activities are limited by HUD to permanent supportive housing, rapid re-housing, homeless management information systems, and coordinated intake and assessment programs. HUD strictly limits the type of projects for which reallocated or bonus funds may be used.

- **New Project through a Permanent Housing Bonus.** It is anticipated that the total amount of funding to be available through a permanent housing bonus is 6% of the ARD which for Greater Bristol County/Attleboro/Taunton CoC is \$52,425.
- **New Project through a DV Bonus.** The total amount of funding which the Greater Bristol County/Attleboro/Taunton CoC may apply for under this bonus will be 10% of its Final Pro Rata Need (FPRN) or approximately \$87,376.

Additional funds may also be available through the reallocation process as determined by the Greater Bristol County/Attleboro/Taunton CoC's Performance Review Committee (PRC).

Tier 1 will be equal to 94% of the CoC's Annual Renewal Demand (ARD) or roughly \$ 737,911; Tier 2 is the difference between Tier 1 and the total ARD plus any amount available for bonus amounts. For Greater Bristol County/Attleboro/Taunton CoC, it is estimated that Tier 2 will be roughly \$47,101.

### **DEADLINE**

A letter of Intent as described below is due by **August 7<sup>th</sup>, 2018**. Both renewal and new project proposals must be submitted to GBCATCH by **5:00 p.m. on August 17, 2018**. Submission procedures are described below.

- **Renewal Projects**

Projects currently funded under the CoC Supportive Housing Program (SHP) are eligible for renewal for FY 2018 funds if they have a HUD agreement that expires in Calendar Year 2019. Projects may renew as is, or they may be part of transition, expansion or consolidated projects as further described in this section:

- “Transition Grants:” This year, HUD is permitting HUD transition grants that will allow renewal projects to “transition” from one CoC Program component to another during the CoC Program Competition. Transition Grants are not an additional source of funding but rather, would be part of the existing Annual Renewal Demand (ARD) amount for the CoC. No more than 50% of each transition grant may be used for costs of eligible activities of the program component originally funded, transition grants in this competition are eligible for renewal in subsequent fiscal years for eligible activities of the new program component and eligibility to receive a transition grant requires renewal project applicants to have the consent of its CoC and meet all other criteria and standards in the NOFA. *See Section III.C.3.r of the HUD NOFA for further details.*
- “Expansion Projects:” Projects currently funded under the CoC Supportive Housing Program (SHP) may apply to expand an existing renewal project in accordance with the NOFA. *See Section III.C.3.i of the HUD NOFA for further details.*
- “Consolidated Projects:” Eligible renewal project applicants have the ability to consolidate two or more eligible renewal projects into one project application during the application process. This means that a CoC Program recipient no longer must wait for a grant agreement amendment to be executed to consolidate two or more grants before it can apply for a single consolidated project in the CoC Competition. Consultation with the GBCATCH prior to undertaking this opportunity is required as HUD must confirm eligibility to consolidate projects. *See Section II.B.4 of the HUD NOFA for further details.*

- **New Permanent Supportive Housing (PSH) for Chronically Homeless Individuals or Families (Bonus Project)**

New permanent supportive housing projects that will serve 100% chronically homeless individuals or families are eligible to apply in this competition. Permanent housing is community-based housing, the purpose of which is to provide housing without a designated length of stay. Grant funds may be used for leasing, rental assistance, operating costs and supportive services; definitions and guidance for each of these items is at 24 CFR 578.43-578.63.

- New Projects providing eligible activities that the Secretary of HUD determines are critical in order to assist persons fleeing/attempting to flee domestic violence (DV Bonus Project)
- New projects that are dedicated to survivors of domestic violence, dating violence, sexual assault, or stalking as defined in paragraph (4) at 24 CFR 578.3 are eligible to apply for funding in this competition. The following project types are permitted to apply for a DV Bonus:
- Rapid Re-housing (PH-RRH) projects that must follow a housing first approach.

- SSO Projects for Coordinated Entry (SSO-CE) to implement policies, procedures, and practices that equip the CoC's coordinated entry to better meet the needs of survivors of domestic violence, dating violence, sexual assault, or stalking (e.g., to implement policies and procedures that are trauma-informed, client-centered or to better coordinate referrals between the CoC's coordinated entry and the victim service providers coordinated entry system where they are different).
- Joint TH and PH-RRH component projects as defined in Section II.C.3.m of this NOFA that must follow a housing first approach. Joint TH and RRH projects may request funding for construction, rehabilitation, acquisition, leasing, operating, rental assistance (must be tenant-based TBRA) as well as supportive services, and administration. See "Application Requirements" section of this RFP as it further highlights relevant project requirements and priorities. CoC funding may provide supportive services and/or short-term (up to 3 months) and/or medium-term (for 3 – 24 months) of tenant based rental assistance as necessary to help participants move as quickly as possible into permanent housing and achieve stability in that housing.

Additional information related to these projects:

- PSH projects cannot combine the following types of assistance in a single structure or housing unit:
    - Leasing and acquisition, rehabilitation or new construction;
    - Tenant-based rental assistance and acquisition, rehabilitation, or new construction;
    - Short or medium-term rental assistance and acquisition, rehabilitation or new construction;
    - Rental assistance and leasing, and
    - Rental assistance and operating
  - All projects must follow the written policies and procedures established by the CoC for determining and prioritizing which eligible families and individuals will receive rapid rehousing assistance, as well as the amount or percentage of rent that each program participant must pay.
- ❑ All projects may set a maximum amount or percentage of rental assistance that a program participant may receive, a maximum number of months that a program participant may receive rental assistance, and/or a maximum number of times that a program participant may receive rental assistance. The recipient may also require program participants to share in the costs of rent.
  - ❑ Rental assistance, where applicable, must be limited to no more than 24 months to a household.
  - ❑ All projects may provide supportive services for no longer than 6 months after rental assistance stops.
  - ❑ All projects must re-evaluate, not less than once annually, that the program participant lacks sufficient resources and support networks necessary to retain housing without Continuum of Care assistance and the types and amounts of assistance that the program participant needs to retain housing. The recipient may require each program participant receiving assistance to notify the recipient of changes in the program participant's income or other circumstances (e.g., changes in household composition) that affect the program participant's need for assistance. When notified of a relevant change, the recipient must reevaluate the program participant's eligibility and the amount/types of assistance that the program participant needs.

- ❑ All projects must require the program participant to meet with a case manager not less than once per month to assist the program participant in ensuring long-term housing stability. (The project is exempt from this requirement if the Violence Against Women Act of 1994 (42 U.S.C. 13925 *et seq.*) or the Family Violence Prevention and Services Act (42 U.S.C. 10401 *et seq.*) prohibits the recipient carrying out the project from making its housing conditional on the participant's acceptance of services.)
- ❑ All projects must meet the threshold criteria shown in the application package in Appendix D.
- ❑ New projects may only be funded through reallocation of funds from existing projects or through the permanent housing bonus process. HUD strictly limits the type of projects for which reallocated or bonus funds may be used.
- ❑ All projects will be limited to requests for one year of assistance, unless a different term is required by HUD. Upon expiration, projects may be renewed subject to HUD requirements, local priorities, satisfactory performance, and availability of funds.

### ***Eligible Populations***

Populations who may be served by each of the project types are, as follow:

#### **1. Permanent Supportive Housing (PSH)**

- All PSH projects must dedicate 100% of the units to chronically homeless individuals and/or chronically homeless families as defined by HUD.
- Project applicants must demonstrate that they will first serve the chronically homeless according to the order of priority established in Notice CPD-14-012: Prioritizing Persons Experiencing Chronic Homelessness and Other Vulnerable Homeless Persons.
- Disabilities: All PSH projects must serve exclusively disabled households as defined by HUD.
- PSH projects may serve survivors of domestic violence, dating violence, sexual assault, or stalking as defined in paragraph (4) at 24 CFR 578.3.

#### **2. Rapid Re-Housing (RRH)**

- All projects must serve 100% literally homeless families and/or single adults coming from emergency shelters and/or unsheltered locations or meeting the criteria of paragraph (4) of the HUD definition of homeless including survivors of domestic violence, dating violence, sexual assault, or stalking as defined in paragraph (4) at 24 CFR 578.3.
- Persons in transitional housing are not eligible for either project type, even if they met the criteria described above prior to entering the Transitional Housing (TH) Program, unless they meet the criteria of category (4) definition of homelessness at 24 CFR 578.3 (survivors of domestic violence, dating violence, sexual assault, or stalking as defined). A household would meet category 4 of the definition of homelessness if they are fleeing or attempting to flee from domestic violence and meet all other requirements, regardless of where they are residing.

#### **3. Joint Transitional Housing (TH) and Rapid Re-Housing Component Projects**

- Individuals and families experiencing homelessness including those survivors of domestic violence, dating violence, sexual assault or stalking as defined in paragraph (4) at 24 CFR 578.3.
- Combines the TH and RRH components into a single project.
- Joint TH and RRH projects must provide low-barrier, temporary housing while individuals and families quickly move to permanent housing with a seamless program design. Projects must have the capacity to provide both kinds of assistance to each participant.

## ***Eligible Costs***

The following guidance indicates the costs that may be included in program budgets, to be paid for by the CoC grant or by matching funds.

### **Rental Assistance**

Rental assistance for homeless individuals and families, including tenant-based rental assistance. Grant funds may be used for security deposits in an amount not to exceed two months of rent, as well as last month's rent.

### **Leasing**

The costs of leasing scattered site units to provide housing to homeless persons.

*Leasing: Limits on rent costs.* Rents paid must be reasonable in relation to comparable space or units, and may not be more than the owner charges others for comparable units. Rents for residential units cannot exceed the HUD Fair Market Rent (FMR).

*Utilities.* Utilities are not a leasing line item. If utilities are not provided by the landlord, utility costs are an operating cost.

*Security deposits and first and last month's rent.* Grant funds may be used to pay security deposits, in an amount not to exceed two months of actual rent, as well as last month's rent.

### **Supportive Services**

The eligible costs of supportive services that address the special needs of the program participants.

#### **Supportive Services in PSH and RRH Programs Must Relate to Housing Stability.**

Supportive services must be necessary to assist program participants obtain and maintain housing and agencies must conduct an annual assessment of the service needs of the program participants and adjust services accordingly to achieve those ends

#### ***Eligible supportive services costs:***

- ❑ Reasonable one-time moving costs
- ❑ Case management
- ❑ Food—meals or groceries for program participants
- ❑ Housing search and counseling services
- ❑ Life skills training
- ❑ Outreach services
- ❑ Transportation
- ❑ Utility deposits (one-time fee, paid to utility companies)
- ❑ Direct provision of services: 1) costs of labor, supplies, and materials; and 2) salary and benefit packages of service delivery staff.

*Ineligible costs:* Any cost that is not described as an eligible cost is not an eligible cost.

### **Operating Costs**

Grant funds may be used to pay the costs of the day-to-day operation of permanent supportive housing in a single structure or individual housing units.

*Eligible operating costs:*

- ❑ Maintenance and repair of housing
- ❑ Property taxes and insurance
- ❑ Building security for a structure where more than 50 percent of the units or area is paid for with grant funds
- ❑ Electricity, gas, and water
- ❑ Furniture
- ❑ Equipment.

*Ineligible costs* Program funds may not be used for rental assistance and operating costs in the same project. Program funds may not be used for the maintenance and repair of housing where the costs of maintaining and repairing the housing are included in the lease.

### **Matching Funds**

The grantee must match all funds, except for leasing funds, with no less than 25% of funds or in-kind contributions from other sources. Guidance regarding cash and in-kind match is at 24 CFR 578.73. Cash match must be used for the costs of activities that are eligible CoC Program costs. Appendix C provides information required to document match.

### **Homeless Management Information System**

All successful project applicants—with the exception of entities that are victim service providers—must participate in the CoC's Homeless Management Information System (HMIS).

### **Coordinated Entry/Assessment System**

All successful applicants must participate in the CoC's coordinated entry/assessment system.

### **Grant Term**

Renewal and new projects may only apply for one year grant terms.

Please note: any new project application that includes leasing—either leasing alone or leasing costs plus other costs (e.g. supportive services, HMIS, etc.)—may only request up to a 1-year grant term.



## **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.

## **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 2019**. 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 and submit by **August 7<sup>th</sup> at 5 pm** 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](mailto:ebruder-moore@comcounseling.org)

Please include “2018 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 FY2018 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 2018 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](http://www.comcounseling.org)) .

Please direct any questions to Kevin McCarthy, Chair, GBCATCH at [Kevin.McCarthy@bcsbmail.com](mailto:Kevin.McCarthy@bcsbmail.com), or Ellen Bruder-Moore Abramowitz, Collaborative Applicant for GBCATCH, [ebruder-moore@comcounseling.org](mailto: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, 2018, or SAGE after April 1, 2018) Please indicate the date the APR was submitted.

**Greater Bristol County/Attleboro/Taunton Coalition to End Homelessness MA 519 CoC  
Process for Reallocation**

The Greater Bristol County/Attleboro/Taunton Coalition to End Homelessness MA 519 CoC decided not to reallocate any projects during the 2018 competition. The GBCATCH put out a Request for Proposals (attached) for new project applications and for the Domestic Violence Bonus. We received no new project applications and one Letter of Intent to apply for the Domestic Violence Bonus project. Unfortunately, the New Hope agency withdrew their project because of an internal issue and as a result we were unable to submit any new projects for the competition. Two agencies requested that their current Permanent Supportive Housing Projects be consolidated and these projects had little to no savings to reallocate as they were reduced in the prior competition.

## Greater Bristol County/Attleboro/Taunton Coalition to End Homelessness (GBCATCH)



To: HUD Continuum of Care  
From: MA-519 CoC Application Committee Chair, Kevin McCarthy  
Re: HUD Continuum of Care Competition 2018  
August 30, 2018

The MA-519 CoC otherwise known as the GBCATCH did not reject any projects during this competition. All projects submitted were ranked by the Application Committee. Two agencies asked that their renewals be consolidated and the CoC voted to approve that change.



## Greater Bristol County Attleboro Taunton Coalition to end Homelessness

August 3

As discussed in our meeting Friday July 20th, 2018, the HUD FY 2018 CoC Application has been released and attached you will find the RFP for the Greater Bristol County/Attleboro/Taunton CoC requesting Letters of Intent and applications for both Renewals and the Permanent Housing Bonus as well as the Domestic Violence Bonus for our CoC.

Letters of Intent are due on August 7th and applications are due by August 17th. Please review the attached and if you have any questions or concerns please let me know as soon as possible. Thanks, Ellen

The HUD 2018 NOFA was published on June 20, 2018 including:  
<https://www.hudexchange.info/.../FY-2018-CoC-Program-Competit...>

HUD 2018 NOFA additional information:  
 FY 2018 COC NOFA :: NEW, CHANGES AND HIGHLIGHTS FOR THIS YEAR  
<https://www.hudexchange.info/.../fy-2018-coc-program-competit...>

### SUBMISSION PROCEDURE

Please prepare and submit a project letter of intent and submit by August 7th at 5 pm including the following information:

#### 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:

<https://www.facebook.com/Greater-Bristol-County-Attleboro-Taunton-Coalition-to-end-Homeles>

great deal of work to do to meet the deadlines and submit a high scoring proposal.

- June 20th, 2018-NOFA is released
- July 20, 2018-GBCATCH RFP is released, letters of Intent due by August 7th, 2018
- July 20th, August 17th-GBCATCH meeting to review NOFA-discuss priorities and the potential to reallocate projects, current providers need to send in most recent APR's if available to Collaborative Applicant (CA)
- August 7th-15th -Work on applications and request help from CA if needed;
- August 15th- Last possible day for project applications to be submitted to Collaborative Applicant for review and opportunity to make corrections (HUD requires that the application be submitted 30 days prior to the full grant on Esnap's).
- Submit Applications to Esnap's by August 17th at 5 pm.
- Date August 27th-Performance and Outcomes and Application/Project Ranking Committees to meet to review projects to develop Tier 1 and 2 Ranking based on performance and HUD guidance.
- All agencies who submit applications will be notified if their projects have been accepted no later than 15 days prior to the application submission to HUD (September 3rd).
- August 31st - Project Ranking process and decisions emailed to GBCATCH members and published on website and Facebook for final vote
- September 18th- Full Application submitted to HUD

A Project Ranking /Application Committee was developed made up of members of the GBCATCH not receiving funding to review the criteria for Ranking in Tier 1 and Tier 2. The Committee will develop a proposed ranking of the CoC's projects according to HUD's priorities according to the instructions below:

The Committee used objective criteria to rank all projects. The criterion was provided to all Applicants based on HUD's priorities for the 2018 competition and sent out in emails to all applicants and members of the CoC. The committee looked at performance outcomes, including working with the number of clients as outlined in the original project, recaptured funds, number of chronic homeless served, goals and objectives met, etc.

#### Rationale for Funding and Ranking Decisions

The two agencies currently funded to provide services submitted Letters of Intent to continue their Renewal projects and submitted them to Esnap's

to the proposed timeline. There was one Letter of Intent submitted

**Greater Bristol County/Attleboro/Taunton**  
**Continuum of Care (MA-519)**  
***Homeless Management Information System (HMIS)***  
***Governance Structure 2018***

**Greater Bristol County/Attleboro/Taunton Coalition to End  
Homelessness (GBCATCH)**  
**July 2018**



## 1.0 PURPOSE

The purpose of this document is to establish the governance structure for the operation of the Homeless Management Information System (heretofore referred to as “HMIS”) in a manner that supports the Greater Bristol County/Attleboro/Taunton Continuum of Care (CoC). The primary purpose of this Governance Charter is to articulate the Greater Bristol County/Attleboro/Taunton CoC’s decision-making process for its HMIS.

HMIS is used to aggregate data about the extent and nature of homelessness over time; produce an unduplicated count of homeless persons; understand patterns of service use; and measure the effectiveness of homeless assistance projects and programs. Data produced is used for planning and education.

## 2.0 GOVERNANCE RESPONSIBILITIES

	HMIS Lead	Data Committee	Participating Agency	Vendor	CoC
<b>Planning and Software Selection</b>					
<b>HMIS Planning and Strategic Activities</b> Ensures that activities related to HMIS growth and use are developed, reviewed regularly, and in accordance with the CoC’s goals.	X				
<b>HMIS Program Milestones Development</b> Identifies general milestones for project management, including training, expanded system functionality, etc.	X				
<b>Universal Data Elements</b> Ensures that the HMIS is able to manage the collection of each data variable and corresponding response categories for the Universal Data Elements as outlined in the HMIS Data and Technical Standards.				X	
<b>Program Specific Data Elements</b> Ensures that the HMIS is able to manage the collection of each data variable and corresponding response categories for the Program-specific data elements as outlined in the HMIS Data and Technical Standards.				X	
<b>Unduplicated Client Records</b> Ensures the HMIS is able to generate a summary report of the number of unduplicated client records that have been entered into the HMIS.				X	
<b>APR Reporting</b> Ensures the HMIS is consistently able to produce a reliable APR.				X	
<b>HMIS Reports</b> Ensures the HMIS generates other client served, utilization summary, system performance measures and demographic reports both at the system and program levels for the purpose of understanding the nature and extent of homelessness in the CoC.	X			X	X

	HMIS Lead	Data Committee	Participating Agency	Vendor	CoC
<b>HMIS Management and Operations (Governance &amp; Management)</b>					
<b>HMIS Governance Structure</b> Ensures an HMIS governance model is active and functional between the HMIS Lead and the CoC. Ensures that a formal relationship exists ensuring management processes, responsibilities, decision-making structures and oversight of the HMIS project are undertaken.	X				X
<b>HMIS Oversight Inclusive Participation</b> Ensures the membership of the HMIS Data Committee is inclusive of decision makers representing the CoC and Community.		X			
<b>HMIS Technical Support :: General Operation</b> <input type="checkbox"/> Ensures the HMIS design meets HUD HMIS Data Standards. <input type="checkbox"/> Develop a manual and provide other documentation of programs created. <input type="checkbox"/> Provide ongoing support to the HMIS Lead pertaining to the needs of end users to mine the database, generate reports and other interface needs. <input type="checkbox"/> Administers the product servers, including web and database servers. <input type="checkbox"/> Monitors access to HMIS through auditing. <input type="checkbox"/> Monitors functionality, speed and database backup procedures. <input type="checkbox"/> Provides backup and recovery of internal and external networks. <input type="checkbox"/> Maintains the system twenty-four hours a day, seven days a week. <input type="checkbox"/> Communicates any planned or unplanned interruption of service to the HMIS Lead Agency and Participating Agencies. <input type="checkbox"/> Take all steps needed to secure the system against breaches of security and system crashes.				X	

## 2018 HDX Competition Report

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

#### Total Population PIT Count Data

	2016 PIT	2017 PIT	2018 PIT
Total Sheltered and Unsheltered Count	243	234	208
Emergency Shelter Total	158	170	144
Safe Haven Total	0	0	0
Transitional Housing Total	58	28	22
Total Sheltered Count	216	198	166
Total Unsheltered Count	27	36	42

#### Chronically Homeless PIT Counts

	2016 PIT	2017 PIT	2018 PIT
Total Sheltered and Unsheltered Count of Chronically Homeless Persons	30	22	33
Sheltered Count of Chronically Homeless Persons	18	7	8
Unsheltered Count of Chronically Homeless Persons	12	15	25

## 2018 HDX Competition Report

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

#### Homeless Households with Children PIT Counts

	2016 PIT	2017 PIT	2018 PIT
Total Sheltered and Unsheltered Count of the Number of Homeless Households with Children	55	40	34
Sheltered Count of Homeless Households with Children	55	40	34
Unsheltered Count of Homeless Households with Children	0	0	0

#### Homeless Veteran PIT Counts

	2011	2016	2017	2018
Total Sheltered and Unsheltered Count of the Number of Homeless Veterans	5	6	3	4
Sheltered Count of Homeless Veterans	1	1	3	1
Unsheltered Count of Homeless Veterans	4	5	0	3

## 2018 HDX Competition Report

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

#### HMIS Bed Coverage Rate

Project Type	Total Beds in 2018 HIC	Total Beds in 2018 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	50	0	12	24.00%
Rapid Re-Housing (RRH) Beds	0	0	0	NA
Permanent Supportive Housing (PSH) Beds	79	0	73	92.41%
Other Permanent Housing (OPH) Beds	8	0	0	0.00%
Total Beds	307	12	243	82.37%

## 2018 HDX Competition Report

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

#### PSH Beds Dedicated to Persons Experiencing Chronic Homelessness

Chronically Homeless Bed Counts	2016 HIC	2017 HIC	2018 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	67

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

Households with Children	2016 HIC	2017 HIC	2018 HIC
RRH units available to serve families on the HIC			

#### Rapid Rehousing Beds Dedicated to All Persons

All Household Types	2016 HIC	2017 HIC	2018 HIC
RRH beds available to serve all populations on the HIC			

# 2018 HDX Competition Report

## FY2017 - 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)		
	Submitted FY 2016	FY 2017	Submitted FY 2016	FY 2017	Difference	Submitted FY 2016	FY 2017	Difference
1.1 Persons in ES and SH	429	539	162	137	-25	109	88	-21
1.2 Persons in ES, SH, and TH	451	555	192	171	-21	121	92	-29

b. This measure is based on data element 3.17.

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

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

## 2018 HDX Competition Report

### FY2017 - Performance Measurement Module (Sys PM)

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Submitted FY 2016	FY 2017	Submitted FY 2016	FY 2017	Difference	Submitted FY 2016	FY 2017	Difference
1.1 Persons in ES, SH, and PH (prior to "housing move in")	421	549	207	279	72	162	170	8
1.2 Persons in ES, SH, TH, and PH (prior to "housing move in")	451	553	238	283	45	170	170	0



## 2018 HDX Competition Report

### FY2017 - Performance Measurement Module (Sys PM)

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

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

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

	Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior)	Returns to Homelessness in Less than 6 Months		Returns to Homelessness from 6 to 12 Months		Returns to Homelessness from 13 to 24 Months		Number of Returns in 2 Years	
		FY 2017	% of Returns	FY 2017	% of Returns	FY 2017	% of Returns	FY 2017	% of Returns
Exit was from SO	0	0		0		0		0	
Exit was from ES	220	6	3%	1	0%	5	2%	12	5%
Exit was from TH	11	0	0%	0	0%	0	0%	0	0%
Exit was from SH	0	0		0		0		0	
Exit was from PH	1	0	0%	0	0%	0	0%	0	0%
TOTAL Returns to Homelessness	232	6	3%	1	0%	5	2%	12	5%

#### Measure 3: Number of Homeless Persons

##### Metric 3.1 – Change in PIT Counts

## 2018 HDX Competition Report

### FY2017 - Performance Measurement Module (Sys PM)

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

	January 2016 PIT Count	January 2017 PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	243	234	-9
Emergency Shelter Total	158	170	12
Safe Haven Total	0	0	0
Transitional Housing Total	58	28	-30
Total Sheltered Count	216	198	-18
Unsheltered Count	27	36	9

#### Metric 3.2 – Change in Annual Counts

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

	Submitted FY 2016	FY 2017	Difference
Universe: Unduplicated Total sheltered homeless persons	452	556	104
Emergency Shelter Total	430	540	110
Safe Haven Total	0	0	0
Transitional Housing Total	23	16	-7

## 2018 HDX Competition Report

### FY2017 - Performance Measurement Module (Sys PM)

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

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

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults (system stayers)	21	0	-21
Number of adults with increased earned income	1	0	-1
Percentage of adults who increased earned income	5%		

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

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults (system stayers)	21	0	-21
Number of adults with increased non-employment cash income	3	0	-3
Percentage of adults who increased non-employment cash income	14%		

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

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults (system stayers)	21	0	-21
Number of adults with increased total income	4	0	-4
Percentage of adults who increased total income	19%		

## 2018 HDX Competition Report

### FY2017 - Performance Measurement Module (Sys PM)

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

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults who exited (system leavers)	3	0	-3
Number of adults who exited with increased earned income	1	0	-1
Percentage of adults who increased earned income	33%		

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

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults who exited (system leavers)	3	0	-3
Number of adults who exited with increased non-employment cash income	2	0	-2
Percentage of adults who increased non-employment cash income	67%		

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

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults who exited (system leavers)	3	0	-3
Number of adults who exited with increased total income	3	0	-3
Percentage of adults who increased total income	100%		

## 2018 HDX Competition Report

### FY2017 - Performance Measurement Module (Sys PM)

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

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

	Submitted FY 2016	FY 2017	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.	300	407	107
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.	23	12	-11
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)	277	395	118

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

	Submitted FY 2016	FY 2017	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	309	416	107
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.	27	16	-11
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.)	282	400	118

## 2018 HDX Competition Report

### FY2017 - 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 FY2017 (Oct 1, 2016 - Sept 30, 2017) reporting period.

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

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

	Submitted FY 2016	FY 2017	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

## 2018 HDX Competition Report

### FY2017 - Performance Measurement Module (Sys PM)

	Submitted FY 2016	FY 2017	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing	300	404	104
Of the persons above, those who exited to permanent housing destinations	150	190	40
% Successful exits	50%	47%	-3%

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

	Submitted FY 2016	FY 2017	Difference
Universe: Persons in all PH projects except PH-RRH	84	33	-51
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	80	33	-47
% Successful exits/retention	95%	100%	5%

## 2018 HDX Competition Report

### **FY2017 - 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.



## 2018 HDX Competition Report

### FY2017 - SysPM Data Quality

	All ES, SH				All TH				All PSH, OPH				All RRH				All Street Outreach			
	2013-2014	2014-2015	2015-2016	2016-2017	2013-2014	2014-2015	2015-2016	2016-2017	2013-2014	2014-2015	2015-2016	2016-2017	2013-2014	2014-2015	2015-2016	2016-2017	2013-2014	2014-2015	2015-2016	2016-2017
1. Number of non-DV Beds on HIC	158	158	158	158	60	57	57	55	86	90	90	85								
2. Number of HMIS Beds	158	158	158	158	30	27	27	25	80	84	84	79								
3. HMIS Participation Rate from HIC ( % )	100.00	100.00	100.00	100.00	50.00	47.37	47.37	45.45	93.02	93.33	93.33	92.94								
4. Unduplicated Persons Served (HMIS)	591	517	430	540	28	30	23	16	88	84	84	84	0	0	0	0	0	0	0	0
5. Total Leavers (HMIS)	444	373	297	399	11	15	7	0	25	11	10	10	0	0	0	0	0	0	0	0
6. Destination of Don't Know, Refused, or Missing (HMIS)	90	42	77	70	2	2	0	0	3	0	0	0	0	0	0	0	0	0	0	0
7. Destination Error Rate (%)	20.27	11.26	25.93	17.54	18.18	13.33	0.00		12.00	0.00	0.00	0.00								

## 2018 HDX Competition Report

### Submission and Count Dates for MA-519 - Attleboro, Taunton/Bristol County CoC

#### Date of PIT Count

	Date	Received HUD Waiver
Date CoC Conducted 2018 PIT Count	1/31/2018	

#### Report Submission Date in HDX

	Submitted On	Met Deadline
2018 PIT Count Submittal Date	4/29/2018	Yes
2018 HIC Count Submittal Date	4/29/2018	Yes
2017 System PM Submittal Date	5/31/2018	No

## HOMELESS POLICY AND PROGRAM PRIORITIES 2018

The mission of the Greater Bristol County/Attleboro/Taunton Coalition to End Homelessness (GBCATCH) is to eliminate homelessness in our communities by helping homeless individuals and families move into safe, affordable housing that meets basic quality standards and to ensure that adequate resources and comprehensive services are available to help those in need.

We do this by advocating for homeless individuals and families; enlisting the cooperation of homeless providers and organizations; increasing access to resources, maintaining statistical data on homeless populations, and providing supportive services and empowerment strategies to help individuals and families integrate into our communities.

### Subpopulation Priorities

- **Ending Chronic Homelessness**

**a. Increasing Units.** In order to increase the number of units for chronically homeless individuals and families and work towards the goal of ending chronic homelessness, HUD encourages The CoC to create new projects through reallocation that exclusively serve chronically homeless individuals and families and/or create a permanent housing bonus project specifically for chronically homeless individuals and families. Chronically homeless and permanent supportive housing are defined in 24 CFR 578.3. Projects are prohibited from discriminating against chronically homeless families with children.

**b. Targeting:** Chronically homeless individuals and families should be given priority for permanent supportive housing beds not currently dedicated to this population as vacancies become available through turnover. Permanent supportive housing renewal projects serving specific disabled subpopulations (e.g., persons with mental illness or persons with substance use disorder) must continue to serve those subpopulations, as required in the current grant agreement. However, chronically homeless individuals and families within the specified subpopulation should be prioritized for entry. The CoC should implement a process for prioritizing homeless individuals and families experiencing chronic homelessness consistent with Notice CPD 14-012: *Prioritizing Persons Experiencing Chronic Homelessness in Permanent Supportive Housing and Recordkeeping Requirements for Documenting Chronic Homeless Status*.

- **Ending Family Homelessness.** Most families experiencing homelessness can be housed quickly and stably using rapid re-housing, although some will need the long-term support provided by a permanent housing subsidy or permanent supportive housing. The CoC should adjust the homeless services system for families to ensure that families can easily access rapid re-housing and other housing assistance tailored to their needs. The CoC should also be working with their affordable housing community to facilitate access to affordable housing units. The CoC should also ensure that their projects address the safety needs of persons fleeing domestic violence.

Rapid re-housing is designed to assist homeless individuals and families, with or without disabilities, to move as quickly as possible into permanent housing and achieve stability in that housing. Rapid re-housing assistance is time-limited, individualized, and flexible, and should complement and enhance homeless system performance. The CoC can use reallocation to create new rapid re-housing projects for families.

- **Ending Youth Homelessness.** The CoC should understand the unique needs of homeless youth and should reach out to youth-serving organizations to help them fully participate in the CoC. The CoC and youth serving organizations should work together to develop resources and programs that better end youth homelessness and meet the needs of homeless youth, including Lesbian, Gay, Bisexual, Transgender, and Questioning (LGBTQ) youth. When evaluating the performance of youth programs, The CoC should take into account the specific challenges faced by homeless youth. When The CoC identify lower performing youth serving projects, they should seek to reallocate funds from those projects to better projects serving youth.
- **Ending Veteran Homelessness.** Ending veteran homelessness is within reach for many communities, and The CoC should take specific steps to reach this goal including:
  - a. CoC Program-funded projects should, to the extent possible, prioritize veterans and their families who cannot be effectively assisted with Department of Veterans Affairs (VA) services. When it is determined a veteran cannot be effectively assisted with VA housing and services and has the same level of need as a non-veteran (as determined using a standardized assessment tool) the veteran should receive priority.
  - b. The CoC should work closely with the local VA and other Veteran-serving organizations and coordinate CoC resources with VA-funded housing and services including HUD-VASH and Supportive Services for Veteran Families (SSVF).

### Policy Priorities

- **Using a Housing First Approach.** *Housing First* is an approach to homeless assistance that prioritizes rapid placement and stabilization in permanent housing and does not have service participation requirements or preconditions such as sobriety or a minimum income threshold. Projects using a housing first approach often have supportive services; however, participation in these services is based on the needs and desires of the program participant. Specific steps to support a community-wide Housing First approach include the following:
  - a. *Removing Barriers to Entry.* The CoC should review system- and project-level eligibility criteria to identify and remove barriers to accessing services and housing that are experienced by homeless individuals and families.
  - b. *Centralized or Coordinated Assessment System.* Centralized or coordinated assessment is a key step in assessing the needs of homeless individuals and families requesting assistance and prioritizing those households for assistance. Establishment and operation of a centralized or coordinated assessment system is a requirement of 24 CFR part 578. (HUD also posted a *Coordinated Entry Policy Brief* on the HUD Exchange to help inform local efforts to further develop the CoC' coordinated entry processes.)
  - c. *Client-centered Service Delivery.* Housing and service options should be tailored to meet the unique needs of each individual or family presenting for services. Program participants should not be required to participate in services that they do not believe will help them to achieve their goals.
  - d. *Prioritizing Households Most in Need.* The CoC should prioritize those who are identified as most in need (e.g., those who have been living on the street the longest, homeless households with children living in unsheltered situations, those who are considered most medically vulnerable) for placement into appropriate housing.
  - e. *Inclusive Decision-making.* The CoC should ensure that the needs of all individuals and families experiencing homelessness are represented within the CoC structure by including providers serving groups such as persons fleeing domestic violence, the LGBTQ community, victims of

human trafficking, unaccompanied youth, and other relevant populations in the planning body. Including these groups in the decision-making structures of the CoC ensures that service delivery is both client-centered and culturally competent.

HUD recognizes that there may be some instances where the Housing First approach is not appropriate for a particular permanent or transitional housing project. For example, this may include projects where residents are focused on obtaining support to recover from substance use disorders, and such projects may be alcohol and drug free to support their continued sobriety. However, in general, Housing First approaches are encouraged across all types of projects.

- **Reallocation.** The CoC should reallocate funds to new projects whenever reallocations would reduce homelessness. Communities should use CoC approved scoring criteria and selection priorities to determine the extent to which each project is still necessary and addresses the policy priorities listed in this NOFA.

The CoC may create a new Supportive Services Only (SSO) project specifically for Coordinated Entry.

- **Homeless Management Information System.** The CoC must have a functioning HMIS that facilitates the collection of information on homelessness using residential and other homeless services and stores that data in an electronic format.
  - a. *HMIS Governance.* The CoC must have in place a governance charter that addresses the policies and procedures necessary to meet the HMIS requirements established by HUD. These policies may be incorporated directly into the governance charter or prepared in a separate document and incorporated by reference into the governance charter. The CoC and the HMIS Lead must also have a formal written agreement, a memorandum of understanding or a memorandum of agreement that clearly defines the roles and responsibilities of the CoC and HMIS Lead.
  - b. *HMIS Policy and Procedures.* The CoC must adopt and follow an HMIS Policy and Procedures Manual that includes signed agreements that specify the roles and responsibilities of the HMIS Lead and the Contributing HMIS Organizations (CHOs).
  - c. *Housing Inventory Count (HIC).* The CoC must submit the annual HIC data in the HDX by the HUD-set submission deadline.
  - d. *Bed Coverage.* The CoC should have 86 percent or higher for the bed coverage rate in the CoC's geographic area. The CoC will be assessed on the bed coverage rate for each housing type within the CoC that includes: emergency shelter, safe haven, transitional housing, rapid re-housing, permanent supportive housing, and other permanent housing beds that are dedicated to serve homeless persons (e.g., Veterans Affairs programs, HOPWA). The bed coverage rate is the number of HMIS participating beds divided by the number of year-round beds dedicated to homeless persons in the geographic area covered by the CoC. Beds funded by victim service providers must not be included in this calculation. Further, if the bed coverage rate is 0-64 percent, the CoC must develop clear steps on how it intends to increase this percentage over the next 12 months.
  - e. *Data Quality.* The CoC must report the number of unduplicated client records with null or missing values for the Universal Data Elements on a single day, as selected by the CoC, within the last 10 days of January. The CoC must have below 10 percent null or missing values and below 10 percent of refused or unknown values for the Universal Data Elements as recorded in the HMIS based on the number of unduplicated client records based on a single day, selected by

the CoC, within the last 10 days of January, demonstrate that HMIS data is reviewed at least quarterly, and provide standardized HMIS data quality reports for the CoC and CHOs.

**f. Required HMIS Reports.** The CoC must demonstrate it is able to generate HUD required reports (e.g., CoC Annual Performance Report, ESG Consolidated Annual Performance and Evaluation Report (CAPER), Annual Homeless Assessment Report (AHAR), and HIC. The goal is that all tables submitted to HUD are accepted and used in the last AHAR.

- **Coordinated Entry.** Centralized or coordinated assessment is a key step in assessing the needs of homeless individuals and families requesting assistance and prioritizing those households for assistance. Establishment and operation of a centralized or coordinated assessment system is a requirement of 24 CFR part 578. (HUD also posted a *Coordinated Entry Policy Brief* on the HUD Exchange to help inform local efforts to further develop The CoC's coordinated entry processes.)

Coordinated Entry will impose a client-centric approach to assisting the homeless, including streamlining access to services and using a vulnerability index to prioritize the hardest-to-serve.

- **Planning.** The CoC must develop a plan that includes:
  - a.** Coordinating the implementation of a housing and service system within its geographic area that meets the needs of the homeless individuals (including unaccompanied youth) and families. At a minimum, such system encompasses the following: (i) Outreach, engagement, and assessment; (ii) Shelter, housing, and supportive services; (iii) Prevention strategies.
  - b.** Planning for and conducting, at least biennially, a point-in-time count of homeless persons within the geographic area that meets the following requirements: (i) Homeless persons who are living in a place not designed or ordinarily used as a regular sleeping accommodation for humans must be counted as unsheltered homeless persons. (ii) Persons living in emergency shelters and transitional housing projects must be counted as sheltered homeless persons. (iii) Other requirements established by HUD by Notice.
  - c.** Conducting an annual gaps analysis of the homeless needs and services available within the geographic area.
  - d.** Providing information required to complete the Consolidated Plan(s) within the Continuum's geographic area.
  - e.** Consulting with State and local government Emergency Solutions Grants program recipients within the Continuum's geographic area on the plan for allocating Emergency Solutions Grants program funds and reporting on and evaluating the performance of Emergency Solutions Grants program recipients and subrecipients.